



MUNICIPAL DISTRICT OF GREENVIEW No. 16

ORGANIZATIONAL MEETING AGENDA

Monday October 22, 2017

9:00 AM

Council Chambers
Administration Building

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



REQUEST FOR DECISION

SUBJECT: **Appointment of Reeve**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: See below for voting options.

BACKGROUND/PROPOSAL:

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

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

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



REQUEST FOR DECISION

SUBJECT: **Appointment of Deputy Reeve**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

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

BACKGROUND/PROPOSAL:

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

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



REQUEST FOR DECISION

SUBJECT: Regular Scheduled Council Meetings
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO:
GM:

MANAGER:
PRESENTER:

RELEVANT LEGISLATION:

Provincial (cite) – MGA Section 193(1)

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council hold the Regular Scheduled Council Meetings on the second and fourth Monday of each month, commencing at 9:00 a.m. in the Council Chambers, Administration Building, 4806-36th Avenue, Valleyview, and cancel the following Regular Council Meetings;

August 12, 2019 for Council Break

November 12, 2019 for RMA Fall Convention

December 23, 2019 for Christmas Break

And further, that any Regular Scheduled Council Meeting that fall on a statutory holiday will be held on the Tuesday immediately following that holiday.

BACKGROUND/PROPOSAL:

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

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to choose different dates, start times and frequency for its Regular Council Meetings.



REQUEST FOR DECISION

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

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:
Provincial (cite) – MGA Section 193(1)

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council hold the Committee of the Whole meetings on the third Monday of each month, commencing at 10:00 a.m. at the following locations within Greenview;

- January 21, 2019 at the DeBolt Public Services Building**
- February 19, 2019 at the Grovedale Public Services Building**
- April 15, 2019 in Grande Cache at Eagle’s Nest Hall**
- May 21, 2019 at the DeBolt Public Services Building**
- June 17, 2019 at the Grovedale Public Services Building**
- July 15, 2019 in Grande Cache at Eagle’s Nest Hall**
- September 16, 2019 Eagle’s Nest Hall, Grande Cache**
- October 21, 2019 Greenview Administration Building, Valleyview**
- November 18, 2019 Grovedale Public Services Building**
- December 16, 2019 DeBolt Public Services Building**

And further, that any Committee of the Whole meeting that falls on a statutory holiday will be held on the Tuesday immediately following that holiday.

And further, that the Committee of the Whole meeting for the month of March be cancelled for the RMA Convention and the meeting for August be cancelled for Council Break.

BACKGROUND/PROPOSAL:

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

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

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to choose different dates, start times and frequency for its Committee of the Whole meetings.



REQUEST FOR DECISION

SUBJECT: **Municipal Planning Commission Meeting**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –

Council Bylaw/Policy (cite) –

RECOMMENDED ACTION:

MOTION: That Council hold the Municipal Planning Commission meetings on the following dates commencing at 9:00 a.m. in the Council Chambers, Administration Building, 4806 – 36th Avenue, Valleyview, AB;

- January 15, 2019**
- February 12, 2019**
- March 12, 2019**
- April 9, 2019**
- May 14, 2019**
- June 11, 2019**
- July 9, 2019**
- September 10, 2019**
- October 16, 2019**
- November 5, 2019**
- December 10, 2019**

And further cancel the August 13, 2019 meeting for Council Break.

BACKGROUND/PROPOSAL:

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

The August 9th, 2018 meeting falls during Council Break.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to choose different dates, start times and frequency for the Municipal Planning Commission Meeting.



REQUEST FOR DECISION

SUBJECT: Greenview Ratepayer BBQ
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO:
GM:

MANAGER:
PRESENTER:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy CO 01

RECOMMENDED ACTION:

MOTION: That Council host the Annual Ratepayer Barbeques between 5:00 p.m. and 7:00 p.m. on the following dates, with funding to come from the 2019 Communications Citizens Engagement Budget;

June 10th, 2019 Greenview Operations Building, Valleyview

June 17th, 2018 Grovedale Public Services Building

July 8th, 2018 DeBolt Public Services Building, DeBolt

July 15th, 2018 Eagle’s Nest Hall, Grande Cache

BACKGROUND/PROPOSAL:

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

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to change the dates or venues of the Annual Ratepayer Barbeques.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Agriculture Appeal Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Administration has not received any interest in this board.

FINANCIAL IMPLICATION:

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

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Application



REQUEST FOR DECISION

SUBJECT:	Agriculture Services Board	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	ORGANIZATIONAL MEETING	CAO:	MANAGER:
MEETING DATE:	October 22, 2018	GM:	PRESENTER:
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

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

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

Warren Wohlgemuth, Jake Drozda, and Stephen Lewis have expressed interested in sitting on the ASB.

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

Presently Councillor Bill Smith and Councillor Dale Smith sit on the Agriculture Services Board.

FINANCIAL IMPLICATION:

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

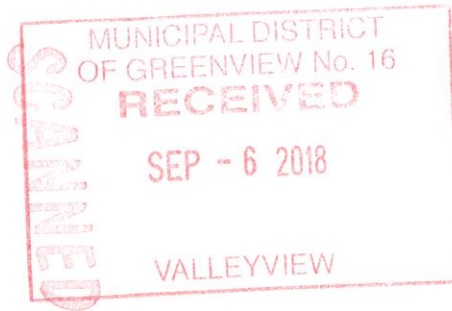
ATTACHMENT(S):

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



MD OF GREENVIEW

Please Print



FH C-12

APPLICATION

Appointment to a Municipal Board/Committee

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

Agricultural Services Board

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

Yes No

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

ASB-board-last two years

Personal Resume

Name: Warren C. Wohlgenuth

Home/Mailing Address: PO Box 95

City: Crooked Creek Postal Code: T0H 0Y0

Phone (home): 780-957-3662 Phone (work): 780-512-3727

Email: wcwohlgenuth@shaw.ca

Qualifications: _____



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

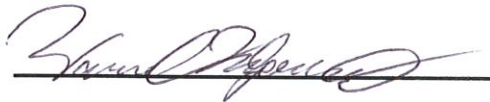
Please Print

Experience: 2 years on ASB, 1 yr on East Smoky Gas Co-op Board
4 yrs on G.P. Feeders Association Board of Directors, Director on Valleyview
Grain Association for 5 years

Volunteer Activities you have been involved with: Coaching kids softball in Pe.Bdt

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

I have contact with many local area producers, cattle, grain, and confined
livestock. As I have got more familiar with the programs and services
available through the MD and the ASB, I have been able to promote them
better to my fellow producers and hope to continue doing so.



Applicant's Signature

Sept. 2/2016

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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



MD OF GREENVIEW

MUNICIPAL DISTRICT
OF GREENVIEW No. 16
RECEIVED

OCT 01 2018

APPLICATION

Appointment to a Municipal
Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Agricultural Services Board

Are you a resident of Greenview?

Yes

No

Are you currently serving on a Municipal Board or Committee?

Yes

No

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

NA

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

Yes

No

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

MPC 1986

citizen's panel 2017

Personal Resume

Name: Jake Drozda

Home/Mailing Address: Box 1295

City: Valleyview Postal Code: T0H 3A0

Phone (home): 780 524 3254 Phone (work): 780 524 9701

Email: oscar123d16@hotmail.com

Qualifications: responsible citizen



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: 50 years farming, past board positions:
REA, Coop Store, Alberta Organic Producers Assoc.,
Organic Alberta, Organic Federation of Canada, Standards.

Volunteer Activities you have been involved with: _____

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

sound decisions

John Dwyer

Applicant's Signature

Sept 28 2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW



APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

AGRICULTURAL SERVICE BOARD OCTOBER 2018

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

Yes No

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

AGRICULTURAL SERVICE BOARD YEAR OF 2017 TO 2018

Personal Resume

Name: STEPHEN LEWIS

Home/Mailing Address: Box 23

City: LITTLE SMOKY Postal Code: TOH 3Z0

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

Email: DAYSPR2N@TELUS.NET

Qualifications: FARMING IN THE AREA SINCE 1988

HAD MY OWN OILFIELD BUSINESS



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee


Please Print

Experience: RAN MY OWN FARMING BUSINESS, OILFIELD BUSINESS AND STARTED A DISPOSAL BUSINESS IN FOX CREEK WITH THE FAMILY IN 1982

Volunteer Activities you have been involved with: GREENVIEW SAR

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

I'M INTERESTED IN ANYTHING AFFECTING THE FARM COMMUNITY



Applicant's Signature

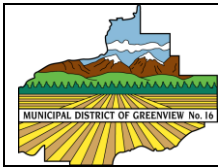
SEPT 14/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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



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

Section:
AGRICULTURE

POLICY NUMBER: AG 02

POLICY TITLE: AGRICULTURAL SERVICE BOARD

Page 1 of 1

Date Adopted by Council / Motion Number:

12.06.357

PURPOSE

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

POLICY:

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

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

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

(Original signed copy on file)

REEVE

CHIEF ADMINISTRATIVE OFFICER

AGRICULTURAL SERVICE BOARD MISSION STATEMENT

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

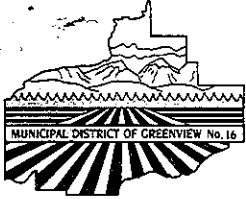
OBJECTIVES:

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

(Original signed copy on file)

REEVE

CHIEF ADMINISTRATIVE OFFICER



BYLAW NO. 97-224

of the Municipal District of Greenview No. 16

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

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

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

1. NAME

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

2. ESTABLISHMENT AND MEMBERSHIP

2.1 The Agricultural Service Board is hereby established.

2.2 The Agricultural Service Board shall consist of seven members appointed annually by resolution of Council. Five members shall be appointed from the public at large, and two members shall be appointed from Council.

2.3 No person who is an employee of the M.D. of Greenview No. 16 shall be appointed to the Agricultural Service Board.

2.4 Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of Council.

2.5 Council may remove a member from the Agricultural Service Board by resolution at any time.

3. TERM OF OFFICE

3.1 Each member of the Agricultural Service Board shall be appointed at the pleasure of the Council for a term of one year, and may be re-appointed upon the expiry of the term at the pleasure of Council.

3.2 Where a member of Council is appointed as a member of the Agricultural Service Board, their appointment shall terminate upon them ceasing to be a member of the Council.

4. CHAIRPERSON

4.1 Council shall appoint the Chair of the Agricultural Service Board on an annual basis.

4.2 A member may be re-appointed to the position of Chairperson.

4.3 A Chairperson shall preside at the meetings of the Agricultural Service Board.

5. VICE-CHAIRPERSON

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

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

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

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

5. QUORUM AND MEETINGS

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

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

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

6. FEES AND EXPENSES

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

7. RESPONSIBILITIES AND FUNCTIONS

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

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

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

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

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

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

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

A. G. Mulligan
REEVE

Gordon [Signature]
MUNICIPAL MANAGER



REQUEST FOR DECISION

SUBJECT: **Alberta Care**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Councillor Roxie Rutt currently sits on this board.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT:	Audit Committee	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	ORGANIZATIONAL MEETING	CAO:	MANAGER:
MEETING DATE:	October 22, 2018	GM:	PRESENTER:
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Reeve Dale Gervais, Deputy Reeve Tom Burton and Councillor Shawn Acton sit on this committee.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Canfor FMA Advisory Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Roxie Rutt sits on this committee with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Canfor Forest Management Advisory Committee Background & Mandate

CANFOR FOREST MANAGEMENT ADVISORY COMMITTEE (FMAC)

Background & Mandate

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

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

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

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

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

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

Defined Goals of FMAC

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

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

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

In addition, the FMAC will continue to:

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

Operating Rules

1. Rules and Conduct

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

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

2. Meetings

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

Meeting Expenses and Logistics

1. Meeting Expenses

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

Roles & Responsibilities

1. FMAC Structure:

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

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

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

2. FMAC Member's Role

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

3. Non-members:

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

4. Canfor's Role:

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

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

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



REQUEST FOR DECISION

SUBJECT: **New Fish Creek Cemetery Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING **REVIEWED AND APPROVED FOR SUBMISSION**
MEETING DATE: October 22, 2018 **CAO:** **MANAGER:**
DEPARTMENT: CAO SERVICES **GM:** **PRESENTER:**
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council appoint one three (3) Members at Large to the New Fish Creek Cemetery Committee.

BACKGROUND/PROPOSAL:

The New Fish Creek Cemetery is one of four cemeteries within Greenview. Council has established a bylaw appointing five community members to the committee as well as one Councillor. The Cemetery Committees run on three year terms with this term ending October of 2019. Currently the New Fish Creek Cemetery Committee does not have a full board.

Colleen Young, Teresa Gordon, Andy Labrecque and Tom Gordon has expressed interested in serving on the New Fish Creek Cemetery Committee.

Currently Wilma Marcotte and Sherry Perron sit on this board.

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

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

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



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

NFC Cemetery

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

NFC Hall Association as treasurer expires at our General Meeting & elections in 2019

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

Yes No

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

NEW FISH CREEK COMMUNITY ASSOCIATION as secretary treasurer. for the last 6 years

Personal Resume

Name: Colleen Young Colleen A Young

Home/Mailing Address: Box 2079

City: Valleyview Postal Code: T0H 3N0

Phone (home): 780-524-4818 Phone (work): 780-552-4937

Email: callupy@gmail.com

Qualifications: _____



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Experience:

I'm a mom of 3 kids married 47 yrs. I've been on many committees in Goodlaw & St John B.C & now in New Fish Creek for last 10 yrs.

Volunteer Activities you have been involved with:

Lela's Angels Travel Found, All School Sports, Legion; Scouts, Guided School Sports.....

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

I work for FCSS & know many people in our community. Our cemetery is well kept & we'd like to keep it that way.

Cellen A young

Applicant's Signature

Oct 2, 2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

NFC Cemetery

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

NFC Hall Association - President
- Elections 2019.

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

Yes No

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

New Fish Creek Assoc. Served in different capacities for the last 35 years.

Personal Resume

Name: Teresa Gordon

Home/Mailing Address: Box 895

City: Valleyview Postal Code: T0H 3N0.

Phone (home): 780-524-2348 Phone (work): /

Email: tagordon2@

Qualifications: I'm old and been there, done that, raised 3 kids all in sports, do I need to say more.



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Experience: I have been on the NFAA board for the past 30-35 years.

Volunteer Activities you have been involved with: New Fish Creek Assn, Northern Lights Figure Skating, etc.

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

I know alot of people in our community. I want to make sure the cemetery is kept neat & tidy.

Lorea Jordan

Applicant's Signature

Oct. 2/2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 - 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

NFC Cemetery

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

NFC Hall Association *vice president*
terminating at General meeting in 2019

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

Yes No

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

New Fish Creek Community Association
First year.

Personal Resume

Name: Andy Lebreque *Andy Lebreque*

Home/Mailing Address: Box ~~2055~~ 2288

City: Valleyview Postal Code: T0H 3N0.

Phone (home): 780-837 1793 Phone (work): _____

Email: goy-forever1@hotmail.com

Qualifications: _____



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal
Board/Committee

Experience: _____

Volunteer Activities you have been involved with: New Fish Creek Assoc.
Yard maintenance, and hall functions

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

Work when called upon

Andy Labeyrie

Applicant's Signature

Oct 2/2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

New Fish Creek Assoc. Director.
3 year term.

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

Yes No

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

Personal Resume

Name: Tom Gordon

Home/Mailing Address: Box 895

City: Valleyview Ab. Postal Code: T0H 3N0

Phone (home): 780-524-2348 Phone (work): _____

Email: tagordon2@gmail.com

Qualifications: Have served on the New Fish Creek Assoc. several times over the past 40 years.



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: _____

Volunteer Activities you have been involved with: Mostly within the community and with New Fish Creek Assoc.

How do you feel you could contribute to your chosen Board or Committee?
I have been a member of the community all my life.

Tom Gardar

Applicant's Signature

Oct 2/2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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



REQUEST FOR DECISION

SUBJECT: **Valleyview Cemetery Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Les Urness sits on this committee.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

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

VALLEYVIEW CEMETERY AGREEMENT

BETWEEN

THE TOWN OF VALLEYVIEW

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

And

THE MUNICIPAL DISTRICT OF GREENVIEW

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

VALLEYVIEW CEMETERY AGREEMENT

Made this 10 day of July, 2012

BETWEEN

THE TOWN OF VALLEYVIEW
Hereinafter referred to as the "Town"

OF THE FIRST PART

And

THE MUNICIPAL DISTRICT OF GREENVIEW
Hereinafter referred to as the "M.D"

OF THE SECOND PART

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

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

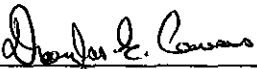
WHEREAS, the M.D. wishes to contribute to the cost of operating the Cemetery, and/or any capital expenditures of the Cemetery;

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


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

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

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



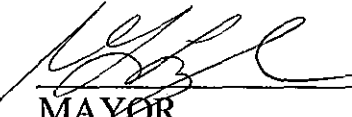
MUNICIPAL MANAGER
M.D. of Greenview



REEVE
M.D. of Greenview



MANAGER
Town of Valleyview



MAYOR
Town of Valleyview

BY-LAW # 2016-03

OF THE TOWN OF VALLEYVIEW

IN THE PROVINCE OF ALBERTA

Revised: April 22, 2016

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

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

PART I

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

The Advisory Committee shall consist of:

1- Town Councilor

1- MD of Greenview Councilor

1- Legion Member

1- Ministerial Association Representative

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

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

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

PART II

DEFINITIONS:

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

PART III

CONTROL:

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

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

PART IV

CARE OF LOTS:

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

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

PART V

MONUMENTS:

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

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

PART VI

SALES AND RESERVATIONS:

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

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

PART VII

MISCELLANEOUS:

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

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

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

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

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

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



REQUEST FOR DECISION

SUBJECT:	Community Futures Grande Prairie & Region		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 22, 2018	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Bill Smith sits on this board with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: **Crooked Creek Recreation Board**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Roxie Rutt sits on this board with Deputy Reeve Tom Burton as the alternate.

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

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: East Smoky Recreation Board
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____ **MANAGER:** _____
GM: _____ **PRESENTER:** _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Deputy Reeve Tom Burton sits on this board with Councillor Roxie Rutt as the alternate.

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

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: **Emergency Management Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Reeve Dale Gervais, Councillor Shawn Acton, Councillor Bill Smith and Councillor Winston Delorme sit on this board.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Bylaw 09-607



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

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

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

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

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

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

6. Council may:
 - a) By Bylaw, borrow, levy, appropriate and expend, without consent of the elector, all sums required for the operation of the Emergency Management Agency; and
 - b) Enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

7. The Emergency Management Committee shall:
 - a) Review the Municipal Emergency Plan and related plans and programs on a regular basis; and
 - b) Advise Council, duly assembled, on the status of the MEP and related plans and programs at least once year.

8. The Emergency Management Agency shall be comprised of one or more of the following:
 - a) The Director of Emergency Management;
 - b) The Deputy Director of Emergency Management;
 - c) The Chief Administrative Officer;
 - d) The Director of Operations;
 - e) The Director of Corporate Services;
 - f) The lead Public Information Officer;
 - g) The Disaster Social Services Manager;
 - h) The Manager of the local Emergency Medical Services;
 - i) A representative of the region's Fire Departments;
 - j) The senior NCO of the region's RCMP Detachments;
 - k) A representative of the region's Hospitals;
 - l) A representative(s) of contract utility providers (Atco, Telus);
 - m) The Administrator or Designate of the region's School Boards; and
 - n) Anyone else who might serve a useful purpose in the preparation or implementation of the MEP.

9. The Director of Emergency Management shall:
 - a) Prepare and co-ordinate the MEP and related plans and programs for the Municipal District of Greenview;
 - b) Act as Director of Emergency Operations or ensure that someone is designated under the MEP to so act, on behalf of the Emergency Management Agency;
 - c) Co-ordinate all emergency services and other resources used in an emergency; and
 - d) Ensure that someone is designated to discharge the responsibilities specified in paragraphs a), b) and c).

10. The power to declare or renew a state of local emergency under the Act and the requirement specified in Section 13 of this Bylaw, are hereby delegated to a Committee comprised of the Reeve or Deputy Reeve and any one councilor, or in their absence, any other two members of Council. This Committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.

11. When a state of local emergency is declared, the person or persons making the declaration shall:
 - a) Ensure that the declaration identifies the nature of the emergency and the area of the Municipal District of Greenview in which it exists;
 - b) Cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
 - c) Forward a copy of the declaration to the Minister forthwith.

12. When a state of local emergency is declared:
 - a) Neither Council nor any member of Council, and no person appointed by Council to carry out measures relating to emergencies or disasters, is liable in respect of damage caused through any action taken under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

13. Notwithstanding Section 11:

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

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

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

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

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


17. Bylaw 00-308 is hereby rescinded.

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

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

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

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



REEVE



CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: **Evergreens Foundation**

SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: October 22, 2018 CAO: MANAGER:

DEPARTMENT: CAO SERVICES GM: PRESENTER:

STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

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

Currently Councillor Winston Delorme sits on this board with Reeve Dale Gervais as the alternate.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Board Members Orientation

THE MANAGEMENT BODY BOARD Subject: 2.1

Purpose

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

The Board

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

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

Natural Person Powers

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



Contact: Housing Services Division			
Management Body Handbook	Orig. Date: 09/94	Rev. No. 3	Rev. Date: 11/07

Natural Person Powers (Continued)

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

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

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

Board Responsibilities

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

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

The Board (Continued)

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

Other functions of the board include:

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

Human resources
Purchasing
Signing authority
Selection of tenants

- Maintaining a positive public image of the management body

Board Members

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

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

Chairperson

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

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

Vice-Chairperson

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

Responsibilities and Functions of Other Management Body Positions.

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

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

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

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

Committees

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

Responsibilities

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

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

Purpose

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

Report Content

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

Daily Operations

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

Financial Operations

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

Maintenance Operations

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

General Operations

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

Definition of Pecuniary Interest

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

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

Pecuniary Interest Policies

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

Developing a Code of Conduct and Ethics

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

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



REQUEST FOR DECISION

SUBJECT: **Fox Creek Area Synergy Group**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one (1) Councillor to the Fox Creek Area Synergy Group and one Councillor as the alternate.

BACKGROUND/PROPOSAL:

Synergy Alberta is a non-profit organization that supports multi-stakeholder collaborative initiatives, referred to as Synergy Groups, throughout Alberta. The group will foster information sharing and understanding regarding resource development and its impacts on local communities. Synergy Groups are community based and can include active participation from the community, industry, government departments and the Alberta Energy Regulator. Participation in the groups is voluntary and they do not replace consultation or regulatory bodies. Mutual understanding is promoted through education and respectful dialogue to assist at all stages of industrial development.

Currently Councillor Shawn Acton sits on this board with Reeve Gervais as the alternate.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):



REQUEST FOR DECISION

SUBJECT: Fox Creek Recreation Board
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____ **MANAGER:** _____
GM: _____ **PRESENTER:** _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Shawn Acton sits on this board with Reeve Dale Gervais as alternate.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT:	Golden Triangle Consortium	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	ORGANIZATIONAL MEETING	CAO:	MANAGER:
MEETING DATE:	October 22, 2018	GM:	PRESENTER:
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Greenview's three year agreement with the Golden Triangle Consortium expired January 1, 2018. Administration is working a new agreement with the Consortium.

Currently Councillor Shawn Acton sits on this consortium.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: **Grande Cache Elders Council**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____
MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

Currently Councillor Winston Delorme sits on this council.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT:	Grande Cache Environmental Committee		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 22, 2018	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one (1) Staff Member and one (1) Councillor to the Grande Cache Environmental Committee.

BACKGROUND/PROPOSAL:

The Town of Grande Cache invited Greenview to hold a position on the Town’s Environmental Committee in recognition of the fact the environmental issues often occur across municipal boundaries.

Currently Community Coordinator, Tara Zeller sits on this committee with Councillor Winston Delorme as the alternate.

FINANCIAL IMPLICATION:

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

ATTACHMENT:

- Grande Cache Environmental Committee Terms of Reference

TERMS OF REFERENCE

1.0 CONSTITUTION

- 1.1 The Grande Cache Environmental Committee (GCEC) is established as a Committee of the Town of Grande Cache to promote environmental policies, practices and projects within the community.

2.0 MEMBERSHIP

- 2.1 The Committee shall consist of not more than eight (8) members, each of whom shall be appointed by Mayor and Council upon the recommendation of the GCEC. The Committee shall consist of two members appointed from Town Council, one member appointed from the MD of Greenview, and not more than four (4) members appointed from the community at large and one representative from the Grande Cache Institution.
- 2.2 The Committee members appointed from the community at large will hold office for a period of one (1) year. Committee members may hold office for more than one term.
- 2.3 The Chairperson for the Committee will be selected from among the members of the Committee. The Committee will determine the period for which the Chairperson is to hold office. If the Chairperson is not present at a meeting, the Committee will determine who will act as Chairperson for the purpose of that meeting.
- 2.4 The Committee members will select a Communications Liaison annually that will assume the role as a key contact between the Committee, the Town Community Relations Officer and the public, to assist in managing the messaging of the social media platforms of the Committee.

3.0 SECRETARY

- 3.1 The Chief Administrative Officer of the Town of Grande Cache, or her designate, will act as Secretary for the committee.

4.0 QUORUM

- 4.1 The quorum necessary for the transaction of business for the Committee shall be four (4) members. A duly convened meeting of the Committee, at which a quorum is present, shall exercise all or any of the authorities, powers and discretions vested in or excisable by the Committee.

Grande Cache Environmental Committee
Terms of Reference

5.0 FREQUENCY OF MEETINGS

- 5.1 Meetings shall be held not less than eight (8) times per year. Meetings to be held on the second Monday of each month or at the call of the Chairperson and shall be arranged by the Secretary of the Committee.
- 5.3 Meetings will be limited to ninety (90) minutes in duration unless agreed by the Committee, by unanimous vote, to be extended.

6.0 CONDUCT OF BUSINESS

- 6.1 Decisions of the Committee shall be decided by majority vote. In the case of an equality of votes, the Chairperson of the Committee shall have a second or casting vote.

7.0 ATTENDANCE AT MEETINGS

- 7.1 The Committee meetings shall be open to the public except for in-camera issues.
- 7.2 Committee members who are absent for three (3) consecutive meetings, without approval of the Committee, are subject to removal from the Committee.

8.0 MINUTES

- 8.1 The members of the Committee shall cause minutes of the meetings to be made of all motions and proceedings of the Committee, including the names of all those present and in attendance at the Committee meeting.
- 8.2 The Secretary of the Committee shall circulate the minutes of meetings of the Committee to all members of the Committee for approval at the next Committee meeting.
- 8.2 Approved minutes of the Committee shall be provided for Mayor and Council's information.

Grande Cache Environmental Committee

Terms of Reference

9.0 DUTIES

9.1 The Committee shall:

- (a) Consider and recommend to Mayor and Council a broad policy for environmental issues within the community.
- (b) Investigate environmental concerns and problems related to a broad set of environmental issues.
- (c) Recommend environmental best practices for Mayor and Council's support.
- (d) Educate and inform the general public about environmental issues and how they can be addressed.
- (e) Initiate environmental projects such as, but not limited to, Toxic Waste Roundups, including scheduling and organizing events.
- (f) Initiate fundraising and submitting applications for grants that may be available for specific projects.

10.0 ADMINISTRATION

10.1 Requested allocation of resources (staff, equipment and supplies) to be tracked by Administration.

10.2 Allocation of budget to be provided under Council's budget.

11.0 BEST PRACTICES

11.1 For the purpose of these Terms of Reference, best practices are defined as:

- a) Develop standards and practices in response to environmental concerns which allow our community to meet or exceed our desired objectives to promote responsible environmental stewardship.

- b) Encourage each individual, business, industry and institution to reduce their footprint on the environment through reduction of waste and promote individual responsibility, leading to community action.



REQUEST FOR DECISION

SUBJECT: **Grande Prairie Hospital Foundation**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Reeve Dale Gervais sits on this foundation with Councillor Roxie Rutt as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Grande Prairie Tourism Board**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____
MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Bill Smith sits on this board with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Grande Spirit Foundation**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Roxie Rutt sits on this Foundation with Councillor Bill Smith as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint two (2) Councillors to the Green View Family & Community Services Board, and one (1) Councillor as the alternate.

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Roxie Rutt, Councillor Shawn Acton, Roxanne Perron, Trina Carroll-Parker and Tammy Day sit on this board.

Roxanne Perron, Donna Dudam, Jake Drozda and Tammy Day have submitted applications to sit on the FCSS Board.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Applications
- Agreement



MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT
OF GREENVIEW No. 16

RECEIVED

SEP 27 2018

VALLEYVIEW

FH 012

APPLICATION

Appointment to a Municipal
Board/Committee

SCANNED

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Green View Family & Community Support Services

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

GreenView FCSS, SDAB

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

Yes No

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

FCSS, SDAB - current

Personal Resume

Name: Roxanne Perron

Home/Mailing Address: Box 77

City: Little Simoky Postal Code: ToH 3Z0

Phone (home): 780-524-8954 Phone (work): -

Email: roxanneperron@gmail.com

Qualifications: 17 years of FCSS Board experience

5 years experience on FCSSAA as a board member



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: Greenview FCS - 17 years as board member
FCSSAA - 5 years as board member

Volunteer Activities you have been involved with: Little Smoky Community Centre, PAL-tutoring kids, Valleyview Enhancement Committee, EBC - Youth, Drama Production.

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

My years of experience & passion for building my community, make me an asset to the FCSS board.

Roxanne Curran

Applicant's Signature

Sept. 26/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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



APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Greenview Family & Community Services (FCSS)

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No Just finished 1 yr on FCSS

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

FCSS

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

Yes No

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

FCSS 2017 & 2018

Personal Resume

Name: Tammy Day

Home/Mailing Address: Box 90

City: Grovedale Postal Code: TOH 1X0

Phone (home): 780-831-8575 Phone (work): _____

Email: tammy.day1963@outlook.com

Qualifications: experience on FCSS Board; years of other on Boards: P&G/Weyerhaeuser EAC, Canadian Wood Council, Grovedale Ag. Society, GPRC Board of Governors; Current Chair of Grovedale Seniors Housing Society



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: (on previous page)

* Associates Degree - GPRC

* Donor Relations Officer - Usask, College of Medicine

Volunteer Activities you have been involved with: Grovedale Ag Society - Annual Fair; Funerals @ Grovedale Hall; several of the Boards I've been on were as a volunteer.

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

Depth of knowledge ^{of} needs within my community; enthusiasm to participate in meetings; eager to offer suggestions if appropriate; friendly personality.

Jammy Ray

Applicant's Signature

Sept. 5, 2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 - 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

FCSS

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

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

Yes No

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

Personal Resume

Name: Donna Duda

Home/Mailing Address: P.O. Box 1946

City: Valleyview Postal Code: T0H 3N0

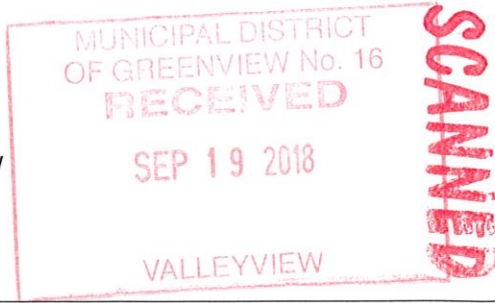
Phone (home): 780-524-5455 Phone (work): 780-524-9361

Email: donna.duda@email.com

Qualifications: I currently work for homecare which a lot of times we share the same clients as FCSS.



Please Print



APPLICATION

Appointment to a Municipal Board/Committee

Experience: I am familiar with how committees are run.

Volunteer Activities you have been involved with: President → Sunset House Parent Association. Vice President → Indoor Play Grand

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

I am a team player and communicate effectively. I love to be involved with community.

Lianne Kruger

Applicant's Signature

Sept 17/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW



APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

F C S S

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

NA

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

Yes No

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

MPC 1986

citizen's panel 2017

Personal Resume

Name: Jake Drozda

Home/Mailing Address: Box 1295

City: Valleyview Postal Code: T0H 3N0

Phone (home): 780 524 3254 Phone (work): 780 524 9701

Email: oscar123d16@hotmail.com

Qualifications: responsible citizen



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: 50 years farming, past board positions; REA, Coop Store, Alberta Organic Producer's Ass., Organic Alberta, Organic Federation of Canada, standards.

Volunteer Activities you have been involved with: _____

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

I come with high level of education and a lifetime of experience



Applicant's Signature

Sept 28 2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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

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

and

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

THIS AGREEMENT made in duplicate this 8th day of APRIL, 2013

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

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

THEREFORE, THIS AGREEMENT WITNESSES:

1. ASSUMPTION OF AUTHORITY

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

2. JOINT F.C.S.S BOARD

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

2.1 The Board shall consist of seven members:

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

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

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

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

2.2.1 The elected member resigns from the Board;

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

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

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

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

3. TERM OF OFFICE

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

4. CHAIR AND VICE-CHAIR

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

5. QUORUM AND MEETINGS

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

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

6. POWERS, DUTIES AND RESPONSIBILITIES

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

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

7. FINANCING

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

8. GENERAL

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

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

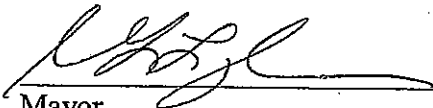
The Municipal District of Greenview No. 16
P. O. Box 1079
Valleyview, Alberta T0H 3N0
- 8.2 A participating municipality proposing to withdraw from the program must give at least six (6) months written notice of its intent to do so to the Board and the Councils of the participating municipalities.
- 8.3 Upon dissolution of the Board, the Participating Municipalities shall be responsible for their portion of any deficit/surplus that may have occurred and shall be entitled to their portion of the remaining assets.
- 8.4 This agreement may be amended by mutual consent of the Participating Municipalities in writing.

8.5 This agreement shall be deemed to have come into effect on January 1, 2013, and shall remain in effect until otherwise terminated.

8.6 Upon signing, this agreement supersedes and nullifies any previous agreement.

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

TOWN OF VALLEYVIEW



Mayor

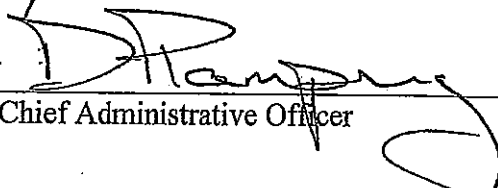


Town Manager

MUNICIPAL DISTRICT OF
GREENVIEW NO. 16



Reeve



Chief Administrative Officer



REQUEST FOR DECISION

SUBJECT: **Greenview Regional Multiplex Board**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

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

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

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Applications



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

Greenview Regional Multiplex Board
I was appointed last year.

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

Yes No

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

Valleyview Municipal Library - Resigned in 2015

Personal Resume

Name: Judy Smith

Home/Mailing Address: Box 1555

City: Valleyview

Postal Code: T0H 3N0

Phone (home): 780-524-2790

Phone (work): 780-524-6691

Email: drjs@iwantwireless.ca

Qualifications: Bachelor of Physical Education degree from the University of Alberta.



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: Three years working in municipal recreation programs.

Twenty eight years administering a community based education program.

Volunteer Activities you have been involved with: Volunteering with: Red Willow Curling Club, Valleyview Ag. Society, 4-H, Partnership Approach to Literacy (PAL).

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

I feel that I have a good knowledge of our community and the recreational needs of the residents. In the past I have been involved with a variety of groups and boards and have gained experience in that situation.

Judy Smith

Applicant's Signature

September 26, 2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Greenview Regional Multiplex Board.

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

Greenview Regional Multiplex Board
Oct 1/18

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

Yes No

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

The above GRMB, last year 2017/18

Personal Resume

Name: Mary Wilson

Home/Mailing Address: Box 341

City: Valleyview AB Postal Code: T0H 3N0

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

Email: mk-wilson@ymail.com

Qualifications: Previous experience - Victim Services
Library Board. Red Willow Lodge Seniors Club



APPLICATION

Appointment to a Municipal
Board/Committee

Please Print

Experience: Have been on the GRMB for the
last year. Just getting familiar with the
operation of the Multi Flex.

Volunteer Activities you have been involved with: Seniors Club,
HEART Committee, Victim Services, Toastmasters

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

Past yr Knowledge, + other Boards I've been
part of.

Mary Alison

Applicant's Signature

Sept 21/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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REQUEST FOR DECISION

SUBJECT: Greenview Regional Partnership Steering Committee
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint three (3) Councillors to the Greenview Regional Partnership Steering Committee.

BACKGROUND/PROPOSAL:

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

Currently Reeve Dale Gervais, Deputy Reeve Tom Burton and Councillor Shawn Acton sit on this committee.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Greenview Regional Waste Management Commission (GRWMC)**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Hope Kristensen and Jake Drozda have expressed interest in sitting on the commission.

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

Currently Councillor Shawn Acton, Councillor Les Urness sit on this commission with Reeve Dale Gervais as alternate. Hope Kristensen sits on this board as a Member at Large.

FINANCIAL IMPLICATION:

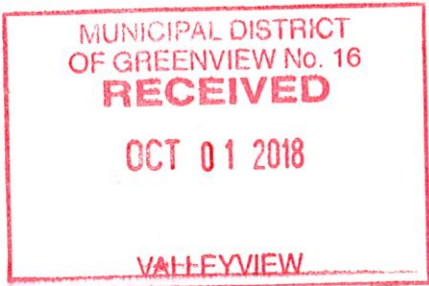
As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

ATTACHMENT(S):

- Application



MD OF GREENVIEW



APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Greenview Regional Waste Management Commission

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

NA

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

Yes No

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

citizen's panel 2016

Personal Resume

Name: Jake Drozda

Home/Mailing Address: Box 1295

City: Valleyview Postal Code: T0H 3N0

Phone (home): 780 524 3254 Phone (work): 780 524 3254

Email: oscar123d16@hotmail.com

Qualifications: BA, graduate studies in Economics (MA)



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: 50 years farming, past board positions: REA, Coop Store, Alberta Organic Producers Ass., Organic Alberta, Organic Federation of Canada.

Volunteer Activities you have been involved with: _____

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

Sound judgement from Experience and Knowledge.

Jabe Dwyer

Applicant's Signature

Sept. 28, 2018

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

GRWMC

Are you a resident of Greenview?

Yes

No

Are you currently serving on a Municipal Board or Committee?

Yes

No

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

Rec Board, SAB, AAB, GRWMC 09/1/2018

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

Yes

No

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

As above.

Personal Resume

Name: Hope Kristensen

Home/Mailing Address: Box 94

City: Little Smoky

Postal Code: T0H 3Z8

Phone (home): 780-524-4045

Phone (work): 780-524-8967

Email: hopelight7@gmail.com

Qualifications: Multiple years on multiple boards in multiple organizations, holding multiple positions



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: 13 years on Little Smoky Community Center board including as Treasurer, President + director. 4 years as director @ VVAg Society for 8 years? on V + Area Recreation Board, many as a chairman.

Volunteer Activities you have been involved with: 4H Club, District + Regional levels, Little Smoky Community Center event planning + board work, Helping various other MFP with events + Casino's

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

Thirst for knowledge + well versed in Roberts Rules, not afraid to ask questions if I'm not sure about how ~~to~~ events, inner workings of things, structure or ~~of~~ governing Rules work.

Liane Kruger

Oct 1 / 18

Applicant's Signature

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 - 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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REQUEST FOR DECISION

SUBJECT: Grovedale / South Wapiti Recreation Board
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Bill Smith sits on this board.

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

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: Heart River Housing Foundation
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____ **MANAGER:** _____
GM: _____ **PRESENTER:** _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Dale Smith sits on this board with Councillor Shawn Acton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT:	High Prairie Advisory Council	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	ORGANIZATIONAL MEETING	CAO:	MANAGER:
MEETING DATE:	October 22, 2018	GM:	PRESENTER:
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one (1) Councillor to the High Prairie Advisory Council and one (1) Councillor as the alternate.

BACKGROUND/PROPOSAL:

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

Currently Councillor Dale Smith sits on this council.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: Joint Town Of Valleyview / MD of Greenview Committee
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint all members of council to the Joint Town of Valleyview/MD of Greenview Committee.

BACKGROUND/PROPOSAL:

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

Council as a whole sits on this committee.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: DeBolt Library Board

SUBMISSION TO: ORGANIZATIONAL MEETING

MEETING DATE: October 22, 2018

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO:

GM:

MANAGER:

PRESENTER:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Deputy Reeve Tom Burton sits on this board with Councillor Roxie Rutt as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Fox Creek Library Board**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Fox Creek Library Board and one as the alternate.

BACKGROUND/PROPOSAL:

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

Currently Reeve Dale Gervais sits on this board with Councillor Les Urness as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Valleyview Library Board**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Valleyview Library Board and one Councillor as the alternate.

MOTION: That Council appoint three (3) Members at Large to the Valleyview Library Board.

BACKGROUND/PROPOSAL:

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

Marilyn Douglas, and Adam Norris have expressed interest in sitting on the Valleyview Library Board please see attached applications.

Currently Councillor Les Urness sits on this board with Councillor Acton as the alternate,

FINANCIAL IMPLICATION:

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



MD OF GREENVIEW

AI

Appo

Please Print

What Municipal Board or Committee are you interested in serving on? Fill out a separate form for each board you are applying for.

Are you a resident of Greenview?

Yes

No

Are you currently serving on a Municipal Board or Committee?

Yes

No

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

Valleyview Municipal Library

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

Yes

No

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

Valleyview Municipal Library

years

Please Print

Experience: Valleyview Municipal Library
-5 years

Volunteer Activities you have been involved with: Alberta C
Association Board

How do you feel you could contribute to your chosen Board or Committ
- understanding of literacy, unc.
of Board member

[Handwritten Signature]

Oct 2/

Applicant's Signature

Date of Ap

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 - 36th Avenue
PO Box 1079



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

Valleyview District Library Board
Expires - Oct. 2018

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

Yes No

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

Valleyview District Library Board - 17/18
Beaverlodge Parent Advisory Committee (responsible for Building the Beaverlodge High School) - 87/88

Personal Resume

Name: Marilyn Douglas

Home/Mailing Address: Box 2564

City: Valleyview, AB Postal Code: T0H 3N0

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

Email: frosty.08@hotmail.com

Qualifications: 20 years administration, 1st year CPR, various courses with Athabasca University, Northern Lakes College & Grant McEwan University, Dale Carnegie graduate



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: Work - administration, payroll, fleet management, Contract Administrator for Maintenance of all Provincial Bldgs located within Northern Alberta.

Volunteer Activities you have been involved with: Many parent committees involving hockey, school advisory boards, Scottish Society, 4-H

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

Through experience gained, supporting our local library and CALP staff. I have a keen interest in the role of the library and the importance of it remaining. - a vital part of our district

J Douglas

Applicant's Signature

Sept. 4/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 - 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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REQUEST FOR DECISION

SUBJECT: **Grande Prairie Public Library Board**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Grande Prairie Public Library Board and one Councillor as the alternate.

BACKGROUND/PROPOSAL:

The City of Grande Prairie Library Board is independently incorporated under the Alberta Libraries Act and provides policy and operational guidance for the Library.

The Board is comprised of 10 trustees, including one councillor each from the City of Grande Prairie and the Municipal District of Greenview. The remaining trustees are appointed by the City for a maximum of three years.

The three year appointment for the councillor sitting on the board will expire December 2018.

Currently Councillor Roxie Rutt sits on this board with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Northern Transportation Advocacy Bureau**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one (1) Councillor to the Northern Transportation Advocacy Bureau.

BACKGROUND/PROPOSAL:

The Northern Transportation Advocacy Bureau (NTAB) is a joint committee created through a partnership of PREDA and REDI.

The focus of this committee is to highlight the need for transportation infrastructure in Alberta's Northwest to ensure our region is competitive and efficiently access the global markets.

Currently Councillor Roxie Rutt sits on this board.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: **Millar Western Public Advisory Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

Currently Councillor Shawn Acton sits on this committee with Reeve Dale Gervais as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

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

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council appoint all Members of Council to the Municipal Planning Commission as per Bylaw 13-708.

BACKGROUND/PROPOSAL:

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

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

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT:	Nitehawk Year Round Adventure Park		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 22, 2018	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Reeve Dale Gervais sits on this board with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: Norboard Environmental Committee

SUBMISSION TO: ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018	CAO: MANAGER:
DEPARTMENT: CAO SERVICES	GM: PRESENTER:
STRATEGIC PLAN: Level of Service	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND

Currently Councillor Shawn Acton sits in this committee with Councillor Bill Smith as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT:	PACE Board of Directors		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 22, 2018	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

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

Currently Councillor Roxie Rutt sits on this board.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: Peace Library System Board
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____
MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Roxie Rutt sits on this board with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Peace Region Economic Development Alliance (PREDA)**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Roxie Rutt sits on this board with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **The River of Death and Discovery Dinosaur Museum Society**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to The River of Death and Discovery Dinosaur Museum Society and one Councillor as the alternate.

BACKGROUND/PROPOSAL:

A not-for-profit society formed in 2010, the River of Death and Discovery Dinosaur Museum Society (RDDDMS) operates the Philip J. Currie Dinosaur Museum under a tenancy lease agreement with the County of Grande Prairie No.1 and extends an endowed professorship in palaeontology with the University of Alberta.

Currently Reeve Dale Gervais sits on this society with Councillor Roxie Rutt as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Policy Review Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint three (3) Councillors to the Policy Review Committee and five (5) Councillors as alternates.

BACKGROUND/PROPOSAL:

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

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Smoky applied Research & Demonstration Association (SARDA)**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Councillor Dale Smith sits on this association with Councillor Les Urness as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **South Peace Regional Archives**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

Currently Reeve Dale Gervais sits on this board with Councillor Roxie Rutt as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: Subdivision and Development Appeal Board (SDAB)
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

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

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

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

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Applications



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

SDAB

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

Subdivision + Development Appeal Board SDAB

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

Yes No

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

SDAB - MPC
SDAB 2018 MPC - 13 YEARS

Personal Resume

Name: Ken Wilson

Home/Mailing Address: Box 341

City: Valleyview AB Postal Code: T0H 3N0

Phone (home): 780-524-3719 Phone (work): 780-524-7961

Email: mk-wilson@ymail.com

Qualifications: Knowledge of how this Board
works + recent training completed
Subdivision + Development Appeal Board Training



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: _____

Volunteer Activities you have been involved with: LEGION BR 140, AG SOCIETY, R.W.R.C, P.C.C.T.R.

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

SERVED ON PLANNING BOARD ON TOWN COUNCIL. PAST EXPERIENCE

Applicant's Signature

Sept 21/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT
OF GREENVIEW No. 16
RECEIVED

SEP 27 2018

VALLEYVIEW

FH-C12
APPLICATION

Appointment to a Municipal
Board/Committee

SCANNED

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Subdivision & Development Appeal Board

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

SDAB & FCSS - Both terms expire in October

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

Yes No

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

SDAB & FCSS - Currently serving on both

Personal Resume

Name: Roxanne Perron

Home/Mailing Address: Box 77

City: Little Smoky's Postal Code: T6H 5R0

Phone (home): 780-524-8954 Phone (work): -

Email: roxanne.perron@gmail.com

Qualifications: Completed SDAB Clerk Training in July 2018
I have 17 years of experience on SDAB.



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: 17 years on SDAB

Volunteer Activities you have been involved with: Little Smoky Community Centre, PAL, Valleyview Enhancement Committee, EBC-Youth & Drama Production

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

My years of experience serving on the SDAB are an asset & my passion & commitment to building community are also.

Joyanne Serra

Applicant's Signature

Sept 26/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT
OF GREENVIEW No. 16
RECEIVED
SEP 19 2018
VALLEYVIEW
SCANNED

FH C-12

APPLICATION

Appointment to a Municipal Board/Committee

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Subdivision + Development Appeal Board

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

Subdivision + Development Appeal Board -
October 2018

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

Yes No

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

FCSS - 2014 (?)
Subdivision + Development Appeal Board 2018

Personal Resume

Name: Pat Cooke

Home/Mailing Address: Box 444

City: Grovedale Postal Code: T0A 1X0

Phone (home): 780-539-0626 Phone (work): 780-814-3136

Email: palcwk@gmail.com

Qualifications: Training through Subdivision + Development
Appeal Board, Mediation Training, Restorative Justice
Training, Leadership Training (County of Grande Prairie)
good listening and communication skills. But most
of all am interested in the growth and development
of my community



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal
Board/Committee

Please Print

Experience: Past being on the S+DAB and contributing to the development of Grovedale Area Structure Plan as a citizen panel member

Volunteer Activities you ~~have~~^{are} been involved with: Northern Lights Youth Justice Committee, Lions, Sorority, Grovedale Seniors Club, Grovedale Seniors Housing Society

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

- By being aware of what is happening in my community
- By being available and taking any on-going training by the M.D. of Greenview

Liz Cooke

Applicant's Signature

September 15, 2018

Date of Application

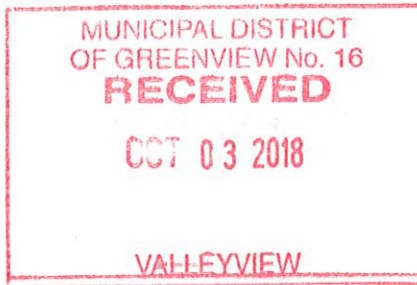
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 4806 – 36th Avenue
 PO Box 1079
 Valleyview, AB T0H 3N0
 Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW



APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

SDAB

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

Yes No

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

SDAB

Personal Resume

Name: Gary Havell

Home/Mailing Address: Box 159

City: Sunset House AB Postal Code: T0M 3H0

Phone (home): 780 524 4495 Phone (work): 780 524 9255

Email: kgavell@telus.net

Qualifications: sat on SDAB board for the last 4 years



MD OF GREENVIEW



APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: I've been to 4 training courses

Volunteer Activities you have been involved with: 4H, Sweethouse Hall Board, Red willow roping club board and Alberta High School rodeo Provincial board For 7 years

How do you feel you could contribute to your chosen Board or Committee?
With being on the SDA board for numerous years I feel I have a pretty good understanding of how it works.

Gary Powell

oct 3/18

Applicant's Signature

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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REQUEST FOR DECISION

SUBJECT:	Tri-Municipal Industrial Partnership	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	ORGANIZATIONAL MEETING	CAO:	MANAGER:
MEETING DATE:	October 22, 2018	GM:	PRESENTER:
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint four members to the Tri-Municipal Industrial Partnership and an alternate.

BACKGROUND/PROPOSAL:

The Tri-Municipal Industrial Partnership (TMIP) was formed by the Municipal District (MD) of Greenview, County of Grande Prairie and the City of Grande Prairie to explore opportunities for developing a world class heavy eco-industrial district.

Currently Reeve Gervais, Deputy Reeve Tom Burton, Councillor Bill Smith and Councillor Les Urness sit on this board with Councillor Roxie Rutt as the alternate.

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Applications



REQUEST FOR DECISION

SUBJECT: **Valleyview & District Medical Centre**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint three (3) Councillor to the Valleyview & District Medical Centre and one (1) Councillor as the alternate.

BACKGROUND/PROPOSAL:

Representatives from the Town of Valleyview and Greenview meet on an as-needed basis to discuss operations.

Currently Reeve Gervais, Councillor Roxie Rutt, and Councillor Dale Smith sit on this board with Councillor Shawn Acton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Valleyview & District Recreation Board**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one (1) Councillor and three (3) Members at Large to the Valleyview & District Recreation Board.

BACKGROUND/PROPOSAL:

Under the agreement with the Town of Valleyview, Greenview has a Councillor appointed to this Board. The purpose of the Recreation Board is to develop policies and implement programs, which are carried out by the Recreation Director. The board meets monthly.

Kim Havell and Hope Kristensen have expressed interest in sitting on this board.

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

FINANCIAL IMPLICATION:

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

ATTACHMENT(S):

- Applications



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Valleyview + District Recreation Board

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

Valleyview Rec Board

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

Yes No

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

Same

Personal Resume

Name: Kim Havell

Home/Mailing Address: Box 158

City: Sunset House AB Postal Code: T0H 3H0

Phone (home): 780 524 4495 Phone (work): 780 552 6427

Email: kim.havell@ngps.ca

Qualifications: - School division - family (teenage children)
- Rural resident



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: Been on Rec board for many years.
As well as my work with Northern Gateway
Public Schools.

Volunteer Activities you have been involved with: Valleyview Rodeo
- High School Rodeo

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

I feel I represent the "middle" family
generation as well as rural residents

K Howell

Applicant's Signature

Sept 17/18

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Valleyview + District Recreation Board

Are you a resident of Greenview?

Yes No

Are you currently serving on a Municipal Board or Committee?

Yes No

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

This one as well as SAB, GVRWC, AAB, Oct 1 2018.

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

Yes No

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

As Above.

Personal Resume

Name: Hope Kristensen

Home/Mailing Address: Box 94

City: Little Smoky AB Postal Code: T0H 3Z0

Phone (home): 780-524-4045 Phone (work): 780-524-8967

Email: hope.light7@gmail.com

Qualifications: Multiple years on rec board as well as Little Smoky Community Center Board as director, President + Treasurer. Y-H Club general leader, district Secretary as well as duties on committees at Regional level. VV Ag Society as a director for 4 years.



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal Board/Committee

Please Print

Experience: as above.

Volunteer Activities you have been involved with:

4-H Club, District & Regional levels, Little Smoky Community Center, VVA Society + helped out many other organizations at events + Casinos

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

Thirst for knowledge, ~~can~~ I can run a great meeting using Roberts Rules: find it easy to communicate in meeting settings.

Hope Kruger

Oct 1 / 18

Applicant's Signature

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Lianne.Kruger@mdgreenview.ab.ca

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REQUEST FOR DECISION

SUBJECT: Valleyview Citizens Advisory Committee
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Valleyview Citizens Advisory Committee and one (1) Councillor as the alternate.

BACKGROUND/PROPOSAL:

The Valleyview Citizens Advisory Committee consists of members from the Town of Valleyview, Greenview, and the RCMP. The purpose of this committee is to advise the local RCMP, Social Services and other government agencies of any issues that may come up. The committee meets infrequently, approximately four times per year.

Currently Councillor Shawn Acton sits on this committee with Councillor Les Urness as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Valleyview Seed Cleaning Plant**
SUBMISSION TO: ORGANIZATIONAL MEETING
MEETING DATE: October 22, 2018
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____

MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Valleyview Seed Cleaning Plant and one Councillor as the alternate.

BACKGROUND/PROPOSAL:

The Valleyview Seed Cleaning Plant meets approximately three times a year.

Currently Councillor Dale Smith sits on this board with Reeve Dale Gervais as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Veterinary Services Incorporated (VSI)**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Veterinary Services Incorporated Board of Directors and one Councillor as the alternate.

BACKGROUND/PROPOSAL:

VSI is a program that provides a cost-shared service to the livestock producers within our municipality. A yearly meeting is held in December to discuss fee schedules and services provided by VSI.

Currently Councillor Dale Smith sits on this board with Councillor Bill Smith as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT: **Wapiti River Management Plan Committee**
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 22, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Wapiti River Management Plan Committee and one Councillor as the alternate.

BACKGROUND/PROPOSAL:

The Wapiti River Water Management (WRWMP) Stakeholder Group consists of municipalities within the region as well as provincial and federal government departments, industry, user groups and the Might Peace Watershed Alliance. The group is tasked with providing recommendations to the Provincial Government.

Currently Councillor Bill Smith sits on this committee with Deputy Reeve Tom Burton as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT:	Weyerhaeuser Advisory Committee	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	ORGANIZATIONAL MEETING	CAO:	MANAGER:
MEETING DATE:	October 22, 2018	GM:	PRESENTER:
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint one Councillor to the Weyerhaeuser Advisory Committee and one Councillor as the alternate.

BACKGROUND/PROPOSAL:

This Committee was established by Weyerhaeuser, and is comprised of stakeholders who have an interest in their Forest Management Area. The Committee meets monthly to discuss issues and concerns raised about Weyerhaeuser's F.M.A. practices.

Currently Deputy Reeve Tom Burton sits on this committee with Councillor Bill Smith as the alternate.

FINANCIAL IMPLICATION:

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



REQUEST FOR DECISION

SUBJECT:	Boards and Committees	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	ORGANIZATIONAL MEETING	CAO:	MANAGER:
MEETING DATE:	October 22, 2018	GM:	PRESENTER:
DEPARTMENT:	CAO SERVICES		
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the list of Board and Committees that do not require Council appointments for information, as presented.

BACKGROUND/PROPOSAL:

At the Organizational Meeting Council approves of each Councillor to sit on various boards and committees. There are some boards that are not appointed annually or that have dissolved, please see list below:

- **Assessment Review Board** – This board appoints every 3 years, do for re-appointment in 2019
- **Community Education Committee** – Appoints every 2 years, do for re-appointment in 2019
- **Grande Cache Cemetery Committee** – as per agreement, appoints every 4 years, re-appointment in 2021, all other **Cemetery Committees** due for re-appointment in 2019
- **Northern Alberta Hemp Processing Initiative Steering Committee** – re-appointment in 2020
- **Northwest Alberta Road Safety Coalition** – re-appointment in 2020
- **Enbridge Northern Gateway Pipeline** – dissolved
- **Mighty Peace Watershed Alliance** – Seat currently held by Dave Hay

ATTACHMENT(S):

- None