



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday November 26, 2018

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Council Meeting minutes held Monday November 13, 2018 to be adopted.	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 18-789 Partial Road Allowance Closure	14
#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 Construction & Engineering 2019-2021 Consolidated Budget	24
		8.2 Environmental Services 2019 -2021 Consolidated Budget	219
		8.3 Joint Family and Community Support Services Agreement with the Town of Valleyview	341
		8.4 Road Allowance License N1/2-22 and S1/2-27 -70-26 W5M	351
		8.5 Information on Mobile Steaming Equipment	359
		8.6 Sporting Clays Tournament Donation 2018	362
		8.7 Governance Report	365

	8.8 Approach Concerns	371
	8.9 Community Development Initiative Agreement	374
	8.10 Expenditure Policy – External Consultant	388
	8.11 Policy 1018 Expenditures and Disbursement	390
	8.12 Assessment Review Board Hearing Policy	408
	8.13 Policy 1003 Vehicle Usage Policy	414
	8.14 Greenview Ice Rescue Equipment Donation	430
	8.15 2022 Arctic Winter Games Bid Committee	433
	8.16 Christmas Land Fundraiser for Local Charity Support	438
	8.17 Grande Cache Community Christmas Dinner	450
#9	MEMBERS BUSINESS REPORTS	
#10	CORRESPONDENCE	
#11	CLOSED SESSION	
	11.1 Disclosure Harmful to Personal Privacy (FOIPP; Section 17)	
	11.2 Privileged Information (FOIPP; Section 27)	
	11.3 Confidential Evaluations (FOIPP; Section 19)	
#12	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Tuesday, November 13, 2018

1: Reeve Dale Gervais called the meeting to order at 9:01 a.m.
CALL TO ORDER

PRESENT

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

ATTENDING

Chief Administrative Officer	Mike Haugen
General Manager, Corporate Services	Rosemary Offrey
General Manager, Community Services	Stacey Wabick
General Manager, Infrastructure & Planning	Grant Gyurkovits
Recording Secretary	Lianne Kruger

ABSENT Councillor Roxie Rutt

#2: MOTION: 18.11.617. Moved by: COUNCILLOR DALE SMITH
AGENDA That Council adopt the November 13th, 2018 Regular Council Meeting Agenda as amended;

- Add 11.1 Closed Session

CARRIED

MOTION: 18.11.618. Moved by: DEPUTY REEVE TOM BURTON
That Council adopt the minutes from the Organizational Meeting held on Monday October 22nd, 2018 as amended;

- Remove Reeve & Deputy Reeve from “Moved by”
- Add swearing in
- Add Reeve and Deputy Reeve to status quo motion

#3.1 MOTION: 18.11.619. Moved by: DEPUTY REEVE TOM BURTON
REGULAR COUNCIL That Council adopt the minutes of the Regular Council Meeting held on Monday
MEETING MINUTES October 22nd, 2018 as amended;67

- Deputy Reeve Tom Burton vacated the meeting at 2:05 p.m.
- 11.1 change to Closed Session

CARRIED

#3.2
BUSINESS ARISING
FROM MINUTES

3.2 BUSINESS ARISING FROM MINUTES:

#4.0
PUBLIC HEARING

4.0 PUBLIC HEARING

There were no Public Hearings presented.

#5
DELEGATIONS

5.0 DELEGATIONS

5.1 SOUTH WAPITI PUBLIC LAND USE ZONE

SOUTH WAPITI
PUBLIC LAND USE
ZONE
PRESENTATION

MOTION: 18.11.620. Moved by: COUNCILLOR BILL SMITH
That Council accept the Alberta Environment and Parks presentation on the
proposed South Wapiti Public Land Use Zone for information, as presented.
CARRIED

#6
BYLAWS

6.0 BYLAWS

There were no Bylaws presented.

#7
OLD BUSINESS

7.0 OLD BUSINESS

Reeve Gervais recessed the meeting at 9:46 a.m.
Reeve Gervais reconvened the meeting at 9:55 a.m.

There was no Old Business presented.

#8
NEW BUSINESS

8.0 NEW BUSINESS

8.1 OPERATION SERVICES 2019 – 2021 OPERATIONAL BUDGET REVIEW

OPERATION
SERVICES BUDGET
REVIEW

MOTION: 18.11.621. Moved by: DEPUTY REEVE TOM BURTON
That Council review and provide input to Administration regarding the 2019 to
2021 Operation Services Operational Budget.

CARRIED

Reeve Gervais recessed the meeting at 12:00 p.m.
Reeve Gervais reconvened the meeting at 12:59 p.m.

8.2 ACQUISITION OF RIGHT-OF-WAY FOR SUBDIVISIONS

**ACQUISITION OF
RIGHT-OF-WAY
POLICY**

MOTION: 18.11.622. Moved by: COUNCILLOR WINSTON DELORME
That Council approve the "Acquisition of Right-of-Way for Subdivisions" Policy as presented.

CARRIED

**REPEAL POLICY
EES 02**

MOTION: 18.11.623. Moved by: DEPUTY REEVE TOM BURTON
That Council repeal Policy EES 02 "Dedication of Right-of-Way for Subdivisions."

CARRIED

8.3 CERTIFICATE OF COMPLIANCE POLICY

**CERTIFICATE OF
COMPLIANCE
POLICY**

MOTION: 18.11.624. Moved by: COUNCILLOR WINSTON DELORME
That Council approve the "Certificate of Compliance" Policy as presented.

CARRIED

**REPEAL POLICY
AD 08**

MOTION: 18.11.625. Moved by: DEPUTY REEVE TOM BURTON
That Council repeal Policy AD 08 "Compliance Certificates".

CARRIED

8.4 MINOR AREA STRUCTURE PLAN POLICY

**MINOR AREA
STRUCTURE PLAN
POLICY**

MOTION: 18.11.626. Moved by: COUNCILLOR DALE SMITH
That Council approve the "Minor Area Structure Plan" Policy as amended;

- 2.2 p minor development one (1) kilometer and major development four (4) kilometers.

CARRIED

**REPEAL POLICY
6001-01**

MOTION: 18.11.627. Moved by: COUNCILLOR WINSTON DELORME
That Council repeal Policy 6001-01.

CARRIED

8.5 MPC MEETING PROCEDURES POLICY

**MPC MEETING
PROCEDURE
POLICY**

MOTION: 18.11.628. Moved by: COUNCILLOR DALE SMITH
That Council approve the "MPC Meeting Procedures" Policy as amended;

- Attending by electronic communication

CARRIED

8.6 SDAB MEETING PROCEDURES

SDAB MEETING
PROCEDURE
POLICY

MOTION: 18.11.629. Moved by: COUNCILLOR BILL SMITH
That Council approve the "SDAB Meeting Procedure" policy as presented.
CARRIED

8.7 SUBDIVISION PROCESS POLICY

SUBDIVISION
PROCESS POLICY

MOTION: 18.11.630. Moved by: COUNCILLOR DALE SMITH
That Council approve the "Subdivision Process" Policy as amended.

SUBDIVISION
PROCESS POLICY -
TABLED

MOTION: 18.11.631. Moved by: COUNCILLOR BILL SMITH
That Council table motion 18.11.630. Subdivision Process Policy until a later date.
CARRIED

8.8 POLICY 5001 HOME SUPPORT

POLICY 5001

MOTION: 18.11.632. Moved by: DEPUTY REEVE TOM BURTON
That Council approve the revised Policy 5001 "Home Support" as presented.

POLICY 5001
TABLED

MOTION: 18.11.633. Moved by: REEVE DALE GERVAIS
That Council table motion 18.11.632., Policy 5001 Home Support until a later date.

CARRIED

8.9 ROAD ALLOWANCE RESTRICTIONS POLICY

ROAD ALLOWANCE
RESTRICTIONS
POLICY

MOTION: 18.11.634. Moved by: COUNCILLOR WINSTON DELORME
That Council approve the "Road Allowance Restrictions" Policy as presented.
CARRIED

8.10 SCHOLARSHIPS POLICY

SCHOLARSHIPS
POLICY

MOTION: 18.11.635. Moved by: DEPUTY REEVE TOM BURTON
That Council approve the Scholarships Policy as presented.

CARRIED

REPEAL POLICIES
CO 18 AND CO 19

MOTION: 18.11.636. Moved by: DEPUTY REEVE TOM BURTON
That Council Repeal Policies CO 18 Sponsoring for a Veterinarian Bursary and CO 19 Sponsoring for a Computer Technician Bursary.

CARRIED

8.11 M.D. SMOKY RIVER ICF/IDP COMMITTEE

MD SMOKY RIVER
ICF/IDP
COMMITTEE

MOTION: 18.11.637. Moved by: COUNCILLOR WINSTON DELORME
That Council Appoint Councillor Dale Smith and Deputy Reeve Tom Burton to the ICF Negotiation Committee, and Councillor Shawn Acton as the alternate with the M.D of Smoky River.

CARRIED

8.12 TERMINATION OF PARTICIPATION IN FORMER LITTLE SMOKY SKI HILL AGREEMENT

TERMINATION OF
AGREEMENT
AG35-08

MOTION: 18.11.638. Moved by: COUNCILLOR DALE SMITH
That Council terminate participation in The Little Smoky Ski Hill Agreement (AG35-08) signed July 4, 2008 and request the M.D of Smoky River to waive the twelve month notice of termination requirement.

CARRIED

TERMINATION OF
AGREEMENT
AG54-14

MOTION: 18.11.639. Moved by: COUNCILLOR LES URNESS
That Council terminate participation in the Agreement regarding the Little Smoky Ski Area (AG54-14) signed September 22, 2014 between the M.D of Greenview and the M.D of Smoky River and request the M.D of Smoky River waive any notice of termination requirements associated with the agreement.

CARRIED

8.13 GRANDE CACHE SITE IDENTIFICATION STUDY

GRANDE CACHE
SITE
IDENTIFICATION
STUDY

MOTION: 18.11.640. Moved by: COUNCILLOR WINSTON DELORME
That Council award the Grande Cache Site Identification Study to EDS Group Inc. of Spruce Grove, Alberta in the amount of \$90,150.

DEFEATED

GRANDE CACHE
SITE
IDENTIFICATION
STUDY

MOTION: 18.11.641. Moved by: REEVE DALE GERVAIS
That Council move forward with the Grande Cache Site Identification Study.

DEFEATED

8.14 COMMUNITY DEVELOPMENT INITIATIVE AGREEMENT

COMMUNITY
DEVELOPMENT
INITIATIVE
AGREEMENT

MOTION: 18.11.642. Moved by: COUNCILLOR LES URNESS
That Council authorize the Reeve and Chief Administrative Officer to execute the proposed Community Development Initiative Agreement with the Town of Fox Creek and Town of Valleyview.

COMMUNITY
DEVELOPMENT
INITIATIVE
AGREEMENT -
TABLED

MOTION: 18.11.643. Moved by: DEPUTY REEVE TOM BURTON
That Council table motion 18.11.642. regarding the Community Development Initiative Agreement until the November 26, 2018 Council Meeting more information can be brought forward.

CARRIED

8.15 GRANDE CACHE TRANSITION SERVICES

GRANDE CACHE
TRANSITION
SERVICES

MOTION: 18.11.644. Moved by: COUNCILLOR WINSTON DELORME
That Council authorize the Chief Administrative Officer to negotiate and enter into an agreement with Denise Thompson for the provision of transition services related to the dissolution of the Town of Grande Cache.

CARRIED

8.16 DEBOLT LAND PURCHASE

DEBOLT LAND
PURCHASE

MOTION: 18.11.645. Moved by: DEPUTY REEVE TOM BURTON
That Council authorize Administration to purchase 2.28 acres located on NW12 – 72 -1 W6M, with the purchase price not to exceed \$65,000.

CARRIED

COMMUNITY
DEVELOPMENT
INITIATIVE
FUNDING –
GRANDE CACHE

MOTION: 18.11.646. Moved by: COUNCILLOR WINSTON DELORME
That Council authorize Administration to make a payment to the Town of Grande Cache in the amount of \$2,700,000.00 in lieu of 2018 Community Development Initiative funding.

CARRIED

DEBOLT LAND
PURCHASE

MOTION: 18.11.647. Moved by: DEPUTY REEVE TOM BURTON
That Council authorize Administration to transfer \$65,000 from Contingency Reserves for the purpose of purchasing 2.28 acres located on NW12 – 72 – 1 W6M.

CARRIED

8.17 EVERGREENS FOUNDATION – PEMBINA HOUSING AUTHORITY

EVERGREENS
FOUNDATION –
PEMBINA HOUSING
AUTHORITY

MOTION: 18.11.648. Moved by: COUNCILLOR WINSTON DELORME
That Council approve the recommended statement from the Evergreens Foundation regarding Greenview's acknowledgement that the Evergreens Foundation Board of Directors unanimously passed a motion to consolidate with Pembina Housing Authority and will be incorporating 51 additional housing units into their operations.

CARRIED

Reeve Gervais recessed the meeting at 3:03 p.m.
Reeve Gervais reconvened the meeting at 3:12 p.m.

8.18 SOCIETY OF LOCAL GOVERNMENT MANAGERS SPONSORSHIP

SLGM
SPONSORSHIP

MOTION: 18.11.649. Moved by: DEPUTY REEVE TOM BURTON
That Council sponsor \$1,000.00 to the Society of Local Government Managers Conference, with funds to come from Council's 2018 Hospitality Budget.

CARRIED

8.19 ADDITIONAL POLICING HOURS

ADDITIONAL
POLICING HOURS

MOTION: 18.11.650. Moved by: COUNCILLOR WINSTON DELORME
That Council authorize Administration to provide additional policing hours, with priority on the Forestry Trunk Road, with funding from Protective Services Administration budget.

CARRIED

8.20 CLAY SHOOT DONATION 2018

CLAY SHOOT
DONATIONS 2018

MOTION: 18.11.651. Moved by: COUNCILLOR DALE SMITH
That Council donate the excess amount of \$1,030.61 from the Stakeholder Outreach Clay Shoot Event Budget to Lila's Angels Travel Foundation.

CLAY SHOOT
DONATIONS 2018 –
TABLED

MOTION: 18.11.652. Moved by: DEPUTY REEVE TOM BURTON
That Council table motion 18.11.651., Clay Shoot Donations 2018, until the November 23, 2018 Council meeting.

CARRIED

APPROACHES

MOTION: 18.11.653. Moved by: COUNCILLOR DALE SMITH
That Council direct Administration to bring forward information on the following approaches; Twp Rd 720 Matt Roberts and Twp Rd 722 Bud Coates to the November 23rd, 2018 Regular Council Meeting.

CARRIED

8.21 CAO/MANAGERS' REPORT

CAO/MANAGERS'
REPORT

MOTION: 18.11.654. Moved by: DEPUTY REEVE TOM BURTON
That Council accept the CAO/Managers' Report for information, as presented.

CARRIED

#9
COUNCILLORS
BUSINESS &
REPORTS

9.1 COUNCILLORS' BUSINESS & REPORTS

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

WARD 1

COUNCILLOR WINSTON DELORME updated Council on his recent activities, which include;
Evergreens Foundation Strategic Planning Meeting
October 22, 2018 Organizational Meeting
October 22, 2018 Regular Council Meeting

WARD 2

REEVE DALE GERVAIS submitted his update to Council on his recent activities, which include;
Hemp Seminar
Nitehawk Ski Recreation Board Meeting
Alberta Recreation & Parks Association Conference
Fox Creek/Greenview Multiplex Grande Opening Planning Meeting
Grande Cache Facilities Tour
Policy Review Committee Meeting
Golden Triangle Consortium Meeting

WARD 3

COUNCILLOR LES URNESS updated Council on his recent activities, which include;
Tri-Municipal Industrial Partnership Meeting
Grande Cache Facilities Tour
Policy Review Committee Meeting

WARD 4

COUNCILLOR SHAWN ACTON submitted his update to Council on his recent activities, which include;
October 22, 2018 Organizational Meeting
October 22, 2018 Regular Council Meeting
Fox Creek Synergy Group Meeting
Alberta Recreation & Parks Association Conference
Sturgeon Lake Area Structure Plan Open House
Wetlands Education Seminar
FCSS Meeting
Grande Cache Facilities Tour
Policy Review Committee Meeting

WARD 5

COUNCILLOR DALE SMITH submitted his update to Council on his recent activities, which include;
October 22, 2018 Organizational Meeting
October 22, 2018 Regular Council Meeting
Agricultural Services Board Meeting
Smoky Applied Research & Demonstration Association Meeting
New Fish Creek Hall Board Meeting
Valleyview Agriculture Society 50th Anniversary Celebration
Grande Cache Facilities Tour
Wetlands Assessment Seminar
Heart River Housing Foundation Meeting
Teleconference for HANA Project
Veterinary Services Incorporated Annual Meeting

WARD 6

DEPUTY REEVE TOM BURTON submitted his update to Council on his recent activities, which include;
October 22nd, 2018 Organizational Meeting
Sturgeon Lake Area Structure Plan Open House
Breakfast with the Guys
Tri-Municipal Industrial Development Meeting
Grande Prairie Regional Tourism Association Board Meeting
Fox Creek Greenview Multiplex Meeting
Doug Griffiths Workshop
When East Comes West Function

WARD 7

COUNCILLOR ROXIE RUTT
Was not available to give her report.

WARD 8

COUNCILLOR BILL SMITH updated Council on his recent activities, which Include;
Tri-Municipal Industrial Partnership Open House
Tri-Municipal Industrial Partnership Meeting
Grande Cache Facilities Tour
Wetlands Workshop

MEMBERS
BUSINESS

MOTION: 18.11.655. Moved by: DEPUTY REEVE TOM BURTON
That Council accept the Members Business for information.

CARRIED

#10
CORRESPONDENCE

10.0 CORRESPONDENCE

MOTION: 18.11.656. Moved by: COUNCILLOR DALE SMITH
That Council accept the correspondence for information, as presented.

CARRIED

#11 CLOSED
MEETING

11.0 CLOSED SESSION

CLOSED SESSION

MOTION: 18.11.657. Moved by: COUNCILLOR WINSTON DELORME
That the meeting go to Closed Session, at 4:25 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

CARRIED

11.1 DISCLOSURE HARMFUL TO PERSONAL PRIVACY
(FOIPP; Section 17)

OPEN SESSION

MOTION: 18.11.658. Moved by: COUNCILLOR DALE SMITH
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting return to Open Session at 4:57p.m.

CARRIED

12.0 ADJOURNMENT

#12
ADJOURNMENT

MOTION: 18.11.659. Moved by: DEPUTY REEVE TOM BURTON
That this meeting adjourn at 4:58 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE

TABLED MOTIONS

MOTION: 18.11.651. Moved by: COUNCILLOR DALE SMITH
That Council donate the excess amount of \$1,030.61 from the Stakeholder Outreach Clay Shoot Event Budget to Lila’s Angels Travel Foundation.

MOTION: 18.11.652. Moved by: DEPUTY REEVE TOM BURTON
That Council table motion 18.11.651., Clay Shoot Donations 2018, until the November 23, 2018 Council meeting.
CARRIED

MOTION: 18.11.642. Moved by: COUNCILLOR LES URNESS
That Council authorize the Reeve and Chief Administrative Officer to execute the proposed Community Development Initiative Agreement with the Town of Fox Creek and Town of Valleyview.

MOTION: 18.11.643. Moved by: DEPUTY REEVE TOM BURTON
That Council table motion 18.11.642. in regard to the Community Development Initiative Agreement until the November 26, 2018 Council Meeting more information can be brought forward.
CARRIED

MOTION: 18.11.632. Moved by: DEPUTY REEVE TOM BURTON
That Council approve the revised Policy 5001 “Home Support” as presented.

MOTION: 18.11.633. Moved by: REEVE DALE GERVAIS
That Council table motion 18.11.632., Policy 5001 Home Support until a later date.
CARRIED

MOTION: 18.11.630. Moved by: COUNCILLOR DALE SMITH
That Council approve the “Subdivision Process” Policy as amended.

MOTION: 18.11.631. Moved by: COUNCILLOR BILL SMITH
That Council table motion 18.11.630. Subdivision Process Policy until a later date.
CARRIED



REQUEST FOR DECISION

SUBJECT: **Bylaw 18-789 Partial Road Allowance Closure SW 29-70-24 W5M**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER:
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: GG PRESENTER: GG
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): “No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.”

Municipal Government Act Section 188: “The previous readings of a proposed bylaw are rescinded if the proposed bylaw (a) does not receive third reading within 2 years after first reading, or...”

Council Bylaw/Policy (cite) – None.

RECOMMENDED ACTIONS:

MOTION: That Council give Second Reading to Bylaw 18-789, to close a portion of the undeveloped road allowance adjoining the south boundary of the southwest quarter of SW 29-70-24-W5M.

MOTION: That Council give Third Reading to Bylaw 18-789, to close a portion of the undeveloped road allowance adjoining the south boundary of the southwest quarter of SW 29-70-24-W5M.

BACKGROUND/PROPOSAL:

On October 30, 2018 Bylaw 18-789 was approved by the Minister of Alberta Transportation for closure and consolidation.

On July 23, 2018 Council passed the following motion: MOTION: 18.07.405.

That Council give First Reading to Bylaw 18-789, to close a portion of the undeveloped road allowance adjoining the south boundary of the southwest quarter of SW 29-70-24-W5M.

Administration consulted with Velocity Group (Survey Company) and Land Titles Office to verify the description of the proposed road closure was accurate. As a result administration was provided a new description below:

Meridian 5 Range 24 Township 70

All that portion of the original government road allowance adjoining the South boundary of the southwest quarter of Sec. 29-70-24-5 which lies within block 1, lot 2, plan 182_____.

Greenview received a road closure request from a Greenview landowner located at SW 29-70-24 W5M on October 23, 2017. The request is to close a portion of unused undeveloped road allowance located on the south boundary of SW 29-70-24 W5M.

Closing this section of the undeveloped road allowance would require Greenview to sell approximately 0.61 acres of the undeveloped road allowance. When the survey was completed it was agreed that the landowner would also purchase the 0.17 acres remaining from Lot 1 Block 1 Plan 102 5059 (Sturgeon Heights Water Point) from Greenview. The Environmental Services department agrees the sale of the 0.17 acres will not interfere with any future development of the site.

The applicant's current driveway crosses the westerly corner of Sturgeon Height's water point property and continues across the undeveloped road allowance onto private property. October 2011, a License of Occupation (LOC) agreement was signed between Greenview and the landowners that included a 20 year expiry date.

The agreement stated the following:

"the landowner has the rights to use and occupy that portion of the road and the MD parcel necessary for purpose of construction and maintaining the access road to the landowner lands for placement of utilities. It also states, that the landowner will hold a \$2 million general liability to provide coverage to Greenview in respect of any loss, injury or damage arising or in connection with the use of the access road and any breach this obligation shall survive the expiration or termination of this agreement. The landowner is responsible for all road clearing and maintaining to Greenview standards."

The liability insurance that was held in the landowners name was cancelled in June of 2014 without reason or notification to Greenview. There is an existing paved field approach 100 meters west of the current driveway approach not being utilized. If the road closure is rejected by Council, the landowners have the option to re-route their internal driveway to utilize the existing field approach. Though this option would still need a crossing agreement with possible liability insurance, as a small portion of the new driveway access would cross over Municipal road allowance.

Administration feels that the closure does not or will not hand cuff the remainder of the existing road allowance further east, as Greenview would be able to create a new access point to the undeveloped road allowance east of the residents existing access. The west end of the undeveloped road allowance off Twp. 704 could only be used as an enter access point **only** off of Twp.704 onto the road allowance if ever developed. It would never be proposed or would it meet Alberta Transportation specification for an exit onto Twp.704 due to the intersecting angle of Twp.704 and the undeveloped road allowance.

On November 27th, 2017 Council passed the following motion: MOTION: 17.11.493

That Council has no initial opposition to the partial closure of the undeveloped road allowance located on the north side of NW 20-70-24 W5M moving forward.

On June 11th, 2018 Council passed the following motion: MOTION: 18.06.318

That Council schedule a Public Hearing, to be held at 10:00 am on July 23rd 2018, for the partial closure of the undeveloped road allowance located on the north of NW 20-70-24 W5M.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefits of Council accepting the recommended motion would allow the resident to keep their driveway access as originally constructed.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the partial road closure at SW 29-70-24-W5M. This is not recommended as it would delay the road closure process.

FINANCIAL IMPLICATION:

As per the Schedule of Fees Bylaw the land was assessed by Accurate Assessment and determined to be of fair market value.

Sale of Undeveloped Road Allowance 0.61 acres in the amount of \$410.00 deemed payable by landowner
Sale of remaining from Lot 1 Block 1 Plan 102 5059 (Sturgeon Heights Water Point) 0.17 acres in the amount of \$110.00 deemed payable by the landowner.

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

Using that framework outline the proposed level of public engagement associated with the recommended action.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If Council passes third reading administration will proceed with final road closure process and land sales.

ATTACHMENT(S):

- Bylaw 18-789
- Alberta Transportation Letter
- Final Survey Plan and Map



MUNICIPAL DISTRICT OF GREENVIEW No. 16

BYLAW NO. 18-789

of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of closing to public travel, and creating title to, Portions of a public highway in accordance with Section 22 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS the lands hereafter described are no longer required for public travel; and

WHEREAS application has been made to Council to have the roadway closed; and

WHEREAS the Council of the Municipal District of Greenview No. 16 deems it expedient to provide a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of same; and

WHEREAS, notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act; and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

THEREFORE BE IT RESOLVED that the Council of the Municipal District of Greenview No. 16 in the Province of Alberta, duly assembled, does hereby close to public travel for the purpose of creating title to, the following described original government road allowance, subject to rights of access granted by other legislation:

MERIDIAN 5 RANGE 24 TOWNSHIP 70


ALL THAT PORTION OF THE ORIGINAL GOVERNMENT ROAD ALLOWANCE ADJOINING THE SOUTH BOUNDARY OF THE SOUTH WEST QUARTER OF SECTION 29-70-24-5 WHICH LIES WITHING BLOCK 1, LOT 2, PLAN 182 _____.

EXCEPTING THEREOUT ALL MINES AND MINERALS.

Administration Office	Operations Building	Family & Community Support Services	Grovedale Sub-Office	Grande Cache Sub-Office
Box 1079, 4806-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7600 Fax: 780.524.4307	Box 1079, 4802-36 Ave Valleyview, AB T0H 3N0 Phone: 780.524.7602 Fax: 780.524.5237	Box 1079, 4707-50th Street Valleyview, AB T0H 3N0 Phone: 780.524.7603 Fax: 780.524.4130	Box 404, Lot 9, Block 1, Plan0728786, Grovedale, AB T0H 1X0 Phone: 780.539.7337 Fax: 780.539.7711	Box 214, 10028-99st Street Grande Cache, AB T0E 0Y0 Phone: 780.827.5155 Fax: 780.827.5143
Toll Free: 1.888.524.7601			www.mdgreenview.ab.ca	

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

Received first reading this 23 day of July, 20 18.



REEVE



CHIEF ADMINISTRATIVE OFFICER

APPROVED this 30th day of October, 20 18.



MINISTER OF TRANSPORTATION

Received second reading this _____ day of _____, 20____.

Received third reading this _____ day of _____, 20____.

REEVE

CHIEF ADMINISTRATIVE OFFICER

NOV - 5 2018

VALLEYVIEW

DELIVERY SERVICES DIVISION
2ND FLOOR, TWIN ATRIA BUILDING
4999-98 AVENUE
EDMONTON, ALBERTA, CANADA
T6B 2X3

TELEPHONE NO: 780-638-3505
Toll Free Connection Dial 310-0000

October 30, 2018

Municipal District of Greenview No. 16
PO Box 1079
3609 - 46 Street
Valleyview, AB T0H 3N0

Attention: Grant Gurkovits

RE: ROAD CLOSURE - BYLAW 18-789

Enclosed is the above noted bylaw which was approved by Alberta Transportation for closure and consolidation on October 30, 2018.

Following the second and third readings of the bylaw by your council the bylaw may be registered at Land Titles. Please notify me of the second and third readings and when the documents closing the road are registered at Land Titles.

Yours truly,



Grace Saina
Road Closure Coordinator

cc: Philip Alcock
Development and Planning Technologist
Grande Prairie, Alberta

Enclosures

PLAN No.
ENTERED AND REGISTERED
ON _____
INSTRUMENT No. _____
A.D. REGISTRAR
LAND TITLES OFFICE

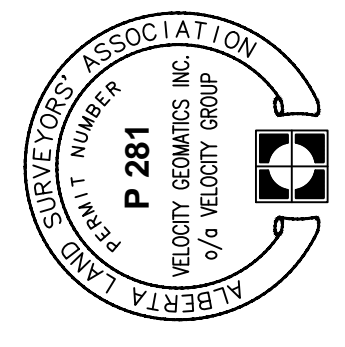
OWNERS :
M.D. OF GREENVIEW NO.16

APPROVING AUTHORITY :
M.D. OF GREENVIEW NO. 16

File No :

SURVEYOR :
Chris Chiasson, A.L.S.

Surveyed between the dates of
January 3rd, 2018 and January 5th, 2018
in accordance with the provisions
of the Surveys Act.



LEGEND:

- Geo-Reference Point shown thus: ○
- Statutory Iron Posts found shown thus: ●
- Statutory Iron Posts placed shown as thus: ○
- Temporary point established are shown as thus: □
- Area to be registered by this plan bounded thus and contains 0.316 hectares.
- All distances are in metres and are from post to post unless shown otherwise.
- Iron Posts planted are marked with permit No. P281.
- Bearings are grid and are referred to (N) (S) (E) (W) (NE) (SE) (SW) (NW) (N45°E) (S45°E) (S45°W) (N45°W) (E) (W) (NAD 83 (CSRS) datum and are derived by Global Navigation Satellite System using PPP Service.
- Combined Scale factor used = 0.999510
- Geo-Reference point: } 6104215.92 N.
UTM NAD83 (CSRS) } 460160.61 E.

ABBREVIATIONS:

- c.s. Counter Sunk
- CSRS Canadian Spatial Reference System
- E. East
- Fd. Found
- FCP Fence Corner Post
- ha. Hectares
- I. Statutory Iron Post
- m. Metre
- Mk. Mark
- Mkd' Marked
- Mp. Marker Post
- N. North
- NAD North American Datum
- Pl. Placed
- PPP Precise Point Positioning
- RP Geo-Reference Point
- Rge. Range
- S. South
- Sec. Section
- Twp. Township
- UTM Universal Transverse Mercator
- W. West

PLAN SHOWING SURVEY OF

SUBDIVISION

OF PART OF

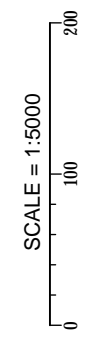
LOT 1, BLOCK 1 PLAN 102 5059

AND

ROAD CLOSURE AFFECTING PART OF ROAD ALLOWANCE BETWEEN N.W. SEC. 20-70-24-5 AND S.W. SEC. 29-70-24-5

M.D. OF GREENVIEW NO. 16

ALBERTA
2018



Initials: WS - MM - WS

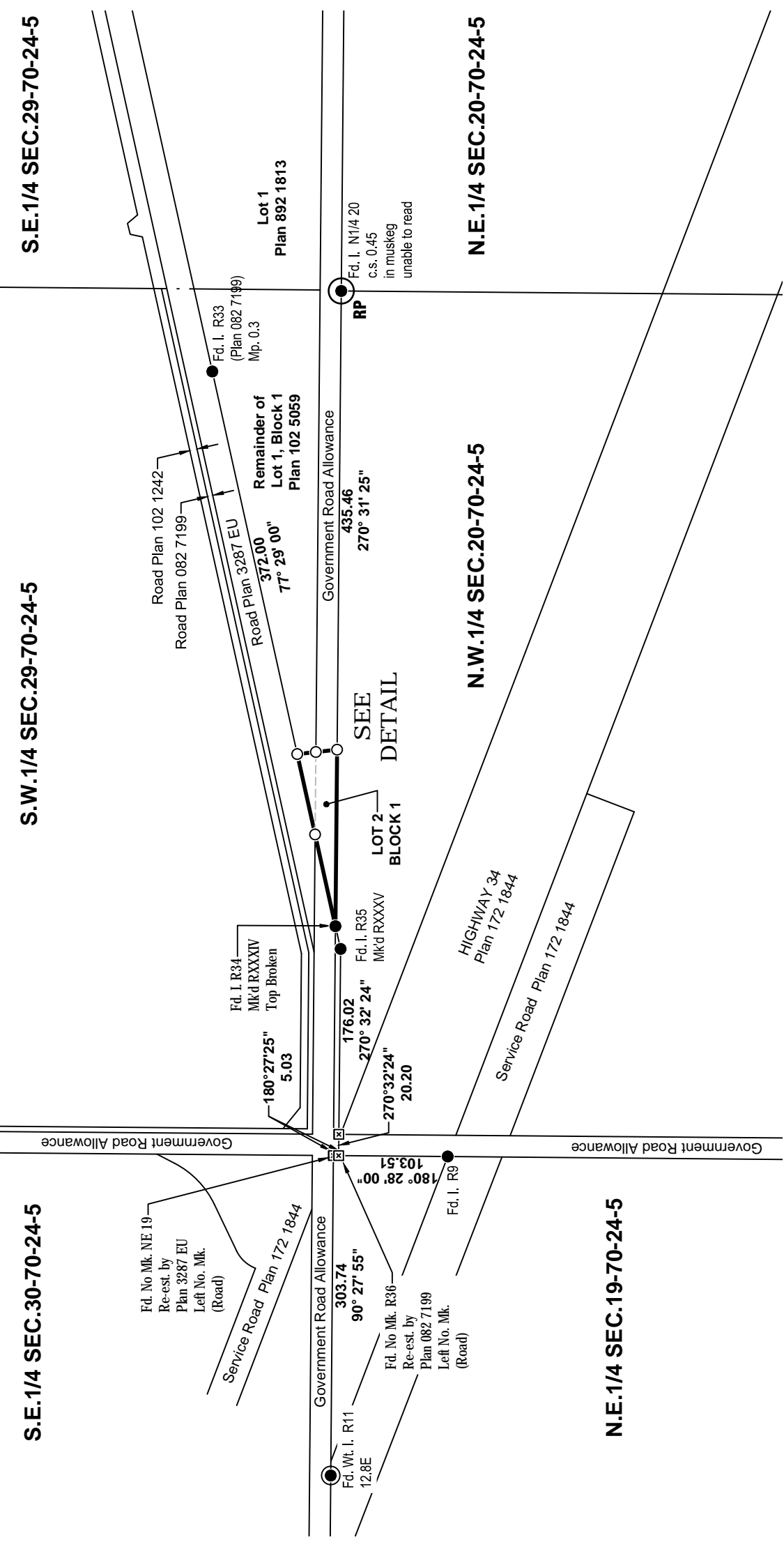
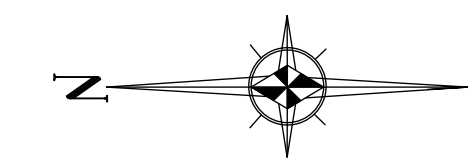
Plan Date:
February 02, 2017

Grande Prairie
Peace River
Beaumont
VELOCITY GROUP
Surveying & Engineering

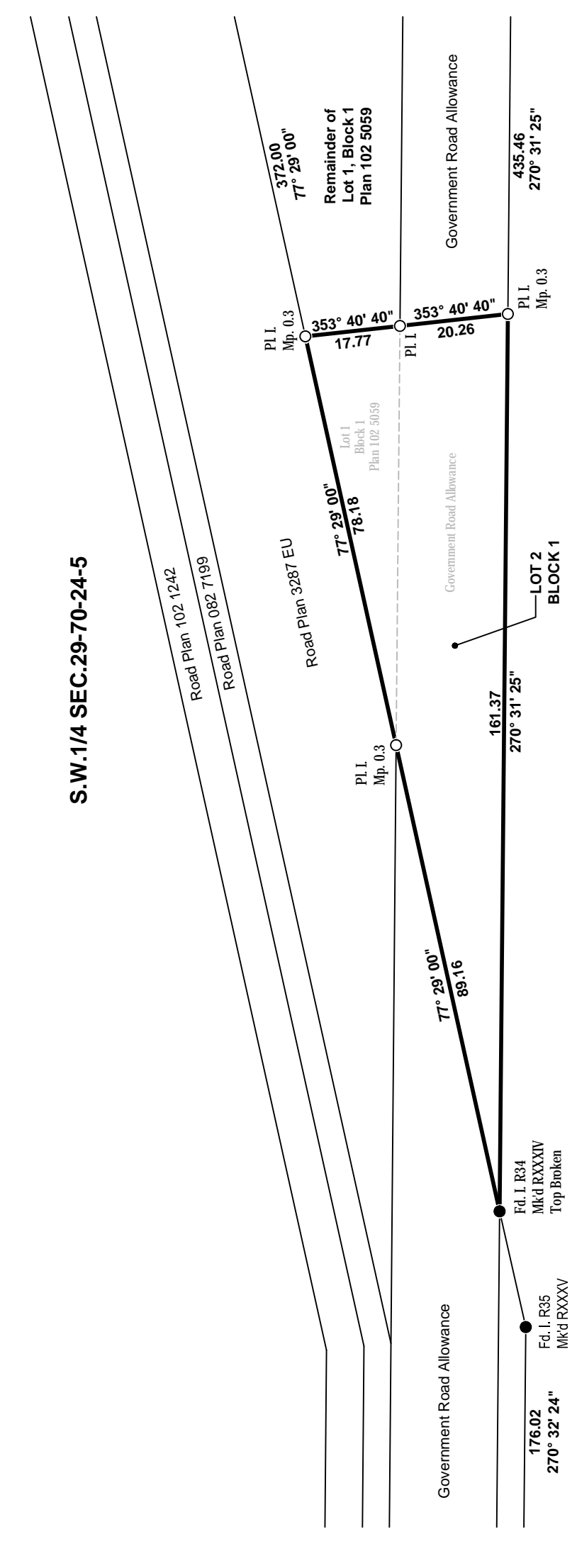
Unit 104 - 11302 98th Avenue
Trv 8H4
Ph: 587-259-8888

CAD File: 180000_SD

Office File: 180000



PLAN
SCALE = 1:5000

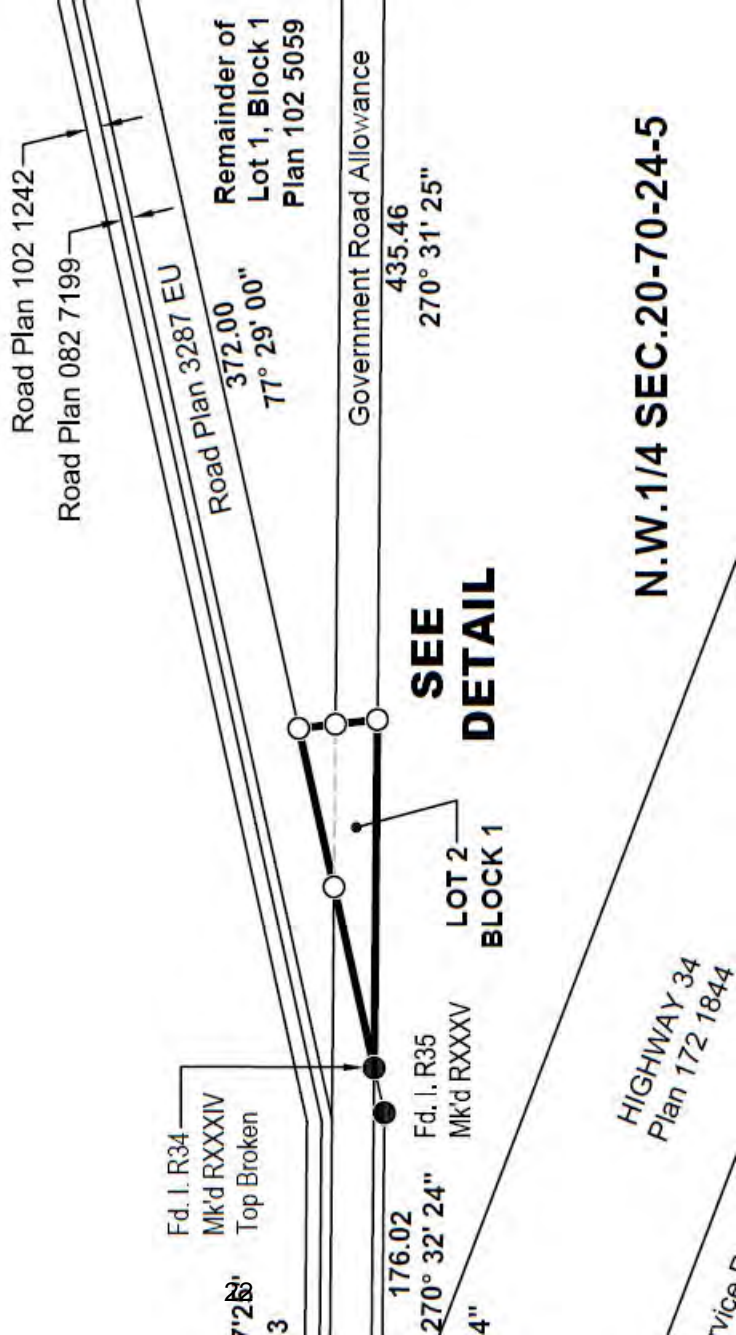


DETAIL
SCALE = 1:1000

TABLE OF AREAS

Area Req. from Lot 1 Block 1 Plan 102 5059 = 0.069 ha.
Area Req. from Road Allowance = 0.247 ha.
Total = 0.316 ha.

S.W.1/4 SEC.29-70-24-5



N.W.1/4 SEC.20-70-24-5

HIGHWAY 34
Plan 172 1844



Municipal District of Greenview #16



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REQUEST FOR DECISION

SUBJECT:	Construction & Engineering 2019 – 2021 Operational Budget Review		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 26, 2018	CAO:	MANAGER:
DEPARTMENT:	FINANCE	GM:	PRESENTER: GG
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – Sections 242(1), 245 and 248(1)

Council Bylaw/Policy (cite) – Policy 1016 Budget Development Policy

RECOMMENDED ACTION:

MOTION: That Council review and provide input to Administration regarding the 2019 to 2021 Construction and Engineering, Operational and Capital Budget.

BACKGROUND/PROPOSAL:

The Municipal Government Act (MGA) requires Council to adopt an Operational Budget annually for the upcoming year. This enables Greenview Administration to work and pay for services rendered to the municipality. Otherwise, Administration has no authority to pay for supplies, staff, or contractors, etc.

Council will recall that Administration proposed changes to the way the budget is going to be presented to Council this year, with the hopes that the budget presentations will not be too cumbersome for Council. All budget presentations to Council will go forward at either a regular meeting or committee of the whole meeting. The November 26th budget presentations are the last two departments to present their proposed Operational and Capital budgets to Council. The final Organizational Consolidated 2019 to 2021 Budget is planned for the December 10th Council meeting.

The General Manager of Infrastructure and Planning will present the Construction and Engineering 2019 to 2021 proposed Operational and Capital Budget. This area of the proposed Operational Budget has increased by \$1, 990,000.00. The general manager will provide Council with an overview of this area of the budget and the rationale as to why the proposed budget has changed. The Capital Budget for this area has increased by \$5,710,601.00 compared to the 2018 approved budget.

As noted in the first budget presentation by CAO and Corporate Services, budget preparations for the 2019 consolidated budget started in June this year and staff has participated in many hours of planning and data entry as a result. Of note, the overall 2019 proposed revenue is at \$130,900,692.00. The proposed revenue has increased by \$10M over the budgeted 2018 revenue. The projected increase is based on the 2018 actual revenue plus a 2% overall increase. The property tax portion of the revenue is based on maintaining the 2018 mil rates. Tax revenue includes the educational and seniors requisitions.

The Organizational wide Operational Expenditure Budget has increased by \$8,759,184.00 or 9.1% in comparison to the 2018 Operational Budget. The 2019 Capital Budget has increased by \$10,810,848.00 or 13.6% compared to the 2018 Capital Budget. Each manager, as they present their proposed budgets to Council will highlight the changes in their area that has created the change in the overall budget compared to the 2018 budget. .

All Administration budget presenters has created Power Points summarizing the changes in their area of the budget that contributed to the overall change in the 2019 budget compared to 2018 budget.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council members following the recommended motion is that Council members will have reviewed and provided direction to Administration regarding each budget area. Thus providing Administration with the opportunity of making any Council requested adjustments prior to the final budget presentation on December 10th.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to review the Construction and Engineering area budget without providing input to Administration. This is not recommended by Administration due to the lack of efficiency that this would create in the budget process.

FINANCIAL IMPLICATION:

Direct Costs: \$175,314,980.00 (total Consolidated Budget – Operational and Capital)

Ongoing / Future Costs: N/A

The funding for the proposed budget will come from 2019 property taxes, provincial grant funding, revenue in relation to services provided by Administration and an approximate \$44.4 M withdrawal from reserves to deliver a balanced budget.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

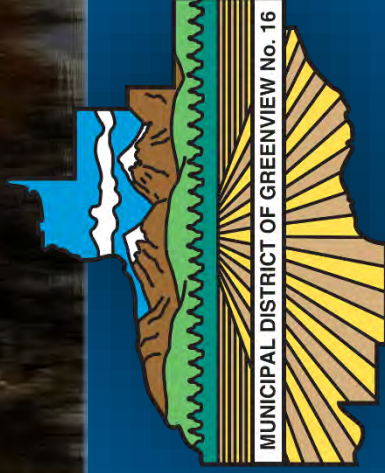
Once the Council has provided direction or changes to the proposed budget, Administration will create a tracking list of the governance changes and email Council the list to ensure that COW/Council members are able to catch any changes that Administration may have missed. Further, Administration will make the required changes in the budgeting software and provide a listing of the changes during the final budget presentation to Council on December 10th.

ATTACHMENT(S):

- 2019 Construction & Engineering Proposed Budget
- 2019 Construction & Engineering Power Point
- MGA 242 (1), 245 and 248

Construction & Engineering

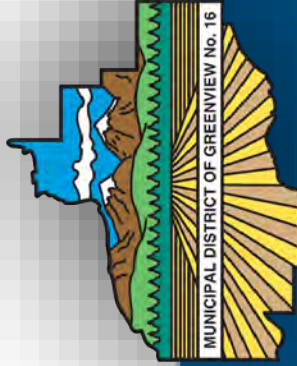
2019 – 2021 Consolidated Budget



Greenview, Alberta, Canada
Expand Your Vision.
www.mdgreenview.ab.ca

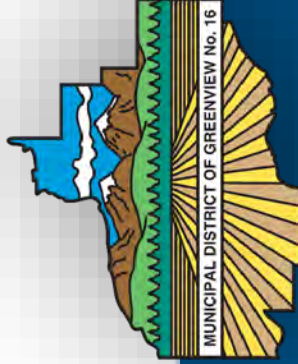
Construction & Engineering Department Overview

- **Bridge Structures:** construction, inspections, maintenance and repairs
- **Drainage Channels:** construction, inspections, maintenance and repairs
- **Asphalt Road Surface:** new pavement, overlays and chip seal applications
- **Road Construction:** reconstruction of existing roadways, base pave projects and new constructed roads i.e. local, residential and farmland access

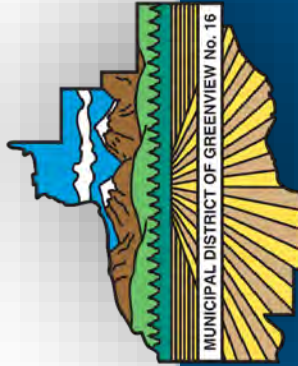


Construction & Engineering Department Positions

- All Construction & Engineering positions are included in the Infrastructure & Planning Operational Budget



Operational changes



2018 Approved Expenditures – \$600,000
2019 Proposed Expenditures – \$2,590,000

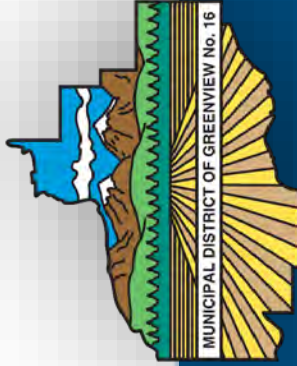
Overall increase in Expenditures - \$1,990,000

2018 Projected Expenditures - \$600,000



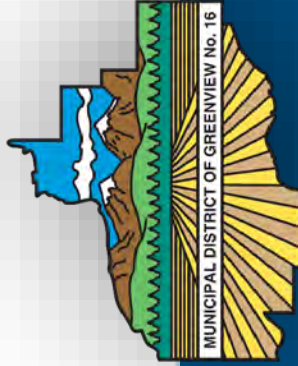
Operational Changes – Expenditures

- Bridges has increased by \$240,000 due to the bridge maintenance program and required repairs
- Drainage has increased by \$100,000 due to the identification of channel works required
- Roadways has increased by \$1,300,000 due to the legal survey on the Forestry Trunk Road
- Unscheduled Works has increase by \$350,000



Change Request

- There are no change requests



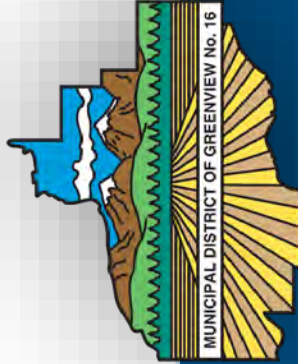
Capital Budget



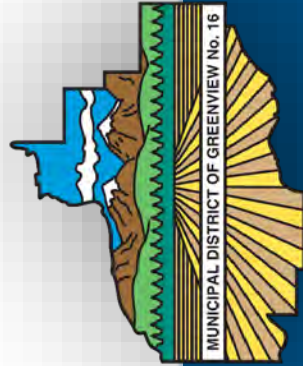
2018 Approved Capital Expenditures – \$31,765,624
2019 Proposed Capital Expenditures – \$37,476,225

Overall increase in Capital Expenditures - \$5,710,601

2018 Projected Capital Expenditures - \$11,650,699



Current Projects

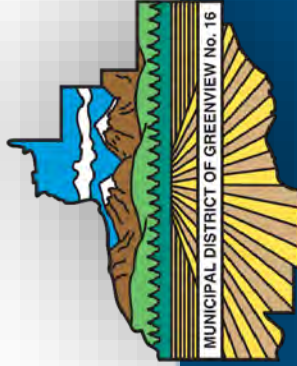


Current Bridge File Projects

BF71666

Bridge located on Old High Prairie Road - \$302,000

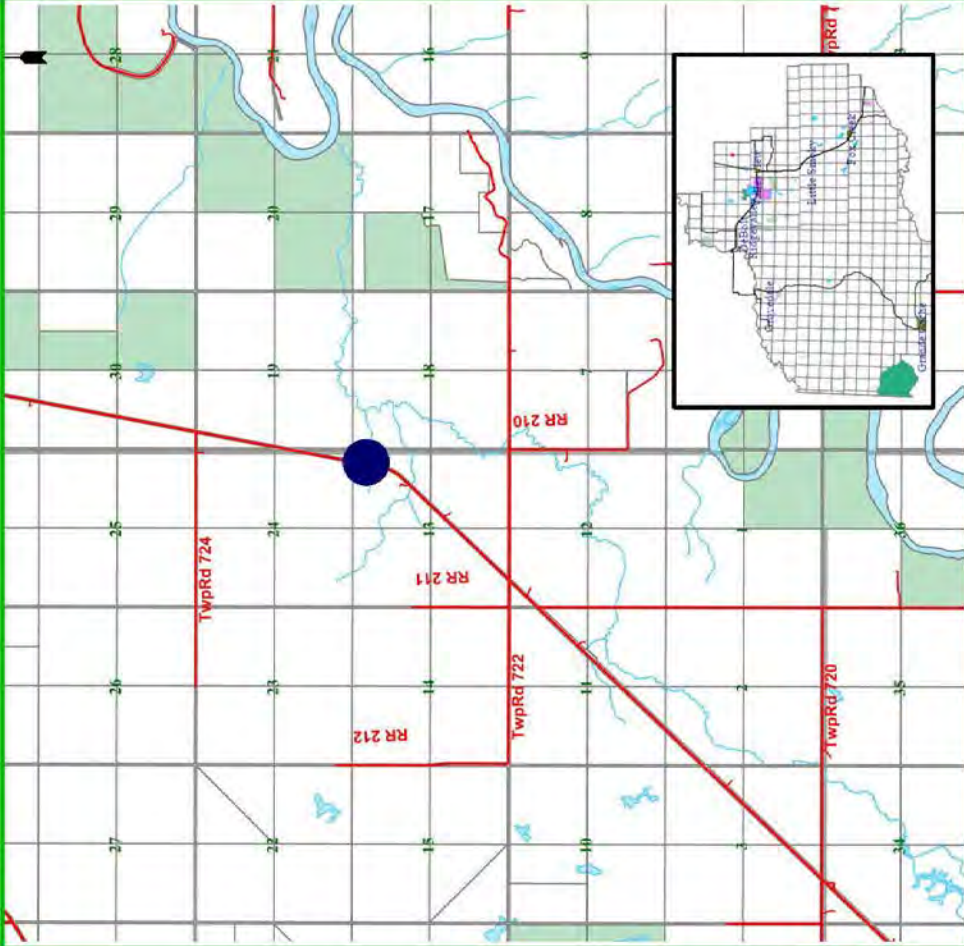
- Located in NE 13-72-21 W5, North East of Valleyview on the Old High Prairie Road.
- This bridge was built in 1961.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2019.





Municipal District of Greenview #16

BF 71666
NE 13-72-21 W5M



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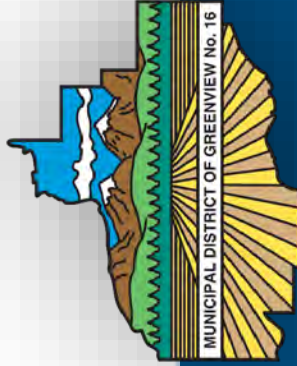
MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Bridge File Projects

BF71667

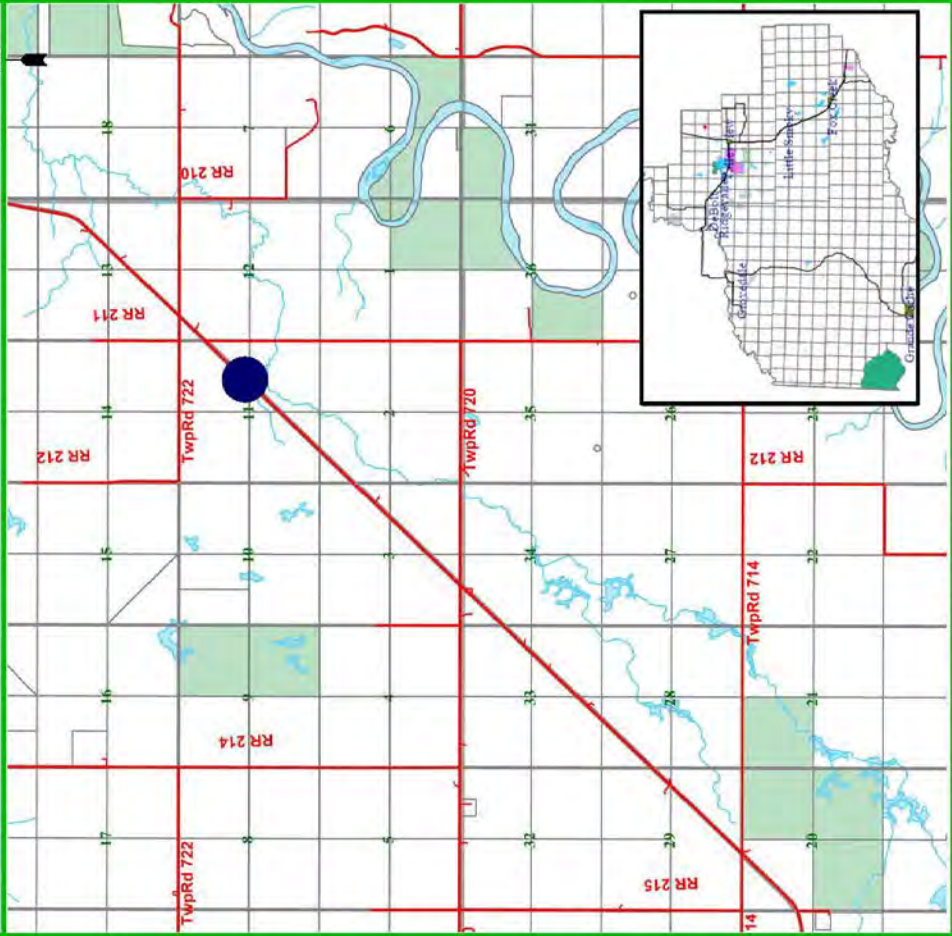
Bridge located on Old High Prairie Road - \$325,000

- Located in SE 11-72-21 W5, North East of Valleyview on the Old High Prairie Road.
- This bridge was built in 1961.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2019.



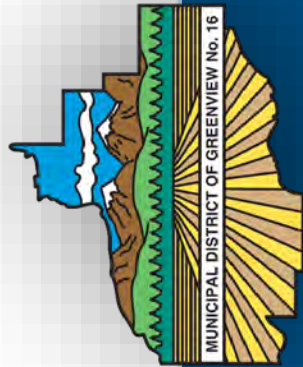
Municipal District of Greenview #16

BF 71667
SE 11-72-21 W5M



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Current Bridge File Projects

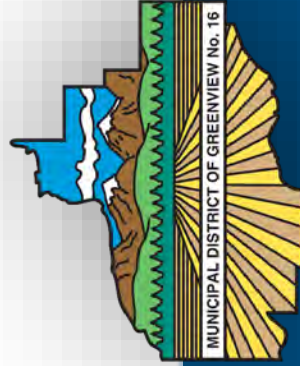
BF73703

Sturgeon Creek- \$1,200,000

- Located in SW 32-70-22 W5, North East of Valleyview over Sturgeon Creek on Range Road 225.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2021.

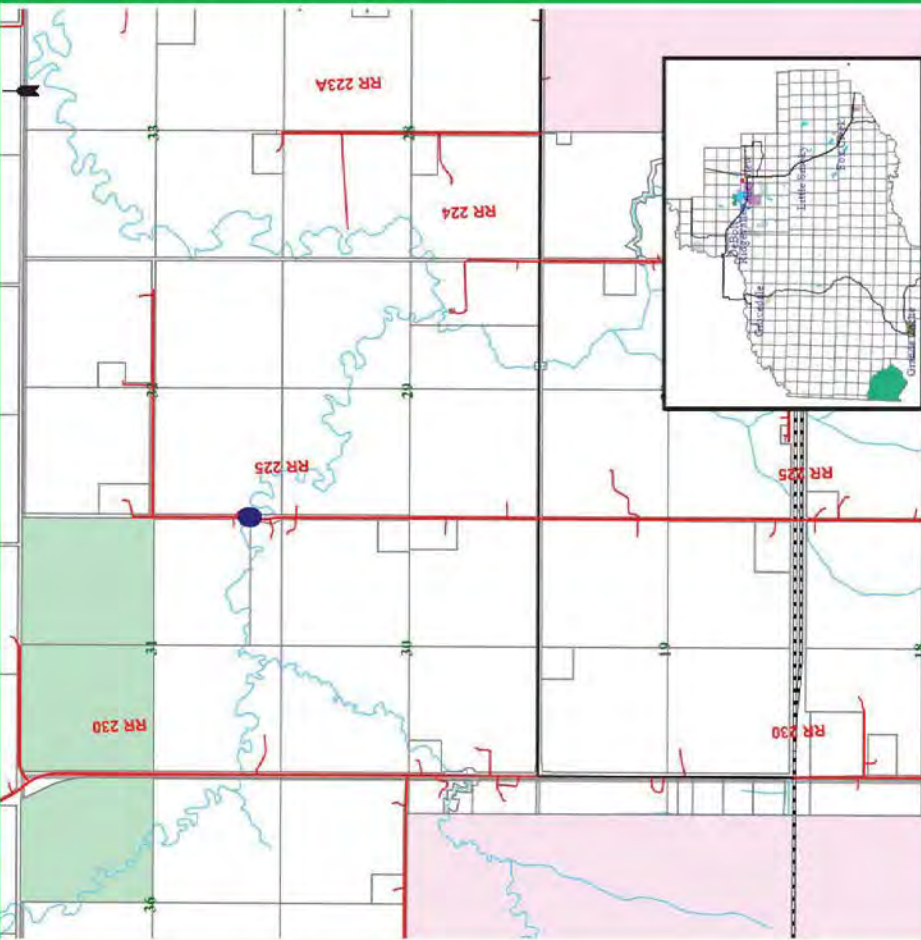
2019- \$84,000

2021- \$1,116,000



Municipal District of Greenview #16

BF 73703
SW 32-70-22 W5M



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Bridge File Projects

BF79561

Bridge located on Old High Prairie Road - \$250,000

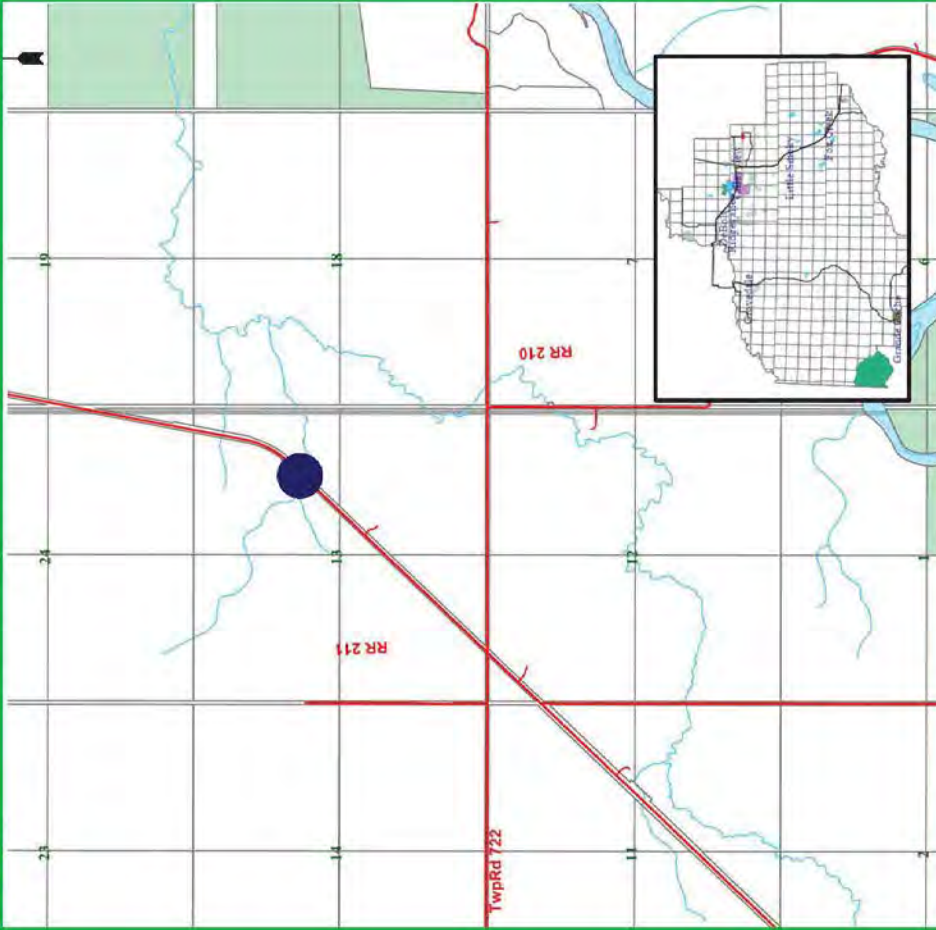
- Location NE 13-72-21 W5, North east of Valleyview on the Old High Prairie Road.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2019.





Municipal District of Greenview #16

BF 79561
NE 13-72-21 W5M



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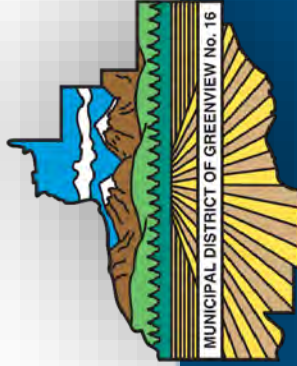
MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Drainage Project

DR19001

Sunset House Flood Control- \$1,550,000

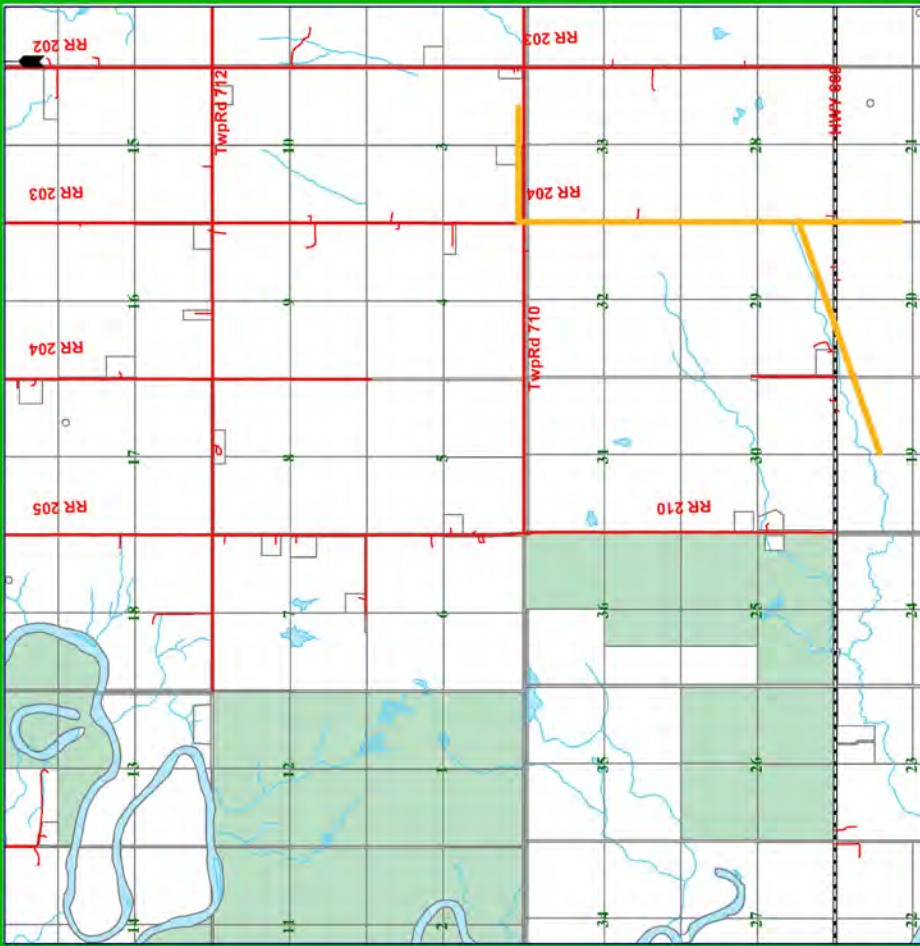
- Drainage project is added due to the severity of channel erosion on private property within the easement.
- Channelization and construction of 2 gabion drop structures and one culvert drop structure.
- Channel work prevents continued erosion and protects private lands.





Municipal District of Greenview #16

DR19001 - Sunset House Flood Control



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Current Road Projects

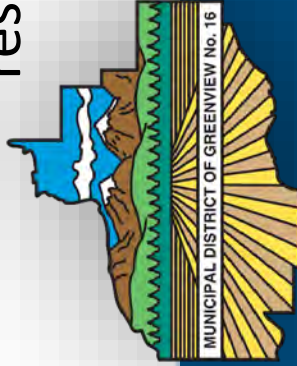
Connector Road Construction

RD19001- \$1,500,000

RD20001- \$1,500,000

RD21001- \$1,500,000

- Block funding has been allocated by Council for the construction of connector roads that are evaluated through Greenview's road criteria.
- Administration presents to Council these connector roads for Councils approval.
- A connector road consists of new construction that joins two existing dead end roads.
- Administration utilizes the same process for residential and farmland access requests.



Current Road Projects

Farmland Access Roads

RD19002- \$300,000

RD20002- \$300,000

RD21002- \$300,000

- Block funding has been allocated for the construction of farmland accesses as per Greenview's road criteria.
- Farmland access is defined as a lower grade roadway not meant for regular public travel; its purpose is to allow landowners to gain access to their property for farming purposes.



Current Road Projects

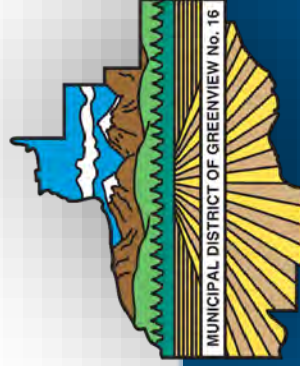
Forestry Trunk Road Improvements

RD19003- \$3,000,000

RD20003- \$3,000,000

RD21003- \$3,000,000

- Upgrades to road surface for industrial use to support local industry requirements.
- Funding allocated for subgrade stabilization creating a consistent 10 meter gravel road surface width and identifying problem areas for maintenance and repairs.



Current Road Projects

Local Road Construction

RD19004- \$1,500,000

RD20004- \$1,500,000

RD21004- \$1,500,000

- Block funding has been allocated to construct requested local roads as per Greenview's road criteria.
- A local road is defined as a standard grade roadway meant for regular public travel; its purpose is to allow ratepayers to gain access to collector roadways.
- Requests generally come from ratepayers or Council and projects are subject to Council's approval only.



Current Road Projects

Residential Access Roads

RD19005- \$500,000

RD20005- \$500,000

RD21005- \$500,000

- Block funding allocated for construction of requested residential accesses based on Greenview road criteria.
- Residential access is defined as a standard grade roadway designed for regular public travel; its purpose is to allow ratepayers to develop their property as a permanent residence.
- Requests generally come from ratepayers or Council and projects are subject to Council approval only.



Current Road Projects

RD19006

Rge Rd 225 (TWP 712-714) TWP 714 (RR225 to HW49)

\$3,920,000

- Preliminary costs to prepare this section of road, north of Township Road 712 on Range Road 225 to Township Road 714 and Township Road 714 from Range Road 225 to Highway 49 for approximately 10.3 km with a traffic count of 105.
- This project will potentially connect to other future phases eventually to Township Road 730 (NFC road) as part of Greenview's current major collector road system.
- Preliminary costs include surveying, design, land acquisitions, environmental, regulatory permits, utility moves and other preliminary costs that arise to prepare for road construction in 2021.

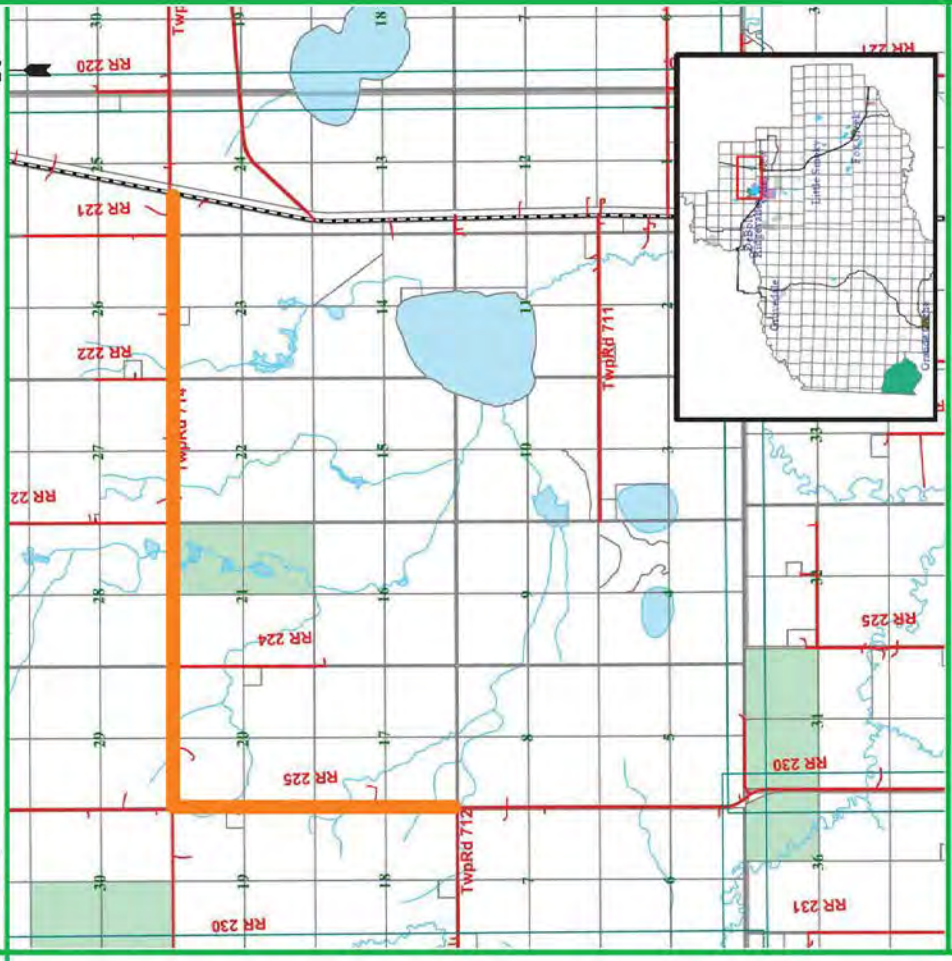
2019- \$275,000

2021- \$3,645,000



Municipal District of Greenview #16

Range Road 225 and Twp Rd 714



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Current Road Projects

RD19008

TWP 730 HW 736 to Rge Rd 21- \$3,900,000

- Township Road 730 (Hwy 736 to Range Road 21) is approximately 9.8 km in length with a traffic count of 119.
- Township Road 730 is currently classed as a minor collector road. This road is receiving higher traffic volumes therefore requires rebuilding.
- Preliminary costs include legal surveying design, land acquisitions, utility moves and other preliminary costs that arise.

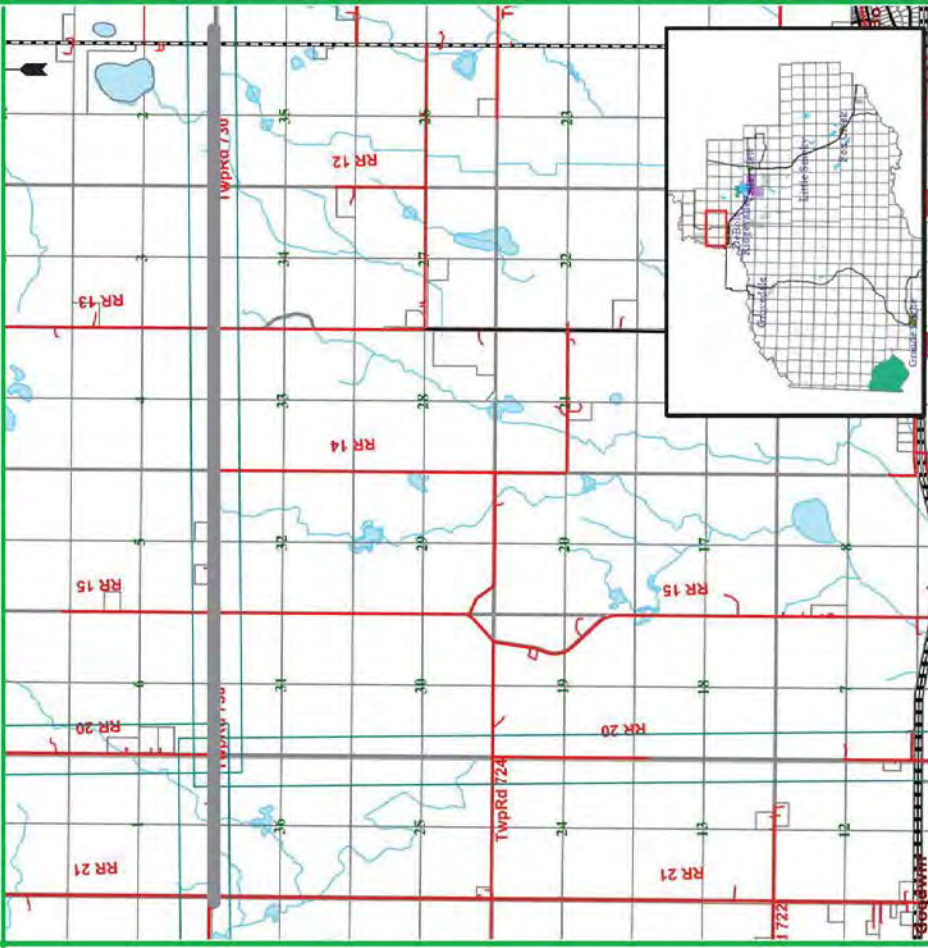
2019- \$260,000

2021- \$3,640,000



Municipal District of Greenview #16

Township Road 730
Hwy 730 to Range Road 21



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Current Road Projects

RD19009

Quad- \$8,600

- Quad will be fitted with survey accessories to accommodate the one man survey crew to assist in working by himself and to increase the efficiency and the length of time in transporting survey equipment.

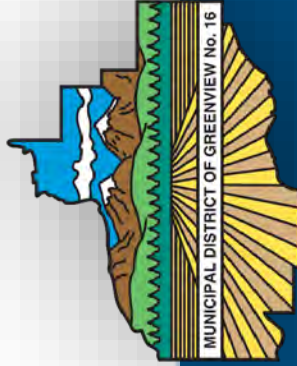


Current Vehicle Replacement

RD19007

3/4 Ton Crewcab 4x4 Truck A129- \$52,500

- Replacement of A129
- 3/4 ton truck replacements are as per the vehicle & equipment replacement policy 4006.
- Specs: 4x4 crew cab, short or long box, spray in box liner, headache rack with rails, beacon light, fleet complete & 2 way radio, GPS transfer installation.



2018 Carry-Overs



Current Bridge File Projects – Carry Over

BF75354

Tributary to Cornwall Creek- \$490,000

- Carry over is due to ongoing negotiating of land purchase (T.L.).
- Located in SW 36-71-26 W5M. Carrying Range Road 261 over Tributary to Cornwall Creek, North of Crooked Creek. This bridge was built in 1961.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.

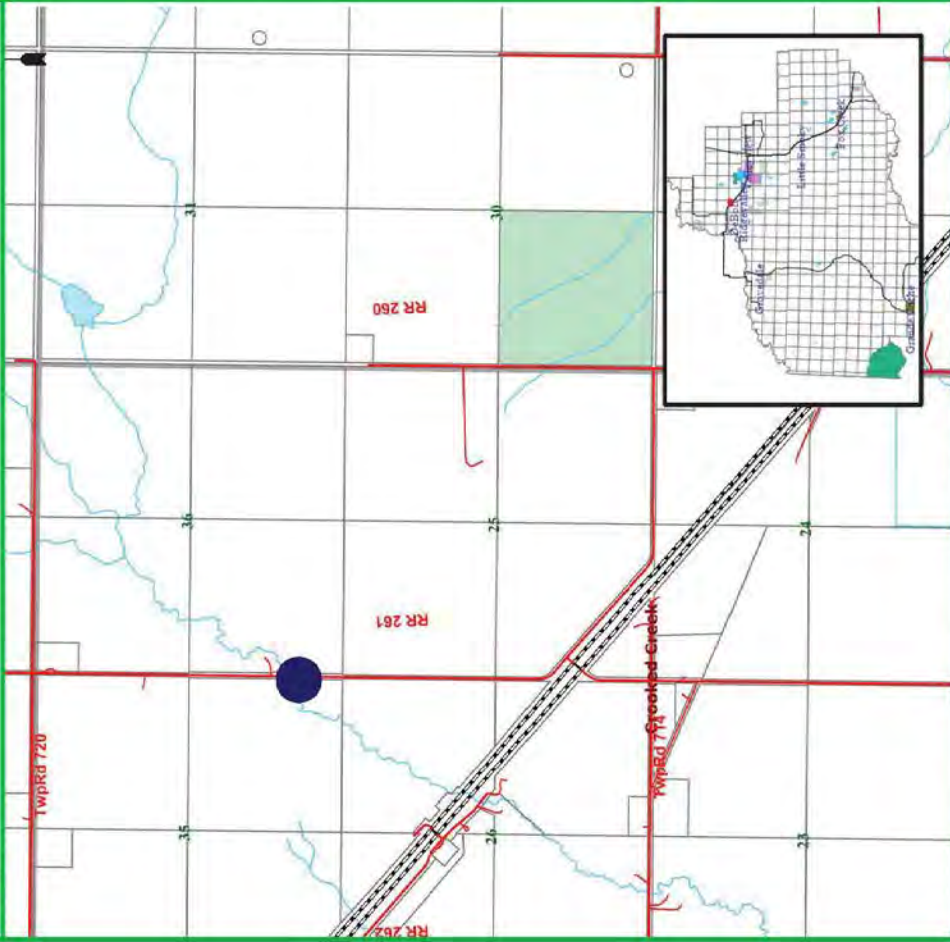
Construction is scheduled for 2019.





Municipal District of Greenview #16

BF 75354
SW 36-71-26 W5M



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Current Bridge File Projects- Carry-Over BF7756- Tributary to Sweathouse Creek -\$260,000

- Carry over is due to work starting in 2018 and finishing in 2019.
- Carry over is expected to be less by the end of 2018 due to start of preliminary design.
- Located in NW 31-69-16 W5. South of Sunset House located on Range Road 200.
- This bridge was built in 1974.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.

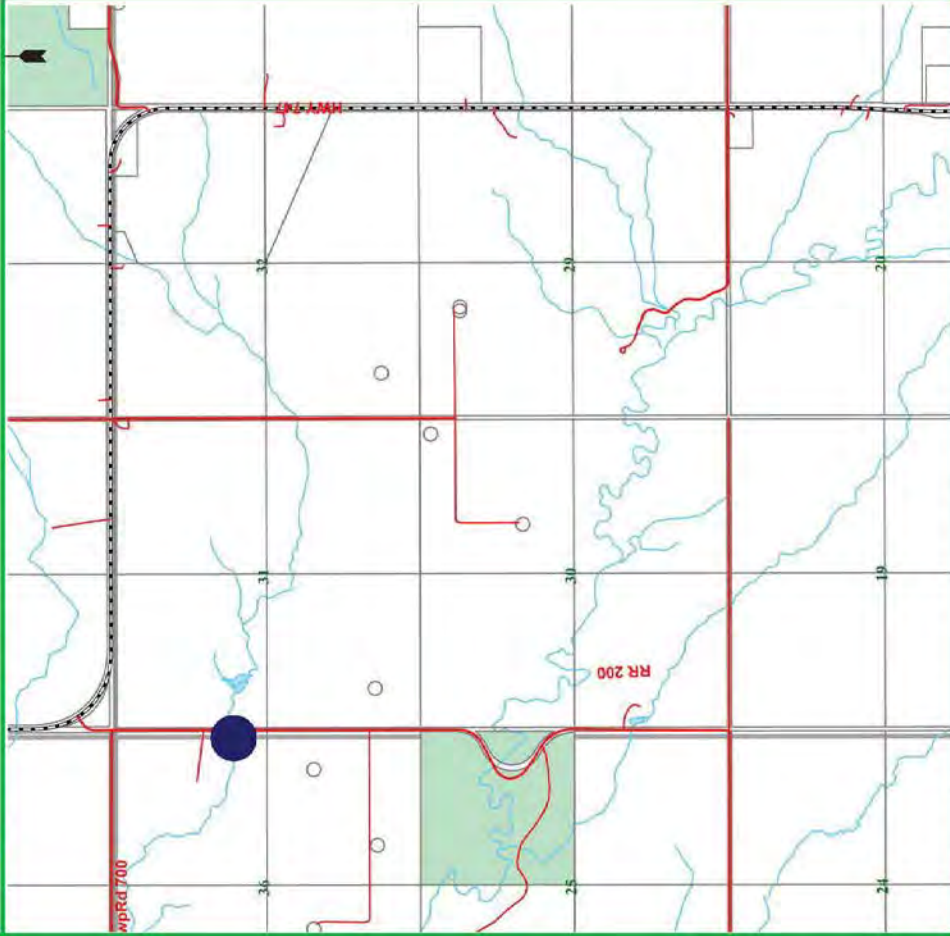
Construction is scheduled for 2019.





Municipal District of Greenview #16

BF 77756
NW 31-69-16 W5M



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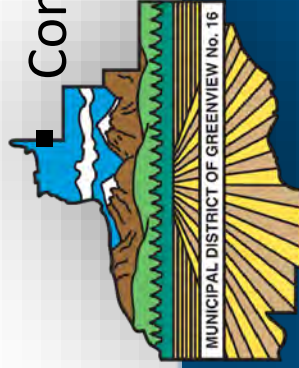
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Current Bridge File Projects- Carry-Over BF78679- Located on Old High Prairie Road - \$270,000

- Carry over is due to work starting in 2018 and finishing in 2019.
- Carry over is expected to be less by the end of 2018 due to start of preliminary design.
- Location SE 31-72-20 W5. North east of Valleyview located on the Old High Prairie Road.
- This bridge was built in 1977.
- Structure was replaced in 2006 with 2-900 mm corrugated steel pipe (CSP) and another 900 mm CSP was installed in 2014.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.

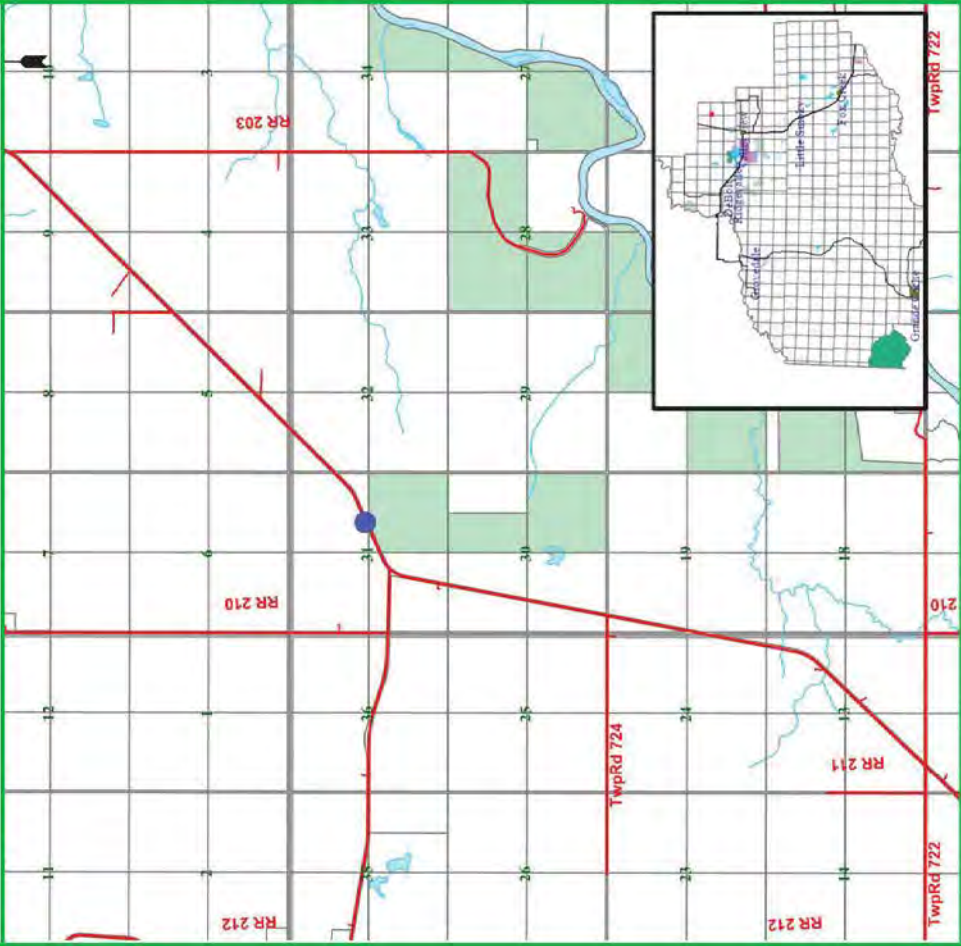


▪ Construction is scheduled for 2019.



Municipal District of Greenview #16

BF 78679
SE 31-72-20 W5M



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

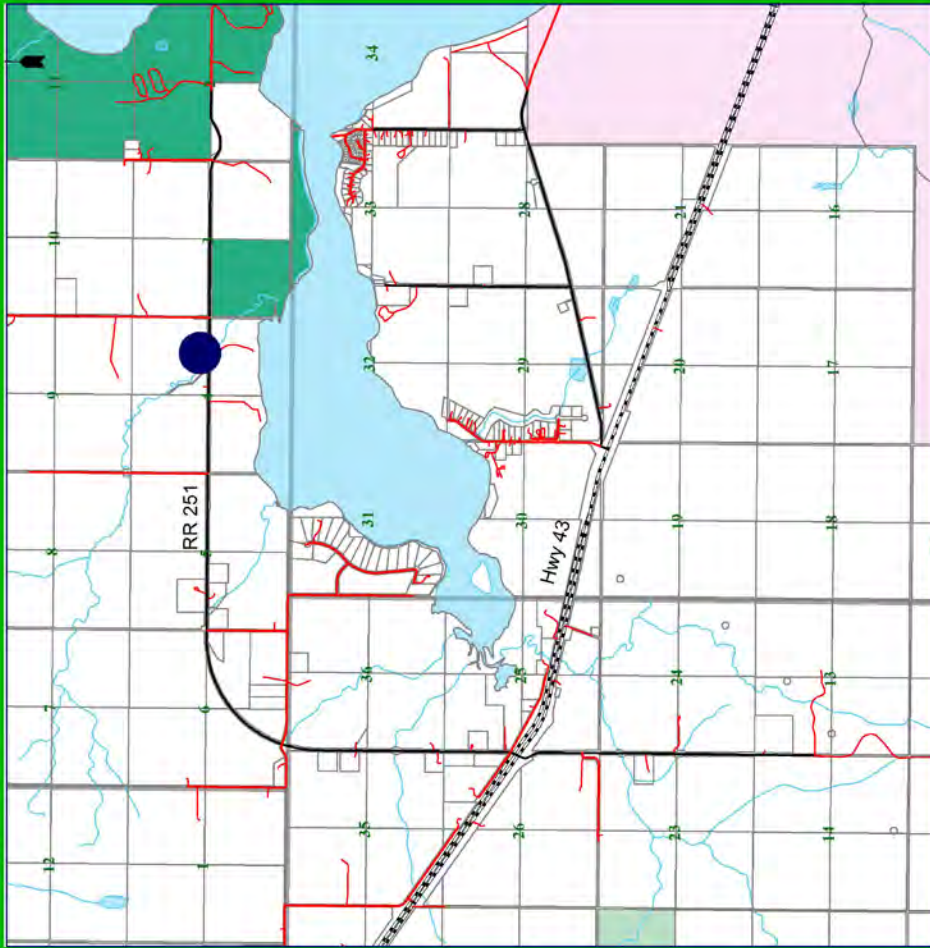
Current Bridge File Projects- Carry Over BF75356- Young's Point Road Bridge File - \$762,317

- Carry over is due to the cancellation of the existing tender contract in 2018.
- Replace Bridge File 75356 on Young's Point Road.
- This is a carry over due to the cancellation of the 2018 tender award.



Municipal District of Greenview #16

BF75356 - Young's Point Road



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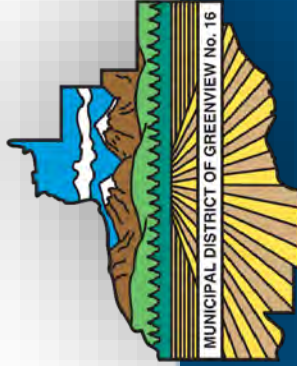
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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Road Projects- Carry-Over RD15005- Goodwin Road (RR 21 and Twp Rd 741) Phase 2- \$6,351,510

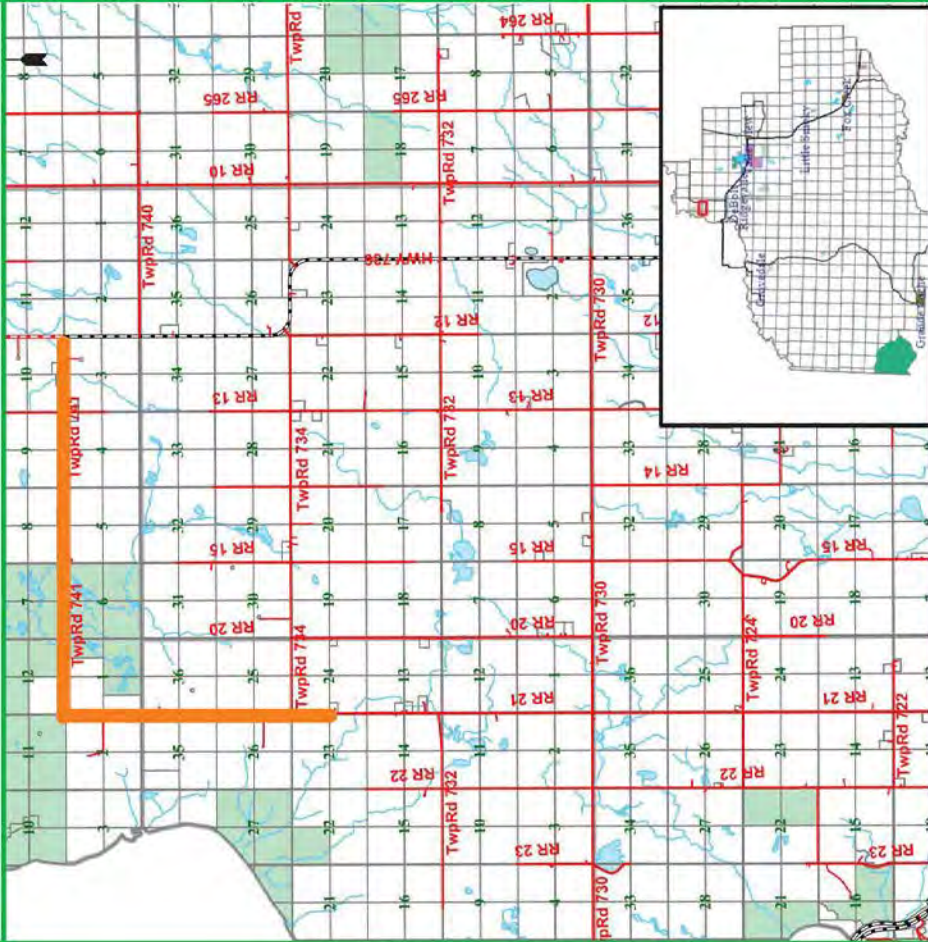
- Carry over is due to ongoing land purchase negotiations.
- Construction of Goodwin Road (Range Road 21), south of Township 734, along Township Road 741 to secondary Highway 736.
- Approximately 14 km of preliminary work that will include legal surveying, design, land acquisitions, utility moves and other preliminary costs prior to construction year.





Municipal District of Greenview #16

Goodwin Road Phase 2
Range Road 21 & Township Road 741



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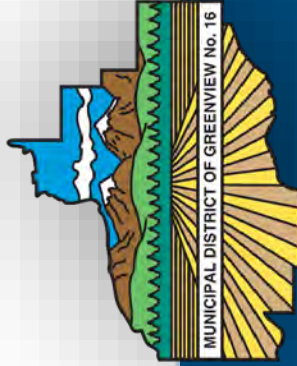


MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Road Projects- Carry-Over RD18006- TWP 681-Warren Rd (HW43 to Rge Rd 225) \$1,495,000

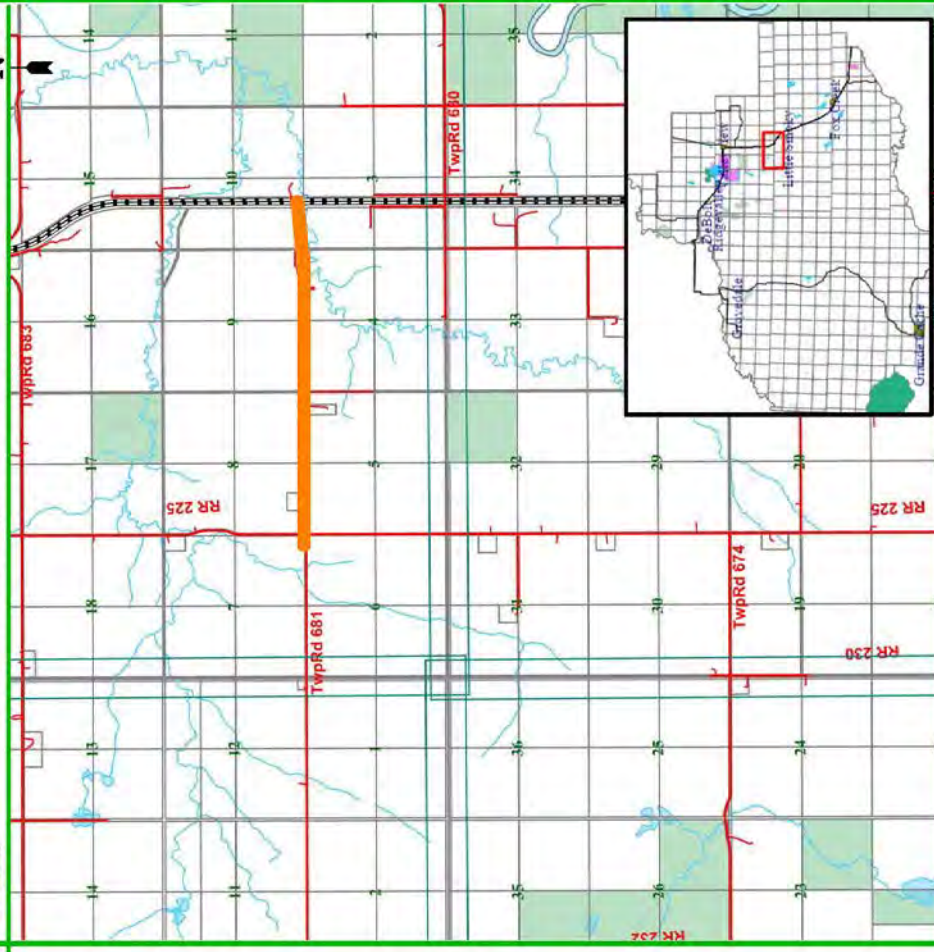
- Carry over is due to the timing of advertisement of Request for Proposal in November 2018.
- Carry over may be less by the end of 2018 due to start of preliminary design.
- Township Road 681 (Warren Road) Hwy 43 to Range Road 225 is approximately 3.8 km in length, with a traffic count of 72. The upgrade is necessary as it is located on one of the busiest sections of road from Hwy 43 to Range Road 225.
- Preliminary costs will include surveying, design, land acquisitions, utility moves and other preliminary costs that arise.

2018 Carryover-\$100,000
2020- \$1,395,000



Municipal District of Greenview #16

Township Road 681 - Warren Road
Hwy 43 to Range Road 225



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

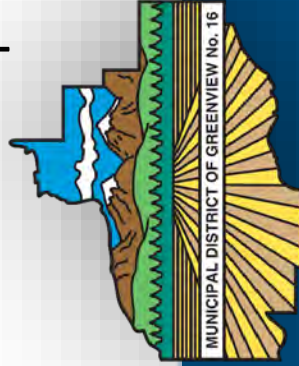
Current Road Projects- Carry-Over

RD18007-Rge Rd 260 - Swan Lake Rd (TWP 705 South to Swan Lake)- \$1,400,000

- Carry over is due to the timing of advertisement of Request for Proposal in November 2018.
- Carry over may be less by the end of 2018 due to start of preliminary design.
- Range Road 260 (Swan Lake Road) South of Twp Rd 705 is approximately 3.8 kilometres with a traffic count of 123.
- With ongoing improvements to the Swan Lake recreation area, RR 260 requires upgrading to accommodate higher traffic volumes that includes recreational vehicles.
- Preliminary work that will include legal surveying, design, land acquisitions, utility moves and other preliminary costs prior to construction.

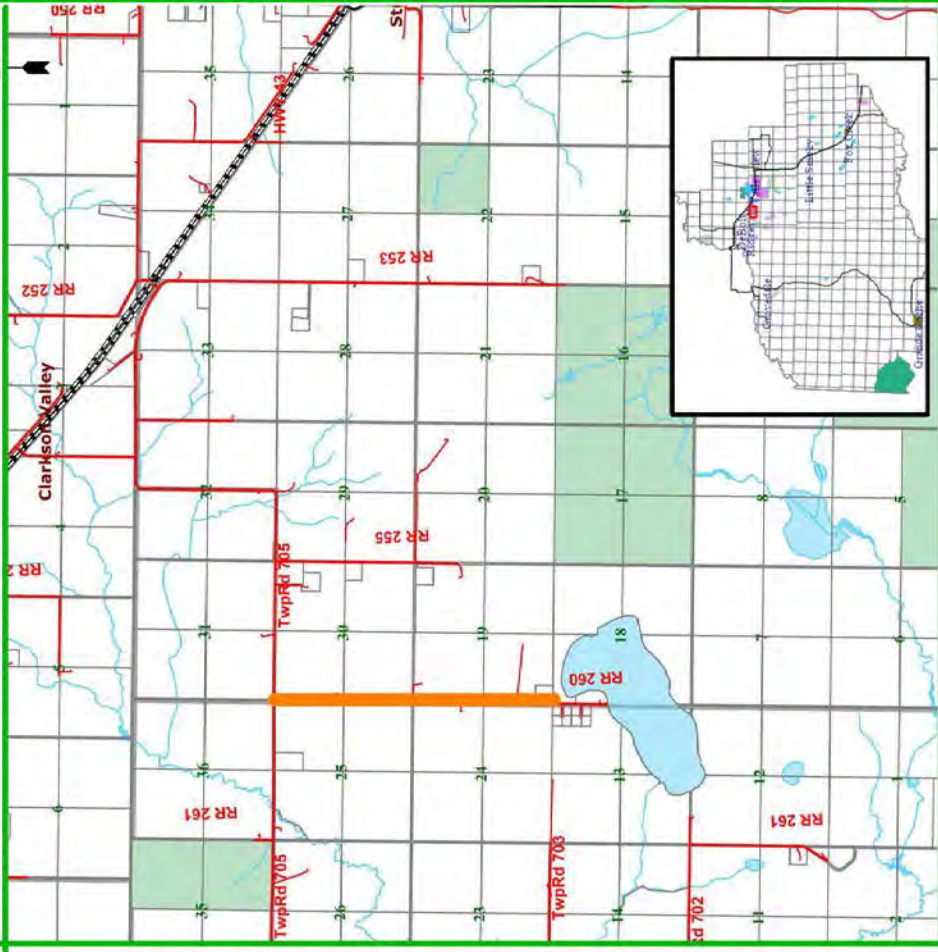
2018 Carryover-\$100,000

2020- \$1,300,000



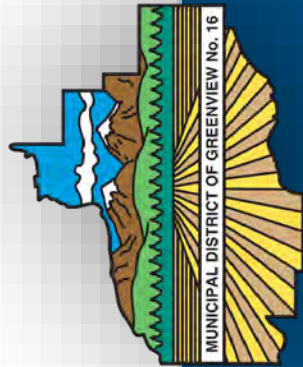
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Range Road 260
Swan Lake Road



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Road Projects- Carry-Over RD18008-Range Road 64 (TWP 700 to TWP 694) \$1,600,000

- Carry over is due to the timing of advertisement of Request for Proposal in November 2018.
- Carry over may be less by the end of 2018 due to start of preliminary design.
- Range Road 64 from Township Road 700 to Township Road 694 for approximately 3.1 km to regrade for future surfacing.
- This project will include legal surveying, design, environmental studies, regulatory approvals, land acquisitions, utility moves and other preliminary costs prior to the construction year in 2019.

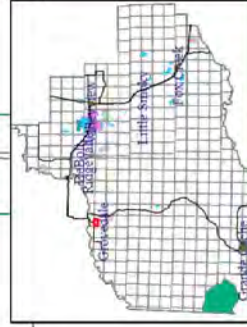
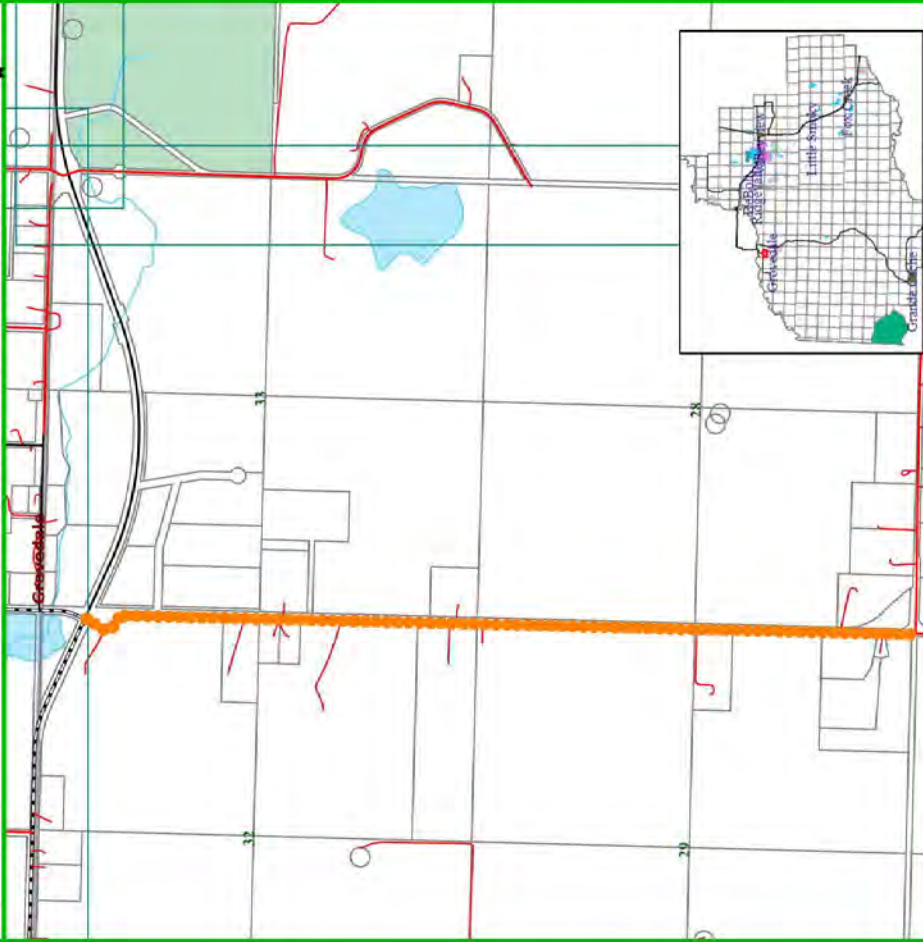
2018 Carryover-\$100,000
2019- \$1,500,000





Municipal District of Greenview #16

Range Road 64
Township Road 700 to Township Road 694



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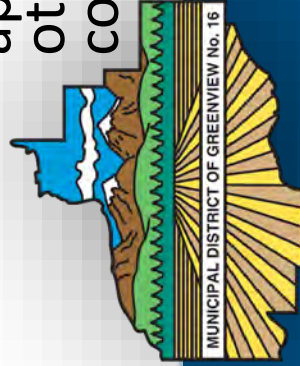
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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Road Projects- Carry-Over RD18010-Forestry Trunk Road- Phase 4 (Km 129.5 + 137.1) \$10,793,298

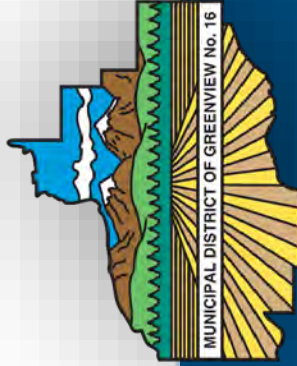
- Carry over is due to two year project completion in 2018- (check with consultant for close estimate)
- 2018 carry-over funds to proceed with the Phase 4 FTR construction realignment contract from Km 129 to Km 137.
- Grant funding will be utilized for all pre-tender costs and any remaining funds will be used against the cost of construction .
- Preliminary work that will include legal surveying, design, environmental studies, regulatory approvals, land acquisitions, utility moves and other preliminary costs prior to the start of construction in 2018.



Current Road Projects- Carry-Over RD18011-Range Road 230 (South of HW43 to TWP 700) \$1,960,000

- Carry over is due to the timing of advertisement of Request for Proposal in November 2018.
- Carry over may be less by the end of 2018 due to start of preliminary design.
- Range Road 230 is a connector road between Hwy 43 North to Township Road 700, approximately 4.8 km in length, with a traffic count of 203 that will be constructed to accept future asphalt.
- Preliminary costs include surveying, design, land acquisitions, utility moves and other preliminary costs that arise to prepare for road construction in 2019.

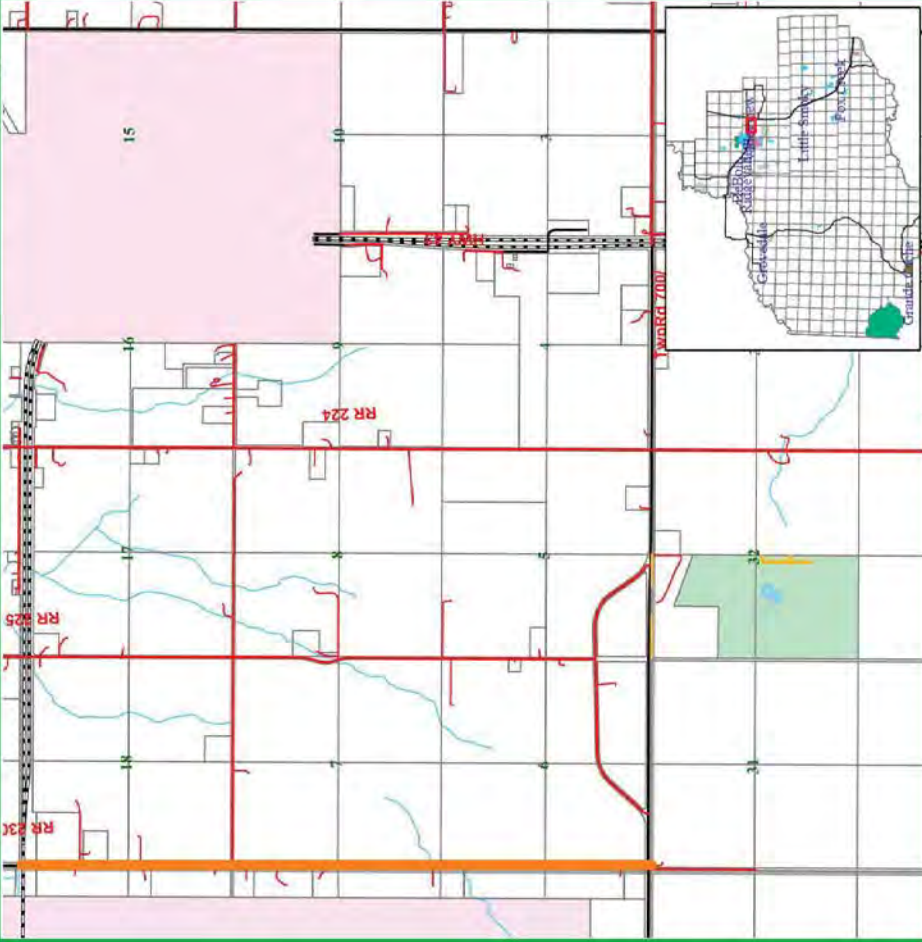
2018 Carryover- \$137,200
2019- \$1,822,800





Municipal District of Greenview #16

Range Road 230
South of Hwy 43 to Township Road 700



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Road Projects- Carry-Over

RD18012-TWP 670 (RR 232 to RR 240)

\$2,600,000

- Carry over is due to the closing of advertisement of Request for Proposal in November 2018.
- Carry over is expected to be less by the end of 2018 due to start of preliminary design.
- Twp Rd 670 from RR 232 to RR 240 for approximately 9.8 km with a traffic count of 88.
- Located North of the Simonette road, previous stretch was rebuilt in 2006. Twp Rd 670 currently is receiving higher impact of industrial traffic that has resulted in increased maintenance that requires this road for upgrading to accommodate the higher traffic volumes.

2018 Carryover - \$182,000

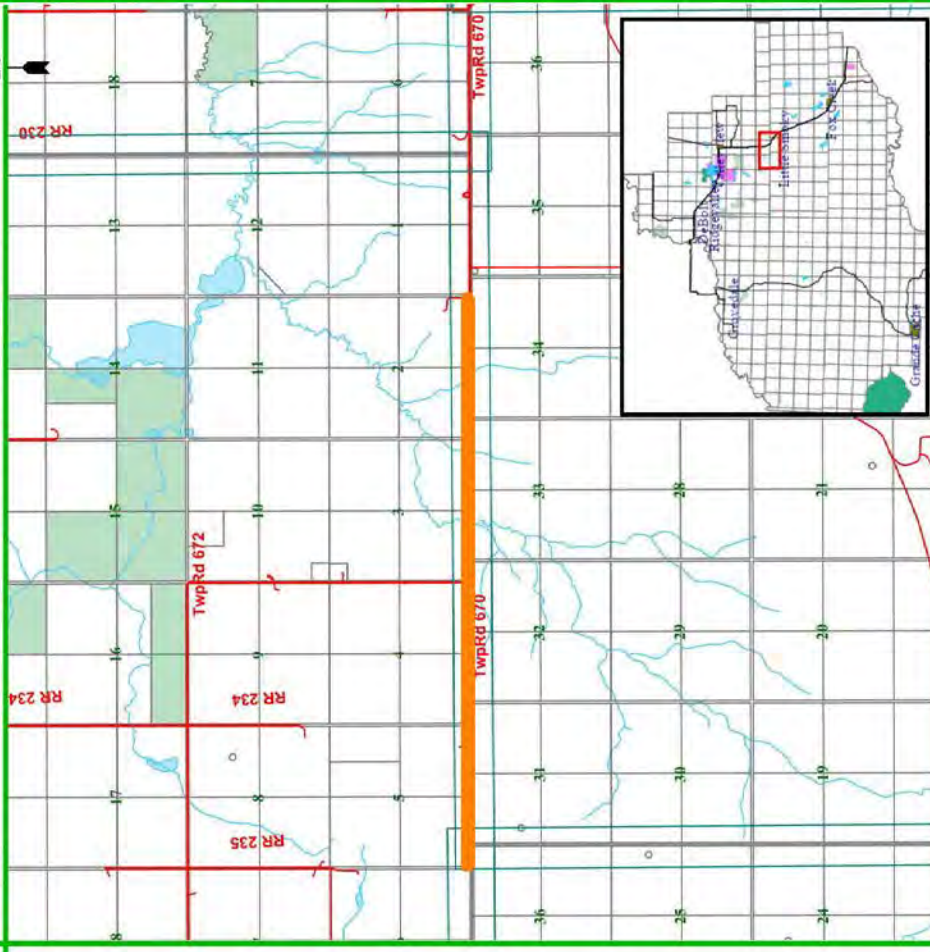
2020 - \$2,418,000





Municipal District of Greenview #16

North of Simonette Road - Twp Rd 670
Range Road 232 to Range Road 240



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Current Surfacing Project

PV18003

Ridgevalley/RR262 South- \$4,700,000

- The remainder of project funds (\$240,000) will be decreased in 2018 with final invoice. Final invoice will have a 10% deficiency holdback that equates to \$10,000.
- The overlay on Range Road 262 has been broken into 3 segments. Range Road 262 South of Township Road 713 was completed in 2018.
- Range Road 262 North of Twp. 713, Range Road 262 East & West of Twp 713 is scheduled to be surfaced in 2019.

2018 Carryover - \$550,000

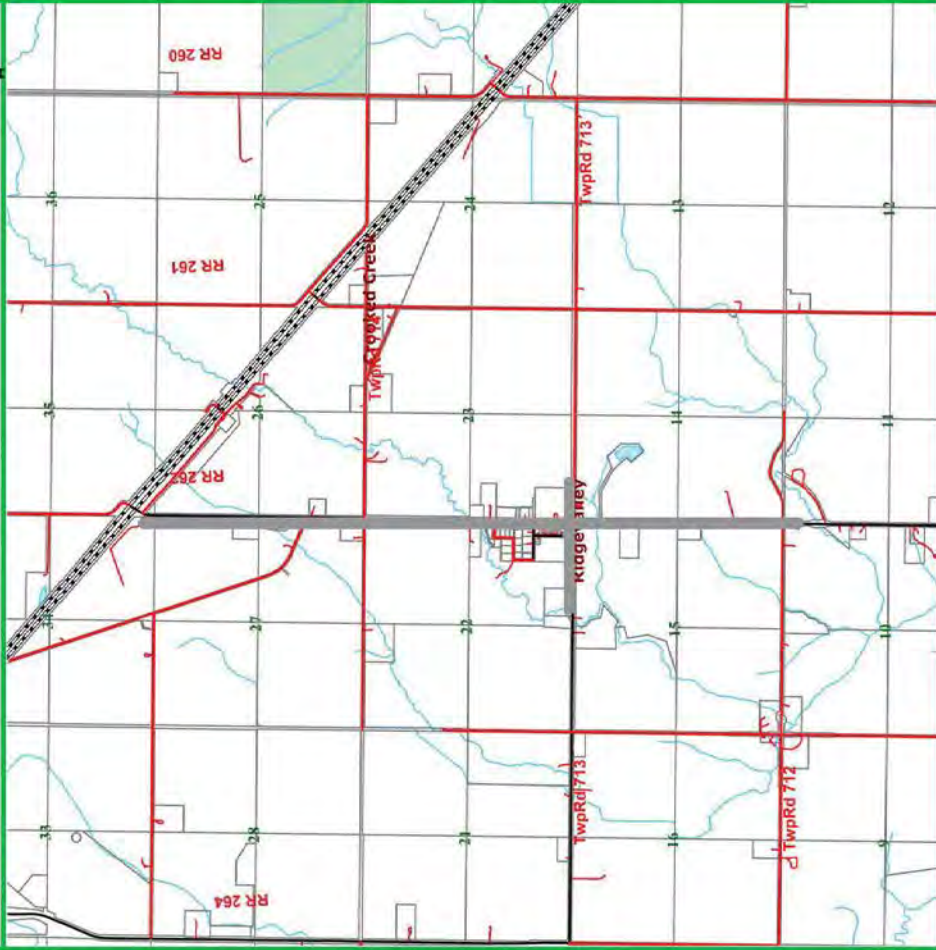
2019 Construction - \$4,150,000





Municipal District of Greenview #16

Range Road 262/Township Road 713
Ridgevalley Overlay

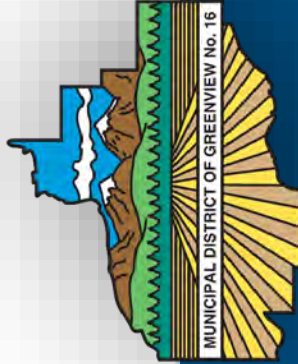


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Proposed Projects 2020 - 2022



Proposed Bridge File Projects 2020-2022

BF77976

Boulder Creek- \$795,500

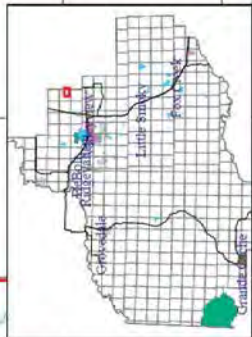
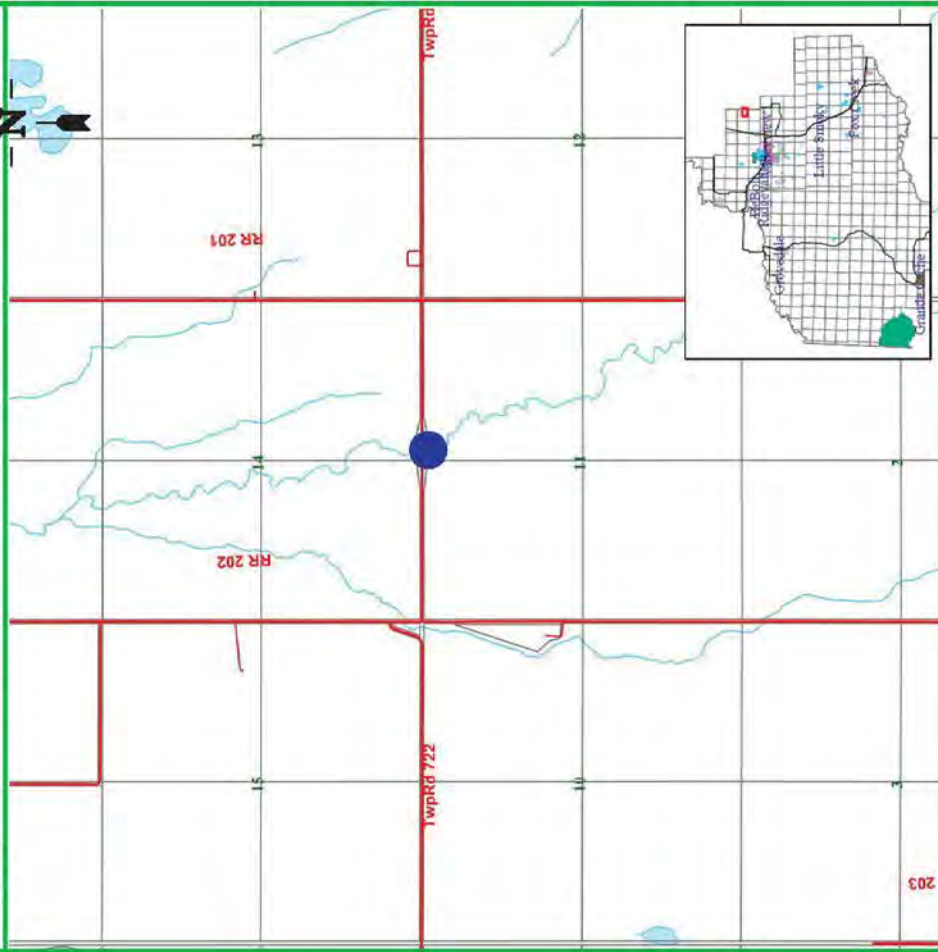
- Located in SE 14-72-20 W5, North of Valleyview over Boulder Creek on Township Road 722.
- This bridge was built in 1975.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2022.
2020-\$45,500
2022- \$750,000





Municipal District of Greenview #16

Bridge File: 77976 Boulder Creek
Legal Location: SE 14-72-20 W5



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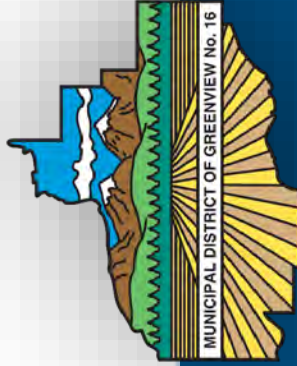
MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2021

BF75355

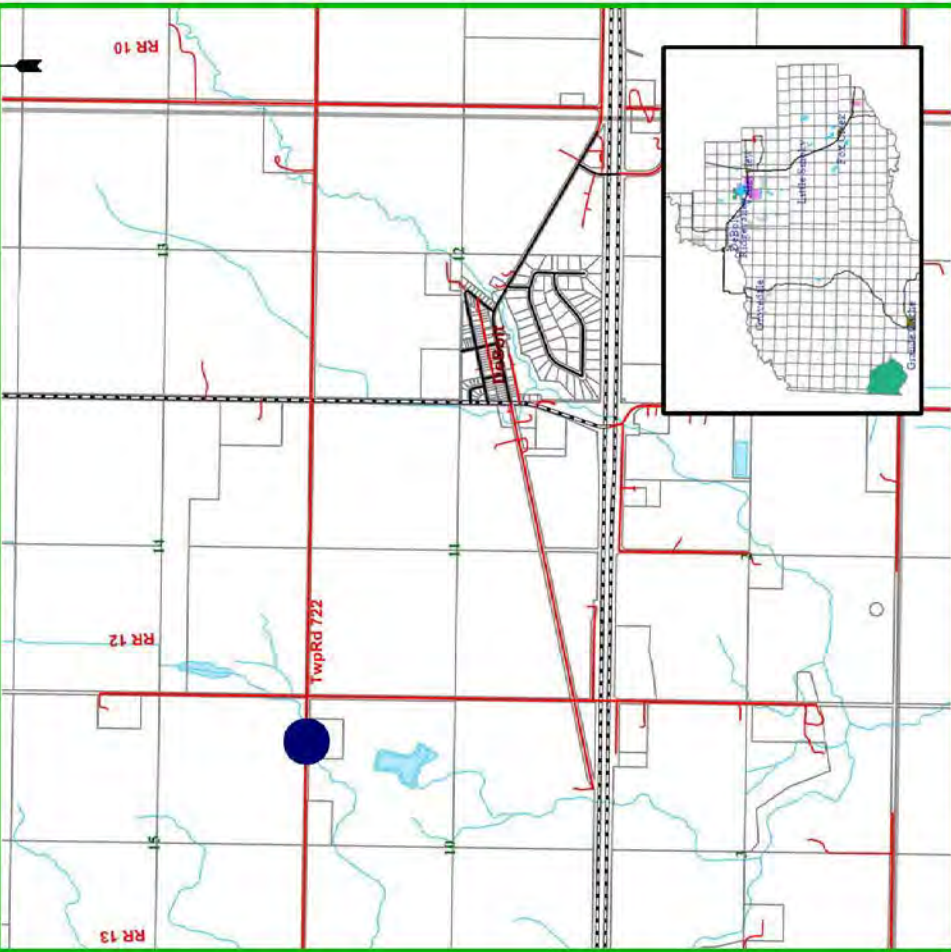
Tributary to DeBolt Creek- \$446,400

- Located in SE 15-72-01 W6, North west of DeBolt on Township Road 722.
- This bridge was built in 1961.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2020.



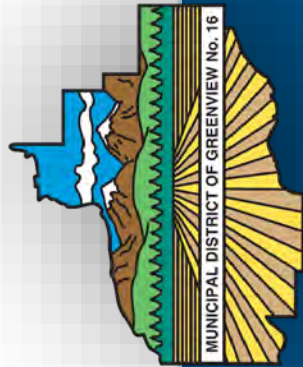
Municipal District of Greenview #16

BF 75355
SE 15-72-01 W6M



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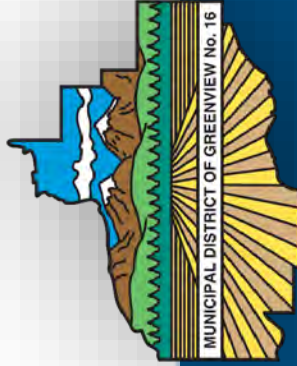
MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2021

BF76902

Tributary to Clouston Creek- \$279,000

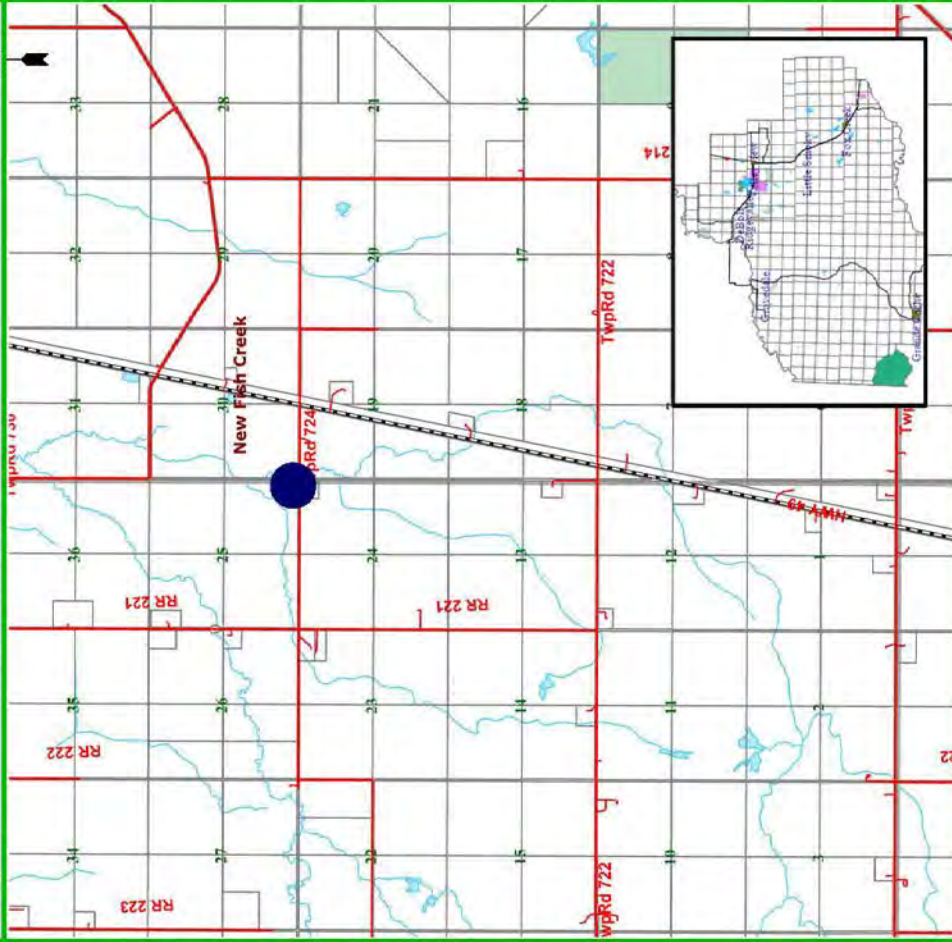
- Located in SW 30-72-21 W5, North of Valleyview on Township Road 724 in the New Fish Creek area.
- This bridge was built in 1968.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2020.





Municipal District of Greenview #16

BF 76902
SW 30-72-21 W5M



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2022

BF77159

Asplund Creek- \$475,000

- Located in SE 26-67-23 W5, South East of Valleyview over Asplund Creek on Township Road 674. This bridge was built in 1970.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2022.

2020- \$25,000

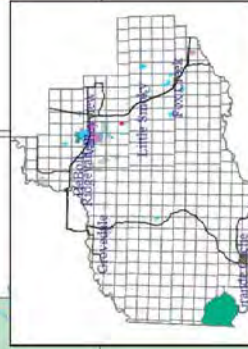
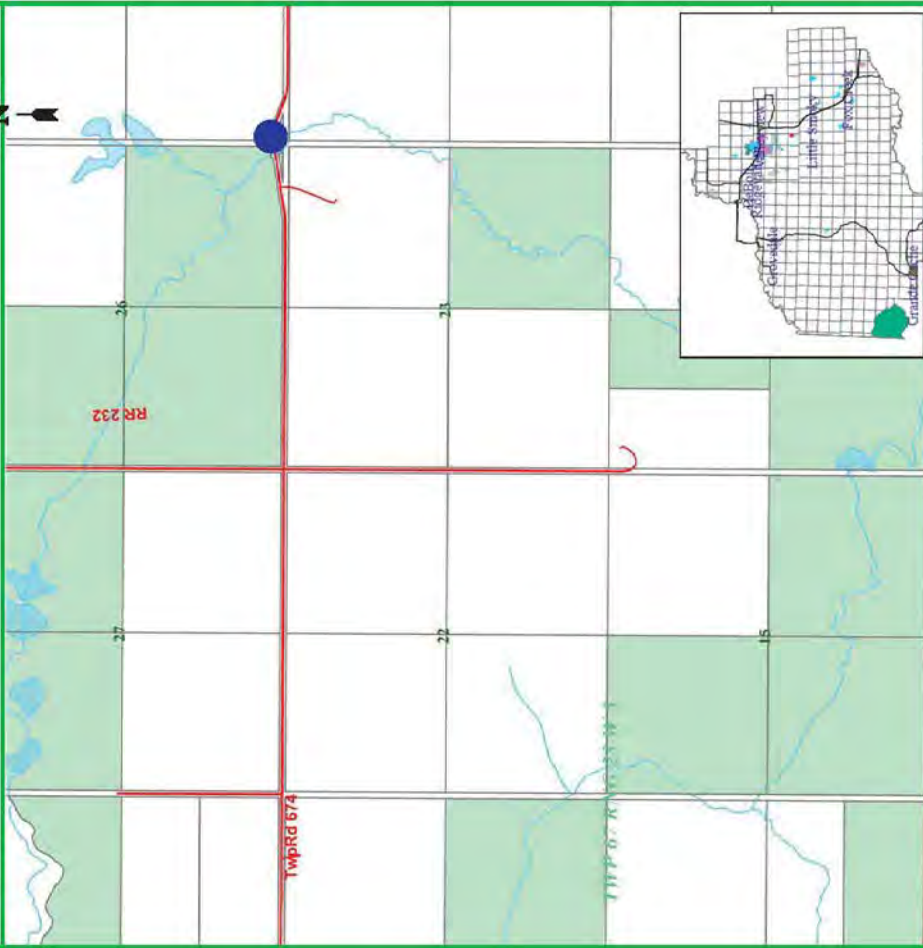
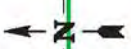
2022- \$450,000





Municipal District of Greenview #16

Bridge File: 77159
Legal Location: SE 26-67-23 W5



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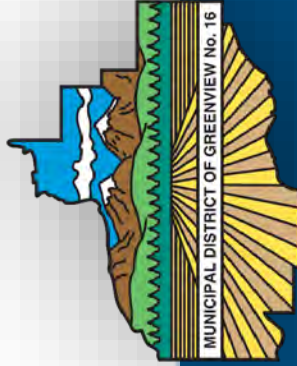
MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2021

BF77244

Tributary to Sweathouse Creek- \$558,000

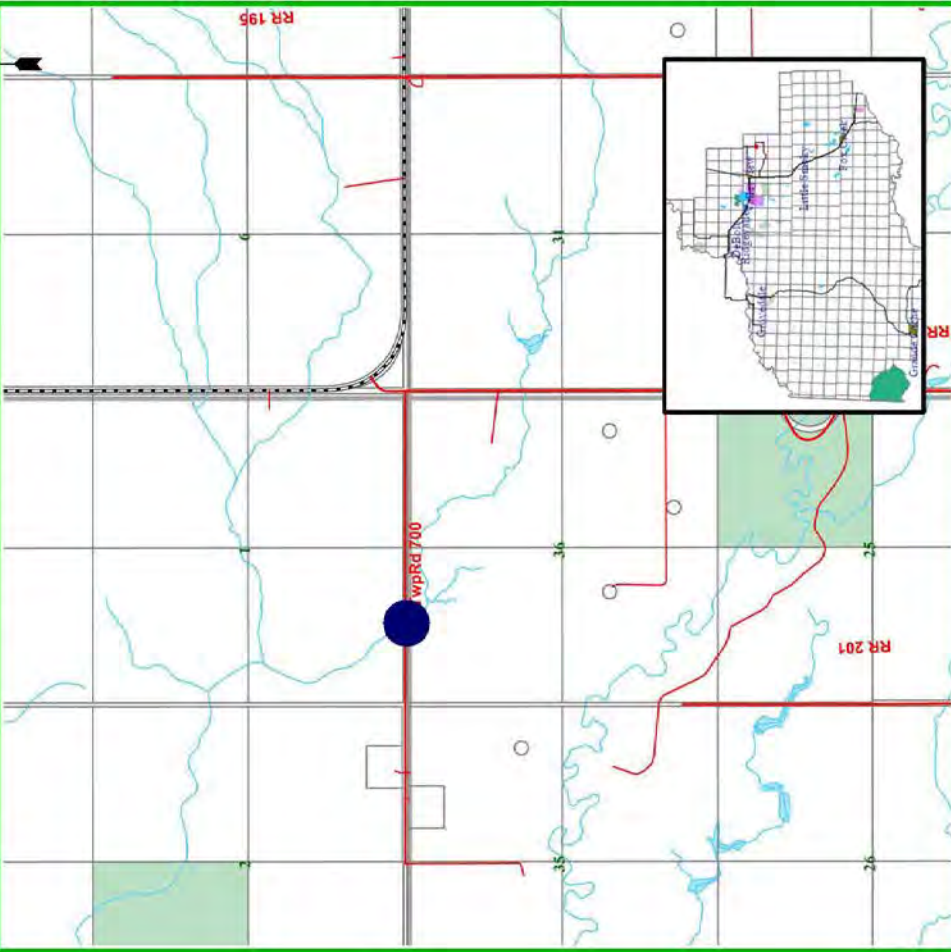
- Located in SW 01-70-20 W5, South of Sunset House, located on Township Road 700.
- This bridge was built in 1961.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2020.





Municipal District of Greenview #16

BF 77244
SW 01-70-20 W5M



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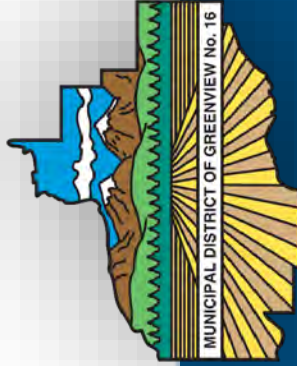
MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2022

BF77259

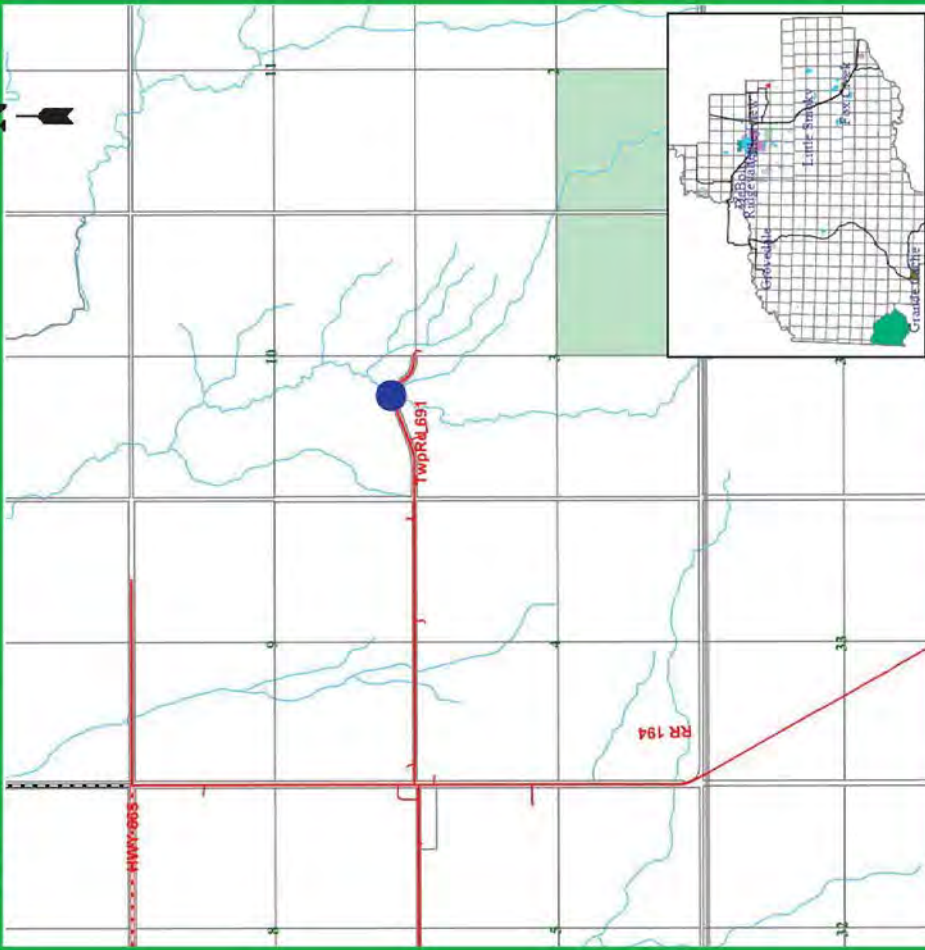
Tributary to Sweathouse Creek- \$445,000

- Located in SW 10-69-19 W5. Located South West of Valleyview over Asplund Creek located on Township Road 691.
- This bridge was built in 1974.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2022.
 - 2020- \$25,000
 - 2022- \$420,000



Municipal District of Greenview #16

Bridge File: 77259 Tributary to Sweat House Creek
Legal Location: SW 10-69-19 W5



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2021

BF77441

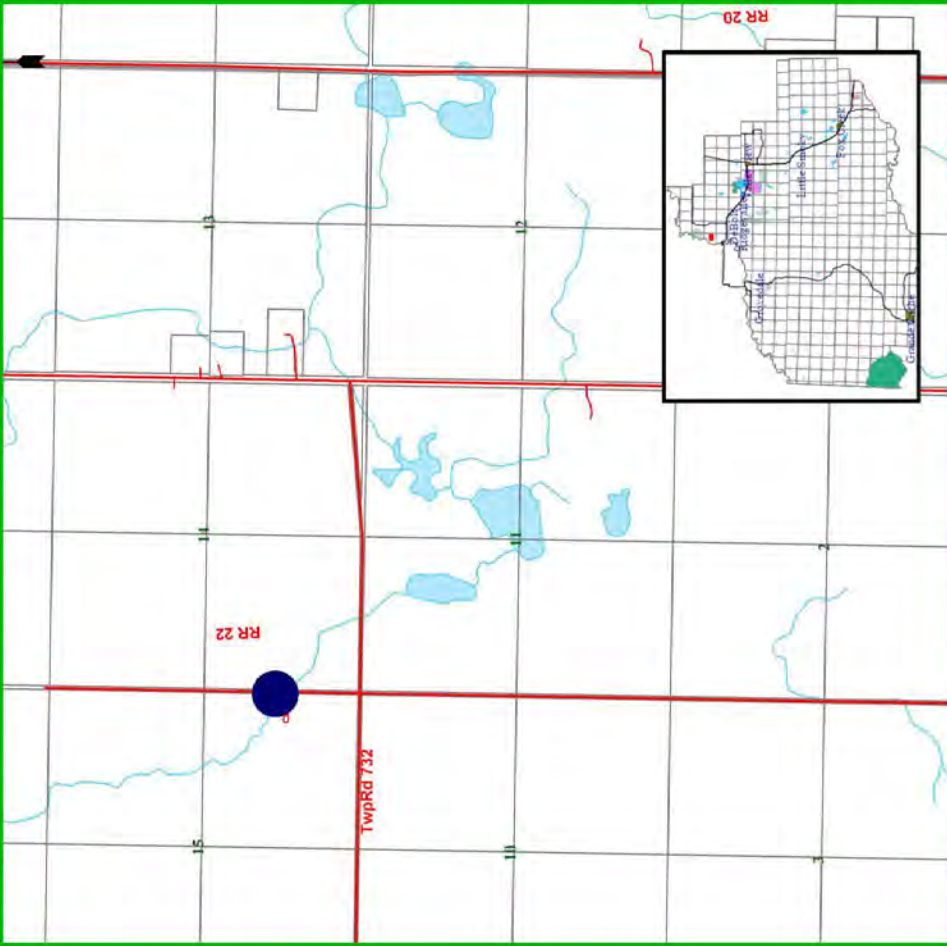
Tributary to Smoky River- \$279,000

- Located in SW 14-73-02 W6. Located North west of DeBolt, located on Range Road 22.
- This bridge was built in 1971.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2020.



Municipal District of Greenview #16

BF 77441
SW 14-73-02 W6M



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2022

BF79077

Tributary to Big Mountain Creek- \$375,000

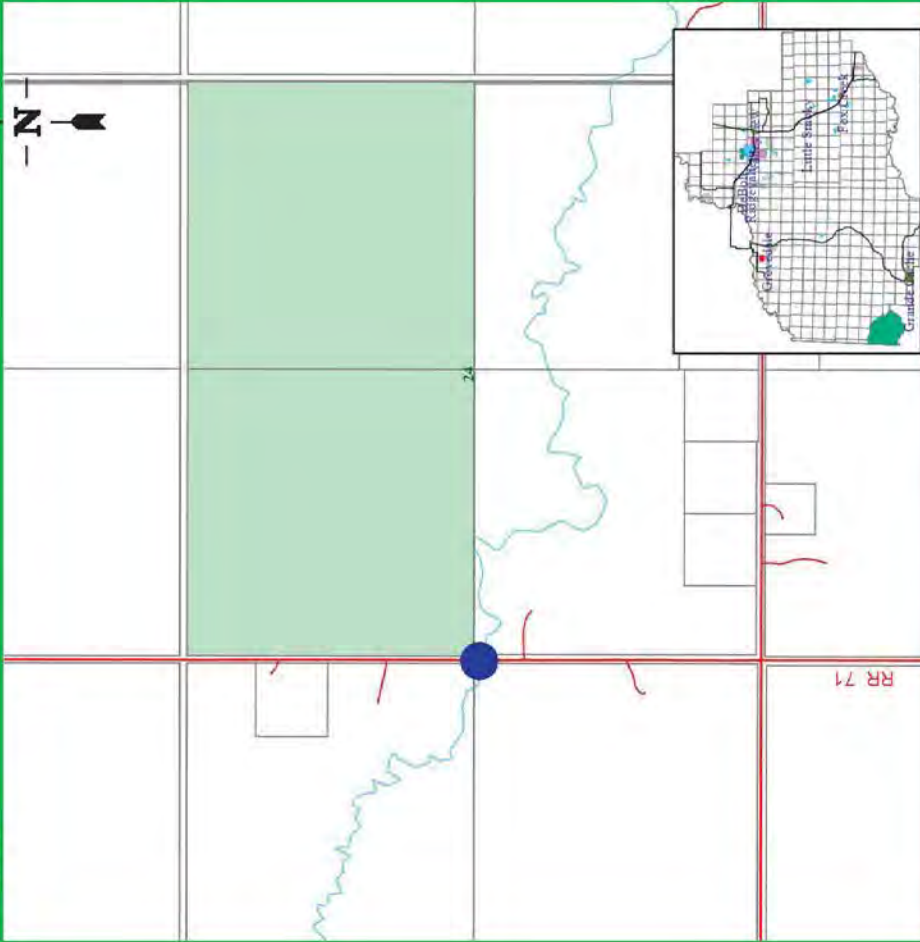
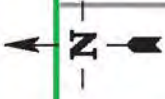
- Located in SW 24-69-7 W6, West of Grovedale tributary to Big Mountain Creek on Range Road 71.
- This bridge was built in 1955.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2022.
2020-\$25,000
2022-\$350,000





Municipal District of Greenview #16

Bridge File: 79077
Legal Location: SW24-69-7 W16



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Bridge File Projects 2020-2022

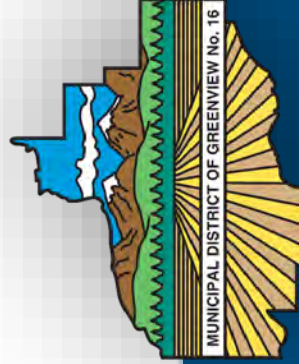
BF79713

Tributary to Simonette River-\$580,000

- Located in NW 16-70-26 W5. Located South of Ridgevalley tributary to Simonette River located on Range Road 264.
- The bridge was built in 1982.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2022.

2020- \$30,000

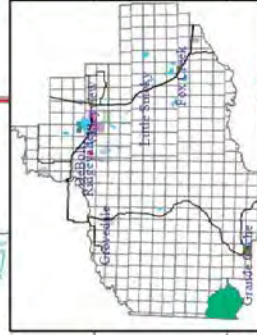
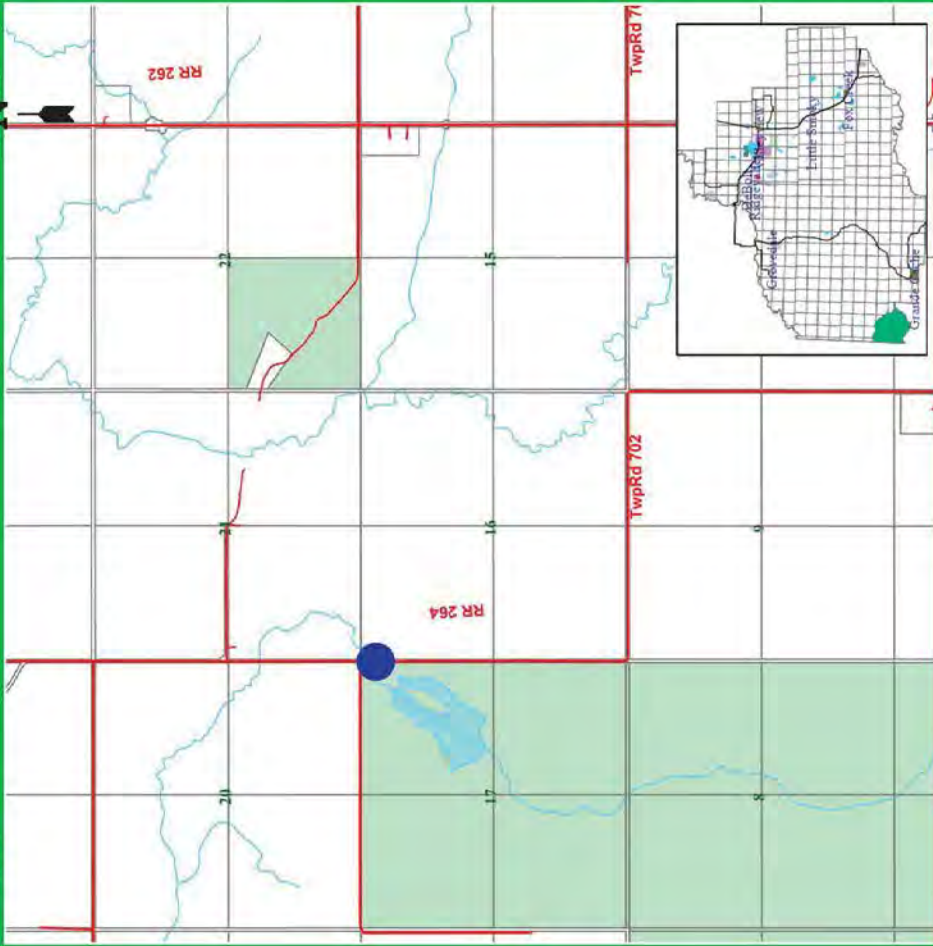
2022- \$550,000





Municipal District of Greenview #16

Bridge File: 79713 Tributary to Simonette River
Legal Location: NW 16-70-26 W5



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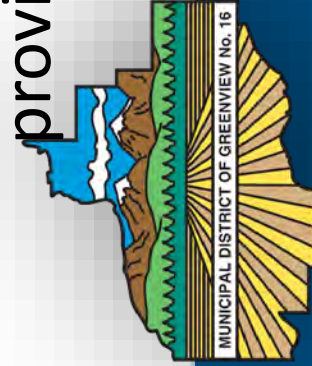


MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Surfacing Projects 2020 – 2021

PV20001-Goodwin Road-Rge Rd 21 (Hwy 43 to S of Twp Rd 734) Phase 1 - \$10,880,000

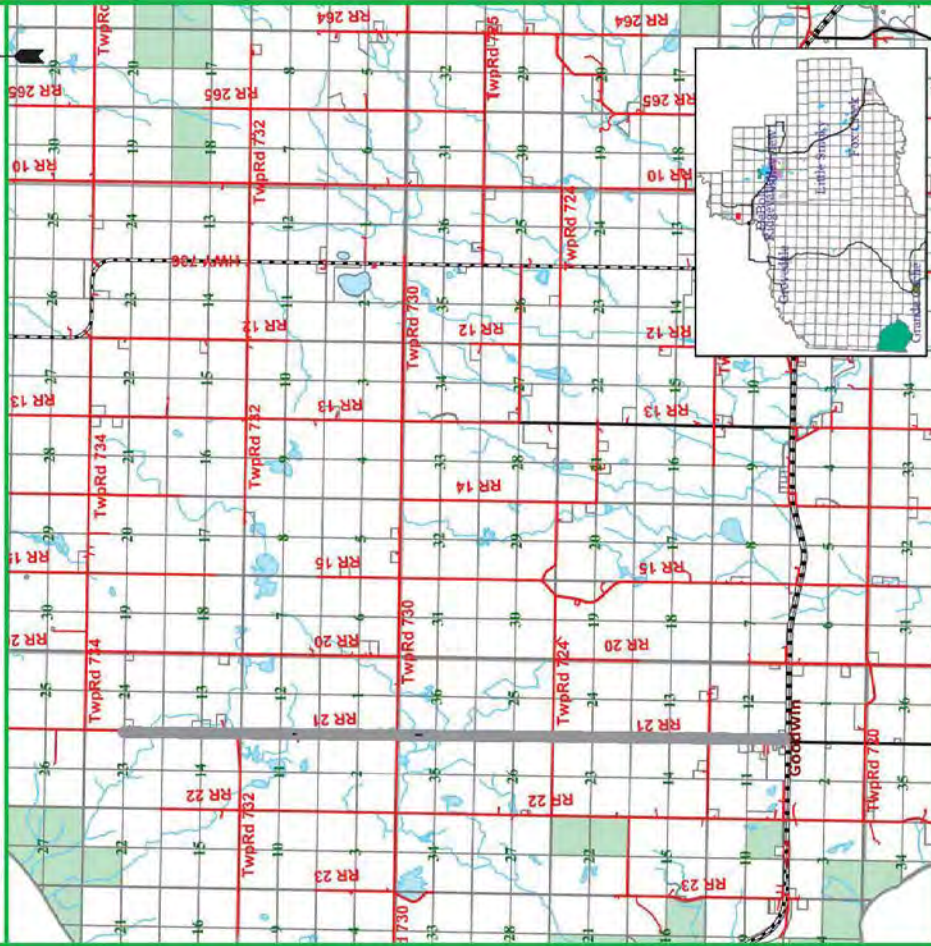
- Located on the Goodwin Road - Range Road 21 (Hwy 43 to South of Twp. 734).
- Phase 1 was regraded in 2013 with preparation of future surfacing.
- This phase is approximately 13 kilometers.
- This road is classed as a major collector road constructed to collect the local traffic from within the area to move the traffic towards the provincial highways.





Municipal District of Greenview #16

Goodwin Road - Range Road 21
Hwy 43 to South of Township Road 734 - Ph 1 - N -



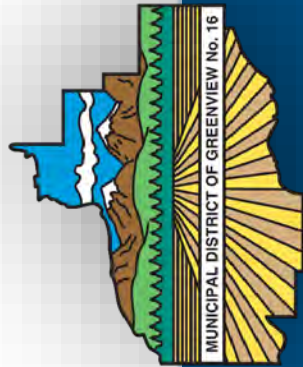
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Proposed Surfacing Projects 2020 – 2021 PV21001-Range Road 85-Two Lakes Road (Twp 691 to 4 km South) Overlay- \$410,000

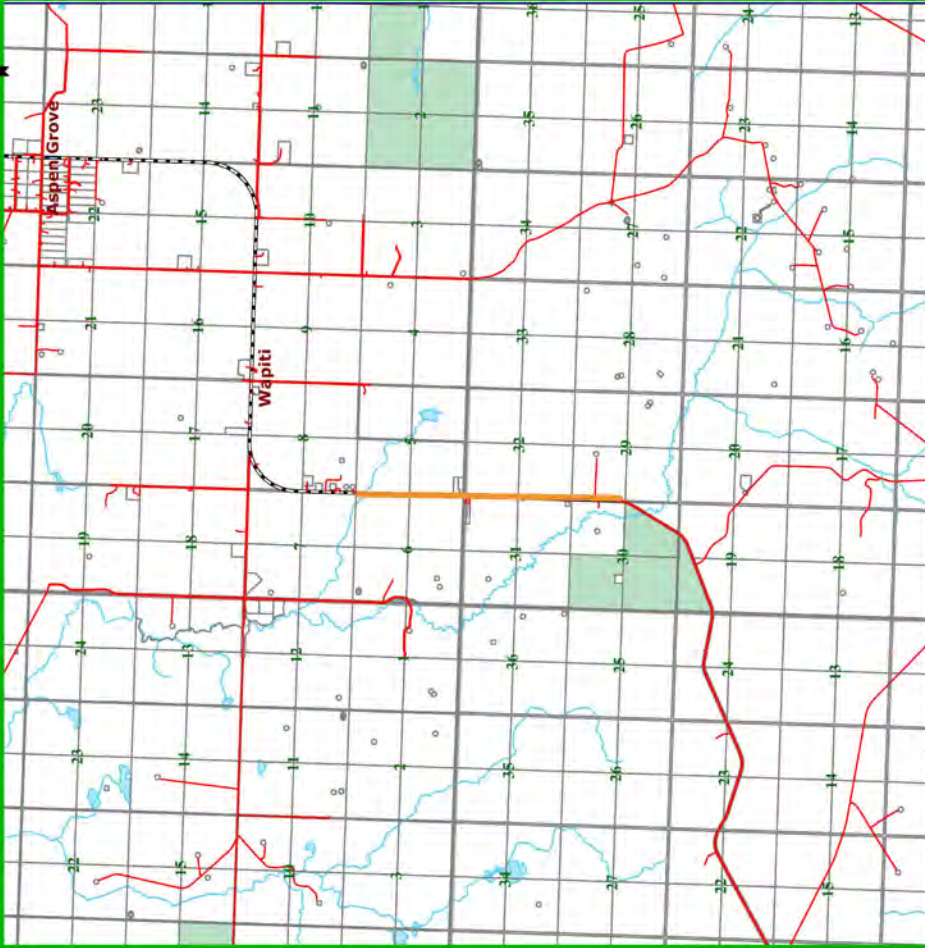
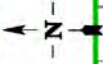
- Greenview to complete asphalt overlay to provide a safe and well maintained road networking system to ratepayers.





Municipal District of Greenview #16

Range Road 85-Two Lakes Road
(Twp 691 to 4 km South) Overlay



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Proposed Surfacing Projects 2020 – 2021

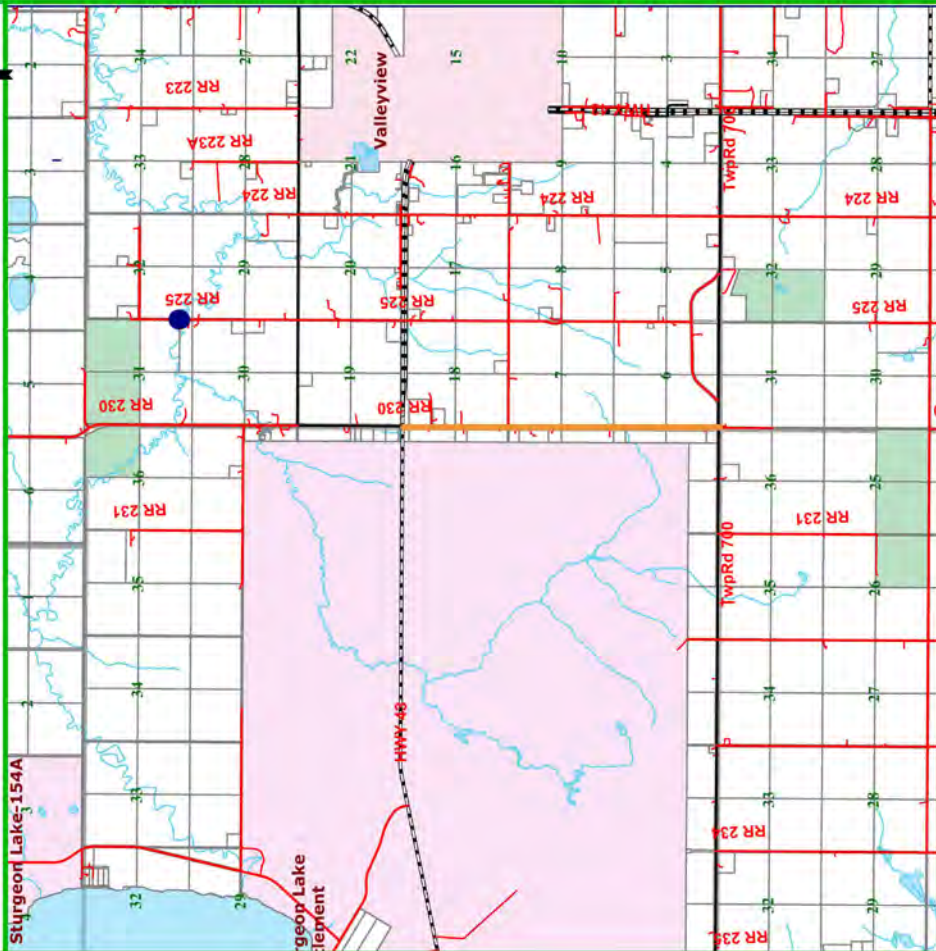
PV21002-Range Road 230 (South of Hwy 43 to Twp Rd 700) - \$3,920,000

- Range Road 230 is a connector road between Hwy 43 to Township Road 700, approximately 4.8 km in length, with a traffic count of 203.
- In 2019 this road was regraded in preparation of surfacing within 2 years.
- This road is classed as a major collector and provides a non banned road for industry and local traffic.



Municipal District of Greenview #16

Range Road 230 (South of Hwy 43 to Twp Rd 700)



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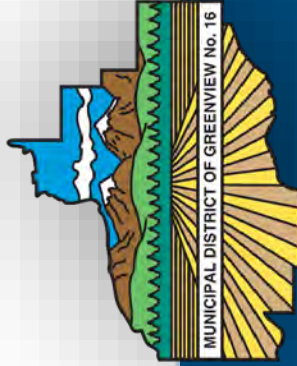
Proposed Surfacing Projects 2020 – 2021 PV21003-Chip Seal Projects- \$600,000

- Greenview to chip seal existing asphalt surfaces to prolong the longevity of the road.
- Locations to be identified by consultant.



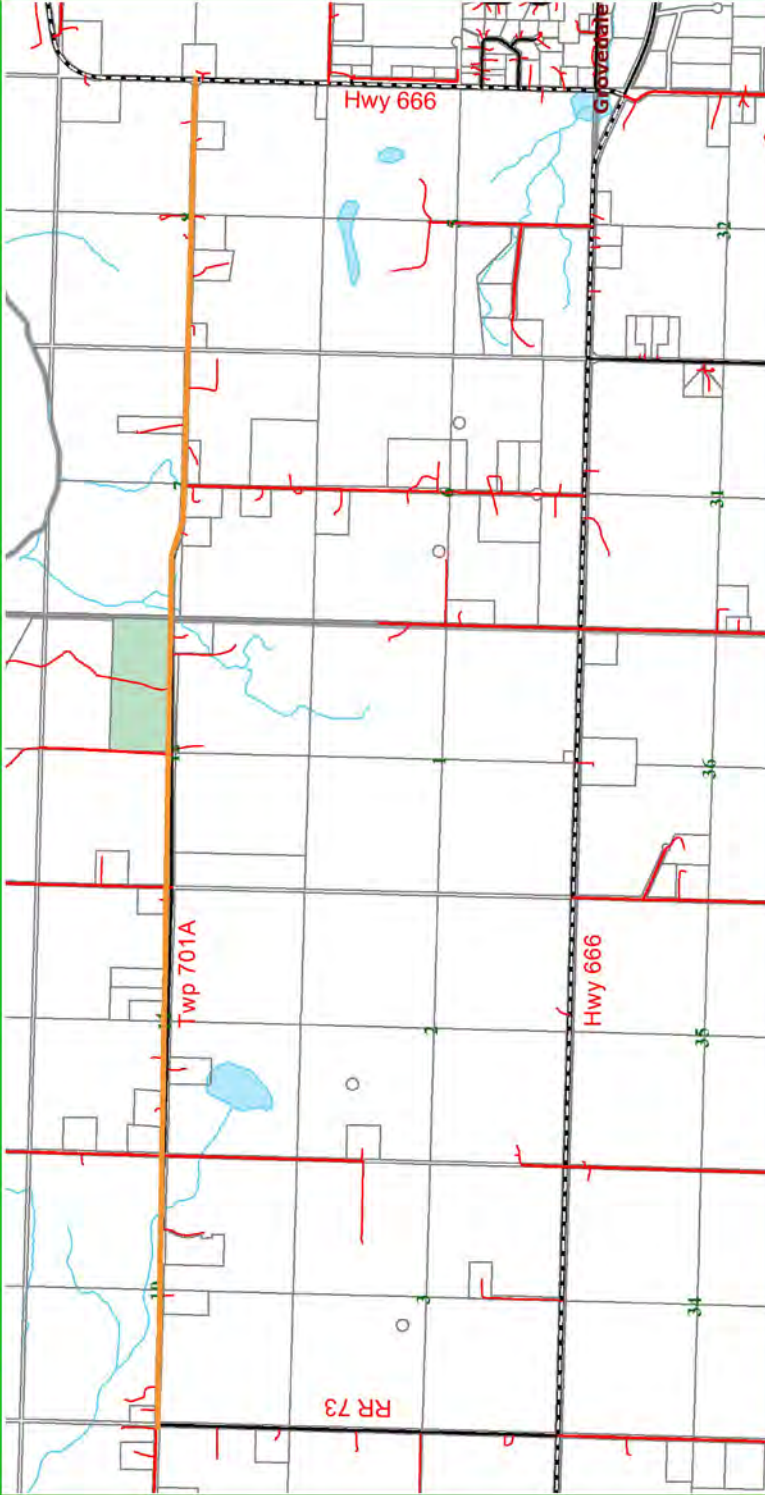
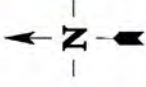
Proposed Surfacing Projects 2020 – 2021
PV21004-Township Road 701A Overlay (SH 666 to
RR 73) - \$3,200,000

- Greenview to complete asphalt overlay to provide a safe and well maintained road networking system to ratepayers.



Municipal District of Greenview #16

Township Road 701A (Hwy 666 to Rge Rd 73) Overlay



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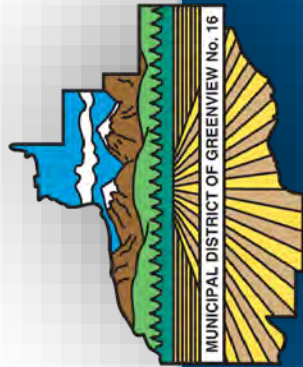
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Proposed Road Projects 2020 – 2021 RD20006-Township Road 673A-Anderson Rd (Hwy 43 to RR 225)- \$1,605,000

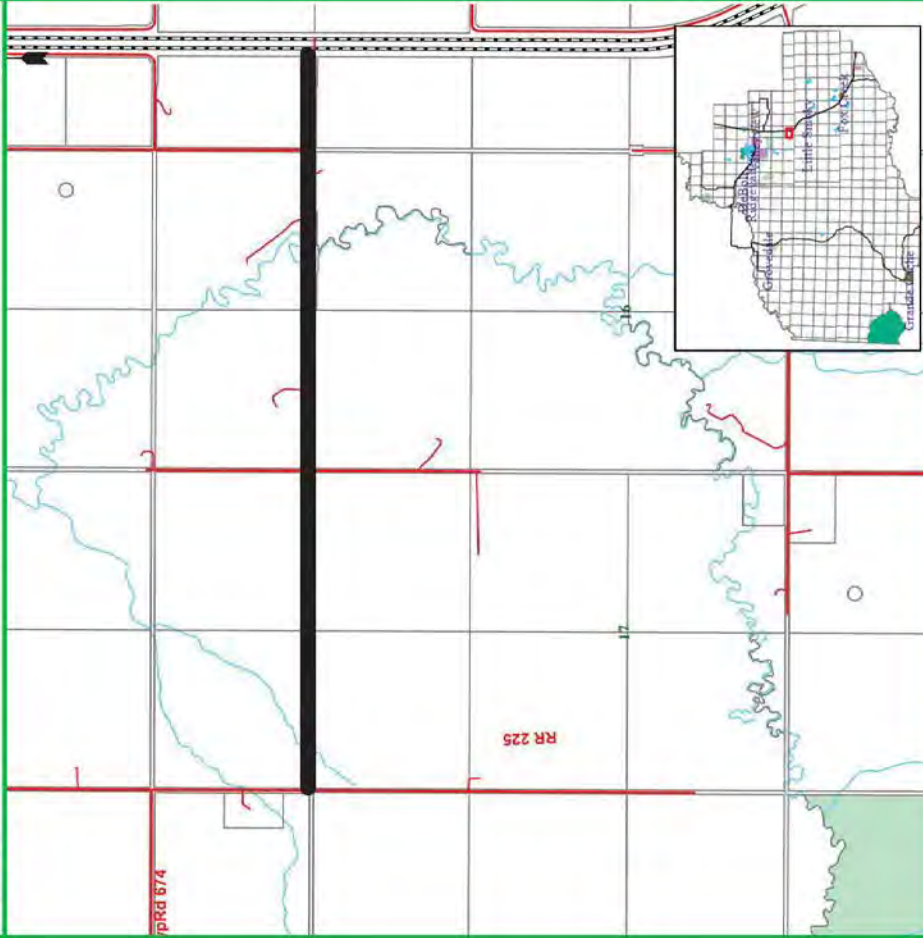
- Township Road 673A (Anderson Road) Hwy 43 to RR 225 is approximately 3.8km in length, with a traffic count of 61 and is located South of Valleyview.
- Township Road 673A is currently classed as a minor collector road. This section of road is receiving higher traffic volumes due to oilfield and Township Road 673A is one of the 4 exits onto Hwy 43 off of Range Road 225, therefore, requires rebuilding.

2020- \$105,000
2022- \$1,500,000



Municipal District of Greenview #16

Township Road 673A - Approx. 3.8km
From Hwy 43 to RR 225



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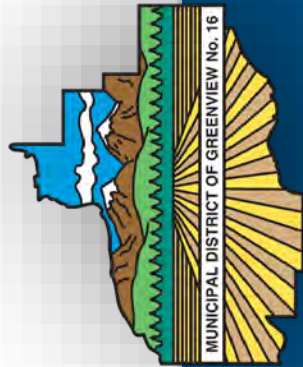
Proposed Road Projects 2020 – 2023

RD21006- RR 205/210-8 Mile Road (N of Hwy 669 to Twp Rd 720)- \$5,480,000

- Range Road 205 (8 mile road) north of Secondary Hwy 669 is a regrade project 13 km's in length.
- Preliminary costs include surveying, design land acquisitions with possible utility moves to prepare for road construction in 2023.

2021- \$360,000

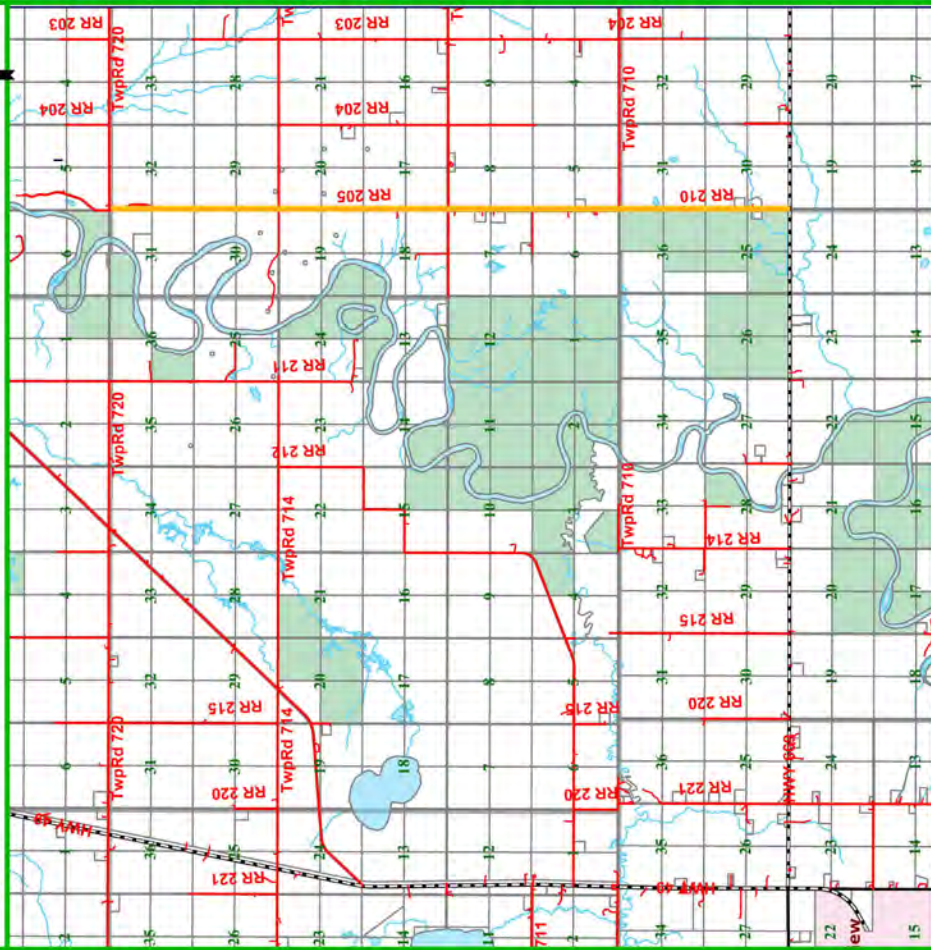
2023- \$5,120,000





Municipal District of Greenview #16

Range Road 205/210- 8 Mile Road
North of Hwy 669 to Township Road 720



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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Additional Proposals 2019

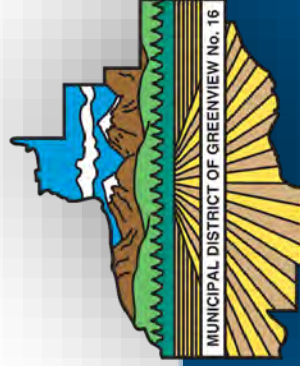


Additional Proposals 2019

BF80944- Karr Creek

\$30,000

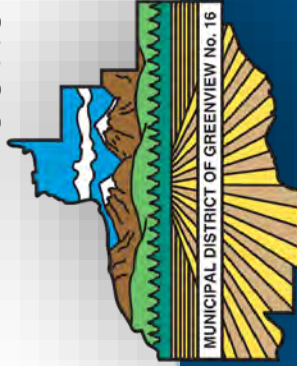
- Additional proposal is due to the increased deterioration of the downstream road embankment which is compromising the downstream concrete collar.
- Located in NW-25-64-2 W6, 128 km North of Grande Cache on the Forestry Trunk Road.
- Bridge was built in 1986.



Additional Proposals 2019

BF79713- Tributary to Simonette River **\$30,000**

- Additional proposal is to move this condition assessment from 2020 to 2019 due to the increased deterioration recorded during the partial condoned assessment in 2018. Consultant recommended leaving construction in 2022 until full assessment is completed.
- Located in NW 16-70-26 W5, South of Ridgevalley tributary to Simonette River located on Range Road 264. The bridge was built in 1982.
- Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
- Construction is scheduled for 2022.



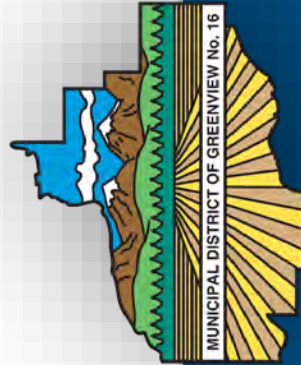
Additional Proposals 2019

RD19010- Survey Equipment/ATV Trailer **\$10,000**

- Additional proposal is due to the required trailer to transport survey equipment.
- Specs: 7' wide x 14' long. Two 3500 lb. axles, 1 man door on the side, 1 fold down rear entry door, plywood finishing inside with interior light.

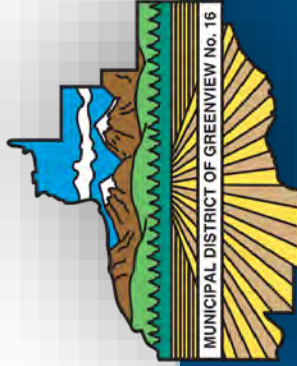



Future Discussions



Future Discussions

- Council and Administration to discuss and identify the major collector arterial road network for functionality meeting Councils strategic goals.





**CONSTRUCTION
&
ENGINEERING
PROPOSED
OPERATIONAL
&
CAPITAL
BUDGET
2019 - 2021**



Construction & Engineering

CONSTRUCTION & ENGINEERING		2018 BUDGET	2018 PROJECTION	2019 BUDGET	2020 BUDGET	2021 BUDGET
Roadways						
6-20-201-089-6040	Professional & Special Services	-	-	1,650,000	375,000	375,000
		-	-	1,650,000	375,000	375,000
Bridges						
6-20-202-000-6040	Professional & Special Services	300,000	300,000	540,000	700,000	
6-20-202-000-6109	General & Operating Supplies	50,000	50,000	50,000	50,000	50,000
		350,000	350,000	590,000	750,000	50,000
Drainage						
6-20-204-000-6040	Professional & Special Services	200,000	200,000	300,000	300,000	300,000
6-20-204-000-6109	General & Operating Supplies	50,000	50,000	50,000	50,000	50,000
		250,000	250,000	350,000	350,000	350,000
TOTAL CONSTRUCTION & ENGINEERING		600,000	600,000	2,590,000	1,475,000	775,000



Bridges & Drainage Capital Summary



BRIDGES & DRAINAGE					
Job ID and Description	2018 C/O	2019	2020	2021	Total
BF71666 Located on Old High Prairie Road		\$302,000			\$302,000
BF71667 Located on Old High Prairie Road		\$325,000			\$325,000
BF73703 Sturgeon Creek		\$84,000		\$1,116,000	\$1,200,000
BF75354 Tributary to Cornwall Creek	\$490,000	\$490,000			\$490,000
BF77756 Tributary to Sweathouse Creek	\$260,000	\$260,000			\$260,000
BF78679 Located on Old High Prairie Road	\$270,000	\$270,000			\$270,000
BF79561 Located on Old High Prairie Road		\$250,000			\$250,000
BF75356 Young's Point Road	\$762,317	\$762,317			\$762,317
BF77976 Boulder Creek			\$45,500		\$45,500
BF75355 Tributary to DeBolt Creek			\$446,400		\$446,400
BF76902 Tributary to Clouston Creek			\$279,000		\$279,000
BF77159 Asplund Creek			\$25,000		\$25,000
BF77244 Tributary to Sweathouse Creek			\$558,000		\$558,000
BF77259 Tributary to Sweat House Creek			\$25,000		\$25,000
BF77441 Tributary to Smoky River			\$279,000		\$279,000
BF79077 Tributary to Big Mountain Creek			\$25,000		\$25,000
BF79713 Tributary to Simonette River			\$30,000		\$30,000
DR19001 Sunset House Flood Control		\$1,550,000			\$1,550,000
Total Bridges & Drainage	\$1,782,317	\$4,293,317	\$1,712,900	\$1,116,000	\$ 7,122,217

INFRASTRUCTURE & PLANNING

Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
BRIDGES & DRAINAGE												
BF71666 Located on Old High Prairie Road		\$302,000										\$302,000
BF71667 Located on Old High Prairie Road		\$325,000										\$325,000
BF73703 Sturgeon Creek		\$84,000		\$1,116,000								\$1,200,000
BF75354 Tributary to Cornwall Creek	\$490,000	\$490,000										\$490,000
BF77756 Tributary to Sweathouse Creek	\$260,000	\$260,000										\$260,000
BF78679 Located on Old High Prairie Road	\$270,000	\$270,000										\$270,000
BF79561 Located on Old High Prairie Road		\$250,000										\$250,000
BF75356 Youngs Point Road	\$762,317	\$762,317										\$762,317
BF77976 Boulder Creek			\$45,500		\$750,000							\$795,500
BF75355 Tributary to DeBolt Creek			\$446,400									\$446,400
BF76902 Tributary to Clouston Creek			\$279,000									\$279,000
BF77159 Asplund Creek			\$25,000		\$450,000							\$475,000
BF77244 Tributary to Sweathouse Creek			\$558,000									\$558,000
BF77259 Tributary to Sweat House Creek			\$25,000		\$420,000							\$445,000
BF77441 Tributary to Smoky River			\$279,000									\$279,000
BF79077 Tributary to Big Mountain Creek			\$25,000		\$350,000							\$375,000
BF79713 Tributary to Simonette River			\$30,000		\$550,000							\$580,000
BF78147 Tributary to Smoky River						\$470,000						\$470,000
BF79118 Tributary to Sturgeon Creek						\$500,000						\$500,000
BF79709 Tributary to Moose Creek						\$300,000						\$300,000
BF72012 Sturgeon Creek Bridge						\$1,100,000						\$1,100,000
BF75250 DeBolt Creek							\$500,000					\$500,000
BF76494 Tributary to Little Smoky River							\$300,000					\$300,000
BF76768 Tributary to Asplund Creek							\$720,000					\$720,000
BF75041 Asplund Creek							\$800,000					\$800,000
BF86296 Twp 712 / RR 263 Intersection							\$580,000					\$580,000
BF86025 Twp Rd 752 East of RR 260								\$325,000				\$325,000
BF75042 Campbell Creek									\$1,000,000			\$1,000,000
BF74435 Tributary to Cornwall Creek									\$1,000,000			\$1,000,000
BF79339 Tributary to Puskwaskau										\$275,000		\$275,000
DR19001 Sunset House Flood Control		\$1,550,000										\$1,550,000
Sub Total Bridges and Drainage	\$1,782,317	\$4,293,317	\$1,712,900	\$1,116,000	\$2,520,000	\$2,370,000	\$2,900,000	\$325,000	\$2,000,000	\$275,000	\$0	\$17,512,217



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** BF71666

Area: Bridge Construction **Project Title:** Bridge Located on Old High Prairie Road

Project Description & Benefits

Located in NE 13-72-21 W5, North East of Valleyview on the Old High Prairie Road. This bridge was built in 1961. Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2019.
The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers.

Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$302,000.00
Total Funding	\$302,000.00

Costs:

Type of Cost:

- Bridge Located on Old High Prairie Road

	<u>Dollar Amount:</u>
	\$302,000.00
Total Cost:	\$302,000.00

Schedule

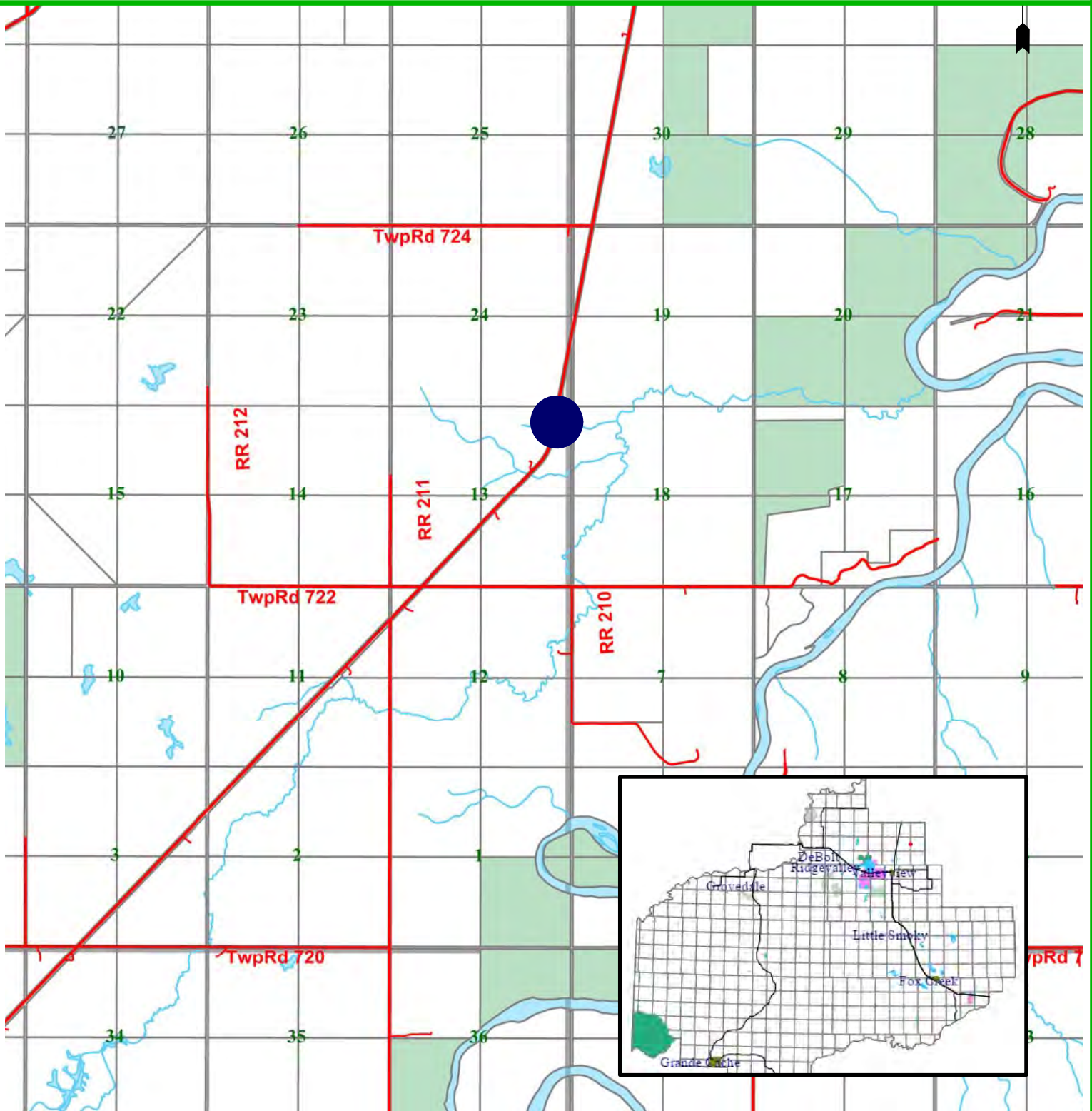
Design Start: _____ **Design End:** _____

Project Start: 2018 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

BF 71666
NE 13-72-21 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** BF71667

Area: Bridge Construction **Project Title:** Bridge Located on Old High Prairie Road

Project Description & Benefits

Located in SE 11-72-21 W5, North East of Valleyview on the Old High Prairie Road. This bridge was built in 1961. Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2019. The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers.

Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$325,000.00
Total Funding	\$325,000.00

Costs:

Type of Cost:

- Bridge Located on Old High Prairie Road

	<u>Dollar Amount:</u>
	\$325,000.00
Total Cost:	\$325,000.00

Schedule

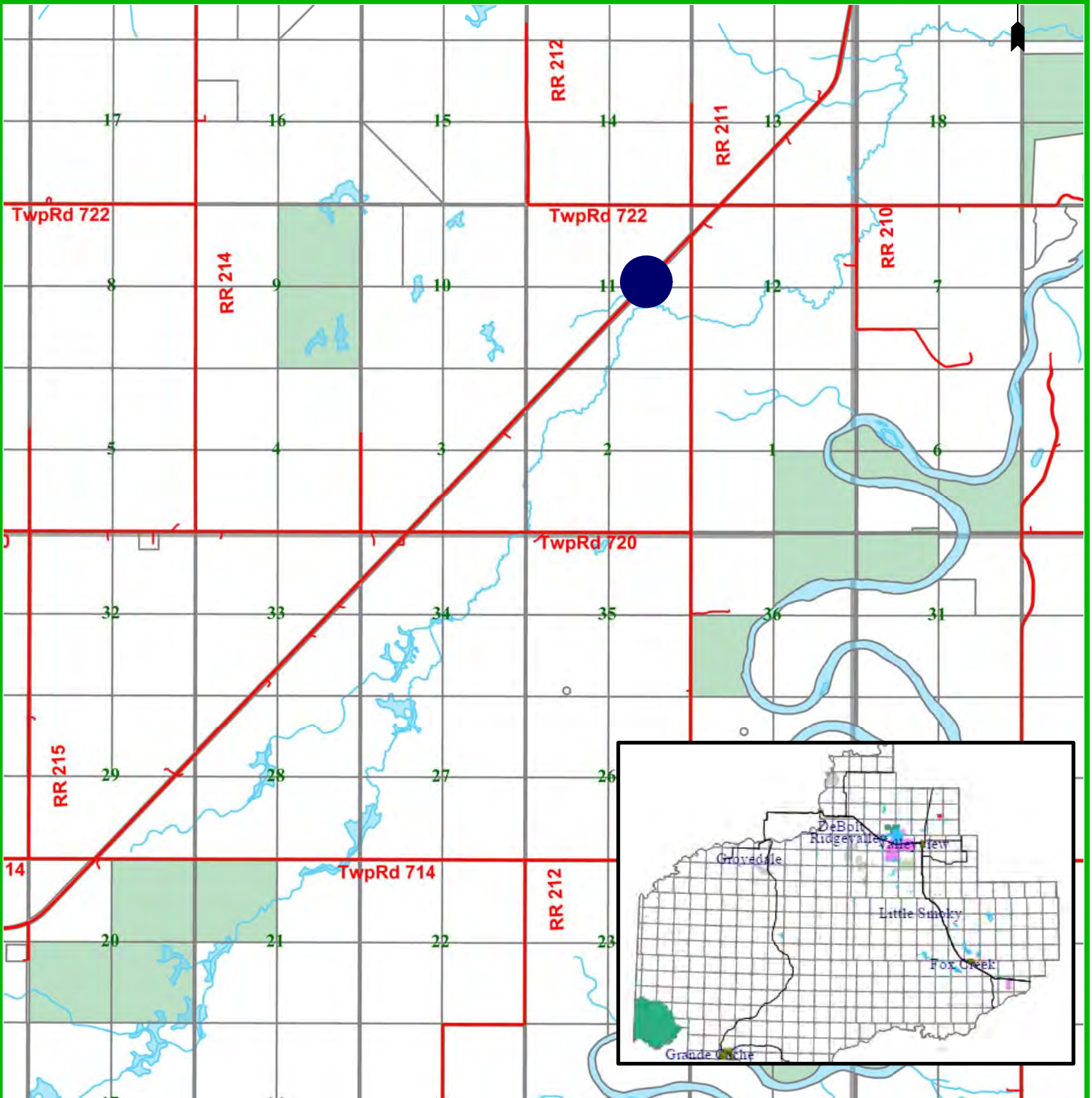
Design Start: _____ **Design End:** _____

Project Start: 2018 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

BF 71667
SE 11-72-21 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** BF73703
Area: Bridge Construction **Project Title:** Sturgeon Creek Bridge

Project Description & Benefits

Located in SW 32-70-22 W5. Located North East of Valleyview over Sturgeon Creek located on Range Road 225 constructed in 1961.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2021.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers.

Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,200,000.00
Total Funding	\$1,200,000.00

Costs:

Type of Cost:

- Sturgeon Creek- Preliminary- 2019
- Sturgeon Creek- Preliminary- 2021

	<u>Dollar Amount:</u>
\$84,000.00	
\$1,116,000.00	
Total Cost:	\$1,200,000.00

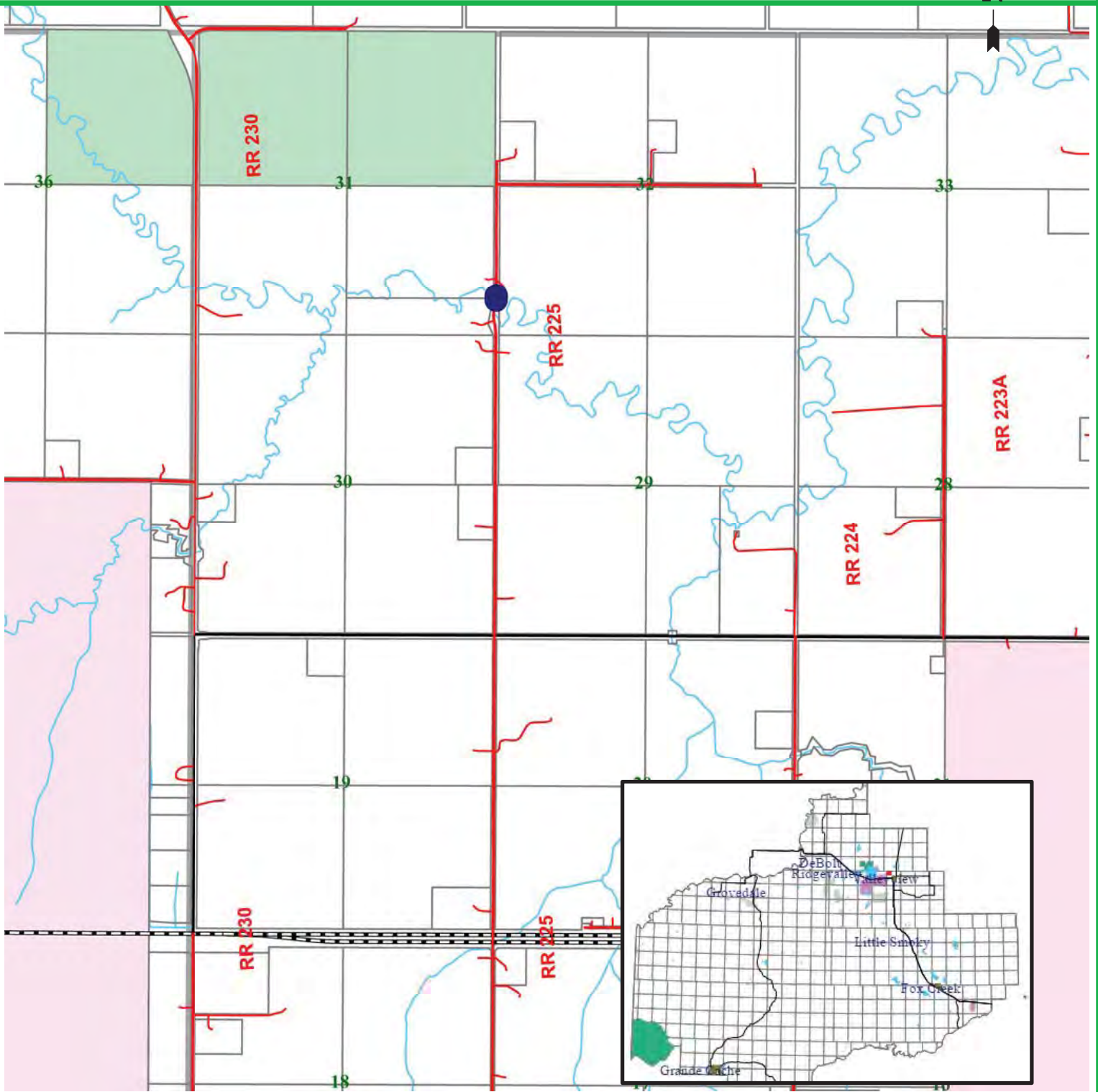
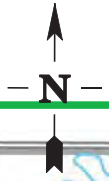
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2019 01 01 **Project End:** 2021 12 31



Municipal District of Greenview #16

BF 73703
SW 32-70-22 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** BF75354

Area: Bridge Construction **Project Title:** Tributary to Cornwall Creek

Project Description & Benefits

Located in SW 36-71-26 W5M. Carrying Range Road 261 over Tributary to Cornwall Creek, North of Crooked Creek. This bridge was built in 1961.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2019.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$490,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$490,000.00

Costs:

Type of Cost:

- Tributary to Cornwall Creek (2017 carryover)

	<u>Dollar Amount:</u>
	\$490,000.00
Total Cost:	\$490,000.00

Schedule

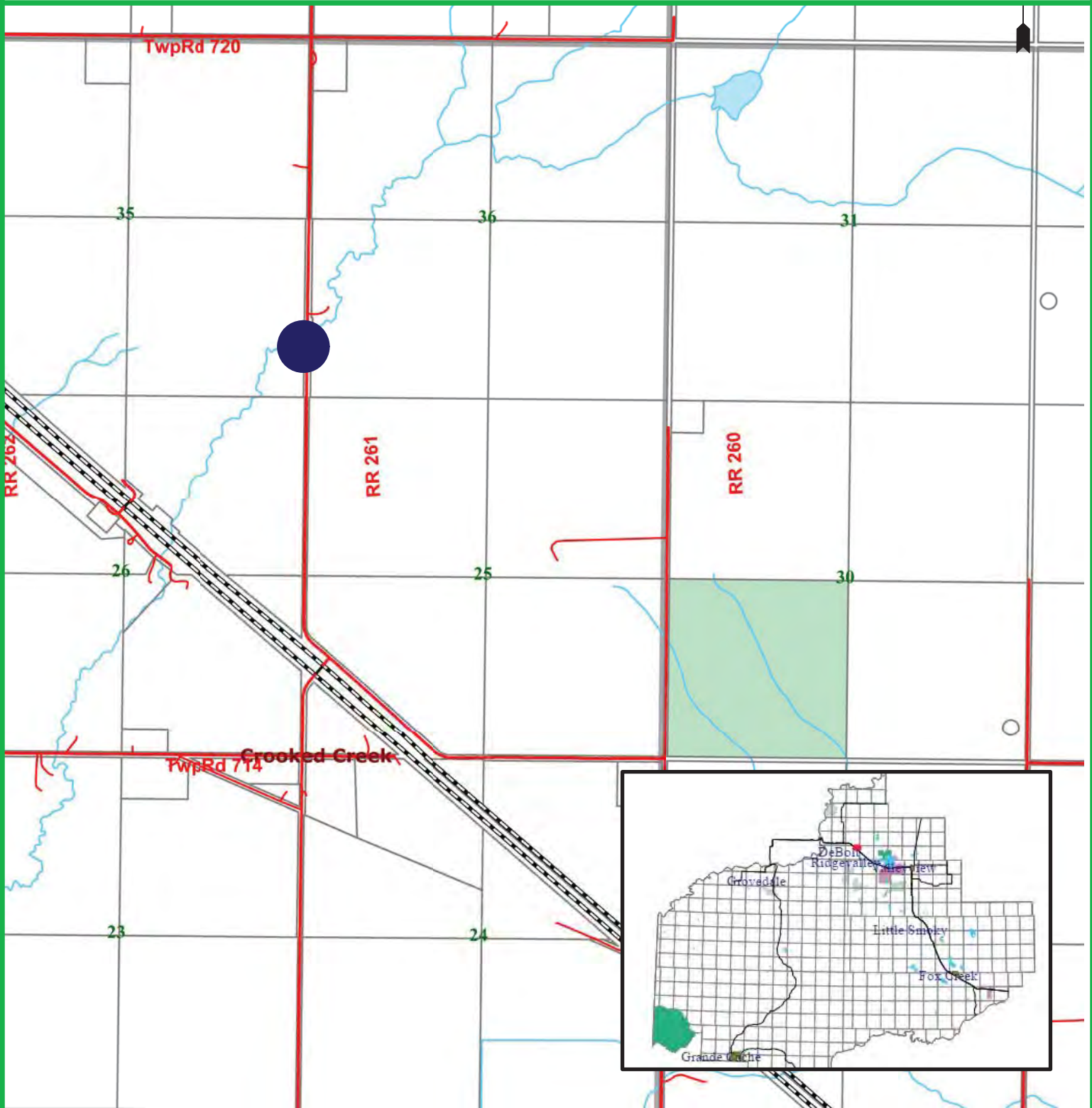
Design Start: _____ **Design End:** _____

Project Start: 2016 12 01 **Project End:** 2021 12 31



Municipal District of Greenview #16

BF 75354
SW 36-71-26 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering

Job ID: BF77756

Area: Bridge Construction

Project Title: Tributary to Sweathouse Creek

Project Description & Benefits

Located in NW 31-69-16 W5. South of Sunset House located on Range Road 200. This bridge was built in 1974.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2019.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$260,000.00
Reserves	\$260,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$260,000.00

Costs:

Type of Cost:

- 2018 Carryover

	<u>Dollar Amount:</u>
Total Cost:	\$260,000.00

Schedule

Design Start: _____

Design End: _____

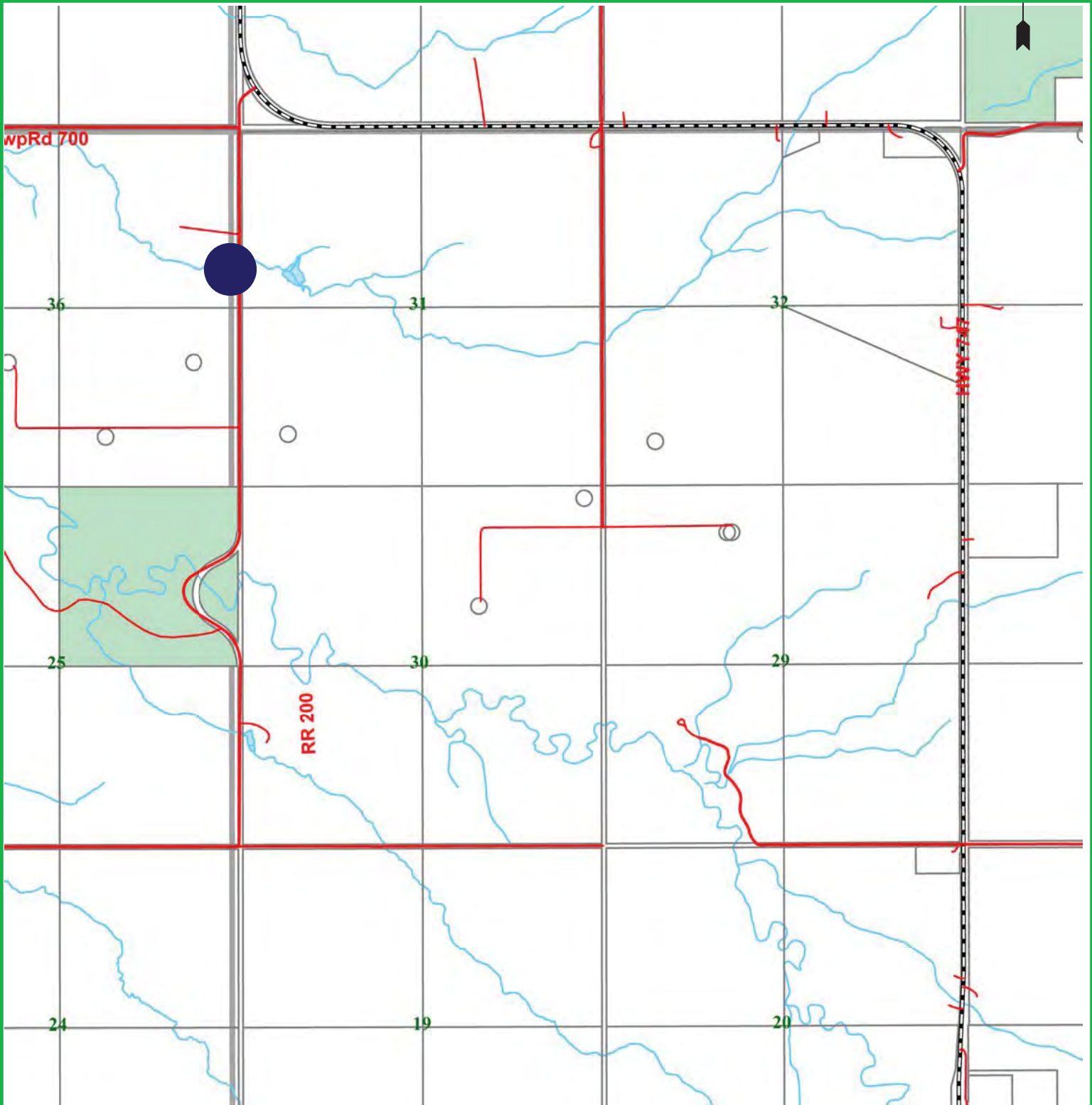
Project Start: 2016 12 01

Project End: 2019 12 01



Municipal District of Greenview #16

BF 77756
NW 31-69-16 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering

Job ID: BF78679

Area: Bridge Construction

Project Title: Located on Old High Prairie Road

Project Description & Benefits

Location SE 31-72-20 W5. North east of Valleyview located on the Old High Prairie Road. This bridge was built in 1977. This Bridge File is located in Phase 3. Structure was replaced in 2006 with 2-900 mm corrugated steel pipe (CSP) and another 900 mm CSP was installed in 2014.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2019. The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$270,000.00
Reserves	\$270,000.00
Utility Revenue	\$270,000.00
Tax Revenue	\$270,000.00
Total Funding	<u>\$270,000.00</u>

Costs:

Type of Cost:

- 2018 Carryover

	<u>Dollar Amount:</u>
2018 Carryover	\$270,000.00
Total Cost:	<u>\$270,000.00</u>

Schedule

Design Start: _____

Design End: _____

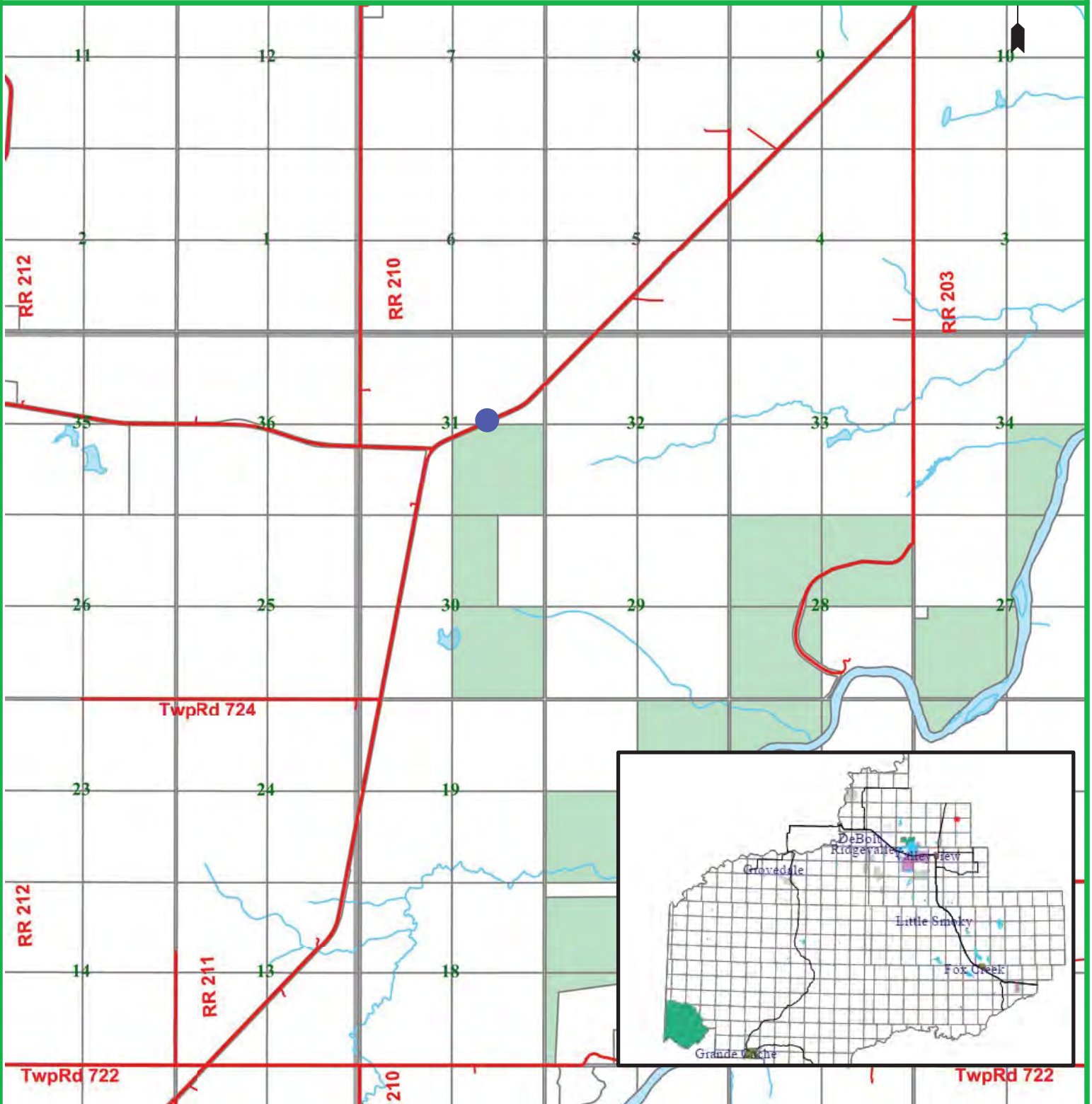
Project Start: 2016 12 01

Project End: 2019 12 01



Municipal District of Greenview #16

BF 78679
SE 31-72-20 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** BF79561

Area: Bridge Construction **Project Title:** Located on Old High Prairie Road

Project Description & Benefits

Location NE 13-72-21 W5. North east of Valleyview located on the Old High Prairie Road. Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs.
 Construction is scheduled for 2019.
 The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$250,000.00
Total Funding	\$250,000.00

Costs:

Type of Cost:

- Located on Old High Prairie Road- Construction- 2019

	<u>Dollar Amount:</u>
	\$250,000.00
Total Cost:	\$250,000.00

Schedule

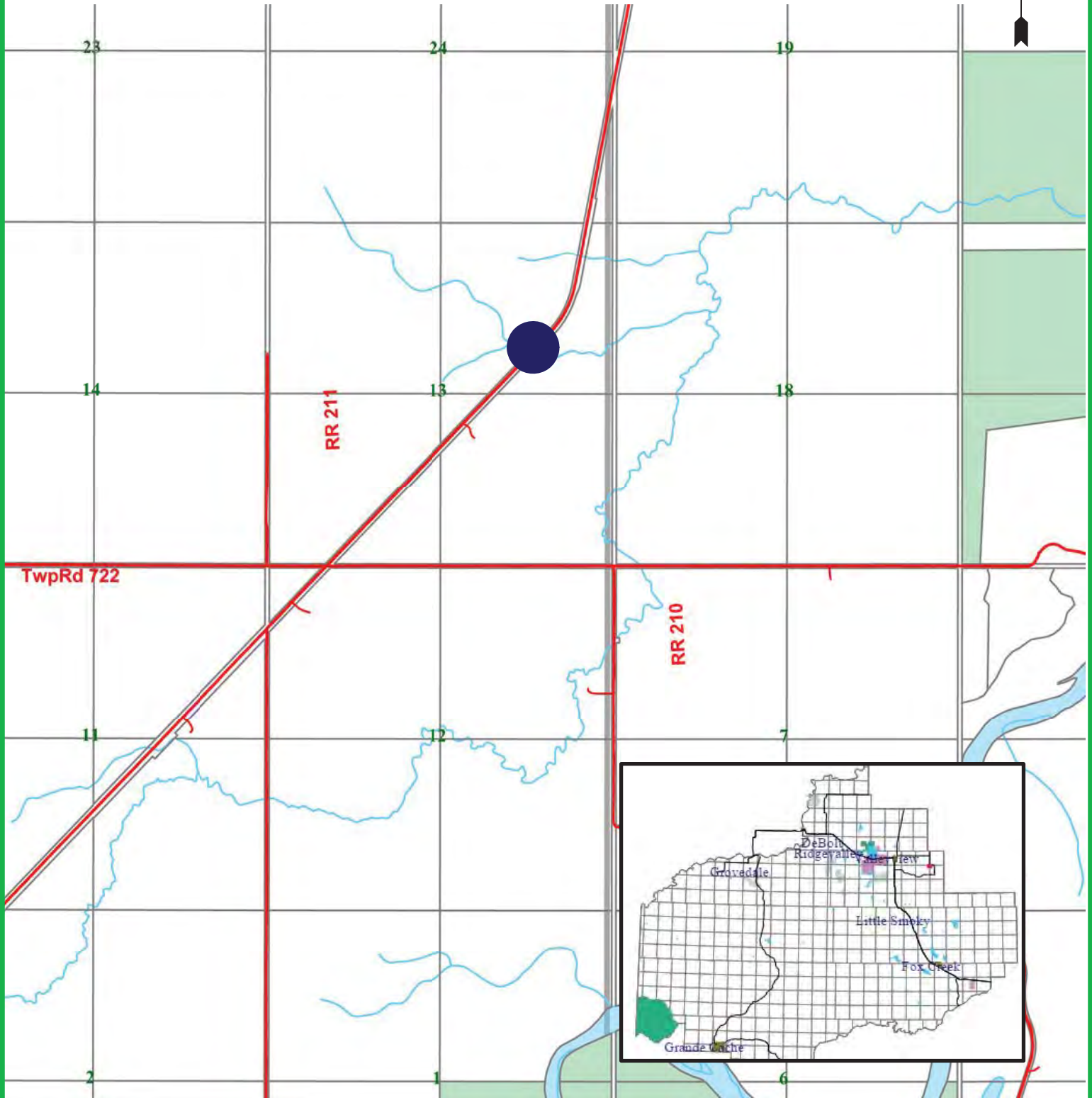
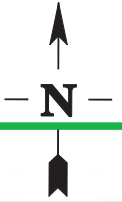
Design Start: _____ **Design End:** _____

Project Start: 2016 12 01 **Project End:** 2019 12 31



Municipal District of Greenview #16

BF 79561
NE 13-72-21 W5M

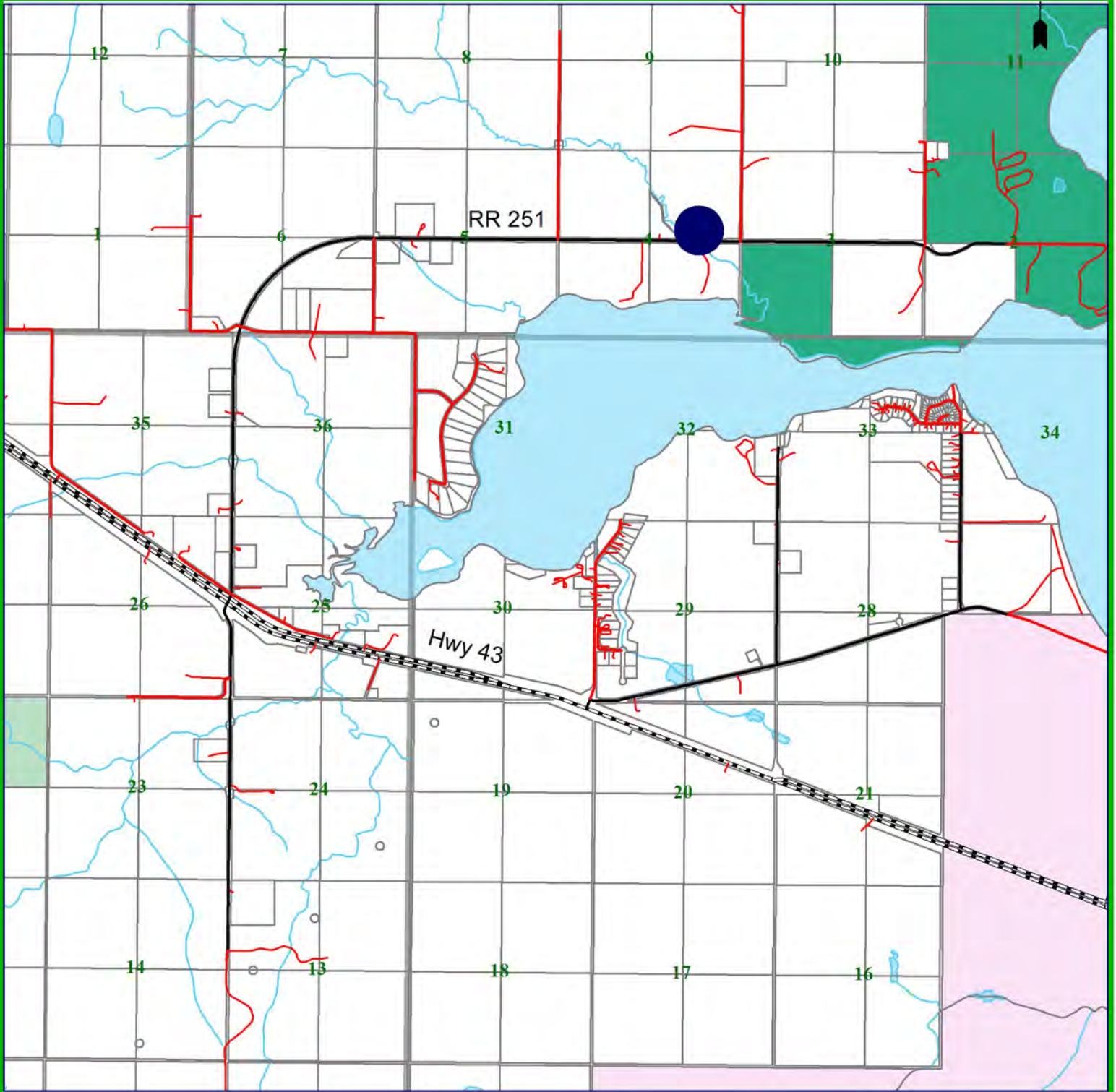


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Municipal District of Greenview #16

BF75356 - Young's Point Road



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Maintenance **Job ID:** BF77976

Area: Bridge Construction **Project Title:** Boulder Creek

Project Description & Benefits

Located in SE 14-72-20 W5. Located North of Valleyview over Boulder Creek located on Township Road 722. This bridge was built in 1975.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2022.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:
Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$795,000.00
Total Funding	\$795,000.00

Costs:
Type of Cost:

	<u>Dollar Amount:</u>
• Boulder Creek- Preliminary-2020	\$45,500.00
• Boulder Creek- Construction-2022	\$750,000.00
Total Cost:	\$795,500.00

Schedule

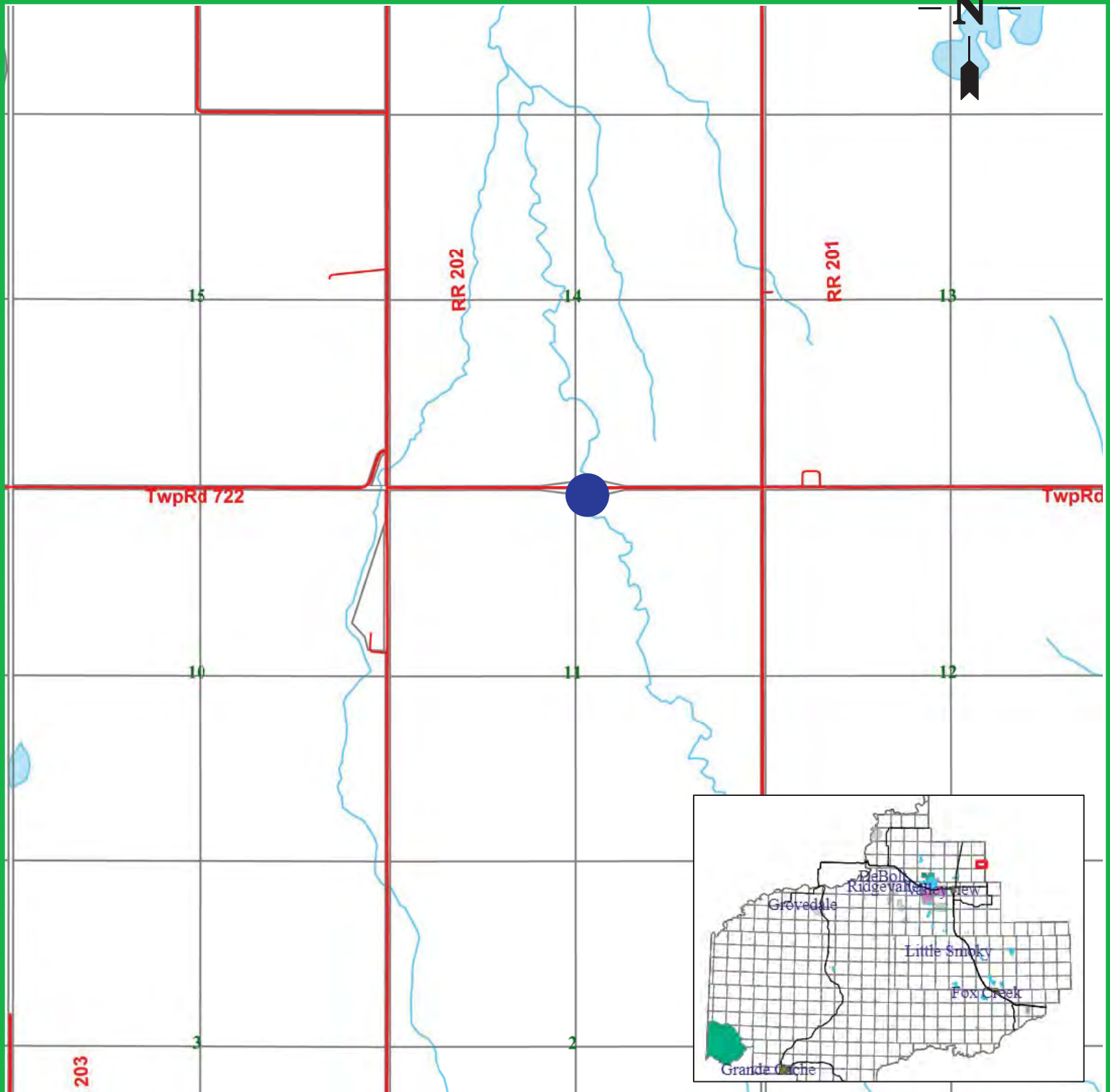
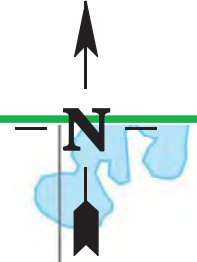
Design Start: _____ **Design End:** _____

Project Start: 2020 01 01 **Project End:** 2022 12 31



Municipal District of Greenview #16

Bridge File: 77976 Boulder Creek
Legal Location: SE 14-72-20 W5



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Maintenance **Job ID:** BF75355

Area: Bridge Construction **Project Title:** Tributary to DeBolt Creek

Project Description & Benefits

Located in SE 15-72-01 W6. Located North west of DeBolt on Township Road 722. This bridge was built in 1961.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2020.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers.

Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$446,400.00
Total Funding	\$446,400.00

Costs:

Type of Cost:

- Tributary to DeBolt Creek- Construction

	<u>Dollar Amount:</u>
• Tributary to DeBolt Creek- Construction	\$446,400.00
Total Cost:	\$446,400.00

Schedule

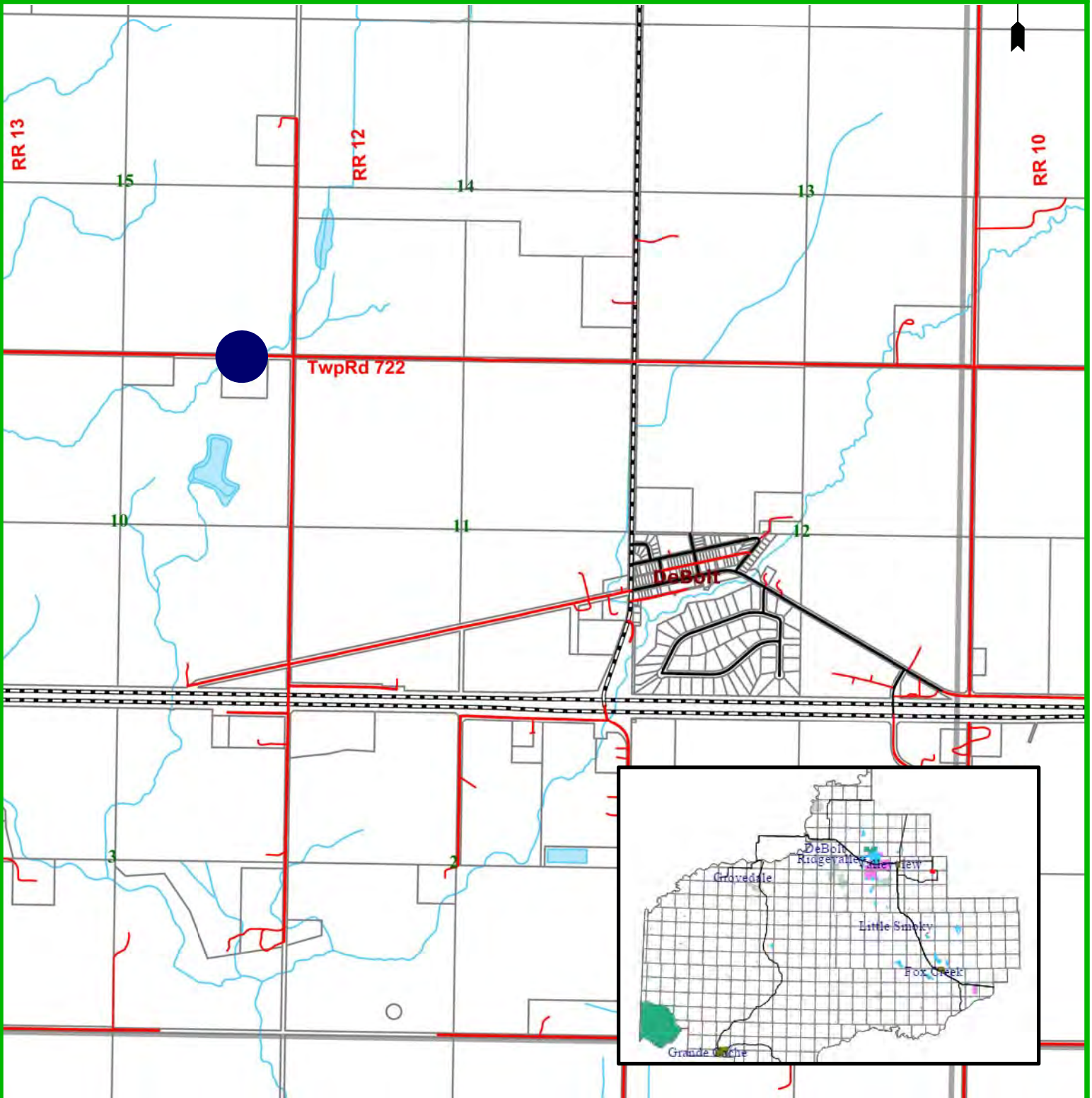
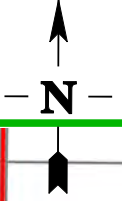
Design Start: _____ **Design End:** _____

Project Start: 2018 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

BF 75355
SE 15-72-01 W6M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Maintenance **Job ID:** BF76902

Area: Bridge Construction **Project Title:** Tributary to Clouston Creek

Project Description & Benefits

Located in SW 30-72-21 W5. Located North of Valleyview on Township Road 724 in the New Fish Creek area. This bridge was built in 1968.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2020.

The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$279,000.00
Total Funding	\$279,000.00

Costs:

Type of Cost:

- Tributary to Clouston Creek Construction

	<u>Dollar Amount:</u>
• Tributary to Clouston Creek Construction	\$279,000.00
Total Cost:	\$279,000.00

Schedule

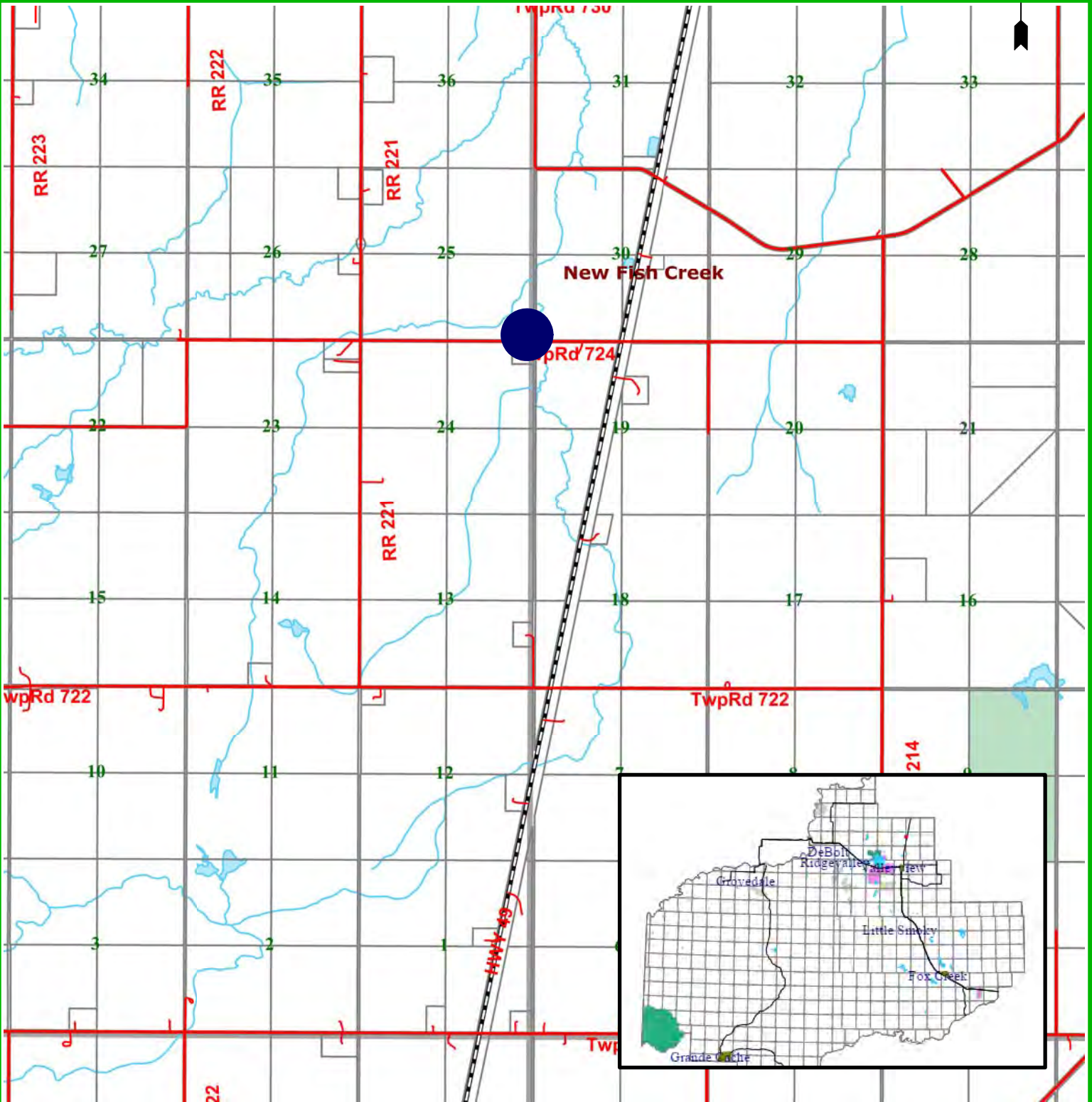
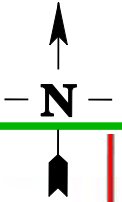
Design Start: _____ **Design End:** _____

Project Start: 2018 12 31 **Project End:** 2020 12 31



Municipal District of Greenview #16

BF 76902
SW 30-72-21 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** BF77159

Area: Bridge Construction **Project Title:** Asplund Creek

Project Description & Benefits

Located in SE 26-67-23 W5. Located South East of Valleyview over Asplund Creek located on Township Road 674. This bridge was built in 1970.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2022.

The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$475,000.00
Total Funding	\$475,000.00

Costs:

Type of Cost:

- Asplund Creek- Preliminary- 2020
- Asplund Creek- Construction- 2022

	<u>Dollar Amount:</u>
Asplund Creek- Preliminary- 2020	\$25,000.00
Asplund Creek- Construction- 2022	\$450,000.00
Total Cost:	\$475,000.00

Schedule

Design Start: _____ **Design End:** _____

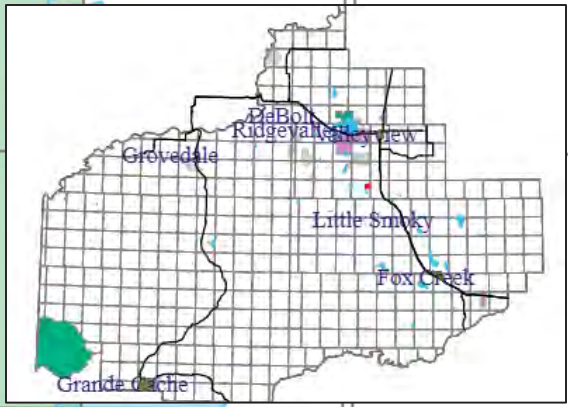
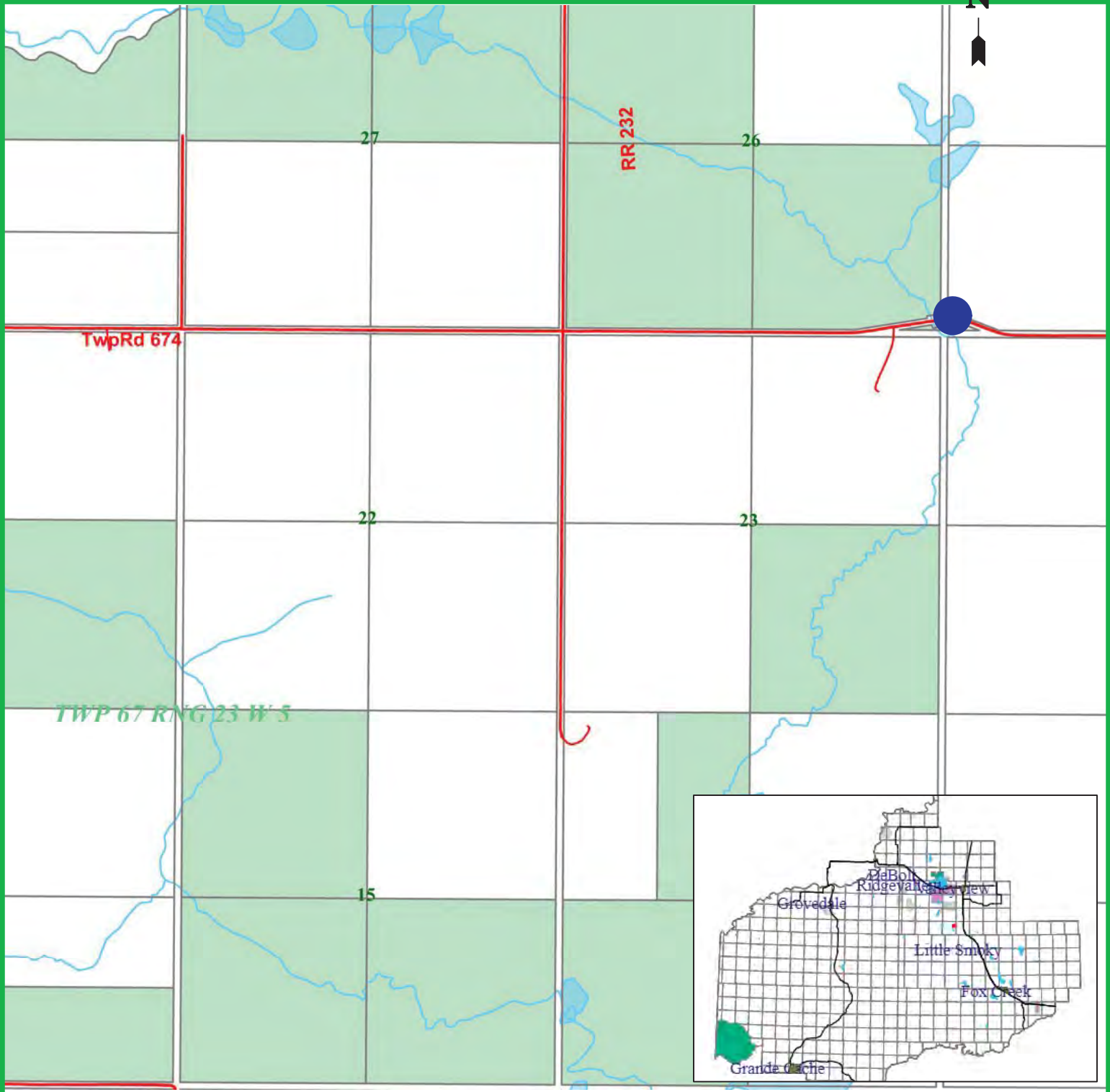
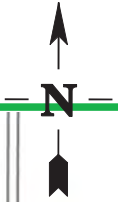
Project Start: 2020 01 01 **Project End:** 2022 12 31



Municipal District of Greenview #16

Bridge File: 77159

Legal Location: SE 26-67-23 W5



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** BF77244
Area: Bridge Construction **Project Title:** Tributary to Sweathouse Creek

Project Description & Benefits

Located in SW 01-70-20 W5. Located South of Sunset House, located on Township Road 700. This bridge was built in 1961.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2020.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:
Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$558,000.00
Total Funding	\$558,000.00

Costs:
Type of Cost:

<ul style="list-style-type: none"> • Tributary to Sweathouse Creek- Construction- 2020 	<u>Dollar Amount:</u> <div style="background-color: #cccccc; width: 100%; height: 100px; margin-top: 5px;"></div>
Total Cost:	\$558,000.00

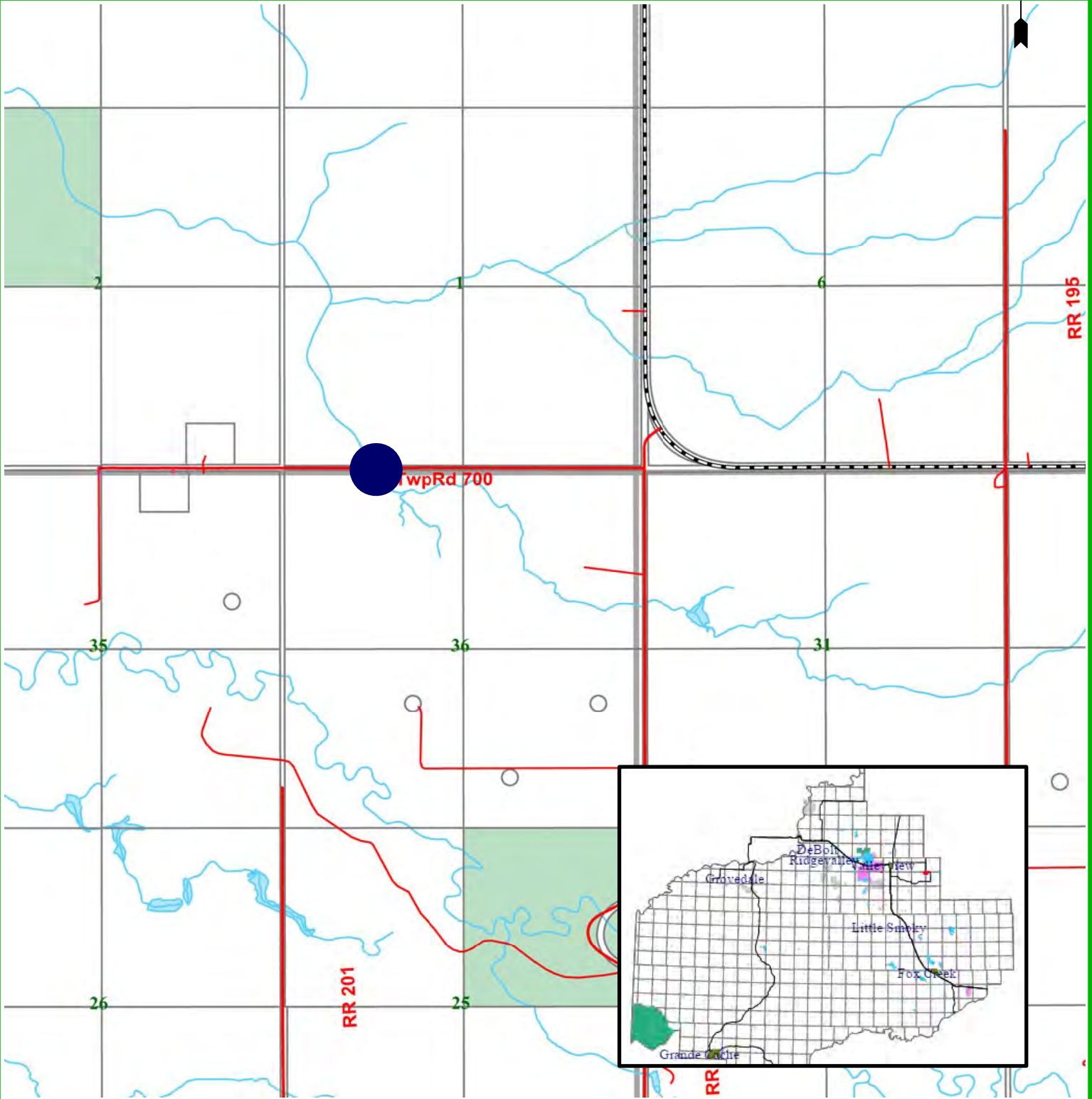
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2016 12 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

BF 77244
SW 01-70-20 W5M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering

Job ID: BF77259

Area: Bridge Construction

Project Title: Tributary to Sweathouse Creek

Project Description & Benefits

Tributary to Sweat house Creek- Construction- 2022.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$445,000.00
Total Funding	\$445,000.00

Costs:

Type of Cost:

- Tributary to Sweat House Creek- Preliminary- 2020
- Tributary to Sweat house Creek- Construction- 2022

	<u>Dollar Amount:</u>
• Tributary to Sweat House Creek- Preliminary- 2020	\$25,000.00
• Tributary to Sweat house Creek- Construction- 2022	\$420,000.00
Total Cost:	\$445,000.00

Schedule

Design Start: _____

Design End: _____

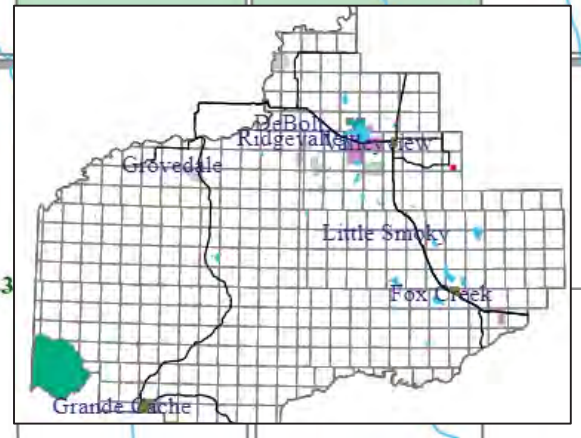
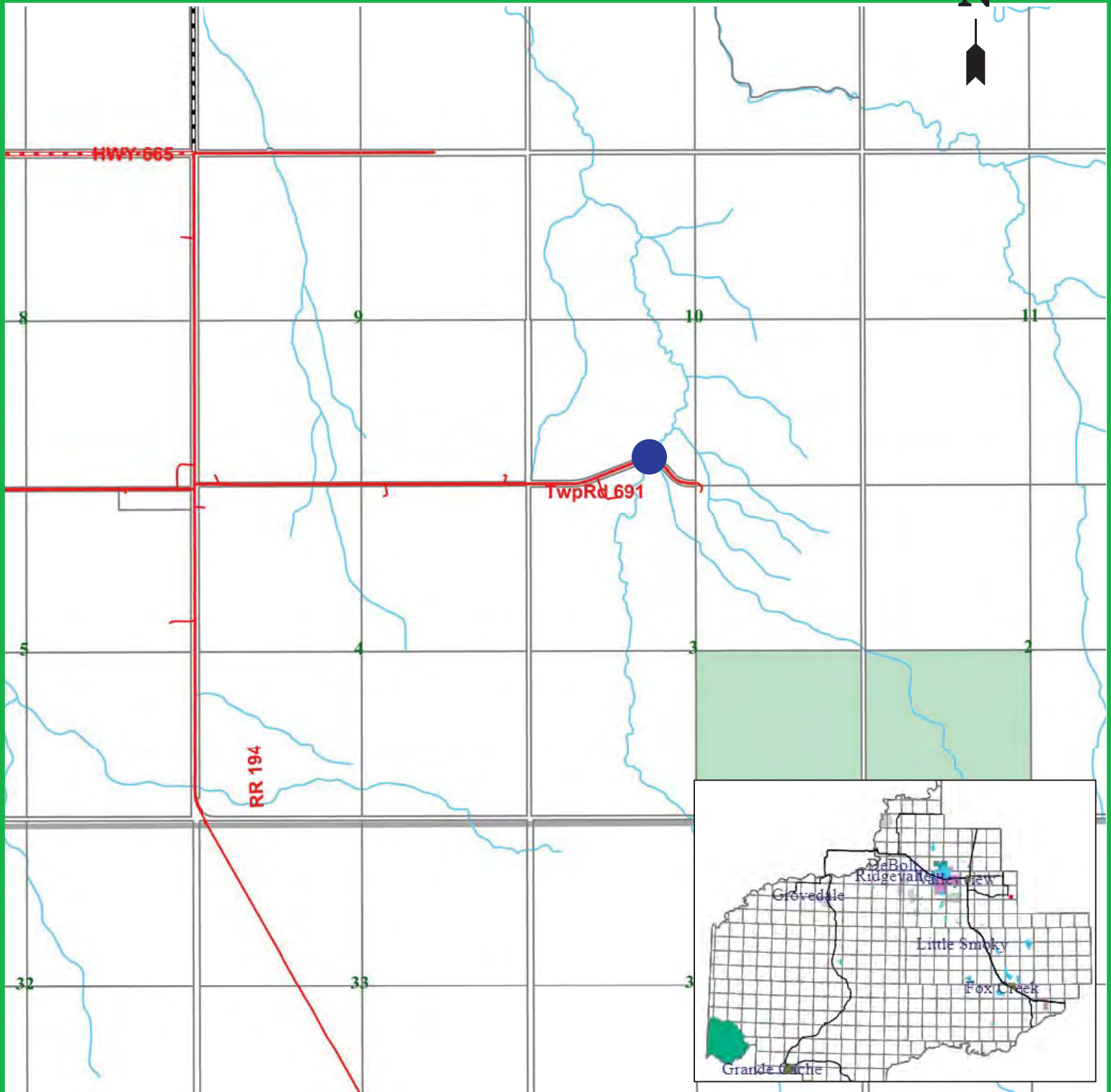
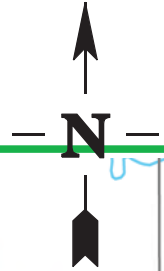
Project Start: 2020 01 01

Project End: 2022 12 31



Municipal District of Greenview #16

Bridge File: 77259 Tributary to Sweat House Creek
Legal Location: SW 10-69-19 W5



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Maintenance **Job ID:** BF77441

Area: Bridge Construction **Project Title:** Tributary to Smoky River

Project Description & Benefits

Located in SW 14-73-02 W6. Located North west of DeBolt, located on Range Road 22. This bridge was built in 1971.

Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2020.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$279,000.00
Total Funding	\$279,000.00

Costs:

Type of Cost:

- Tributary to Smoky River- Construction- 2020

	<u>Dollar Amount:</u>
• Tributary to Smoky River- Construction- 2020	\$279,000.00
Total Cost:	\$279,000.00

Schedule

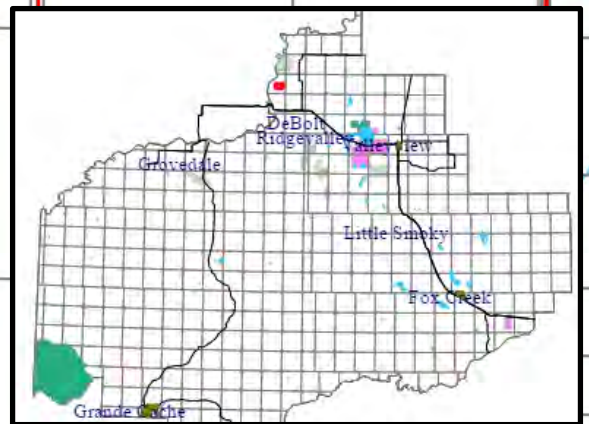
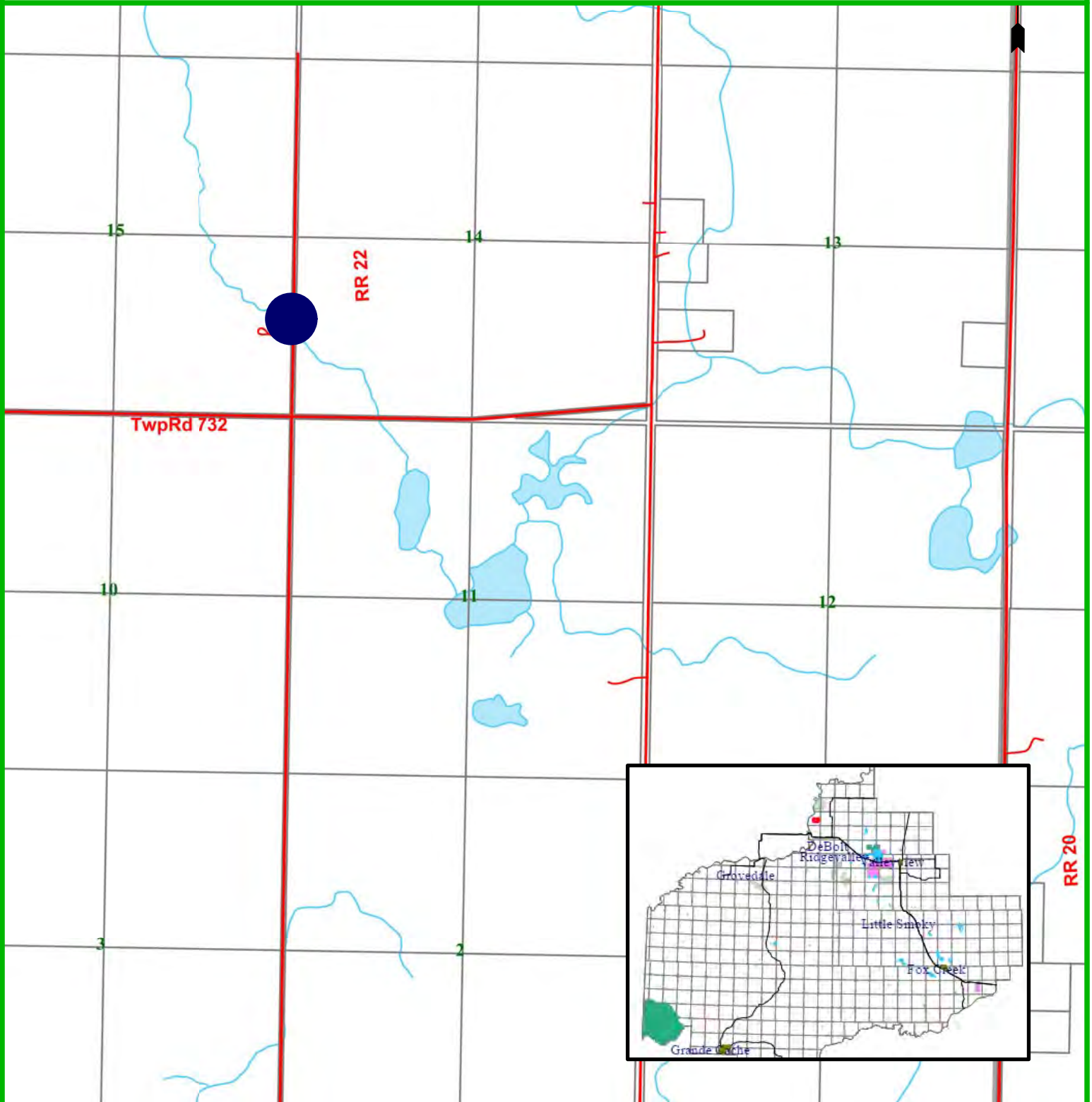
Design Start: _____ **Design End:** _____

Project Start: 2018 12 31 **Project End:** 2020 12 31



Municipal District of Greenview #16

BF 77441
SW 14-73-02 W6M



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Maintenance **Job ID:** BF79077

Area: Bridge Construction **Project Title:** Tributary to Big Mountain Creek

Project Description & Benefits

Located in SW 24-69-7 W6. Located West of Grovedale tributary to Big Mountain Creek located on Range Road 71. This bridge was built in 1955.
 Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2022.
 The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$375,000.00
Total Funding	\$375,000.00

Costs:

Type of Cost:

- Tributary to Big Mountain Creek- Preliminary-2020
- Tributary to Big Mountain Creek- Construction-2022

	<u>Dollar Amount:</u>
• Tributary to Big Mountain Creek- Preliminary-2020	\$25,000.00
• Tributary to Big Mountain Creek- Construction-2022	\$350,000.00
Total Cost:	\$375,000.00

Schedule

Design Start: _____ **Design End:** _____

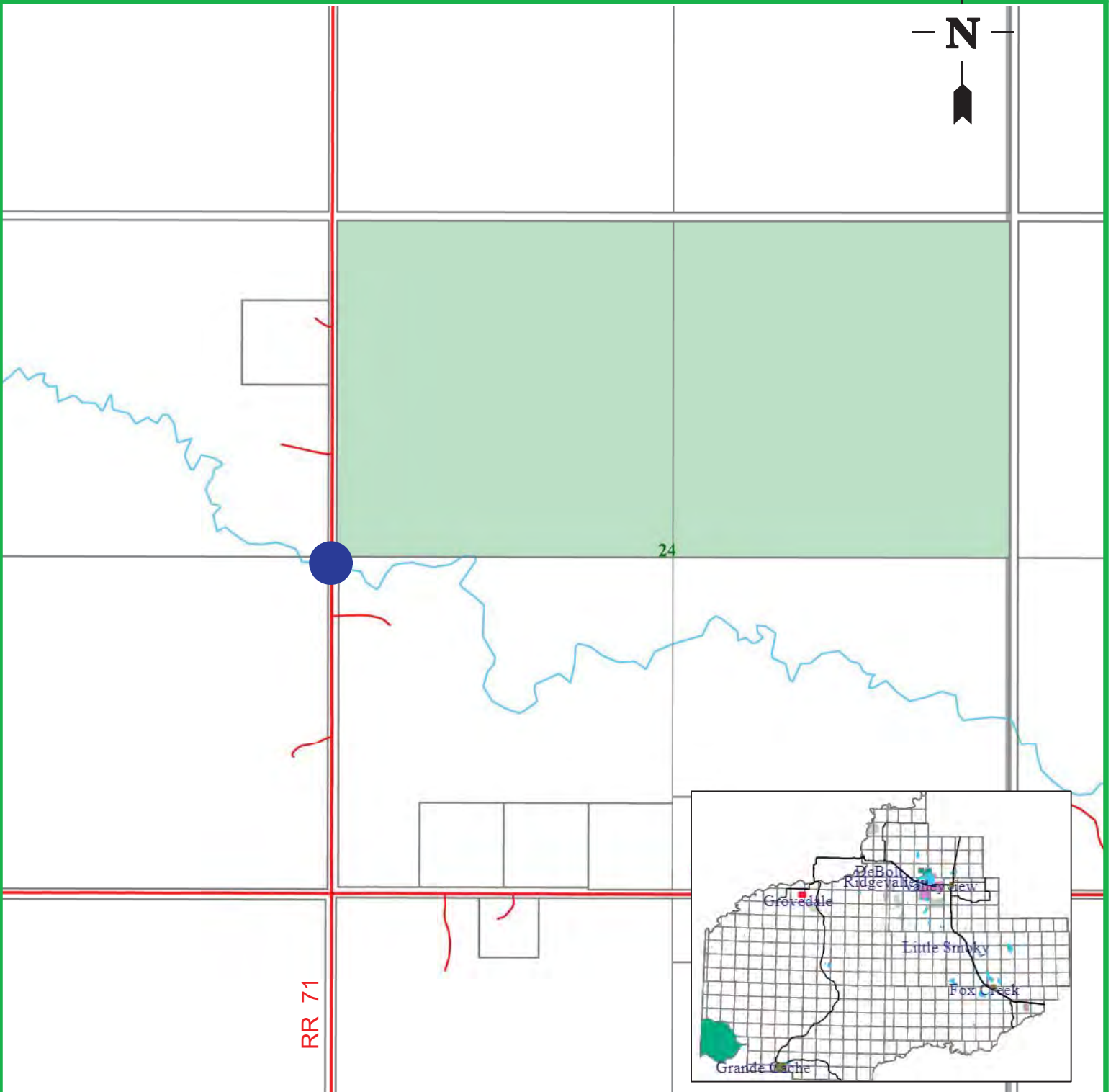
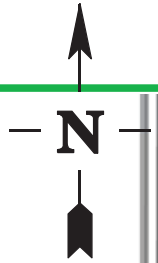
Project Start: 2020 01 **Project End:** 2022 12 31



Municipal District of Greenview #16

Bridge File: 79077

Legal Location: SW24-69-7 W6



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Maintenance **Job ID:** BF79713

Area: Bridge Construction **Project Title:** Tributary to Simonette River

Project Description & Benefits

Located in NW 16-70-26 W5. Located South of Ridgevalley tributary to Simonette River located on Range Road 264. The bridge was built in 1982. Total project budget includes preliminary costs (7%), utilities move, land payments, brushing and other costs. Construction is scheduled for 2022.

The benefit of this projects is to provide a safe and well-maintained road networking system to ratepayers. Regular scheduled bridge inspections (BIMS) are completed to provide the information as to when they are required to be repaired or replaced. The average life span of a bridge file is approximately 50 years under normal conditions.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$580,000.00
Total Funding	\$580,000.00

Costs:

Type of Cost:

- Tributary to Simonette River- Preliminary- 2020
- Tributary to Simonette River- Construction- 2022

	<u>Dollar Amount:</u>
• Tributary to Simonette River- Preliminary- 2020	\$30,000.00
• Tributary to Simonette River- Construction- 2022	\$550,000.00
Total Cost:	\$580,000.00

Schedule

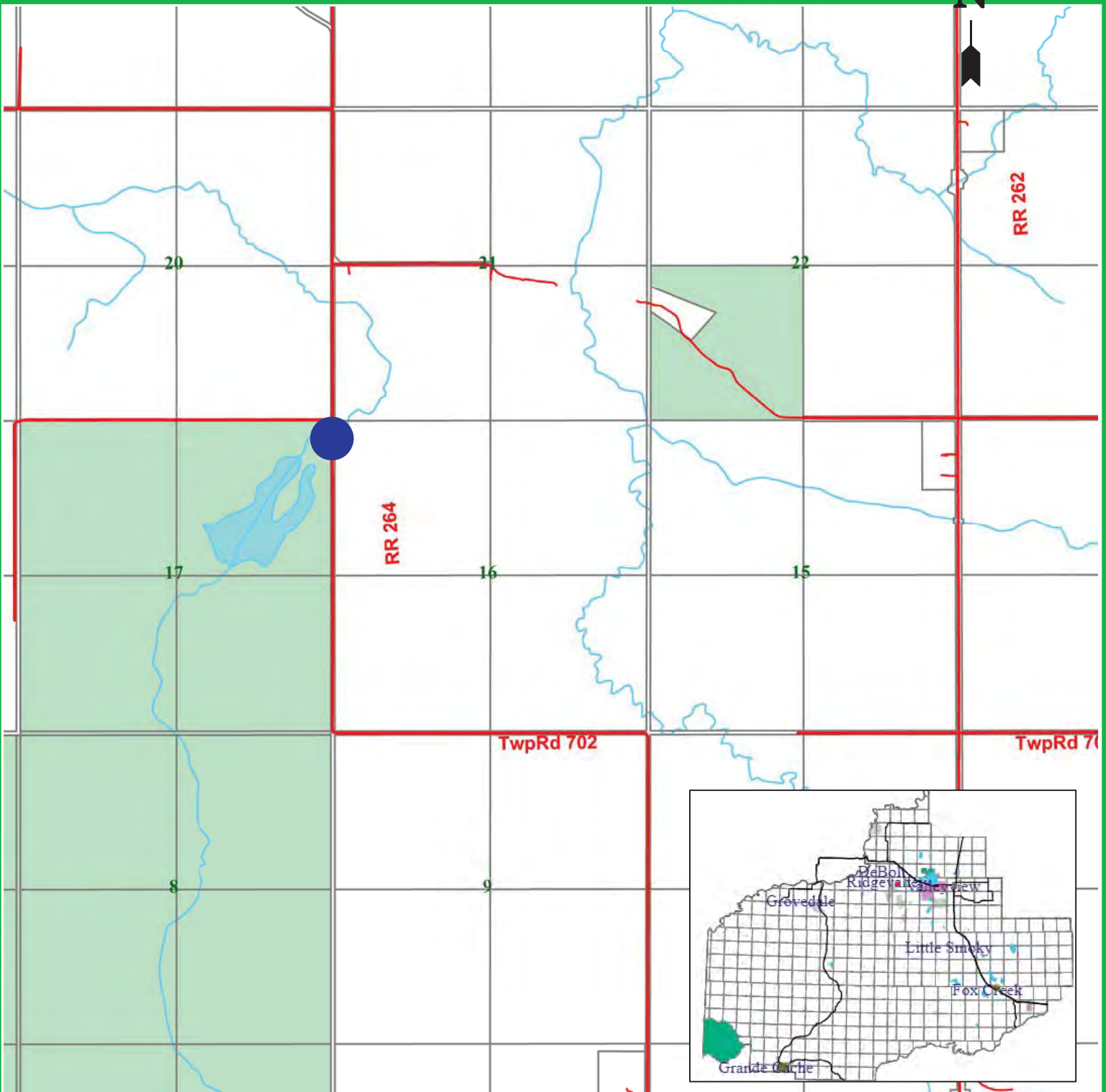
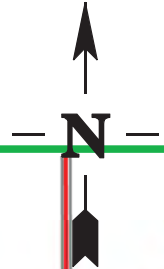
Design Start: _____ **Design End:** _____

Project Start: 2020 01 **Project End:** 2022 12 31



Municipal District of Greenview #16

Bridge File: 79713 Tributary to Simonette River
Legal Location: NW 16-70-26 W5



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering

Job ID: DR19001

Area: Construction

Project Title: Sunset House Flood Control

Project Description & Benefits

Project involves channelization and the construction of 2 gabion drop structures and one culvert drop structure. This channel work will prevent continued erosion and protect private lands.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,550,000.00
Total Funding	\$1,550,000.00

Costs:

Type of Cost:

- Preliminary Design & Engineering
- Construction

	<u>Dollar Amount:</u>
• Preliminary Design & Engineering	\$250,000.00
• Construction	\$1,300,000.00
Total Cost:	\$1,550,000.00

Schedule

Design Start: _____

Design End: _____

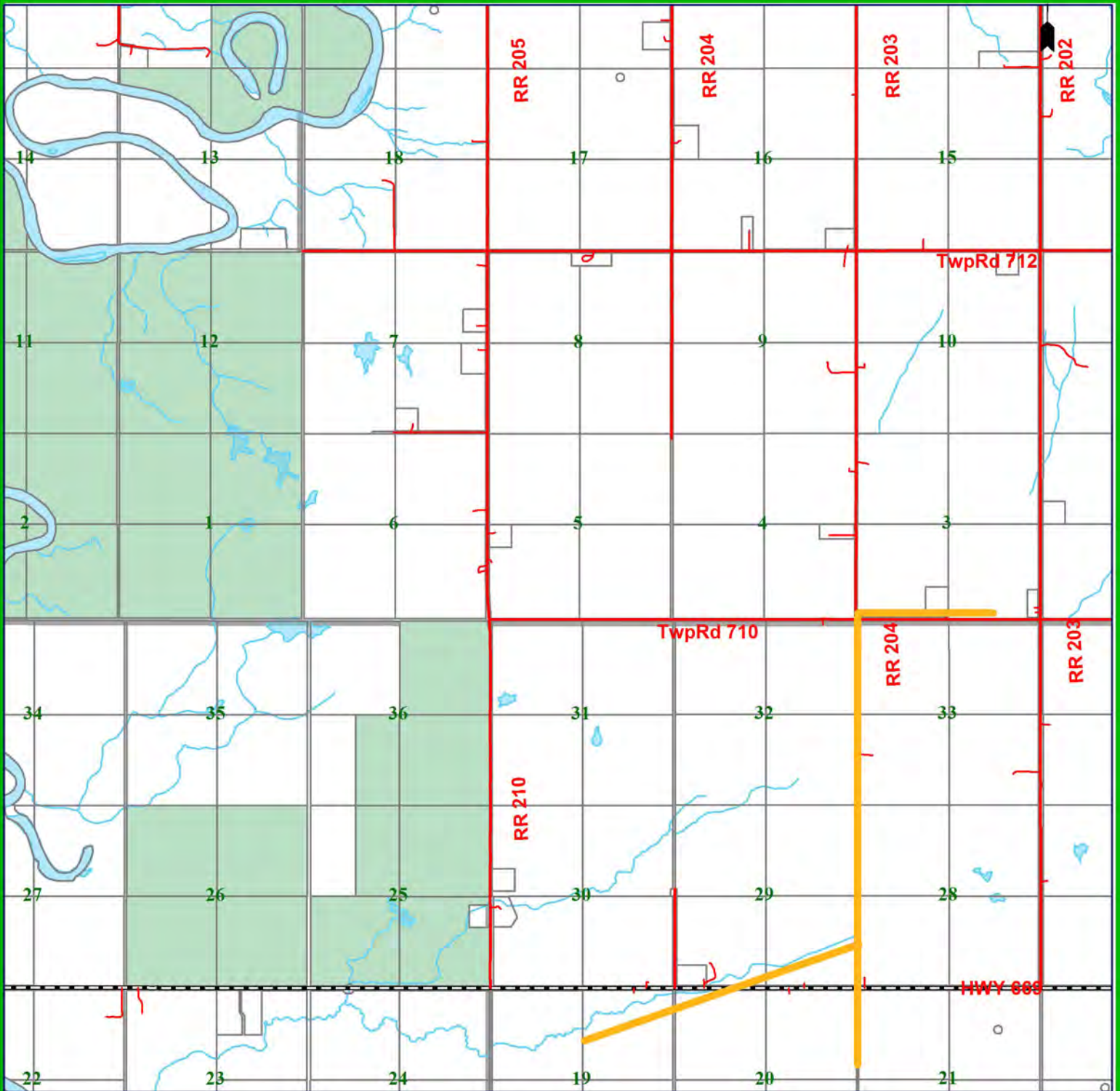
Project Start: 2019 01 01

Project End: 2019 12 31



Municipal District of Greenview #16

DR19001 - Sunset House Flood Control



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Road Construction Capital Summary



ROAD CONSTRUCTION					
Job ID and Description	2018 C/O	2019	2020	2021	Total
RD15005 Goodwin Road (Phase 2)	\$6,351,510	\$6,351,510			\$6,351,510
RD18006 TWP Rd 681 - Warren Road (Hwy 43 to Rge Rd 225)	\$100,000	\$100,000	\$1,395,000		\$1,495,000
RD18007 Range Road 260 (Swan Lake Road)	\$100,000	\$100,000	\$1,300,000		\$1,400,000
RD18008 Range Road 64 (Twp 700 to TWP 694)	\$100,000	\$1,600,000			\$1,600,000
RD18010 Forestry Trunk Road -Phase 4	\$10,793,298	\$10,793,298			\$10,793,298
RD18011 Range Road 230 (South of H:43 to Twp Rd 700)	\$137,200	\$1,960,000			\$1,960,000
RD18012 Twp Rd 670 (Rge Rd 232 to Rge Rd 240)	\$182,000	\$182,000	\$2,418,000		\$2,600,000
RD19001 Connector Road Construction		\$1,500,000			\$1,500,000
RD19002 Farmland Access Roads		\$300,000			\$300,000
RD19003 Forestry Trunk Road Improvements		\$3,000,000			\$3,000,000
RD19004 Local Road Construction		\$1,500,000			\$1,500,000
RD19005 Residential Access Roads		\$500,000			\$500,000
RD19006 Rge Rd 225 (TWP 712-714) TWP 714 (RR225 to HW49)		\$275,000		\$3,645,000	\$3,920,000
RD19007 3/4 Ton Crew cab 4x4 Truck A129		\$52,500			\$52,500
RD19008 TWP 730 HW 736 to Rge Rd 21		\$260,000		\$3,640,000	\$3,900,000
RD19009 Quad		\$8,600			\$8,600
RD20001 Connector Road Construction			\$1,500,000		\$1,500,000
RD20002 Farmland Access Roads			\$300,000		\$300,000
RD20003 Forestry Trunk Road Improvements			\$3,000,000		\$3,000,000
RD20004 Local Road Construction			\$1,500,000		\$1,500,000
RD20005 Residential Access Roads			\$500,000		\$500,000
RD20006 Township Road 673A-Anderson Rd (Hwy 43 to Rge Rd 225)			\$105,000		\$105,000
RD21001 Connector Road Construction				\$1,500,000	\$1,500,000
RD21002 Farmland Access Roads				\$300,000	\$300,000
RD21003 Forestry Trunk Road Improvements				\$3,000,000	\$3,000,000
RD21004 Local Road Construction				\$1,500,000	\$1,500,000
RD21005 Residential Access Roads				\$500,000	\$500,000
RD21006 RR 205/210-8 Mile Road (N of Hwy 669 to Twp Rd 720)				\$360,000	\$360,000
Total Road Construction	\$17,764,008	\$28,482,908	\$12,018,000	\$14,445,000	\$ 54,945,908

INFRASTRUCTURE & PLANNING

Job ID and Description		2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
ROAD CONSTRUCTION													
RD15005	Goodwin Road (Phase 2)	\$6,351,510	\$6,351,510										\$6,351,510
RD18006	TWP Rd 681 - Warren Road (Hwy 43 to Rge Rd 225)	\$100,000	\$100,000	\$1,395,000									\$1,495,000
RD18007	Range Road 260 (Swan Lake Road)	\$100,000	\$100,000	\$1,300,000									\$1,400,000
RD18008	Range Road 64 (Twp 700 to TWP 694)	\$100,000	\$1,600,000										\$1,600,000
RD18010	Forestry Trunk Road- Phase 4 (Km 129.5 + 137.1)	\$10,793,298	\$10,793,298										\$10,793,298
RD18011	Range Road 230 (South of H:43 to Twp Rd 700)	\$137,200	\$1,960,000										\$1,960,000
RD18012	Twp Rd 670 (Rge Rd 232 to Rge Rd 240)	\$182,000	\$182,000	\$2,418,000									\$2,600,000
RD19001	Connector Road Construction		\$1,500,000										\$1,500,000
RD19002	Farmland Access Roads		\$300,000										\$300,000
RD19003	Forestry Trunk Road Improvements		\$3,000,000										\$3,000,000
RD19004	Local Road Construction		\$1,500,000										\$1,500,000
RD19005	Residential Access Roads		\$500,000										\$500,000
RD19006	Rge Rd 225 (TWP 712-714) TWP 714 (RR225 to HW49)		\$275,000		\$3,645,000								\$3,920,000
RD19007	3/4 Ton Crew cab 4x4 Truck A129		\$52,500										\$52,500
RD19008	TWP 730 HW 736 to Rge Rd 21		\$260,000		\$3,640,000								\$3,900,000
RD19009	Quad		\$8,600										\$8,600
RD20001	Connector Road Construction			\$1,500,000									\$1,500,000
RD20002	Farmland Access Roads			\$300,000									\$300,000
RD20003	Forestry Trunk Road Improvements			\$3,000,000									\$3,000,000
RD20004	Local Road Construction			\$1,500,000									\$1,500,000
RD20005	Residential Access Roads			\$500,000									\$500,000
RD20006	Township Road 673A-Anderson Rd (Hwy 43 to Rge Rd 225)			\$105,000		\$1,500,000							\$1,605,000
RD21001	Connector Road Construction				\$1,500,000								\$1,500,000
RD21002	Farmland Access Roads				\$300,000								\$300,000
RD21003	Forestry Trunk Road Improvements				\$3,000,000								\$3,000,000
RD21004	Local Road Construction				\$1,500,000								\$1,500,000
RD21005	Residential Access Roads				\$500,000								\$500,000
RD21006	RR 205/210-8 Mile Road (N of Hwy 669 to Twp Rd 720)				\$360,000		\$5,120,000						\$5,480,000
RD22001	Connector Road Construction					\$1,500,000							\$1,500,000
RD22002	Farmland Access Roads					\$300,000							\$300,000
RD22003	Forestry Trunk Road Improvements					\$3,000,000							\$3,000,000
RD22004	Local Road Construction					\$1,500,000							\$1,500,000
RD22005	Residential Access Roads					\$500,000							\$500,000
RD22006	Township Road 722 (West of H:49 to Rge Rd 230)					\$238,000		\$3,400,000					\$3,638,000
RD22007	3/4 ton crew cab 4x4-A155					\$60,800							\$60,800
RD22008	New Fish Creek Road East (H:49 to OHP)					\$280,000		\$4,000,000					\$4,280,000
RD22009	3/4 ton crew cab 4x4					\$60,800							\$60,800
RD23001	Connector Road Construction						\$1,500,000						\$1,500,000
RD23002	Farmland Access Roads						\$300,000						\$300,000
RD23003	Forestry Trunk Road Improvements						\$3,000,000						\$3,000,000
RD23004	Local Road Construction						\$1,500,000						\$1,500,000
RD23005	Residential Access Roads						\$500,000						\$500,000
RD23006	3/4 ton crew cab 4x4						\$63,900						\$63,900
RD24001	Connector Road Construction							\$1,500,000					\$1,500,000
RD24002	Farmland Access Roads							\$300,000					\$300,000
RD24003	Forestry Trunk Road Improvements							\$3,000,000					\$3,000,000

ROAD CONSTRUCTION CONTINUED																	
RD24004	Local Road Construction									\$1,500,000		\$1,500,000					
RD24005	Residential Access Roads									\$500,000		\$500,000					
RD24006	3/4 ton crew cab 4x4									\$67,100		\$67,100					
RD25001	Connector Road Construction								\$1,500,000			\$1,500,000					
RD25002	Farmland Access Roads								\$300,000			\$300,000					
RD25003	Forestry Trunk Road Improvements								\$3,000,000			\$3,000,000					
RD25004	Local Road Construction								\$1,500,000			\$1,500,000					
RD25005	Residential Access Roads								\$500,000			\$500,000					
RD26001	Connector Road Construction									\$1,500,000		\$1,500,000					
RD26002	Farmland Access Roads									\$300,000		\$300,000					
RD26003	Forestry Trunk Road Improvements									\$3,000,000		\$3,000,000					
RD26004	Local Road Construction									\$1,500,000		\$1,500,000					
RD26005	Residential Access Roads									\$500,000		\$500,000					
RD27001	Connector Road Construction										\$1,500,000	\$1,500,000					
RD27002	Farmland Access Roads										\$300,000	\$300,000					
RD27003	Forestry Trunk Road Improvements										\$3,000,000	\$3,000,000					
RD27004	Local Road Construction										\$1,500,000	\$1,500,000					
RD27005	Residential Access Roads										\$500,000	\$500,000					
RD28001	Connector Road Construction										\$1,500,000	\$1,500,000					
RD28002	Farmland Access Roads										\$300,000	\$300,000					
RD28003	Forestry Trunk Road Improvements										\$3,000,000	\$3,000,000					
RD28004	Local Road Construction										\$1,500,000	\$1,500,000					
RD28005	Residential Access Roads										\$500,000	\$500,000					
Sub Total Road Construction										\$17,764,008	\$14,445,000	\$11,983,900	\$6,800,000	\$6,800,000	\$6,800,000	\$6,800,000	\$117,336,508



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD15005
Area: Road Construction **Project Title:** Goodwin Road (Rge Rd 21 and Twp Rd 741) Phase 2

Project Description & Benefits

Construction of Goodwin Road (Range Road 21), south of Township 734, along Township Road 741 to secondary Highway 736. Approximately 14 km of preliminary work that will include legal surveying, design, land acquisitions, utility moves and other preliminary costs prior to construction year.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$6,351,510.00
Utility Revenue	
Tax Revenue	
Total Funding	<u><u>\$6,351,510.00</u></u>

Costs:

Type of Cost:

- 2018 Carryover

	<u>Dollar Amount:</u>
	\$6,351,510.00
Total Cost:	<u><u>\$6,351,510.00</u></u>

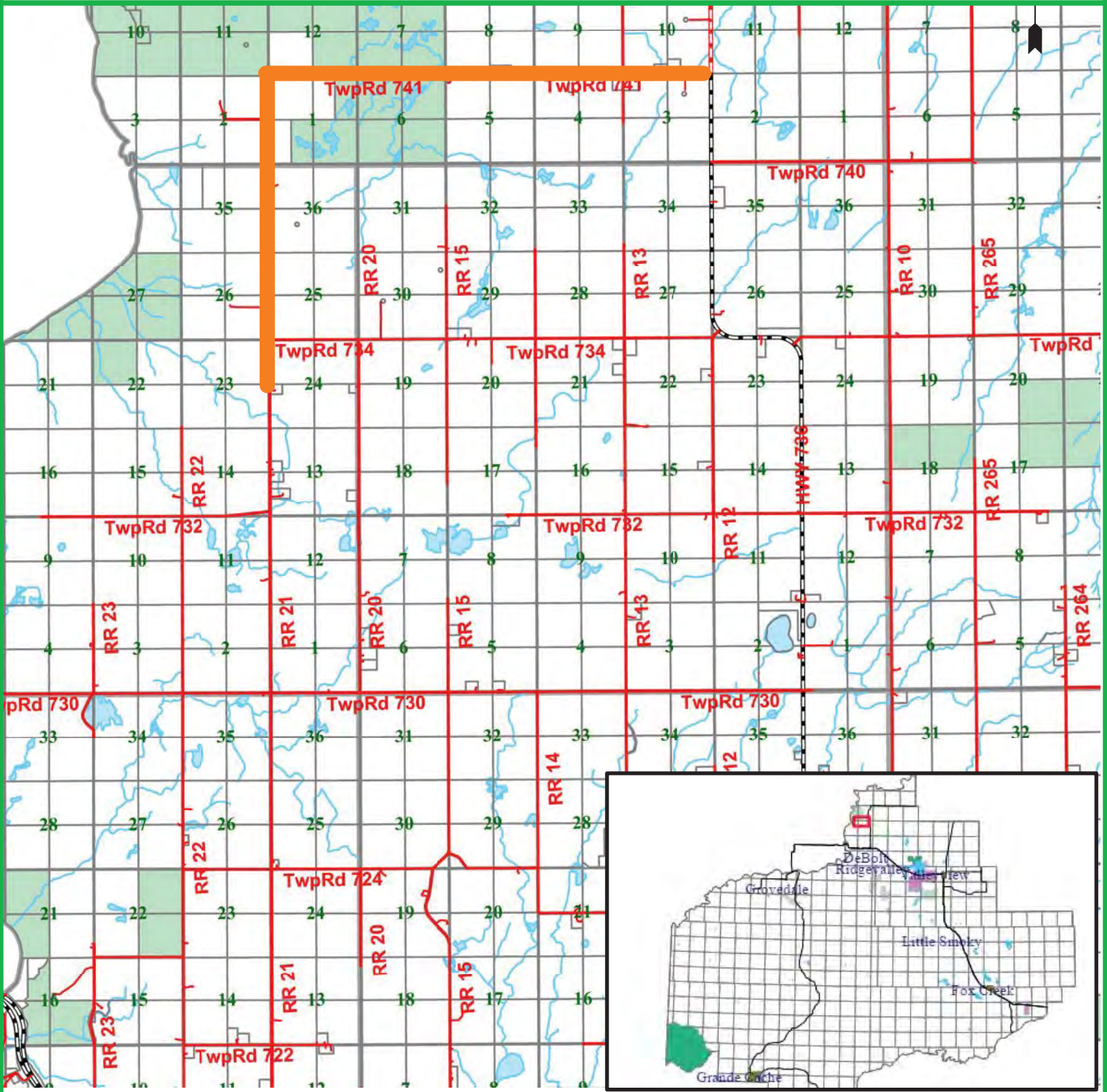
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2016 01 01 **Project End:** 2019 12 31



Municipal District of Greenview #16

Goodwin Road Phase 2
Range Road 21 & Township Road 741



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD18006
Area: Road Construction **Project Title:** TWP 681 - Warren Rd (HW43 to Rge Rd 225)

Project Description & Benefits

Township Road 681 (Warren Road) (Hwy 43 to Range Road 225 is approximately 3.8 km in length, with a traffic count of 72. The upgrade is necessary as it is located on one of the busiest sections of road from Hwy 43 to Range Road 225.

Preliminary costs will include surveying, design, land acquisitions, utility moves and other preliminary costs that arise.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<i>Dollar Amount:</i>
Grants	
Reserves	\$100,000.00
Utility Revenue	
Tax Revenue	\$1,395,000.00
Total Funding	\$1,495,000.00

Costs:

Type of Cost:

- 2018 Carryover
- Twp Rd 681- Warren Road (Hwy 43 to Rge Rd 225) Construction- 2020

	<i>Dollar Amount:</i>
	\$100,000.00
	\$1,395,000.00
Total Cost:	\$1,495,000.00

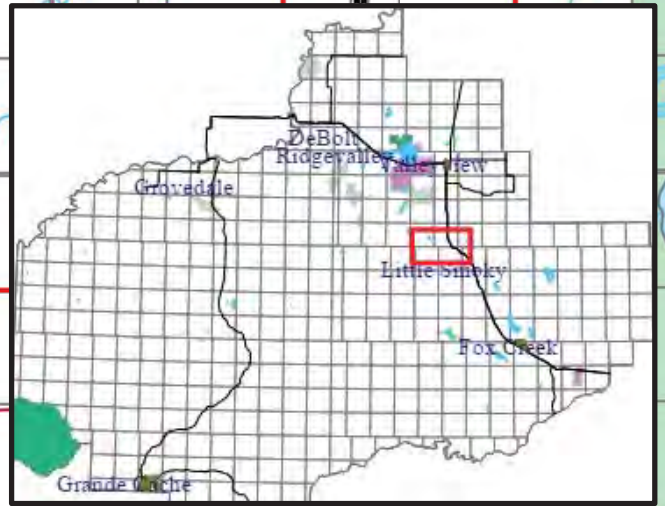
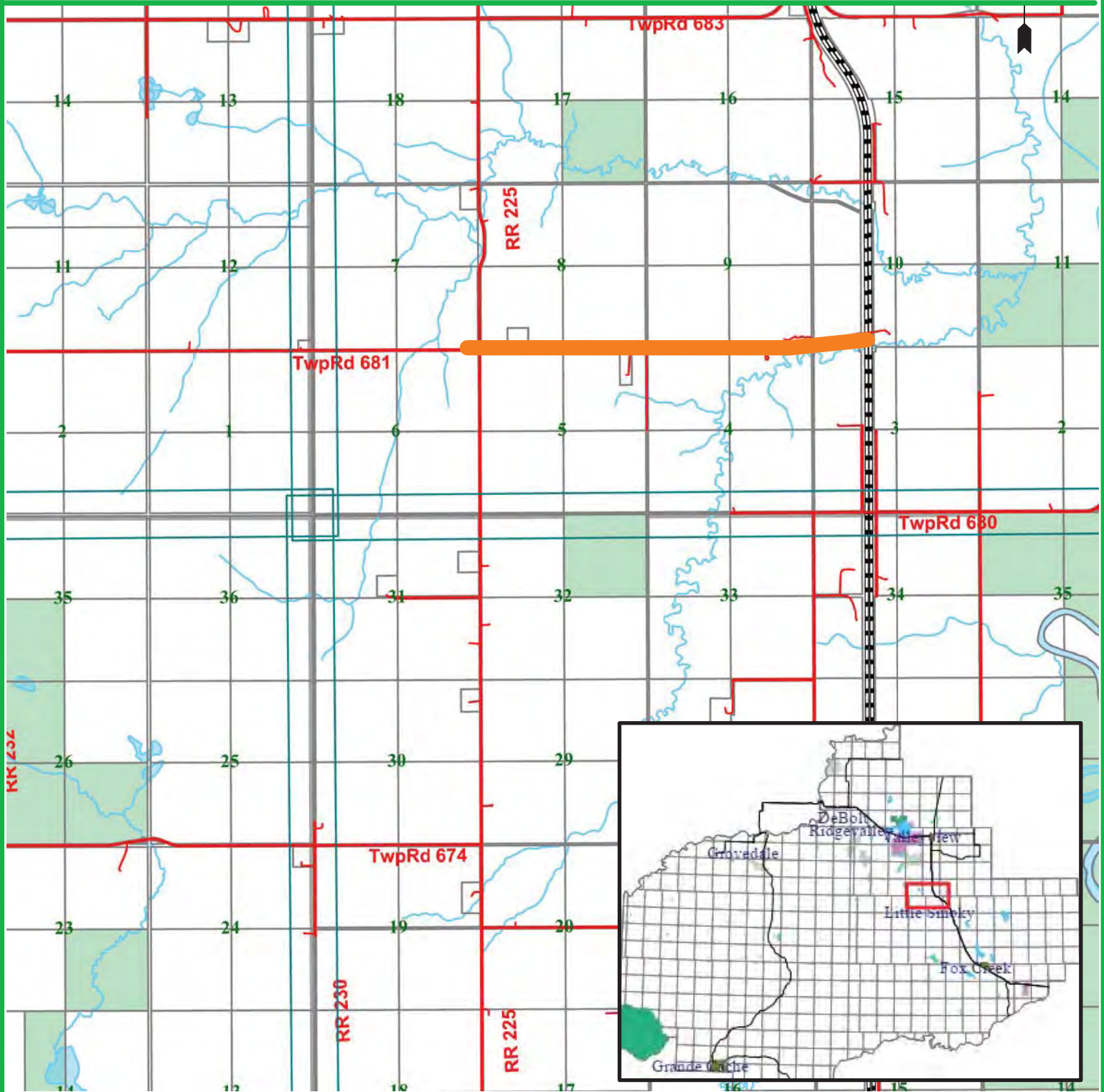
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2018 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

Township Road 681 - Warren Road
Hwy 43 to Range Road 225



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering

Job ID: RD18007

Area: Road Construction

Project Title: Rge Rd 260 - Swan Lake Rd (TWP 705 South to Swan Lake)

Project Description & Benefits

Range Road 260 (Swan Lake Road) is approximately 3.8 kilometres with a traffic count of 123. There has not been any regrading of Range Road 260. Current works were completed on Range Road 254A / Twp Rd 705 & 710 in 2012 which was locally called the Swan Lake Road. Ongoing improvements to the Swan Lake Recreation area Range Road 260 will need to be upgraded due to accommodate higher traffic volumes and recreational vehicles. Preliminary work that will include legal surveying, design, land acquisitions, utility moves and other preliminary costs prior to construction in 2018.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$100,000.00
Utility Revenue	
Tax Revenue	\$1,300,000.00
Total Funding	<u>\$1,400,000.00</u>

Costs:

Type of Cost:

- 2018 Carryover
- Range Road 260 (Swan Lake)

	<u>Dollar Amount:</u>
	\$100,000.00
	\$1,300,000.00
Total Cost:	<u>\$1,400,000.00</u>

Schedule

Design Start: _____

Design End: _____

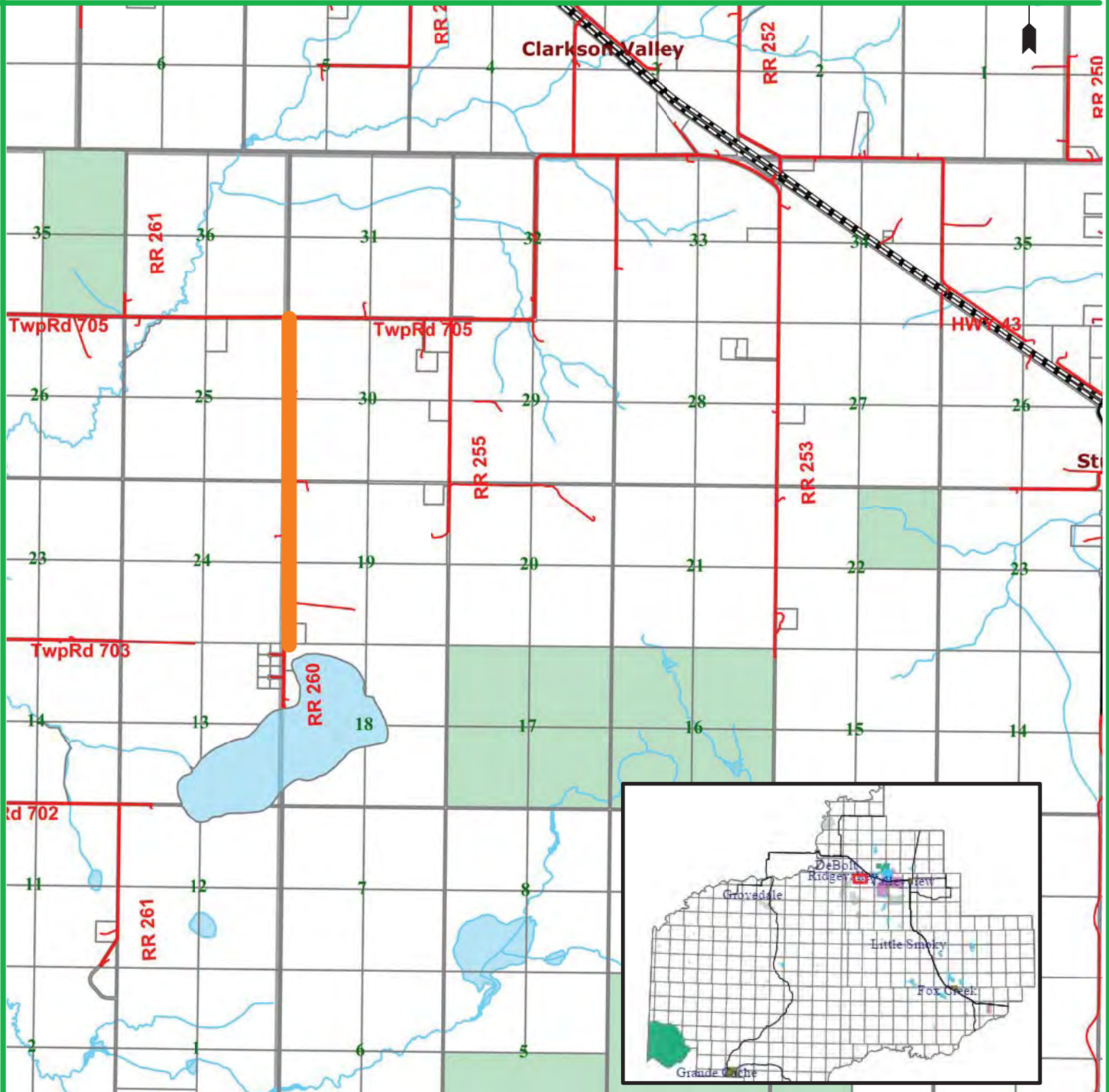
Project Start: 2018 01 01

Project End: 2020 12 31



Municipal District of Greenview #16

Range Road 260
Swan Lake Road



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD18008

Area: Road Construction **Project Title:** Range Road 64 (TWP 700 to TWP 694)

Project Description & Benefits

Range Road 64 from Township Road 700 to Township Road 694 for approximately 3.1 km for the purpose for regrade for future surfacing.
 This project will include legal surveying, design, environmental studies, regulatory approvals, land acquisitions, utility moves and other preliminary costs prior to the construction year in 2019.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<i>Dollar Amount:</i>
Grants	
Reserves	\$100,000.00
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	\$1,600,000.00

Costs:

Type of Cost:

- 2018 Carryover
- Range Road 64 (Twp 700 to Township Road 694) Construction- 2019

	<i>Dollar Amount:</i>
	\$100,000.00
	\$1,500,000.00
Total Cost:	\$1,600,000.00

Schedule

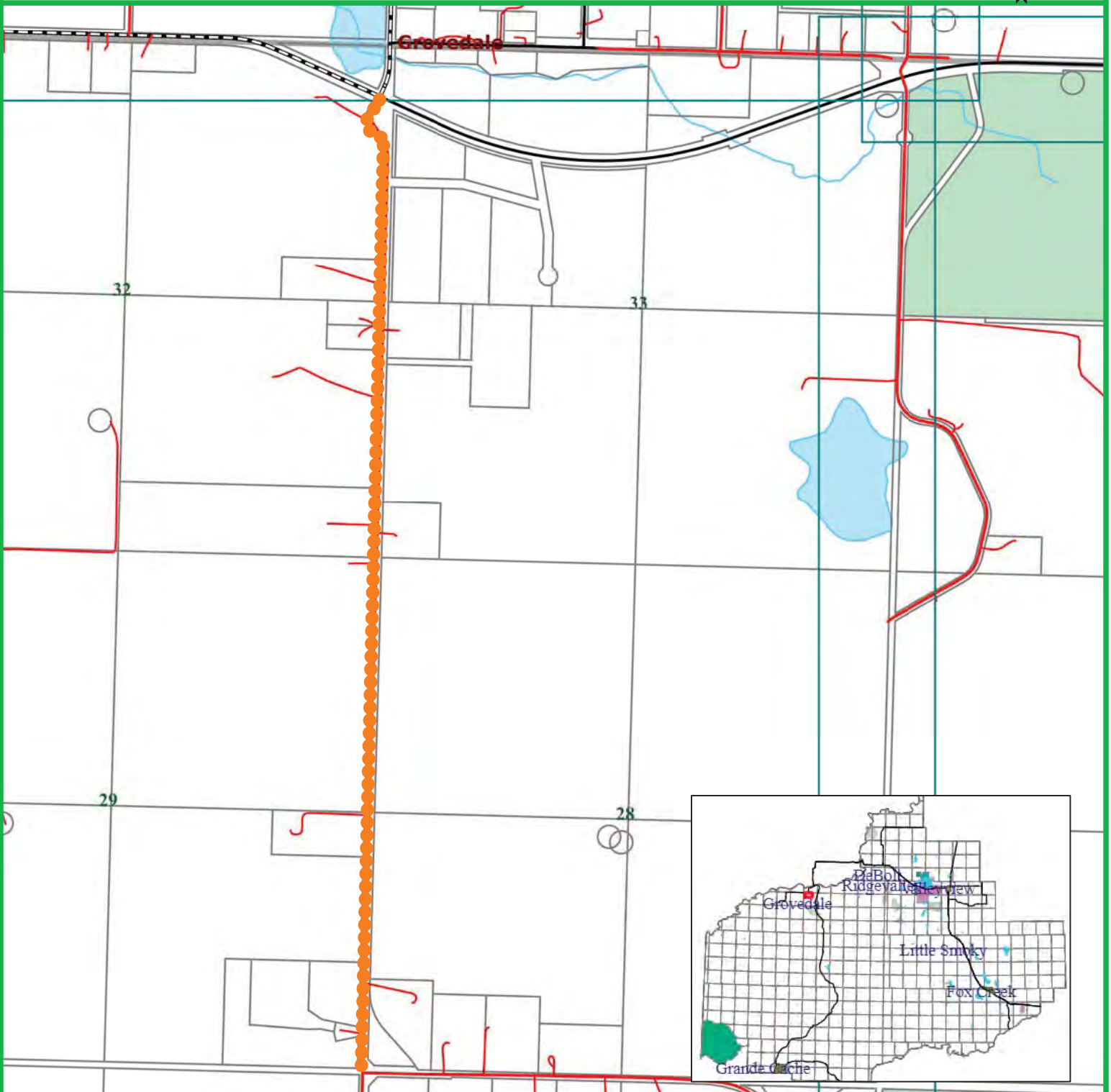
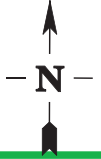
Design Start: _____ **Design End:** _____

Project Start: 2018 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

Range Road 64
Township Road 700 to Township Road 694



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD18010
Area: Road Construction **Project Title:** Forestry Trunk Road- Phase 4 (Km 129.5 + 137.1)

Project Description & Benefits

Road Construction is requesting funds to proceed with the Forestry Trunk Road plan. This project will be from KM 129.5 to 137.1. Preliminary to tender phases will be covered using the grant funding dollars. The remaining funds from the grant will be used against the construction phase in 2018.

Preliminary work that will include legal surveying, design, environmental studies, regulatory approvals, land acquisitions, utility moves and other preliminary costs prior to the construction year in 2020.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:
Types of Funding:

	<i>Dollar Amount:</i>
Grants	
Reserves	\$10,793,298.00
Utility Revenue	
Tax Revenue	
Total Funding	<u><u>\$10,793,298.00</u></u>

Costs:
Type of Cost:

<ul style="list-style-type: none"> • 2018 Carryover 	<i>Dollar Amount:</i> <div style="background-color: #cccccc; padding: 5px; text-align: center;">\$10,793,298.00</div>
Total Cost:	<u><u>\$10,793,298.00</u></u>

Schedule

Design Start: _____ **Design End:** _____
Project Start: 2018 01 01 **Project End:** 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD18011
Area: Road Construction **Project Title:** Range Road 230 (South of HWY43 to TWP 700)

Project Description & Benefits

Range Road 230 is a connector road between Hwy 43 to Township Road 700, approximately 4.8 km in length, with a traffic count of 203 that will be constructed to accept future asphalt.

Preliminary costs include surveying, design, land acquisitions, utility moves and other preliminary costs that arise to prepare for road construction in 2019.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$137,200.00
Reserves	\$137,200.00
Utility Revenue	\$1,822,800.00
Tax Revenue	\$1,822,800.00
Total Funding	<u><u>\$1,960,000.00</u></u>

Costs:

Type of Cost:

- 2018 Carryover
- Range Road 230 (South of Hwy 43 to Twp Rd 700) Construction- 2019

	<u>Dollar Amount:</u>
2018 Carryover	\$137,200.00
Range Road 230 (South of Hwy 43 to Twp Rd 700) Construction- 2019	\$1,822,800.00
Total Cost:	<u><u>\$1,960,000.00</u></u>

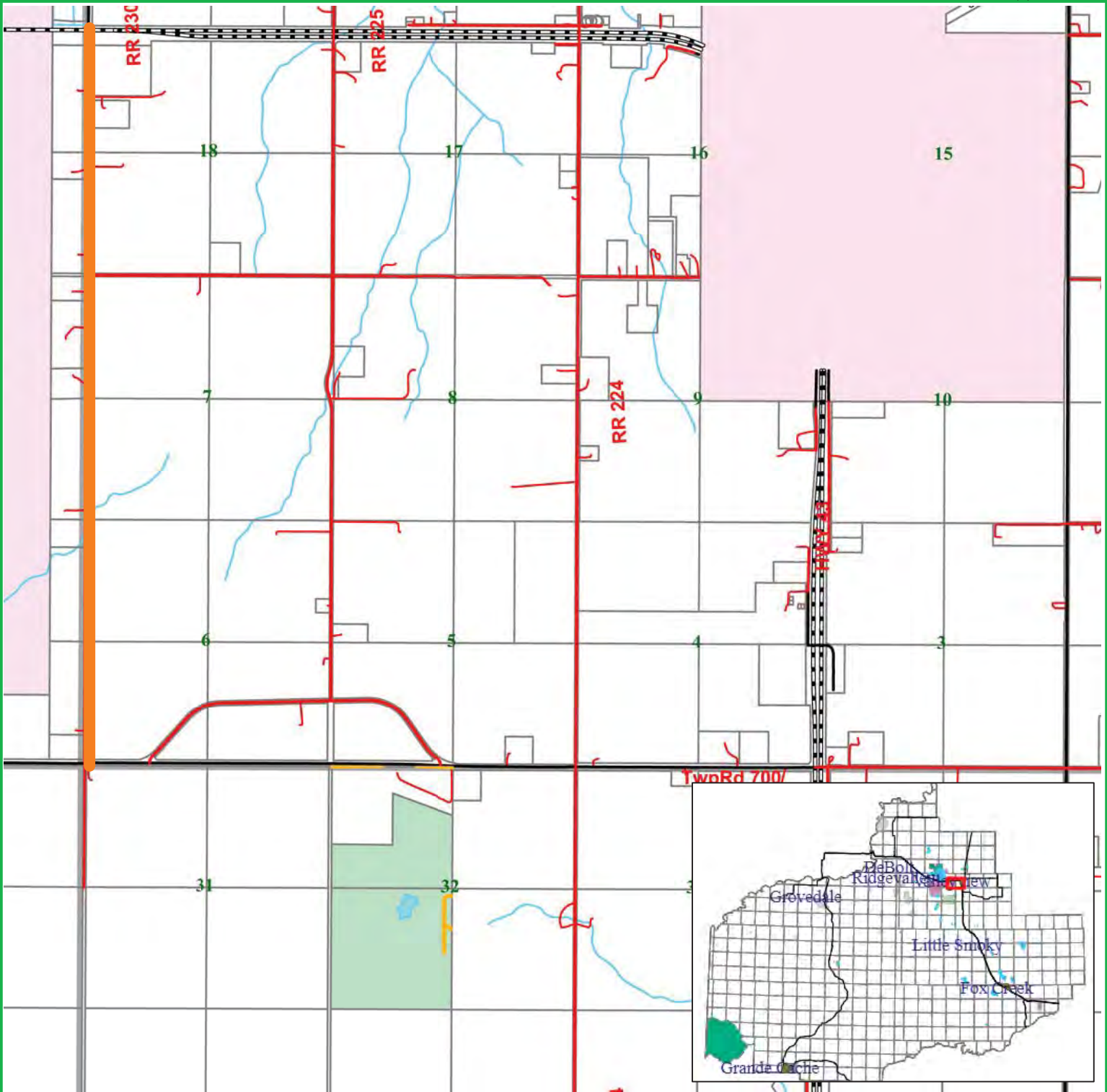
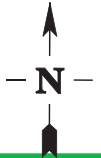
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2018 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

Range Road 230
South of Hwy 43 to Township Road 700



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD18012

Area: Road Construction **Project Title:** TWP 670 (Rge Rd 232 to Rge Rd 240)

Project Description & Benefits

Preliminary costs to prepare this section of road, Twp Rd 670 from Rge Rd 232 to Rge Rd 240 for approximately 9.8 km with a traffic count of 88. Located North of the Simonette road, previous stretch was rebuilt in 2006. The road currently is receiving higher impact of industrial traffic which has resulted in increased maintenance therefore this road requires upgrading to accommodate the higher traffic volumes.

Preliminary costs include surveying, design, land acquisitions, utility moves and other preliminary costs that arise to prepare for road construction in 2020.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$182,000.00
Utility Revenue	
Tax Revenue	\$2,418,000.00
Total Funding	\$2,600,000.00

Costs:

Type of Cost:

- 2018 Carryover
- Twp Rd 670 (Rge Rd 232 to Rge Rd 240) Construction- 2020

	<u>Dollar Amount:</u>
	\$182,000.00
	\$2,418,000.00
Total Cost:	\$2,600,000.00

Schedule

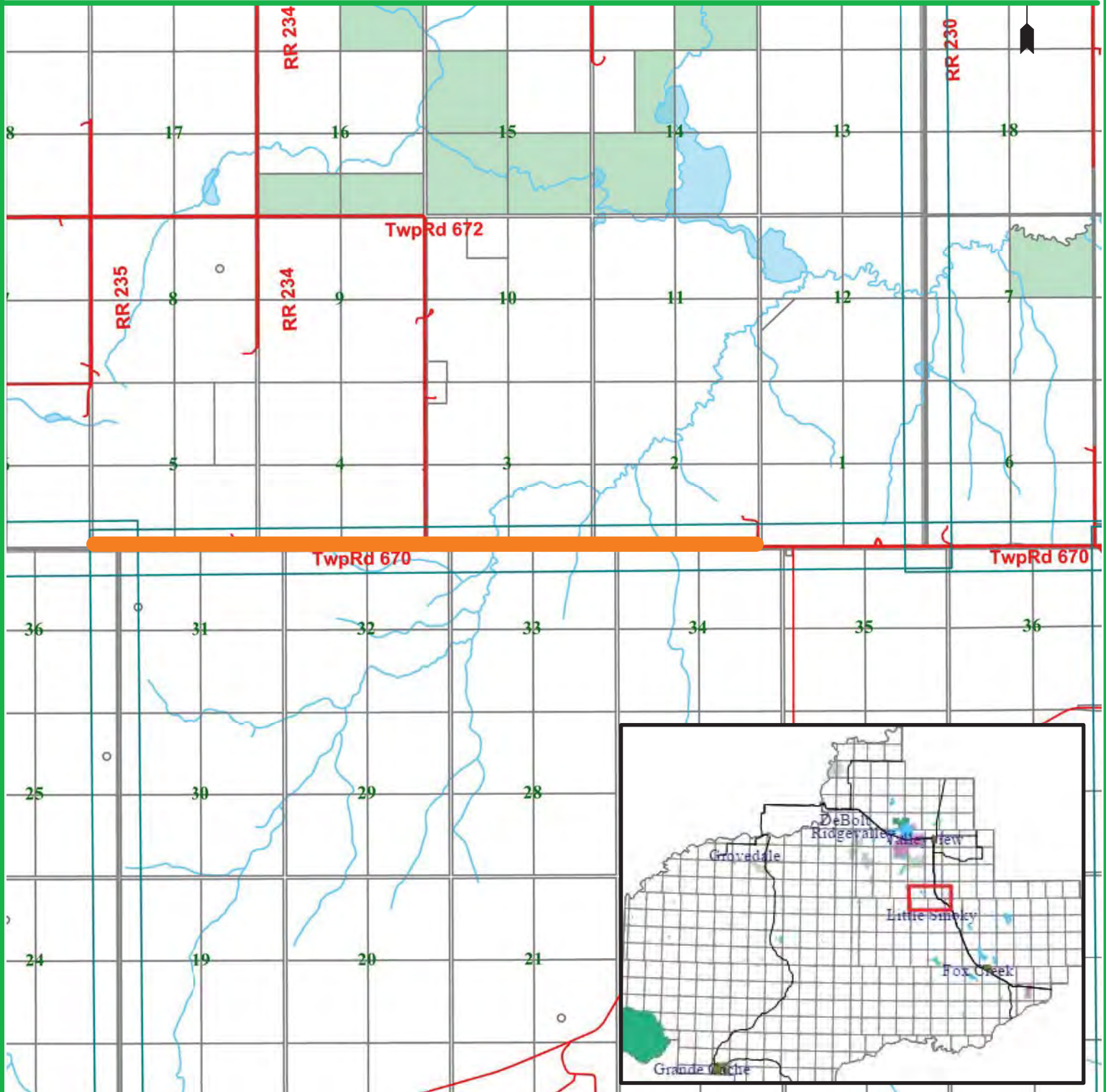
Design Start: _____ **Design End:** _____

Project Start: 2018 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

North of Simonette Road - Twp Rd 670
Range Road 232 to Range Road 240



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD19001

Area: Road Construction **Project Title:** Connector Road Construction

Project Description & Benefits

Block funding has been allocated for the construction of connector roads for the 2017-2019 period as per Greenview's road criteria. A connector road is a road that consists of new construction closing off two existing dead end roads. This has a budget every year and is brought back to council with a recommendation to council for the list of projects similar to Residential or Farmland Access requests.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	\$1,500,000.00

Costs:

Type of Cost:

- Connector roads construction 2019

	<u>Dollar Amount:</u>
• Connector roads construction 2019	\$1,500,000.00
Total Cost:	\$1,500,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2019 01 01 **Project End:** 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD19002

Area: Road Construction **Project Title:** Farmland Access Roads

Project Description & Benefits

Block funding has been allocated for the construction of farmland accesses for the 2017-2019 period as per Greenview's road criteria. Farmland access is defined as a lower grade roadway not meant for regular public travel; its purpose is to allow landowners to gain access to their property for farming purposes.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$300,000.00
Total Funding	\$300,000.00

Costs:

Type of Cost:

- Farmland Access Road- 2019

	<u>Dollar Amount:</u>
	\$300,000.00
Total Cost:	\$300,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2019 01 01 **Project End:** 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD19003

Area: Road Construction **Project Title:** Forestry Trunk Road Improvements

Project Description & Benefits

Project to upgrade road surface for industrial use to support local industry requirements. Funding allocated for identifying problem areas and repairs on the Forestry Trunk Road. Road surface widening, reshaping and calcium stabilization.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$3,000,000.00
Total Funding	<u><u>\$3,000,000.00</u></u>

Costs:

Type of Cost:

- Forestry Trunk Road Improvements

	<u>Dollar Amount:</u>
• Forestry Trunk Road Improvements	\$3,000,000.00
Total Cost:	<u><u>\$3,000,000.00</u></u>

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2019 01 01 **Project End:** 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD19004

Area: Road Construction **Project Title:** Local Road Construction

Project Description & Benefits

Block funding has been allocated to construct requested local roads as per Greenview's road criteria. A local road is defined as a standard grade roadway meant for regular public travel; its purpose is to allow ratepayers to gain access to collector roadways.

Requests generally come from ratepayers or Council and projects are subject to Council's approval only. The benefit of these projects is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	\$1,500,000.00

Costs:

Type of Cost:

- Local roads construction

	<u>Dollar Amount:</u>
	\$1,500,000.00
Total Cost:	\$1,500,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2019 01 01 **Project End:** 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD19005

Area: Road Construction **Project Title:** Residential Access Roads

Project Description & Benefits

Block funding allocated for construction of requested residential accesses for the 2017-2019 period, based on Greenview road criteria.

Residential access is defined as a standard grade roadway designed for regular public travel; its purpose is to allow ratepayers to develop their property as a permanent residence. Requests generally come from ratepayers or Council and projects are subject to Council approval only.

The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$500,000.00
Total Funding	\$500,000.00

Costs:

Type of Cost:

- Residential access roads

	<u>Dollar Amount:</u>
	\$500,000.00
Total Cost:	\$500,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2019 01 01 **Project End:** 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD19006
Area: Road Construction **Project Title:** Rge Rd 225 (TWP 712-714) TWP 714 (RR225 to HW49)

Project Description & Benefits

Preliminary costs to prepare this section of road, north of Township Road 712 on Range Road 225 to Township Road 714 and Township Road 714 from Range Road 225 to Highway 49 for approximately 10.3 km with a traffic count of 105. This project will potentially connect to other future phases eventually to Township Road 730 (NFC road) as part of Greenview's current major collector road system.

Preliminary costs include surveying, design, land acquisitions, environmental, regulatory permits, utility moves and other preliminary costs that arise to prepare for road construction in 2021.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<i>Dollar Amount:</i>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$3,920,000.00
Total Funding	<u><u>\$3,920,000.00</u></u>

Costs:

Type of Cost:

- Range Road 225 (Twp. Rd 712-714) Twp. Rd 714 (RR 225 to Hwy 49)- 2019
- Range Road 225 (Twp. Rd 712-714) Twp. Rd 714 (RR 225 to Hwy 49)- 2021

	<i>Dollar Amount:</i>
• Range Road 225 (Twp. Rd 712-714) Twp. Rd 714 (RR 225 to Hwy 49)- 2019	\$275,000.00
• Range Road 225 (Twp. Rd 712-714) Twp. Rd 714 (RR 225 to Hwy 49)- 2021	\$3,645,000.00
Total Cost:	<u><u>\$3,920,000.00</u></u>

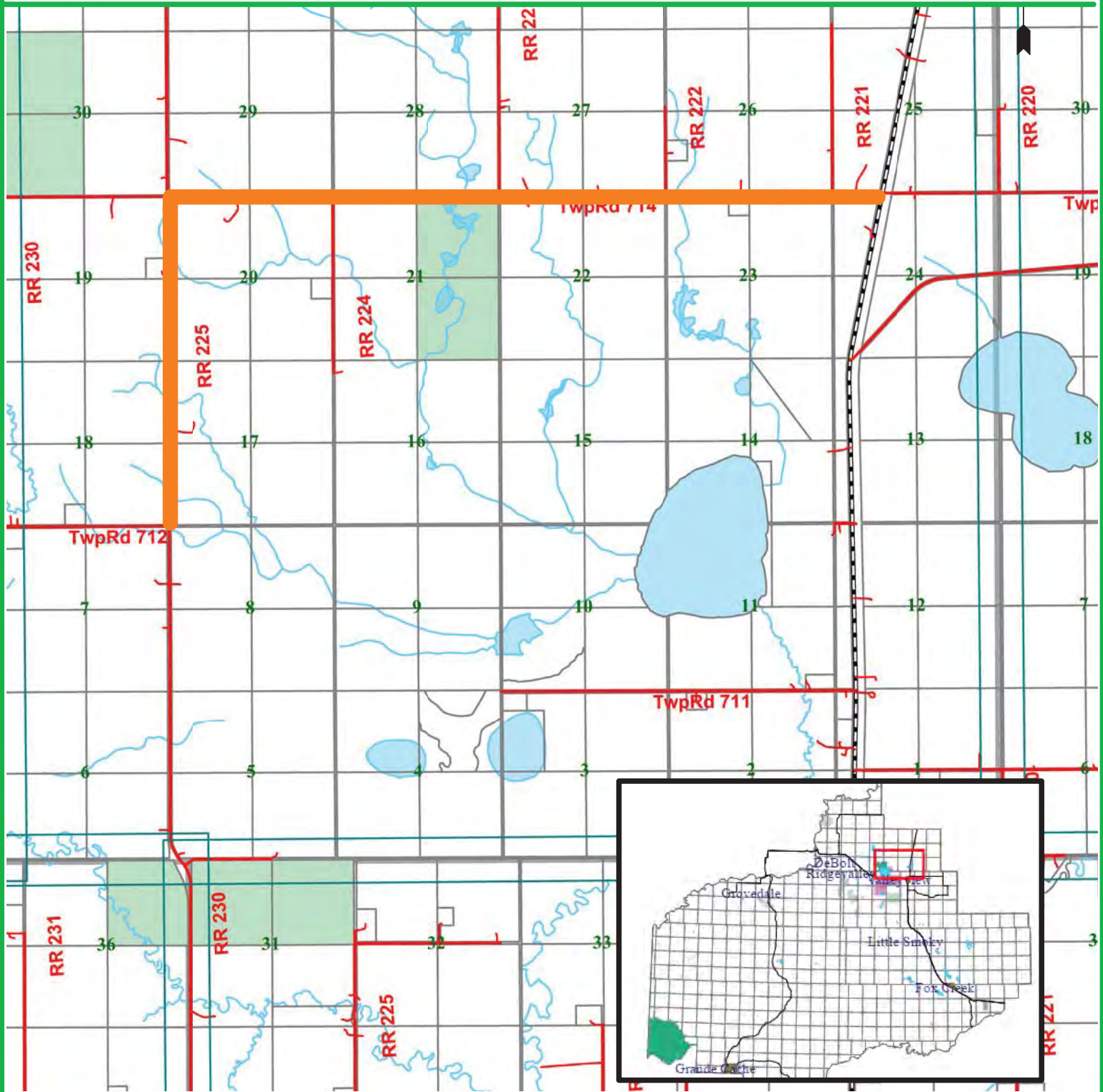
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2019 01 01 **Project End:** 2021 12 31



Municipal District of Greenview #16

Range Road 225 and Twp Rd 714



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GREENVIEW CAPITAL EXPENDITURE FORM

Department: Construction and Engineering **Job/Asset ID:** RD19007

Area: Road Construction **Item:** 3/4 Ton Crewcab 4x4 Truck A129

Description & Benefits

Replacement of A129 3/4 ton truck replacements are as per the vehicle & equipment replacement policy 4006. Specifications for this unit would include four wheel drive, crew cab, short or long box, spray in box liner, headache rack with rails, navigation display & rear-view camera, beacon light, fleet complete, 2 way radio and GPS transfer installation.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$52,500.00
Total Funding	\$52,500.00

Costs:

Type of Cost:

- Replacement of A129 Pick up truck

	<u>Dollar Amount:</u>
Replacement of A129 Pick up truck	\$52,500.00
Total Cost:	\$52,500.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2019 01 01 **Estimate Date of Delivery** 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD19008

Area: Road Construction **Project Title:** TWP 730 HWY 736 to Rge Rd 21

Project Description & Benefits

Township Road 730 (Hwy 736 to Range Road 21) is approximately 9.8 km in length with a traffic count of 119. Township Road 730 is currently classed as a minor collector road. This road is receiving higher traffic volumes therefore requires rebuilding. Preliminary costs include legal surveying design, land acquisitions, utility moves and other preliminary costs that arise.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<i>Dollar Amount:</i>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$3,900,000.00
Total Funding	<u><u>\$3,900,000.00</u></u>

Costs:

Type of Cost:

- Twp Rd 730 (Hwy 736 to Rge Rd 21)- 2019
- Twp Rd 730 (Hwy 736 to Rge Rd 21)- 2021

	<i>Dollar Amount:</i>
• Twp Rd 730 (Hwy 736 to Rge Rd 21)- 2019	\$260,000.00
• Twp Rd 730 (Hwy 736 to Rge Rd 21)- 2021	\$3,640,000.00
Total Cost:	<u><u>\$3,900,000.00</u></u>

Schedule

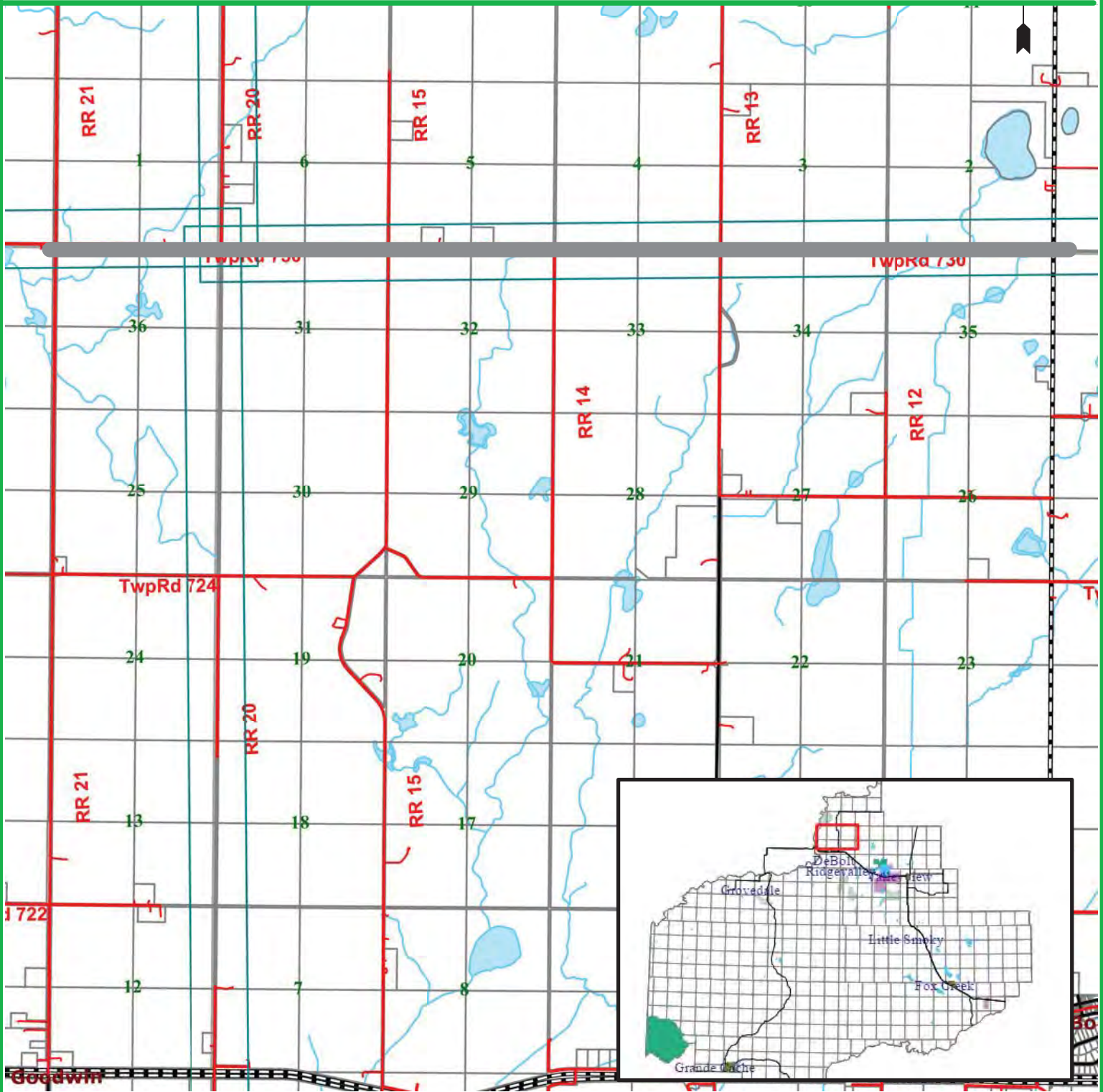
Design Start: _____ **Design End:** _____

Project Start: 2019 01 01 **Project End:** 2021 12 31



Municipal District of Greenview #16

Township Road 730
Hwy 730 to Range Road 21



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GREENVIEW CAPITAL EXPENDITURE FORM

Department: Construction and Engineering **Job/Asset ID:** RD19009

Area: Road Construction **Item:** Quad

Description & Benefits

Quad will be fitted with survey accessories to accommodate the one man survey crew in assisting working by himself and to increase efficiency and length of time in transporting survey equipment.
 Specifications should include a CForce Moto Quad - 500 cc four wheel drive will be fitted with, 2500 lb winch. small tools carrying case and attachments for points data collector and other survey equipment.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$8,600.00
Total Funding	\$8,600.00

Costs:

Type of Cost:

- Quad

	<u>Dollar Amount:</u>
	\$8,600.00
Total Cost:	\$8,600.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2019 01 01 **Estimate Date of Delivery** 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD20001

Area: Road Construction **Project Title:** Connector Road Construction

Project Description & Benefits

Block funding has been allocated for the construction of connector roads for the 2018-2020 period as per Greenview's road criteria. A Connector road is a road that consists of new construction closing off two existing dead end roads. This has a budget every year and is brought back to council with a recommendation to council for the list of projects similar to Residential or Farmland Access requests.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	\$1,500,000.00

Costs:

Type of Cost:

- Connector Road Construction

	<u>Dollar Amount:</u>
• Connector Road Construction	\$1,500,000.00
Total Cost:	\$1,500,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2020 01 01 **Project End:** 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD20002

Area: Road Construction **Project Title:** Farmland Access Roads

Project Description & Benefits

Block funding has been allocated for the construction of farmland accesses for the 2018-2020 period as per Greenview's road criteria. Farmland access is defined as a lower grade roadway not meant for regular public travel; its purpose is to allow landowners to gain access to their property for farming purposes.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$300,000.00
Total Funding	\$300,000.00

Costs:

Type of Cost:

- Farmland Access Roads

	<u>Dollar Amount:</u>
• Farmland Access Roads	\$300,000.00
Total Cost:	\$300,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2020 01 01 **Project End:** 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD20003

Area: Road Construction **Project Title:** Forestry Trunk Road Improvements

Project Description & Benefits

Project to upgrade road surface for industrial use to support local industry requirements. Funding allocated for identifying problem areas and repairs on the Forestry Trunk Road. Road surface widening, reshaping and calcium stabilization.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$3,000,000.00
Total Funding	<u><u>\$3,000,000.00</u></u>

Costs:

Type of Cost:

- Forestry Trunk Road Improvements

	<u>Dollar Amount:</u>
	\$3,000,000.00
Total Cost:	<u><u>\$3,000,000.00</u></u>

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2020 01 01 **Project End:** 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD20004

Area: Road Construction **Project Title:** Local Road Construction

Project Description & Benefits

Block funding has been allocated to construct requested local roads as per Greenview's road criteria. A local road is defined as a standard grade roadway meant for regular public travel; its purpose is to allow ratepayers to gain access to collector roadways.

Requests generally come from ratepayers or Council and projects are subject to Council's approval only. The benefit of these projects is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	\$1,500,000.00

Costs:

Type of Cost:

- Local Road Construction

	<u>Dollar Amount:</u>
• Local Road Construction	\$1,500,000.00
Total Cost:	\$1,500,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2020 01 01 **Project End:** 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD20005

Area: Road Construction **Project Title:** Residential Access Roads

Project Description & Benefits

Block funding allocated for construction of requested residential accesses for the 2018-2020 period, based on Greenview road criteria.

Residential access is defined as a standard grade roadway designed for regular public travel; its purpose is to allow ratepayers to develop their property as a permanent residence. Requests generally come from ratepayers or Council and projects are subject to Council approval only.

The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$500,000.00
Total Funding	\$500,000.00

Costs:

Type of Cost:

- Residential Access Roads

	<u>Dollar Amount:</u>
• Residential Access Roads	\$500,000.00
Total Cost:	\$500,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2020 01 01 **Project End:** 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD20006
Area: Road Construction **Project Title:** Township Road 673A-Anderson Rd (Hwy 43 to Rge Rd 225)

Project Description & Benefits

Township Road 673A (Anderson Road) Hwy 43 to Rge Rd 225 is approximately 3.8km in length, with a traffic count of 61 and is located South of Valleyview. Township Road 673A is currently classed as a minor collector road. This section of road is receiving higher traffic volumes due to oilfield and this Township Road is one of the 4 exits onto Hwy 43 off of Range Road 225, therefore, requires rebuilding. Preliminary costs include legal surveying design, land acquisitions, utility moves and other preliminary costs that arise.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,605,000.00
Total Funding	<u><u>\$1,605,000.00</u></u>

Costs:

Type of Cost:

- Township Road 673A- 2020
- Township Road 673A- 2022

	<u>Dollar Amount:</u>
• Township Road 673A- 2020	\$105,000.00
• Township Road 673A- 2022	\$1,500,000.00
Total Cost:	<u><u>\$1,605,000.00</u></u>

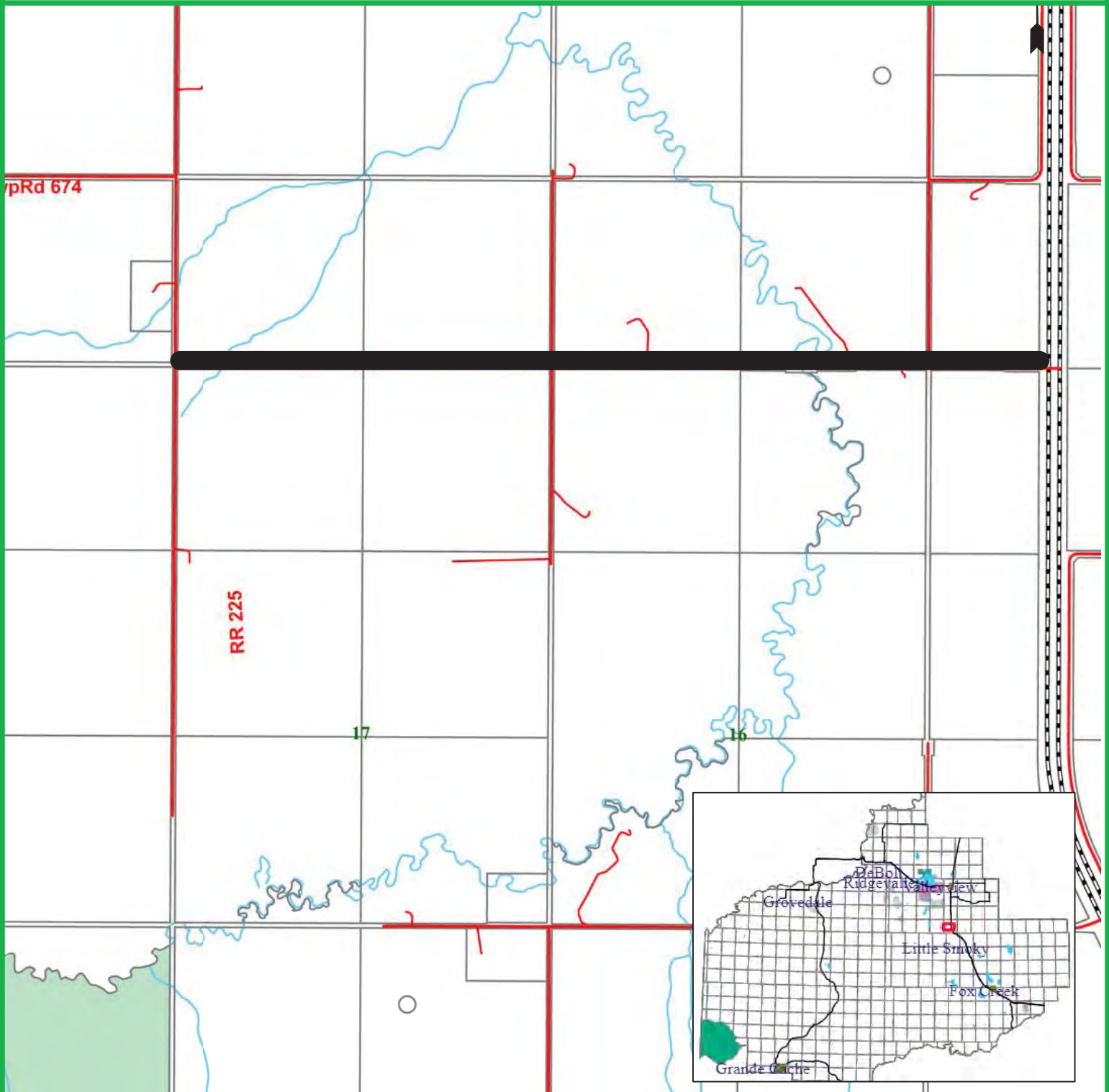
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2020 01 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

Township Road 673A - Approx. 3.8km
From Hwy 43 to RR 225



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD21001

Area: Road Construction **Project Title:** Connector Road Construction

Project Description & Benefits

Block funding has been allocated for the construction of connector roads for the 2017-2019 period as per Greenview's road criteria. A connector road is a road that consists of new construction closing off two existing dead end roads.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	<u><u>\$1,500,000.00</u></u>

Costs:

Type of Cost:

- Connector Road Construction- 2021

	<u>Dollar Amount:</u>
• Connector Road Construction- 2021	\$1,500,000.00
Total Cost:	<u><u>\$1,500,000.00</u></u>

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2021 01 **Project End:** 2021 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD21002

Area: Road Construction **Project Title:** Farmland Access Roads

Project Description & Benefits

Block funding has been allocated for the construction of farmland accesses for the 2017-2019 period as per Greenview's road criteria. Farmland access is defined as a lower grade roadway not meant for regular public travel; its purpose is to allow landowners to gain access to their property for farming purposes.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$300,000.00
Total Funding	\$300,000.00

Costs:

Type of Cost:

- Farmland Access Roads- 2021

	<u>Dollar Amount:</u>
	\$300,000.00
Total Cost:	\$300,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2021 01 01 **Project End:** 2021 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD21003

Area: Road Construction **Project Title:** Forestry Trunk Road Improvements

Project Description & Benefits

Funding allocated for identifying problem areas and repairs on the Forestry Trunk Road. Road surface widening, reshaping and calcium stabilization..

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$3,000,000.00
Total Funding	<u><u>\$3,000,000.00</u></u>

Costs:

Type of Cost:

- Forestry Trunk Road Improvements- 2021

	<u>Dollar Amount:</u>
	\$3,000,000.00
Total Cost:	<u><u>\$3,000,000.00</u></u>

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2021 01 01 **Project End:** 2021 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD21004

Area: Road Construction **Project Title:** Local Road Construction

Project Description & Benefits

Block funding has been allocated to construct requested local roads as per Greenview's road criteria. A local road is defined as a standard grade roadway meant for regular public travel; its purpose is to allow ratepayers to gain access to collector roadways.

The benefit of these projects is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<i>Dollar Amount:</i>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	<u>\$1,500,000.00</u>

Costs:

Type of Cost:

- Local Road Construction 2021

	<i>Dollar Amount:</i>
	\$1,500,000.00
Total Cost:	<u>\$1,500,000.00</u>

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2021 01 01 **Project End:** 2021 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD21005

Area: Road Construction **Project Title:** Residential Access Roads

Project Description & Benefits

Block funding allocated for construction of requested residential accesses for the 2017-2019 period, based on Greenview road criteria.

The benefit of this project is to provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<i>Dollar Amount:</i>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$500,000.00
Total Funding	\$500,000.00

Costs:

Type of Cost:

- Residential Access Roads- 2021

	<i>Dollar Amount:</i>
• Residential Access Roads- 2021	\$500,000.00
Total Cost:	\$500,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2021 01 01 **Project End:** 2021 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** RD21006
Area: Road Construction **Project Title:** RR 205/210-8 Mile Road (N of Hwy 669 to Twp Rd 720)

Project Description & Benefits

Range Road 205 (8 mile road) north of Secondary Hwy 669 is a regrade project 13 km's in length. Preliminary costs include surveying, design land acquisitions with possible utility moves to prepare for road construction in 2023.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$5,480,000.00
Total Funding	\$5,480,000.00

Costs:

Type of Cost:

- RR 205/210-8 Mile Road (N of Hwy 669 to Twp Rd 720)- 2021
- RR 205/210-8 Mile Road (N of Hwy 669 to Twp Rd 720)- 2023

	<u>Dollar Amount:</u>
\$360,000.00	
\$5,120,000.00	
Total Cost:	\$5,480,000.00

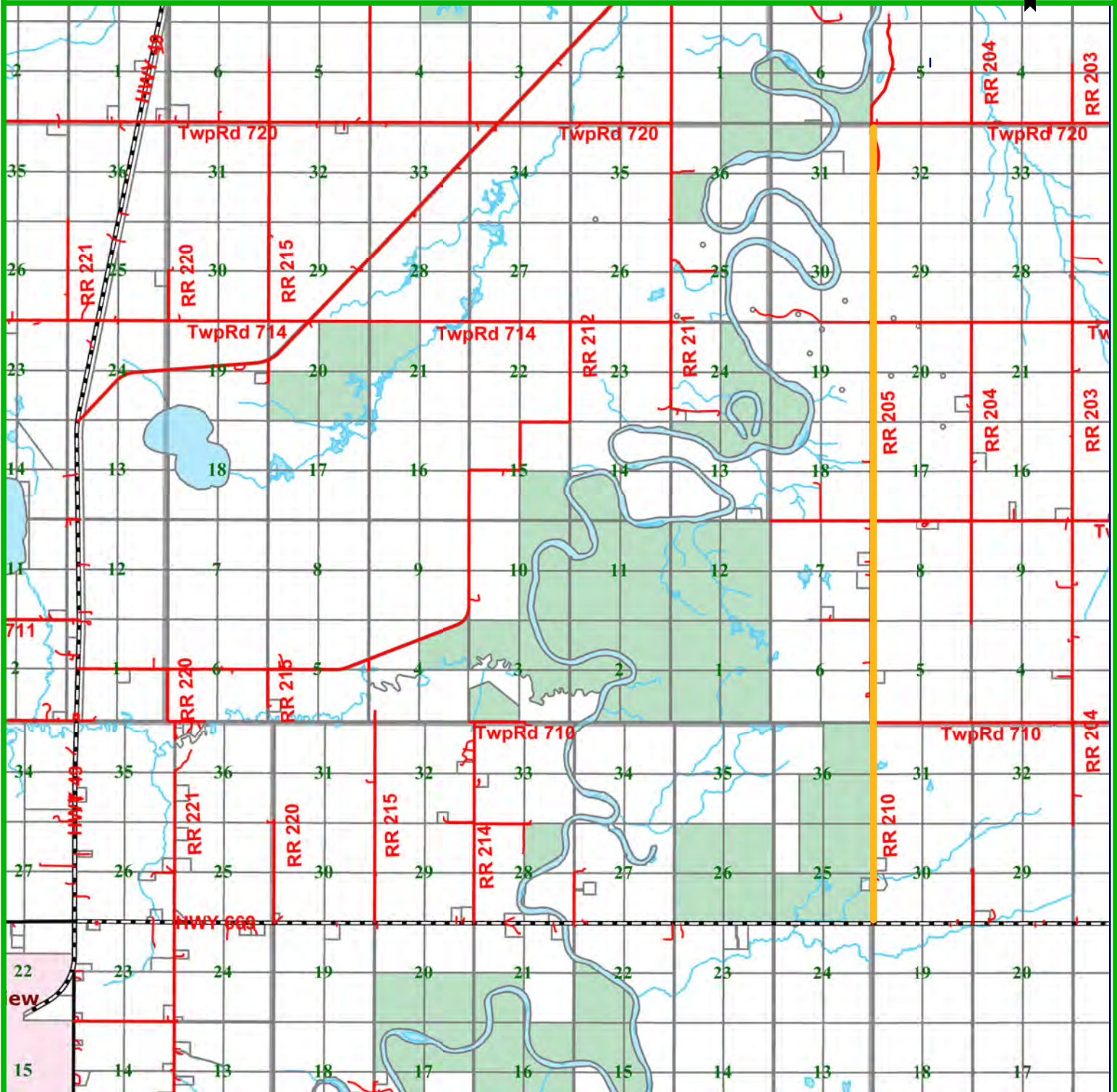
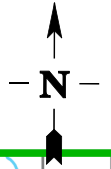
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2021 01 01 **Project End:** 2023 12 31



Municipal District of Greenview #16

Range Road 205/210- 8 Mile Road
North of Hwy 669 to Township Road 720



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Surfacing Capital Summary



SURFACING					
Job ID and Description	2018 C/O	2019	2020	2021	Total
PV18003 Ridgevalley Overlay Rge Rd 262/Twp Rd 713	\$550,000	\$4,700,000			\$4,700,000
PV20001 Goodwin Road-Rge Rd 21 (Hwy 43 to S of Twp Rd 734) Phase 1			\$10,880,000		\$10,880,000
PV21001 Range Road 85-Two Lakes Road (Twp 691 to 4 km South) Overlay				\$410,000	\$410,000
PV21002 Range Road 230 (South of Hwy 43 to Twp Rd 700)				\$3,920,000	\$3,920,000
PV21003 Chip Seal Projects				\$600,000	\$600,000
PV21004 Township Road 701A Overlay (SH 666 to Rge Rd 74)				\$3,200,000	\$3,200,000
Total Surfacing	\$550,000	\$4,700,000	\$10,880,000	\$8,130,000	\$ 23,710,000

INFRASTRUCTURE & PLANNING

Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
ROAD SURFACING												
PV18003 Ridgevalley Overlay Rge Rd 262/Twp Rd 713	\$550,000	\$4,700,000										\$4,700,000
PV20001 Goodwin Road-Rge Rd 21 (Hwy 43 to S of Twp Rd 734) Phase 1			\$10,880,000									\$10,880,000
PV21001 Range Road 85-Two Lakes Road (Twp 691 to 4 km South) Overlay				\$410,000								\$410,000
PV21002 Range Road 230 (South of Hwy 43 to Twp Rd 700)				\$3,920,000								\$3,920,000
PV21003 Chip Seal Projects				\$600,000								\$600,000
PV21004 Township Road 701A (SH 666 to Rge Rd 74) Overlay				\$3,200,000								\$3,200,000
PV22001 Goodwin Road (Rge Rd 21 and Twp Rd 741) Phase 2					\$11,200,000							\$11,200,000
PV23001 Range Road 225 (Twp 712 - Twp 714)						\$2,560,000						\$2,560,000
PV24001 Chip Seal Projects							\$600,000					\$600,000
PV24002 Range Road 74 to H:666 (also RR73 to RR74)							\$810,000					\$810,000
PV26001 Township Road 734 -Alderidge (Hwy 49 to Old High Prairie Road)									\$10,400,000			\$10,400,000
Sub Total Road Surfacing	\$550,000	\$4,700,000	\$10,880,000	\$8,130,000	\$11,200,000	\$2,560,000	\$1,410,000	\$0	\$10,400,000	\$0	\$0	\$49,280,000
TOTAL ROADS	\$18,314,008	\$33,182,908	\$22,898,000	\$22,575,000	\$20,139,600	\$14,543,900	\$15,677,100	\$6,800,000	\$17,200,000	\$6,800,000	\$6,800,000	\$166,616,508



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** PV18003
Area: Road Construction **Project Title:** Ridgevalley Overlay Rge Rd 262/Twp Rd 713- 2019

Project Description & Benefits

The overlay on Range Road 262 has been broken into 3 segments. Range Road 262 South of Twp.713 was completed in 2018.
 Range Road 262 North of Twp. 713 , Range Road 262 East & West of Twp. 713 is scheduled to be surfaced in 2019.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$550,000.00
Utility Revenue	
Tax Revenue	\$4,150,000.00
Total Funding	<u>\$4,700,000.00</u>

Costs:

Type of Cost:

- 2018 Carryover
- Ridgevalley Overlay Rge Rd 262/Twp Rd 713 - 2019

	<u>Dollar Amount:</u>
	\$550,000.00
	\$4,150,000.00
Total Cost:	<u>\$4,700,000.00</u>

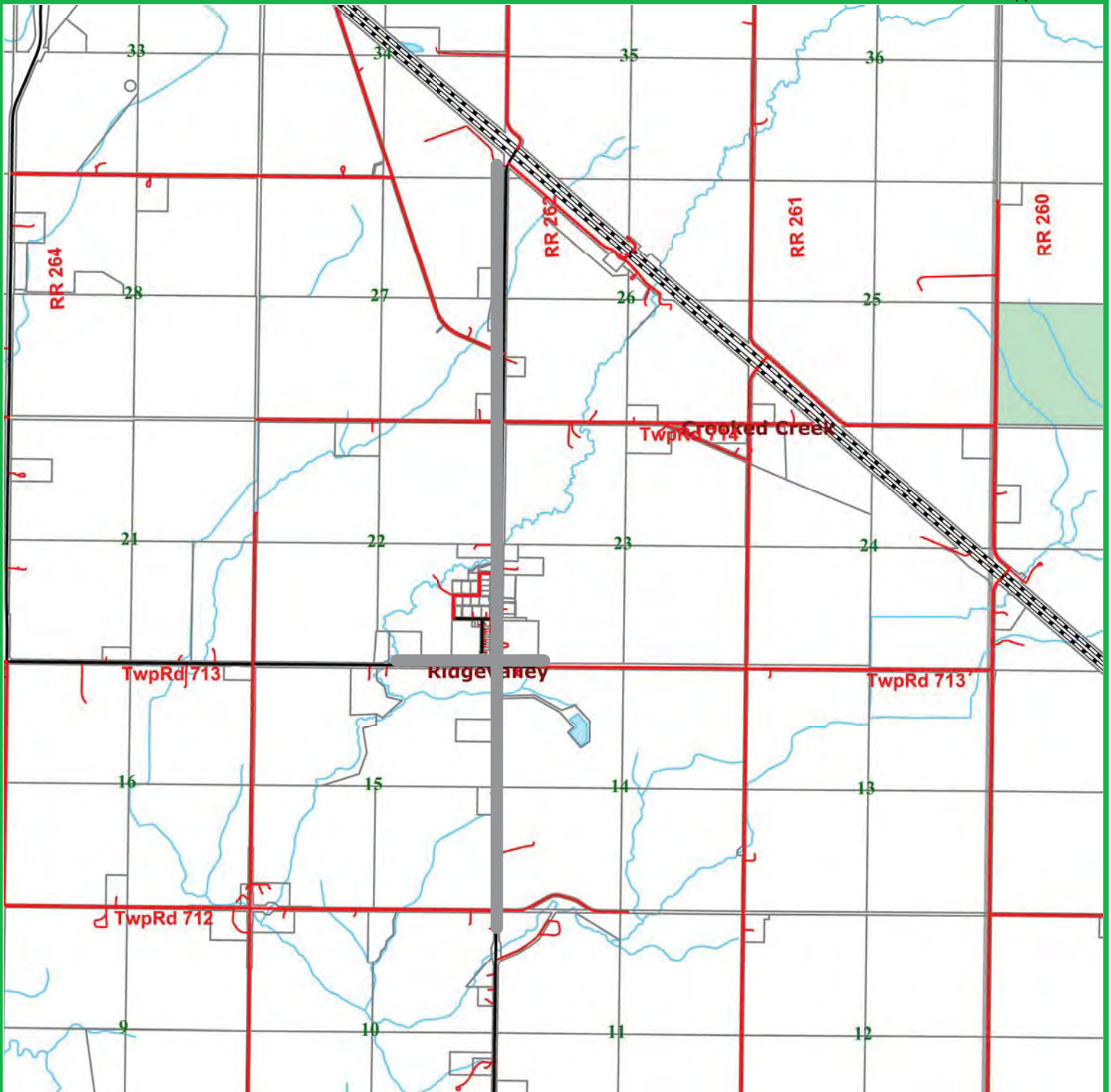
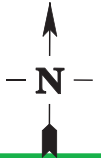
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2018 01 15 **Project End:** 2019 10 14



Municipal District of Greenview #16

Range Road 262/Township Road 713
Ridgevalley Overlay



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** PV20001
Area: Road Construction **Project Title:** Goodwin Road-Rge Rd 21 (Hwy 43 to S of Twp Rd 734) Phase 1

Project Description & Benefits

This project is located on the Goodwin Road - Range Road 21 (Hwy 43 to South of Twp. 734). Phase 1 was regraded in 2013 with preparation of future surfacing. This phase is approximately 13 kilometers. This road is classed as a major collector road constructed to collect the local traffic from within the area to move the traffic towards the provincial highways.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$10,880,000.00
Total Funding	<u><u>\$10,880,000.00</u></u>

Costs:

Type of Cost:

- Goodwin Road- Rge Rd 21 (Hwy 43 to South of Twp. Rd 734) Phase 1- 2020

	<u>Dollar Amount:</u>
• Goodwin Road- Rge Rd 21 (Hwy 43 to South of Twp. Rd 734) Phase 1- 2020	\$10,880,000.00
Total Cost:	<u><u>\$10,880,000.00</u></u>

Schedule

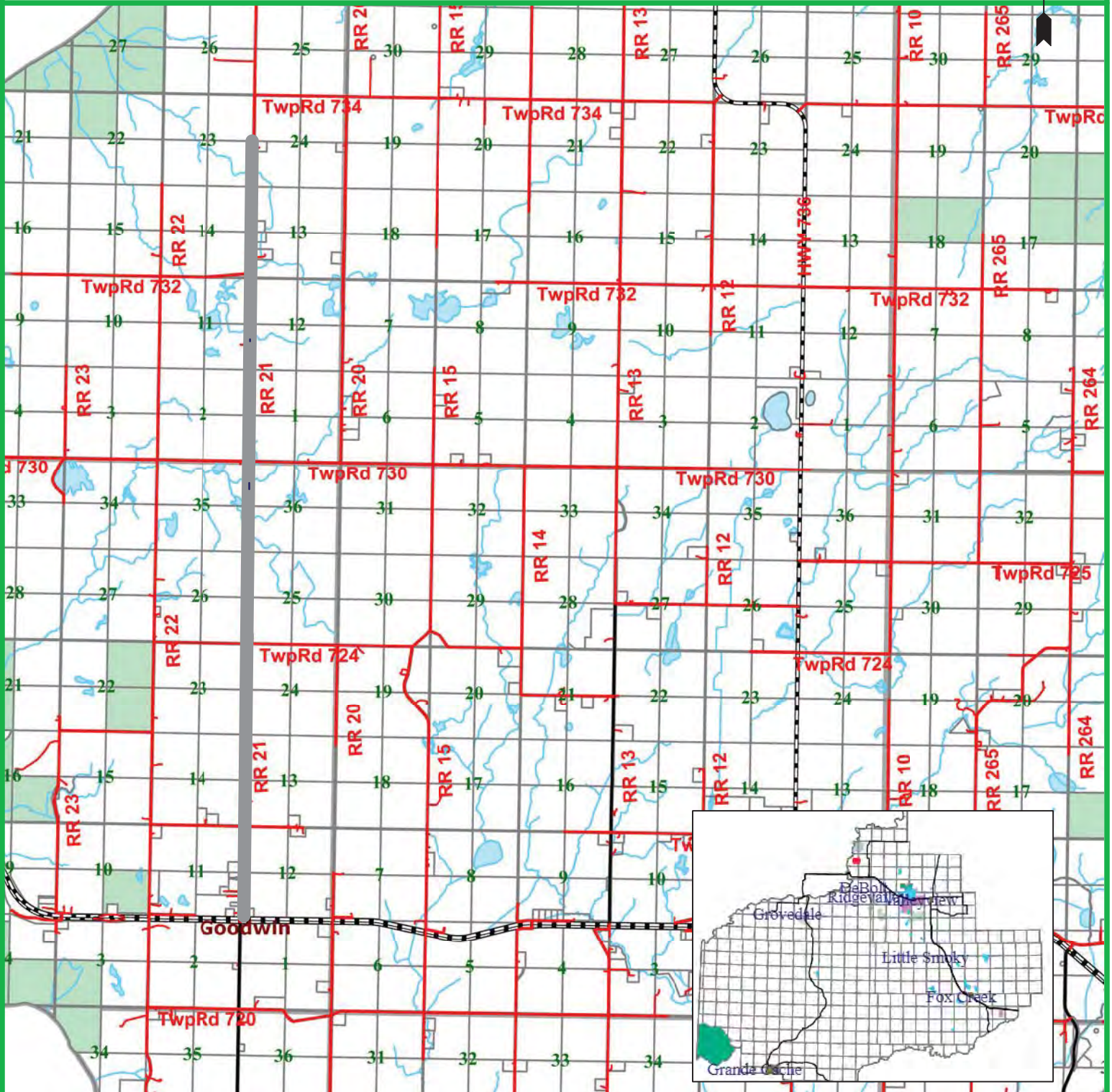
Design Start: _____ **Design End:** _____
Project Start: 2020 02 01 **Project End:** 2020 12 31



Municipal District of Greenview #16

Goodwin Road - Range Road 21

Hwy 43 to South of Township Road 734 - Ph1



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering

Job ID: PV21001

Area: Road Construction

Project Title: Range Road 85-Two Lakes Road (Twp 691 to 4 km South) Overlay

Project Description & Benefits

Greenview to complete asphalt overlay to provide a safe and well maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$410,000.00
Total Funding	\$410,000.00

Costs:

Type of Cost:

- Range Rd 85-Two Lakes Road (Twp 691 to 4 km South) Overlay

	<u>Dollar Amount:</u>
• Range Rd 85-Two Lakes Road (Twp 691 to 4 km South) Overlay	\$410,000.00
Total Cost:	\$410,000.00

Schedule

Design Start: _____

Design End: _____

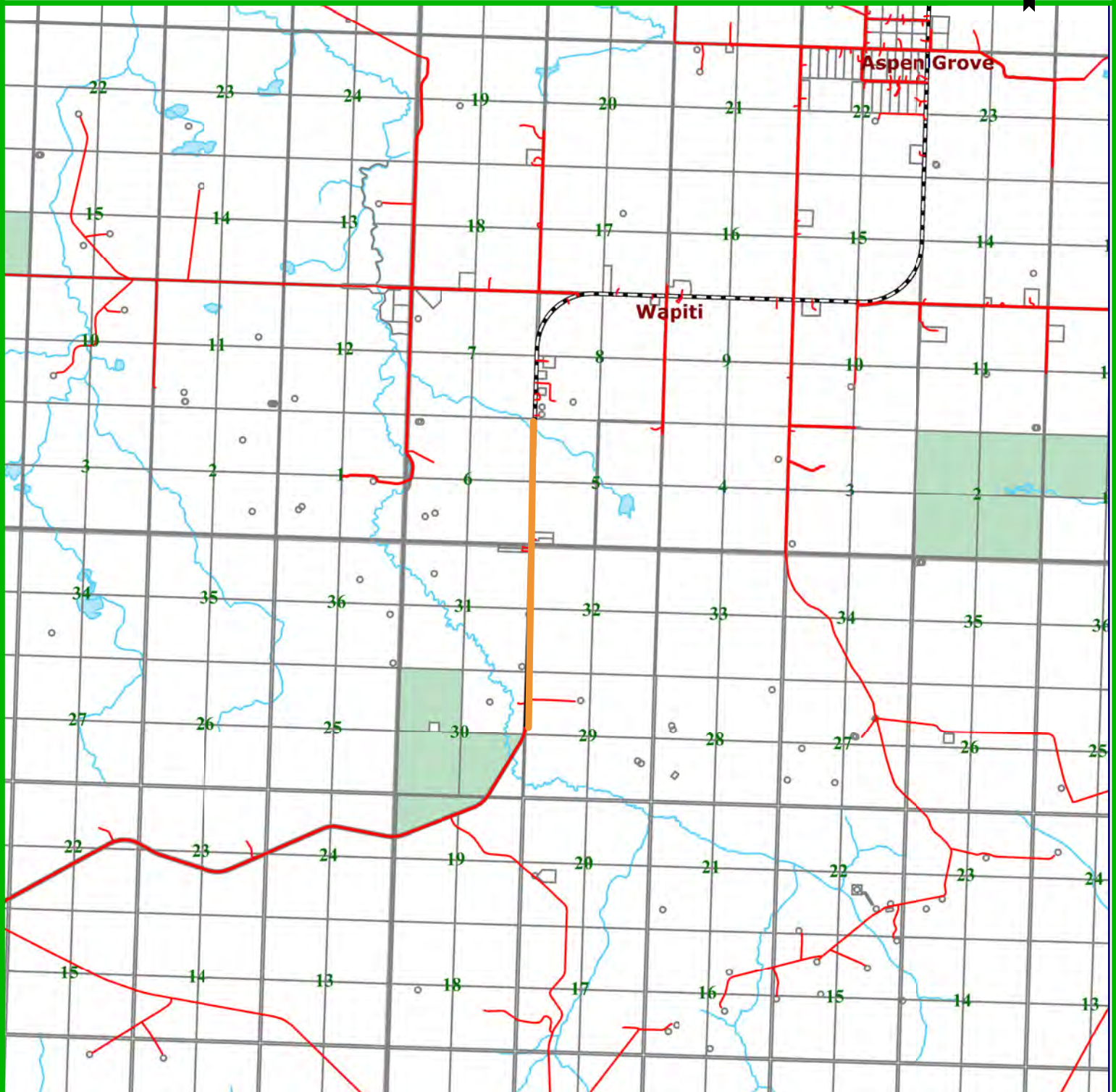
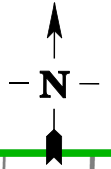
Project Start: 2021 01 01

Project End: 2121 12 31



Municipal District of Greenview #16

Range Road 85-Two Lakes Road
(Twp 691 to 4 km South) Overlay



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** PV21002
Area: Road Construction **Project Title:** Range Road 230 (South of Hwy 43 to Twp Rd 700)

Project Description & Benefits

Range Road 230 is a connector road between Hwy 43 to Township Road 700, approximately 4.8 km in length, with a traffic count of 203. In 2019 this road was regraded in preparation of surfacing within 2 years. This road is classed as a major collector and provides a non banned road for industry and local traffic.

Greenview will base/pave approximately 4.8 kilometres. This project will provide a safe and well-maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:
Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$3,920,000.00
Total Funding	\$3,920,000.00

Costs:
Type of Cost:

<ul style="list-style-type: none"> • Range Road 230 (South of Hwy 43 to Twp Rd 700)- 2021 	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: right; border-bottom: 1px solid black;"><u>Dollar Amount:</u></th> </tr> </thead> <tbody> <tr> <td style="background-color: #cccccc;"></td> <td style="text-align: right;">\$3,920,000.00</td> </tr> <tr> <td style="text-align: right;">Total Cost:</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">\$3,920,000.00</td> </tr> </tbody> </table>		<u>Dollar Amount:</u>		\$3,920,000.00	Total Cost:	\$3,920,000.00
	<u>Dollar Amount:</u>						
	\$3,920,000.00						
Total Cost:	\$3,920,000.00						

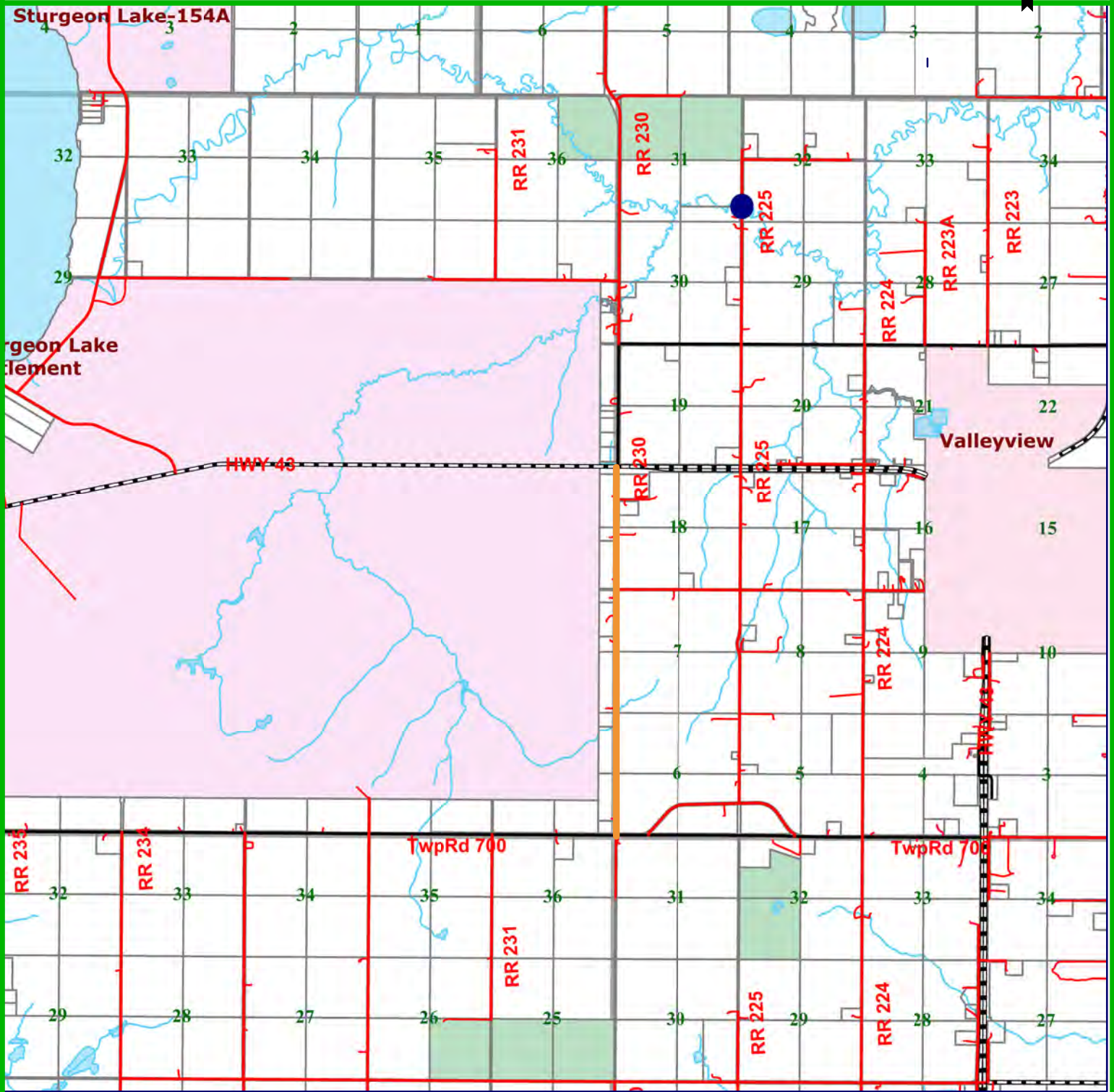
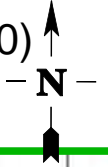
Schedule

Design Start: _____ **Design End:** _____
Project Start: 2021 01 01 **Project End:** 2121 12 31



Municipal District of Greenview #16

Range Road 230 (South of Hwy 43 to Twp Rd 700)



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GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering **Job ID:** PV21003

Area: Road Construction **Project Title:** Chip Seal Projects

Project Description & Benefits

Greenview to chip seal existing asphalt surfaces to prolong the longevity of the road. Locations to be determined by consultant.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$600,000.00
Total Funding	\$600,000.00

Costs:

Type of Cost:

- Chip Seal Projects

	<u>Dollar Amount:</u>
• Chip Seal Projects	
Total Cost:	\$600,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2021 01 01 **Project End:** 2021 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Construction and Engineering

Job ID: PV21004

Area: Road Construction

Project Title: Township Road 701A Overlay (SH 666 to Rge Rd 74)

Project Description & Benefits

Greenview to complete asphalt overlay to provide a safe and well maintained road networking system to ratepayers.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$3,200,000.00
Total Funding	\$3,200,000.00

Costs:

Type of Cost:

- Township Rd 710A (Hwy 666 to Rge Rd 73) Overlay- 2021

	<u>Dollar Amount:</u>
• Township Rd 710A (Hwy 666 to Rge Rd 73) Overlay- 2021	\$3,200,000.00
Total Cost:	\$3,200,000.00

Schedule

Design Start: _____

Design End: _____

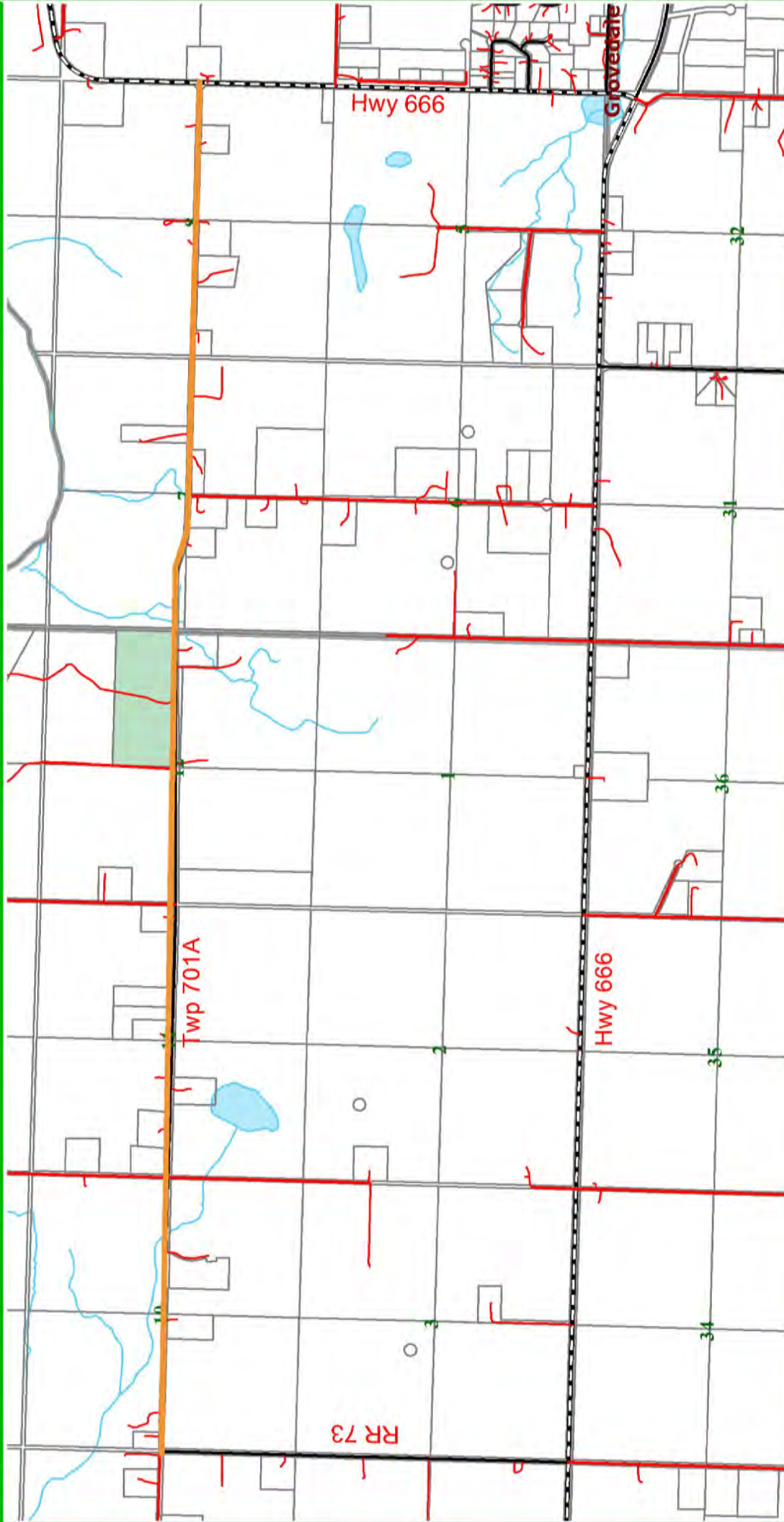
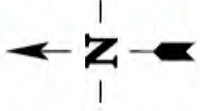
Project Start: 2021 01 01

Project End: 2021 12 31



Municipal District of Greenview #16

Township Road 701A (Hwy 666 to Rge Rd 73) Overlay



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**Municipal Government Act
Revised Statutes of Alberta 2000,
Chapter M-26 – July 1, 2018**

Adoption of operating budget

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

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

Expenditure of money

248(1) A municipality may only make an expenditure that is

- (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,
- (b) for an emergency, or
- (c) legally required to be paid.



REQUEST FOR DECISION

SUBJECT: Environmental Services 2019 – 2021 Operational Budget Review
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MANAGER:
DEPARTMENT: FINANCE GM: PRESENTER: GG
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – Sections 242(1), 245 and 248(1)

Council Bylaw/Policy (cite) – Policy 1016 Budget Development Policy

RECOMMENDED ACTION:

MOTION: That Council review and provide input to Administration regarding the 2019 to 2021 Environmental Services, Operational and Capital Budget.

BACKGROUND/PROPOSAL:

The Municipal Government Act (MGA) requires Council to adopt an Operational Budget annually for the upcoming year. This enables Greenview Administration to work and pay for services rendered to the municipality. Otherwise, Administration has no authority to pay for supplies, staff, or contractors, etc.

Council will recall that Administration proposed changes to the way the budget is going to be presented to Council this year, with the hopes that the budget presentations will not be too cumbersome for Council. All budget presentations to Council will go forward at either a regular meeting or committee of the whole meeting. The November 26th budget presentations are the last two departments to present their proposed Operational and Capital budgets to Council. The final Organizational Consolidated 2019 to 2021 Budget is planned for the December 10th Council meeting.

The Manager of Environmental Services will present the Environmental Services 2019 to 2021 proposed Operational and Capital Budget. This area of the proposed Operational Budget has decreased by \$170,202.00. The manager will provide Council with an overview of this area of the budget and the rationale as to why the proposed budget has changed. The Capital Budget for this area has increased by \$14,581,497.00 compared to the 2018 approved budget.

As noted in the first budget presentation by CAO and Corporate Services, budget preparations for the 2019 consolidated budget started in June this year and staff has participated in many hours of planning and data entry as a result. Of note, the overall 2019 proposed revenue is at \$130,900,692.00. The proposed revenue has increased by \$10M over the budgeted 2018 revenue. The projected increase is based on the 2018 actual revenue plus a 2% overall increase. The property tax portion of the revenue is based on maintaining the 2018 mil rates. Tax revenue includes the educational and seniors requisitions.

The Organizational wide Operational Expenditure Budget has increased by \$8,759,184.00 or 9.1% in comparison to the 2018 Operational Budget. The 2019 Capital Budget has increased by \$10,810,848.00 or 13.6% compared to the 2018 Capital Budget. Each manager, as they present their proposed budgets to Council will highlight the changes in their area that has created the change in the overall budget compared to the 2018 budget. .

All Administration budget presenters has created Power Points summarizing the changes in their area of the budget that contributed to the overall change in the 2019 budget compared to 2018 budget.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council members following the recommended motion is that Council members will have reviewed and provided direction to Administration regarding each budget area. Thus providing Administration with the opportunity of making any Council requested adjustments prior to the final budget presentation on December 10th.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to review the Environmental Services area budget without providing input to Administration. This is not recommended by Administration due to the lack of efficiency that this would create in the budget process.

FINANCIAL IMPLICATION:

Direct Costs: \$175,314,980.00 (total Consolidated Budget – Operational and Capital)

Ongoing / Future Costs: N/A

The funding for the proposed budget will come from 2019 property taxes, provincial grant funding, revenue in relation to services provided by Administration and an approximate \$44.4 M withdrawal from reserves to deliver a balanced budget.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

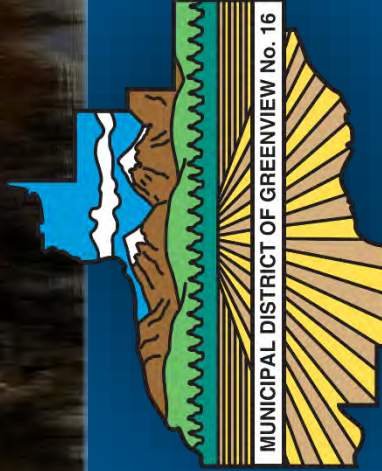
Once the Council has provided direction or changes to the proposed budget, Administration will create a tracking list of the governance changes and email Council the list to ensure that COW/Council members are able to catch any changes that Administration may have missed. Further, Administration will make the required changes in the budgeting software and provide a listing of the changes during the final budget presentation to Council on December 10th.

ATTACHMENT(S):

- 2019 Environmental Services Proposed Budget
- 2019 Environmental Services Power Point
- MGA 242 (1), 245 and 248

Environmental Services

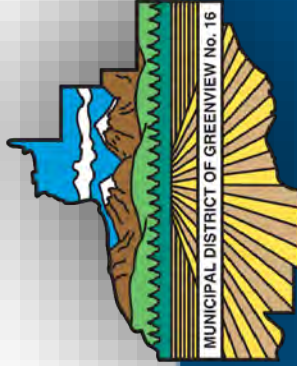
2019 – 2021 Consolidated Budget



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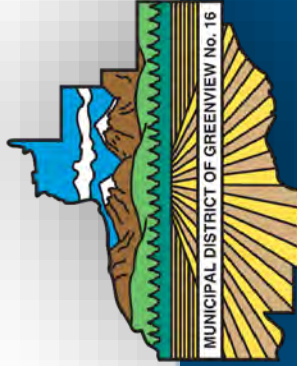
Environmental Services Department Overview

- Environmental Services Department manages the daily operations of the water, wastewater and the solid waste departments within Greenview.
- Due to Greenview's size and varied population density, services may vary according to location.
- Greenview Regional Waste Management Commission - Management & Operations.



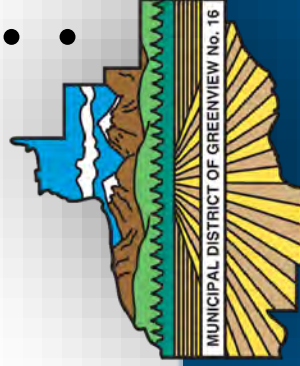
Environmental Services Department Overview

- Manager, Environmental Services
- Assistant Manager, Environmental Services
- Admin Support, Environmental Services (Transferred from I & P)
- Utility Operators (5)
- Transfer Attendants & Relief Attendants (7)
- Solid Waste Supervisor
- Solid Waste Equipment Operator
- Solid Waste Labourer
- Relief, Solid Waste (8 weeks)
- GRWMC Equipment Operator
- GRWMC Labourer/ Scale House

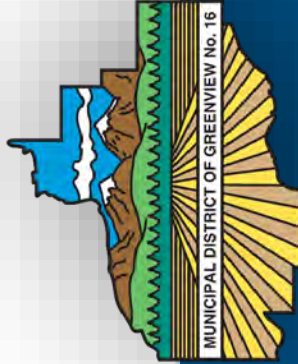


Legislative Framework

- Environmental Service Department is regulated by;
 - Alberta Environment and Parks
 - Environmental Protection and Enhancement Act
 - Water Act
 - Water Treatment Plants/Distribution Systems
 - Wastewater Collection and Treatment Systems
 - Recycling, Landfills, and Transfer Stations
 - Raw Water Wells
 - Alberta Public Health Services
 - Public Health Act
 - Water Points
 - Environment Canada
 - Fisheries Act
 - Wastewater Treatment & Discharge Systems
 - Guidelines for Canadian Drinking Water
 - Municipal Government Act



Operational changes



2018 Approved Expenditures – \$2,992,328
2019 Proposed Expenditures – \$2,822,126

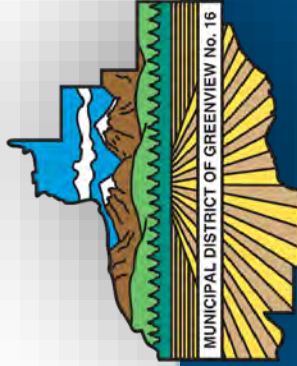
Overall decrease in Expenditures - \$170,202 (6%) ↓

2018 Projected Expenditures - \$2,435,519



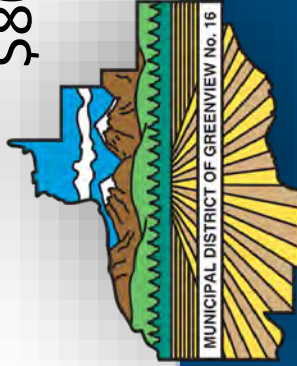
Operational Changes - Revenue

- Wastewater Lagoon Revenue (GL 5420)
 - 2016 actual revenue \$55,700
 - 2017 actual revenue \$201,779
 - 2018 projected revenue \$329,275 (63% ↑)
 - 2019 proposed revenues \$390,600 (19% ↑)



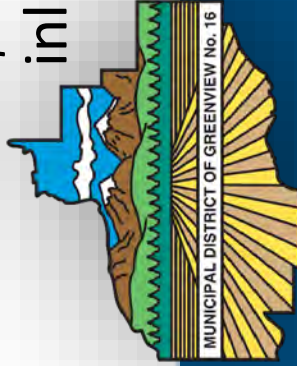
Operational Changes – Expenditures

- Environmental Services Administration
 - Accommodation & Subsistence increased by \$5000 due to additional costs for current services to the co-ops and enterprises in Grade Cache.
 - Telecommunication Services increased by \$5000 due to increased number of sites and inflation.
 - Professional Services decreased by \$20,000 primarily due to the decrease of potential contracted operator services.
 - Repair/ Maintenance of Motor Vehicles decreased by \$8000 to be inline with the previous years actuals.



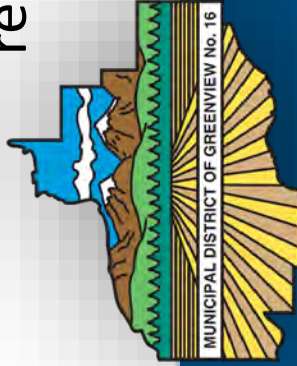
Operational Changes – Expenditures

- Environmental Services Administration
 - PPE & First Aid Supplies have decreased by \$7000 to be inline with the previous years budget.
- Water Supply
 - Professional & Special Services have decreased by \$113,000. The Valleyview Pressure Reducing Replacement Project was scheduled for 2018 and 2020 thus decreasing 2019 budget by \$30,000. Another \$65,000 reduction is attributed to an adjustment to the Grande Cache Potable Water Delivery Program.
 - Contracted Maintenance Service has decreased by \$20,000 due to increased in house services and to bring inline with previous years actuals.



Operational Changes – Expenditures

- Water Supply
 - Chemicals have decreased by \$10,000 due to a decrease in water revenues/ sales as well as distribution repairs/maintenance resulting in decreased water losses.
 - Other Repairs and Maintenance Supplies have decreased by \$15,000. This budget is a contingency for emergency repairs, and has been adjusted to bring inline with previous years actuals.
 - Power Supply Service has increased by \$13,000 due to increased power costs.
 - Environmental Monitoring System(SCADA) has decreased \$5000. Basic maintenance is all that will be required as the system has recently been upgraded.



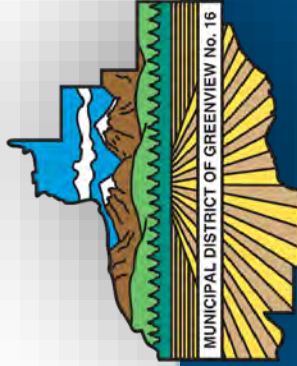
Operational Changes – Expenditures

- Wastewater Collection & Disposal
 - Professional & Special Services have increased \$ 40,000 due to the proposed desludging of three Wastewater Lagoons over the next 3 years.
 - Power Supply Service has increased by \$8,000 due to increased costs.



Operational Changes – Expenditures

- Solid Waste Collection & Disposal
 - Harvest & Cleanup Incentives has increased by \$10,500. This is a result of Councils request to have all sites cleaned annually.
 - Contracted Maintenance Service has decreased by \$8000 due to more efficient interdepartmental services.
 - Tipping Fees have decreased by \$10,000 due to reduced tonnage/ increased diversion of waste as reflected by previous years expenditures.
- Petroleum & Antifreeze Products has increased by \$16,000 due to the increased cost of petroleum.



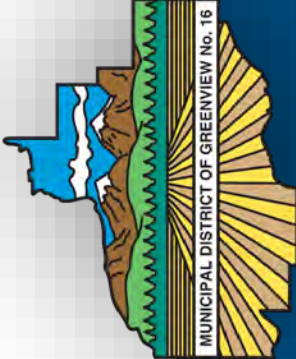
Capital Budget



2018 Approved Capital Expenditures –\$23,794,594
2019 Proposed Capital Expenditures – \$38,376,091

235

2018 Projected Capital Expenditures - \$4,372,093



Current Projects



Current Projects

ES19001 & ES19002 -1/2 Ton Truck Replacements - \$95,000 ES19003- 1 Ton Truck Replacement - \$63,500

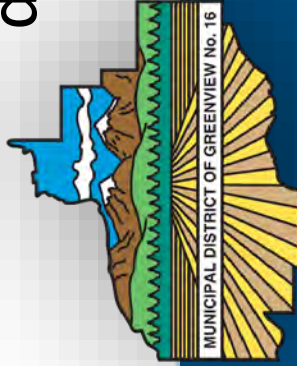
- ES19001 & ES19002 Specs- 4x4, Crew cab, 6' box with tonneau box cover, Beacon light, 2 way radio, Fleet complete, GPS transfer installation.
- ES19003 Specs- Crew cab, Headache rack, 6' box, Diesel engine, Beacon light, 2 way radio and fleet complete, GPS installation.



Current Projects

SW18001 – Little Smoky Transfer Station Upgrade \$300,000

- Environmental Services proposed to upgrade the Little Smoky transfer station.
- These upgrades will improve accessibility which includes the relocating and upgrading of the metal and wood locations.
- Improving the internal road system and drainage.





Current Projects

SW18002 – Sunset House Inert Waste Cell Construction

\$50,000

- Environmental Services is proposing to construct a new Class III dry cell at the Sunset House Transfer Station because the current pit is nearing its capacity.
- Budget is based on Greenview using in house engineering services.



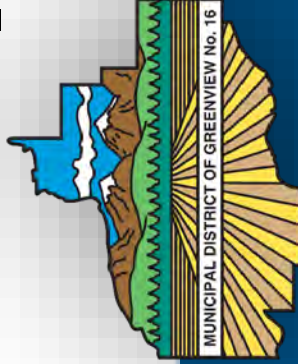


Current Projects

SW18003 – Puskwaskau Transfer Station Upgrade

\$100,000

- Environmental Services proposed to upgrade the Puskwaskau Transfer Station. These upgrades will include:
- Improved accessibility which includes the relocating and upgrading of the metal and wood locations
- Improvement of the internal road system and drainage
- And ramp access for easier access to the household garbage bin.



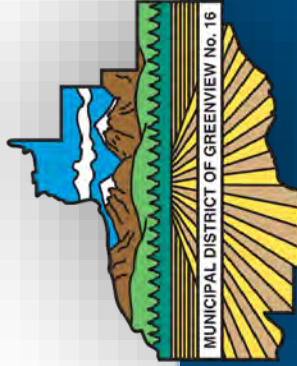


Current Projects

SW18004 – DeBolt Dry Cell Construction

\$50,000

- Environmental Services is proposing to construct a new Class III dry cell at the DeBolt Transfer Station because the current pit is nearing its capacity.
- Budget is based on Greenview using in-house engineering services.

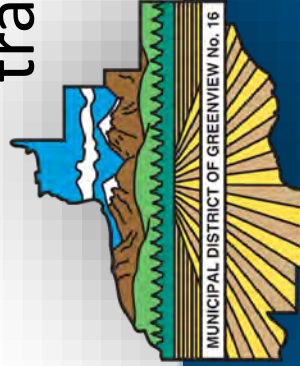




Current Projects

SW19001 – Hook Bin Truck Replacement \$250,000

- This unit is used for transporting solid waste bins from transfer stations to the Greenview Regional Landfill.
- Specs- Conventional cab, Minimum of 450HP, 1550 ft. lbs. of torque or equivalent.
- Minimum 130 amp alternator, Engine brake, 120 v recirculating heater, 90,000lb Pintle hitch and tow package.
- Tandem axle and Allison automatic transmission with air shift PTO.



Current Projects

SW19002 – Roll Off Bins - \$55,000

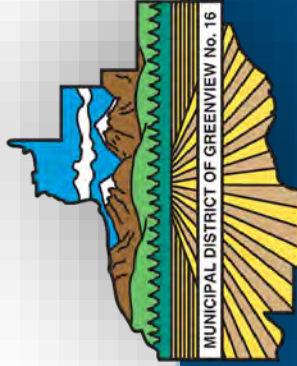
- Environmental Services is proposing to replace approximately 6 transfer station roll off bins.
- Our current bins are expected to require more repairs than the cost of replacement.

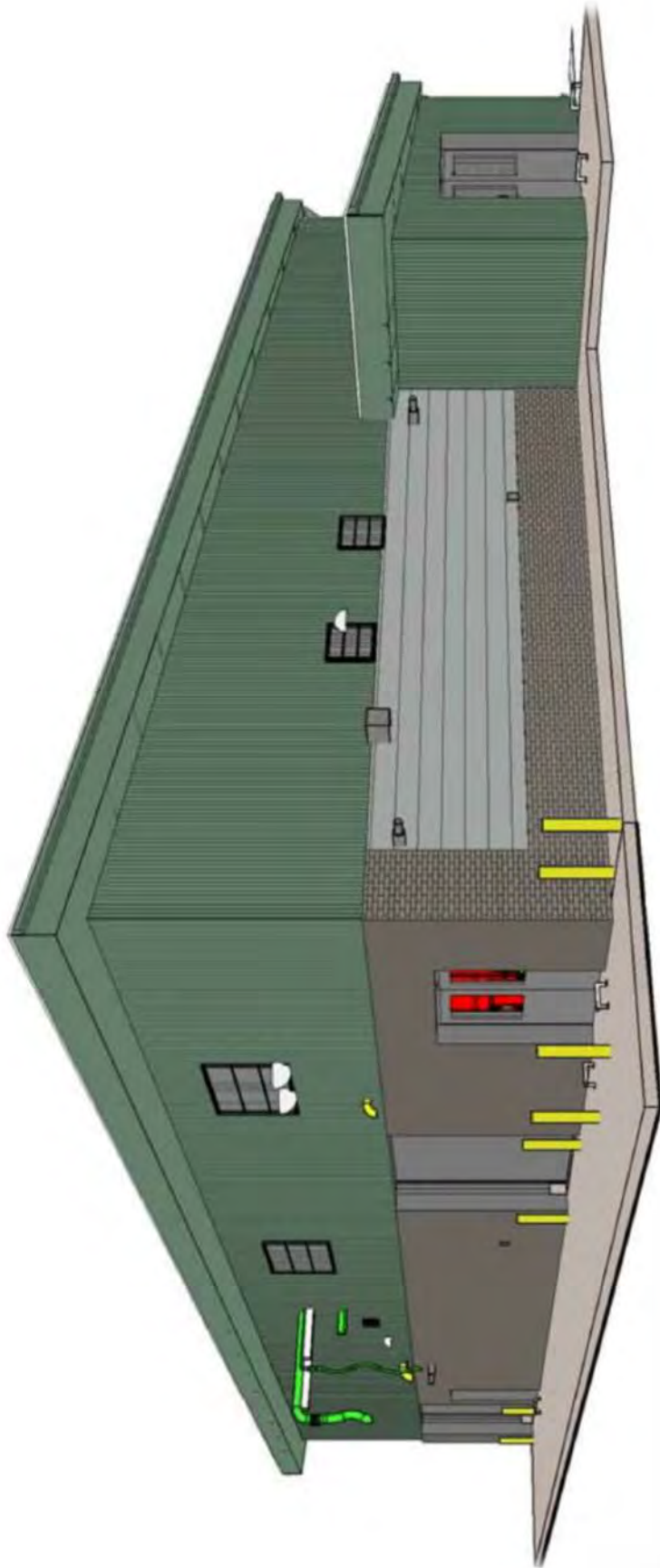


Current Projects

WD15002 – Grovedale Water Treatment Plant - \$14,236,530

- Design and construction of a three mile raw water transmission line from the newly developed water wells.
- Construction of a water treatment plant, complete with two Reverse Osmosis skids.
- Tentative construction start – spring of 2019.





Current Projects

WD16004 – Landry Heights Water Distribution System- \$3,887,542

- A distribution system to the Landry Heights subdivision that will provide safe reliable potable water to the residents.
- With design in 2018, proposed tender and construction in 2019.

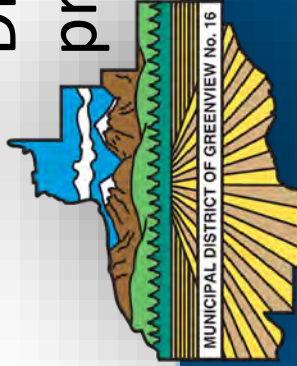




Current Projects

WD16005 – Asbestos Cement Line Replacement- \$150,000

- The section of pipe between the DeBolt water treatment plant and the main distribution line is an Asbestos cement line.
- This upgrade will provide a better standard of water line and also make the section compatible with the distribution lines.
- Difficulties in securing a contractor in previous years.

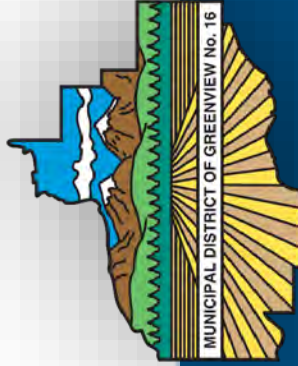


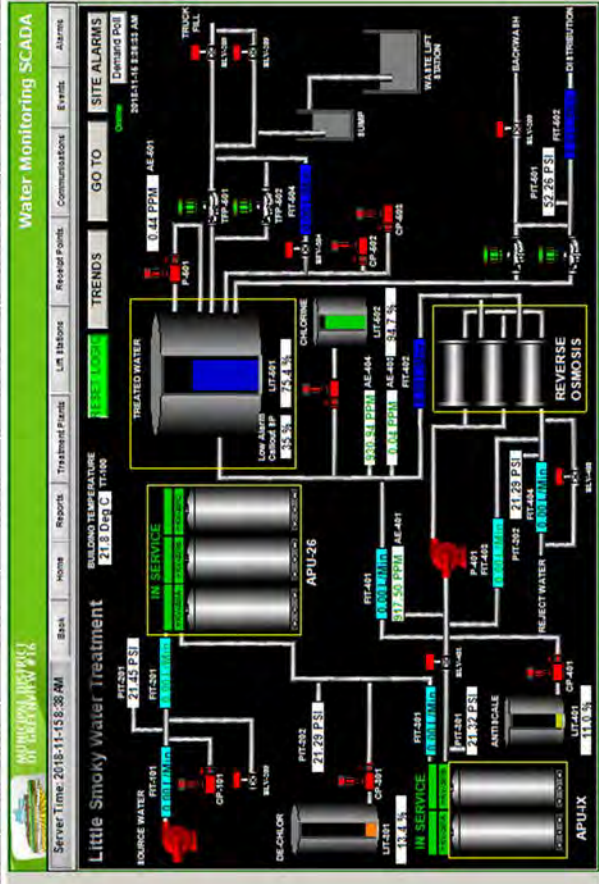
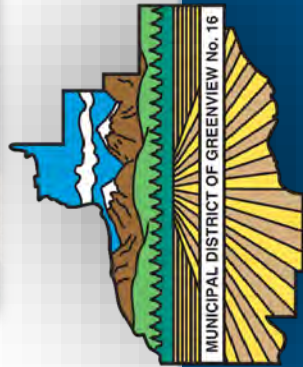


Current Projects

WD17002 – SCADA Upgrades - WTP & WP - \$174,621

- Environmental Services is upgrading the Water Treatment Plants/ Water Points monitoring and alarming systems, by improving remote operation and troubleshooting.
- Approximately 75% complete.





GreenView SCADA.GreenV MD Sites.Little Smokey WTP.Graphics.Little Smokey Overview

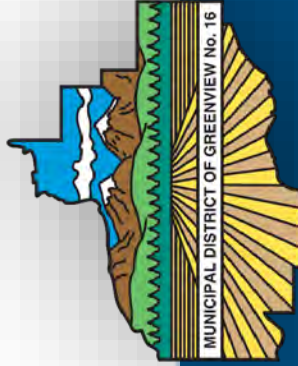
Current User: Operator

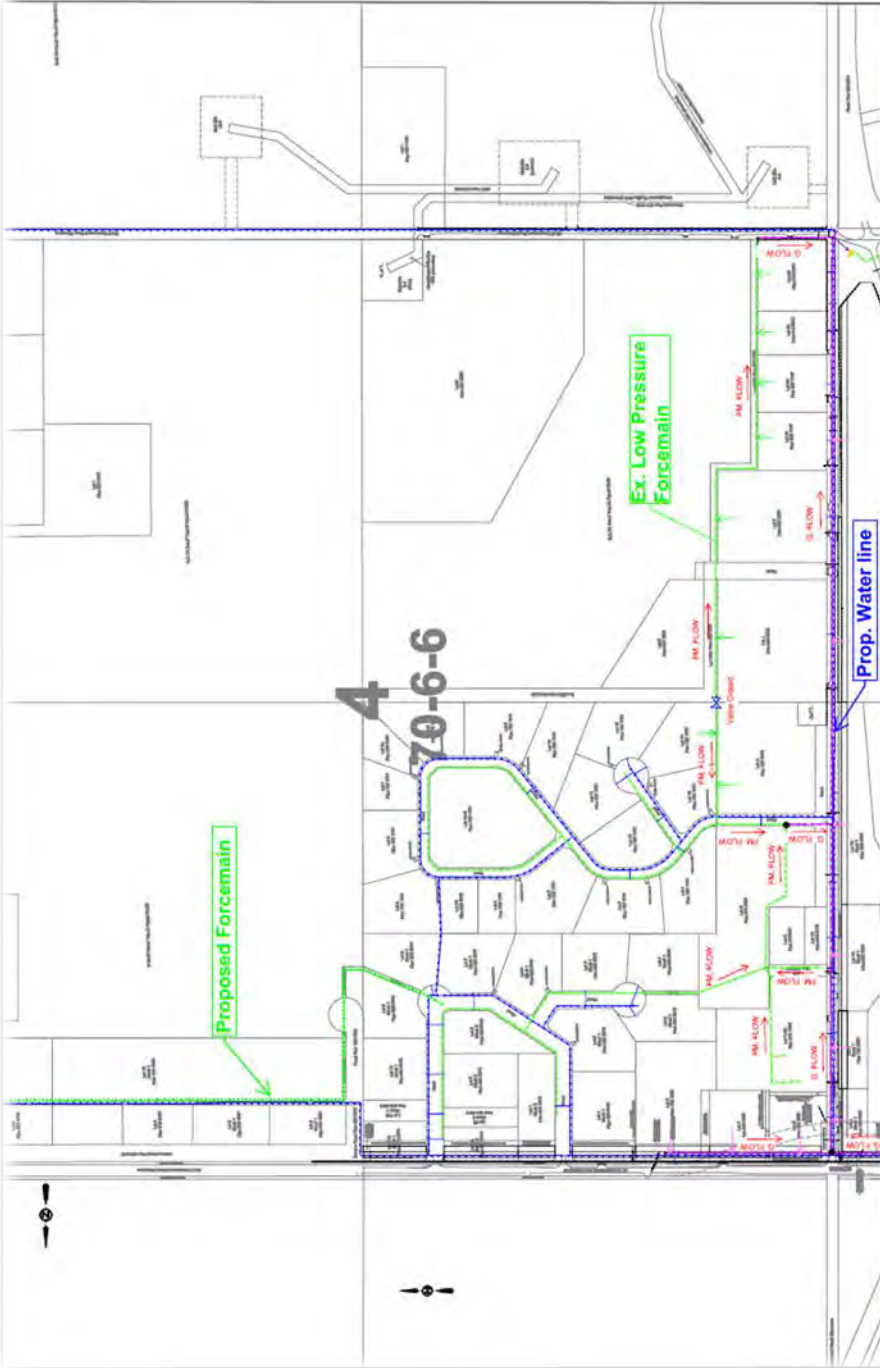
Current Projects

WD17009 Grovedale Water Distribution System

\$6,448,610

- To provide Grovedale community residents with safe, reliable, potable drinking water.
- This water supply will be delivered from the Grovedale Water Treatment Plant via Reverse Osmosis Water Treatment Process.
- The design will be completed in 2018 and construction is set to begin in 2019.



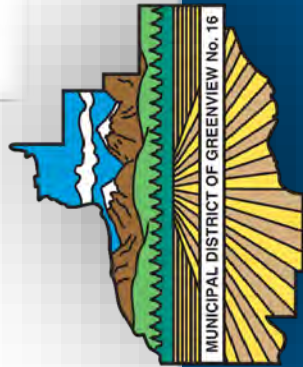


JOB No.: 2015M25
 SCALE: NOT TO SCALE
 DATE: 2015-05-16



GROVEDALE SANITARY COLLECTION AND WATER DISTRIBUTION SYSTEM

LEGEND
 --- PROPOSED WATER MAIN
 --- EXISTING WATER MAIN
 --- PROPOSED SANITARY MAIN
 --- EXISTING SANITARY MAIN

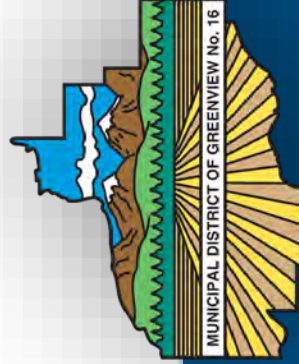


Current Projects

WD19001 – Little Smoky Power and Storage Upgrade

\$250,000

- Proposed upgrades of the power supply required for the distribution system pumps
- Proposing of a facility upgrade to include a second Reverse Osmosis system.
- Expansion of the building to accommodate the second Reverse Osmosis system.





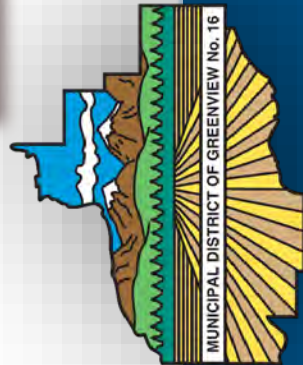
Current Projects

WD17003 – Puskwaskau Water Point Upgrade

\$250,000

- Upgrades to the Puskwaskau Water Point include a new building and storage tanks.
- Improved treatment with manganese greensand filters to improve the water quality.



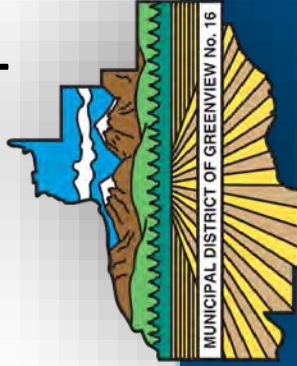


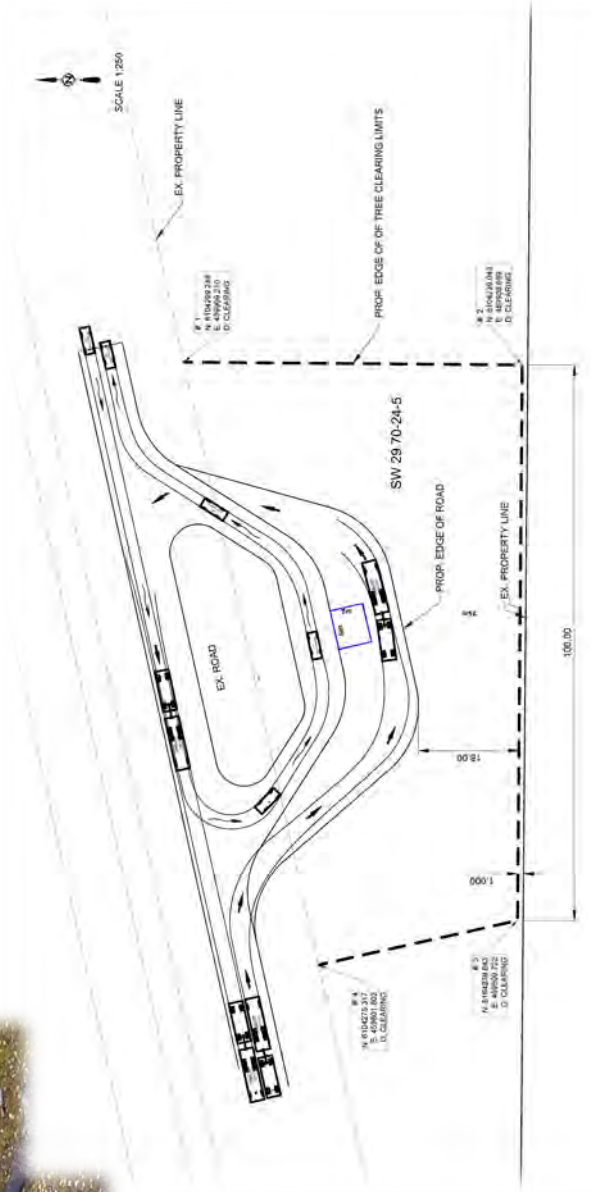
Current Projects

WP18002 - Sturgeon Heights Water Point Upgrade

\$1,585,143

- The Sturgeon Heights Water Point upgrades were based on forecasted demands determined by the 2016 water point viability report.
- The plant consists of a small block building, underground reservoir.
- Turn around pad and truck fill system to provide area residents with potable water.

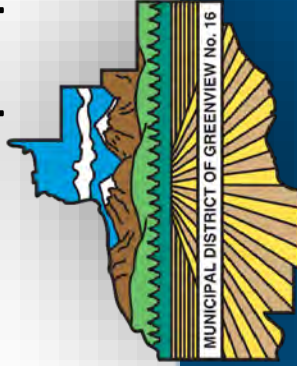




Current Projects

WP19001 – Install Washrooms Facilities - NFC, SSH - \$40,000

- Operators never know what amount of time will be required at each location. With that being said, installing washroom facilities at both New Fish Creek & Sunset House Water Points is a necessity.
- Sweathouse and Little Smoky community halls have agreed to share their facilities.
- One option being considered is installing propane fueled burner toilets at a reduced cost.



New Fish Creek



Sunset House

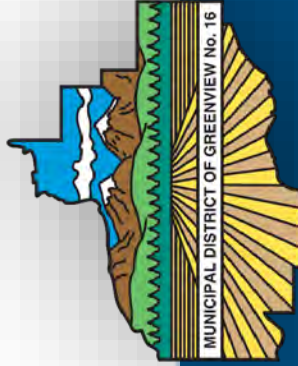


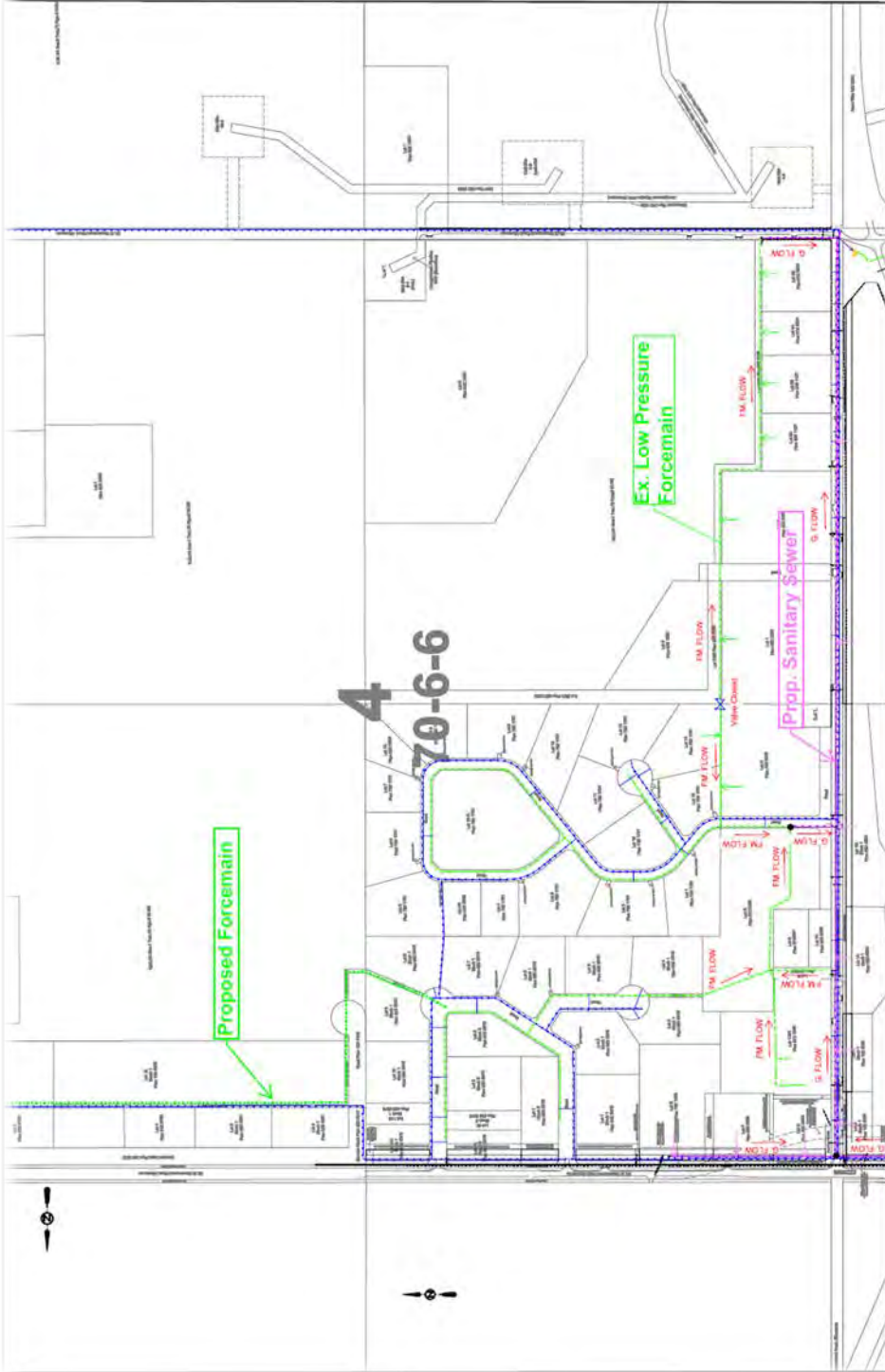
Current Projects

WW17001 – Grovedale Collection System

\$5,456,895

- Environmental Services is proposing to provide the Grovedale community with a wastewater collection system.
- Preliminary work began in 2017 with tender and construction proposed to begin in 2019.





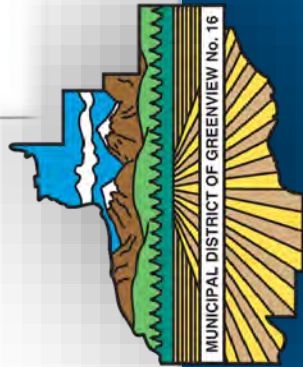
LEGEND

- PROPOSED SANITARY SEWER
- PROPOSED WATER MAIN
- PROPOSED WATER MAIN
- PROPOSED WATER MAIN
- EXISTING SANITARY SEWER
- EXISTING WATER MAIN
- EXISTING WATER MAIN
- EXISTING WATER MAIN



JOB No. : 20153425
 SCALE : NOT TO SCALE
 DRAWN BY : J. J. J. J. J.
 DATE : 2015-05-16

GROVEDALE SANITARY COLLECTION AND WATER DISTRIBUTION SYSTEM



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Current Projects

WW17002 – Grovedale Evaporative Lagoon Decommissioning - \$3,476,122

- The old Grovedale Lagoon has not been in use for the past 5 years and requires reclamation to bring the land back to its natural state.
- The proposed budget includes preliminary work, desludging, and decommissioning of the old Grovedale Evaporative Lagoon.



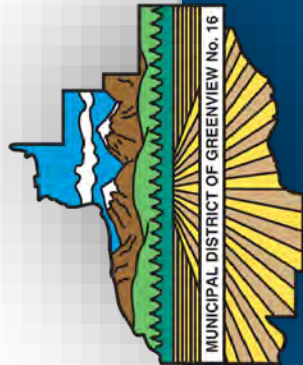


Current Projects

WW17003 – Sturgeon Heights Lagoon Expansion

\$1,307,038

- The upgrade and expansion of the Sturgeon Heights Wastewater Treatment Lagoon began September 2018.
- This involved the expansion of the facultative cell and the addition of a second storage cell for increased capacity.



Current Projects

WW17005 – Sewer Collection System Rehabilitation \$100,000

- Environmental Services is proposing to upgrade the sanitary sewer manholes which have deteriorated within Greenview.
- This will help in minimizing ground water infiltration into the sanitary sewer collection system.





273

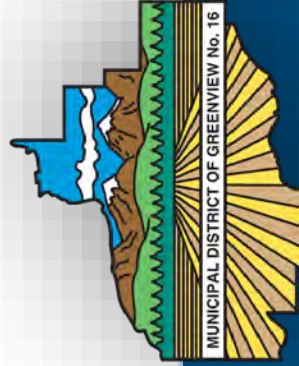
Advanced Trenchless Inc.



Current Projects

WW18001 – RV Dumping Station \$50,000

- To construct an RV dumping station – site yet to be determined.
- This will provide adequate services for residents & tourists while at the same time, avoiding improper disposal of RV sewage.



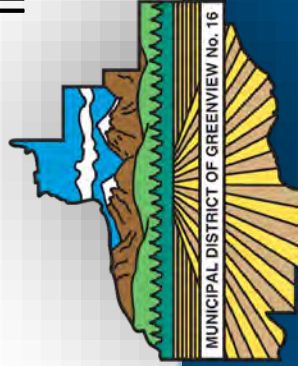
Proposed Projects 2020 - 2021



Proposed Projects

Truck Replacements

- **2020 - \$166,500**
 - ES20001 & ES20002 - Two ½ Ton Trucks - \$99,800
 - ES20003 - 1 Ton Truck - \$66,700
 - ½ Ton Specs-4x4, Crew cab, 6' box with tonneau box cover, Beacon light, 2 way radio, Fleet complete, GPS transfer installation.
 - 1 Ton Specs- Crew cab, Headache rack, 6' box, Diesel engine, Beacon light, 2 way radio and fleet complete, GPS installation
- **2021- \$104,800**
 - ES21001- ES21002 – Two ½ Ton Trucks - \$104,800
 - ½ Ton Specs-4x4, Crew cab, 6' box with tonneau box cover, Beacon light, 2 way radio, Fleet complete, GPS transfer installation.



Proposed Projects

ES20004- Environmental Services Storage Facility

\$250,000

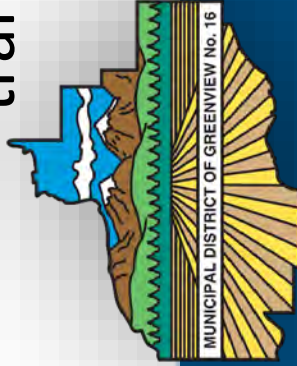
- Environmental Services requires a building to house various pieces of equipment including:
- The skid steer with attachments.
- Pumps, generators, valves, valve boxes, piping, fittings electrical equipment and wiring.
- Spare parts, replacement parts, chemicals and other maintenance & operational items.



Proposed Projects

SW21001- Hook Bin Truck Replacement- \$250,000

- Replacement of the current Hook Bin Truck for transporting solid waste bins from the transfer stations to the Greenview Regional Landfill.
- Specs- Conventional cab, Minimum of 450HP, 1550 ft. lbs. of torque or equivalent, Minimum 130 amp alternator.
- Engine brake, 120 v recirculating heater, 90,000lb Pintle hitch and tow package.
- Tandem axle with an Allison automatic transmission and air shift PT.



Proposed Projects

WP20001- Crooked Creek Truck Loading Upgrade

\$1,500,000

- Upgrading the current Crooked Creek Water Point to meet the potential water supply demands for the proposed Sturgeon Heights Water Point.

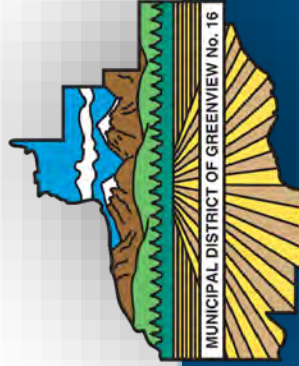


Proposed Projects

WP21001- Heated Pads at all Water Points

\$150,000

- Concrete pads with circulated hot water heating to prevent potential ice hazards for residents using the water points.

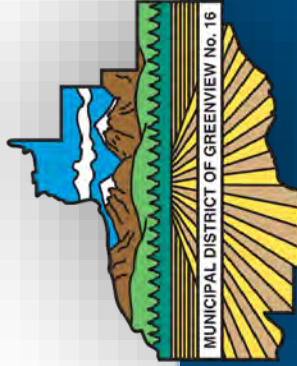


Proposed Projects

WP21002- Sandy Bay Water Point Upgrade

\$1,000,000

- Environmental Services is proposing the design and construction of a new Sandy Bay Water Point.
- This site would require a building, tanks, customer pin pad system, and a chlorination system.



Proposed Projects

WW20001 – Replacement Lift Station Pumps

\$50,000

- Environmental Services is proposing the replacement or rebuilding of the lift station pumps at DeBolt, Grovedale & Ridgevalley
- They will have reached their life expectancy and/or their maximum pumping capacity.



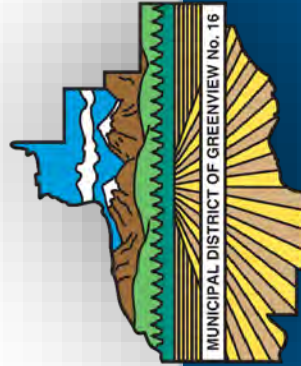
Proposed Projects

WW21001 – Ridgevalley Lagoon Expansion

\$1,600,000

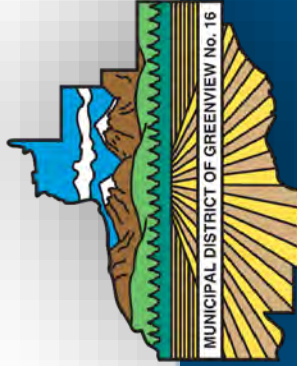
- Environmental Services is budgeting for the upgrade & expansion of the Ridgevalley Wastewater Treatment Lagoon.
- Preliminary work would be completed in 2021 with construction scheduled to start in 2022.

Future Discussions



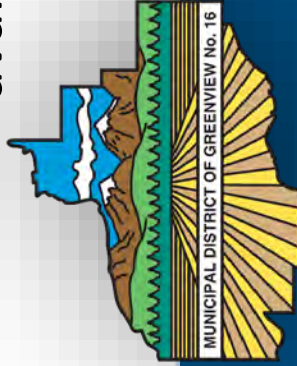
Future Discussions


- Purchasing of Environmental Service trucks as per Greenview policy is contingent on mileage and may require adjustments annually.
- Crooked Creek Truck Loading Upgrade may not be required if volumes sold at proposed new Sturgeon Heights water point do not exceed allowable volumes from the Town of Valleyview. (Subject to Town of Valleyview agreeing to provide water for the proposed new Sturgeon Heights water point.)



Future Discussions

- Sandy Bay Water Point upgrade will be reviewed after the proposed Sturgeon Height Water Point has been operational for 1 year.
- Replacement Lift Station pumps is based on anticipated population growth resulting in higher flow capacity.
- Ridgevalley Lagoon Expansion is contingent on land availability.





**ENVIRONMENTAL
SERVICES
PROPOSED
OPERATIONAL
&
CAPITAL
BUDGET
2019 - 2021**



Environmental Services

ENVIRONMENTAL SERVICES REVENUE		2018 BUDGET	2018 PROJECTION	2019 BUDGET	2020 BUDGET	2021 BUDGET
Local Improvement Tax (Debentures)						
5-53-532-000-5805	Debenture Wastewater	(45,110)	(46,083)	(45,110)	(45,110)	(45,110)
5-53-532-000-5806	Debenture Water	(45,110)	(46,082)	(45,110)	(45,110)	(45,110)
		(90,220)	(92,165)	(90,220)	(90,220)	(90,220)
Wastewater Collection						
5-53-532-004-5408	Wastewater Collection - DeBolt	(26,000)	(23,000)	(27,000)	(28,000)	(29,000)
5-53-532-005-5408	Wastewater Collection - Grovedale	(12,000)	(12,000)	(14,000)	(24,000)	(24,000)
5-53-532-007-5408	Wastewater Collection - Little Smoky	(3,300)	(2,700)	(3,400)	(3,500)	(3,600)
5-53-532-008-5408	Wastewater Collection - Ridgevalley	(22,000)	(20,000)	(23,000)	(24,000)	(25,000)
5-53-532-000-5420	Lagoon Tipping Fees - Industrial Lagoon	(50,000)	(25,000)	(50,000)	(55,000)	(60,000)
5-53-532-004-5420	Lagoon Tipping Fees - DeBolt	(600)	(200)	(500)	(600)	(700)
5-53-532-005-5420	Lagoon Tipping Fees - Grovedale	(120,000)	(270,000)	(300,000)	(300,000)	(300,000)
5-53-532-007-5420	Lagoon Tipping Fees - Little Smoky	(100)	(75)	(100)	(100)	(100)
5-53-532-045-5420	Lagoon Tipping Fees - Sturgeon Heights	(17,000)	(34,000)	(40,000)	(44,000)	(46,000)
		(251,000)	(386,975)	(458,000)	(479,200)	(488,400)
Water Distribution						
5-53-532-004-5410	Water Distribution - DeBolt	(42,000)	(36,000)	(40,000)	(44,000)	(44,000)
5-53-532-005-5410	Water Distribution - Grovedale	-	-	(500)	(18,000)	(20,000)
5-53-532-007-5410	Water Distribution - Little Smoky	(4,000)	(4,000)	(4,500)	(4,700)	(4,900)
5-53-532-008-5410	Water Distribution - Ridgevalley	(22,000)	(27,000)	(27,000)	(30,000)	(30,000)
5-53-532-024-5410	Water Distribution - Landry Heights	-	-	-	(18,000)	(20,000)
		(68,000)	(67,000)	(72,000)	(114,700)	(118,900)
Water Point Fees						
5-53-532-005-5411	Water Point Grovedale	(8,000)	(7,600)	(8,500)	(9,000)	(9,500)
5-53-532-007-5411	Water Point Little Smoky	(11,000)	(6,000)	(8,000)	(8,200)	(8,400)
5-53-532-032-5411	Water Point Crooked Creek	(11,000)	(13,000)	(14,000)	(15,000)	(16,000)
5-53-532-033-5411	Water Point Goodwin	(5,000)	(9,000)	(9,000)	(9,000)	(9,000)
5-53-532-041-5411	Water Point New Fish Creek	(3,500)	(2,100)	(3,000)	(3,200)	(3,400)
5-53-532-042-5411	Water Point Puskwaskau	(20)	(20)	(25)	(30)	(35)
5-53-532-043-5411	Water Point Sandy Bay	(450)	(1,500)	(1,500)	(1,600)	(1,700)
5-53-532-044-5411	Water Point South Wapiti	(4,400)	(4,000)	(4,600)	(4,800)	(5,000)
5-53-532-045-5411	Water Point Sturgeon Heights	-	-	(100)	(4,000)	(4,000)
5-53-532-047-5411	Water Point Sunset House	(5,500)	(4,000)	(5,000)	(5,000)	(5,000)
5-53-532-049-5411	Water Point Sweathouse	(2,400)	(1,500)	(2,000)	(2,200)	(2,400)
		(51,270)	(48,720)	(55,725)	(62,030)	(64,435)

Water Rural

5-53-532-001-5412	Rural Waterline - Connection Fees	(12,500)	-	(12,500)	(25,000)	(25,000)
5-53-532-011-5412	Rural Waterline - Valleyview West	(5,000)	(2,300)	(5,500)	(6,000)	(6,500)
5-53-532-012-5412	Rural Waterline - Valleyview South	(14,000)	(10,000)	(15,000)	(16,000)	(17,000)
		(31,500)	(12,300)	(33,000)	(47,000)	(48,500)

Other Revenue

5-53-532-000-5809	GRWMC	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
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Solid Waste

5-53-532-000-5506	Sale to Other Governments - Solid Waste	(13,000)	(7,000)	(11,000)	(11,000)	(11,000)
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TOTAL ENVIRONMENTAL SERVICES REVENUE

		(544,990)	(654,160)	(759,945)	(844,150)	(861,455)
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ENVIRONMENTAL SERVICES		2018 BUDGET	2018 PROJECTION	2019 BUDGET	2020 BUDGET	2021 BUDGET
Environmental Services Administration						
6-22-220-000-6001	Salaries	621,528	590,000	754,480	769,520	784,848
6-22-220-000-6004	Employer Contributions	186,460	160,000	218,800	223,161	227,606
6-22-220-000-6011	Accommodation & Subsistence	12,000	14,800	17,000	17,000	17,000
6-22-220-000-6012	Travel - Transportation Expenses	1,000	1,000	1,000	1,000	1,000
6-22-220-000-6013	Tuition & Other Training Costs	15,000	12,000	15,000	15,000	15,000
6-22-220-000-6015	Memberships Seminars Conferences	10,000	7,000	10,000	10,000	10,000
6-22-220-000-6021	Advertising Services	5,000	4,000	4,000	4,000	4,000
6-22-220-000-6032	Freight & Courier Services	3,500	2,000	2,000	2,000	2,000
6-22-220-000-6033	Telecommunication Services	20,000	23,500	25,000	26,000	26,000
6-22-220-000-6040	Professional & Special Services	45,000	10,000	25,000	25,000	25,000
6-22-220-000-6076	Repair/Maintenance of Motor Vehicles	20,000	10,000	12,000	12,000	12,000
6-22-220-000-6104	PPE & Safety Supplies	13,000	6,000	6,000	7,000	8,000
6-22-220-000-6105	Petroleum & Antifreeze Products	50,000	47,000	50,000	50,000	50,000
6-22-220-000-6109	General & Operating Supplies	7,000	6,000	7,000	7,000	7,000
		1,009,488	893,300	1,147,280	1,168,681	1,189,454

Water Supply

6-22-221-000-6033	Telecommunication Services	11,000	11,000	12,000	12,000	12,000
6-22-221-000-6040	Professional & Special Services	190,000	70,000	77,000	109,000	79,000
6-22-221-000-6071	Contracted Maintenance Service	30,000	5,000	10,000	10,000	10,000
6-22-221-000-6109	General & Operating Supplies	15,000	9,500	12,000	12,000	12,000
6-22-221-000-6110	Chemicals	30,000	17,000	20,000	25,000	25,000
6-22-221-000-6119	Other Repair & Maintenance Supplies	45,000	10,000	30,000	30,000	30,000
6-22-221-000-6121	Power Supply Service	77,000	88,000	90,000	115,000	115,000
6-22-221-000-6122	Natural Gas Service	22,000	23,000	25,000	35,000	35,000
6-22-221-000-6125	Rural Water	22,000	18,000	23,000	23,000	23,000
6-22-221-000-6571	SCADA	10,000	-	5,000	5,000	5,000
6-22-221-004-6313	Debenture Principal	17,129	17,129	17,129	17,129	17,129
6-22-221-004-6315	Loan Interest	27,981	27,981	27,981	27,981	27,981
		497,110	296,610	349,110	421,110	391,110

Wastewater Collection & Disposal

6-22-222-000-6033	Telecommunication Services	3,600	3,000	3,600	3,600	3,600
6-22-222-000-6040	Professional & Special Services	50,000	40,000	50,000	50,000	50,000
6-22-222-000-6079	Engineering & Maintenance	50,000	15,000	-	-	-
6-22-222-000-6109	General & Operating Supplies	4,000	3,000	4,000	4,000	4,000
6-22-222-000-6110	Chemicals	4,000	4,000	4,500	4,500	4,500
6-22-222-000-6119	Other Repair & Maintenance Supplies	-	3,000	4,000	4,000	4,000
6-22-222-000-6121	Power Supply Service	20,000	26,000	28,000	30,000	30,000
6-22-222-000-6571	SCADA	5,000	1,200	2,000	2,200	2,200
6-22-222-004-6313	Debenture Principal	17,129	16,309	17,990	18,894	19,848
6-22-222-004-6315	Loan Interest	27,981	28,800	27,120	26,216	25,262
6-22-222-008-6040	Professional & Special Services	-	-	40,000	40,000	40,000
		181,710	140,309	181,210	183,410	183,410

Solid Waste Collection & Disposal

6-22-223-000-6001	Salaries	708,616	579,000	579,195	585,999	592,956
6-22-223-000-6004	Employer Contributions	164,604	123,000	123,631	125,544	127,501
6-22-223-000-6011	Accommodation & Subsistence	3,000	5,000	6,000	6,000	6,000
6-22-223-000-6012	Travel - Transportation Expenses	11,000	8,000	8,000	9,000	10,000
6-22-223-000-6036	Mobile Communication Services	4,000	3,000	4,000	4,000	4,000
6-22-223-000-6040	Professional & Special Services	100,000	95,000	100,000	100,000	100,000
6-22-223-000-6066	Cleanup Incentives	6,000	16,500	16,500	16,500	16,500
6-22-223-000-6071	Contracted Maintenance Service	30,000	18,000	22,000	22,000	22,000
6-22-223-000-6076	Repair/Maintenance of Motor Vehicles	12,000	6,000	10,000	12,000	12,000
6-22-223-000-6083	Tipping Fees	140,000	120,000	130,000	130,000	130,000
6-22-223-000-6104	PPE & Safety Supplies	4,000	5,000	6,000	6,000	6,000
6-22-223-000-6105	Petroleum & Antifreeze Products	50,000	63,000	66,000	67,000	69,000
6-22-223-000-6109	General & Operating Supplies	15,000	8,000	15,000	15,000	20,000
6-22-223-000-6119	Other Repair & Maintenance Supplies	10,000	10,000	10,000	10,000	10,000
6-22-223-000-6121	Power Supply Service	800	800	1,200	1,500	1,500
6-22-223-000-6147	Environmental Control Equipment	45,000	45,000	47,000	47,000	47,000
		1,304,020	1,105,300	1,144,526	1,157,543	1,174,457

TOTAL ENVIRONMENTAL SERVICES

2,992,328	2,435,519	2,822,126	2,930,744	2,938,431
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Environmental Services Capital Summary



ENVIRONMENTAL SERVICES					
Job ID and Description	2018 C/O	2019	2020	2021	Total
ES19001 1/2 Ton Truck Replacement		\$47,500			\$47,500
ES19002 1/2 Ton Truck Replacement		\$47,500			\$47,500
ES19003 1 Ton Truck Replacement		\$63,500			\$63,500
ES20001 1/2 Ton Truck Replacement			\$49,900		\$49,900
ES20002 1/2 Ton Truck Replacement			\$49,900		\$49,900
ES20003 1 Ton Truck Replacement			\$66,700		\$66,700
ES20004 Enviro Services Storage Facility			\$250,000		\$250,000
ES21001 1/2 Ton Truck Replacement				\$52,400	\$52,400
ES21002 1/2 Ton Truck Replacement				\$52,400	\$52,400
Total Environmental Services	\$0	\$158,500	\$416,500	\$104,800	\$ 679,800

ENVIRONMENTAL SERVICES

Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
ENVIRONMENTAL SERVICES												
ES19001 1/2 Ton Truck Replacement		\$47,500										\$47,500
ES19002 1/2 Ton Truck Replacement		\$47,500										\$47,500
ES19003 1 Ton Truck Replacement		\$63,500										\$63,500
ES20001 1/2 Ton Truck Replacement			\$49,900									\$49,900
ES20002 1/2 Ton Truck Replacement			\$49,900									\$49,900
ES20003 1 Ton Truck Replacement			\$66,700									\$66,700
ES20004 Enviro Services Storage Facility			\$250,000									\$250,000
ES21001 1/2 Ton Truck Replacement				\$52,400								\$52,400
ES21002 1/2 Ton Truck Replacement				\$52,400								\$52,400
ES22001 1/2 Ton Truck Replacement					\$55,000							\$55,000
ES22002 1/2 Ton Truck Replacement					\$55,000							\$55,000
ES22003 1 Ton Truck Replacement					\$73,600							\$73,600
ES23001 1/2 Ton Truck Replacement						\$57,800						\$57,800
ES23002 1/2 Ton Truck Replacement						\$57,800						\$57,800
ES24001 1/2 Ton Truck Replacement							\$60,700					\$60,700
ES24002 1/2 Ton Truck Replacement							\$60,700					\$60,700
ES24003 1 Ton Truck Replacement							\$81,100					\$81,100
ES25001 1/2 Ton Truck Replacement								\$63,700				\$63,700
ES25002 1/2 Ton Truck Replacement								\$63,700				\$63,700
ES26001 1/2 Ton Truck Replacement									\$66,900			\$66,900
ES26002 1/2 Ton Truck Replacement									\$66,900			\$66,900
ES26003 1 Ton Truck Replacement									\$89,400			\$89,400
ES27001 1/2 Ton Truck Replacement										\$70,200		\$70,200
ES27002 1/2 Ton Truck Replacement										\$70,200		\$70,200
ES28001 1 Ton Truck Replacement											\$98,600	\$98,600
Sub Total Environmental Services	\$0	\$158,500	\$416,500	\$104,800	\$183,600	\$115,600	\$202,500	\$127,400	\$223,200	\$140,400	\$98,600	\$1,771,100



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** ES19001 & ES19002

Area: Environmental Services **Item:** 1/2 Ton Truck Replacements - 2

Description & Benefits

1/2 ton truck replacement as per the vehicle & equipment replacement policy 4006.

Specifications: 4x4, Crew cab, 6' box with tonneau box cover, Beacon light, 2 way radio, Fleet complete, GPS transfer installation.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$95,000.00
Total Funding	\$95,000.00

Costs:

Type of Cost:

- 1/2 Ton Truck Replacements - 2

	<u>Dollar Amount:</u>
	\$95,000.00
Total Cost:	\$95,000.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2019 01 01 **Estimate Date of Delivery** 2019 12 31



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** ES19003

Area: Environmental Services **Item:** 1 Ton Truck Replacement

Description & Benefits

1 Ton truck replacement as per the vehicle & equipment replacement policy 4006. Replacing unit A197.

Specifications: Crew cab, Headache rack, 6' box, Diesel engine, Beacon light, 2 way radio and fleet complete, GPS installation.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$63,500.00
Total Funding	\$63,500.00

Costs:

Type of Cost:

- 1 Ton Truck Replacement A197

	<u>Dollar Amount:</u>
• 1 Ton Truck Replacement A197	\$63,500.00
Total Cost:	\$63,500.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2019 01 01 **Estimate Date of Delivery** 2019 12 31



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** ES20001 & ES20002

Area: Environmental Services **Item:** 1/2 Ton Truck Replacements - 2

Description & Benefits

1/2 ton truck replacements as per the vehicle & equipment replacement policy 4006.

Specifications: 4x4, Crew cab, 6' box with tonneau box cover, Beacon light, 2 way radio, Fleet complete, GPS transfer installation

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$99,800.00
Total Funding	\$99,800.00

Costs:

Type of Cost:

- 1/2 Ton Truck Replacements - 2

	<u>Dollar Amount:</u>
• 1/2 Ton Truck Replacements - 2	\$99,800.00
Total Cost:	\$99,800.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2020 01 01 **Estimate Date of Delivery** 2020 12 31



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** ES20003

Area: Environmental Services **Item:** 1 Ton Truck Replacement

Description & Benefits

1 Ton truck replacement as per the vehicle & equipment replacement policy 4006.

Specifications: Crew cab, Headache rack, 6' box, Diesel engine, Beacon light, 2 way radio and fleet complete, GPS installation.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$66,700.00
Total Funding	\$66,700.00

Costs:

Type of Cost:

- 1 Ton Truck Replacement

	<u>Dollar Amount:</u>
• 1 Ton Truck Replacement	\$66,700.00
Total Cost:	\$66,700.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2020 01 01 **Estimate Date of Delivery** 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services **Job ID:** ES20004

Area: Environmental Services **Project Title:** Environmental Services Storage Facility

Project Description & Benefits

Environmental Services requires a building to house various pieces of equipment including the skid steer with attachments, pumps, generators, valves, valve boxes, piping, fittings, electrical equipment and wiring, spare parts, replacement parts, chemicals etc.

To provide the Environmental services department with a location for equipment storage. This location will also provide an area to maintain an inventory of Emergency repair supplies thus providing a better quality and more timely service to rate payers.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$250,000.00
Total Funding	\$250,000.00

Costs:

Type of Cost:

- Environmental Services Storage Facility

	<u>Dollar Amount:</u>
• Environmental Services Storage Facility	\$250,000.00
Total Cost:	\$250,000.00

Schedule

Design Start: _____ **Design End:** _____

Project Start: 2020 01 01 **Project End:** 2020 12 31



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** ES21001 & ES21002

Area: Environmental Services **Item:** 1/2 Ton Truck Replacements - 2

Description & Benefits

1/2 ton truck replacements as per the vehicle & equipment replacement policy 4006.

Specifications: 4x4, Crew cab, 6' box with tonneau box cover, Beacon light, 2 way radio, Fleet complete, GPS transfer installation.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$104,800.00
Total Funding	\$104,800.00

Costs:

Type of Cost:

- 1/2 Ton Truck Replacements - 2

	<u>Dollar Amount:</u>
	\$104,800.00
Total Cost:	\$104,800.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2021 01 01 **Estimate Date of Delivery** 2021 12 31



Solid Waste Capital Summary



SOLID WASTE					
Job ID and Description	2018 C/O	2019	2020	2021	Total
SW18001 Little Smoky Transfer Station Upgrades	\$300,000	\$300,000			\$300,000
SW18002 Sunset House Inert Waste Cell Construction	\$50,000	\$50,000			\$50,000
SW18003 Puskwaskau Transfer Station Upgrade	\$100,000	\$100,000			\$100,000
SW18004 DeBolt Dry Cell Construction	\$50,000	\$50,000			\$50,000
SW19001 Hook Bin truck		\$250,000			\$250,000
SW19002 Roll off Bins		\$55,000			\$55,000
SW21001 Hook Bin truck				\$250,000	\$250,000
Total Solid Waste	\$500,000	\$805,000	\$0	\$250,000	\$1,055,000

SOLID WASTE MANAGEMENT

Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
SOLID WASTE MANAGEMENT												
SW18001 Little Smoky Transfer Station Upgrades	\$300,000	\$300,000										\$300,000
SW18002 Sunset House Inert Waste Cell Construction	\$50,000	\$50,000										\$50,000
SW18003 Puskaskau Transfer Station Upgrade	\$100,000	\$100,000										\$100,000
SW18004 DeBolt Dry Cell Construction	\$50,000	\$50,000										\$50,000
SW19001 Hook Bin truck		\$250,000										\$250,000
SW19002 Roll off Bins		\$55,000										\$55,000
SW21001 Hook Bin truck				\$250,000								\$250,000
SW23001 Hook Bin truck					\$250,000							\$250,000
SW24001 Roll off Bins						\$100,000						\$100,000
SW25001 Solar Panel Replacements & Batteries								\$50,000				\$50,000
SW25002 Recycling Shed								\$150,000				\$150,000
SW25003 Transfer Station Fencing								\$150,000				\$150,000
SW25004 Hook Bin Truck								\$250,000				\$250,000
SW27001 Hook Bin truck										\$250,000		\$250,000
Sub Total Solid Waste	\$500,000	\$805,000	\$0	\$250,000	\$0	\$250,000	\$100,000	\$600,000	\$0	\$250,000	\$0	\$2,255,000



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: SW18001

Area: Solid Waste

Project Title: Little Smoky Transfer Station Upgrade

Project Description & Benefits

Environmental Services is requesting to upgrade the Little Smoky transfer station similar to the recent sturgeon heights transfer station design. These upgrades will improve accessibility which includes the relocating and upgrading of the metal and wood locations, improving the internal road system and drainage, and will enhance our recycling areas to meet Greenview transfer station standards.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$300,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$300,000.00

Costs:

Type of Cost:

- Little Smoky Transfer Station Upgrade - 2018 Carry Over

	<u>Dollar Amount:</u>
• Little Smoky Transfer Station Upgrade - 2018 Carry Over	\$300,000.00
Total Cost:	\$300,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2018 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: SW18002

Area: Solid Waste

Project Title: Sunset House Inert Waste Cell Construction

Project Description & Benefits

Environmental Services is proposing to construct a new Class II dry cell at the Sunset House transfer station. The Sunset House transfer station is expected to receive additional waste with the closure of the Puskwaskau Class III cell.

AEP regulations will require engineering and other requirements that may be cost prohibitive. If so we will be hauling more water to the Regional.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$50,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$50,000.00

Costs:

Type of Cost:

- Sunset House Inert Waste Cell Construction - 2018 Carry Over

	<u>Dollar Amount:</u>
	\$50,000.00
Total Cost:	\$50,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2018 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: SW18003

Area: Solid Waste

Project Title: Puskwaskau Transfer Station Upgrade

Project Description & Benefits

Environmental Services is requesting to upgrade the Puskwaskau transfer station. These upgrades will improve accessibility which includes the relocating and upgrading of the metal and wood locations, improving the internal road system and drainage, and will also add a ramp for easier access to the household garbage bin.

All upgrades will be completed with Greenview staff, day labour forces, and/or contractors.

Greenview will not be constructing a new cell due to environmental requirements. Household waste is being transported to the regional landfill as it is significantly more cost effective.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$100,000.00
Reserves	
Utility Revenue	
Tax Revenue	
Total Funding	\$100,000.00

Costs:

Type of Cost:

- Puskwaskau Transfer Station Upgrade - 2018 Carry Over

	<u>Dollar Amount:</u>
Total Cost:	\$100,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2018 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: SW18004

Area: Solid Waste

Project Title: DeBolt Dry Cell Construction

Project Description & Benefits

Environmental Services is proposing to construct a new Class II dry cell at the DeBolt transfer station. The DeBolt transfer station is expected to receive additional waste with the closure of the Puskwaskau Class III cell.

AEP regulations will require engineering and other requirements that may be cost prohibitive. If so we will be hauling more water to the Regional.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$50,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$50,000.00

Costs:

Type of Cost:

- DeBolt Dry Cell Construction - 2018 Carry Over

	<u>Dollar Amount:</u>
DeBolt Dry Cell Construction - 2018 Carry Over	
Total Cost:	\$50,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2018 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** SW19001

Area: Solid Waste **Item:** Hook Bin Truck Replacement

Description & Benefits

Replacement of the current Hook Bin Truck for transporting solid waste bins from the transfer stations to the Greenview Regional Landfill, as per the vehicle and equipment replacement policy 4006.

Specifications: Conventional cab, Minimum of 450HP, 1550 ft. lbs of torque or equivalent, Minimum 130 amp alternator, Engine brake, 120 v recirculating heater, 90,000lb Pintle hitch and tow package, Tandem axle, Allison automatic transmission with air shift PTO.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	
Total Funding	\$250,000.00

Costs:

Type of Cost:

- Hook Bin Truck Replacement

	<u>Dollar Amount:</u>
	\$250,000.00
Total Cost:	\$250,000.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2019 01 01 **Estimate Date of Delivery** 2019 12 31



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** SW19002

Area: Solid Waste **Item:** Roll off Bins

Description & Benefits

Environmental Services is requesting funding to replace approximately 6 transfer station roll off bins, as our current bins are expected to require more repairs than the cost of replacement.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$55,000.00
Total Funding	\$55,000.00

Costs:

Type of Cost:

- Roll Off Bins

	<u>Dollar Amount:</u>
• Roll Off Bins	\$55,000.00
Total Cost:	\$55,000.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2019 01 01 **Estimate Date of Delivery** 2019 12 31



GREENVIEW CAPITAL EXPENDITURE FORM

Department: Environmental Services **Job/Asset ID:** SW21001

Area: Solid Waste **Item:** Hook Bin Truck Replacement

Description & Benefits

Replacement of the current Hook Bin Truck for transporting solid waste bins from the transfer stations to the Greenview Regional Landfill, as per the vehicle and equipment replacement policy 4006.

Specifications: Conventional cab, Minimum of 450HP, 1550 ft. lbs of torque or equivalent, Minimum 130 amp alternator, Engine brake, 120 v recirculating heater, 90,000lb Pintle hitch and tow package, Tandem axle, Allison automatic transmission with air shift.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$250,000.00
Total Funding	\$250,000.00

Costs:

Type of Cost:

- Hook Bin Truck Replacement

	<u>Dollar Amount:</u>
	\$250,000.00
Total Cost:	\$250,000.00

Schedule

Project Starts: _____ **Estimate Date of Purchase** _____

Project Ends: 2021 01 01 **Estimate Date of Delivery** 2021 12 31



Water Distribution/Treatment Plants Capital Summary



WATER DISTRIBUTION / TREATMENT PLANTS					
Job ID and Description	2018 C/O	2019	2020	2021	Total
WD15002 Grovedale Water Treatment Plant Upgrade	\$8,636,530	\$14,236,530			\$14,236,530
WD16004 Landry Heights Water Distribution System	\$3,887,542	\$3,887,542			\$3,887,542
WD16005 Asbestos Cement Line Replacement	\$150,000	\$150,000			\$150,000
WD17002 SCADA Upgrade	\$174,621	\$174,621			\$174,621
WD17009 Grovedale Water Distribution System	\$348,610	\$6,448,610			\$6,448,610
WD19001 Little Smoky Power & Storage Upgrade		\$250,000	\$400,000		\$650,000
Total Water Distribution/Treatment Plants	\$13,197,303	\$25,147,303	\$400,000	\$0	\$ 25,547,303

WATER DISTRIBUTION/TREATMENT PLANTS

Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
WATER DISTRIBUTION/TREATMENT PLANTS												
WD15002 Grovedale Water Treatment Plant Upgrade	\$8,636,530	\$14,236,530										\$14,236,530
WD16004 Landry Heights Water Distribution System	\$3,887,542	\$3,887,542										\$3,887,542
WD16005 Asbestos Cement Line Replacement	\$150,000	\$150,000										\$150,000
WD17002 SCADA Upgrade	\$174,621	\$174,621										\$174,621
WD17009 Grovedale Water Distribution System	\$348,610	\$6,448,610										\$6,448,610
WD19001 Little Smoky Power & Storage Upgrade		\$250,000	\$400,000									\$650,000
WD22001 Water Meter Reader					\$20,000							\$20,000
WD22002 SCADA Upgrade - WTP's & WP's					\$50,000							\$50,000
WD25001 SCADA Upgrade - WTP's & WP's								\$50,000				\$50,000
												\$0
Sub Total Water Distribution/Treatment Plants	\$13,197,303	\$25,147,303	\$400,000	\$0	\$70,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$25,667,303



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WD15002

Area: Water Supply

Grovedale Water Treatment Plant

Project Title: Upgrade

Project Description & Benefits

Environmental Services is constructing a new water treatment plant. This will provide safe potable drinking water to the Grovedale and Landry Heights area residents. The preliminary estimates are based on 25 year growth for Grovedale and Landry Heights. This project has been submitted to Alberta Transportation for AMWWP grant funding. This includes two new water wells, access road, a raw water transmission line, a new building, reverse osmosis treatment, treated water reservoir, distribution pumps, and truck fill.

Council Strategy/Goal

Strategy: Infrastructure

Goal: Infrastructure

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$8,636,530.00
Utility Revenue	
Tax Revenue	\$5,600,000.00
Total Funding	<u>\$14,236,530.00</u>

Costs:

Type of Cost:

	<u>Dollar Amount:</u>
• Grovedale Water Treatment Plant Upgrade - 2018 Carry Over	\$8,636,530.00
• Grovedale Water Treatment Plant Upgrade - 2019 Funding	\$5,600,000.00
Total Cost:	<u>\$14,236,530.00</u>

Schedule

Design Start: _____

Design End: _____

Project Start: 2015 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WD16004

Area: Water Supply

Project Title: Landry Heights Water Distribution System

Project Description & Benefits

Environmental Services is requesting to provide a distribution system to the Landry Heights subdivision with safe reliable potable water to the residents with a design and tender in 2018 and proposal of construction in 2019.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$3,887,542.00
Utility Revenue	
Tax Revenue	
Total Funding	\$3,887,542.00

Costs:

Type of Cost:

- Landry Heights Water Distribution System - 2018 Carry Over

	<u>Dollar Amount:</u>
	\$3,887,542.00
Total Cost:	\$3,887,542.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2016 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WD16005

Area: Water Supply

Project Title: Asbestos cement line replacement

Project Description & Benefits

Environmental Services is requesting to carryover the funds from the 2018 budget to replace the asbestos pipe connecting to the DeBolt water treatment plant to the main distribution line.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$150,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$150,000.00

Costs:

Type of Cost:

- Asbestos cement line replacement- 2018 Carry Over

	<u>Dollar Amount:</u>
Total Cost:	\$150,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2016 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WD17002

Area: Water Supply

Project Title: SCADA Upgrades - WTP & WP

Project Description & Benefits

The Environmental Services department is proposing to upgrade the water treatment plants and water points with the monitoring and alarming at the plants by remote operation and troubleshooting.

Some delays in 2017 with information gathering but on track for the most part.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$174,621.00
Reserves	\$174,621.00
Utility Revenue	\$174,621.00
Tax Revenue	\$174,621.00
Total Funding	<u>\$174,621.00</u>

Costs:

Type of Cost:

- SCADA Upgrades - WTP & WP - 2018 Carry Over

	<u>Dollar Amount:</u>
Total Cost:	<u>\$174,621.00</u>

Schedule

Design Start: _____

Design End: _____

Project Start: 2017 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WD17009

Area: Water Supply

Project Title: Grovedale Water Distribution System

Project Description & Benefits

Environmental Services is requesting to provide the Grovedale community with safe reliable potable water to the residents, which includes the design to be completed in 2018 and proposal of construction in 2019.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$348,610.00
Utility Revenue	
Tax Revenue	\$6,100,000.00
Total Funding	\$6,448,610.00

Costs:

Type of Cost:

- Grovedale Water Distribution System - 2018 Carry Over
- Grovedale Water Distribution System - 2019 Funding

	<u>Dollar Amount:</u>
	\$348,610.00
	\$6,100,000.00
Total Cost:	\$6,448,610.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2017 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WD19001

Area: Water Supply

Project Title: Little Smoky Power & Storage Upgrade

Project Description & Benefits

The Environmental Services Department is proposing an upgrade to the power required for pumping a distribution line and additional water storage reservoir for extra capacity when an issue arises. After reviewing operations it was determined storage upgrade was not an issue. The facility is able to meet & exceed water supply demands. Administration is purposing a facility upgrade. There is very limited, to no work area for the Operators when maintenance or repairing of the RO System is requires do top the small facility.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$650,000.00
Total Funding	\$650,000.00

Costs:

Type of Cost:

- Little Smoky Power & Storage Upgrade - 2019
- Little Smoky Power & Storage Upgrade - 2020

	<u>Dollar Amount:</u>
• Little Smoky Power & Storage Upgrade - 2019	\$250,000.00
• Little Smoky Power & Storage Upgrade - 2020	\$400,000.00
Total Cost:	\$650,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2019 01 01

Project End: 2020 12 31



Water Points Capital Summary



WATER POINTS					
Job ID and Description	2018 C/O	2019	2020	2021	Total
WD17003 Puskwaskau Water Point Upgrade	\$250,000	\$250,000			\$250,000
WP18002 Sturgeon Heights Water Point Upgrade	\$85,143	\$1,585,143			\$1,585,143
WP19001 Install Washrooms Facilities - NFC, LS, SSH, SH		\$40,000			\$40,000
WP20001 Crooked Creek Truck Loading Upgrade			\$1,500,000		\$1,500,000
WP21001 Heated Pads at all Water Points				\$150,000	\$150,000
WP21002 Sandy Bay Water Point Upgrade				\$1,000,000	\$1,000,000
Total Water Points	\$335,143	\$1,875,143	\$1,500,000	\$1,150,000	\$ 4,525,143

WATER POINTS

Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
WATER POINTS												
WD17003 Puskaskau Water Point Upgrade	\$250,000	\$250,000										\$250,000
WP18002 Sturgeon Heights Water Point Upgrade	\$85,143	\$1,585,143										\$1,585,143
WP19001 Install Washrooms Facilities - NFC, LS, SSH, SH		\$40,000										\$40,000
WP20001 Crooked Creek Truck Loading Upgrade			\$1,500,000									\$1,500,000
WP21001 Heated Pads at all Water Points				\$150,000								\$150,000
WP21002 Sandy Bay Water Point Upgrade				\$1,000,000								\$1,000,000
Sub Total Water Points	\$335,143	\$1,875,143	\$1,500,000	\$1,150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,525,143



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WD17003

Area: Water Supply

Project Title: Puskwaskau Water Point Upgrade

Project Description & Benefits

Environmental Services is requested budget for the upgrade to the Puskwaskau Water Point to be determined by the water point viability report. The proposal would include a new building, storage tanks and improve treatment with Manganese green-sand filters improving the water quality.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$250,000.00
Reserves	
Utility Revenue	
Tax Revenue	
Total Funding	\$250,000.00

Costs:

Type of Cost:

- Puskwaskau Water Point Upgrade - 2018 Carry Over

	<u>Dollar Amount:</u>
Total Cost:	\$250,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2017 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WP18002

Area: Water Supply

Project Title: Sturgeon Heights Water Point Upgrade

Project Description & Benefits

Environmental Services is budgeting for the design and construction of a new Sturgeon Heights Water Point, based on forecasted demands determined by the 2016 water point viability report.

The plant consists of a small block building, underground reservoir, turn around pad and truck fill system to provide area resident with potable water.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$85,143.00
Reserves	\$85,143.00
Utility Revenue	\$1,500,000.00
Tax Revenue	\$1,500,000.00
Total Funding	\$1,585,143.00

Costs:

Type of Cost:

	<u>Dollar Amount:</u>
• Sturgeon Heights Water Point Preliminary Works - 2018 Carry Over	\$85,143.00
• Sturgeon Heights Water Point Preliminary Works - 2019 Funding	\$1,500,000.00

Total Cost: \$1,585,143.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2018 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WP19001

Area: Water Supply

Project Title: Install Washrooms Facilities - NFC, SSH

Project Description & Benefits

The Environmental Services department is proposing to have washroom facilities constructed at New Fish Creek and Sunset House water points as there is no proper sanitary washroom facilities for the operators when at location.

To be constructed at New Fish Creek and Sunset House water points. Sweathouse and Little Smoky community halls have agreed to share their facilities. A propane fueled burner toilet may be installed at some of the sites at a reduced cost.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$40,000.00
Total Funding	\$40,000.00

Costs:

Type of Cost:

- Install Washrooms Facilities - NFC and SSH

	<u>Dollar Amount:</u>
• Install Washrooms Facilities - NFC and SSH	\$40,000.00
Total Cost:	\$40,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2019 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WP20001

Area: Water Supply

Project Title: Crooked Creek Truck Loading Upgrade

Project Description & Benefits

Upgrading the current Crooked Creek water point to allow the timely filling of a potable water tanker for the newly constructed Sturgeon Heights water point.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,500,000.00
Total Funding	\$1,500,000.00

Costs:

Type of Cost:

- Crooked Creek Truck Loading Upgrade

	<u>Dollar Amount:</u>
• Crooked Creek Truck Loading Upgrade	\$1,500,000.00
Total Cost:	\$1,500,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2020 01 01

Project End: 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WP21001

Area: Water Supply

Project Title: Heated Pads at all Water Points

Project Description & Benefits

Concrete pads with circulated hot water heating to prevent potential ice hazards for residents using the water points.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$150,000.00
Total Funding	\$150,000.00

Costs:

Type of Cost:

- Heated Pads at all Water Points

	<u>Dollar Amount:</u>
• Heated Pads at all Water Points	\$150,000.00
Total Cost:	\$150,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2021 01 01

Project End: 2021 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WP21002

Area: Water Supply

Project Title: Sandy Bay Water Point Upgrade

Project Description & Benefits

Upgrading to a potable water system to provide the residents of Sandy bay with Potable Water.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,000,000.00
Total Funding	\$1,000,000.00

Costs:

Type of Cost:

- Sandy Bay Water Point Upgrade

	<u>Dollar Amount:</u>
• Sandy Bay Water Point Upgrade	\$1,000,000.00
Total Cost:	\$1,000,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2021 01 01

Project End: 2021 12 31



Wastewater Capital Summary



WASTEWATER SYSTEMS					
Job ID and Description	2018 C/O	2019	2020	2021	Total
WW17001 Grovedale Collection System	\$456,895	\$5,456,985	\$4,000,000		\$9,456,985
WW17002 Grovedale Evaporative Lagoon Decommissioning	\$3,476,122	\$3,476,122			\$3,476,122
WW17003 Sturgeon Heights Lagoon Expansion	\$1,307,038	\$1,307,038			\$1,307,038
WW17005 Ridgevalley Collection System Rehabilitation	\$100,000	\$100,000			\$100,000
WW18001 RV Dumping Station	\$50,000	\$50,000			\$50,000
WW20001 Replacement Lift Station Pumps			\$50,000		\$50,000
WW21001 Ridgevalley Lagoon Expansion				\$1,600,000	\$1,600,000
Total Wastewater Systems	\$5,390,055	\$10,390,145	\$4,050,000	\$1,600,000	\$ 16,040,145

WASTEWATER SYSTEMS

Job ID and Description	2018 C/O	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
WASTEWATER SYSTEMS												
WW17001 Grovedale Collection System	\$456,895	\$5,456,985	\$4,000,000									\$9,456,985
WW17002 Grovedale Evaporative Lagoon Decommissioning	\$3,476,122	\$3,476,122										\$3,476,122
WW17003 Sturgeon Heights Lagoon Expansion	\$1,307,038	\$1,307,038										\$1,307,038
WW17005 Ridgevalley Collection System Rehabilitation	\$100,000	\$100,000										\$100,000
WW18001 RV Dumping Station	\$50,000	\$50,000										\$50,000
WW20001 Replacement Lift Station Pumps			\$50,000									\$50,000
WW21001 Ridgevalley Lagoon Expansion				\$1,600,000								\$1,600,000
WW22001 SCADA - Lift Stations Remote Operations					\$80,000							\$80,000
WW25001 SCADA Upgrades								\$50,000				\$50,000
WW25002 Replacement Pumps								\$100,000				\$100,000
WW27001 Lift Station Upgrades/Replacement										\$1,000,000		\$1,000,000
Sub Total Wastewater Systems	\$5,390,055	\$10,390,145	\$4,050,000	\$1,600,000	\$80,000	\$0	\$0	\$150,000	\$0	\$1,000,000	\$0	\$17,270,145
TOTAL ENVIRONMENTAL SERVICES	\$19,422,501	\$38,376,091	\$6,366,500	\$3,104,800	\$333,600	\$365,600	\$302,500	\$927,400	\$223,200	\$1,390,400	\$98,600	\$51,488,691



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WW17001

Area: Wastewater Collections

Project Title: Grovedale Collection System

Project Description & Benefits

Environmental Services is requesting to provide the Grovedale community with a wastewater collection system. Design to begin in 2017 with the construction to be final in 2019.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$456,895.00
Utility Revenue	
Tax Revenue	\$9,000,000.00
Total Funding	\$9,456,895.00

Costs:

Type of Cost:

- 2018 Carryover funds
- Grovedale Collection System - 2019 Funding
- Grovedale Collection System - 2020 Funding

	<u>Dollar Amount:</u>
	\$456,895.00
	\$5,000,000.00
	\$4,000,000.00
Total Cost:	\$9,456,895.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2017 01 01

Project End: 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WW17002

Area: Wastewater Collections

Project Title: Grovedale Evaporative Lagoon
Decommissioning

Project Description & Benefits

Environmental Services is budgeting for the preliminary work, desludging, and decommissioning of the old Grovedale Evaporative Lagoon. Work to include land application of sludge and reclamation of M.D. owned land.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$3,476,122.00
Reserves	\$3,476,122.00
Utility Revenue	\$3,476,122.00
Tax Revenue	\$3,476,122.00
Total Funding	<u>\$3,476,122.00</u>

Costs:

Type of Cost:

- Grovedale Evaporative Lagoon Decommissioning- 2018 Carry Over

	<u>Dollar Amount:</u>
• Grovedale Evaporative Lagoon Decommissioning- 2018 Carry Over	\$3,476,122.00
Total Cost:	<u>\$3,476,122.00</u>

Schedule

Design Start: _____

Design End: _____

Project Start: 2017 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WW17003

Area: Wastewater Collections

Project Title: Sturgeon Heights Lagoon Expansion

Project Description & Benefits

Environmental Services is budgeting for the upgrade and expansion of the Sturgeon Heights Wastewater Treatment Lagoon. Preliminary work would be completed in 2017 and the construction would start in 2018.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	\$1,307,038.00
Reserves	\$1,307,038.00
Utility Revenue	
Tax Revenue	
Total Funding	\$1,307,038.00

Costs:

Type of Cost:

- Sturgeon Heights Lagoon Expansion - 2018 Carry Over

	<u>Dollar Amount:</u>
Sturgeon Heights Lagoon Expansion - 2018 Carry Over	\$1,307,038.00
Total Cost:	\$1,307,038.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2017 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WW17005

Area: Wastewater Collections

Project Title: Sewer Collection System Rehabilitation

Project Description & Benefits

Environmental Services is proposing upgrade some of the sanitary sewer manholes which have deteriorated within Greenview. This will minimize ground water infiltration into the sanitary sewer collection system.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$100,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$100,000.00

Costs:

Type of Cost:

- Sewer Collection System Rehabilitation - 2018 Carry Over

	<u>Dollar Amount:</u>
Total Cost:	\$100,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2017 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WW18001

Area: Wastewater Collections

Project Title: RV Dumping Station

Project Description & Benefits

To construct an RV dumping station. Site to be determined.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$50,000.00
Utility Revenue	
Tax Revenue	
Total Funding	\$50,000.00

Costs:

Type of Cost:

- RV Dumping Station - 2018 Carry Over

	<u>Dollar Amount:</u>
• RV Dumping Station - 2018 Carry Over	\$50,000.00
Total Cost:	\$50,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2018 01 01

Project End: 2019 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WW20001

Area: Wastewater Collections

Project Title: Replacement Lift Station Pumps

Project Description & Benefits

The Environmental Services department is proposing to replace or rebuild the lift station pumps that have reached their life expectancy or are reaching their maximum pumping capacity. Grovedale, DeBolt, Ridgevalley.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$50,000.00
Total Funding	\$50,000.00

Costs:

Type of Cost:

- Replacement Pumps

	<u>Dollar Amount:</u>
Replacement Pumps	\$50,000.00
Total Cost:	\$50,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2020 01 01

Project End: 2020 12 31



GREENVIEW CAPITAL PROJECT FORM

Department: Environmental Services

Job ID: WW21001

Area: Wastewater Collections

Project Title: Ridgevalley Lagoon Expansion

Project Description & Benefits

Environmental Services is budgeting for the upgrade and expansion of the Ridgevalley Wastewater Treatment Lagoon. Preliminary work would be completed in 2021 and the construction would start in 2022.

Council Strategy/Goal

Strategy: Level of Service

Goal: Level of Service

Project Funding/Costs

Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	
Utility Revenue	
Tax Revenue	\$1,600,000.00
Total Funding	\$1,600,000.00

Costs:

Type of Cost:

- Ridgevalley Lagoon Expansion

	<u>Dollar Amount:</u>
Ridgevalley Lagoon Expansion	\$1,600,000.00
Total Cost:	\$1,600,000.00

Schedule

Design Start: _____

Design End: _____

Project Start: 2020 01 01

Project End: 2021 12 31

**Municipal Government Act
Revised Statutes of Alberta 2000,
Chapter M-26 – July 1, 2018**

Adoption of operating budget

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

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

Expenditure of money

248(1) A municipality may only make an expenditure that is

- (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,
- (b) for an emergency, or
- (c) legally required to be paid.



REQUEST FOR DECISION

SUBJECT: **Joint Family and Community Support Services Agreement with Town of Valleyview**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER: LDH
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: LDH
STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council review the options for the renewal of the Joint Green View Family and Community Support Services agreement with the Town of Valleyview for information, as presented.

BACKGROUND/PROPOSAL:

In 2013, a 5 year FCSS joint agreement was signed between the Town of Valleyview and MD of Greenview Council. The agreement addresses board structure, terms of office, quorum, powers, duties, responsibilities, and financing. Generally speaking, the existing agreement serves the function it was intended for with the exception of the financial inequities that currently exist. Impending expiration of this agreement provides a potential opportunity to address this issue.

When executed in 2013, the agreement was structured in a manner that had Greenview contributing \$818,034.00 and the Town of Valleyview providing \$84,450.00 plus an annual 2% increase thereafter to adjust for cost of living. In 2018, the final year of the contract, Greenview's financial contribution is \$1,0362,625.00 and the Town is \$93,239.00.

While participation varies from program to program, the average Town resident attendance is 45% in all FCSS programs. Although Green View FCSS does not provide direct programming at Sturgeon Lake, residents from Sturgeon Lake access programs in Town and make up approximately 15% of FCSS programming. Sturgeon Lake is funded federally and does not contribute to the FCSS funding. The remaining 40 % of FCSS participation is from Greenview residents.

Currently, the Town of Valleyview pays for approximately 25% of the actual value for programming its residents receive. As previously mentioned, based on the existing agreement, the Towns' financial contribution in 2018 is \$93,239.00, however, the actual cost of programs provided to their residents is \$464,681.00. In 2019, the value of programming provided to town residents will rise to \$484,394.00.

When pursuing a new contract, Council has various options to consider.

- 1) Council may choose to renew the agreement and continue with a 2% annual increase based on the 2018 contribution of \$93,239.00.
- 2) Council may choose to negotiate the full costs of FCSS services provided to Town residents equalling \$484,394.00
- 3) Council may choose to negotiate different amount with the intention of offsetting actual costs.
- 4) Council may choose to discontinue the joint agreement with the Town of Valleyview, and therefore only serve residents of the MD of Greenview.

An additional consideration, is with the potential dissolution of Grande Cache the agreement may be required to include Board representation for the Grande Cache area and Council may even wish to change the name from Green View FCSS to Greenview FCSS.

BENEFITS OF THE RECOMMENDED ACTION:

1. The Benefit of the accepting the recommended motion is that Council will have the information required to proceed with the renewal of the FCSS agreement.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the recommended motion for information.

ALTERNATIVES CONSIDERED:

Alternative #1: N/A

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- 2013-2018 Joint Family and Community Support Services Agreement

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

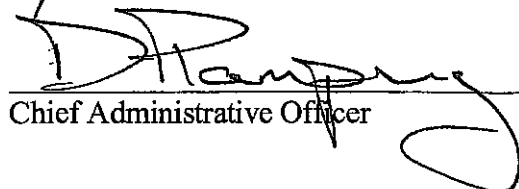


Town Manager

MUNICIPAL DISTRICT OF
GREENVIEW NO. 16



Reeve



Chief Administrative Officer



REQUEST FOR DECISION

SUBJECT: **Road Allowance License – N1/2-22 & S1/2-27 -70-26 W5M**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER: QFB
DEPARTMENT: AGRICULTURE GM: SW PRESENTER: QFB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – Traffic Safety Act, Revised Statutes of Alberta 2000, Chapter T-6, Division 3, Section 13(o). Authorizing the municipality to issue a license or permit that is terminable on 30 days' notice in writing for the temporary occupation or use of a road allowance or highway or portion of a road allowance or highway when it is not required for public use.

Council Bylaw/Policy (cite) – By-Law 16-775 Road Allowance License

RECOMMENDED ACTION:

MOTION: That Council approve the Road Allowance License application received for N1/2 22 & S1/2 27 - 70-26 W5M.

BACKGROUND/PROPOSAL:

On April 20th 2018, Greenview administration received a Road Allowance License application for the undeveloped road allowance between N1/2 22 & S1/2 27-70-26 W5M. The landowner is requesting to clear the brush from the unused road allowance to allow for cropping through the half sections.

Upon review, a small area of the western portion of the road allowance is already being cropped with the remainder of it containing a mature stand of trees. The eastern side of the road allowance has an unnamed creek running through it with significant riparian areas and therefore any development impacts without consent from Alberta Environment and Parks could have negative consequences. There has been no discussions regarding the amount of timber and whether or not it would be salvageable.

The land owner meets the criteria of our current policy, by being the registered owner of both sides of the road allowance and being in good standing with the Municipality. In addition, the road is not required for public vehicle passage. Administration recommends that the road allowance application be granted for the areas that do not impact the unnamed creek bed and adjacent riparian areas.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of Council accepting the recommended motion, that the landowner will be better able to utilize the land for cropping purposes, while ensuring sensitive natural areas are protected.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion to approve the application for the Road Allowance Licensing Agreement.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

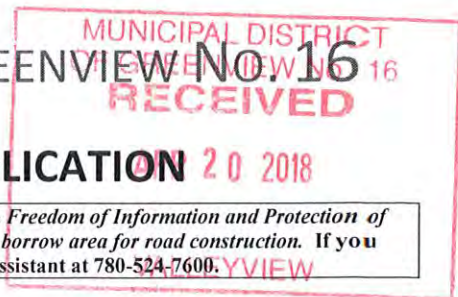
The applicant will be notified of the decision made by Council.

ATTACHMENT(S):

- Road allowance application.
- Road allowance license map.
- Proposed brushing map.
- Bylaw 16-775.



MUNICIPAL DISTRICT OF GREENVIEW No. 16



ROAD ALLOWANCE LICENSE APPLICATION

The personal information on this form is being collected in accordance with Section 33 (c) of the *Freedom of Information and Protection of Privacy Act* and is being collected for the purpose of *obtaining agreement to remove earth from a borrow area for road construction*. If you have any questions about the collection, contact the Municipal District FOIP Assistant at 780-524-7600.

I/We Robert Enns and Marni Alexander of 1007-80 Ave SW Calgary, Ab T2V 0V6 403-801-1385
Name(s) Mailing address & Phone #

hereby apply for a license to temporarily occupy the following road allowance(s) under the regulations in accordance with the Traffic Safety Act, Chapter H-7, Revised Status of Alberta, 1980, Section 13.

The road allowance(s) or portion thereof which I/we wish to occupy is marked on the diagram below.

The facts regarding the manner in which adjacent land owners, or the traveling public generally, will be affected by the temporary occupying of the road allowance(s) are as follows:

This road allowance is located between 2 creeks, with no road on either end and no road likely at any time in the future. We own the quarters on both sides of the road allowance. No one else will be affected in any way by our temporary occupancy of the road allowance.

I/ We are applying for a Road Allowance License adjacent to the following land:

The road allowance between the N1/2 Section 22, T70, R26, W5M and the S1/2 of Section 27, T70, R26, W5M.

I/We own or occupy the following land:

N1/2 Section 22, T70, R26, W5M
S1/2 Section 27, T70, R26, W5M

I/We understand that upon 3rd and final reading by the Council of Municipal District of Greenview No. 16 and the advertising in the local paper for two (2) issues that I/we agree to pay to the M.D. the rate of Ten Dollars (\$10.00) per half mile or portion thereof per year for a term of three (3) years, plus advertising costs associated with this road allowance license application. **A one-time non-refundable application fee of \$100.00 must accompany the application.**

[Signature]
Signature of Applicant
Robert Enns

[Signature]
Signature of Applicant
Marni Alexander

Please highlight the road allowance location on the map below:

Twp. 70 Range 26 West of the 5 Meridian

Twp. 70 Range 26 West of the 5 Meridian

31	32	33	34	35	36	31	32	33	34	35	36
30	29	28	27	26	25	30	29	28	27	26	25
19	20	21	22	23	24	19	20	21	22	23	24
18	17	16	15	14	13	18	17	16	15	14	13
7	8	9	10	11	12	7	8	9	10	11	12
6	5	4	3	2	1	6	5	4	3	2	1

Approved As To Form & Content

General Manager, Infrastructure & Planning

Date



MD of Greenview

4806 - 36 Avenue
P.O. Box 1079
Valleyview Alberta T0H 3N0
Telephone: (780) 524-7600

RECEIPT OF PAYMENT

ENNS ROBERT & ALEXANDER MARNI
1007 80 AVENUE SW
CALGARY, AB T2V 0V6
CANADA

COPY

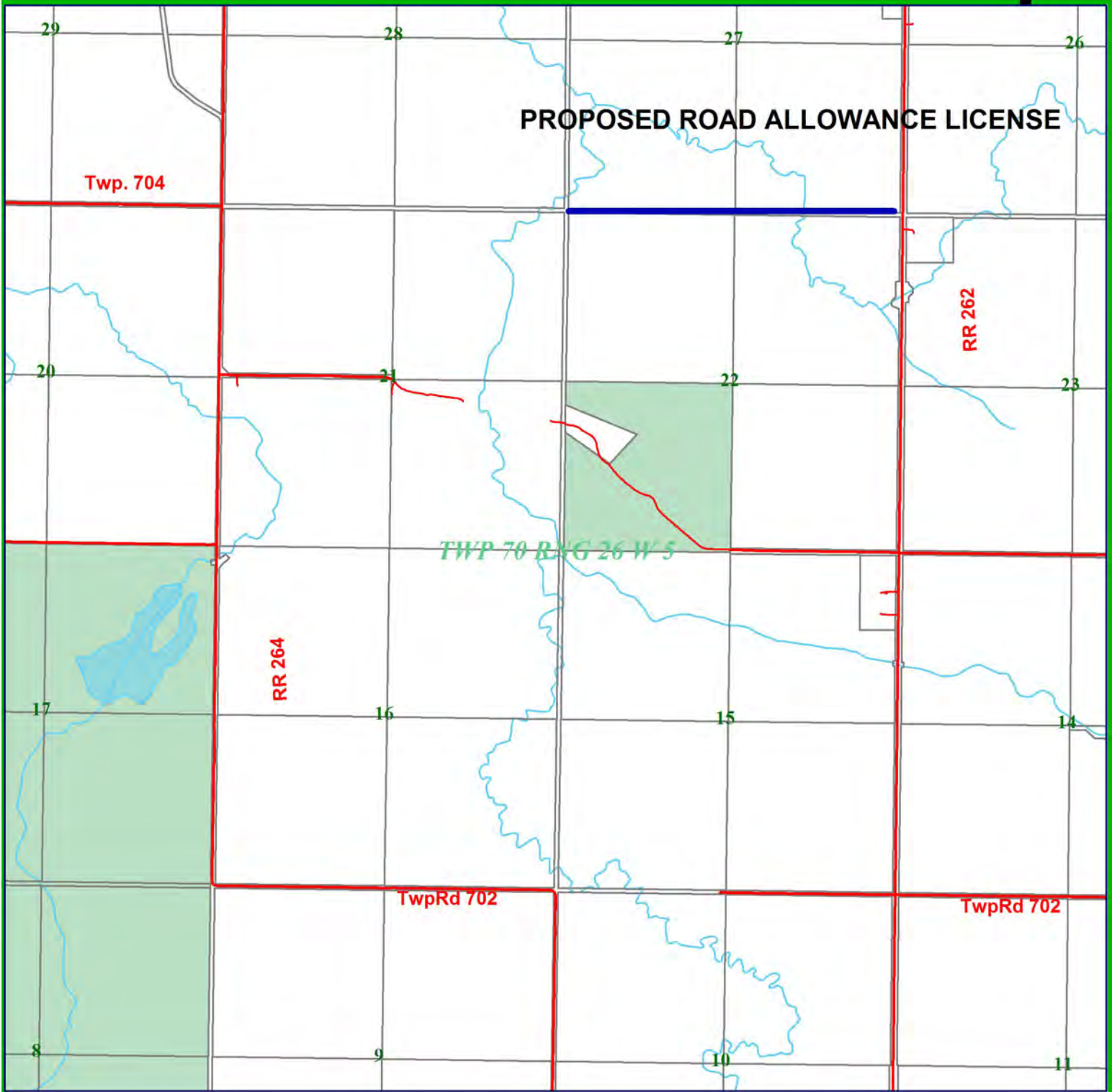
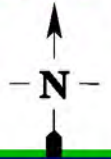
Receipt Number: 237590
Tax Number: 136866761 RT0001
Date: April 20, 2018
Initials: MR

Type	Account / Ref. #	Description	Quantity	Amount Paid	Balance Remaining
General	GL	Road Allowance Application Fee	1	\$100.00	N/A
Cheque Number: 174					
				Subtotal:	\$95.24
				Taxes:	\$4.76
				Total Receipt:	\$100.00
				Cheque:	\$100.00
				Total Amount Received:	\$100.00
				Rounding:	\$0.00
				Amount Returned:	\$0.00



Municipal District of Greenview #16

Road Allowance License Request
Between N 1/2 22-70-26-W5M
and S 1/2 27-70-26-W5M

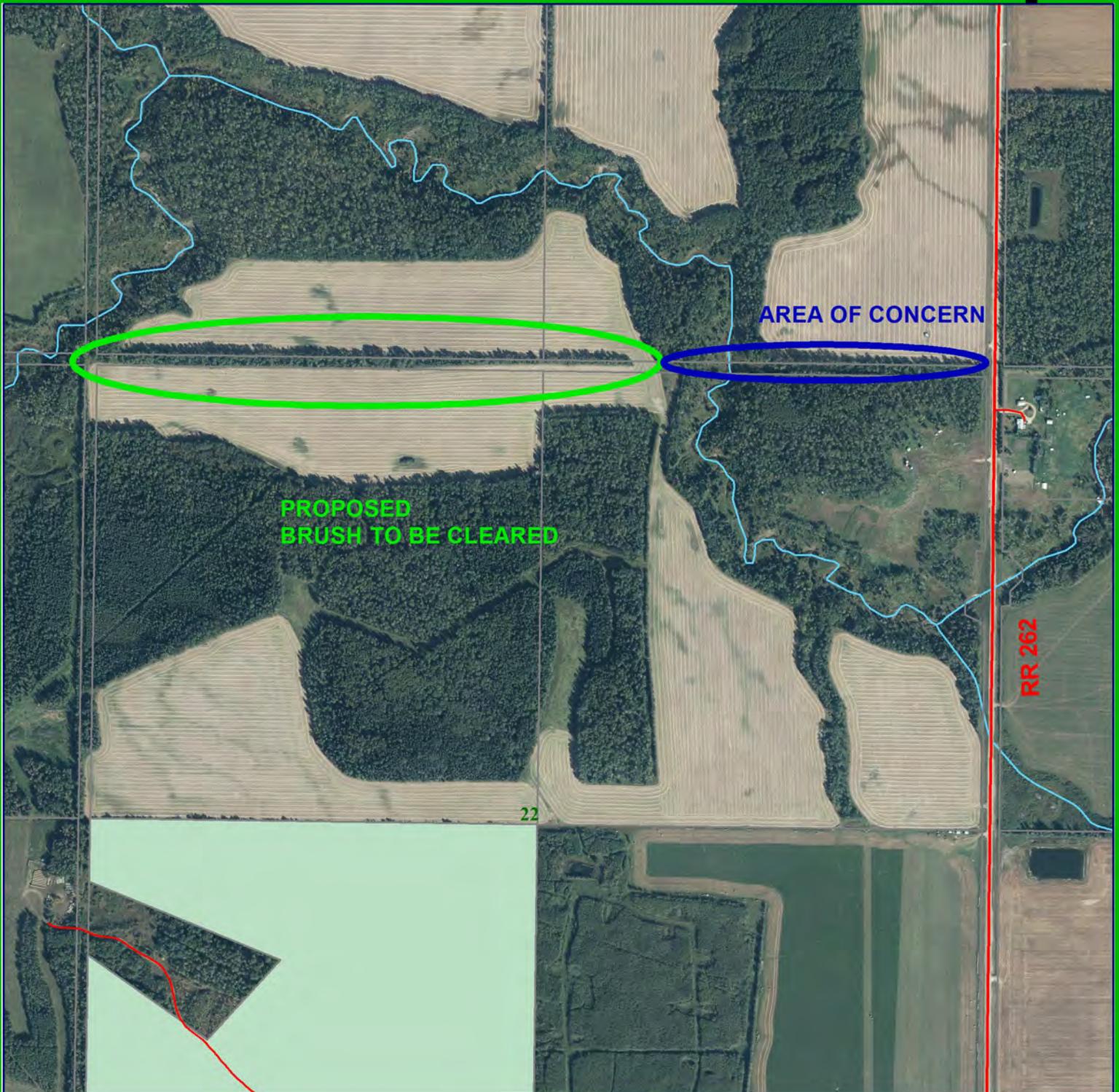
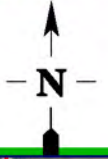


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Municipal District of Greenview #16

Road Allowance License Request
Between N 1/2 22-70-26-W5M
and S 1/2 27-70-26-W5M



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BYLAW NO. 16-775
of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of granting a license for the temporary use or occupation of a road allowance in accordance with the Traffic Safety Act, Chapter T-6, Revised Statutes of Alberta 2000, Section 13.

Whereas, the council of the municipality may make bylaws granting a license for the temporary use or occupation of a road allowance, public highway, or a portion of a road allowance or highway when it is not required for public use, and if the license is terminable on 30 days' notice in writing; and

Whereas, the lands hereafter described are not required for public use; and

Whereas, application has been made to Council to have the road allowance licensed;

Therefore, be it resolved that the Council of the Municipal District of Greenview No. 16, in the Province of Alberta, duly assembled, hereby authorizes the granting of a lease for the temporary occupation of the following road allowance

ALL THAT PORTION OF THE STATUTORY ROAD ALLOWANCE WHICH FORMS THE SOUTH EAST BOUNDARY OF SECTION FOURTEEN (14), AND THE SOUTH WEST BOUNDARY OF THIRTEEN (13), WITHIN TOWNSHIP SEVENTY-THREE (73), RANGE TWENTY-ONE (21), WEST OF THE FIFTH MERIDIAN (WSM).

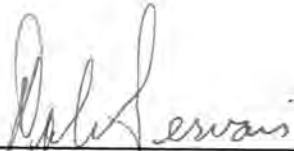
Excepting thereout all mines and minerals.

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

Read a first time this 13th day of December, A.D., 2016.

Read a second time this 10th day of January, A.D., 2017.

Read a third time and passed this 10th day of January, A.D., 2017.



REEVE



CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: Information on Mobile Steaming Equipment
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER: GM
DEPARTMENT: OPERATIONS GM: GG PRESENTER: GM
STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:
Provincial N/A

Council Bylaw/Policy N/A

RECOMMENDED ACTION:

MOTION: That Council review the updated information and pricing for the 2019 Capital budget of two (2) steamers for the Operations department and approve the revised proposed budget amount.

BACKGROUND/PROPOSAL:

At the November 13th Council meeting, Council requested additional information on the generator function, the cost of the steamers and the possibility of utilizing the present cage.

The mounted generator is not a stand-alone; it supplies power to the boiler unit and thermostat to the control panel. It acts similar to an alternator in your vehicle.

The existing metal cage is welded to the supporting frame. These existing cages could not be used on the new units as the steamers' supporting frames are dimensionally different in today's models. The existing steamers were purchased around 2005 having exhaust parts attached horizontally verses today's models attached vertically.

After further review, administration discovered a pricing error as the original numbers decreased by half per unit.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that the Operations department will have the ability to proceed with the replacement of old pressure washers with new equipment suitable for the required use.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1:

Council has the alternative to not accept the recommended motion, however, Administration recommends that given the revised pricing, the budgeted amount is reasonable for the recommended equipment.

FINANCIAL IMPLICATION:

The revised budget figure is \$19,500.00 per unit so \$39,000.00 total for Capital budget.

Direct Costs: \$39,000.00

Ongoing / Future Costs: maintenance as needed

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If approved, to proceed with requesting quotes once final approval of the 2019 Operations Capital Budget is approved.

ATTACHMENT(S):

- Please see attached photo of a skid mounted unit.





REQUEST FOR DECISION

SUBJECT: **Sporting Clays Tournament Donation 2018**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER:
STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council donate the excess amount of \$1,030.61 from the Stakeholder Outreach Sporting Clays Event Budget to Lila’s Angels Travel Foundation.

BACKGROUND/PROPOSAL:

Greenview hosted the annual Stakeholder Outreach Event at Shot Shell Shooting Range south of Valleyview on Thursday, September 20, 2018. This Sporting Clays Tournament was held to raise funds for Valleyview’s Lila’s Angels Travel Foundation.

Event budget was \$20,000.00 and total expenses amounted to \$18,969.00, remaining funds from the budget are \$1,030.61.

Revenue raised was \$16,680.00 in donations from our sponsors, registration fees and cash donations received on the day of the event.

Administration proposes that Council approve the remaining funds of \$1,030.61 from the event budget be added as a donation from Council, giving a final total of \$17,710.61 to be donated to Lila’s Angels Travel Foundation.

BENEFITS OF THE RECOMMENDED ACTION:

The Benefit of the recommended action is that Council would formally establish a clear position regarding future actions regarding excess funds from Stakeholder Outreach Event Budgets.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Council has the alternative to not accept the recommended motion for information.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion. Greenview has set the budget at \$20,000.00 and this will not exceed the budget amount.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision Administration will issue the final cheque for future presentation to Lili's Angels Travel Foundation.

ATTACHMENT(S):

- 2018 Clay Shoot Report.

Greenview Clay Shoot 2018				
Total Budget \$20,000				
Expense	Cost	Quantity	Total	Notes
Registration Fees	80.00	11.00	880.00	11 Staff took part in the clayshoot.
Supper Costs	555.67	1	555.67	Subway \$132.30, Captain Pizza \$423.37
				Prizes: Outfitter Cooler \$291, Superday Back Pack \$299.95, Gift Cards 2x
Trapper Gord	720.50	1.00	720.50	\$50 = \$100
Prizes	250.00	10.00	2,500.00	Prizes for Male & Female 1st, 2nd, 3rd, Class A, B, C, Most Honest
				31 Shooting Stand signs \$22 each, 3x8 banner FREE, Easel Board x1 \$45,
Signage	847.35	1.00	847.35	Easel Board x 1 \$15 plus shipping.
Sportswear Plus	30.00	54.00	1,620.00	Registration Gifts (insulated thermos)
4Imprint	5.00	54.00	270.00	Registration Gifts (camo tote bag)
Greenview Promo	10.00	75.00	750.00	
Misc. Supplies	500.00	1.00	500.00	
Prizes	300.00	4.00	300.00	CT GC \$100, \$50, Keg GC \$100 & \$50
Costco Supplies	111.92		111.92	Cutlery, Snacks etc
Reynolds, Mirth, Richards & Farmer	798.95	1.00	798.95	Legal fees for drafting of legal waivers.
Rexall	300.00	2.00	300.00	2 Gift cards
Shot Shell Enterprises Ltd.	8,815.00	1.00	8,815.00	Cost of 54 Shooters @ \$160 and 7 extra meals @ \$25
Total			18,969.39	

Clay Shoot 2018 Revenue				
Source	Cost	Quantity	Total	Notes
Registration Fees	80.00	43.00	3,440.00	43 registered
Total			3,440.00	

Clay Shoot 2018 Fundraising - Sponsorships				
Source	Cost	Quantity	Total	Notes
Tiger Calcium	3,000.00	1	3,000.00	Platinum Sponsor
Encana	1,000.00	1.00	1,000.00	Silver Sponsor
WSP	1,000.00	1.00	1,000.00	Silver Sponsor
Grande Cache Fire Dept.	1,000.00	1.00	1,000.00	Silver Sponsor
Seven Generations	1,000.00	1.00	1,000.00	Silver Sponsor
Town of Fox Creek	1,000.00	1.00	1,000.00	Silver Sponsor
Benevity Social	1,000.00	1.00	1,000.00	Silver Sponsor
ProWest	1,000.00	1.00	1,000.00	Silver Sponsor
Big Lakes County	500.00	1.00	500.00	Bronze Sponsor
PCIT	500.00	1.00	500.00	Bronze Sponsor
Chrenek RBC	500.00	1.00	500.00	Stand Sponsor
RMA	500.00	1.00	500.00	Stand Sponsor
Accurate Assessment Group Ltd	500.00	1.00	500.00	Bronze Sponsor
Sameng	500.00	1.00	500.00	Stand Sponsor
Total			13,000.00	

Clay Shoot 2018 Fundraising - Other				
Source	Cost	Quantity	Total	Notes
Council Donation?			1030.61	Remaining tournament budget funds (with Council's permission)
Prize Donations				Reynolds Mirth Richards & Farmer LLP donated 2 x Oilers tickets & Piece of Luggage. No monetary value attributed.
Cash Donations		3.00	240.00	Eric Rosendahl \$40, Todd Loewen \$100, Anonymous \$100.
Total			1,270.61	

Grand Total 18,710.61

AEP	1,000.00	1.00	1,000.00	Silver Sponsor - Made cheque out directly to Lila's Angels Travel Foundation.
Paramount	1,000.00	1.00	1,000.00	Silver Sponsor - Made cheque out directly to Lila's Angels Travel Foundation.



REQUEST FOR DECISION

SUBJECT: **Governance Report**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 26, 2018 CAO: MH MANAGER:

DEPARTMENT: CAO SERVICES GM: PRESENTER: DL

STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Governance Report for information as presented.

BACKGROUND/PROPOSAL:

Previously, Administration was forwarding governance reports conducted on other municipalities to Council for information. The intent of this practice was to provide Council with additional education regarding roles and responsibilities and allow for an informal self-assessment of Greenview. Given the amount of content, Administration stopped this practice in favour of providing a shorter written summary of multiple reports. The attached document is that summary.

The Governance Report is based on the data from 10 Municipal Inspections conducted by the Province. The inspection reports of the Town of Peace River, Town of Athabasca, Westlock County, City of St. Albert, Brazeau County, Smoky Lake, Clear Hills County, Town of Spirit River, Town of Granum, and the Town of Rocky Mountain House were examined in this report. The five most common areas identified in the report where municipalities were struggling were identified and explored.

The intent of the report is to raise awareness of some of the areas that municipalities in the Province are struggling, and refocus on what good governance entails in the decision making of councils and in the operation of the municipality.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Council can reflect on good governance and recognize common problems that many municipalities face.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

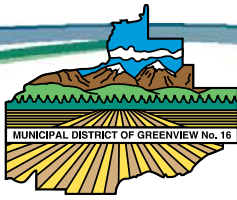
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Governance Report: The Benchmark for Good Governance



MUNICIPAL DISTRICT OF GREENVIEW No. 16

The Benchmark for Good Governance

Lessons Learned from Municipal Inspections in Alberta

“Good governance” is a phrase that is frequently used in the municipal world. It is essentially the purpose of municipal government, but it can be a challenge to actually achieve. It can be difficult to identify what exactly “good governance” looks like in the day-to-day activities and decisions of municipal councils and administration as there really are no perfect examples. In order to explore “good governance” it may be helpful to examine some scenarios where good governance is clearly absent. To do this, the Municipal Inspection reports of ten municipalities in Alberta were examined to identify common areas where municipalities start moving away from good governance. Outside of the focus of “what-not-to-do,” people can look at these reports and identify some areas in their municipalities that are moving away from good governance, and focus on how they, as a municipality, can avoid the situations outlined in these inspection reports. This responsibility is incumbent on councils as well as administration, as good governance requires both branches to be functioning effectively in their own spheres and working together in the decisions made for the betterment of the municipality.

Municipal Inspection Reports

The inspection reports of the Town Peace River, Town of Athabasca, Westlock County, City of St. Albert, Brazeau County, Smoky Lake, Clear Hills County, Town of Spirit River, Town of Granum, and the Town of Rocky Mountain House were examined in this report. While the circumstances around these Municipal Inspections were unique to each individual municipality, there are a number of common areas where there is an absence of good governance.

The most significant factor identified as a point of failure in municipalities under inspection was the understanding and separation of roles between councils and administration. This was an issue overall in nine of ten municipalities that were inspected. The lack of clarity in these distinct roles came either in administration overstepping into council’s realm of decision-making and establishing direction and policy, or in council overstepping into administration’s role as implementing council decisions and as technical experts. Administration overstepping into council’s role was identified explicitly in the municipal inspection report for the Town of Smoky Lake. In this instance, Administration was not abiding by council policies, and demonstrating a complete disregard for council’s collective authority. In a couple of other instances, this was also seen in administration politicizing issues. Administration’s role is intended to be apolitical. The information and options presented should be based on technical expertise, and not based on political considerations. Political considerations and perspectives are part of the role of council in making decisions and setting the direction for the municipality.

Most instances where there was a lack of role clarity demonstrated in the reports that were studied, was Council overstepping into the role of administration. This was identified in eight of ten inspection reports. In many of these councils overstepped largely by focusing on operational matters rather than on the higher level of policy based governance. This was often expressed in council meetings where the majority of time was spent asking administration

about the minutia of their work, rather than focusing on policies and strategic direction of the municipality. These questions led to an increased workload for administration and subsequently increased the length of future meetings. This was also demonstrated in councillors contacting staff for information that is not relative to their role as policy-makers. It was also noted on several occasions that individual councillors or the Chief Elected Official was providing direction to staff rather than providing direction from council as a whole.

Closely linked to the separation of roles, the second area where there was significant overlap between inspections was a lack of trust. Eight of ten municipal inspections reported a lack of trust between council and administration. Three of ten reported a lack of trust between members of council. One municipality reported a lack of trust between the senior leadership and the CAO. In situations where there was a lack of trust between council and administration, there was a corresponding lack of role clarity, where council members were focused on administrative details rather than their role in establishing policy. Some of this was also linked to the quality of information provided by administration to council, on which they based their decisions. Situations where there was distrust between councillors was often marked with factions or voting blocs being created in councils. This has significant implications on debate and decision making. In the one instance of distrust between the CAO and the senior leadership, the municipality was marred by politicization of administration, significant turnover, and significant HR issues.

A third area which was commonly noted in inspection reports was a general lack of respect. A lack of respect was seen in eight of ten municipalities. This area was also closely linked to distrust and a lack of role clarity. It was seen in how members of council engage with each other and how administration and council interact and how both spheres engage with the public. In instances where councillors were disrespecting each other, there were factions created in council. Councillors that were disrespecting each other did so through social media, email, and publicly in meetings. Disrespect was also mentioned in several inspections between council and administration. In these instances certain members of council, or in some cases council as a whole, did not respect staff's role as technical experts. In some instances this lack of respect was demonstrated in council meetings in the berating of staff. This also extended to council conduct outside of meetings.

A lack of strategic planning was also an area that was common throughout the municipal inspection reports. Strategic planning was related to seven of ten reports. In six of the reports municipalities either did not have strategic plans at all or they were in desperate need of review. Strategic planning is a significant part of councils' governance role. Not only in setting the direction of the municipality in the present, but in planning for the future. In one instance there was a strategic plan in place, but there was no process for evaluating whether the municipality was on track with its strategic plan. It was emphasized in several reports the importance of strategic planning and ensuring that they are evaluated and reviewed as necessary to ensure that the municipality is on track with these goals.

A lack of proper CAO evaluations was another theme in the municipal inspection reports. It appeared six times out of ten. In most municipalities there was some form of CAO evaluation in place, but it was deemed inadequate by inspectors. In most cases this was because the evaluation did not include performance measures or benchmarks to determine success on the part of the CAO. In two instances there was no review process at all. The CAO was not given any form of evaluation. As the administrative head of the municipality, and as council's only employee, the inspectors recommended an appropriate evaluation be in place to measure the performance of the CAO.

There were many other areas identified in the report. Some pertaining to council include a lack of clear direction from council to administration, a lack of clarity around pecuniary interest and conflict of interest, factions or voting blocs in council, and failure to keep matters disclosed in confidence in-camera private. Some areas pertaining to administrations include inadequate information being provided to council, improper minute taking, lack of performance reviews for staff, and a lack of compliance to municipal policies.

Good Governance

With these municipal inspection reports, a number of themes can be highlighted to identify what is involved in good governance: role clarity, trust, respect, strategic planning, and proper CAO evaluations as part of Council's oversight role.

Good governance requires councils and administrations to understand their roles in the municipality. Council is involved in the higher level governance and oversight of the municipality in setting direction, strategic planning, and policy making. Administration's role is to implement the decisions of council, the operation of the municipality, and to provide good information and alternatives on which council can base their decisions. Under these roles it is also important to emphasize that the CAO is council's only employee and that the rest of the municipal staff fall under the purview of the CAO. It is the role of the CAO as head of administration to manage the organization.

Good governance requires trust. Trust is essential for administration and council to work together. Trust involves council trusting that administration is bringing forward good information and alternatives, as well as trusting that the CAO is managing the organization in accordance with council policies and strategic plan. This does not mean a "blind trust" but one where council maintains its oversight role, rather than embedding themselves in organizational affairs. Correspondingly, administration should be able to trust the decisions of council and the direction set by council. Without this trust, Councils begin to find themselves focusing on operational matters, and administration may find themselves failing to adhere to council policies and strategic plans. Trust is also required between members of council. A lack of trust in fellow councillors can lead to discord and factions in council.

Closely related to trust is respect. Respect is required in how members of council interact with administration. Council respecting the technical expertise of staff, and administration respecting council's oversight role and that the CAO is managing their staff appropriately. Respect is essential in the engagement between staff, council and in engaging with the public. Disagreements and debate are a necessary part of the process, but respect should be at the core of all conduct.

Strategic planning is a core responsibility of council in its governance role. Strategic plans set the direction of the municipality and plan for the future. Administration is responsible to implement the strategic plan and ensure that the alternatives they provide council to base their decisions on promote the strategic plan. Council is responsible to make decisions that are consistent with their strategic plan and other governance documents.

Appropriate CAO evaluations are also an essential part of council's oversight role. The CAO is council's only employee. As such, it is only appropriate that the council provide them with an appropriate performance evaluation. This evaluation should be done in accordance with requirements under the *Municipal Government Act*. It should also include performance measures and achievable outcomes, on which the evaluation can be based.

Municipal Inspection Reports can be used as a resource in evaluating good governance. While the situations depicted certainly do not provide a bench mark, they are indicators of some of the problems that municipalities face. As councils and administrations manage issues and decisions, they may find themselves slipping into some of the areas identified in the reports from time to time. In these instances it is important to evaluate where you are at, and where you should be as a municipality and take corrective action to get back to good governance.



REQUEST FOR DECISION

SUBJECT: **Approach Concerns**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: November 26, 2018
DEPARTMENT: INFRASTRUCTURE & PLANNING
STRATEGIC PLAN: Infrastructure

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MH
GM: GG

MANAGER:
PRESENTER: GG

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the report regarding approach concerns for information, as presented.

BACKGROUND/PROPOSAL:

On November 13, 2018 Councillor Dale Smith put forward a Motion:

That Council direct administration to bring forward information on the following approaches; Twp. Rd 720 Matt Roberts and Twp. 722 Bud Coates to the November 23rd, 2018 Regular Council Meeting.

Twp. 720 Matt Roberts; submitted two Approach Application Requests on April 28, 2017 along with a non-refundable administration fee of \$200.00. Operations reviewed both requests onsite and determined that the approaches would be not approved based on the number of existing approaches to both quarters.

Mr. Roberts received a letter that indicated both locations would not be approved due to each location already having existing approaches.

On November 20, 2018 the GM, I&P contacted Mr. Roberts and resolved the approached concerns, whereas Mr. Roberts agreed to relocate an existing approach located at the South/East corner of the homestead quarter off Twp. 720 to across from the cattle yard.

The second approach will be installed to the cattle yard across from the relocated approach off Twp. 720 to the homestead quarter.

Mr. Roberts has agreed to pay the required installation fee of \$2,000 per approach, GM waived the \$500 relocation fee of the existing approach

Mr. Roberts understands that the installation of the two approaches will not take place until 2019.

Twp. 722 Bud Coates; submitted a Miscellaneous Work Request on November 10, 2016 for widening of a dry approach. No culvert installation was needed and the work was completed on May 17, 2017.

After the approach was widened to 16 meters at the shoulder of the road of Twp. 722 Mr. Coates discovered due to the narrowness of Twp. 722 and the 40ft cattle liners that the approach was still too narrow.

GM, I&P discussed Mr. Coates' concerns and Greenview will further widen the approach to accommodate the narrow road width at this location.

I have requested day labour to complete the works immediately due to the mild temperatures. The approach needs to be stripped back and keyed in starting from the back slope of the ditch line and compacted in lifts.

Mr. Coates has been notified of the immediate construction time line.

BENEFITS OF THE RECOMMENDED ACTION:

1. The Benefit of the recommendation provided Council with history of the recent applications and resolution.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$16,000 from Local Road Block Funding in 2019 for two subsidized culvert approaches and \$3,000 for one additional upgrade that includes supervision, mob, equipment and gravel.

Ongoing / Future Costs: maintenance and future replacement

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration to complete the works described above.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: Community Development Initiative Agreement
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: MH
STRATEGIC PLAN: Intergovernmental Relations

RELEVANT LEGISLATION:

Provincial (cite) – NA

Council Bylaw/Policy (cite) – NA

RECOMMENDED ACTION:

MOTION: That Council authorize the Reeve and Chief Administrative Officer to execute the proposed Community Development Initiative Agreement with the Town of Fox Creek and Town of Valleyview.

BACKGROUND/PROPOSAL:

For several years the Municipal District of Greenview has provided funding to the Towns of Valleyview, Grande Cache, and Fox Creek. The amount of base funding has increased over the years and yearly amounts increase or decrease based on changes to Greenview's assessment (if assessment increases, the amount of funding increases, etc.). Given the upcoming dissolution (unconfirmed) of the Town of Grande Cache, the proposed agreement deals only with the Towns of Fox Creek and Valleyview.

The agreements expired at the end of 2017. Council has previously indicated that the Community Development Initiative (CDI) funding arrangement should be continued. The continuation of the CDI agreement was also part of the Town of Valleyview's needs expressed during negotiations for the Greenview Regional Multiplex.

Previously, the agreement has largely been without conditions excepting provisions regarding reporting and dissolution/annexation. Council has previously indicated that they would like to see the following provisions either remain or be added to the new CDI Agreement:

- That Greenview is committed to entering into a long-term agreement (5 years);
- That Greenview would like to see 60 % of the funding be used for Capital works;
- That Greenview would like to see the funding amount tied to assessment of the previous year;
- and,
- That the current provisions regarding reporting, annexation, dissolution, etc. remain in place.

I have recently met with both Town Administrations and both have indicated that they are good with Greenview's proposed changes. The one exception is that the Town of Valleyview has requested that the

agreement length be 10 years instead of 5 years. At the last Regular Council Meeting, Council determined that the agreement should be written for 5 years. The additional changes have been incorporated into the proposed agreement.

The agreement has also been altered to clarify the assessment numbers used for payment calculations and ties them to the previous year's assessment as depicted in the Tax Rate Bylaw. This allows for both Greenview and the Towns to budget specific and confirmed numbers instead of estimates as are used in budgets currently. Having confirmed numbers allows for all partners to budget more accurately.

Administration is also proposing that the base payment amount be set at \$2.7 Million. If the previous agreement had still been in effect, the 2018 amount paid to each Town would have been \$2,636,547.54. Administration is proposing rounding this number up as it would not change from \$2.7 Million in 2019. The rounded number also creates a simpler number from which to perform calculations. The amount contained in Greenview's 2018 budget for each Town is slightly over \$2.4 Million.

When first discussed, Council requested that Administration provide additional information regarding the funding provided to the Towns. Information has been attached for Council's information.

Once Greenview Council has endorsed the agreement, it will be forwarded to the Towns for endorsement by their respective Councils.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will be fostering a positive relationship with our urban centres.
2. The respective Towns will have certainty regarding future funding from Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The cost of funding is the only perceived disadvantage related to the recommended motions. Most of the costs associated with this funding were accounted for in the 2018 budget.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may opt to make additional amendments to the agreement.

Alternative #2: Council may opt not to renew the CDI agreement.

FINANCIAL IMPLICATION:

Direct Costs: \$8.1 Million

Ongoing / Future Costs: \$5.4 Million (+/-) annually

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will communicate Council's endorsement of the Agreement to the Towns.

Administration will process payment to the Town of Grande Cache.

ATTACHMENT(S):

- Proposed CDI Agreement
- Previous CDI Agreement
- Town of Valleyview funding chart
- Town of Fox Creek funding chart

COMMUNITY DEVELOPMENT INITIATIVE AGREEMENT

BETWEEN

THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16

(an incorporated municipality in the Province of Alberta herein after known as
"Greenview")
On the First Part

AND

**TOWN OF FOX CREEK and
TOWN OF VALLEYVIEW**

(each respectively being incorporated municipalities in the Province of Alberta
and referred to collectively in this agreement as the "Towns")
On the Second Part

WHEREAS: Greenview recognizes and is committed to the well-being of its communities, its environment, and to a high quality of life within Greenview; and

WHEREAS: Greenview considers the incorporated urban municipalities contained within its boundaries to be part of its community, its environment, and recognizes that the communities contribute to the quality of life in the region; and

WHEREAS: Greenview acknowledges that economic growth outside of a community may cause strain on that community and its various resources as it strives to accommodate, and develop capacity for, the economic growth; and

WHEREAS: Greenview acknowledges that residents and the industries within Greenview benefit from the services and facilities provided by the Towns; and

WHEREAS: Greenview and the Towns acknowledge that each municipality is independent, and responsible for their own residents and the provision of services to their residents, and Greenview is not required to provide funding to the Towns except where the parties have entered into written agreement specifying otherwise; and

WHEREAS: Greenview and the Towns are desirous of entering into an agreement to support community development;

NOW THEREFORE the parties in consideration of mutual promises, terms, covenants and conditions set out herein agree as follows:

1. Greenview shall provide Community Development Initiative (CDI) funding annually as contemplated under this agreement to each of the Towns that are in good standing as per this agreement, once each year prior to October 31st of the year in question, in the amount specified within this agreement.
2. Each Town shall receive TWO MILLION SEVEN HUNDREDTHOUSAND DOLLARS (\$2,700,000.00) in Community Development Funding from Greenview for the calendar year of 2018. For the remainder of this agreement each Towns shall receive funding from Greenview, each year based on the following:
 - For the purposes of calculating the amount to be given by Greenview to each Town each year, the 2018 non-residential assessment for Greenview, as depicted in Greenview's 2018 Tax Rate Bylaw, shall be used as a base and \$2,700,000.00 shall be used as a base contribution amount;
 - For clarity, non-residential assessment will specifically include the "Non-Residential" and "Machinery and Equipment" property classifications.
 - For 2019 and each year of this agreement following, the non-residential assessment depicted in the previous calendar year's Tax Rate Bylaw shall be used for calculating assessment for Greenview. The total non-residential assessment amount used to calculate taxation for that year shall be compared with the base non-residential assessment for Greenview, and a percentage increase or decrease, as the case may be, will be derived from this comparison;
 - The base contribution of \$2,700,000.00 shall be adjusted applying this derived percentage increase or decrease, as the case may be, as that percentage is derived each year.
3. The Towns agree to provide Greenview with a report by July 1st (or the first working day following should July 1st be a non-working day) of the following year to indicate how the funds provided in the previous year by Greenview were used. This report shall be received by Greenview for information purposes only.
4. The Towns agree that 60% of the CDI funding received each year must be utilized to provide capital works within the respective Towns. The specific capital works and costs will be reported as part of the reporting requirement outlined in Section 3 of this agreement. Any Towns proposing to spend less than 60% of the annual funding on capital works are required to have Greenview's written approval in advance.
5. Should a Town fail to meet the 60% capital threshold without Greenview's written advance approval, Greenview will be entitled to deduct the shortfall from that respective Town's future annual CDI funding payments.

6. The parties acknowledge that funding provided pursuant to any other agreements, including, but not limited to, agreements regarding:
 - a. Airports;
 - b. Cemeteries;
 - c. Family and Community Support Services;
 - d. Fire Services;
 - e. Recreation and Culture Services and Facilities; and
 - f. Medical Clinics

is funding in addition to, and separate from, this funding agreement. This agreement does not affect any funding received by the Towns from Greenview under any other valid and duly executed agreement.

7. During the term of this agreement, residents of Greenview shall have access to all Town facilities and services in the same manner and on the same terms (financial and otherwise) as residents of the respective Towns.
8. During the term of this agreement, specific capital funding requests can be made to Greenview by any of the Towns and such a request will be reviewed and considered on a case by case basis by Greenview.
9. This Agreement shall expire on December 31st, 2022. Prior to that date, this Agreement may be terminated by either party giving six (6) months' notice in writing to the other party. Termination will be effective on the 31st day of December, first occurring after the expiry of the six (6) month notice period. Notwithstanding the generality of the foregoing, in the event that one or more of the Towns serves notice to terminate this agreement, the agreement shall continue to be valid and apply for the remaining Town which has not served notice.
10. During the term of this agreement it is agreed that annexation or dissolution shall not be pursued by the Towns unless there is mutual advance agreement of Greenview and the Town or Towns in question.
11. In the event that any of the Towns applies to the Province of Alberta for any annexation or dissolution without first obtaining the expressed written consent of Greenview, the agreement to provide funding to that municipality will be immediately terminated and the Town in question shall return any funding received during the current year and fifty (50%) of the previous year's funding to Greenview within 30 days of such an action. The amounts owed by the Town in question to Greenview are a debt owed to Greenview.
12. Notwithstanding Clause 9, funding during the term of this agreement shall terminate immediately if in the sole opinion of Greenview there are legislative or

regulation changes that negatively affect the assessments or the municipal taxes collected within Greenview and Greenview provides written notice of that opinion to the Towns.

13. The Towns shall indemnify and hold harmless Greenview, its employees or agents, from any and all claims, demands, actions and costs whatsoever that may arise, including solicitor client costs, directly or indirectly out of any act or omission of the urban municipality, its employees or agents, resulting directly or indirectly from receiving payment from Greenview or resulting from or related to any services to be provided by the urban municipality pursuant to this agreement. Such indemnification shall survive such funding under this agreement.
14. This Agreement may be amended by mutual consent, in writing, of all the Parties hereto.
15. Written notices under this Agreement shall be addressed as follows:

In the Case of Greenview to:

Municipal District of Greenview # 16
c/o Chief Administrative Officer
4806 – 36 Avenue, Box 1079
Valleyview, AB TOH 3N0

In the Case of the Towns, to:

Town of Fox Creek
c/o Chief Administrative Officer
102 Kaybob Drive, Box 149
Fox Creek, AB TOH 1P0

Town of Valleyview
c/o Town Manager
4802 50th Street, Box 270
Valleyview, AB TOH 3N0

Dated this _____ day of _____, 2018.

Municipal District of Greenview

Reeve

Chief Administrative Officer

Town of Fox Creek

Mayor

Chief Administrative Officer

Town of Valleyview

Mayor

Town Manager

**REGIONAL COMMUNITY DEVELOPMENT
MEMORANDUM OF AGREEMENT**

BETWEEN

THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16
(an incorporated municipality in the Province of Alberta herein after known as the
“Municipal District”)
On the First Part

AND

TOWN OF GRANDE CACHE
TOWN OF FOX CREEK
TOWN OF VALLEYVIEW
(each respectively being incorporated municipalities in the Province of Alberta and
referred to collectively in this agreement as the “Towns”)
On the Second Part

WHEREAS: the Municipal District recognizes and is committed to the sustainability of its communities, its environment and to a high quality of life within the Municipal District; and

WHEREAS: the Municipal District’s Mission Statement is “Providing leadership and services in making our communities strong and vibrant”; and

WHEREAS: the Municipal District considers the incorporated urban municipalities contained within its boundaries to be part of its community, its environment and recognizes that the communities contribute to the quality of life in the region; and

WHEREAS: the Municipal District acknowledges that economic growth outside of a community may cause strain on that community and its various resources as it strives to accommodate, and develop capacity for, the economic growth; and

WHEREAS: the Municipal District acknowledges that residents and the industries within the Municipal District benefit from the services and facilities provided by the Towns; and

WHEREAS: the Municipal District and the Towns acknowledge that each municipality is independent, and responsible for their own residents and the provision of services to their residents, and the Municipal District is not legally required to provide funding to the Towns except where the parties have entered into written agreement specifying otherwise; and

WHEREAS: the Municipal District and the Towns are desirous of entering into an agreement to support community development;

NOW THEREFORE the parties in consideration of mutual promises, terms, covenants and conditions set out herein agree as follows:

1. The Municipal District shall provide unconditional Regional Community Development Funding as contemplated under this agreement to each of the Towns, once each year prior to October 1st of the year in question, in the amount specified within this agreement.
2. Each Town shall receive TWO MILLION DOLLARS (\$2,000,000.00) in Regional Community Development Funding from the MD of Greenview for the calendar years of 2012 and 2013. For 2014-2017, inclusive, each Town shall receive funding from the Municipal District, each year based on the following:
 - For purposes of calculating the amount to be given by the Municipal District to each Town each year, the 2012 non-residential assessment for the MD of Greenview shall be used as a base and \$2,000,000 shall be used as a base contribution amount;
 - Each year, starting in 2014, for which year the 2013 non-residential assessment is used for calculating taxation for the MD, the total non-residential assessment amount used to calculate taxation for that year shall be compared with the 2012 non-residential assessment for the Municipal District, and a percentage increase or decrease, as the case may be, will be derived from this comparison;
 - The base contribution of \$2,000,000 shall be adjusted applying this derived percentage increase or decrease, as the case may be, as that percentage is derived each year.
3. The Towns agree to provide the Municipal District with a report by July 1 of the following year to indicate how the funds provided in the previous year by the Municipal District were used. This report shall be received by the Municipal District for information purposes only.
4. The parties acknowledge that funding provided pursuant to any other agreements, including, but not limited to, agreements regarding:
 - a. Airports;
 - b. Cemeteries;
 - c. Family and Community Support Services;
 - d. Fire Services;
 - e. Recreation and Culture Services and Facilities; and
 - f. Medical Clinics

is funding in addition to, and separate from, this funding agreement. This agreement does not affect any funding received by the Towns from the Municipal District under any other valid and duly executed agreement.

5. During the term of this agreement, residents of the Municipal District shall have access to all urban municipal public facilities and services in the same manner and on the same terms (financial and otherwise) as residents of the respective Towns.
6. During the term of this agreement, specific capital funding requests can be made to the Municipal District by any of the Towns and such a request will be reviewed and considered on a case by case basis by the Municipal District.
7. This Agreement shall expire on December 31, 2017. Prior to that date, this Agreement may be terminated by either party giving six (6) months notice in writing to the other party. Termination will be effective on the 31st day of December, first occurring after the expiry of the six (6) month notice period. Notwithstanding the generality of the foregoing, in the event that one or more of the Towns serves notice to terminate this agreement, the agreement shall continue to be valid and apply for the remaining town or towns which have not served notice.
8. During the term of this agreement it is agreed that annexation or dissolution shall not be pursued by the Towns unless there is mutual agreement of the Municipal District and the Town or Towns in question.
9. In the event that any of the Towns applies to the Province of Alberta for any annexation or dissolution without first obtaining the expressed written consent of the Municipal District, the agreement to provide funding to that municipality will be immediately terminated and the Town in question shall return any funding received during the current year and fifty (50%) of the previous year's funding to the Municipal District within 30 days of such an action. The amounts owed by the Town in question to the Municipal District are a debt owed to the Municipal District.
10. Notwithstanding Clause 7, funding during the term of this agreement shall terminate immediately if in the sole opinion of the Municipal District there are legislative or regulation changes that negatively affect the assessments or the municipal taxes collected within the Municipal District and the Municipal District provides written notice of that opinion to the Towns.
11. The Towns shall indemnify and hold harmless the Municipal District, its employees or agents, from any and all claims, demands, actions and costs whatsoever that may arise, including solicitor client costs, directly or indirectly out of any act or omission of the urban municipality, its employees or agents, resulting directly or indirectly from receiving payment from the Municipal District or resulting from or related to any services to be provided by the urban municipality pursuant to this agreement. Such indemnification shall survive such funding under this agreement.
12. This Agreement may be amended by mutual consent, in writing, of all the Parties hereto.
13. Written notices under this Agreement shall be addressed as follows:

In the Case of the Municipal District, to:

Municipal District of Greenview # 16
c/o Chief Administrative Officer
4707 - 50 Street, Box 1079
Valleyview, AB T0H 3N0

In the Case of the Towns, to:

Town of Fox Creek
c/o Town Manager

Town of Grande Cache
c/o Town Manager

Town of Valleyview
c/o Town Manager

14. This agreement replaces the Regional Community Development agreements existing as of the date of this agreement, between the parties. Those existing agreements are terminated as of the date of this agreement.

15. Dated this 13th day of March, 2012.

Municipal District of Greenview

Reeve

Chief Administrative Officer

Town of Fox Creek

Mayor

Chief Administrative Officer

Town of Grande Cache

Mayor

Chief Administrative Officer

Town of Valleyview

Mayor

Chief Administrative Officer

TOWN OF VALLEYVIEW - 5 YEAR FUNDING REPORT

OPERATIONAL:	2013	2014	2015	2016	2017	5 YEAR TOTAL OPERATIONAL:
COMMUNITY DEVELOPMENT INITIATIVE FUNDING	2,000,000.00	2,382,560.34	2,582,933.09	2,628,311.37	2,432,015.61	
VALLEYVIEW FIRE SERVICES (Hon., Expenses etc.)	96,378.78	148,786.66	95,832.39	104,935.04	108,283.54	
GREEN VIEW FCSS	380,199.00	447,000.00	620,252.00	695,445.00	790,444.00	
MEDICAL CLINIC (2014 Medical Clinic expense amount was unavailable).	8,652.54		24,735.67	40,995.77	846.50	
RECREATION BOARD, ARENA, POOL, BALL DIAMOND, REC. GRANT,	288,506.06	37,428.81	43,623.35	431,724.53	339,457.65	
GREENVIEW REGIONAL MULTIPLEX - OPERATIONAL FUNDS	0.00	0.00	0.00	0.00	198,571.29	
LIBRARY SERVICES	71,347.26	93,372.43	80,274.18	100,597.93	93,073.85	
VALLEYVIEW INFORMATION CENTRE		30,000.00	11,175.38	11,175.38	15,018.73	
AIRPORT	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	
CEMETERY	27,481.56	26,967.54	25,336.05	32,733.72	27,440.50	
MEMORIAL HALL	3,120.08	14,954.09	17,284.66	19,228.66	23,327.67	
TOTAL:	2,895,685.28	3,201,069.87	3,521,446.77	4,085,147.40	4,048,479.34	17,751,828.66
CAPITAL:	2013	2014	2015	2016	2017	5 YEAR TOTAL CAPITAL:
GREENVIEW REGIONAL MULTIPLEX (GREENVIEW EST. COST SHARE TO-DATE - MAY 14, 2018, INCLUDES \$200,000.00 CONTINGENCY FOR ADDITIONAL WORKS)					29,083,347.00	
HELI-PAD	82,120.00					
39TH AVENUE PAVING	800,000.00	158,550.96				
36TH AVENUE PAVING		44,516.50				
RECYCLE TRAILER			11,460.00			
TOTAL:	882,120.00	203,067.46	11,460.00	0.00	29,083,347.00	30,179,994.46
APPROVED FUTURE CAPITAL PROJECTS:						
Valleyview Community Walking Trails (2020 and 2021) - \$950,000.00						
						OPERATIONAL AND CAPITAL TOTAL:

47,931,823.12



REQUEST FOR DECISION

SUBJECT: Expenditure Policy – External Consultant
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER:
DEPARTMENT: CORPORATE SERVICES GM: PRESENTER: MH
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Expenditure Policy

RECOMMENDED ACTION:

MOTION: That Council direct Administration to engage a third party consultant to work with Council to redraft the Expenditure Policy.

BACKGROUND/PROPOSAL:

Reeve Gervais has requested Council’s consideration of this item as per his email below:

I will be asking Council to approve an expenditure for professional assistance to rewrite the purchasing policy, can you add that as a RFD just before the purchasing policy.

The Expenditure Policy was reviewed at the last Policy Review Committee meeting and the Committee has recommended a change to Council.

If Council’s policy is not meeting the needs of Council and Council opts to engage a third party to assist with redrafting the policy, administrations suggests that either legal counsel and/or Glenview’s auditors would be suitable choices.

Under a proper governance model, the engagement of a suitable third party for this task should be directed to Administration to complete as this is an Administrative function. Administration also requests that Council provide direction regarding the third party’s engagement with Council. Specifically, will the third party redraft the policy working with Council as a whole, or with Council’s policy review body – the Policy Review Committee?

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that a policy reflecting the will of Council as a whole should result from the engagement.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There will be an associated cost to engaging a third party. This cost will vary depending upon the entity chosen and the level of engagement required. The recently reviewed policy is on this agenda for Council's consideration, and includes that Committee's recommended alterations.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may opt to not engage a third party and accept (or not) the proposed changes as recommended by the Policy Review Committee.

FINANCIAL IMPLICATION:

Direct Costs: Variable

STAFFING IMPLICATION:

Additional staff time will be required to assist in the review.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will engage a third party as directed by Council.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: Policy 1018 Expenditures and Disbursement
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER: DD
DEPARTMENT: CORPORATE SERVICES GM: PRESENTER: RO
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy 1018 “Expenditures and Disbursement”

RECOMMENDED ACTION:

MOTION: That Council for approve Policy 1018 “Expenditures and Disbursement” as amended, by the Policy Review Committee members.

BACKGROUND/PROPOSAL:

Council initially approved the revised Expenditures and Disbursement Policy on February 12, 2018. At Reeve Gervais’ request the revised policy was included on November 6, Policy Review Committee meeting agenda.

The following is a list of changes made by the Policy Review Committee:

- Section 2.2.1 Chief Administrative Officer changed from maximum of budget allocation to a maximum of \$500,000; excepting RFPs, Tenders and agreements previously approved by a Council motion.
 - General Managers, Assistant General Managers or delegate or as designated by the Chief Administrative Officer changed from up to \$500,000 to up to \$300,000.
-

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of Council approving the recommended motion is that Council will have followed the Policy Review Committee members’ recommendations.

DISADVANTAGES OF THE RECOMMENDED ACTION:

The perceived disadvantages to the recommended motion are extra paperwork in preparing RFDs for Council to approve an item that has been approved during the budget presentations and potential delays in getting items that are over the \$500,000 limit approved and paid in a timely manner.

ALTERNATIVES CONSIDERED:

- 1) Alternatives considered by Administration is for Council not to change the signing limit in Sections 2.2.1 and 2.2.2.

- 2) A second alternative considered by Administration is to cap the Chief Administrative Officer’s signing limit to \$1,000,000.00 and to leave Section 2.2.2 as is. Thus helping to make the accounts payables process more efficient and timely.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will make the requested changes and implement these changes throughout the organization.

ATTACHMENT(S):

- Expenditure and Disbursement Policy
- Expenditure and Disbursement Policy Revised

Title: EXPENDITURE AND DISBURSEMENT POLICY

Policy No: 1018

Effective Date: February 12, 2018

Motion Number: 18.02.75

Supersedes Policy No:

Review Date: February 12, 2018



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish expenditure control guidelines by identifying processes for the efficient procurement and payment of goods and services for the municipality in support of effective operations based on the following principles:

- Council recognizes the need for the prompt payment of accounts and delegates the authority to disperse funds for all budget-approved operational expenditures to the Chief Administrative Officer and/or designates.
- The Municipal District of Greenview No. 16 (Greenview) is subject to two trade agreements, the New West Partnership Trade Agreement (NWPTA) and the Agreement on Internal Trade (AIT). These two agreement must be adhered to for all expenditures that occur within their respective limits.

The MD of Greenview will not consider purchasing or procuring goods or services from any contractor or supplier who has initiated a litigation process against the Municipality. No consideration will be given for a period of five years from the conclusion of the litigation unless otherwise directed by Council.

DEFINITIONS

Expenditure Officer means the individual that has the authority to sign contracts, purchase orders and invoices for payment. Typically, an expenditure officer will be the Chief Administrative Officer, General Manager, Manager or Assistant Manager responsible for a department, who is accountable for the department’s budget control and administration.

Associated Expenditure Officers means the individuals that are identified by the respective department’s General Manager or Manager. These officers are delegated a limited amount of expenditure on behalf of the responsible department budget manager. The Chief Administrative Officer or any General Manager or Manager providing this delegation to their staff is responsible to provide, in writing, to the Finance and Administration Manager; the name, the expenditure limit for the employee, as well as a copy of the employees’ signature.

Accounting Officer means an individual that is a member of the finance team, such as the Manager of Finance and Administration, Manager of Financial Reporting, Staff Accountant and General Manager of Corporate Services and any version of these titles.

Capital means items identified in the Capital Budget as approved by Council.

Department’s Budget Manager means the manager who is ultimately responsible for the department’s budget. The individual who creates and presents the department’s proposed budget to Council.

Employee ID means the Employee Self Service ID that has been provided from Human Resources.

Emergencies means when the lack of immediate action would jeopardize operations or equipment, disrupt critical public services or involve public or staff safety.

Goods means a manufactured item.

Litigation means the filing of an action in a court of law.

Nepotism means the practice among those with power or influence of favouring relatives or friends.

Purchase Cards means Greenview issued gas or credit cards.

Quote means the price bid obtained in writing or by phone, from a supplier of goods or services, but does not include a tender.

Service means any work or duties performed, including any materials provided.

POLICY

1. The Municipal District of Greenview No. 16 (Greenview) Council recognizes the annually approved operating and capital budgets as their primary expenditure control document and that all expenditure not so authorized must be presented to Council by Administration for approval prior to the expenditure being incurred. Council realizes that they have a responsibility to its ratepayers to maximize the value of the tax revenue when purchasing municipal goods and services and when providing grant funding.
2. The overall responsibility for implementing and monitoring the annual budget rests with the Chief Administrative Officer. The General Manager of Corporate Services has the overall responsibility for budget reporting and to ensure that all expenditures are a legitimate claim against Greenview; are within established authorities; have been either authorized in the annual budget or approved by resolution of Council.

PROCEDURE

1. Responsibilities

1.1. *Expenditure Officers responsibilities include:*

- 1.1.1. Authorizing a proposed expenditure or disbursement.
- 1.1.2. Ensuring that a purchase order is issued for all expenditures over \$1,500.00, other than those specifically identified in Section 7, Subsection 2 of this policy.
- 1.1.3. Abiding by the NWPTA and AIT when conducting tender calls, request for proposals or request for quotes.
- 1.1.4. Certifying that the amount of a proposed expenditure or disbursement is fair and just; and within applicable policies.
- 1.1.5. Initiating a disbursement that is consistent with the purpose for which the money is available.

- 1.1.6. Managing program or service delivery within Greenview Council approved budget allocation.
 - 1.1.7. Verifying that the goods and services have been received or the work has been performed satisfactorily.
 - 1.1.8. Verifying that a request for cheque is supported by adequate documentation.
 - 1.1.9. Verifying the accurate coding of invoices related to their financial budget responsibility.
 - 1.1.10. Verifying that procurement card (credit and gas) procedures are followed.
 - 1.1.11. Verifying all invoices and/or receipts are submitted to Accounts Payables.
 - 1.1.12. Delegate limited expenditure approval to their department's staff, as the department's budget manager sees fit, ensure all related documentation is submitted to Finance.
- 1.2. ***Associated Expenditure Officers responsibilities include:***
- 1.2.1. Staying within the expenditure limit delegated by their manager.
 - 1.2.2. Signing and receiving a copy of every invoice for the items they have purchased on behalf of Greenview.
 - 1.2.3. Ensure invoices are authorized, signed and goods or services are received.
- 1.3. ***Accounting Officers responsibilities include:***
- 1.3.1. Creating and verifying that adequate processes and controls are in place to safeguard against any material accounting misstatement and follow the guidelines outlined within this policy.
 - 1.3.2. Verifying that a proposed expenditure or disbursement has been properly authorized by an expenditure officer.
 - 1.3.3. Verifying that a proposed expenditure or disbursement is for the purpose authorized by the approved municipal budget, and/or it is consistent with the purpose for which the money is available.
 - 1.3.4. Verifying that the expenditure is recorded in the appropriate fiscal and reporting period.
 - 1.3.5. Verifying that the required supporting documentation is readily available.
 - 1.3.6. Verifying that the expenditure is charged to the appropriate general ledger account.
 - 1.3.7. Verifying the proposed expenditure or disbursement does not contravene any applicable policy and other legislative authority.
 - 1.3.8. Arranging pre-authorized payments to be made directly from Greenview's bank account with authorization from the General Manager of Corporate Services.
 - 1.3.9. Arranging direct deposits to be made to Greenview's bank account with the authorization from the General Manager of Corporate Services.
 - 1.3.10. Ensuring that the General Manager of Corporate Services and any applicable staff are made aware of any budget to actual concerns that the accounting officer may become aware of during their daily duties.
 - 1.3.11. Ensuring that the accounting practices are acceptable under the Generally Accepted Accounting Principles.
 - 1.3.12. Preparing monthly department budget to actual reports.
 - 1.3.13. Preparing and presenting to Council the organizational quarterly budget to actual report.

2. General Provisions

- 2.1. Greenview's expenditure officers may make an expenditure that is included in the approved operating and capital budgets or as otherwise approved by resolution of Council.
- 2.2. Council authorizes the Expenditure Officers as defined under Section 1 to commit the municipality for all purchases related to the operation of Greenview's programs and services that have been approved in the annual budget as follows:
 - 2.2.1. Chief Administrative Officer to the maximum budget allocation;
 - 2.2.2. General Managers, Assistant General Managers or delegate or as designated by the Chief Administrative Officer up to \$500,000.00;
 - 2.2.3. Department Managers, Assistant Managers or as designated by the Chief Administrative Officer up to \$200,000.00;
 - 2.2.4. Other staff as delegated in writing by the Expenditure Officers.
- 2.3. Operating Expenditures that exceed the Council approved operating budget by less than \$10,000.00 but still remain within the overall department budget may be approved by the Chief Administrative Officer or designate. If the over expenditure does not remain within the total department budget, the expenditure shall be presented to Council for approval.
- 2.4. Any operational expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration, excepting Request for Proposals, which must be awarded by Council.
- 2.5. Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Requests for Proposals, which must be awarded by Council.
- 2.6. Any capital expenditures awarded or actioned by Administration will be reported to Council via the monthly manager's reports and will include: Budgeted amount, Company name and values of compliant bids received, the name of the successful bidder, a list of bidders submitting non-compliant bids
- 2.7. Any capital expenditure for equipment or vehicles that exceeds Council's approved budget by less than \$10,000.00 or 10% and will remain within the department's overall capital budget, may be approved by the Chief Administrative Officer.
- 2.8. Staff will not engage in nepotism and will make any conflict of interest (actual or perceived) known to the Chief Administrative Officer. If the staff person in question is the Chief Administrative Officer, they will make any conflict of interest known to Council.
- 2.9. Expenditure officers may not normally authorize an expenditure or disbursement where they are directly involved in the transaction, except in the case of attending training, conferences, travel and accommodations associated with work. The expenditure claim or credit card receipt/invoice should clearly state the reason for the expenditure or claim.
- 2.10. The authority of the expenditure officers shall be limited to specific budgetary allocations and will not be general in nature. All expenditures must be authorized in the detailed annual budget or otherwise approved by resolution of Council.

- 2.11. Expenditure authority may be delegated in the absence of the responsible expenditure officer. The General Manager of Corporate Services and Manager, Finance and Administration must be notified in writing prior to the delegation of the Expenditure authority.
- 2.12. A current listing of approved expenditure or associated expenditure officers, with specimen signature and applicable expenditure authority shall be maintained by the Manager, Finance and Administration and copied to Accounts Payable.
- 2.13. Due to reasons of standardizations, economies of scale, vendor familiarity or required expertise, the following types of expenditures are coordinated on behalf of the organization:
 - 2.13.1. Stationery and office supplies by Administration Office Reception;
 - 2.13.2. Office furnishings by Facility Maintenance;
 - 2.13.3. Office equipment by Information Technology;
 - 2.13.4. All electronic equipment and software purchases for use in conjunction with the municipality's Network Infrastructure must first be reviewed by Information Systems Staff for compatibility and compliance with information Technology Standards employed throughout the organization;
 - 2.13.5. Vehicles (non-emergency) and heavy equipment by the Manager of Operations with input from Fleet and receiving department's manager;
 - 2.13.6. Emergency vehicles by the Manager of Protective Services;
 - 2.13.7. All Greenview insurance.
 - 2.13.8. Requisitions, purchases or contracts may not be divided in order to avoid the requirements of the NWPTA and the AIT spending limits.

3. Marketing and Media Placement

- 3.1. Advertising, signage, print and marketing materials must be approved by the Communications Officer.

4. Emergency Expenditures

- 4.1. Unbudgeted expenditures may be undertaken in the event of an emergency situation where the Expenditure Officer must make purchase decisions efficiently to bring the emergency situation under control.
 - 4.1.1. May be authorized by the Chief Administrative Officer or designates.
 - 4.1.2. All such expenditures shall be reported to Greenview Council at the next available opportunity.
 - 4.1.3. Proper documentation of purchases is required.

5. Contracts

- 5.1. Written contracts other than direct purchase orders should be used in situations where there is a need to specify in writing the requirements for supply or continuing supply of goods and or services, and the need to identify each party's degree of responsibility and or liability in the case of damage, default or loss.

5.1.1. The expenditure officer must ensure that the necessary holdback percentage is withheld from progress payments where there is a holdback charge to compensate for potential defective work or claims from third parties. Progress payment or invoices related to contracts should be approved only after the person responsible for the contract certifies performance of services or receipt of goods or confirmed the percentage of work completed. Generally, this performance certificate is supplied by an engineering firm or project contract manager.

5.1.2. A statutory declaration and WCB declaration must be obtained from the contractor and the third parties where required to discharge all claims and obligations against the municipality before payment is made and before any holdback or deposit is released. All defects must be corrected before the final payment is approved and security deposits are returned.

6. Purchase Orders

6.1. Purchases over \$1,500.00 must be initiated by either a purchase order or by way of written agreement prior to acquisition.

6.2. Purchase orders are not required for the following:

- 6.2.1. Purchases under \$1,500.00;
- 6.2.2. Petty cash;
- 6.2.3. Personal expense claims;
- 6.2.4. Progress payments (these are covered by signed agreements);
- 6.2.5. Utility invoices;
- 6.2.6. Other services such as legal and municipal insurance;
- 6.2.7. Long-term contracts or service agreements;
- 6.2.8. Lease agreements;
- 6.2.9. Credit card purchases.

7. Cheque Requisitions

7.1. Are required for all grant expenditures.

7.2. Are required for that do not have an invoice such as the School Requisitions, etc., except for personal expense claims, these will be paid based on the personal expense claim and the manager's approval of the claim.

8. Invoice Approval

8.1. The Acting Chief Administrative Officer (CAAO) may sign up to the Chief Administrative Officers limit while serving as the designated Acting Chief Administrative Officer. When the Acting Chief Administrative Officer signs in the absence of the Chief Administrative Officer, they should include ACAO after signature to indicate to the Accounts Payables department their authority to sign higher expenditure limits.

8.2. To avoid penalty charges the Chief Administrative Officer, Manager, Finance and Administration or General Manager, Corporate Services may approve an invoice related to ongoing operations, such as gas, electric or utility invoices, with a copy being shared with the responsible expenditure officer.

9. Purchasing Methods

- 9.1. Direct purchases from a supplier paid by credit card must comply with the provisions of this policy. Employees who occupy positions with delegated low dollar value purchasing authority may be eligible for purchasing cards upon approval by the Chief Administrative Officer. Every card holder shall be informed of and must agree to the responsibilities and restrictions regarding the use of the purchasing card. Purchasing cards include gas cards and credit cards.
- 9.2. Greenview's expenditure officers may sole source items that are equal to or less than \$10,000.00 if it is beneficial to the organization to do so.
- 9.3. Purchases between \$10,000.00 and \$74,999.99:
 - 9.3.1. Expenditure Officers must attempt to obtain a minimum of three (3) formal written price quotes signed by an authorized agent of the supplier. Quotes must be documented and include the date, name of the supplier and contact person, total cost of quote, and must be signed by the individual requesting the quote. Purchase must be initiated by purchase order or contract. In the event that the vendor provides a unique good, service, or software not readily available on the open market this must be noted in the purchase order or contract.
 - 9.3.2. The use of Day Labour from service providers who have responded to Greenview's advertisement for Day Labour services and are included in Greenview's Day Labour Source Book, are considered to meet this requirement.
- 9.4. Purchases over \$75,000.00:
 - 9.4.1. Expenditure Officers must abide by the NWPTA and AIT (see table in Section 12 (1)) as required for purchases over \$75,000.00 but under NWTPA and AIT thresholds the Expenditure Officer must attempt to obtain a minimum of three (3) formal written price quotes signed by an authorized agent of the supplier. Quotes must be documented and include the date, name of the supplier and contact person, total cost of quote, and must be signed by the individual requesting the quote. A contract must be signed for all purchases over this limit. The signed contract may be a sales agreement for vehicle and equipment purchases. All contracts shall clearly indicate each party's responsibilities, date, duration of contract, and have the supplier's authorized agent's signature as well as the appropriate Greenview signatures.

10. Tendering/ Requests for Proposals

- 10.1. Tenders or Request for Proposals must be issued in compliance with the New West Partnership Trade Agreement (NWPTA), an accord between the Governments of Alberta, British Columbia and Saskatchewan; as well as the Agreement on Internal Trade (AIT, 2015, Annex 502.4) an agreement between all Canadian Governments. Tender or Request for Proposals must be issued using the NWPTA and AIT thresholds unless they fall under the excluded procurements as defined by the agreements.

Type	NWPTA	AIT
Goods	\$75,000.00	\$100,000.00
Services	\$75,000.00	\$100,000.00
Construction	\$200,000.00	\$250,000.00

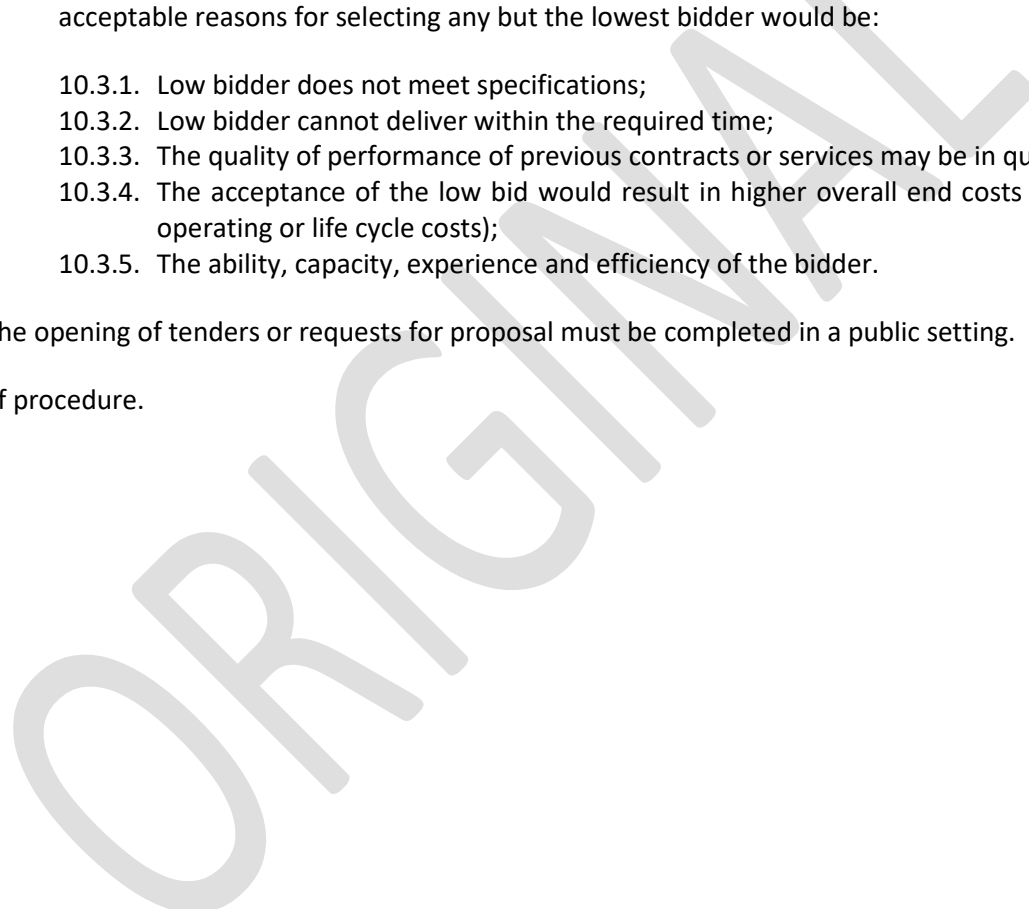
10.2. All tender or request for proposal notices must be posted on the Alberta Purchasing Connection Website www.purchasingconnection.ca. Additional means of tendering notices may also be used.

10.3. The lowest bid meeting the tender or request for proposal requirements and/or specifications will normally be accepted. Justification in writing along with recommendation must be submitted if the lowest bidder is not selected. Normally the only acceptable reasons for selecting any but the lowest bidder would be:

- 10.3.1. Low bidder does not meet specifications;
- 10.3.2. Low bidder cannot deliver within the required time;
- 10.3.3. The quality of performance of previous contracts or services may be in question;
- 10.3.4. The acceptance of the low bid would result in higher overall end costs (such as operating or life cycle costs);
- 10.3.5. The ability, capacity, experience and efficiency of the bidder.

11. The opening of tenders or requests for proposal must be completed in a public setting.

End of procedure.



Title: EXPENDITURE AND DISBURSEMENT POLICY

Policy No: 1018

Effective Date: February 12, 2018

Motion Number: 18.02.75

Supersedes Policy No:

Review Date: February 12, 2018



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish expenditure control guidelines by identifying processes for the efficient procurement and payment of goods and services for the municipality in support of effective operations based on the following principles:

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- The Municipal District of Greenview No. 16 (Greenview) is subject to two trade agreements, the New West Partnership Trade Agreement (NWPTA) and the Agreement on Internal Trade (AIT). These two agreement must be adhered to for all expenditures that occur within their respective limits.

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DEFINITIONS

Expenditure Officer means the individual that has the authority to sign contracts, purchase orders and invoices for payment. Typically, an expenditure officer will be the Chief Administrative Officer, General Manager, Manager or Assistant Manager responsible for a department, who is accountable for the department’s budget control and administration.

Associated Expenditure Officers means the individuals that are identified by the respective department’s General Manager or Manager. These officers are delegated a limited amount of expenditure on behalf of the responsible department budget manager. The Chief Administrative Officer or any General Manager or Manager providing this delegation to their staff is responsible to provide, in writing, to the Finance and Administration Manager; the name, the expenditure limit for the employee, as well as a copy of the employees’ signature.

Accounting Officer means an individual that is a member of the finance team, such as the Manager of Finance and Administration, Manager of Financial Reporting, Staff Accountant and General Manager of Corporate Services and any version of these titles.

Capital means items identified in the Capital Budget as approved by Council.

Department's Budget Manager means the manager who is ultimately responsible for the department's budget. The individual who creates and presents the department's proposed budget to Council.

Employee ID means the Employee Self Service ID that has been provided from Human Resources.

Emergencies means when the lack of immediate action would jeopardize operations or equipment, disrupt critical public services or involve public or staff safety.

Goods means a manufactured item.

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Nepotism means the practice among those with power or influence of favouring relatives or friends.

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Service means any work or duties performed, including any materials provided.

POLICY

1. The Municipal District of Greenview No. 16 (Greenview) Council recognizes the annually approved operating and capital budgets as their primary expenditure control document and that all expenditure not so authorized must be presented to Council by Administration for approval prior to the expenditure being incurred. Council realizes that they have a responsibility to its ratepayers to maximize the value of the tax revenue when purchasing municipal goods and services and when providing grant funding.
2. The overall responsibility for implementing and monitoring the annual budget rests with the Chief Administrative Officer. The General Manager of Corporate Services has the overall responsibility for budget reporting and to ensure that all expenditures are a legitimate claim against Greenview; are within established authorities; have been either authorized in the annual budget or approved by resolution of Council.

PROCEDURE

1. Responsibilities

1.1. *Expenditure Officers responsibilities include:*

- 1.1.1. Authorizing a proposed expenditure or disbursement.
- 1.1.2. Ensuring that a purchase order is issued for all expenditures over \$1,500.00, other than those specifically identified in Section 7, Subsection 2 of this policy.
- 1.1.3. Abiding by the NWPTA and AIT when conducting tender calls, request for proposals or request for quotes.
- 1.1.4. Certifying that the amount of a proposed expenditure or disbursement is fair and just; and within applicable policies.
- 1.1.5. Initiating a disbursement that is consistent with the purpose for which the money is available.

- 1.1.6. Managing program or service delivery within Greenview Council approved budget allocation.
 - 1.1.7. Verifying that the goods and services have been received or the work has been performed satisfactorily.
 - 1.1.8. Verifying that a request for cheque is supported by adequate documentation.
 - 1.1.9. Verifying the accurate coding of invoices related to their financial budget responsibility.
 - 1.1.10. Verifying that procurement card (credit and gas) procedures are followed.
 - 1.1.11. Verifying all invoices and/or receipts are submitted to Accounts Payables.
 - 1.1.12. Delegate limited expenditure approval to their department's staff, as the department's budget manager sees fit, ensure all related documentation is submitted to Finance.
- 1.2. ***Associated Expenditure Officers responsibilities include:***
- 1.2.1. Staying within the expenditure limit delegated by their manager.
 - 1.2.2. Signing and receiving a copy of every invoice for the items they have purchased on behalf of Greenview.
 - 1.2.3. Ensure invoices are authorized, signed and goods or services are received.
- 1.3. ***Accounting Officers responsibilities include:***
- 1.3.1. Creating and verifying that adequate processes and controls are in place to safeguard against any material accounting misstatement and follow the guidelines outlined within this policy.
 - 1.3.2. Verifying that a proposed expenditure or disbursement has been properly authorized by an expenditure officer.
 - 1.3.3. Verifying that a proposed expenditure or disbursement is for the purpose authorized by the approved municipal budget, and/or it is consistent with the purpose for which the money is available.
 - 1.3.4. Verifying that the expenditure is recorded in the appropriate fiscal and reporting period.
 - 1.3.5. Verifying that the required supporting documentation is readily available.
 - 1.3.6. Verifying that the expenditure is charged to the appropriate general ledger account.
 - 1.3.7. Verifying the proposed expenditure or disbursement does not contravene any applicable policy and other legislative authority.
 - 1.3.8. Arranging pre-authorized payments to be made directly from Greenview's bank account with authorization from the General Manager of Corporate Services.
 - 1.3.9. Arranging direct deposits to be made to Greenview's bank account with the authorization from the General Manager of Corporate Services.
 - 1.3.10. Ensuring that the General Manager of Corporate Services and any applicable staff are made aware of any budget to actual concerns that the accounting officer may become aware of during their daily duties.
 - 1.3.11. Ensuring that the accounting practices are acceptable under the Generally Accepted Accounting Principles.
 - 1.3.12. Preparing monthly department budget to actual reports.
 - 1.3.13. Preparing and presenting to Council the organizational quarterly budget to actual report.

2. General Provisions

- 2.1. Greenview's expenditure officers may make an expenditure that is included in the approved operating and capital budgets or as otherwise approved by resolution of Council.
- 2.2. Council authorizes the Expenditure Officers as defined under Section 1 to commit the municipality for all purchases related to the operation of Greenview's programs and services that have been approved in the annual budget as follows:
 - 2.2.1. Chief Administrative Officer to the maximum of \$500,000.00, excepting RFPs, Tenders, mandatory requisitions and agreements previously approved by a Council motion;
 - 2.2.2. General Managers, Assistant General Managers or delegate or as designated by the Chief Administrative Officer up to \$300,000.00;
 - 2.2.3. Department Managers, Assistant Managers or as designated by the Chief Administrative Officer up to \$200,000.00;
 - 2.2.4. Other staff as delegated in writing by the Expenditure Officers.
- 2.3. Operating Expenditures that exceed the Council approved operating budget by less than \$10,000.00 but still remain within the overall department budget may be approved by the Chief Administrative Officer or designate. If the over expenditure does not remain within the total department budget, the expenditure shall be presented to Council for approval.
- 2.4. Any operational expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration, excepting Request for Proposals, which must be awarded by Council.
- 2.5. Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Requests for Proposals, which must be awarded by Council.
- 2.6. Any capital expenditures awarded or actioned by Administration will be reported to Council via the monthly manager's reports and will include: Budgeted amount, Company name and values of compliant bids received, the name of the successful bidder, a list of bidders submitting non-compliant bids
- 2.7. Any capital expenditure for equipment or vehicles that exceeds Council's approved budget by less than \$10,000.00 or 10% and will remain within the department's overall capital budget, may be approved by the Chief Administrative Officer.
- 2.8. Staff will not engage in nepotism and will make any conflict of interest (actual or perceived) known to the Chief Administrative Officer. If the staff person in question is the Chief Administrative Officer, they will make any conflict of interest known to Council.
- 2.9. Expenditure officers may not normally authorize an expenditure or disbursement where they are directly involved in the transaction, except in the case of attending training, conferences, travel and accommodations associated with work. The expenditure claim or credit card receipt/invoice should clearly state the reason for the expenditure or claim.
- 2.10. The authority of the expenditure officers shall be limited to specific budgetary allocations and will not be general in nature. All expenditures must be authorized in the detailed annual budget or otherwise approved by resolution of Council.

- 2.11. Expenditure authority may be delegated in the absence of the responsible expenditure officer. The General Manager of Corporate Services and Manager, Finance and Administration must be notified in writing prior to the delegation of the Expenditure authority.
- 2.12. A current listing of approved expenditure or associated expenditure officers, with specimen signature and applicable expenditure authority shall be maintained by the Manager, Finance and Administration and copied to Accounts Payable.
- 2.13. Due to reasons of standardizations, economies of scale, vendor familiarity or required expertise, the following types of expenditures are coordinated on behalf of the organization:
 - 2.13.1. Stationery and office supplies by Administration Office Reception;
 - 2.13.2. Office furnishings by Facility Maintenance;
 - 2.13.3. Office equipment by Information Technology;
 - 2.13.4. All electronic equipment and software purchases for use in conjunction with the municipality's Network Infrastructure must first be reviewed by Information Systems Staff for compatibility and compliance with information Technology Standards employed throughout the organization;
 - 2.13.5. Vehicles (non-emergency) and heavy equipment by the Manager of Operations with input from Fleet and receiving department's manager;
 - 2.13.6. Emergency vehicles by the Manager of Protective Services;
 - 2.13.7. All Greenview insurance.
 - 2.13.8. Requisitions, purchases or contracts may not be divided in order to avoid the requirements of the NWPTA and the AIT spending limits.

3. Marketing and Media Placement

- 3.1. Advertising, signage, print and marketing materials must be approved by the Communications Officer.

4. Emergency Expenditures

- 4.1. Unbudgeted expenditures may be undertaken in the event of an emergency situation where the Expenditure Officer must make purchase decisions efficiently to bring the emergency situation under control.
 - 4.1.1. May be authorized by the Chief Administrative Officer or designates.
 - 4.1.2. All such expenditures shall be reported to Greenview Council at the next available opportunity.
 - 4.1.3. Proper documentation of purchases is required.

5. Contracts

- 5.1. Written contracts other than direct purchase orders should be used in situations where there is a need to specify in writing the requirements for supply or continuing supply of goods and or services, and the need to identify each party's degree of responsibility and or liability in the case of damage, default or loss.

- 5.1.1. The expenditure officer must ensure that the necessary holdback percentage is withheld from progress payments where there is a holdback charge to compensate for potential defective work or claims from third parties. Progress payment or invoices related to contracts should be approved only after the person responsible for the contract certifies performance of services or receipt of goods or confirmed the percentage of work completed. Generally, this performance certificate is supplied by an engineering firm or project contract manager.
- 5.1.2. A statutory declaration and WCB declaration must be obtained from the contractor and the third parties where required to discharge all claims and obligations against the municipality before payment is made and before any holdback or deposit is released. All defects must be corrected before the final payment is approved and security deposits are returned.

6. Purchase Orders

- 6.1. Purchases over \$1,500.00 must be initiated by either a purchase order or by way of written agreement prior to acquisition.
- 6.2. Purchase orders are not required for the following:
 - 6.2.1. Purchases under \$1,500.00;
 - 6.2.2. Petty cash;
 - 6.2.3. Personal expense claims;
 - 6.2.4. Progress payments (these are covered by signed agreements);
 - 6.2.5. Utility invoices;
 - 6.2.6. Other services such as legal and municipal insurance;
 - 6.2.7. Long-term contracts or service agreements;
 - 6.2.8. Lease agreements;
 - 6.2.9. Credit card purchases.

7. Cheque Requisitions

- 7.1. Are required for all grant expenditures.
- 7.2. Are required for that do not have an invoice such as the School Requisitions, etc., except for personal expense claims, these will be paid based on the personal expense claim and the manager's approval of the claim.

8. Invoice Approval

- 8.1. The Acting Chief Administrative Officer (CAAO) may sign up to the Chief Administrative Officers limit while serving as the designated Acting Chief Administrative Officer. When the Acting Chief Administrative Officer signs in the absence of the Chief Administrative Officer, they should include ACAO after signature to indicate to the Accounts Payables department their authority to sign higher expenditure limits.
- 8.2. To avoid penalty charges the Chief Administrative Officer, Manager, Finance and Administration or General Manager, Corporate Services may approve an invoice related to ongoing operations, such as gas, electric or utility invoices, with a copy being shared with the responsible expenditure officer.

9. Purchasing Methods

- 9.1. Direct purchases from a supplier paid by credit card must comply with the provisions of this policy. Employees who occupy positions with delegated low dollar value purchasing authority may be eligible for purchasing cards upon approval by the Chief Administrative Officer. Every card holder shall be informed of and must agree to the responsibilities and restrictions regarding the use of the purchasing card. Purchasing cards include gas cards and credit cards.
- 9.2. Greenview's expenditure officers may sole source items that are equal to or less than \$10,000.00 if it is beneficial to the organization to do so.
- 9.3. Purchases between \$10,000.00 and \$74,999.99:
 - 9.3.1. Expenditure Officers must attempt to obtain a minimum of three (3) formal written price quotes signed by an authorized agent of the supplier. Quotes must be documented and include the date, name of the supplier and contact person, total cost of quote, and must be signed by the individual requesting the quote. Purchase must be initiated by purchase order or contract. In the event that the vendor provides a unique good, service, or software not readily available on the open market this must be noted in the purchase order or contract.
 - 9.3.2. The use of Day Labour from service providers who have responded to Greenview's advertisement for Day Labour services and are included in Greenview's Day Labour Source Book, are considered to meet this requirement.
- 9.4. Purchases over \$75,000.00:
 - 9.4.1. Expenditure Officers must abide by the NWPTA and AIT (see table in Section 12 (1)) as required for purchases over \$75,000.00 but under NWTPA and AIT thresholds the Expenditure Officer must attempt to obtain a minimum of three (3) formal written price quotes signed by an authorized agent of the supplier. Quotes must be documented and include the date, name of the supplier and contact person, total cost of quote, and must be signed by the individual requesting the quote. A contract must be signed for all purchases over this limit. The signed contract may be a sales agreement for vehicle and equipment purchases. All contracts shall clearly indicate each party's responsibilities, date, duration of contract, and have the supplier's authorized agent's signature as well as the appropriate Greenview signatures.

10. Tendering/ Requests for Proposals

- 10.1. Tenders or Request for Proposals must be issued in compliance with the New West Partnership Trade Agreement (NWPTA), an accord between the Governments of Alberta, British Columbia and Saskatchewan; as well as the Agreement on Internal Trade (AIT, 2015, Annex 502.4) an agreement between all Canadian Governments. Tender or Request for Proposals must be issued using the NWPTA and AIT thresholds unless they fall under the excluded procurements as defined by the agreements.

Type	NWPTA	AIT
Goods	\$75,000.00	\$100,000.00
Services	\$75,000.00	\$100,000.00
Construction	\$200,000.00	\$250,000.00

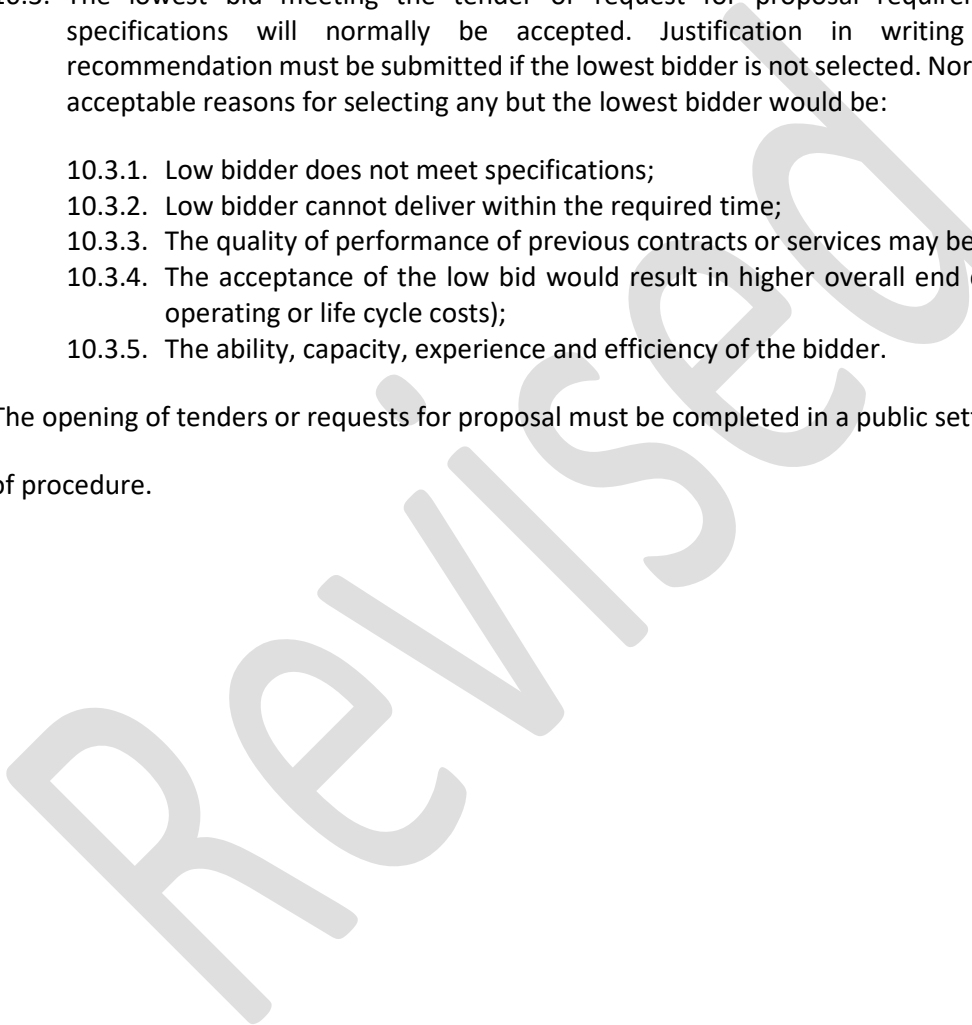
10.2. All tender or request for proposal notices must be posted on the Alberta Purchasing Connection Website www.purchasingconnection.ca. Additional means of tendering notices may also be used.

10.3. The lowest bid meeting the tender or request for proposal requirements and/or specifications will normally be accepted. Justification in writing along with recommendation must be submitted if the lowest bidder is not selected. Normally the only acceptable reasons for selecting any but the lowest bidder would be:

- 10.3.1. Low bidder does not meet specifications;
- 10.3.2. Low bidder cannot deliver within the required time;
- 10.3.3. The quality of performance of previous contracts or services may be in question;
- 10.3.4. The acceptance of the low bid would result in higher overall end costs (such as operating or life cycle costs);
- 10.3.5. The ability, capacity, experience and efficiency of the bidder.

11. The opening of tenders or requests for proposal must be completed in a public setting.

End of procedure.





REQUEST FOR DECISION

SUBJECT: Assessment Review Board Hearing Policy
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER: RO
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: RO
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial – MGA Act, Statutes of Alberta, 2000 Chapter M-26, Part 11

Council Bylaw– Assessment Review Board Bylaw 13-712

RECOMMENDED ACTION:

MOTION: That Council approve the “Assessment Review Board Hearing Policy” as presented.

MOTION: That Council repeal Policy CO 10 “SDAB and ARB Meeting Proceedings.”

BACKGROUND/PROPOSAL:

The Assessment Review Board Hearing Policy was review by the Policy Review Committee at the November 6th meeting and recommended to Council for approval.

The Assessment Review Board is an independent adjudicative tribunal administered by Greenview. Its main function is to hear appeals from people who believe there is an error in the assessed value or classification of a property. The Board also deals with appeals about other matters outline in the MGA – Part 11. Therefore, a policy on the hearings is needed in order to meet the requirements under MGA legislation and ensuring a fair and equal decision making process in Greenview.

It is clear that MGA provisions are designed to ensure fair process. However, Greenview’s Assessment Review Board Hearing Policy develops the concept of procedures to guide the board, appellant and assessor in a fair, equal and satisfactory decisions. These procedures can also apply to give a deeper appreciation of the hearings and help to set precedents on similar complaints.

With Council’s goal of level of service, the Assessment Review Board Hearing Policy is helpful to uphold the principles of fairness which are (1) The right to be heard by and (2) Unbiased decision maker(s). This will increase trust of resident of Greenview to have a strong policy that provide fairness procedures.

The previous policy outline the minimum requirements for both SDAB and ARB meetings, but these bodies are distinct and new updates to legislation created new requirements for both. As such it was deemed important to create two separate policies. The SDAB Meeting Procedure was recommended to Council for approval at the September 25 PRC Meeting.

BENEFITS OF THE RECOMMENDED ACTION:

1. To provide information about the Assessment Appeal and hearing Processes.
2. Provide an accepted method of dealing with complaints and misunderstandings in assessments which leads to fair and equal decision making.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: The Council has the right to accept or reject one or both motions.

Alternative #2: The Council can request changes in the policy before Council grants approval.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Policy review Committee decision and recommendation will be implemented.

ATTACHMENT(S):

- Policy CO-10 SDAB and ARB Hearing Proceedings
- The Assessment Review Board Hearing Policy

Title: ASSESSMENT REVIEW BOARD HEARING POLICY

Policy No:

Effective Date:

Motion Number:

Supersedes Policy No: CO-10

Review Date:



Purpose:

The purpose is to provide direction and information in appeals and hearings of assessments in order to align with MGA requirements.

DEFINITIONS

Act means the Municipal Government Act, R.S.A. 2000, and Chapter M-26.

Appellant means a person who submit an appeal to the Assessment Review Board

Assessor means a professional in municipal property assessment who represent the MD of Greenview No.16 in answering the appeal.

Assessment Review Board means both the composite and local assessment Review Boards

Chairperson means an individual who is appointed by Council as chair of the Local Assessment Review Board and/or the Composite Assessment Review Board.

Clerk means the designated officer appointed as clerk of the Board in accordance with the Municipal Government Act.

Council means the Council of the Municipal district of Greenview No.16

Hearing means the act of hosting a formal meeting by an officially constituted body to listen to evidence and pleadings initiated by the appellant

Member means a Member of an Assessment Review Board duly appointed by Council in accordance with the Municipal Government Act.

POLICY

The Assessment Review Board shall:

1. Be appointed by resolution of Council at the annual Organizational meeting under authority of Bylaw 13-712 Assessment Review Boards

Policy No:

2. Appoint the Corporate Services Executive Assistant as the clerk to the Board.
3. Provide notice of the Assessment Review Board Hearing as required by the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26, Section 462.

HEARING PROCEDURES

1. At the appointed time the Chairperson will call the appeal hearing to order.
2. The Chairperson will ask the clerk to the Board to announce the purpose of the hearing.
3. The clerk to the Board will announce the purpose of the hearing:
 - 3.1 As per the notice of hearing;
 - 3.2 Give reference to any file numbers; legal descriptions; registered owners; etc.
4. The Chairperson will introduce them self and the members of the Board, note any absences, and ask if any person objects to any member hearing the appeal and will make a decision on such objection, if any.
5. If an objection is made, the Chairperson will ask the objector to state their case briefly. The Chairperson may recess the hearing, if requested, to give the challenged member time to consider the objection. The Appeal Board members will reconvene and the challenged member will announce their intention to either excuse themselves or indicate their intention to participate, along with reason(s) for the decision.
6. If there is no objection, or once the challenge has been resolved, the Chairperson will explain the procedure for the hearing to those attending. If necessary, the Chairperson may advise those attending that limits have been set on the amount of time a person has to speak to the proposal.
7. The Chairperson will ask the clerk to the Board to read any written submissions submitted to the Board with respect to the appeal.
8. The Chairperson will ask:
 - 8.1 The appellant(s) to present evidence and state their case and permit the members of the Board to ask questions.
 - 8.2 The Assessor(s) to identify any questions of the information presented by the appellant(s).
9. The Chairperson will ask:
 - 9.1 The Assessor(s) to present evidence and state their case and permit the members of the Board to ask questions;
 - 9.2 The appellant(s) to identify any questions of the information presented by the Assessor(s).
10. The Chairperson will ask:

- 10.1 The Appellant(s) to summarize their case;
- 10.2 The Assessor(s) to summarize their case.

- 11. The Chairperson will ask if the members of the Board have any further questions.
- 12. The Chairperson will ask those in attendance whether they are satisfied that the hearing has been conducted in a fair manner, and that they have been given the opportunity to speak to the assessment review. If any person indicates dissatisfaction with the process, the Chairperson may allow further input according to the same order, i.e. Appellant, Assessor, others.
- 13. The Chairperson, in closing, will indicate that:
 - 13.1 Members of the Board must consider only the information provided at the hearing in reaching a decision;
 - 13.2 The clerk to the Board must provide a decision of the Assessment Review Board in writing, and that the decision must contain reasons (if requested) for the decision made;
 - 13.3 The decision will be mailed to the appellant or agent;
 - 13.4 The decision can be appealed to the Municipal Government Board.
- 14. The Chairperson will declare the appeal hearing closed.
- 15. The clerk to the Board will record the decision and the reasons for it within 30 days of the last date of the hearing or before the end of the taxation year to which the complaint that is the subject of the hearing applies, whichever is earlier.
- 16. The decision with reasons, including dissenting reasons, will be provided to those person(s) notified of the hearing in accordance with MGA requirements within 7 days of the Assessment Review Board rendering its decision.



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

Section:
COUNCIL

POLICY NUMBER: CO 10

**POLICY TITLE: SUBDIVISION & DEVELOPMENT APPEAL BOARD and
ASSESSMENT REVIEW BOARD MEETING
PROCEEDINGS**

Page 1 of 1

Date Adopted by Council / Motion Number:

11.05.292

PURPOSE:

To establish guidelines on the recording of proceedings of the Subdivision and Development Appeal Board (SDAB) and the Assessment Review Board (ARB) meetings.

POLICY:

Council will establish procedural guidelines to ensure proper records of proceedings are kept.

1. All notifications for meetings for the Boards listed above will be conducted as required within the Municipal Government Act or Municipal Bylaws.
2. If a member cannot attend a meeting, that member is obligated and responsible to notify Administration of their absence so it can be determined if a quorum will be present to hold a meeting.
3. Meetings are open to the general public.
4. Voting, motions, and procedures will be synonymous with the Meeting Procedures Policy.
5. A "Record of Proceedings" will be kept of each meeting, which will outline the attendance, facts, and happenings that lead to the Board's position.
6. The Board's final decision must be rendered within the time limits as set out in the Municipal Government Act and Municipal Bylaws, and will be recorded as part of the "Record of Proceedings".
7. The "Record of Proceedings" will be signed by the Chair. It is not necessary for the "Record of Proceedings" to be adopted at a subsequent meeting.
8. The "Record of Proceedings" will be filed on the appropriate land file with all other documentation.

REEVE

C.A.O.



REQUEST FOR DECISION

SUBJECT: Policy 1003 Vehicle Usage Policy

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: November 6, 2018 CAO: MH MANAGER: DD

DEPARTMENT: HUMAN RESOURCES GM: PRESENTER: RO

STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – MGA Section 250, AR 66/2000 and AR 022/2010

Council Bylaw/Policy (cite) – 1003 – Vehicle Usage Policy

RECOMMENDED ACTION:

MOTION: That Council review and approve Revised Policy 1003, Vehicle Usage Policy.

BACKGROUND/PROPOSAL:

This policy was presented at the November 6, Policy Review Committee meeting. Following discussion at the meeting, the Policy Review Committee recommended this policy to Council for approval.

Minor changes made from the committee meeting include adding a bullet to direct staff to take pictures of the accident scene if it is safe to do so and they are directed not to post the pictures on social media. Other changes made by Administration since the meeting is a bullet about the assigned vehicles being rotated to keep kilometre usage under control.

The following is a list of changes made to the Vehicle Usage Policy prior to the Policy Review Committee meeting:

- The Purpose of the policy has been reworded to ensure staff are accountable for safe use of Greenview vehicles.
- Definitions of CAO and Driver's abstract were added for clarity.
- Procedure section has been expanded to be more encompassing than before based on recommended practices.
- Appendix A was added with CRA guidelines for additional reference.

The changes to the policy are based on reviewing other entities' vehicle usage policies and trying to ensure that staff, supervisors, management are all aware of and are responsible to the safe and economical use of Greenview vehicles.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview's Vehicle Usage Policy is updated based on current best practice.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: The Council has the alternative to not accept the recommended motion.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once the Policy Review Committee makes a decision Administration will prepare the revised Vehicle Usage Policy to present to Council at the next regular Council meeting.

ATTACHMENT(S):

- Policy 1003 – Vehicle Usage Policy (Revised)
- Policy 1003 – Vehicle Usage Policy (Original)

Title: VEHICLE USAGE POLICY

Policy No: 1003

Effective Date: Nov. 26, 2018

Motion Number:

Supersedes Policy No: (None)

Review Date: Nov. 26, 2018



Policy Statement: Greenview will provide staff with reasonable access to the use of corporate vehicles in order to efficiently and effectively carryout their duties. In doing so, it is recognized that these vehicles are public assets and must be used appropriately by staff and where personal benefit occurs the requirements of the Canada Revenue Agency must be followed.

Purpose: The purpose of this policy is to provide a guideline for Greenview Vehicle Usage and control replacement and usage cost.

DEFINITIONS

CAO means Greenview’s Chief Administrative Officer

Driver’s Abstract means report from any provincial registries in relation to an employee’s or potential employee’s driving record for a period of time.

POLICY

1. The Greenview Vehicle Usage Policy is designed to foster a safe driving environment and to protect employees, the public, the environment and the assets of Municipal District of Greenview No.16 (Greenview). The Policy is meant to benefit our employees and establishes policy, guidelines and procedures to govern the use of Greenview vehicles by Greenview employees across all operating areas.
2. Drivers of Greenview vehicles are responsible to operate Greenview vehicles according to this policy and must obey all Federal, Provincial and Local laws and regulations. In the event of a conflict, these laws will take precedence over any Greenview policy, guideline, or procedure including this Policy.
3. Fleet vehicles are a significant part of Greenview’s annual operating costs. All fleet vehicles will be assigned to specific budget codes and drivers will be assigned to specific vehicle unit number within those budget codes. Pool vehicles will be assigned to the Fleet & Shop Services budget code. Greenview employees are reminded that all fleet vehicle expenses are subject to oversight by Greenview and, in some cases, the oversight of regulatory entities, courts, and creditors.

Initial _____

4. This document outlines Greenview’s policies, guidelines, and procedures for fleet vehicles with the following purposes:
 - 4.1 Provide drivers with information necessary to properly operate and maintain a fleet vehicle.
 - 4.2 To ensure that drivers understand the policies, guidelines and procedures associated with Greenview fleet vehicles.
 - 4.3 To clarify accountability between employees, supervisors, managers, general managers, the chief administrative officer, Greenview, and other stakeholders.
5. This policy applies to all employees who use Greenview vehicles for any reason, as well as rental cars or personal vehicles when they are being used to conduct Greenview business. This policy is subject to periodic audit and review to ensure applicability and compliance.
6. This policy does not attempt to account for every possible scenario associated with Greenview vehicles. Instead, it provides a framework of requirements to which all employees must adhere. In addition to complying with such requirements, employees are expected to operate Greenview vehicles exercising due care and judgment and in accordance with all applicable laws, ordinances and regulations.
7. Each supervisor, manager, general manager or chief administrative officer is responsible and accountable for the actions of his or her supervised employees covered under this policy.

PROCEDURE

1. Vehicle Assignments and Pool Trucks

- 1.1 At the written recommendation of the supervisor and or manager, general manager, and written permission of the chief administrative officer, Greenview vehicles may be assigned to individual employees in order to facilitate the operations of Greenview. A Greenview vehicle is not an entitlement to any employee.
- 1.2 Driver’s abstract and history checks will be conducted on all drivers of Greenview vehicles.
 - 1.2.1 To verify that our employees have a history of safe vehicle operation, Drivers Abstract will be obtained on prospective employees by the Greenview Human Resources (HR) Department as part of their initial employment reviews. All existing drivers of Greenview vehicles will also have their Driver’s abstract obtained and reviewed on an annual basis.
 - 1.2.2 The Drivers abstract verifies that individuals have a valid provincial issued driver’s license and includes their driving history. An unsatisfactory Drivers Abstract includes, but is not limited to, a driving under the influence (DUI) or driving while impaired (DWI), vehicular homicide, or three or more moving violations or at-fault accidents during any 36-month period.
 - a. For prospective employees, HR will discuss any detected issues with the hiring manager concerning the individual’s potential employment with Greenview.

Initial _____

- b. For current employees, HR will discuss any detected issues with the employee’s manager. If driving a Greenview vehicle is a significant portion of the employee’s job, the employee may be subject to disciplinary action up to and including re-assignment to a non-driving role if available or termination.
- 1.3 Vehicle class, make, model and features will be determined by job requirement, field classification and best economic value to Greenview. All reasonable efforts will be made to standardize vehicle models to minimize cost to the ratepayers while balancing vehicle need with operational requirements. Shop & Fleet Services Manager (Operations) will procure all vehicles.
- 1.4 With the written permission of the CAO, the following classifications may result in a vehicle assignment that may be taken home on a nightly basis, if it is beneficial and economical to Greenview to do so:
 - 1.4.1 Vehicles used by operational employees who do not report to the same work/office location at the beginning and end of each workday.
 - 1.4.2 Vehicles used by employees subject to emergency call-outs and are actually called out at least once per month.
- 1.5 Employees that are assigned Greenview vehicles that are approved by the Chief Administration Officer, to be taken home on a nightly basis will be subject to CRA guidelines for commuting and a taxable benefit will be noted on the employees’ annual T4.
- 1.6 Greenview vehicles shall be used exclusively for Greenview business. Greenview vehicles may only be used for personal or non-business related purposes in the case of an emergency or for personal errands in the normal course of commuting to and from work.
- 1.7 Employees who are not assigned vehicles may obtain a pool vehicle when business requires vehicle transportation. Pool vehicles are not subject to CRA guidelines and must be used exclusively for Greenview business.
- 1.8 All Employees using Greenview vehicles must have completed training on the Vehicle Operating Policy in order to operate a Greenview vehicle.
- 1.9 Upon termination of employment, the employee must return the vehicle keys, all maintenance documentation, and all fuel credit cards to Human Resources or their Manager.
- 1.10 Any Greenview assigned vehicle may be rotated throughout the organization to ensure that kilometre usage is kept in check, relative to acceptable annual usage. Department managers are expected to monitor the vehicle usage to keep the kilometre usage under control.

2. Pool Vehicle Usage

- 2.1 Greenview’s vehicles must be signed out from Shop & Fleet Services (trucks, etc.) or the Corporate Services Administrative Support (vehicle kept at Head Office).
- 2.2 There is a one week limit on the use of each pool vehicle. Prior approval must be obtained to exceed this limit.
- 2.3 All Greenview vehicles have a folder that includes registration, insurance information, Vehicle accident Investigation Report and a mileage log. The folder must stay with the pool vehicle. The mileage log needs to be completely filled out upon return of the pool vehicle.
- 2.4 If this pool vehicle is not returned on the due date, the operator’s supervisor will be contacted.

Initial _____

2.5 The pool vehicle must be returned to the Fleet Services where it was checked out in the same condition that it was received; an inspection will be performed when the pool vehicle is returned.

2.5.1 Any damage to the pool vehicle that was not present at check-out will be billed to the driver's budget center.

2.5.2 If the pool vehicle is not clean when it is returned, the cleaning will be billed to the operator's budget center.

2.6 This pool vehicle should be returned with at least $\frac{3}{4}$ of a tank of fuel.

2.6.1 The operator's budget center will be charged for the fuel as well as the time of an employee to leave the facility and fill the pool vehicle.

2.7 Operators should contact Fleet Services if there are issues found with the vehicle while it is in use.

2.7.1 If the pool vehicle needs maintenance while it is signed out, the operator must return it to Fleet Services, and another pool vehicle may be issued if it is needed.

2.7.2 Drivers will not take this pool vehicle to an outside source for service or repairs, unless Fleet Services has been contacted and has approved this action.

3. Vehicle Maintenance and Operation

3.1 Greenview vehicles represent Greenview and should be consistently cleaned and maintained in a professional manner. Managers and Supervisors shall conduct periodic inspections of all vehicles under their charge to ensure this is occurring.

3.2 Greenview Vehicle Safety Orientation shall be provided to all Greenview employees by the Chief Mechanic or designate(s). The training shall be completed prior to operating a Greenview vehicle.

3.3 All drivers must conduct a daily walk around inspection of the Greenview vehicle to ensure that it is in good working order. Drivers will immediately report any unsafe conditions or vehicle problems to their supervisor or the Chief Mechanic or in the case of the Chief Mechanic not being available, the Fleet Maintenance Team. Vehicles with problems that could affect safe operation will not be driven until the condition is corrected.

3.4 For any vehicle categorized as a Commercial Motor Vehicle (one with gross vehicle weight of 11,794 kilograms), Daily Vehicle Inspection and Daily Driver Logs are required. The National Safety Code (NSC) requires an annual Commercial Vehicle Inspection) on all Commercial Motor Vehicles. Drivers of a commercial vehicle must be able to produce the inspection certificate on the request of an investigator or peace officer.

3.4.1 Greenview Commercial Vehicle drivers are responsible to ensure that the unit(s) they are operating that are classed as Commercial Vehicles are scheduled for the annual inspection with Greenview's Fleet Services prior to the annual inspection deadline.

3.4.2 Greenview's Chief Mechanic or designate are also responsible to remind Glenview's Commercial Vehicle drivers of the need to schedule the annual inspection.

Initial _____

- 3.5 Drivers must report their monthly mileage on the first workday of the next month for the preceding month's use. This report must be sent to the Human Resources Payroll & Benefits Coordinator. This report should include the following:
- 3.5.1 The current mileage for the vehicle at the end of the previous month.
 - 3.5.2 The total amount of miles driven in that month.
 - 3.5.3 The amount of personal miles driven in that month. Personal miles are only to be driven in the case of an emergency or for personal errands in the normal course of commuting to and from work.
- 3.6 Vehicles must not be altered in any way without approval from the Chief Mechanic or designate. This includes, but is not limited to electrical systems, mufflers, wheels, and shock absorber systems. Approval is required to ensure Department of Transportation compliance.
- 3.6.1 Tires are to be replaced with tires that are the same size as the tires that were installed on the vehicle when it was purchased. Any alteration, including placing larger tires on vehicles may lead to future maintenance problems.
 - 3.6.2 The Chief Mechanic or designate, may approve increasing tire sizes as long as the vehicle continues to conform to the manufacturers specifications.
- 3.7 If the Greenview Vehicle has a diesel engine with an Exhaust Particulate Filter or DEF, the driver must limit the idling time. Many filters are not capable of self cleaning. Therefore, if a warning light is noticed, follow operator manual instructions. Failure to do so may cause irreversible damage that will not be covered by a warranty. This filter has been added to all diesels due to Federal Diesel Emissions Requirements.
- 3.8 Greenview vehicles will be provided with a fuel credit card. This card is to be used exclusively for the Greenview vehicle/equipment that is assigned to the employee to whom the card is designated. Fuel cards and their associated charges are subject to scrutiny and if there is misuse of the fuel credit card, the employee responsible will be responsible for repayment of said charges and may be terminated for the misuse. If any issues arise regarding the use of the credit card, the employee is to contact Greenview's Finance & Administration Manager or designate.

4. Vehicle Safety and Regulations

4.1 Vehicle Orientation and Operation Training

- 4.1.1 Greenview requires drivers of Greenview vehicles to be trained on this policy and to complete or participate in driver training programs approved by H&S. Drivers are reminded that maintaining their driving status is a privilege which may be revoked based on the violation of vehicle use rules (including maintenance of the vehicle and the vehicle's appearance), an unsatisfactory MVR, documented violation of traffic laws, misuse of the Greenview issued fuel credit card, or observed unsafe operation of Greenview vehicles.
- 4.1.2 CAO, General Managers, Managers and Supervisors are responsible for ensuring that all Greenview drivers receive training designed to promote safe driving and ensure that the vehicle maintenance schedules are followed as per advice from the Chief Mechanic or designate.
- 4.1.3 Failure to adhere to any of the restrictions in Section 4 may result in the forfeiture of vehicle use and could lead to further administrative or disciplinary action up to an including termination.

Initial _____

Policy No:

4.2 Vehicle Safety Rules and Restrictions

- 4.2.1 It is prohibited to exceed the posted speed limits.
- 4.2.2 Seat belts must be properly worn at all times by the driver and all passengers (Greenview employees) in the vehicle.
- 4.2.3 It is prohibited to use a wireless communication device to view, send, or compose an electronic message or a lap top, tablet or notebook computer or other electronic device for any other purpose while operating a Greenview vehicle in a driving lane, including when stopped, (for example, at a stop sign or traffic light), except for:
 - a. Making a telephone call using a hands-free cell phone, radio or other system. However, even the use of a hands free system while operating a vehicle must be minimized, and calls should be limited to essential communications only.
 - b. Utilizing a global positioning or navigation system that is affixed to the vehicle. It is prohibited to manipulate or input data while the vehicle is in motion.
 - c. Obtaining emergency assistance to report a traffic accident, medical emergency, serious traffic hazard or to prevent a crime about to be committed.
- 4.2.4 Vehicles may only be parked in an enclosure containing hydrocarbons if the enclosure is equipped with continuous monitors for lower explosive limit (LEL). Prior to parking a vehicle in an open area adjacent to facilities containing natural gas, the area should be checked for leaks. If no leaks are detected the vehicle should be positioned upwind of the facilities if at all possible and under no circumstances closer than three (3) feet to the facilities containing hydrocarbons.
- 4.2.5 It is the individual responsibility of each driver of a Greenview vehicle to know the height of the vehicle, including additional installations such as headache racks, when determining whether to enter public enclosed parking areas.
- 4.2.6 Wheels of all trailers are to be chocked during all loading/unloading. Emergency brakes and/or chocks are to be used by all trucks during loading/unloading.
- 4.2.7 Use appropriate tie-downs or covers if there is the possibility of objects moving around or flying out of the vehicle.
- 4.2.8 Do not place trash or light weighted material in the back of any open portion of a vehicle, namely pick-up trucks, as it may fly out. Littering is unacceptable.
- 4.2.9 A Greenview trucks with extendable mirrors may only extend the mirrors when that truck is pulling a trailer on official Greenview business. At all other times, the mirrors must be pushed in.
- 4.2.10 Drivers should always use good judgment when parking and exiting a vehicle. Vehicles must not be left running without the driver in the driver's seat, except under the following circumstances:
 - a. In situations where the vehicle will be stopped for less than 1 minute. In these cases, it is the driver's responsibility to ensure that the vehicle is placed in park.

Initial _____

4.3 Vehicle Usage Rules and Restrictions:

- 4.3.1 Passengers are permitted in Greenview vehicles as long as the number of passengers does not exceed the number of available/ working seatbelts and the passenger is a Greenview employee. Passengers are never permitted in the bed of a truck while it is moving. No pets are allowed in any Greenview vehicle.
- 4.3.2 Greenview vehicles must not leave their resident province or active operational area, without prior written approval from the CAO.
- 4.3.3 It is strictly prohibited to transport, consume, or be under the influence of alcohol while operating a Greenview vehicle.
- 4.3.4 It is strictly prohibited to consume or be under the influence of prescription/ over the counter medication that could impair a driver while operating a Greenview vehicle.
- 4.3.5 It is strictly prohibited to transport, use or be under the influence of legal or illegal drugs while operating a Greenview vehicle.
- 4.3.6 The possession, storing, displaying and transportation of firearms, explosives, poison or other weapons in a Greenview Vehicle shall be subject to the applicable legislation, policies, procedures and Safe work practices in Greenview's Health and Safety Manual.
- 4.3.7 It is strictly prohibited to smoke in a Greenview vehicle.
- 4.3.8 Greenview vehicles must not be used to pull trailers or to carry all-terrain vehicles in the bed unless they are on official Greenview business, nor should the vehicles be used to move items that are not associated with Greenview business.
- 4.3.9 Greenview vehicles must not be used to conduct non-Greenview business.
- 4.3.10 All Greenview vehicles will have Greenview approved identification stickers.
- 4.3.11 It is prohibited to have any non-Greenview approved stickers or decorations on a Greenview Vehicle. This includes, but is not limited to, decorative license plates, license plate frames and bumper stickers.

5. Vehicle Accident Procedures

5.1 The following procedure provides guidelines for completing accident reports.

AFTER AN ACCIDENT:

- If accident is minor and the vehicle is drivable, move vehicle out of traffic flow, turn off the engine and remove keys.
- Call emergency services or 911 if there is anyone injured in the accident. Render care if possible and appropriately trained.
- If there is property or vehicular damage, contact law enforcement.
- Immediately notify Supervisor / Manager, the H&S Department, Finance & Administration Manager or designate and HR of the accident.
- Complete the Vehicle Accident Investigation Report located in the glove box of each Greenview vehicle. Obtain other driver information if another vehicle is involved. Provide Greenview's information, license number, name of insurance and policy number to the other driver.

Initial _____

- Within safety, limits take pictures of the accident scene and the vehicles involved and submit the pictures with the accident report to Safety Officer and Finance & Administration Manager. **Do not post pictures on social media.**
- Any employee involved in an accident while operating a Greenview vehicle will be subject to drug and alcohol testing consistent with the Greenview's Anti-Drug & Alcohol Policy.
- Any employee involved in an accident while operating a Greenview regulated vehicle is required to submit to drug and alcohol testing within two hours of the accident if involving either loss of life, a person being required to receive medical attention other than first aid at the scene as a result of the accident, disabling damage to any vehicle(s) involved in the accident and/or if the driver receives a citation.

5.2 The Vehicle Accident Investigation Report is required to be completed within 24 hours of any incident involving a Greenview vehicle. A copy of the Vehicle Accident Report should be submitted to H&S along with filing an insurance report with the Manager of Finance and Administration or designate.

Revised

Initial _____

APPENDIX**APPENDIX A: CRA TREATMENT OF PERSONAL MILEAGE WITH COMPANY VEHICLES**

Canada Revenue Agency's Criteria - Personal driving (personal use) includes the following:

Personal driving is any driving of a Greenview vehicle by an employee, or a person related to the employee, for purposes not related to his or her employment.

Personal driving includes:

- vacation trips;
- driving to conduct personal activities;
- travel between home and a regular place of employment, other than a point of call for Greenview's business; and
- travel between home and a regular place of employment even if (the employer) insist that the employee drive the vehicle home, such as when he or she is on call.

CRA Vehicle Benefits are calculated based on the following information:

- Employer-owned vehicle
- Province of employment
- Year of the vehicle benefit calculation
- Employer name
- Employee name
- Cost of the employer-owned vehicle including trade-in amount, additions, GST, etc.
- Operating expenses, (does the employee reimburse the employer for 100% of operating expenses attributable to personal use?)
- Total kilometres driven in the year
- Business kilometres driven in the year
- Personal kilometres driven in the year
- Days available to be driven in the year
- Amounts paid by the employee to a third party for operating expenses for personal use of the vehicle

Initial _____

Title: VEHICLE USAGE

Policy No: 1003

Approval: Council

Effective Date: March 12, 2013

Supersedes Policy No: AD 29



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: Greenview will provide staff with reasonable access to the use of corporate vehicles in order to efficiently and effectively carry-out their duties. In doing so it is recognized that these vehicles are public assets and must be used appropriately by staff and where personal benefit occurs the requirements of the Canada Revenue Agency must be followed.

Purpose: To establish terms and conditions in which company vehicle usage will be provided to staff.

Principles:

1. It is fiscally effective for staff in certain positions to be provided with continuous use of a Greenview fleet vehicle.
2. Staff using Greenview fleet vehicles on a continuous basis will be allowed reasonable personal use of that vehicle provided that such personal use is recorded and that a taxable benefit is applied where applicable. At all times the primary use of any Greenview fleet vehicle shall be for work-related purposes.
3. Staff attending to Greenview business away from their usual work location will make use of fleet vehicles whenever possible.
4. Staff using Greenview fleet vehicles are required to be legally qualified to operate that vehicle.

Approved: 13.03.172



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Procedure Title: VEHICLE USAGE

Procedure No: 1003-01

Approval: CAO

Effective Date: March 12, 2013

Supersedes Procedure No: AD 29

1. Definitions

1.1. None.

2. Responsibilities

2.1. Chief Administrative Officer, or designate, to:

2.1.1. Decide on requests from staff travelling outside of the municipality whether or not to approve family members and/or adult interdependent partner to accompany that staff member (see schedule A).

2.1.2. Provide memorandums of authorization to staff members who qualify for continuous use of a Greenview fleet vehicle.

2.1.3. Approve requests from employees for permission to take a Greenview vehicle home and to issue approval on a per-request basis, or on a continuing basis.

2.2. Chief Financial Officer to:

2.2.1. Ensure that a taxable benefit is applied where required for staff using fleet vehicles on a continuous basis.

2.3 Manager Responsible for Fleet Vehicle Management to:

2.3.1 Report any instances of damage or abuse which come to his or her attention to the supervisor of the employee who last used the vehicle in question.

2.4 Human Resources to:

2.4.1 Collect and maintain all staff records, in strict confidence, with respect vehicle use including driver's abstracts, disciplinary records for vehicle misuse, a record of any

traffic violations incurred by a staff member using a Greenview vehicle, memorandums of authorization for use of Greenview vehicles on a continuous basis, copies of drivers licences, and records of physical examinations of employees with Class 1 and Class 4 licenses.

2.5 Supervisors to:

- 2.5.1 Determine whether or not to allow seasonal or temporary staff to utilize Greenview fleet vehicles.
- 2.5.2 At their discretion, assign to an employee non-driving duties while an investigation is made when an employee's driver's license is suspended, revoked, cancelled or disqualified.
- 2.5.3 Assign non-driving related duties, where available, to employees who are prescribed medications which prohibit them from driving.

2.6 Vehicle Users to:

- 2.6.1 Ensure that, when in possession of a Greenview fleet vehicle, no misuse or abuse of that vehicle occurs and to report any damage or abuse which they become aware of that has been done to a fleet vehicle.
- 2.6.2 Obtain authorization from the Chief Administrative Officer prior to allowing a family member or adult interdependent partner to accompany them in the vehicle.
- 2.6.3 Obtain approval from their supervisor prior to using a personal vehicle for Greenview purposes and possess appropriate insurance when using their own personal vehicle to conduct Greenview business.
- 2.6.4 Pay for any traffic violation ticket issued when using a Greenview fleet vehicle.
- 2.6.5 Properly securing and signing (where required) for any load in a vehicle which the employee is operating.
- 2.6.6 Obtain permission from the Chief Administrative Officer prior to taking a vehicle home.
- 2.6.7 Be legally qualified to operate a vehicle with respect to alcohol and drug consumption when in care and control of a Greenview fleet vehicle.
- 2.6.8 Sign an Alberta Driver's Abstract Consent form annually to authorize the municipality to obtain a driver's abstract, and to annually provide a valid driver's license to Human Resources. The license possessed by the vehicle operator must meet the legal requirement for operation of the vehicle used by that operator.
- 2.6.9 Obtain an Alberta license within 90 days of moving to Alberta from out-of-province and to provide proof of the issuance of same to Human Resources.

- 2.6.10 Notify their supervisor immediately of any suspension, revocation, cancellation or disqualification of their driver's license. Failure to do so may result in immediate termination.
- 2.6.11 Follow all rules of the road including, but not limited to, speed limits and the distracted driving laws. Staff shall utilize hands-free mobile phone equipment when operating a vehicle.
- 2.6.12 Perform a vehicle inspection prior to operating the vehicle in accordance with the requirements of Greenview's Health and Safety manual.
- 2.6.13 Ensure that equipment is fully stocked and in good operating condition.
- 2.6.14 Vehicle users shall strive to keep the vehicles assigned to them, whether for temporary or long term use, neat, clean and tidy at all times. Vehicles shall have a thorough cleaning at minimum once per week.
- 2.6.15 Notify the Manager responsible for fleet vehicles immediately of any required repair and not to have a repair made to a vehicle by outside forces without obtaining prior approval from the Manager responsible for fleet vehicles, except in emergency situations.
- 2.6.16 Present the vehicle to the Manager responsible for fleet vehicles for routine maintenance inspections every 5,000 kilometres, and major maintenance inspections every 30,000 kilometres.

3. General Terms of Vehicle Use

- 3.1 Council members and Committee/Board members may use Greenview Fleet Vehicles when they are available.
- 3.2 If a staff member is found to have used a Greenview vehicle in an abusive or inappropriate manner, this may result in disciplinary action being taken which could include such measures as removing access to the use of Greenview Vehicles, or termination of employment with cause.
- 3.3 Greenview will pay for the cost of physical examinations necessary for workers and volunteer fire fighters to secure Class 1 or 4 operator's licenses where same is required for work purposes or for volunteer fire-fighting.
- 3.4 Greenview will pay for the cost of employees and volunteer firefighters obtaining and retaining Class 1, 3 or 4 licenses and air brake endorsements when same are required for the performance of their duties.
- 3.5 Greenview fleet vehicles are to be equipped, when possible, with an AVL monitoring system which will provide for the speed and location of the vehicle at all times.
- 3.6 Designated positions, due to their on-call duties, may be assigned by offer of employment or memorandum by the CAO full-time use of a Greenview fleet vehicle which the operator is authorized to use to travel to and from work (subject taxable benefits and Greenview

vehicle log procedures).

3.7 The loss of a driver's license required to operate a vehicle may result in termination of employment if the loss of license prevents the employee from performing the essential duties of his or her position and the duties of the position cannot be modified without substantial impact on municipal operations.

3.8 Due to health and safety concerns, no pets are permitted in Greenview vehicles.

4. End of Procedure

Approved: 13.03.172

ORIGINAL



REQUEST FOR DECISION

SUBJECT: Greenview Ice Rescue Equipment Donation
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER: DR
DEPARTMENT: PROTECTIVE SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial: N/A

Council Bylaw/Policy: Ice Cover Work Operations, Policy No: 3009

RECOMMENDED ACTION:

MOTION: That Council authorize administration to donate surplus ice rescue equipment to Greenview Search and Rescue.

BACKGROUND/PROPOSAL:

Greenview currently has surplus ice rescue suits and emergency responder personal floatation devices (PFD). This equipment was purchased in 2015 when Greenview was approached to take over the aeration of Swan Lake when the usual operator of the aeration, Alberta Conservation Association (ACA) was not able to do so due to an internal issue in regard to ice safety.

As a result, Council directed Administration to perform the aeration of Swan Lake for the winter of 2015/16. To perform this task safely, Greenview developed an Ice Cover Work Operations Policy which resulted in the purchase of eight (8) ice rescue suits and eight (8) PFD's. The ACA resumed the aeration operations of Swan Lake in 2016/17 and at this time the equipment is surplus and not usable by our local fire departments as it is a different style and an older generation of equipment. Currently Valleyview Fire does not provide Ice Rescue services but Fox Creek and DeBolt Fire services do.

The Greenview Search and Rescue (GSAR) has requested the surplus equipment for their program. Currently GSAR has all the required training and with the addition of the requested equipment there ice rescue program can be enabled. GSAR's program can be running as soon as the equipment is delivered and crews have had an orientation. GSAR would fill in the service gap where Valleyview Fire is not providing services. The original investment by Greenview in 2015 was \$9300.00 in equipment. The current value of the equipment considering it is used and of an older generation of suit is approximately \$3000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will be supporting a local search and rescue group to provide enhanced services.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion, however Administration currently does not have a use for the proposed donated equipment.

FINANCIAL IMPLICATION:

There are no direct implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise Greenview Search and Rescue accordingly of Council's decision.

ATTACHMENT(S):

- Letter of request from Greenview Search and Rescue



The Greenview Search and Rescue Association

Box 2218
Valleyview, Alberta
T0H 3N0
info@greenviewsar.com

Good afternoon

Thank you for the opportunity for Greenview Search and Rescue to present our request for the acquisition of the ice rescue suits and the rescue ready lifejackets that the M.D. of Greenview purchased for the Swan Lake aeration project. Greenview Search and Rescue realizes the investment made in this equipment and does not take lightly the significant value this entails and what such a contribution would mean to the capability of our association.

Greenview Search and Rescue has a fully trained Ice Rescue team. We purchased swift water rescue gear last year which, although functional, is in no way ideal for use in ice rescue situations. As our organization relies on donations to purchase equipment and maintain operational status, every purchase is weighed in order to ensure maximum benefit to the association and to the community. Such equipment is currently outside of our budget, but the donation of these suits would greatly enhance the capability of the Greenview Search and Rescue association to provide Ice Rescue deployment throughout the northwest Alberta region.

Two aspects that are often overlooked in the purchase of such specialized equipment. Firstly the maintenance of such suits, the rubber gaskets that are crucial to the operation of the suits deteriorate rapidly and need to be attended to and replaced on a regular basis or they will not be ready for service when needed. Secondly is the ongoing certification requirements of personnel tasked to use it. Greenview Search and Rescue has recognized three key technical training programs that are priority in our training schedule although not the only training we do annually. These are swift water rescue, technical rope rescue (roadside rescue) and ice rescue. Each of these have a three year recertification component which we stagger on a rotational basis to ensure members are suitably trained while keeping within our operation budget limits. This ensures that equipment, like the ice rescue suits, will be used by trained, competent individuals ready to assist within the community.

As part of the training for ice rescue, Greenview Search and Rescue is always looking for opportunities to practice our skills. Greenview Search and Rescue would be more than happy to provide our services should the M.D. of Greenview require assistance with a project requiring our skills or equipment. It would ensure everyone is kept safe and provide valuable training for everyone involved.

We hope that the MD of Greenview will consider our request for the acquisition of the ice rescue suits. We appreciate everything the M.D. provides our association and hope to grow Greenview Search and Rescue into a province leading organization over the coming years. If you have any questions or wish to speak with us regarding this, or any other aspect of our association please feel free to reach out.

Kind regards

Michelle Hagen
Secretary/Treasurer Greenview Search and Rescue

“Together We Venture Forth... So Others May Live”



REQUEST FOR DECISION

SUBJECT: 2022 Arctic Winter Games Bid Committee

SUBMISSION TO: REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018	CAO: MH MANAGER:
DEPARTMENT: CAO SERVICES	GM: PRESENTER:
STRATEGIC PLAN: Level of Service	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Reeve Dale Gervais to participate on the 2022 Arctic Winter Games Bid Committee.

BACKGROUND/PROPOSAL:

Reeve Gervais received an email (see attached) requesting his participation on the 2022 Arctic Winter Games Bid Committee.

As the games will utilize Nitehawk as one of the facilities, the committee would like to have a representative from Greenview participate.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview Council will have a representative on the 2022 Arctic Winter Games Bid Committee ensuring Council of all updates.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve or deny the request for a Member of Council to sit on the 2022 Arctic Winter Games Bid Committee.

Alternative #2: Council has the alternative to choose another Member of Council to sit on the 2022 Arctic Winter Games Bid Committee.

FINANCIAL IMPLICATION:

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

STAFFING IMPLICATION:

There are no staffing implications.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the 2022 Arctic Winter Games Bid Committee of Council's decision.

ATTACHMENT(S):

- Email Exchange

From: [Lianne Kruger](#)
To: [Dale Gervais](#)
Subject: RE: 2022 Arctic Winter Games Bid Committee
Date: November 13, 2018 4:47:00 PM

Hi Dale,

I will prepare an RFD for the November 23rd meeting.

Lianne Kruger
Executive Assistant

-----Original Message-----

From: Karen McGriskin [<mailto:kmcgriskin@cityofgp.com>]
Sent: November 13, 2018 4:34 PM
To: Lianne Kruger <Lianne.Kruger@MDGreenview.ab.ca>; Dale Gervais <Dale.Gervais@mdgreenview.ab.ca>
Subject: RE: 2022 Arctic Winter Games Bid Committee

Works for me, thank you Lianne.

Thank you,
Karen

-----Original Message-----

From: Lianne Kruger <Lianne.Kruger@MDGreenview.ab.ca>
Sent: Tuesday, November 13, 2018 3:48 PM
To: Karen McGriskin <kmcgriskin@cityofgp.com>; Dale Gervais <Dale.Gervais@mdgreenview.ab.ca>
Subject: RE: 2022 Arctic Winter Games Bid Committee

Good afternoon,

I believe it would be best practice to have a motion brought forward. I can draft one for the November 23rd Regular Council Meeting if that works for you Karen.

Lianne

-----Original Message-----

From: Karen McGriskin [<mailto:kmcgriskin@cityofgp.com>]
Sent: Friday, November 9, 2018 9:06 AM
To: Dale Gervais
Cc: Lianne Kruger
Subject: Re: 2022 Arctic Winter Games Bid Committee

Hi Dale we are happy to accept your expression of interest, but I also don't want to speak on behalf of your council. Lianne can you advise on this please?

Thank you,
Karen

Manager: Sports Development, Wellness and Culture City of Grande Prairie
780.538.0384

Sent from my mobile phone so I apologize in advance for any typos.

From: Dale.Gervais@mdgreenview.ab.ca
Sent: November 9, 2018 8:32 AM
To: kmcgriskin@cityofgp.com
Cc: Lianne.Kruger@MDGreenview.ab.ca
Subject: Re: 2022 Arctic Winter Games Bid Committee

Hello Karen

I would be happy to be on the committee, should I request the MD council appoint me or is my expression of interest enough to secure a position on the committee.

Sent from my iPad

On Nov 9, 2018, at 6:57 AM, Karen McGriskin <kmcgriskin@cityofgp.com<<mailto:kmcgriskin@cityofgp.com>>> wrote:

Hi Dale, our bid tour committee, who are responsible for hosting the international bid committee on January 14th, would be the ideal committee to have you on.
The Mayor and County Reeve are also on this committee, alongside with Linda Side, Francois Fournier, and a few others.
We would very much like to have representation from the MD on our bid committee and as discussed at ARPA conference, we feel you would be a great fit.
Please confirm if you are able to assist with this.

If you need any further information on this, please give me a call.

Regards,
Karen

Karen McGriskin, MBA, M.Sc., C.Tech.
Manager, Sports Development, Wellness and Culture
Phone: 780-538-0384
Cell: 780-831-8133
Fax: 780-831-7371
<image001.png>

This email and any files transmitted with it, are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the sender.

From: Karen McGriskin
Sent: Friday, October 12, 2018 1:02 PM
To: Dale Gervais <dale.gervais@mdgreenview.ab.ca<<mailto:dale.gervais@mdgreenview.ab.ca>>>
Subject: 2022 Arctic Winter Games Bid Committee

Hi Dale, I recognize this is late notice but City Council has approved for the City to proceed with a bid for the 2022 Arctic winter games. I'm preparing a bid committee to startup on Monday, the bid is due Nov 30th. As the games will use Nitehawk as one of the facilities, I think it'd be great to have a representative from the MD on the bid committee and invite you to participate. The meeting is Monday at 330 at centre 2000, and if you are able to attend I'll send a meeting invite to book your calendar. I look forward to hearing from you.

Thank you,
Karen

Manager: Sports Development, Wellness and Culture City of Grande Prairie

780.538.0384

Sent from my mobile phone so I apologize in advance for any typos.

This message, and any attached documents, may include proprietary or protected information. If you are not the intended recipient, please notify me, delete this message, and do not further communicate the information contained herein without my express written consent.



REQUEST FOR DECISION

SUBJECT:	Christmas Land Fundraiser for Local Charity Support		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 26, 2018	CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: SW	PRESENTER: SW
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council provide funding to the 2018 Grande Cache Christmas Land Fundraiser in the amount of \$5,000.00, with funds to come from the Community Services Miscellaneous Grants fund.

BACKGROUND/PROPOSAL:

Christmas Land is an organization in Grande Cache that organizes a Christmas festival featuring lights, displays and a concession for the community and visitors to enjoy during the Christmas season, while raising funds to support local charities of the organizations choice.

In its 2017 inaugural season, Christmas Land was host to approximately 800 visitors, collecting over \$2,100 in donations. After expenses, \$290.00 remained, which was donated to local community groups such as Grande Cache Minor Hockey and the Canadian Jr. Rangers.

In 2018, the Christmas Land Festival will run from December 7, 2018 to January 7, 2019 and will be located at the Grande Cache Tourism Center. This year, 50% of money remaining after expenses will be donated to the Grande Cache Animal Society, with the other 50% being distributed to various non-profit groups in Grande Cache.

In 2017 Greenview provided \$2,000.00 to Christmas Land. The request for 2018 is \$5,000.00, with \$2,500.00 of the funds to be used for capital purchases such as lights, building a stage, miscellaneous supplies etc. and the other \$2,500.00 to be used to cover operational costs.

BENEFITS OF THE RECOMMENDED ACTION:

1. The Benefit of the accepting the recommended motion is that Council will be providing funding to a festival in Grande Cache that has become a popular event for area residents and visitors.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Council may be setting a precedent that will encourage similar funding requests for community events throughout Greenview.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the funding request or alter the recommended level of funding.

FINANCIAL IMPLICATION:

Financial implications to the recommended motion is \$5,000.00.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform Christmas Land accordingly of Councils decision.

ATTACHMENT(S):

- Christmas Land funding request letter
- Grant Application

CHRISTMAS LAND

2ND ANNUAL

To whom it may concern. I would like to invite the Municipal District of Greenview No16 to take part in our second Annual Christmas Land Experience.

Last year our group invited the MD, the Town of Grande Cache and many business in our community to participate with us by bringing the Christmas Land Experience to our little mountain town. After the overwhelming success in community gathering during this event, our Christmas land team have united again this year along side the Grande Cache Animal Society that will represent our official charity to bring the magic back. We have a new home at the Grande Cache Tourism Centre. The historical beauty and the central location, we will expect a major increase in attendance at Christmas Land this year.

With the generous donation last year from the MD. Christmas land was able to build a foundation that the Grande Cache community can enjoy for years to come. Christmas Land and the Grande Cache Animal Society would like to be able to count on your support again this year.

We would like to request \$5000.00 this year. We have some big plans and would like to see more actual donations be handed to the Non Profit groups in the community. The funds that Greenview donated last year were used to offset the expenses. This year's expenses will be a little higher as we are expanding our event. Just like last year, The MD of Greenview will be displayed at the main stage as the main sponsor of this magical Christmas festival.

Christmas time is always a hard time on many residence in our community and with your help we will be able to give back and provide an experience that bring a bit of joy to the families and friends of our community.

Thanks you
James Miles



Christmas Land Express sponsored by the MD of Greenview #16 and Grande Cache Institution

2018



Grande Cache Animal Society

Mission Statement:

Is to Protect and enhance the well being of the neglected, abused, abandoned and surrendered animals.

Christmas Land has selected the Grande Cache Animal Society to be the 2018 Official Charity of choice.

Why the GCAS?

The Grande Cache Animal Society is on the front lines for the neglected and abused animals in our community. Their expenses are endless and with your help we can all make a difference.

During the 2017 Christmas Land experience, we were host to around 800 visitors. We collected over \$2100 in volunteer donations and after all costs, we were able to donate to a couple of the supporting non profit groups such as the Grande Cache Minor Hockey and the Canadian Jr Rangers.

This year The Grande Cache Animal Society will receive 50% of donations and the other 50% (after costs) will be donated to other non profit groups in our community.

Grande Cache Food Bank

Christmas land will set up food box donation spots at the Grande Cache Tourism Center

Contact Details

James Miles - GC Canteen 780-827-8086

reccanteen@hotmail.com

Jenny Daubert - Grande Cache Tourism Centre 780-827-3300

Jenny.daubert@grandecache.ca

Brandy Gienger - Grande Cache Animal Society 780-783-0339.

Gienger01@msn.com

CHRISTMAS LAND

EXPENSES / INCOME

Materials, supplies, light adaptors and more **-\$3,837.19**

Concession items like bake goods, apple cider, water, soda **-\$500.00**

Hot chocolate: 2 boxes **-\$150.00**

Santa Claus **-\$150.00**

Light tower and generator and fuel for three weeks, from JAN Rentals **-\$300.00**

Total Expenses: - \$4,937.19

Donation made to the following groups, on behalf of Christmas Land

Jr. Rangers thanks to their hard work **-\$150.00**

Minor Hockey For Noelle Ben's help, Paid to 2018 -2019 hockey year **-\$140.00**

Total Donations Distributed: **-\$290.00**

Income

MD of Greenview- \$2,000.00 (sponsor)

Volunteer Donations Raised- \$2,110.00

Concession sales- \$498.00 (Treats, Hot chocolates, Can Drinks)

Total Revenue \$4,608.00

Total cash expenses -\$5,237.19

Sponsors or in-kind donations

Anonymous Sponsors **-\$1,000.00**

Town of Grande Cache in-kind Donation, Use of camp ground power, fire pit, tables, stage and more- **\$2,640.38**

Ro-Dar Concreting Ltd. Gravel, lights **-\$500.00**

Canteen Gift Certificates handed out to volunteer and Junior helper helpers- **\$500.00**

Total non-cash expenses **-\$4,640.38**

Total Cost for Christmas Land 2017

\$9,867.57



GRANT APPLICATION INSTRUCTIONS

Overview

Grant requests directed to the MD of Greenview must meet a number of criteria in order to be successful. Each application must contain all required information, include all applicable supporting documentation and be submitted on or prior to specified deadline.

The MD is committed to supporting sustainable activities that positively impact the ratepayers of the MD, and is faced with allocating a limited amount of resources among an ever growing list of applicants. This process is intended to help make the best use of limited funds.

You are **ineligible** to receive a grant if any of the following conditions exist:

- 1) You are not a registered charity or a registered not for profit society in active status.
- 2) The grant application is not complete.
- 3) A current financial statement is not included.
- 4) A detailed budget for the grant expenditure is not included.
- 5) A final report remains outstanding from a previous grant application.

Name of Organization

Full legal name of the organization as registered under Corporate Registries or the Societies Act. Organizations not registered or currently listed as inactive are ineligible for grants.

Mailing Address of Organization

This should include full address and postal code.

Contact Name(s)

First and last name of contact(s).

Contact Telephone Number(s)

Please include a phone with message capabilities, cell phone or work number if possible since most calls from the MD will come during the day.

Position Held

The person making the application should normally be a member of the executive of the organization or be specially appointed by way of motion.

Purpose of the Organization

Outline in a few sentences the purpose of the organization, including how long it has been in operation and its overall objective(s). Include an overall budget for the next year of operations.

Purpose of the Application

Outline in a few sentences what these specific funds would be used for and attach a detailed budget for the proposal. The outline should include the estimated number of participants/users impacted, other social or economic impacts of the application, cooperation with or funding from other groups and the impact on the organization/users if the grant is denied.

Past Financial Statements

Provide an approved copy of your most recent financial statements. Approval can be via signatures of two board members or as prepared by an accountant, based on your organizations legislated requirements.

Funding Sources that Denied this Application

List other funding sources applied to that denied this application.

Previous Grant and Reporting History (if applicable)

List the last two grants received from the MD, including purpose and amount. Please note that starting with the October 2010 application process, final reports **MUST** be filed with the MD within 90 days of completion of the grant expenditure. Failure to provide a final report will result in rejection of all future applications until applicable report(s) are filed.

Final Report Content

Within 90 days of the completion of the grant expenditure, a report must be filed with the MD verifying expenditure of the grant. This report should include:

- 1) Name of Organization
- 2) A summary of actual expenditures of grant funds compared to submitted budget
- 3) A short written description of activities, number of participants, successes etc.
- 4) Signatures of two members of the organization's executive



Municipal District of Greenview

Grant Application Checklist

- 1) Have all final reports from previous grant applications been filed?
- 2) Has the application been fully completed and signed?
- 3) Have you attached an overall budget for your organization for the next year?
- 4) Have you attached a detailed budget for the grant application?
- 5) Have you attached your approved financial statements for the last year available?
- 6) Have you attached other supporting documentation if applicable?
- 7) Is everything you provided clearly written and easy to understand?



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

GRANT APPLICATION

Organization Information:

Name of Organization: Christmas Land

Address of Organization: Grande Cache Tourism & Interpretive Centre

Contact Name and Phone Number: James Miles 780-501-1431

Position of Contact Person: Event Organiser

Purpose of organization:

To fundraiser for local Charity groups during the Holiday Season, and provide a community
christmas Festival for the community and visitors to enjoy during the christmas season.

The official 2018 charity will be the Grande Cache Animal society, Grande Cache Food bank

What act are you registered under? _____ Registration No. _____

Grant Information:

Total Amount Requested	<u>2500.00</u>	<u>2500.00</u>
	Operating	Capital

Proposed Project: To purchase light, Supplies and to offset set up costs, staffing,
Generator, equipment rentals, Building and displays/stage area, advertising,

See Attached letter;

Operating costs are the costs of day-to-day operations.

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

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



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Additional Information:

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

Yes No

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

1. Amount \$ 2000.00 Year 2017

Purpose: Chriatms Land 2017

2. Amount \$ _____ Year _____

Purpose: _____

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

Yes No

If no, why has the report not been filed?

Was not requested

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

Yes No

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

If yes; who, purpose and amount?

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

We have requested sponsors from the business community.



Municipal District of Greenview #16
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Phone: (780) 524-7600 Fax: (780) 524-4307

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

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

Applicant Information:

Name: James Miles

Signature: _____

Address: box 1293 Grande Cache Alberta t0e 0y0

Telephone Number: 780-501-1431

Date: Oct 23 2018



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

APPLICATION FOR GRANT FORM A - OPERATING

REVENUE		Previous Year Actual 20__	Current Year Estimates 20__	Next Year Proposal 20__
1.	Fees			
2.	Memberships			
3.	Other income (please list)			
4.	Grants (please list)			
5.	Donations (please list)			
6.	Interest Earned			
7.	Miscellaneous Income			
	TOTAL REVENUE			
	(add up items 1-7)			
EXPENSES				
8.	Honourariums/Wages/Benefits			
9.	Travel Expenses			
10.	Professional Development			
11.	Conferences			
12.	Cleaning & Maintenance			
13.	Licensing Fees			
14.	Office Supplies			
15.	Utilities (phone, power, etc.)			
16.	Rent			
17.	Bank/Accounting Charges			
18.	Advertising			
19.	Miscellaneous			
20.	Capital Purchases (please list)			
	TOTAL EXPENSES			
	(add up lines 8-20)			
	NET BALANCE			
	(subtract Total Expenses from Total Revenue)			

Cash on Hand	\$ _____	Operating Loans	\$ _____
Current Account Balance	\$ _____	Other Loans	\$ _____
Savings Account Balance	\$ _____	Accounts Payable	\$ _____
Accounts Receivable	\$ _____		
Inventory to Dec 31, 20__	\$ _____		
Buildings	\$ _____		
Furniture/Fixtures	\$ _____		
Land	\$ _____		
Equipment	\$ _____		

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



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

APPLICATION FOR GRANT FORM B - CAPITAL

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

funds will be send on the costs of executing this annual Christmas festival, This festival will

run from Dec 7th - until Jan 7th. Most dates will be staffed to provide entertainment and

activities.

Material costs such as Plywood. screw, lights,Inflatiables.

Other costs would be staffing, advertising, Maintenance, Utilities, equipment rentals,

such as heaters, Generators, portable washrooms.

Estimated Completion Date: Dec 1- 7th

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

1. _____

Amount \$ _____

2. _____

Amount \$ _____

3. _____

Amount \$ _____

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



REQUEST FOR DECISION

SUBJECT: Grande Cache Community Christmas Dinner
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: November 26, 2018 CAO: MH MANAGER:
DEPARTMENT: COMMUNITY SERVICES GM: SW PRESENTER: SW
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council provide funding to the 2018 Grande Cache Community Christmas Dinner in the amount of \$5,000.00, with funds to come from the Community Services Miscellaneous Grants fund.

BACKGROUND/PROPOSAL:

The Grande Cache Community Christmas Dinner is organized through the collective work of the Grande Cache Ministerial, in collaboration with the Grande Cache Institution, the Town of Grande Cache, the Royal Canadian Legion, and the Aseniwuche Winiwak Nation.

First held in 2011, the dinner provides a much needed meal and companionship, during what can be a difficult time of year for many less fortunate in Grande Cache and those who reside in the local Indigenous Cooperatives and Enterprises. The event has become much anticipated, and has grown to over 600 participants in 2017, with an additional 100 meals being delivered to people who did not have a means to attend in person.

The 2018 Community Christmas Dinner is scheduled for December 17th and will be held at the Grande Cache Royal Canadian Legion. Advertising for the event will take place in the local newspaper with a full page and half page advertisements with the sponsor names clearly identified. Upon the completion of the event the committee will ensure that sponsors are once again recognized in the local newspaper.

Greenview has previously supported this event with a \$5,000.00 contribution in each of the past two years.

BENEFITS OF THE RECOMMENDED ACTION:

1. The Benefit of the accepting the recommended motion is that Council will be providing funding to an event in Grande Cache that supports less fortunate residents who reside in both the Town of Grande Cache and the Cooperatives and Enterprises.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to accepting the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the funding request or alter the recommended level of funding.

FINANCIAL IMPLICATION:

Financial implications to the recommended motion is \$5,000.00.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the Grande Cache Community Dinner Committee accordingly of Councils decision.

ATTACHMENT(S):

- Grande Cache Community Christmas Dinner funding request letter

Stacey Wabick
Municipal District Greenview
Box 1079
Valleyview, AB

Dear Mr. Wabick,

My name is Bill McCormick and I am the Chairperson for the Grande Cache Community Christmas Dinner Organizing Committee, on behalf of the Grande Cache Ministerial. The Grande Cache Community Christmas Dinner is organized through the collective work of the Grande Cache Ministerial, in collaboration with the Grande Cache Institution, the Town of Grande Cache, the Royal Canadian Legion and the Aseniwuche Winiwak Nation, and the Dinner has become a significant event for the local community. The first annual Community Christmas Dinner was held in 2011 and the event grew in 2017 to over 600 participants who attended the event itself and another 100 meals delivered to local Indigenous Communities, individuals and families who had no means of transportation to attend the dinner.

The Grande Cache Community Christmas Dinner provides a much needed meal and companionship for many less fortunate in the community of Grande Cache and for those who reside in the local Indigenous Cooperatives, at a time of year that can be difficult for some, especially this year given the current corporate environment. Further, the Grande Cache Community Christmas Dinner Committee joined with the Grande Cache Food Bank Committee in 2014 and any extra funds acquired continues to help keep the Food Bank Shelves full, providing ongoing assistance to those less fortunate in Grande Cache and the local Indigenous Cooperatives as well. It has been noted by the Food Bank operating committee that as a result of the Grande Cache Community Christmas Dinner they have been able to support many individuals & families from both the local Grande Cache Community and the surrounding Indigenous Cooperatives during this past year.

It is recognized by the local community of Grande Cache that without the generous support of our sponsors over the last six years, the success of the Community Christmas Dinner would not have been possible. The Community Christmas Dinner is scheduled for December 17, 2018 and will be held at the Royal Canadian Legion. It is with great respect that we humbly request your support of this annual event, an event that means so much to so many. The Community Christmas Dinner will be advertised in the local newspaper with full page and half page advertisements, with the sponsors names clearly identified. Also, upon completion of the event the Grande Cache Community Christmas Dinner Committee ensures that our sponsors are recognized in the local newspaper for their generous support.

On behalf of the Grande Cache ministerial we would like to thank you for any support that you may provide this year, and again we recognize that without the generous donations of our corporate sponsors the Community Christmas Dinner would not be possible. Any donation that you can make certainly demonstrates to the citizens of Grande Cache your intrinsic connection to the community and the people who call Grande Cache and surrounding Indigenous Cooperatives their home; your generosity will be appreciated by all! Note, any donations made may be written to the "Grande Cache Community Christmas Dinner".

Please feel free to contact me on my cell-phone.

Respectfully,



William (Bill) McCormick
Chairperson - Grande Cache Community Christmas Dinner
P.O. Box 1668
Cell. 780-978-0834