



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COMMITTEE OF THE WHOLE MEETING AGENDA

Monday, October 21, 2019

9:00 AM

Administration Building
Valleyview, AB

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Committee of the Whole Meeting minutes held September 16, 2019 – to be adopted.	2
		3.2 Business Arising from the Minutes	
#4	DELEGATION	4.1 Greenview Search & Rescue	5
		4.2 Safety Codes Council	26
		4.3 ATB Investment Presentation	62
		4.4 Grande Prairie Palliative Care Society	69
		4.5 River of Death and Discovery Dinosaur Museum Society operating as the Philip J. Currie Dinosaur Museum	87
		4.6 South Peace Regional Archives	89
#5	NEW BUSINESS	5.1 Recreation Open House Report	118
		5.2 CAO Action List	122
#6	CLOSED SESSION	6.1 Disclosure Harmful to Business Interests of a Third Party (<i>FOIPP; Section 16</i>)	
#7	ADJOURNMENT		

Minutes of a
COMMITTEE OF THE WHOLE MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Eagle's Nest Hall
Grande Cache Alberta, on Monday, September 16, 2019

1:
CALL TO ORDER

Chair Winston Delorme called the meeting to order at 9:01 a.m.

PRESENT

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

Chief Administrative Officer	Denise Thompson
General Manager, Corporate Services	Rosemary Offrey
General Manager, Community Services	Stacey Wabick
General Manager, Infrastructure & Planning	Roger Autio
Manager of Marketing & Communications	Stacey Sevilla
Recording Secretary	Lianne Kruger

ABSENT

#2:
AGENDA

MOTION: 19.09.67. Moved by: COUNCILLOR DALE GERVAIS
That the Monday September 16, 2019 Committee of the Whole agenda be adopted with addition:

CARRIED

#3.1
COMMITTEE OF THE
WHOLE MINUTES

MOTION: 19.09.68. Moved by: COUNCILLOR ROXIE RUTT
That the Minutes of the Committee of the Whole meeting held on Tuesday, July 15, 2019 be adopted as presented.

CARRIED

#3.2
BUSINESS ARISING

3.2 BUSINESS ARISING FROM MINUTES:

#4
DELEGATIONS

4.0 DELEGATIONS

4.1 GRANDE CACHE RCMP PRESENTATION

GRANDE CACHE RCMP MOTION: 19.09.70. Moved by: COUNCILLOR BILL SMITH
That Committee of the Whole accept the presentation from Detachment
Commander Sergeant Gord Hughes for information, as presented.
CARRIED

4.2 STARS PRESENTATION

STARS PRESENTATION MOTION: 19.09.71. Moved by: COUNCILLOR TOM BURTON
That Committee of the Whole accept the presentation from STARS for
information, as presented.
CARRIED

Chair Winston Delorme recessed the meeting at 10:15 a.m.
Chair Winston Delorme reconvened the meeting at 10:27 a.m.

4.3 ATCO ELECTRIC

ATCO ELECTRIC PRESENTATION MOTION: 19.09.72. Moved by: COUNCILLOR TOM BURTON
That Committee of the Whole accept the presentation from ATCO Electric
for information, as presented.
CARRIED

4.4 2019 GREENVIEW MEN'S AND MASTER MEN'S CANADIAN FAST PITCH CHAMPIONSHIP COMMITTEE

2019 GREENVIEW MEN'S AND MASTERS FAST PITCH MOTION: 19.09.73. Moved by: COUNCILLOR SHAWN ACTON
That Committee of the Whole receive the 2019 Men's and Master Men's
Canadian Fast Pitch Championship Sponsorship Recognition presentation for
information, as presented.
CARRIED

Chair Winston Delorme recessed the meeting at 11:28 a.m.
Chair Winston Delorme reconvened the meeting at 11:30 a.m.

4.5 GRANDE CACHE 50TH ANNIVERSARY COMMITTEE MURAL

GRANDE CACHE 50TH ANNIVERSARY COMMITTEE MURAL MOTION: 19.09.74. Moved by: REEVE DALE SMITH
That Committee of the Whole accept the presentation from the Grande Cache
50th Anniversary Committee regarding the potential installation of a Grande
Cache 50th Anniversary Legacy Community Mural within the Hamlet of Grande
Cache on Greenview property, for information as presented.
CARRIED

4.6 EVERGREEN FOUNDATION

EVERGREEN
FOUNDATION
PRESENTATION

MOTION: 19.09.75. Moved by: COUNCILLOR BILL SMITH
That Committee of the Whole accept the Evergreens Foundation presentation
for information, as presented.

CARRIED

Chair Winston Delorme recessed the meeting at 12:08 p.m.
Chair Winston Delorme reconvened the meeting at 1:03 p.m.

#5
NEW BUSINESS

5.0 NEW BUSINESS

5.1 INVOICING

INVOICING

MOTION: 19.09.76. Moved by: COUNCILLOR SHAWN ACTON
That Committee of the Whole discuss invoicing processes with the Senior
Leadership Team and accept for information.

CARRIED

5.2 ACTION LIST

ACTION LIST

MOTION: 19.09.77. Moved by: COUNCILLOR ROXIE RUTT
That Council accept the CAO Action List for information, as presented.

CARRIED

#6
CLOSED SESSION

6.0 CLOSED SESSION

There was no Closed Session included with this meeting.

#7
ADJOURNMENT

7.0 ADJOURNMENT

MOTION: 19.09.78. Moved by: COUNCILLOR DUANE DIDOW
That this meeting adjourn at 1:47 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT: Greenview Search and Rescue

SUBMISSION TO: COMMITTEE OF THE WHOLE **REVIEWED AND APPROVED FOR SUBMISSION**

MEETING DATE: October 21, 2019 **CAO:** DT **MANAGER:**

DEPARTMENT: COMMUNITY SERVICES **GM:** SW **PRESENTER:**

STRATEGIC PLAN: Quality of Life

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the Greenview Search and Rescue presentation for information, as presented.

BACKGROUND/PROPOSAL:

Greenview Search and Rescue is a volunteer non-profit run organization with a mission to assist search and rescue teams in their efforts to provide a superior and dedicated level of service to the people of Alberta.

Search and rescue in Alberta began in the early 1990's as a grass roots response to an identified need for trained people to look for lost individuals in wilderness settings.

Greenview Search and Rescue has provided support to the Valleyview RCMP, Peace River RCMP, Fox Creek RCMP, Major Crimes from Edmonton, Technical Search and Rescue, Peace Regional Search and Rescue, Environment and Parks, Valleyview Recreation and the Greenview Regional Multiplex.

Greenview Search and Rescue is requesting an increase to their annual funding. Currently the organization receives \$20,000.00 annually from Greenview and they are requesting that the annual fund be increased to \$30,000.00 annually commencing in 2020.

Representative members from the Greenview Search and Rescue organization will be in attendance to provide information regarding the requested increase and will provide information about the service they provide.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that the Committee of the Whole will receive information regarding Greenview Search and Rescue's (SAR) request for additional funding and the Committee will receive an update on SAR's activities.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Greenview Search and Rescue – Request for Additional Funds
- Greenview Search and Rescue – PowerPoint Presentation



The Greenview Search and Rescue Association

Box 2218
Valleyview, Alberta
T0H 3N0
info@greenviewsar.com

July 30, 2019

The Greenview Search and Rescue Association would like to request an increase in our operation funding for the 2020 year from the MD of Greenview. The past support of 20,000.00 annually from the MD of Greenview and council members has been key in building our association into the professional volunteer organization that it has become. We would like to request an increase in our annual funding to 30,000.00 for 2020 and future years.

We plan to make a presentation to council at the October 21 in Valleyview to show you the wonderful things your support has been assisting us to do and explain what we are going to accomplish with extra operations funding.

In the meanwhile we want to let you know a bit about what we have been doing in 2019.

2019 has been an amazing year so far, we have responded to 5 incidents, had 29 exercises, participated in 30 events (includes prevention programs) and our 15 members have logged 1518 volunteer hours. Our prevention programming has reached 287 school students as well as many families at community events.

We have worked with Valleyview RCMP, Peace River RCMP, Fox Creek RCMP, Major Crimes from Edmonton, Technical Search and Rescue, Peace Regional Search and Rescue, Environment and Parks, Valleyview Recreation and the Greenview Regional Multiplex.

Our office trailer has been retro fitted as a command unit, and although not complete it has become a coveted piece of equipment for all incidents and events. The office trailer conversion was accomplished with \$20,000.00 fundraised money. We have an additional \$5000.00 donation that has been

“Together We Venture Forth... So Others May Live”



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pledged which we will use to help equip the command unit with the needed information technology.

The MD of Greenview and its council members have been a key to the success that Greenview SAR has experienced. The operations funds that we are requesting for 2020 shall be utilized to fund our rent of our training facility and continue our specialized training as well as the purchase of some additional needed equipment.

Thank you for your continued support.

Michelle Hagen
Greenview SAR
Secretary/Treasurer
On behalf of the Greenview SAR Association

“Together We Venture Forth... So Others May Live”

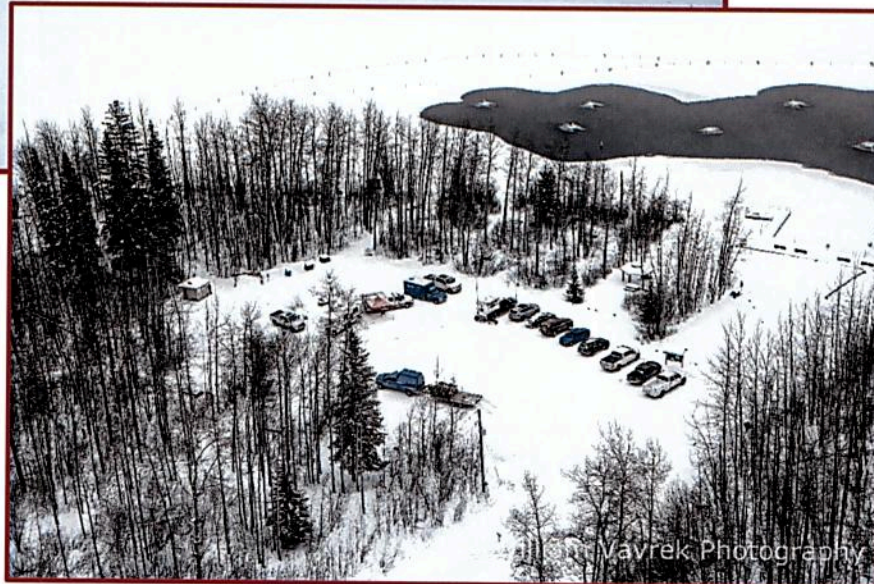


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Photos taken at Swan Lake, February 23, 2019.

Mock Search involving Greenview Search and Rescue, Technical Search and Rescue, ARES (Amateur Radio Emergency Services) and Dennis Laflamme (Helicopter Support)



“Together We Venture Forth... So Others May Live”

Greenview Search and Rescue

Together We Venture Forth... So Others May Live



Greenview Search and Rescue



Our Vision Statement

- A team of Professional, Efficient Search and Rescue Support for the Community

Building Community Spirit Through Service
Providing Service Through Commitment
Committing to Excel

Building Community Spirit Through Service

- Adventure Smart Programs
- Nature Nuts
- Drowning Prevention Week
- Fox Creek Fat Bike Race
- Canada Day Celebrations
- Parks Day



Providing Service Through Commitment



- 2018
 - 22 active volunteers
 - 5 Incident (422 hrs)
 - 26 Exercises (1100 hrs)
 - 52 Events (397 hrs)
 - 83 Total Activities
 - Volunteered time of over 1,920 hrs
- 2019
 - 15 active volunteers
 - 5 Incident (389 hrs)
 - 32 Exercises (1011 hrs)
 - 33 Events (431 hrs)
 - 70 Total Activities
 - Volunteered time of over 1,831 hrs

Committing to Excel

- **Committing to Excel**
 - Offer personnel ready in Swift Water
 - Offer personnel ready in Rope Rescue
 - Offer personnel ready in Ice Rescue
 - All Ground Search and Rescue trained
 - All trained in ICS-100 or better
 - Numerous volunteer hours in training such as leadership, search management, ATV and UTV Training



Greenview Search and Rescue Budget



Basic Annual Budget

Rent	\$7,200
Radio License	\$520
Insurance	\$2,700
Vehicle Maintenance	\$3,000
Equipment Maintenance	\$1,000
Fuel	\$1,500
Telus Internet	\$500
Office/Prevention Program Supplies	\$500
Annual Training	<u>\$8000</u>
Total	\$24,920

Training Budget

Mandatory Recertification Courses (3 years)	
Swift Water Technician	\$8000
Ice Rescue Technician	\$8000
Rope Rescue Technician	\$8000
Additional Skills Courses	
Lost Person Behavior	Tracking
Wilderness First Aid	Team Leader
Search Manager	First Aid
Search and Rescue Basics	
ATV / UTV / Snowmobile	
ICS 100 / 200 / 300	

Interoperability Initiative

- Working towards disaster response support with regional municipalities and emergency agencies
- Greenview Search and Rescue initiative for 2020
- Capabilities of Search and Rescue in Emergency Management

Organizational Structure

- Call out notification procedure
- Check in / Check out accountability
- Volunteer workers covered under WCB and SARVAC Insurance
- ICS trained with full understanding of command and control
- Leadership training and expertise



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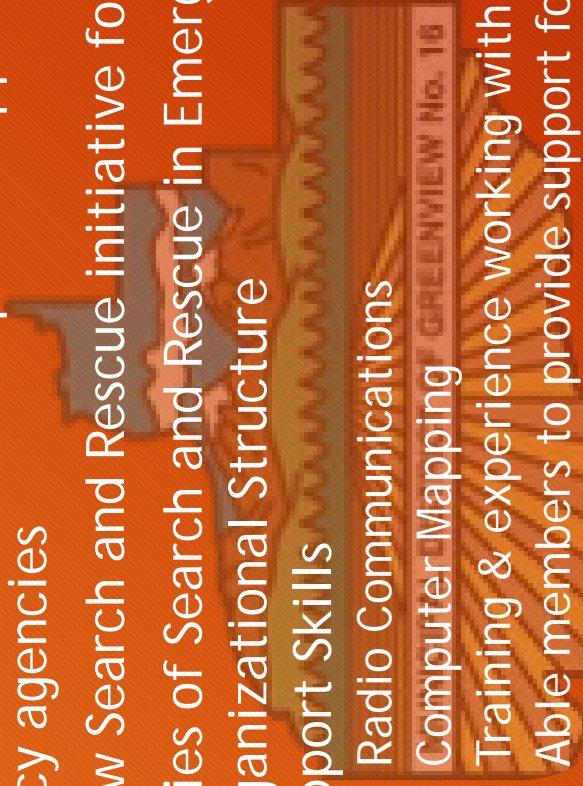
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Organizational Structure

Support Skills

- Radio Communications
- Computer Mapping
- Training & experience working with ICS & other documentation forms
- Able members to provide support for checkpoints and base support roles
- Experience with logistical support roles



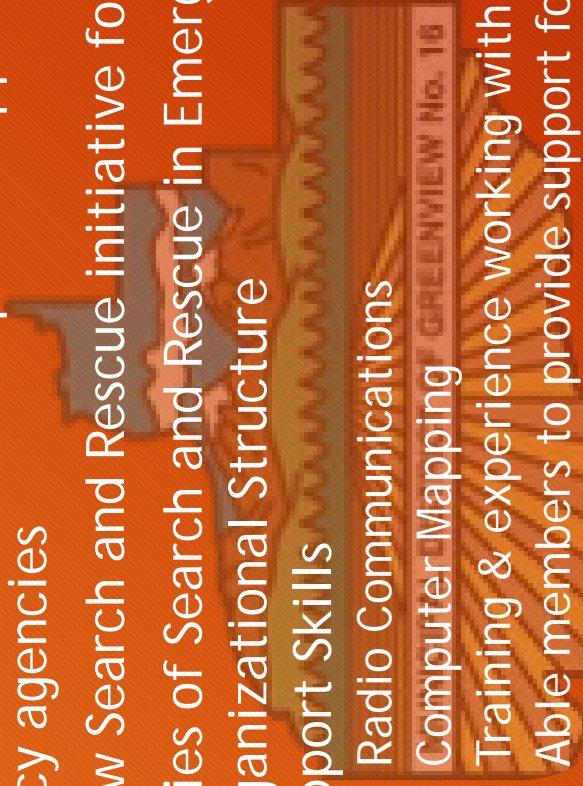
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Interoperability Initiative

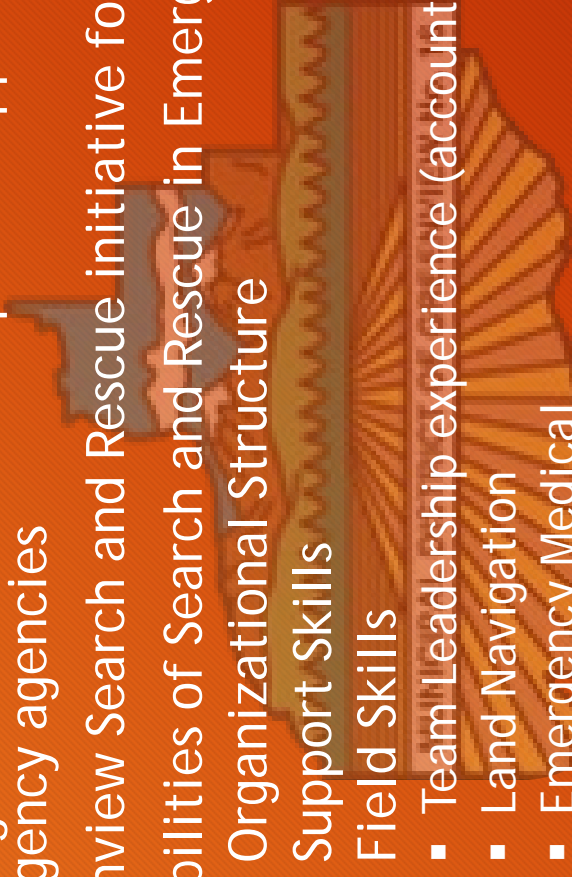
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Organizational Structure

Support Skills

Field Skills

- Team Leadership experience (accountability)
- Land Navigation
- Emergency Medical
- Patient Packaging and rough land transport
- Training and experience with ICS and other documentation forms



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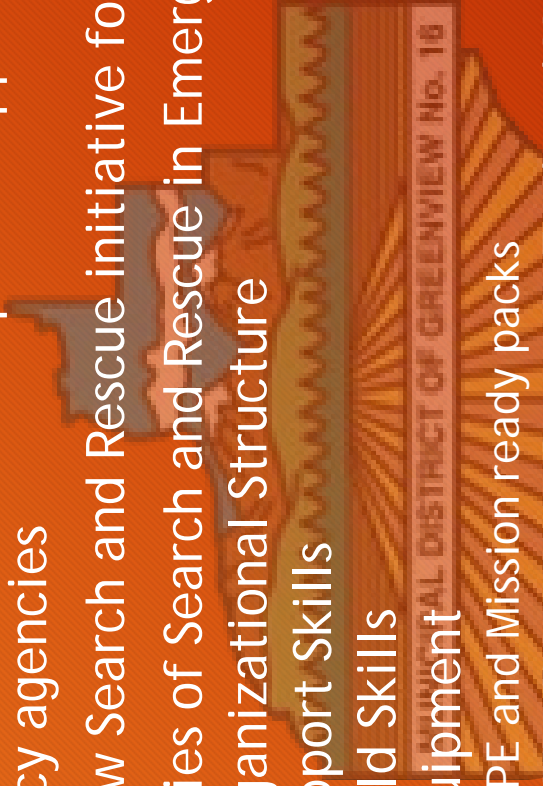
Organizational Structure

Support Skills

Field Skills

Equipment

- PPE and Mission ready packs
- SAR 1 Emergency Response Truck and Mobile Command Trailer
- Radio communications (including air band radio)
- Land Navigation tools
- Emergency Medical tools
- Swift Water Rescue, Ice Rescue and Rope Rescue equipment



Interoperability Initiative

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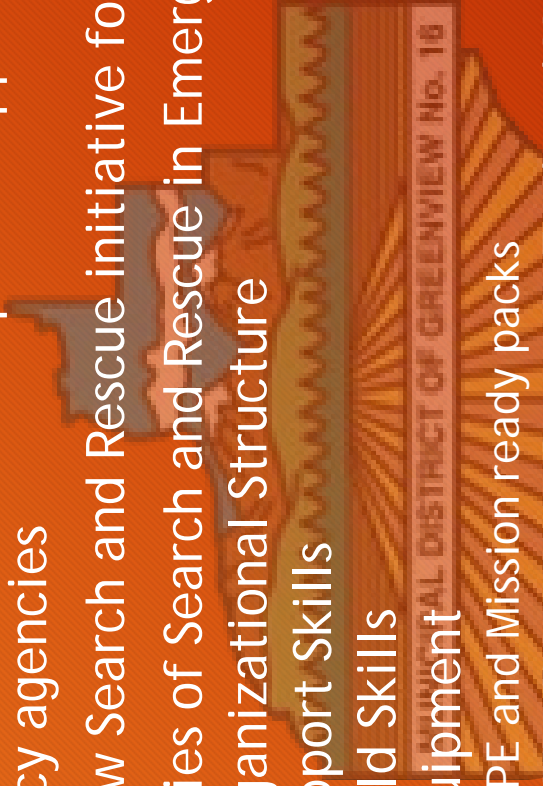
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Organizational Structure

Support Skills

Field Skills

Equipment



Local, Ready, Willing and Able to help with our Community



Greenview Search and Rescue

Together We Venture Forth... So Others May Live





REQUEST FOR DECISION

SUBJECT: **Safety Codes Council**

SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: October 21, 2019 CAO: DT 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 Committee of the Whole accept the presentation from Safety Codes Council for information, as presented.

BACKGROUND/PROPOSAL:

Alberta’s safety codes system and becoming accredited to administer the Safety Codes Act.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council information from the Safety Codes Council.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- PowerPoint Presentation



Accreditation under the Safety Codes Act

Presentation to M.D. of Greenview

October 21, 2019

Peter Thomas
Administrator of Accreditation

Overview

1. The Safety Codes System
2. The Safety Codes Council
3. What is Accreditation?
4. Municipal Accreditation
5. Terms and Conditions of Accreditation
6. Why Become Accredited?
7. M.D. of Greenview

1. The Safety Codes System

The Safety Codes System

- ❖ National and international safety codes and standards in place in Alberta since early 1900s.
 - Minimum standards for design, construction and maintenance of structures.
- ❖ The administration and delivery of safety codes and standards was the responsibility of the Government of Alberta until 1994.
- ❖ In 1994 *Safety Codes Act* established the current system.
- ❖ Delivery of safety codes services

The Safety Codes Act

- ❖ Consolidated several pieces of legislation into one.
- ❖ Altered responsibility for delivery from the provincial to local level with local decision-making.
- ❖ Established the Safety Codes Council.
- ❖ New service delivery model - Accreditation.
 - Agencies, corporations, municipalities (stand alone or joint), and regional service commissions.
- ❖ Linked government, municipalities, labor, business, industry, education, and safety codes officers under the shared goal of keeping all Albertans safe in the built environment.



2. The Safety Codes Council

The Safety Codes Council

- ❖ Established under section 16 of the Act.
 - Board of Directors
 - Chair appointed by the Minister
 - Other members appointed by the Board.
 - 11 members currently.
 - 10 Sub-councils
 - 9 technical and 1 policy
 - 142 members of council
 - Organization with staff support the Board, Sub-councils, and deliver programs and services.

- ❖ *Alberta: a safe place to live work and play*

Council Responsibilities

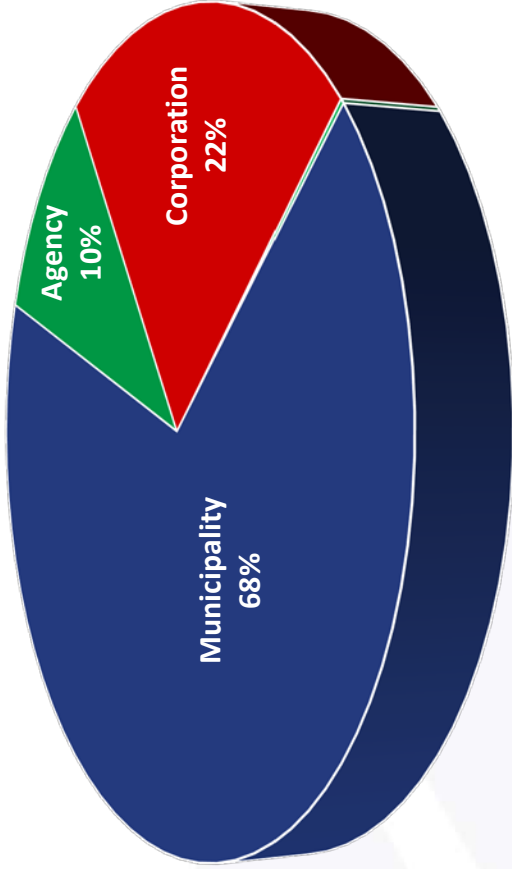
- ❖ Support the Minister's public policy objectives.
 - Review and formulate codes, standards, certificates of competency.
 - Promote uniformity of safety standards.
 - Provide advice to the Minister.
- ❖ Support the administration of the safety codes system.
 - Train and certify safety codes officers.
 - **Accredit municipalities, corporations and agencies.**
 - Investigating complaints.
 - Collect and analyze system information.
 - Alberta Safety Codes Authority (ASCA).
 - Liaise with system stakeholders and partners.
- ❖ Administer appeals filed under Part 5 of the Act.

3. What is Accreditation?

What is Accreditation?

- ❖ **Organizations can become accredited to deliver safety services.**
 - Designated responsibility to issue permits, conduct plan reviews and inspections in the disciplines in which they are accredited.
 - Five disciplines: building, fire, electrical, gas, and plumbing (includes PSDS).
- ❖ **Cannot become accredited in the amusement rides, elevators, passenger ropeways, or pressure equipment disciplines.**
 - ABSA has responsibility for pressure equipment
 - AEDARSA has responsibility in the amusement rides, elevators, and passenger ropeways technical disciplines.
- ❖ **Accredited Organization**
 - **Municipality:** singular, jointly, or services commission.
 - **Corporation:** industrial operations and sites owned or under their care and control.
 - i.e. chemical, petroleum, pulp and paper, oil-sands, and electrical utility facilities.
 - **Agency:** deliver safety codes services on behalf of accredited municipality, corporation, or Alberta Safety Codes Authority (ASCA).

Accredited Organizations



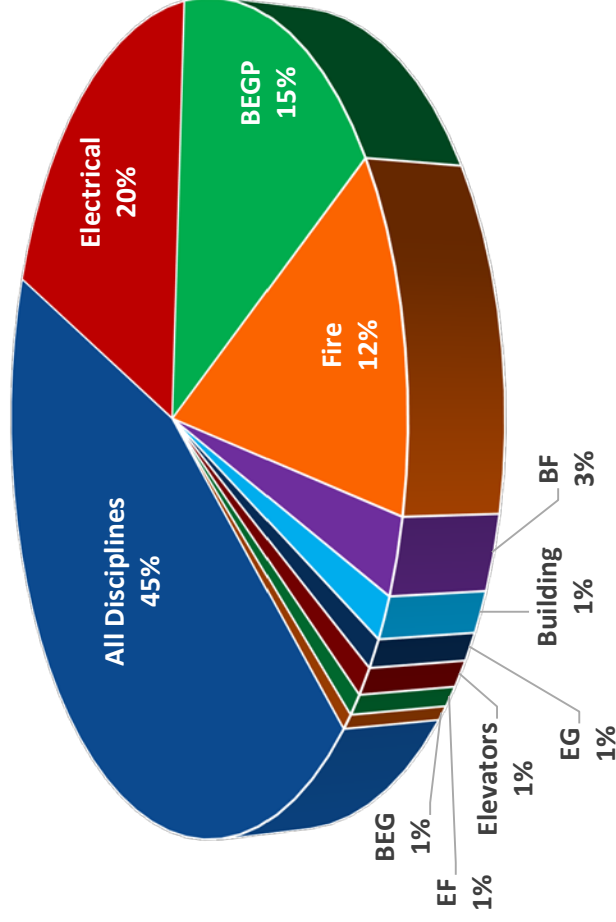
Type	Total
Agency	46
Corporation	102
Regional Commission	1
Municipality	308
*Joint	40
Total	457

***Note:**

Joint municipal accreditations include two or more municipalities.

All Accredited Organizations

- ❖ 93% of organizations accredited in **all disciplines** and **BEGP** are municipalities
- ❖ Of those accredited in **electrical only** 88% are corporations
- ❖ Majority (76%) accredited in **fire only** are municipalities
- ❖ Only 3% of agencies (8) are accredited in **all disciplines** and **BEGP**
- ❖ Where plumbing is present, so is gas, but not vice versa



4. Municipal Accreditation

Municipal Accreditation

- ❖ Municipalities can apply to become accredited in one, many or all of the built environment disciplines.
- ❖ Jurisdiction of their accreditation would apply within the boundaries of their municipality.
- ❖ Can also choose to come “jointly” accredited with other municipalities.
 - Found primarily in rural areas, mostly in the fire discipline.
 - Allows municipalities to share and combine resources when a stand alone municipal accreditation may not be cost effective.
- ❖ **Regional Services Commission**
 - Established under the *Municipal Government Act*, by order of the Minister and consists of two or more municipalities.
 - Can provide services outside the boundaries of its member municipalities as an accredited agency.

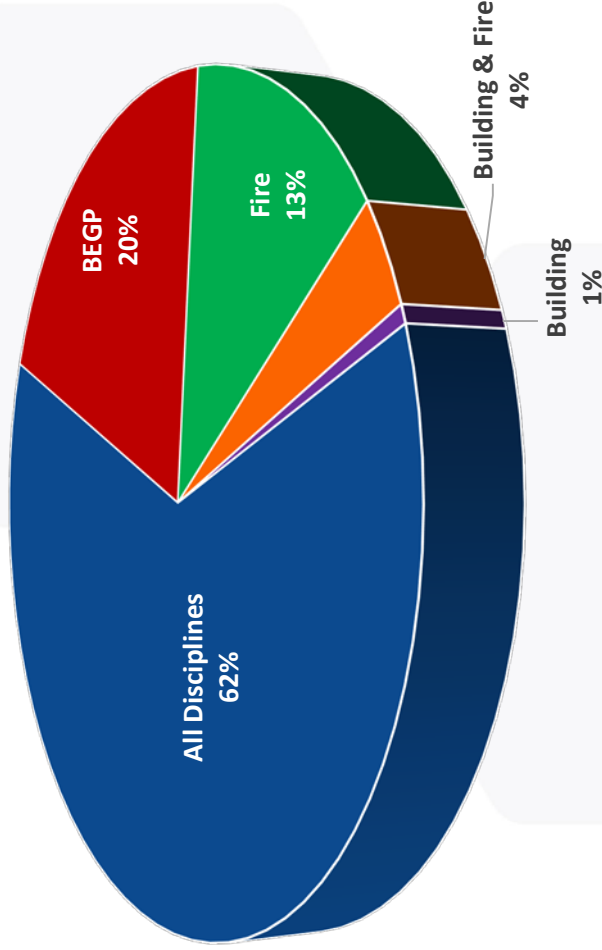
Municipal Accreditation

- ❖ Accredited municipalities have options on how they deliver safety codes services. They can:
 - Hire and employ their own safety codes officers (SCOs) and Permit Issuers (PIOs).
 - SCOs and PIOs would operate under a Designation of Power (DOP) assigned to the municipality.
 - Hire an accredited agency to deliver services on their behalf.
 - SCOs and PIOs would operate under the DOPs assigned to the agency.
 - Or, adopt a combination of both.

Municipal Accreditation

❖ Of the 309 accredited municipalities:

- 186 are accredited in all disciplines;
- 62 in building, electrical, gas and plumbing;
- 42 only in fire;
- 14 in building and fire;
- 3 only in building; and
- 1 in building, fire, gas, and plumbing.



*** Note:**

- BEGP = Building, Electrical, Gas and Plumbing

Municipal Accreditation

- ❖ 87% (309) of Alberta Municipalities comprising of 98.4% (3,954,881) Alberta's population are accredited.*

Municipality Type	No.#	No# Accred.	% Accred.	Total Mun. Pop.
Town	107	105	98%	470,078
Village	92	77	84%	32,466
Municipal District	64	55	86%	427,397
Summer Village	51	41	80%	3,974
City	18	17	94%	2,771,075
Improvement District	8	1	13%	249
Métis Settlement	8	4	50%	2,615
Specialized Municipality	5	5	100%	242,528
Special Area	3	3	100%	4,499
Other		1		
Total	356	309	87%	3,954,881

*Note: Based on 2016 Municipal Census data

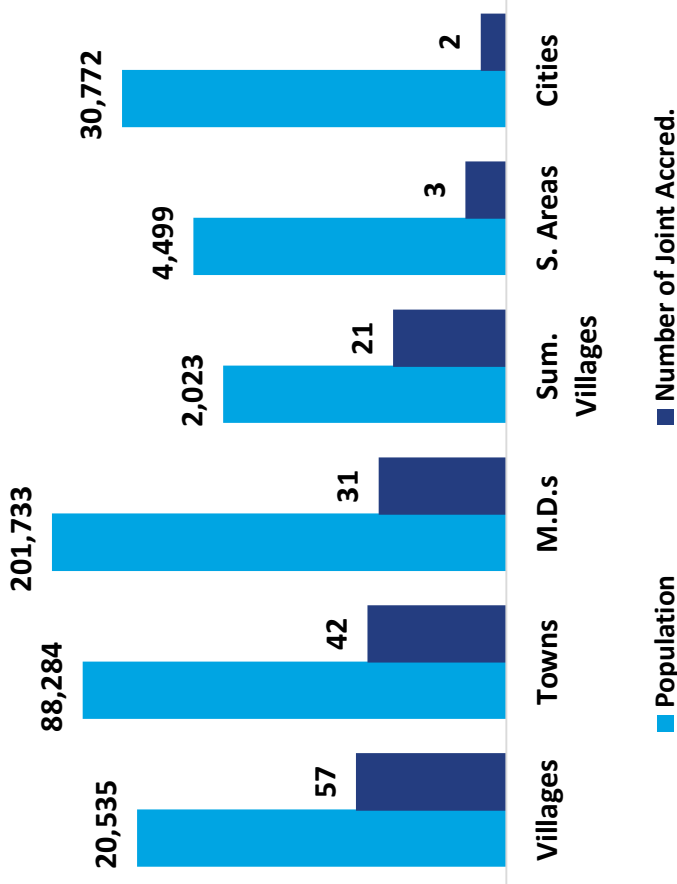
Joint Municipal Accreditation

❖ 157 or 44% of municipalities are in a joint accreditation.

- 96 in Fire;
- 59 in BEGP; and
- 30 in BEFGP.

❖ 28 are in more than 1 joint accreditation.

- Second is always in the fire discipline.



Unaccredited Municipalities

- ❖ Municipalities that are not accredited in the building, electrical, gas and plumbing disciplines fall under the jurisdiction of the Alberta Safety Codes Authority (ASCA)
 - ASCA is a division of the Safety Codes Council.
 - ASCA sets the permit fees and inspection requirements.
 - Contracts with accredited agencies to deliver permit and inspection services to approximately 1/3 of the geographical area of Alberta.
 - Serving a population of approximately 276,000.
- ❖ The Office of the Fire Commissioner has jurisdiction in the fire discipline.
 - Limited staff and capacity to conduct fire inspections and investigations.

ASCA OPERATIONAL MODEL

- ❖ Agency Oversight through Service Delivery Policies and Requirements.
- ❖ Financial risk mitigated through payment model structure.
- ❖ Consistent service delivery model using standardized forms, templates and Service Reference Manual.
- ❖ Compliance reviews through electronic system.
- ❖ Reserve Fund in the event an Agency fails to complete permit and inspection process.

5. Terms and Conditions of Accreditation

Terms and Conditions

- ❖ **Quality Management Plan (QMP)**
 - The QMP is the “terms and conditions” of accreditation.
 - The Administrator of Accreditation monitors compliance against the QMP.
 - Must be approved and signed by the Administrator of Accreditation
 - If an accredited agency is contracted to deliver safety codes services, it must comply with the QMP of the accredited organization.
 - Signed by the appropriate municipal officials
 - Chief Elected Official and Chief Administrative Officer for a new accreditation and cancellation
 - Designated individual for changes
 - Identifies and designates a QMP Manager.
 - Person responsible for administering the accreditation and ensuring compliance with the QMP
- ❖ **Order of Accreditation**
 - Issued by the Administrator upon approval of accreditation
 - An order is issued in each discipline administered under the accreditation
 - Is the formal “legal” authority document that delegates responsibility

Key Parts of the QMP

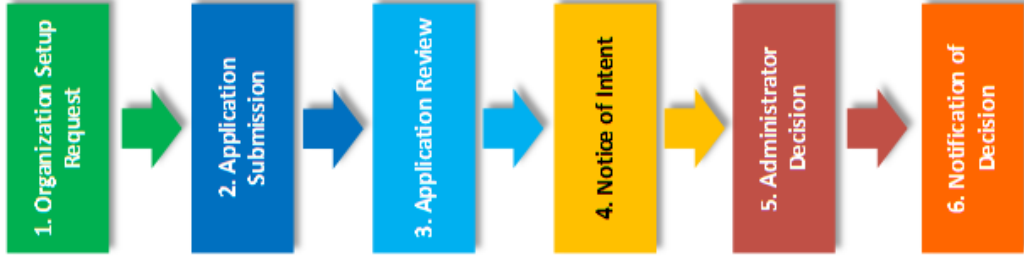
1. **Scope of Accreditation**
 - Disciplines and codes administered through accreditation
2. **QMP Administration**
 - Employ certified SCO's, freedom of SCOs to perform duties & etc.
 - Records management policy and procedures;
 - Annual Internal Review
 - **Designation of QMP Manager**
3. **Operational Requirements**
 - Services that must be provided (i.e. permit issuance and inspections)
 - Permit administration requirements
 - Site inspections/inspection reports
 - Orders and Variances
4. **Technical Discipline Service Delivery Standards**
 - Minimum number and frequency of inspections in relation to permitted activity

6. Why become accredited?

Why Become Accredited

- ❖ **Voice**
 - Community has a say in the safety system as it affects the people who live in the community.
- ❖ **Local Control, Responsibility and Delivery**
 - Direct oversight and management of safety within the community.
 - Local decision-making reflecting local needs.
 - Permit revenue is retained by the municipality
 - Permit fees set to meet needs of the municipality.
 - Delivery services controlled and managed by the municipality.
 - Inspections and compliance monitoring conducted with knowledge of the local built environment.
- ❖ **Flexibility and Scalability**
 - Accreditation in one or many disciplines.
 - Hire “in-house” staff or external accredited agency.
 - Joint accreditation allows small municipalities to share delivery of a viable safety services program.
- ❖ **Liability Protection**
 - Accredited municipalities enjoy broad “good faith” liability protection under the Act.
 - Mitigates the risks associated with

Municipal Accreditation



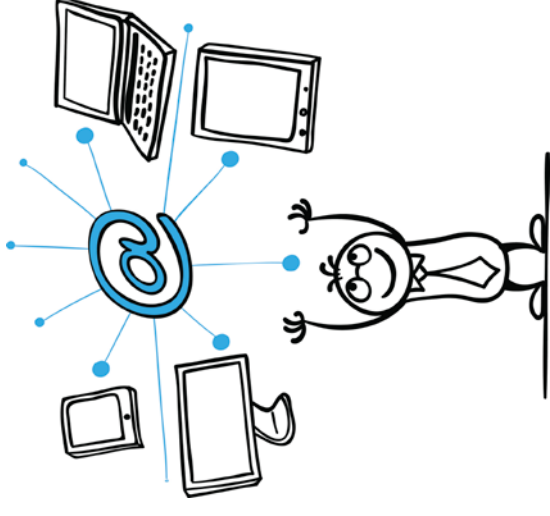
- ❖ **Application:**
 - Draft QMP and Transition Plan.
 - Signed resolution of municipal council.
- ❖ **Notice of Intent**
 - Notify current Authority Having Jurisdiction (AHJ).
 - 30 days to provide written response.
- ❖ **Finalization of QMP and Transition Plan**
 - Chief Elected Officer and Chief Administrative Officer signatures.
 - Signatures of impacted AHJ on the transition plan.
- ❖ **Approval**
 - Administrator of Accreditation signs QMP and transition plan
 - Orders of Accreditation issued and published.

Accreditation Support

- ❖ **Advisory**
 - Council available to provide advice and direction on administration of an accreditation.
 - Collaborates and advises on amendments and changes to an organization's accreditation and the content of its QMP.
 - Meet with municipalities one-on-one and as requested.
- ❖ **AMA/Council Regional Meetings**
 - Conducted in Spring and Fall at various locations across the province.
 - Provides information and direction to SCO's and individuals administering an accreditation on issues facing the system and recent developments.
- ❖ **Council Annual General Meeting and Conference in June**
 - Training, information sharing and networking.
- ❖ **QMP Manager Training**
 - Will be rolled out by Q1 2019.
 - Training will become mandatory.
- ❖ **Council Connect**

Council Connect

- ❖ Launched on October 22, 2018.
- ❖ Provide clients with an online portal to access a range of programs and services.
 - Accredited organizations
 - Safety Codes Officers
 - Master Electricians
 - Permit Issuers
 - Students
- ❖ Complete, submit, track application
- ❖ Apply for and review designations of powers
- ❖ View current QMPs and Orders of Accreditation.
- ❖ Register for training



7. M.D. of Greenview

M.D. of Greenview

- ❖ Falls under the jurisdiction of the Alberta Safety Codes Authority

Permit Issuance/Closed

	2016*		2017		2018		2019**	
	Issued	Closed	Issued	Closed	Issued	Closed	Issued	Closed
Building	86	20	230	264	270	246	135	191
Electrical	110	51	205	167	214	151	116	216
Gas	65	21	251	221	161	128	80	135
Plumbing	45	21	61	60	49	48	21	30
Private Sewage	182	158	356	264	270	297	140	225
Total	488	271	1103	976	964	871	492	798

Notes:

* May 1st – December 31st, 2016

** January 1st – September 30th, 2019

Permit Compliance Rates

	2016*	2017	2018	2019**
Building	100 %	96 %	97 %	98 %
Electrical	100 %	100 %	100 %	90 %
Gas	100 %	100 %	75 %	97 %
Plumbing	100 %	100 %	100 %	100 %
Private Sewage	100 %	100 %	100 %	100 %

* May 1st – December 31st, 2016

** January 1st – September 30th, 2019

Contact Info

Peter Thomas

Administrator of Accreditation

Email: peter.thomas@safetycodes.ab.ca

Phone: 1-780-392-1367, or, toll free: 1-888-413-0099

Council's website: <http://www.safetycodes.ab.ca>

Address:

Suite 500, 10405 Jasper Avenue NW
Edmonton, Alberta T5J 3N4





**Safety
Codes
Council**



REQUEST FOR DECISION

SUBJECT:	ATB – Investment Services	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	COMMITTEE OF THE WHOLE	CAO: DT MANAGER: DD
MEETING DATE:	October 21, 2019	GM: RO PRESENTER: CB
DEPARTMENT:	FINANCE	
STRATEGIC PLAN:	Level of Service	

RELEVANT LEGISLATION:

Provincial (cite) – MGA, Section 250

Council Bylaw/Policy (cite) – AD 17

RECOMMENDED ACTION:

MOTION: That the Committee of the Whole accept the ATB Investment Services report regarding Greenview’s Investment portfolio for information.

BACKGROUND/PROPOSAL:

ATB Investment Management Inc. manages all of Greenview’s investments according to Section 250 of the MGA and Greenview’s Investment Policy AD17.

Mr. Boddy will attend to give Committee members an update on Greenview’s Investment Portfolio.

Greenview currently has \$124,038,584.00 invested in Long Term and \$115,275,150.00 in Short Term investments on behalf of the Greenview Ratepayers. Over the past eight (8) years, Greenview has earned \$28,178,529.00 interest on these investments.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the Committee of the Whole accepting the report as information is to keep the members informed about the changes in Greenview’s Investment Portfolio.
2. Another benefit of the recommended action is that Committee members will have an opportunity to dialogue with the ATB Investment Manager regarding Greenview’s investments.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: No alternatives were considered due to the need to keep the governing body knowledgeable about the organization’s finances.

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):

- List all the supporting documents included for this RFD

MD of Greenview

- Date:** October 21st, 2019
- Place:** MD of Greenview office, Valleyview
- Purpose:** Portfolio Review – Presentation to the Committee of the Whole

Topics to discuss:

- Describe the purpose of the investment accounts and ATB's role in managing them
- Review the Fixed Income portfolio's composition and performance
- Review the Cash Management portfolio's composition and performance
- Discuss the current interest rate environment – where have we been and where might we be going

Who Is ATB Investment Management

- Specialist in managing investments for municipalities
- Ability to access best investments available
- Highest duty of care in industry – fiduciary duty
- 10 year partner of the MD of Greenview

Purpose of Investment Accounts

- Earn a competitive rate of return without putting the capital at undue risk
- Fixed Income – expected time horizon is greater than 1 year
- Cash Management – expected time horizon is less than 1 year
- Maintain compliance with Municipal Government Act (Section 250), MD of Greenview's Investment Policy AD17, and adherence to a fiduciary standard

Fixed Income results so far (to September 27, 2019)

Fixed Income Account - Net Invested	
Initial Investment - August 2009	\$ 30,000,000
Contributions - 2010	\$ -
Contributions - 2011	\$ 27,000,000
Contributions - 2012	\$ -
Contributions - 2013	\$ -
Contributions - 2014	\$ 7,000,000
Contributions - 2015	\$ 25,000,000
Contributions - 2016	\$ 15,000,000
Contributions - 2017	\$ -
Contributions - 2018	\$ -
Contributions - 2019 YTD	\$ -
You have invested	\$ 104,000,000
It is now worth (Sept 27, 2019)	\$ 124,038,584
Your investment gains	\$ 20,038,584
Annual net return since inception	2.93%
Net return in last 12 months	4.85%
Current Yield to Maturity	2.16%

Current Fixed Income investments:

- *Investment Type:* 5% Canadas, 55% Provincials, 39% Corporate (banks only)
- *Credit Rating:* from AA to AAA with average AA
- *Duration (average time to maturity):* 2.61 years
- *Longest maturity:* 8 years BMO bond maturing 2028
- 37% or \$45 million in non-redeemable GICs. All other investments are cashable or marketable

CUSIP	Security Name	Quantity	Yield	Rating	Price	Market Value
ALB203	ATB HIGH INTRST SVG A/C SPE-NL	424,914	1.90	AA*	100.00	424,914
ATBC06019	2 YR GIC CPD 2.38% 14 FEB 20	5,000,000	2.38	AA*	100.00	5,000,000
ATBIM0184	2 YR GIC CPD 2.05% 10 NOV 19	15,000,000	2.05	AA*	100.00	15,000,000
ATBIM0229	2 YR GIC NC 2.45% 02 MAR 20	5,000,000	2.45	AA*	100.00	5,000,000
ATBIM0405	1 YR GIC NR 2.43% 12 SEP 20	10,000,000	2.43	AA*	100.00	10,000,000
ATBIM0406	CSGIC 1 YR 2.08% 13 SEP 20	5,372,000	2.08	AA*	100.00	5,372,000
ATBIM0407	2 YR GIC NC 3.07% 12 SEP 20	10,000,000	3.07	AA*	100.00	10,000,000
013051DQ7	ALTA PROV 2.35% 01JUN25	5,000,000	1.93	AA	102.27	5,113,650
06367VCT0	BMO 2.84% FXD DEP NT 04JUN20	6,010,000	1.89	AA	100.64	6,048,464
06368BTX6	BMO 3.19% DEP NT 01MAR28	5,000,000	2.23	AA	107.35	5,367,350
0641492L0	BNS DEP NT 3.27% 11JAN21	6,000,000	2.02	AA	101.58	6,094,920
064151QE6	BNS CDN 2.62% 02DEC26	6,950,000	2.20	AA	102.79	7,143,766
110709GF3	BC PROV 3.30% BCCD-32 18DEC23	2,700,000	1.78	AAH	106.16	2,866,428
13509PEF6	CDA HSG TR S58 2.90% 15JUN24	2,900,000	1.72	AAA	105.34	3,054,831
13509PFL2	CDA HSG SECURED 1.90% 15SEP26	3,100,000	1.76	AAA	100.89	3,127,590
633067C27	NL BK CDA 2.105% 18MAR22	6,900,000	2.11	AAL	99.98	6,898,827
68323AAD6	ONT PROV 4% 02JUN21	3,410,000	1.73	AAL	103.74	3,537,364
780086NK6	RBC 2.333% SNR DEP NT 05DEC23	7,863,000	2.14	AAH	100.79	7,924,882
803854FE3	SASK PROV 9.6% 04FEB22	2,387,000	1.71	AA	118.11	2,819,381
803854KE7	SASK PROV 2.65% 02JUN27	3,000,000	2.03	AA	104.40	3,131,910
891145T79	TD BK DEP NT 3.226% 24JUL24	8,308,000	2.12	AAH	105.03	8,726,225

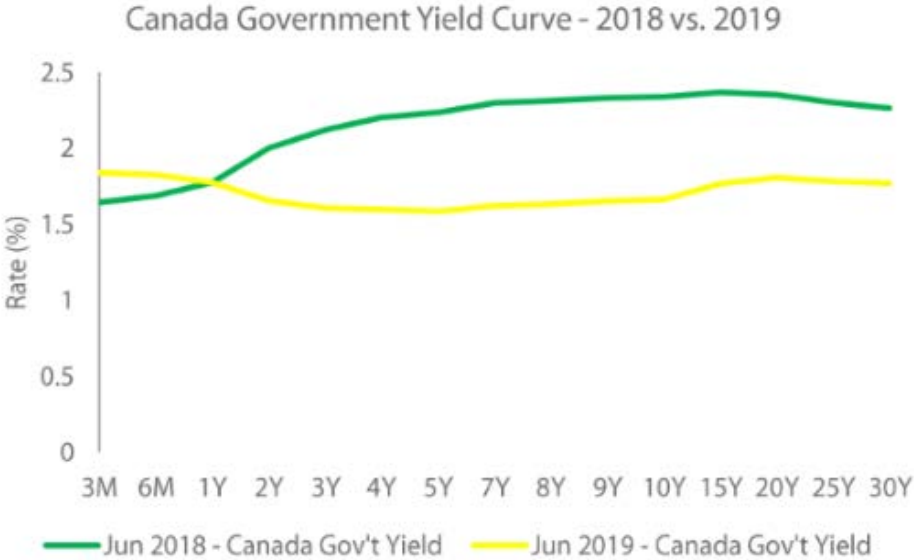
Cash Management results so far (to Sept 27, 2019)

Cash Management Account - Net Invested	
Initial Investment - August 2009	\$ 45,000,000
Contributions - 2009	\$ (19,247,408)
Contributions - 2010	\$ 1,774,415
Contributions - 2011	\$ (805,154)
Contributions - 2012	\$ 23,805,091
Contributions - 2013	\$ 3,134,895
Contributions - 2014	\$ 1,324,350
Contributions - 2015	\$ 5,008,516
Contributions - 2016	\$ (11,846,800)
Contributions - 2017	\$ (16,833,600)
Contributions - 2018	\$ 22,892,200
Contributions - 2019 YTD	\$ 52,928,700
You have invested	\$ 107,135,205
It is now worth (September 27, 2019)	\$ 115,275,150
Your investment gains	\$ 8,139,945
Annual net return since inception	1.51%
Net return in last 12 months	2.31%
Current Yield to Maturity	2.14%

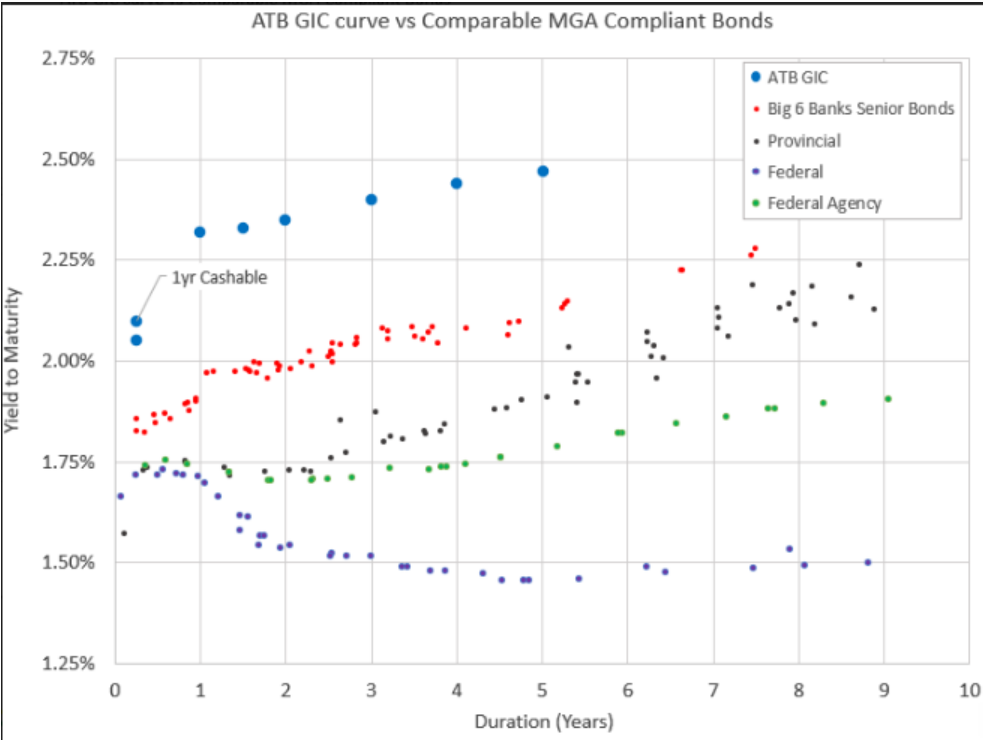
Current Cash Management investments:

CUSIP	Security Name	Quantity	Yield	Rating	Price	Market Value
ALB203	ATB HIGH INTRST SVG A/C SPE-NL	2,524,841	1.9	AA	100.00	2,524,841
ATBIM0330	CSGIC 1 YR 2.65% 02 OCT 19	3,187,900	2.65	AA	100.00	3,187,900
ATBIM0355	CSGIC 1 YR 2.38% 07 FEB 20	2,938,427	2.38	AA	100.00	2,938,427
ATBIM0378	CSGIC 1 YR 2.15% 17 JUNE 20	8,352,000	2.15	AA	100.00	8,352,000
ATBIM0379	CSGIC 1 YR 2.14% 19 JUN 20	3,143,600	2.14	AA	100.00	3,143,600
ATBIM0380	CSGIC 1 YR 2.12% 24 JUN 20	10,175,000	2.12	AA	100.00	10,175,000
ATBIM0381	CSGIC 1 YR 2.13% 26 JUN 20	18,989,000	2.13	AA	100.00	18,989,000
ATBIM0382	CSGIC 1 YR 2.12% 28 JUN 20	17,552,000	2.12	AA	100.00	17,552,000
ATBIM0383	CSGIC 1 YR 2.12% 02 JUL 20	31,819,000	2.12	AA	100.00	31,819,000
ATBIM0384	CSGIC 1 YR 2.12% 03 JUL 20	11,048,200	2.12	AA	100.00	11,048,200
ATBIM0385	CSGIC 1 YR 2.13% 04 JUL 20	4,834,000	2.13	AA	100.00	4,834,000

Interest Rates – then and now



Source: FTSE TMX, Bloomberg
All returns are total returns expressed in CAD





REQUEST FOR DECISION

SUBJECT: Grande Prairie Palliative Care Society
SUBMISSION TO: COMMITTEE OF THE WHOLE
MEETING DATE: October 21, 2019
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM:

MANAGER:
PRESENTER:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the presentation from the Grande Prairie Palliative Care Society for information, as presented.

BACKGROUND/PROPOSAL:

We would like to provide information on how the funding we received from the MD of Greenview has supported their community members. At the same time we will share the new palliative care supports and services we offer to the clients and their families.

Included in the presentation is demographics of the palliative care volunteers and clients served.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council information from the Grande Prairie Palliative Care Society.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

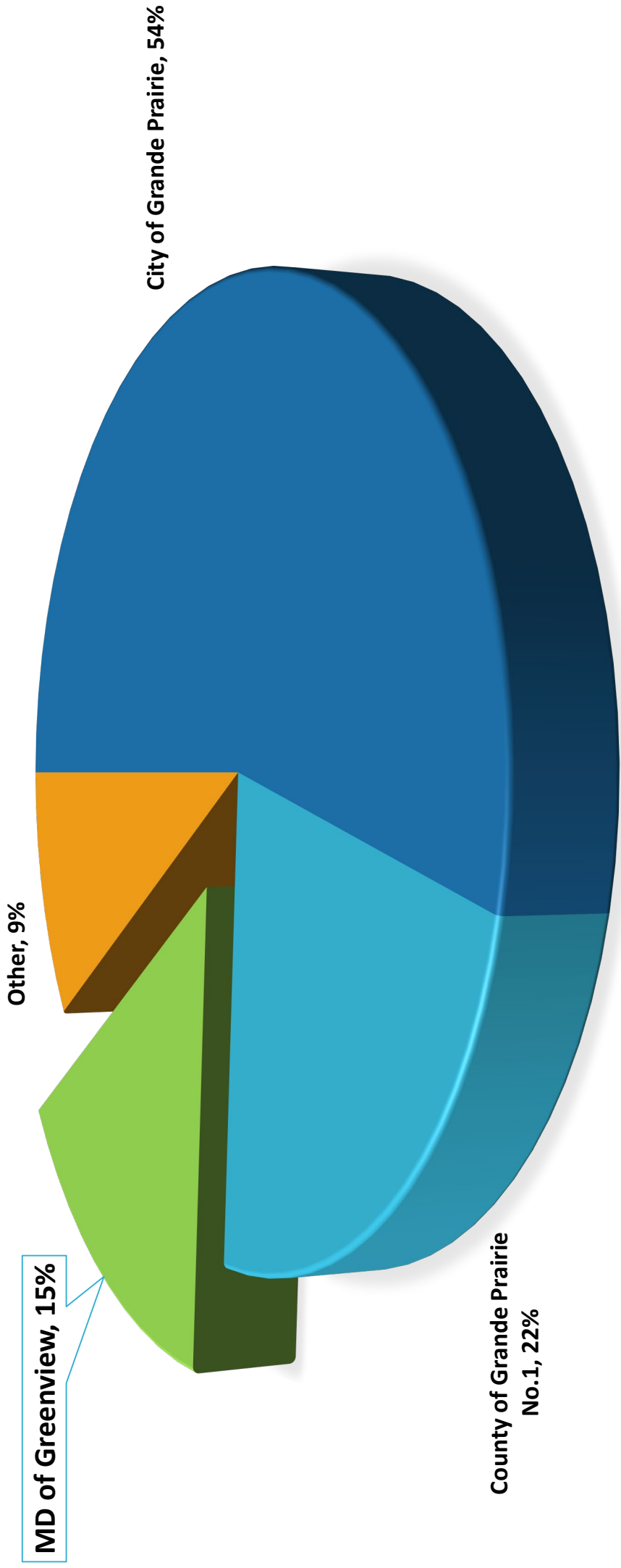
- PowerPoint Presentation

Grande Prairie
Palliative Care
Society

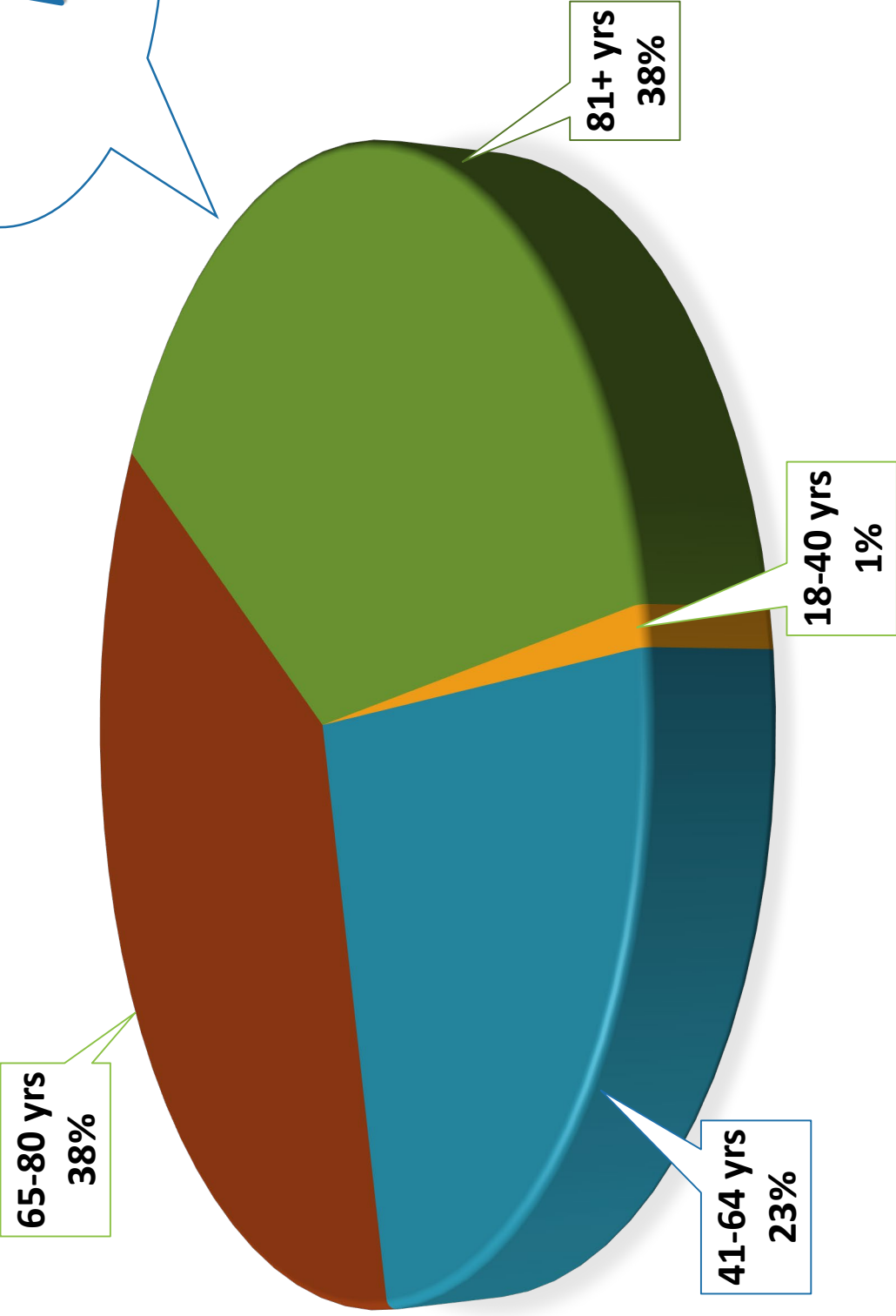
A stylized logo consisting of two overlapping flower-like shapes. The top shape is yellow with a light blue outline, and the bottom shape is orange with a light blue outline. They are positioned to the right of the text.

Meet our
TEAM

HOME COMMUNITIES OF PEOPLE SERVED



AGE IN HOSPICE



Interesting Fact!

GPPCS Volunteer Programs today!

Vigil Care

Friendly Visitor

Pet Visitation

Virtual Care



Respite Visitor

Mealtime Assistant

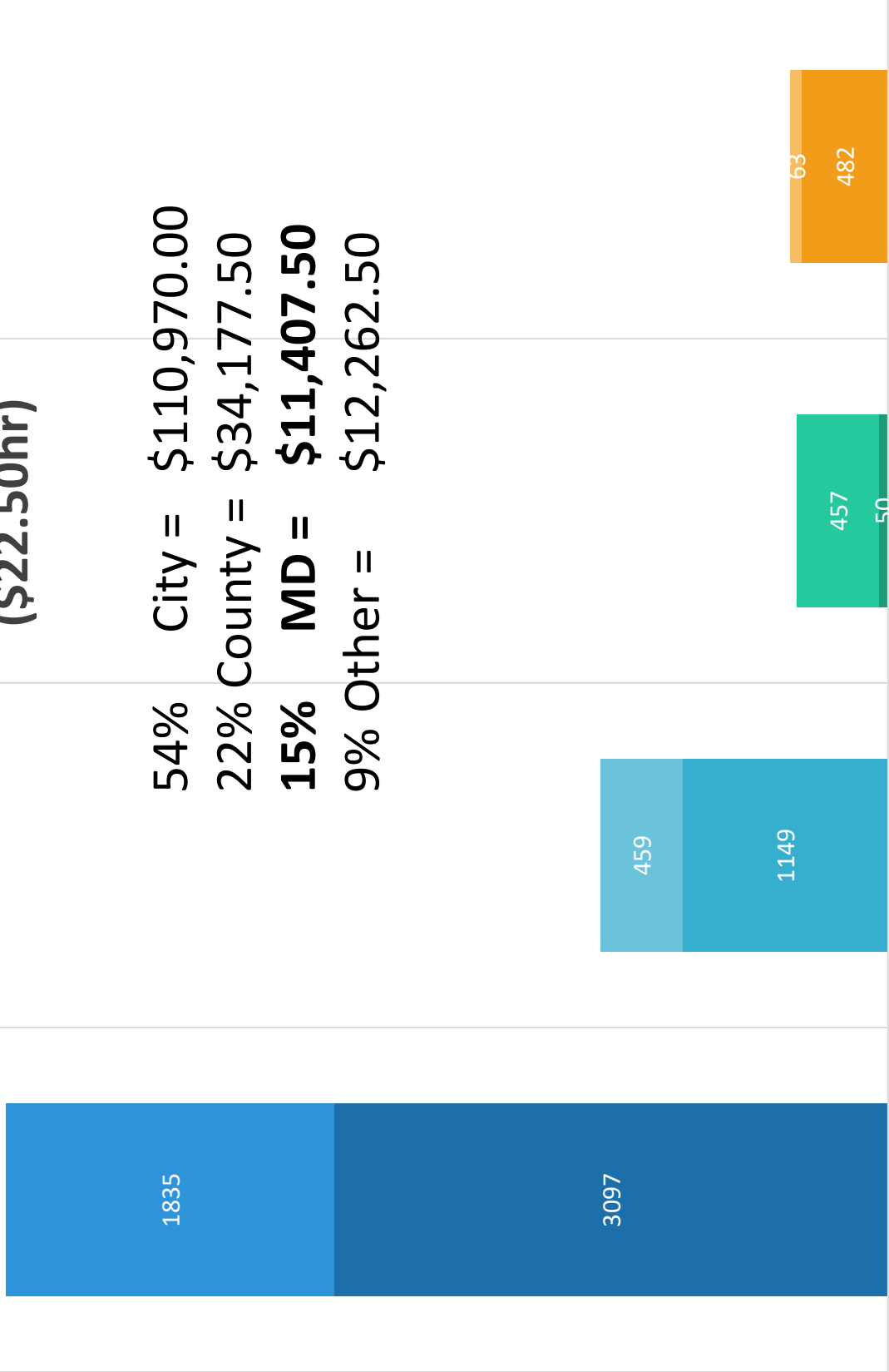
Spiritual Care

Grief Companion

Provincially Certified Volunteers companion in hospice, facility and community

Total Volunteer Hours (year to date)= 7592hrs
Value of Volunteer Hours \$168,817.50
(\$22.50/hr)

54% City = \$110,970.00
 22% County = \$34,177.50
15% MD = \$11,407.50
 9% Other = \$12,262.50





Comfort Care Bags



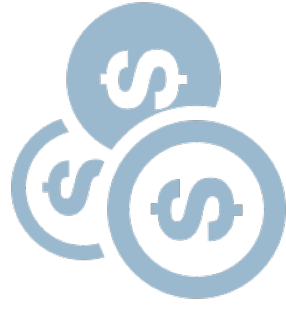
Grief and Self-care workshops



Sheepskin Loaner Program



Hospice Meal Voucher Program



We assist our palliative community members in need

Our Resource Binders are here!

We have compiled a volume of resources for end-of-life questions.

Confronting a Life-Limiting Illness



Let's Start the Conversation



Care for the Caregiver



Compassion Fatigue



"Don't expect or crave perfection from yourself as a caregiver. Look for the small victories and happy moments along the way and watch a new, beautiful you emerge."
- Anna

Coping with the Death of a loved one



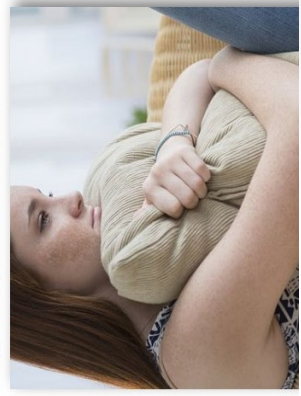
Teen Grief...How to help



Digital Assets in End-of-Life Planning



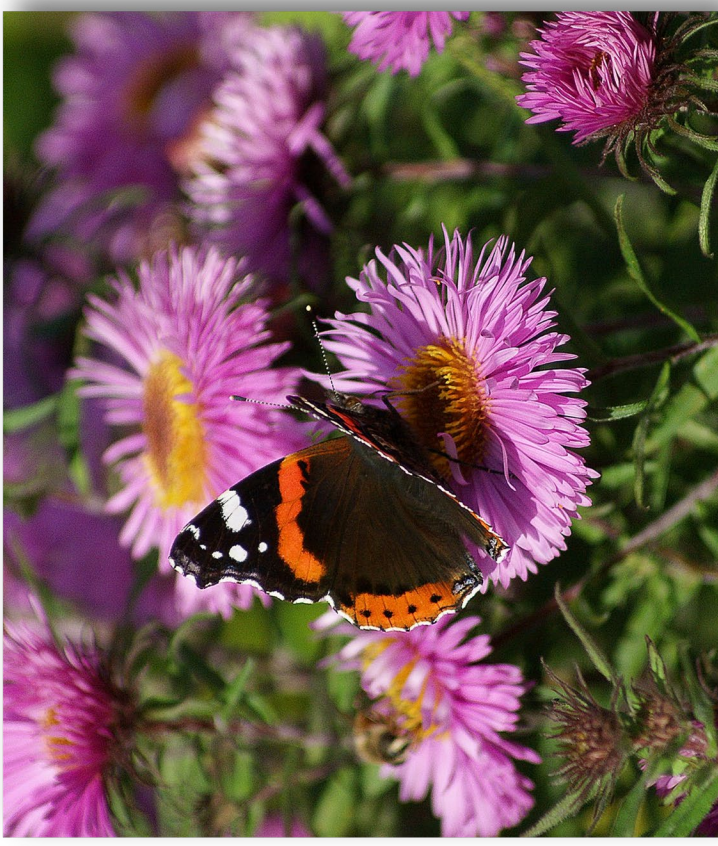
Grief Handbook for Teens



Last Hours-What to Expect



Let's Talk About "Care"

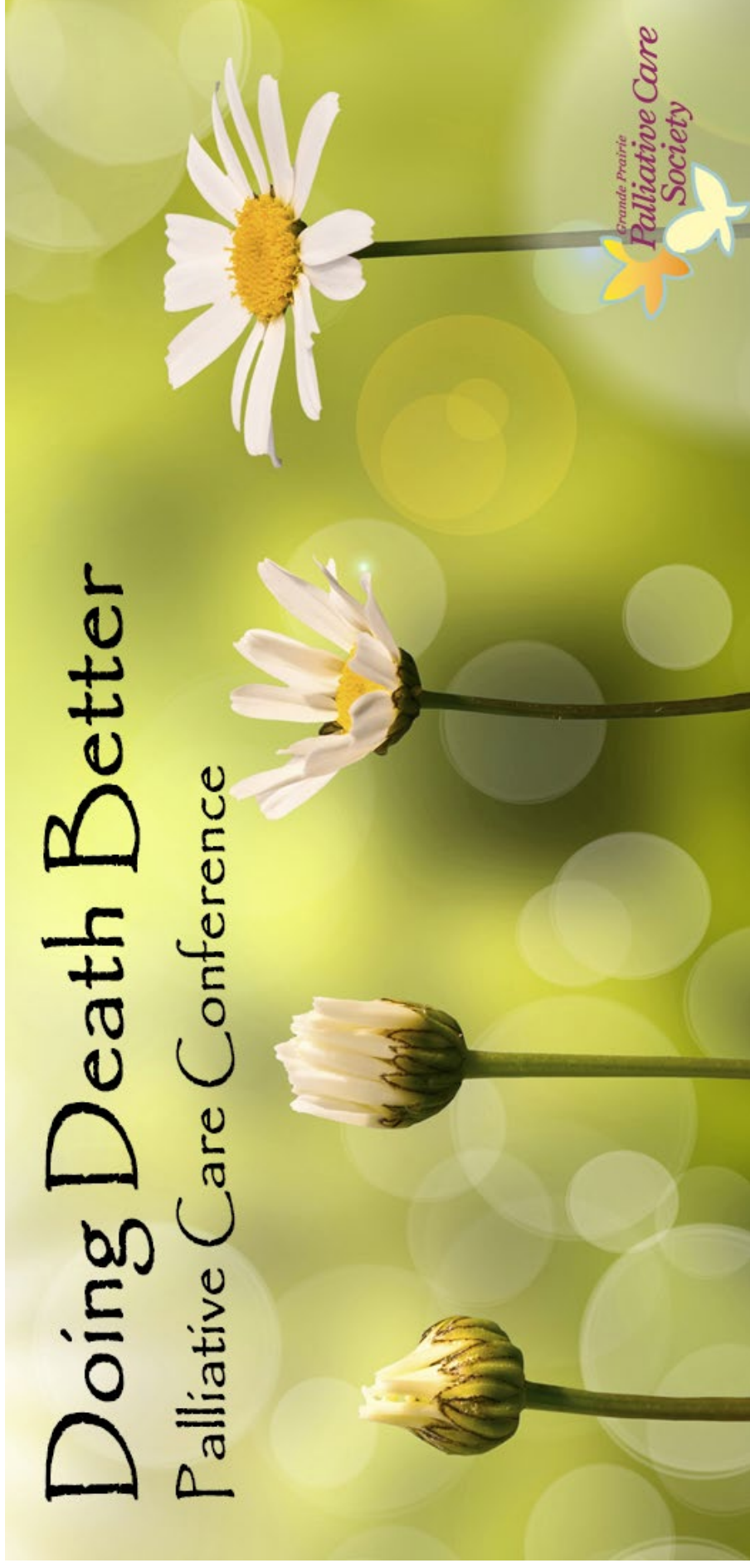


Grande Prairie Palliative Care Society

10134-97Ave
Grande Prairie, AB
T8V 7X6
www.gpcare.ca
admin@gpcare.ca
780-897-0066



Providing ongoing Palliative Care Education



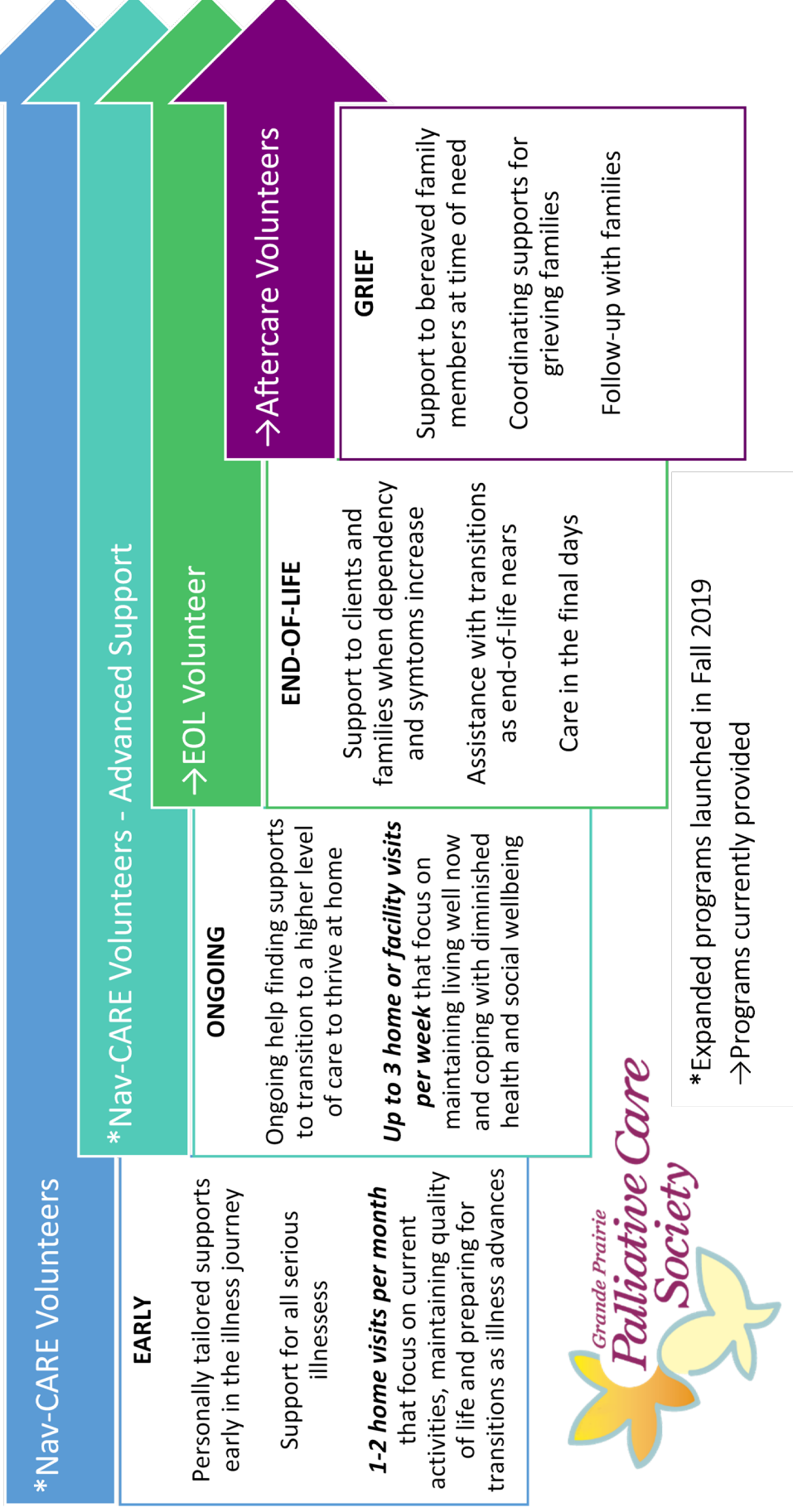
We promote and facilitate palliative care based education for professionals,
community members and persons diagnosed as palliative



The Next Chapter!

Nav-CARE

Making Connections. Making a Difference



The Nav-CARE Program:
Navigation-Connecting, Accessing, Resourcing, Engaging

What does Nav-CARE mean for our community?


Nav-CARE
Making Connections. Making a Difference

The graphic consists of a large, multi-colored circular ring with segments in yellow, green, red, and purple. Three circular inset images are arranged around the ring: the top one shows a pair of hands being held, the middle one shows a group of people, and the bottom one shows a rural landscape with a field and a body of water. In the center of the ring is the Nav-CARE logo and text, along with the logos for UBC and the University of Alberta.

Virtual Care as part of Nav-CARE



GPPCS has an established smart device loaner program for palliative persons and their loved ones to utilize during their stay in hospice.

Each device is set up with a special email account linked to the cloud to collect “Legacy Photos and Videos” just for that person and their family.

The smart devices are loaded with apps, resources and books for residents and their family to utilize.

Time to move forward with Virtual Care and Nav-CARE

Helping palliative persons and their families feel safe and stay connected to family and community.



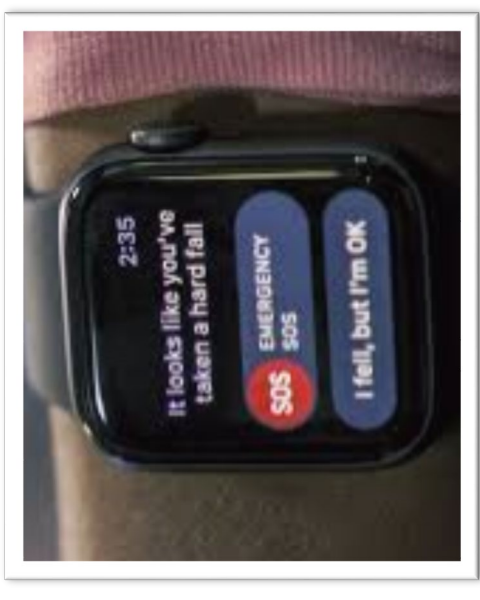
As part of Nav-Care and the Virtual Care Program

GPPCS is working to assist palliative clients with iWatches to live safely and remain at home.

iWatches can locate the wearer if they wander, detect a possible fall, detect when someone stops breathing and call for help.

The watches monitor heartrate and notifies the wearer of irregular heart rhythms and calls for help if the heart stops.

iWatches will allow the wearer a lifeline no matter where they choose to go. The person will feel safe, assured and supported at home, at the mall, or out enjoying a stroll.

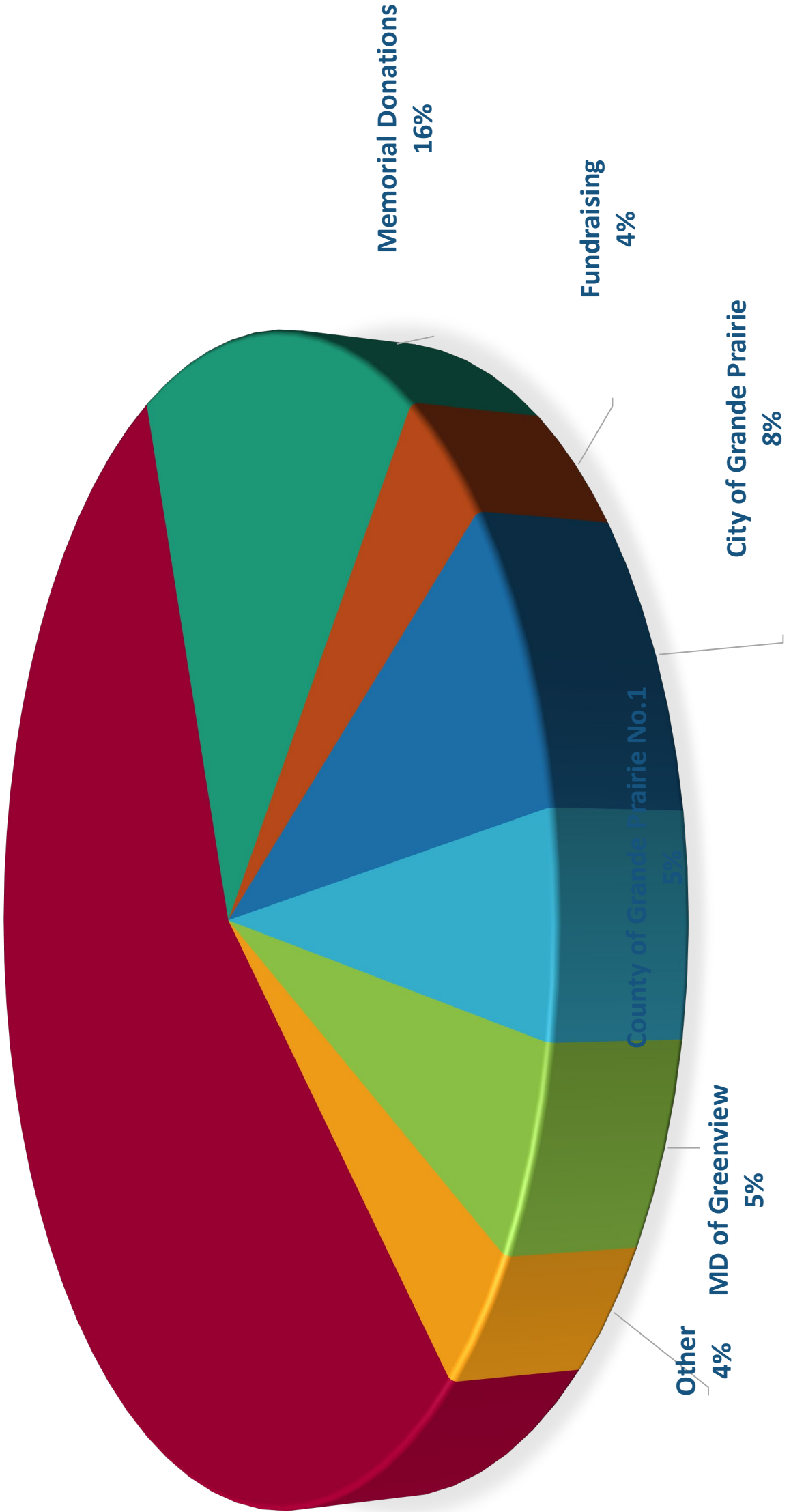


Nav-CARE

The next level of Palliative Care Education



HOW WE ARE FUNDED





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):

- PowerPoint Presentation



REQUEST FOR DECISION

SUBJECT:	South Peace Regional Archives		
SUBMISSION TO:	COMMITTEE OF THE WHOLE	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 21, 2019	CAO: DT	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: SW	PRESENTER:
STRATEGIC PLAN:	Quality of Life		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the presentation from South Peace Regional Archives for information, as presented.

BACKGROUND/PROPOSAL:

The South Peace Regional Archives was established in January 2000, and became the first regional archives in Alberta. The Archives is funded by four municipalities in the South Peace River district of Alberta, these include: City of Grande Prairie, County of Grande Prairie, Municipal District of Spirit River and Greenview. The Archives was established by the South Peace Regional Archives Society.

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

The Archives offers access to its holdings through their website and through a public Reading Room. The Archives offers a regular schedule of events to promote interest in the history of the South Peace. The SPRA is located in the Grande Prairie Museum, in Muskosepi Park.

Greenview currently contributes \$30,500.00 annually to the Archives. The South Peace Regional Archives is requesting an increase to operational funding from Greenview in the amount of \$51,400.00 in 2020, \$53,500.00 in 2021, and \$54,600.00 in 2022. The Archives indicates that this request reflects the substantial increase in public demand for the Archives' services and increased expenses associated with operating a professional, public Archive.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that the Committee of the Whole will receive information regarding the Archive's request for additional operating grant funds.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

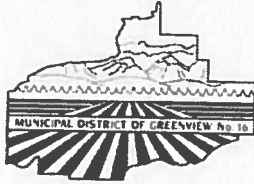
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- SPRA Community Grant Application
- SPRA Request for Operational Funds
- SPRA Financial Statement 2018
- SPRA Treasurers Report September
- SPRA Greenview 2019 – 2022 Budget
- SPRA Greenview Presentation



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: South Peace Regional Archives Society

Address of Organization: PO Box 687 STN MAIN, Grande Prairie, AB T8V 3A8

Contact Name and Phone Number: Alyssa Currie, 780-830-5105

Position of Contact Person: Executive Director

Purpose of organization:

The purpose of South Peace Regional Archives Society is to gather, preserve, and share the historical records within the region, both now and in the future. We add value to people's lives by increasing their understanding and appreciation of the past. The Archives Society was established in 2007 and has been receiving operational funding from Greenview since 2008.

What act are you registered under? The Societies Act Registration No. 847702214 RR

Grant Information:

Total Amount Requested \$51,400 (2020)

Operating	Capital
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Proposed Project: The South Peace Regional Archives is requesting an increase to operational funding from the Municipal District of Greenview in the amounts of \$51,400 in 2020, \$53,000 in 2021, and \$54,600 in 2022. This request reflects the substantial increase in public demand for the Archives' services and increased expenses associated with operating a professional, public Archive.

Operating costs are the costs of day-to-day operations.

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

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



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

Additional Information:

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

Yes No

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

1. Amount \$ \$30,500.00 Year 2019

Purpose: Operational Funding

2. Amount \$ \$30,500.00 Year 2018

Purpose: Operational Funding

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?

See attached

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?

Operational funding from: the City of Grande Prairie (\$72,150 in 2019 plus gift-in-kind), the County of Grande Prairie (\$64,700 in 2019), and the Municipal District of Spirit River (\$9,100 in 2019). Project-based grants from Young Canada Works and Archives Society of Alberta.

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

The Archives generates revenue through several sources: charitable donations, archival reproductions, book sales, membership to the SPRA Society, etc. In 2018, these revenue sources totaled \$12,839.97, approximately 7% of our total revenue.



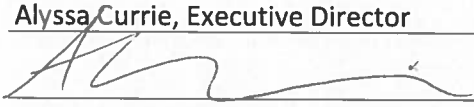
Municipal District of Greenview #16
Box 1079 Valleyview, AB T0H 3N0
Phone: (780) 524-7600 Fax: (780) 524-4307

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

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

Applicant Information:

Name: Alyssa Currie, Executive Director

Signature: 

Address: PO Box 687 STN MAIN, Grande Prairie, AB T8V 3A8

Telephone Number: 780-830-5105

Date: 8 October 2019



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 18	Current Year Estimates 20 19	Next Year Proposal 20 20
1.	Fees			
2.	Memberships	\$1,881.85	\$2,000.00	\$1,000.00
3.	Other income (please list)			
	Municipal - MD Greenview	\$36,500.00	\$30,500.00	\$51,400.00
	Municipal - (City of GP, County of GP, and MD Spirit River)	\$129,517.00	\$145,950.00	\$148,250.00
4.	Grants (please list)			
	Young Canada Works (CCA)	\$7,989.07	-	-
	Archives Society of Alberta	-	-	-
5.	Donations (please list)			
	Received	\$3,350.00	\$1,200.00	\$1,200.00
	Received - Lifetime Members	\$1,000.00	\$0.00	\$0.00
	Non-receipted	\$2,188.80	\$300.00	\$300.00
6.	Interest Earned	\$1,439.83	-	-
7.	Miscellaneous Income			
	Sales and services	\$4,419.32	\$1,300.00	\$900.00
	TOTAL REVENUE (add up items 1-7)	\$188,285.87	\$181,250.00	\$203,050.00
EXPENSES				
8.	Honourariums/Wages/Benefits	\$147,207.62	\$138,527.28	\$149,560.00
9.	Travel Expenses	\$774.06	\$1,700.00	\$3,200.00
10.	Professional Development	\$1,063.33	\$700.00	\$1,900.00
11.	Conferences	-	-	-
12.	Cleaning & Maintenance	\$9,128.64	\$9,002.72	\$9,800.00
13.	Licensing Fees	-	-	-
14.	Office Supplies	\$1,357.11	\$1,100.00	\$1,200.00
15.	Utilities (phone, power, etc.)	\$2,275.20	\$2,800.00	\$3,100.00
16.	Rent	\$12,612.78	\$14,000.00	\$17,500.00
17.	Bank/Accounting Charges	\$1,024.38	\$330.00	\$360.00
18.	Advertising	\$1,293.16	\$810.00	\$4,400.00
19.	Miscellaneous			
		\$14,155.35	\$13,009.00	\$13,740.00
20.	Capital Purchases (please list)			
	TOTAL EXPENSES (add up lines 8-20)	\$190,891.63	\$181,250.00	\$203,050.00
	NET BALANCE (subtract Total Expenses from Total Revenue)	-\$2,605.76	\$0.00	\$0.00

Cash on Hand	\$ 200.00
Current Account Balance	\$ 21,785.35
Savings Account Balance	\$ 174,801.33
n/a	
Accounts Receivable	\$ 503.68
Inventory to Dec 31, 20 18	\$ n/a
Buildings	\$ 0.00
Furniture/Fixtures	\$ 9,338.34
Land	\$ 0.00
Equipment	\$ 2,233.24

Operating Loans	\$ 0.00
Other Loans	\$ 15,826.75
Accounts Payable	\$

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

7 October 2019

Municipal District of Greenview
4806 - 36 Ave, Box 1079,
Valleyview, AB
T0H 3N0

Request for Operational Funds, 2020-2022

Dear Council Members,

I am writing you on behalf of the South Peace Regional Archives ("The Archives") to request operational funds for our organization, for the 2019-2022 budget cycle, in the amounts of \$51,400.00 (2020), \$53,000.00 (2021), and \$54,600.00 (2022). I have included information below relevant to our funding request, including our 2019 Community Grant Application, and have also attached the Archives most recently revised 2019-2022 budget, financial statement, and funding formula.

Organization Background

The South Peace Regional Archives is a non-profit society with charitable status, governed by a Board of Directors. We are engaged in the important task of gathering, preserving, and sharing archival records for the community, both now and in the future. This work is made possible by the continued support of the Municipal District of Greenview as well as: the City of Grande Prairie, the County of Grande Prairie, and the Municipal District of Spirit River.

Community Services

Our goal is to be a participatory Archive, to which the whole community can contribute and where all can share an increased understanding of their own history. We accomplish this goal through our core business: gathering, preserving, and sharing historical records. In both 2018 and 2019, the archival donations we receive continues to grow, in both diversity and total volume. The Archives maintains a public reading room as well as an active and professional website. In 2018, it experienced the highest volume of users to date: 22,230 users from 112 countries around the world. Engagement through public events also increased substantially in 2018, with Archives staff members present at 41 different events and programs. The Archives recently received provincial recognition for *Telling Our Stories* magazine when we were awarded the Alan D. Ridge Award of Merit.

Greenview and the Archives

In 2019, we have increased our presence in the Municipal District of Greenview, including attending Ratepayers BBQs and the 50th Anniversary Grande Cache celebrations. We have recently developed a new partnership with the Valleyview Town and Country newspaper to archive their printed newspapers and share historical photographs and articles throughout the Valleyview area. Our Indigenous records survey has uncovered a greater number of Indigenous-related materials from within our collections, including Greenview that are being showcased in a new weekly lblog series.

Funding Formula

The funding requests from each of our municipal funding partners is based on the Archives funding formula (attached), first approved by the Councils of the City of Grande Prairie, the County of Grande Prairie, and the Municipal District of Greenview in 2007. The funding formula gives equal weight to three variables that determine how much benefit or responsibility a municipality brings to a regional archives. For the 2019-2022 budget cycle, the Archives is requesting 22.63% of total municipal funding from the Municipal District of Greenview. The Archives' Board of Directors is currently reviewing the municipal funding formula for future operational requests.

Operational Funding Request

The Archives typically operates on a four-year funding cycle. For the 2019-2022 budget, the Archives requested a funding increase of 60% from our municipal partners, followed by a 3% annual increase. This request reflects the substantial increase in public demand for the Archives' services and increased expenses associated with operating a professional, public Archive. The three largest increases to our expenses are staff wages and benefits, the rental of an offsite facility, and utility expenses previously waived by the City of Grande Prairie.

Two of our municipal funding partners – the County of Grande Prairie and Municipal District of Spirit River – approved 60% funding increases in 2019. The City of Grande Prairie approved a 20% funding increase in 2019-2020, to be re-examined in 2020. The Municipal District of Greenview approved a 0% increase, based on the motion “that council approve the 2018 operation budget as the 2019 interim budget.”

In light of our current financial situation, the Archives is currently operating with reduced staff levels and an increased reliance on external grants for outreach activities and processing records. Our organization is faced with the discouraging possibility of failing to meet the demands of our community. The public has demonstrated an interest in and demand for our services by donating their records, attending our events, engaging on social media, and visiting our website, as well as requesting our support for community events and programs. Our request for a funding increase would allow the Archives to return to previous staffing levels, thereby meeting the growing demand for public history by pursuing a modest increase to our activities.

The Archives appreciates the support of the Municipal District of Greenview in sharing the history of our area. With the continued support from our municipal funding partners, we will strive to continue our service of the community.

Sincere Regards,


Alyssa Currie
Executive Director

Financial Review

We, Irene Gitzel and Irene Nicolson, being members in good standing, have reviewed the Balance Sheet and Income Statement of the South Peace Regional Archives Society as at December 31, 2018. This information has not been audited. We believe these statements to be free of material misstatement and present fairly the financial position of the South Peace Regional Archives Society.

It is our recommendation that these statements be accepted as complete and adopted by the membership as the final statements for the fiscal year January 1, 2018-December 31, 2018.


Name: Irene Gitzel
3925 120 Ave
Grande Prairie, AB.
T8X 1M6


(Signature)

Name: Dr. Irene Nicolson
Box 275
Grande Prairie, AB
T8V 3A4


(Signature)

DATED this 26^h day of March, 2019.


V GAIL PRETTE, TREASURER

South Peace Regional Archives
Balance Sheet
 As of December 31, 2018

	<u>Dec 31, 18</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000 · ATB Chequing	21,785.35
1100 · Contingency Fund	
1102 · Contingency Fund	47,307.46
Total 1100 · Contingency Fund	<u>47,307.46</u>
Total Chequing/Savings	69,092.81
Accounts Receivable	
1200 · Accounts Receivable	503.68
Total Accounts Receivable	<u>503.68</u>
Other Current Assets	
1290 · Petty Cash	200.00
1305 · .Reserve - GIC	
1300 · Reserve - Building Fund	126,493.87
1310 · Reserve - Mastercard	1,000.00
Total 1305 · .Reserve - GIC	<u>127,493.87</u>
1350 · Prepaid Expenses	5,273.11
1499 · Undeposited Funds	1,997.27
Total Other Current Assets	<u>134,964.25</u>
Total Current Assets	204,560.74
Fixed Assets	
1500 · Computer Equipment	
1510 · Computer Equip-Orig Cost	16,246.58
1520 · Computer Equip-Amort	-14,013.34
Total 1500 · Computer Equipment	<u>2,233.24</u>
1550 · Equipment	
1560 · Equipment - Orig Cost	39,918.81
1570 · Equipment - Amort	-30,580.47
Total 1550 · Equipment	<u>9,338.34</u>
Total Fixed Assets	<u>11,571.58</u>
TOTAL ASSETS	<u><u>216,132.32</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Peace Country Land Database	15,916.00
2400 · WCB Payable	-89.25
Total Other Current Liabilities	<u>15,826.75</u>
Total Current Liabilities	15,826.75
Long Term Liabilities	
2600 · Deferred Revenue	447.66
Total Long Term Liabilities	<u>447.66</u>
Total Liabilities	16,274.41
Equity	
3000 · Opening Bal Equity	6,559.20
3900 · Retained Earnings	195,915.23
Net Income	-2,616.52
Total Equity	<u>199,857.91</u>
TOTAL LIABILITIES & EQUITY	<u><u>216,132.32</u></u>

South Peace Regional Archives
Profit & Loss
 January through December 2018

	<u>Jan - Dec...</u>
Ordinary Income/Expense	
Income	
4000 · Operating Grants	
4010 · City of Grande Prairie	71,902.00
4020 · County of Grande Prairie	49,715.00
4030 · Municipal District of Greenview	36,500.00
4040 · M.D. Spirit River 133	7,900.00
Total 4000 · Operating Grants	166,017.00
4100 · Project Grants	
4130 · Canadian Council of Archives	7,989.07
Total 4100 · Project Grants	7,989.07
4200 · Sales and Service	
4210 · Book Sales	2,703.39
4220 · Fees for Service	
4222 · Processing Fees	36.63
Total 4220 · Fees for Service	36.63
4230 · Misc Sales	180.73
4240 · Photograph Sales	1,498.57
Total 4200 · Sales and Service	4,419.32
4300 · Donations	
4310 · Donations, Tax Receipted	3,350.00
4315 · Lifetime Members, Tax Receipted	1,000.00
4320 · Donations, Not Tax Receipted	2,188.80
Total 4300 · Donations	6,538.80
4400 · Interest	1,439.83
4450 · Government Rebates	0.00
4500 · SPRA Society Membership	1,881.85
Total Income	188,285.87
Expense	
6000 · Acquisition Expense	504.33
6005 · Advertising	
6015 · Awareness	1,293.16
Total 6005 · Advertising	1,293.16
6020 · Amortization Expense	3,133.15
6030 · Bank Service Charges & Interest	91.00
6200 · Conservation Expense	1,074.28
6300 · Facility Fees	
6310 · Utilities, Maintenance, etc.	9,128.64
6320 · Facility Insurance	2,977.46
6330 · Off-Site Storage	12,612.78
6340 · Relocation Expenses	1,344.60
Total 6300 · Facility Fees	26,063.48
6375 · Newsletter	1,316.39
6400 · Office Expenses	
6410 · Office Equipment	1,019.40
6420 · Office Equip Repairs/Maintenanc	297.00
6430 · Office Supplies	1,357.11
6440 · Photocopier Expenses	875.08
6450 · Telephone & Internet	1,400.12
Total 6400 · Office Expenses	4,948.71
6500 · Professional Dev.	
6510 · Workshop Registrations	483.80
6520 · Mileage and Travel	774.06
6530 · Memberships & Subscriptions	579.53
Total 6500 · Professional Dev.	1,837.39
6600 · Professional Fees	
6610 · Accounting	933.38
6620 · Computer Services	142.50
6635 · Legal Fees	205.00
	205.00

South Peace Regional Archives
Profit & Loss
January through December 2018

	<u>Jan - Dec...</u>
Total 6600 · Professional Fees	1,280.88
6700 · Project/Event Expense	
6710 · Annual Events	
6711 · Family History Day	111.92
6713 · Indigenous History Committee	622.94
6715 · Teachers Convention	230.00
Total 6710 · Annual Events	<u>964.86</u>
6720 · Projects w/o Grants	125.25
6770 · SPRA Society Expenses	801.29
Total 6700 · Project/Event Expense	<u>1,891.40</u>
6800 · Volunteer Expense	160.08
6850 · Staff Expense	89.76
6900 · Wage & Benefits	
6910 · Wages & Salaries	136,124.27
6930 · CPP Expense	6,127.54
6940 · EI Expense	3,178.25
6950 · WCB Expense	442.75
6960 · Vacation Pay Expense	625.61
6970 · Benefits	709.20
Total 6900 · Wage & Benefits	<u>147,207.62</u>
Total Expense	<u>190,891.63</u>
Net Ordinary Income	-2,605.76
Other Income/Expense	
Other Expense	
7000 · Suspense	0.00
7200 · Gain or Loss on Sale of Asset	10.76
Total Other Expense	<u>10.76</u>
Net Other Income	<u>-10.76</u>
Net Income	<u><u>-2,616.52</u></u>

Treasurer's Report

SOUTH PEACE REGIONAL ARCHIVES
BOARD MEETING
September 20th, 2019



We have now reached the three-quarter point in our fiscal year.

I would draw your attention to:

1. The Balance Sheet:

You should note that our ATB chequing account as at August 31, 2019 has a balance of \$77,796.98; our Contingency Fund has a current balance of \$22,375.15. However, Alyssa and I have recently moved \$25,000.00 from the ATB chequing account back to the Contingency fund making the current approximate balance in the ATB chequing account \$52,796.98 and the Contingency Fund \$47,374.15.

The other items shown under current Assets remain unchanged from the July 5th Treasurer's Report.

2. The Profit and Loss:

The Profit and Loss Statement shows that we have a net income of \$40,364.96. However for the period of September through December we have:

Anticipated income (City of GP, YCW Grant)	\$19,905.78
Total anticipated expenses	<u>\$51,000.00</u>
Anticipated loss this quarter	(\$31,094.22)

This will reduce our net income from \$40,364.96 to approximately \$9,270.74. After the year end adjustments for amortization etc. have been made, this net income will be further reduced, likely to a net zero balanced budget this year.

3. 2019 Budget Comparison to the actual Profit and Loss to date:

I would have you note that our total expenses are currently sitting at 71% of our projected expenses and since we are three quarters of the way through our fiscal year this figure is appropriate. I would ask that you read the comments which explain why there is a difference between the projected budget and the actual income or expense.

Are there any questions?

I move that the Financial Statements and Treasurer's Report be accepted as distributed.

11:20 AM
 09/19/19
 Accrual Basis

South Peace Regional Archives
Balance Sheet
 As of August 31, 2019

	<u>Aug 31, 19</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000 · ATB Chequing	87,521.98
1100 · Contingency Fund	
1102 · Contingency Fund	<u>22,406.18</u>
Total 1100 · Contingency Fund	<u>22,406.18</u>
Total Chequing/Savings	109,928.16
Other Current Assets	
1290 · Petty Cash	200.00
1305 · .Reserve - GIC	
1300 · Reserve - Building Fund	126,493.87
1310 · Reserve - Mastercard	<u>1,000.00</u>
Total 1305 · .Reserve - GIC	127,493.87
1350 · Prepaid Expenses	<u>1,276.25</u>
Total Other Current Assets	<u>128,970.12</u>
Total Current Assets	238,898.28
Fixed Assets	
1500 · Computer Equipment	
1510 · Computer Equip-Orig Cost	16,246.58
1520 · Computer Equip-Amort	<u>-14,013.34</u>
Total 1500 · Computer Equipment	2,233.24
1550 · Equipment	
1560 · Equipment - Orig Cost	39,918.81
1570 · Equipment - Amort	<u>-30,580.47</u>
Total 1550 · Equipment	<u>9,338.34</u>
Total Fixed Assets	<u>11,571.58</u>
TOTAL ASSETS	<u><u>250,469.86</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2075 · Mastercard ATB	607.16
Total Credit Cards	607.16
Other Current Liabilities	
2100 · Peace Country Land Database	9,851.93
2200 · .GST Payable	
2201 · GST/HST Payable	92.39
2202 · A/R - PSB Rebate	<u>-310.63</u>
Total 2200 · .GST Payable	-218.24
2400 · WCB Payable	<u>-551.00</u>
Total Other Current Liabilities	<u>9,082.69</u>
Total Current Liabilities	9,689.85
Long Term Liabilities	
2600 · Deferred Revenue	<u>557.14</u>
Total Long Term Liabilities	<u>557.14</u>
Total Liabilities	10,246.99
Equity	
3000 · Opening Bal Equity	6,559.20
3900 · Retained Earnings	193,298.71
Net Income	<u>40,364.96</u>

South Peace Regional Archives
Profit & Loss
 January through August 2019

	Jan - Aug...
Ordinary Income/Expense	
Income	
4000 · Operating Grants	
4010 · City of Grande Prairie	54,112.50
4020 · County of Grande Prairie	64,700.00
4030 · Municipal District of Greenview	30,500.00
4040 · M.D. Spirit River 133	9,100.00
Total 4000 · Operating Grants	158,412.50
4100 · Project Grants	
4130 · Canadian Council of Archives	5,604.85
Total 4100 · Project Grants	5,604.85
4200 · Sales and Service	
4210 · Book Sales	387.00
4230 · Misc Sales	38.00
4240 · Photograph Sales	291.60
Total 4200 · Sales and Service	716.60
4300 · Donations	
4310 · Donations, Tax Received	245.60
4315 · Lifetime Members, Tax Received	500.00
4320 · Donations, Not Tax Received	1,026.20
Total 4300 · Donations	1,771.80
4400 · Interest	138.10
4450 · Government Rebates	0.00
4500 · SPRA Society Membership	1,523.96
Total Income	168,167.81
Expense	
6000 · Acquisition Expense	4.56
6005 · Advertising	
6015 · Awareness	162.48
Total 6005 · Advertising	162.48
6030 · Bank Service Charges & Interest	156.40
6200 · Conservation Expense	1,414.64
6300 · Facility Fees	
6310 · Utilities, Maintenance, etc.	6,752.04
6320 · Facility Insurance	2,531.11
6330 · Off-Site Storage	10,307.46
Total 6300 · Facility Fees	19,590.61
6375 · Newsletter	990.71
6400 · Office Expenses	
6410 · Office Equipment	99.50
6430 · Office Supplies	435.87
6440 · Photocopier Expenses	757.59
6450 · Telephone & Internet	1,419.18
Total 6400 · Office Expenses	2,712.14
6500 · Professional Dev.	
6520 · Mileage and Travel	607.70
6530 · Memberships & Subscriptions	551.67
Total 6500 · Professional Dev.	1,159.37
6600 · Professional Fees	
6610 · Accounting	567.00
6620 · Computer Services	100.00
Total 6600 · Professional Fees	667.00
6700 · Project/Event Expense	
6770 · SPRA Society Expenses	883.68
Total 6700 · Project/Event Expense	883.68

**South Peace Regional Archives
 Profit & Loss
 January through August 2019**

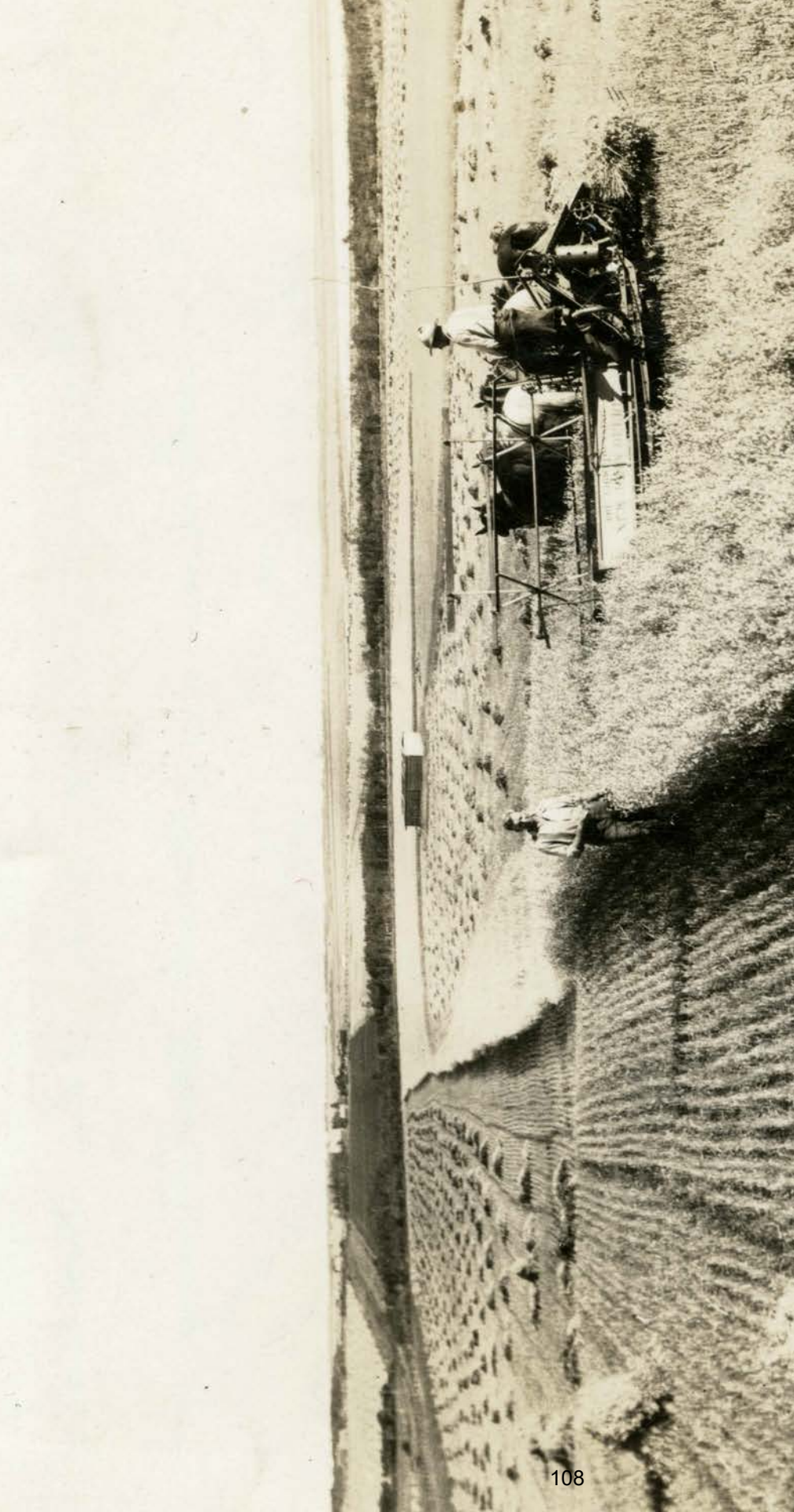
	<u>Jan - Aug...</u>
6850 · Staff Expense	43.83
6900 · Wage & Benefits	
6910 · Wages & Salaries	92,690.45
6930 · CPP Expense	4,331.66
6940 · EI Expense	2,111.63
6960 · Vacation Pay Expense	410.89
6970 · Benefits	472.80
Total 6900 · Wage & Benefits	<u>100,017.43</u>
Total Expense	<u>127,802.85</u>
Net Ordinary Income	<u>40,364.96</u>
Net Income	<u><u>40,364.96</u></u>

South Peace Regional Archives 2019 Budget to August 31

	2019 Budget	Actual to Aug 31	% of Budget	Notes
Income				
Operating Grants				
City of Grande Prairie	\$72,150.00	\$54,112.50	75%	Q4 not yet invoiced
County of Grande Prairie	\$64,700.00	\$64,700.00	100%	
Municipal District of Greenview	\$30,500.00	\$30,500.00	100%	
Municipal District of Spirit River	\$9,100.00	\$9,100.00	100%	
Total Operating Grants	\$176,450.00	\$158,412.50	90%	
Total Supplemental Funding				
Project Grants				
Archives Society of Alberta	\$0.00	\$0.00	0%	ASA Grant not yet funded (\$7,441.55)
Miscellaneous Grants	\$0.00	\$5,604.85	0%	Remainder of YCW Grant expected in September (\$1,868.28)
Sales & Service				
Book Sales	\$500.00	\$387.00	77%	
Photograph Sales	\$500.00	\$291.60	58%	
Misc. Sales	\$300.00	\$38.00	13%	
Total Sales & Service	\$1,300.00	\$716.60	55%	
Donations -- Tax Received	\$1,200.00	\$245.60	20%	\$500 donation for Contingency Fund moved to Deferred Revenue
Donations -- Lifetime Memberships	\$0.00	\$500.00	0%	
Donations -- Non-Received	\$300.00	\$1,026.20	342%	Small photocopy orders no longer invoiced. In lieu of fees, people are invited to make a donation \$300 donation from United Church Men's Group for presentation.
Total Donations	\$1,500.00	\$1,771.80	118%	
Memberships *	\$2,000.00	\$1,523.96	76%	Lifetime memberships now appear separately under donations
Interest		\$138.10		
Government Rebates		\$0.00		
Total Income	\$181,250.00	\$168,167.81	93%	
Expenses				
* Acquisition Expense	\$510.00	\$4.56	1%	
Advertising	\$310.00	\$0.00	0%	
Amortization				To be calculated by accountant
Awareness Campaign	\$500.00	\$162.48	32%	
* Interest/Bank Charges		\$156.40		Purchased chequebook
* Conservation Expense	\$2,000.00	\$1,414.64	71%	
Facility Fees				
* Utilities, Maintenance, etc.	\$9,002.72	\$6,752.04	75%	
* Facility Insurance	\$3,600.00	\$2,531.11	70%	
* Rented Storage / Offsite	\$14,000.00	\$10,307.46	74%	
* Newsletter	\$1,600.00	\$990.71	62%	
Indigenous History Committee	\$200.00	\$0.00	0%	
Office Expenses				
* Office & Computer Equipment	\$2,000.00	\$99.50	5%	Invoice for ED computer received in Sept (\$1,310.27)
* Office Equipment Repairs	\$200.00	\$0.00	0%	Not yet invoiced for June service call
* Office Supplies	\$1,100.00	\$435.87	40%	
* Photocopier Expense	\$1,100.00	\$757.59	69%	
* Telephone & Internet	\$1,700.00	\$1,419.18	83%	
Professional Development and Travel				
Workshops & Courses	\$0.00	\$0.00		Staff only attending free workshops / courses
Mileage and Travel	\$1,700.00	\$607.70	36%	June SOTP meeting in Grouard cancelled Booths at County Open Houses cancelled.
* Memberships & Subscriptions	\$700.00	\$551.67	79%	
Professional Fees				
* Accounting/Bookkeeping	\$330.00	\$567.00	172%	Suggested budget increase for 2020
* Computer Services	\$770.00	\$100.00	13%	Invoice for ED computer set-up received in Sept (\$220)
Professional Services	\$0.00	\$0.00		
Event & Project Expenses				
Miscellaneous Events/Projects	\$200.00	\$0.00	0%	
Projects w/o Grants	\$0.00	\$0.00		
Projects under Grants				
Archives Week	\$200.00	\$0.00	0%	Event in September
Society Expenses	\$700.00	\$883.68	126%	Extra Beth Sheehan Award, Special Meeting of Board
Staff Expense	\$100.00	\$43.83	44%	
Volunteer Expense	\$200.00	\$0.00	0%	
* Wages & Benefits	\$138,527.28	\$100,017.43	72%	Outreach internship on hold, pending ASA funding
Total Expenses	\$181,250.00	\$127,802.85	71%	
Income or Loss	\$0.00	\$40,364.96		
* Essential expenses				

SPRA 2019-2022 Budget: Presented to MD Greenview 21 October 2019

	2019 Budget	2020 Budget	2021 Budget	2022 Budget	Notes
Income					
Operating Grants					
City of Grande Prairie	\$72,150.00	\$72,150.00	\$102,700.00	\$105,800.00	Requested 43.88% of operating grants- City approved 20% increase in 2019. Archives will revisit funding request in 2020.
County of Grande Prairie	\$64,700.00	\$66,700.00	\$68,700.00	\$70,700.00	Requested 29.34% of operating grant- County approved 60% increase in 2019
Municipal District of Greenview	\$30,500.00	\$51,400.00	\$53,000.00	\$54,600.00	Requested 22.63% of operating grant
Municipal District of Spirit River	\$9,100.00	\$9,400.00	\$9,700.00	\$10,000.00	Requested 4.14% of operating grants- MD approved 60% increase in 2019
Total Operating Grants	\$176,450.00	\$199,650.00	\$234,100.00	\$241,100.00	
Total Supplemental Funding					
Project Grants					
Archives Society of Alberta					
Miscellaneous Grants					
Sales & Service					
Book Sales	\$500.00	\$100.00	\$100.00	\$100.00	Limited inventory of Olwen's Scrapbook
Photograph Sales	\$500.00	\$500.00	\$500.00	\$500.00	
Misc. Sales	\$300.00	\$300.00	\$300.00	\$300.00	
Total Sales & Service	\$1,300.00	\$900.00	\$900.00	\$900.00	
Donations -- Tax Receipted	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	
Donations -- Non-Receipted	\$300.00	\$300.00	\$300.00	\$300.00	
Total Donations	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
Memberships	\$2,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Interest					
Government Rebates					
Total Income	\$181,250.00	\$203,050.00	\$237,500.00	\$244,500.00	
Expenses					
Acquisition Expense	\$510.00	\$520.00	\$530.00	\$540.00	Increases expected
Advertising	\$310.00	\$320.00	\$330.00	\$340.00	Increases expected
Amortization					
Awareness Campaign	\$500.00	\$1,200.00	\$1,700.00	\$1,700.00	
Interest/Bank Charges					
Conservation Expense	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
Capital Expenses		\$1,000.00	\$1,000.00	\$1,000.00	Implement regular buying schedule
Facility Fees					
Utilities, Maintenance, etc.	\$9,902.72	\$9,800.00	\$9,900.00	\$10,000.00	Reinstated, Jan 2018. Carbon tax increase, 2019
Facility Insurance	\$3,600.00	\$3,700.00	\$3,800.00	\$3,900.00	Increases expected
Rented Storage / Offsite	\$14,000.00	\$17,500.00	\$17,500.00	\$21,000.00	Expected rent increase every 2 years
Newsletter	\$1,600.00	\$1,800.00	\$1,900.00	\$2,000.00	Increase complimentary subscriptions, increases expected
Indigenous History Committee	\$200.00	\$700.00	\$1,000.00	\$1,100.00	Return to past levels, modest increase to support awareness
Office Expenses					
Office & Computer Equipment	\$2,000.00	\$2,200.00	\$2,400.00	\$2,600.00	Implement regular buying schedule to maintain technology
Office Equipment Repairs	\$200.00	\$250.00	\$300.00	\$350.00	Increases expected
Office Supplies	\$1,100.00	\$1,200.00	\$1,300.00	\$1,400.00	Increases expected
Photocopier Expense	\$1,100.00	\$1,200.00	\$1,300.00	\$1,400.00	Increases expected
Telephone & Internet	\$1,700.00	\$1,900.00	\$2,000.00	\$2,100.00	Increases expected
Professional Development and Travel					
Workshops & Courses	\$0.00	\$1,100.00	\$1,200.00	\$1,300.00	Return to past levels and attend additional courses and conferences
Mileage and Travel	\$1,700.00	\$3,200.00	\$3,400.00	\$3,600.00	Attend additional courses and conferences
Memberships & Subscriptions	\$700.00	\$800.00	\$900.00	\$1,000.00	Increases expected
Professional Fees					
Accounting/Bookkeeping	\$330.00	\$360.00	\$390.00	\$420.00	Increases expected
Computer Services	\$770.00	\$840.00	\$910.00	\$980.00	Increases expected
Event & Project Expenses					
Miscellaneous Events/Projects	\$200.00	\$200.00	\$900.00	\$1,100.00	Increased activities, ie tours, outreach
Projects w/o Grants	\$200.00	\$200.00	\$400.00	\$500.00	Increased projects, ie education kits
Projects under Grants					
Family History Day	\$0.00	\$100.00	\$500.00	\$500.00	Increase involvement in event
Film & Story Tea					
Society Expenses	\$700.00	\$1,000.00	\$1,000.00	\$1,000.00	
Staff Expense	\$100.00	\$200.00	\$200.00	\$200.00	
Volunteer Expense	\$200.00	\$200.00	\$200.00	\$200.00	
Wages & Benefits	\$138,527.28	\$149,560.00	\$180,540.00	\$182,270.00	Return to past staffing levels
Total Expenses	\$181,250.00	\$203,050.00	\$237,500.00	\$244,500.00	
Income or Loss	\$0.00	\$0.00	\$0.00	\$0.00	



South Peace

REGIONAL ARCHIVES

Our Mission

The purpose of South Peace Regional Archives is to gather, preserve, and share the historical records within the region, both now and in the future. We add value to people's lives by increasing their understanding and appreciation of the past.

Our Municipal Funding Partners

MD Greenview

City of Grande Prairie

County of Grande Prairie

MD Spirit River

*Photograph: Road Construction, 1950 ca.
SPRA 175.113.05*



Community Services

72 archival donations so far in 2019,
compared to 78 total in 2018

111

22,230 users visited our website from
112 countries around the world in 2018

Archives staff and volunteers attended
41 events and programs in 2018

Community Services

The **Indigenous History Committee** responds to the TRC's Calls to Action for Archives.

Telling Our Stories magazine recently won the **Alan D. Ridge Publication Award**

In 2019, we have increased our **presence** and **community partnerships** in **Greenview**

Funding Formula

$$2019 \text{ Requests} = \frac{1}{3} \frac{\text{Population}}{\text{Combined Population}} + \frac{1}{3} \frac{\text{Equalized assessment}}{\text{Combined assessment}} + \frac{1}{3} \frac{\text{Municipal holdings}}{\text{Total holdings}}$$

For the 2019-2022 budget cycle, the Archives is requesting **22.63%** of total municipal funding from the Municipal District of Greenview.

Operational Funding Request

For the 2019-2022 budget, the Archives requested a funding increase of 60% from our municipal partners, followed by a 3% annual increase.

Municipal Partner	% of municipal funding (request)	2018 funding amount (base)	% base funding increase in 2019	2019 funding amount
City of Grande Prairie	43.88%	\$60,000 + Gift in Kind /	20% To be re-examined in 2020	\$72,150 + Gift in Kind
County of Grande Prairie	29.34%	\$41,600	60%	\$64,700
MD Greenview	22.63%	\$30,500	0% 2018 operational budget approved as 2019 budget	\$30,500
MD Spirit River	4.14%	\$5,800	60%	\$9,100

Operational Funding Request

The Archives is requesting an increase to operational funding from the Municipal District of Greenview in the amounts of

\$51,400 in 2020,
\$53,000 in 2021, and \$54,600 in 2022.

This request reflects the substantial increase in public demand for the Archives' services and increased expenses associated with operating a professional, public Archive

*Thank you for
your support*

Municipal District of Greenview

*Painting: "Wapiti River," Olwen's Scrapbook: A
Journey to the Peace Country in 1933*





REQUEST FOR DECISION

SUBJECT: Recreation Open Houses
SUBMISSION TO: COMMITTEE OF THE WHOLE
MEETING DATE: October 21, 2019
DEPARTMENT: RECREATION
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: SW

MANAGER: MN
PRESENTER: MN

RELEVANT LEGISLATION:

Provincial - N/A

Council Bylaw/Policy - N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the Recreation Open House Report for information, as presented.

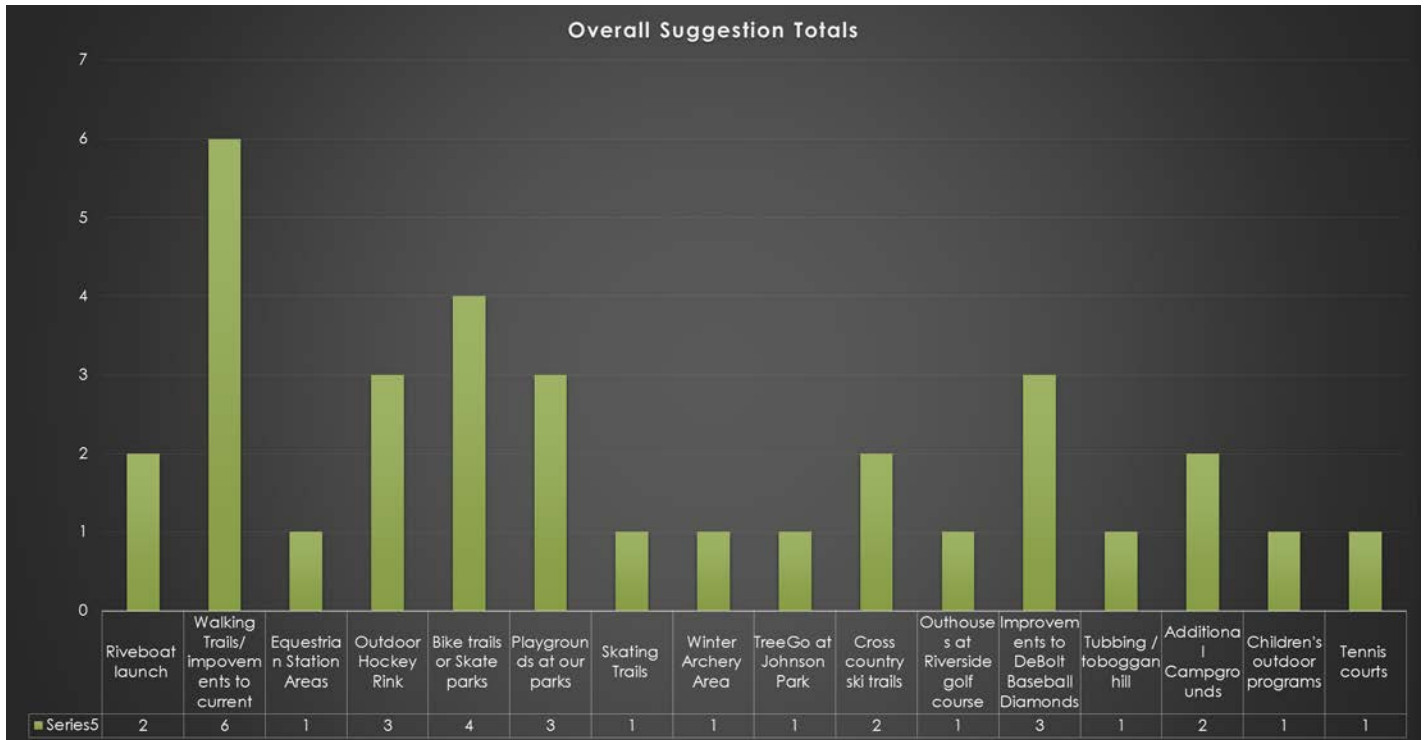
BACKGROUND/PROPOSAL:

In September 2019, the Valleyview based Recreation Department held a series of Open Houses within the Municipal District of Greenview. These took place during the evenings in Valleyview, Debolt, Ridgevalley and Grovedale. The Recreation Department, along with the Communications Department, promoted these on social media, radio and the Grovedale electric sign.

Each Open House operated the same; flip charts and post-it notes were set up so that ratepayers could share their ideas and concerns for recreation in the area. Administration also provided information on the types of recreation development and programming they have been doing. Administration also engaged with those ratepayers that attended, answering questions and sharing future plans of the department.

Overall attendance at each Open House was relatively low, averaging four people at each one. However, those who did attend represented local sports organizations and groups and had a good feel for the local community. The charts below highlights the feedback collected at the Open Houses.

Overall Top Suggestions:



Comments from Each Area:

Recreation Open House Comments

Valleyview

Riverboat launch at the Sunset House Bridge
Build more walking trails throughout the MD
Equestrian station areas
Outdoor hockey rink in the Valleyview area
Walking/Biking trail system near Valleyview
Bike Trails
Playgrounds at the parks
Skating Trails
Winter archery area
TreeGo at Johnson Park
Little Smokey River boat launch
Walking trails that circumference the complete Riverside Golf Course property
Outhouses in the parking lot of Riverside Golf Course
Cross country ski trails within the gold course

DeBolt

Signs & posts for the DeBolt walking trail
Water for the baseball area
V-gate on the ball diamond
Tree along the West & North fences of the ball diamonds
Use the old luge hill as a tube/toboggan hill w/ fire pits and building to gather
Hiking trails (used for Nordic walking in the winter)
Cross-country ski trails
Solar powered street lighting for the DeBolt walking trails

Ridgevalley

Playgrounds at Campgrounds (ie. Moody's & Swan)
More campgrounds
Pave Ridgevalley walking trail & make it longer
Playgrounds at all campgrounds
Child survival camps, brownies, etc.
Tennis courts

Grovedale

Pinto Creek camping
Walking and bike trails
Bike park & Skateboard park
Half rink
Half rink - ice in the winter & Basketball court in the summer

From this small sample, walking trails and bike/skate parks were the most popular items requested.

Although the numbers can be considered low for turn out, the Recreation Department feels that this was a valuable activity to undertake. Through doing this, the Recreation department was able to engage directly with residents to gather their feedback. The Recreation Department also learned how to better reach residents to inform them of other engagement opportunities.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Committee of the Whole accepting the report for information is to be aware of the results gathered by the recreation department from the open houses.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to accepting for information.

ALTERNATIVES CONSIDERED:

Alternative #1: NA

FINANCIAL IMPLICATION:

There are no new financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no new 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): N/A

Date	Chief Administrative Officer Action Log	Responsible Party	NOTES/STATUS
19 09 23 RC Agenda Pkg			
Sept. 23, 2019	<p>MOTION: 19.09.637. Moved by: COUNCILLOR DUANE DIDOW That Council agree to purchase 55,000t of 2:25 gravel for the Forestry Trunk Road area from Timber Pro Logging Ltd. in the amount of \$742,500.00 according to the terms of the 2019 Aggregate Supply RFQ with funding to come from Operations' Gravel Purchasing budget. CARRIED</p>	I&P	Completed
Sept. 23, 2019	<p>MOTION: 19.09.638. Moved by: COUNCILLOR TYLER OLSEN That Council agree to purchase 10,000t of 2:40 gravel for the Forestry Trunk Road area from Timber Pro Logging Ltd. in the amount of \$130,000.00 according to the terms of the 2019 Aggregate Supply RFQ with funding to come from Operations' Gravel Purchasing budget. CARRIED</p>	I&P	Completed
Sept. 23, 2019	<p>MOTION: 19.09.639. Moved by: COUNCILLOR ROXIE RUTT That Council agree to purchase 40,000t of 2:25 gravel for the Ridgevalley area from Glacier Rock Resources in the amount of \$550,000.00 according to the terms of the 2019 Aggregate Supply RFQ with funding to come from Operations' Gravel Purchasing budget. CARRIED</p>	I&P	Completed
Sept. 23, 2019	<p>MOTION: 19.09.640. Moved by: REEVE DALE SMITH That Council agree to purchase 30,000t of 2:25 gravel for the New Fish Creek area from Glacier Rock Resources in the amount of \$412,500.00 according to the terms of the 2019 Aggregate Supply RFQ with funding to come from Operations' Gravel Purchasing budget. CARRIED</p>	I&P	Completed
Sept. 23, 2019	<p>MOTION: 19.09.641. Moved by: COUNCILLOR LES URNESS That Council agree to purchase 50,000t of 2:25 gravel for the Valleyview area from Glacier Rock Resources in the amount of \$687,500.00 according to the terms of the 2019 Aggregate Supply RFQ with funding to come from Operations' Gravel Purchasing budget. CARRIED</p>	I&P	Completed
Sept. 23, 2019	<p>MOTION: 19.09.642. Moved by: COUNCILLOR DALE GERVAIS That Council agree to purchase 40,000t of 2:25 gravel for the Little Smoky area from Knelsen Sand and Gravel in the amount of \$500,000.00 according to the terms of the 2019 Aggregate Supply RFQ with funding to come from Operations' Gravel Purchasing budget. CARRIED</p>	I&P	Completed
Sept. 23, 2019	<p>MOTION: 19.09.643. Moved by: COUNCILLOR SHAWN ACTON That Council agree to purchase 25,000t of 2:25 gravel for the Sunset House area from Glacier Rock Resources in the amount of \$343,750.00 according to the terms of the 2019 Aggregate Supply RFQ with funding to come from Operations' Gravel Purchasing budget. CARRIED</p>	I&P	Completed

Sept. 23, 2019	MOTION: 19.09.646. Moved by: COUNCILLOR DALE GERVAIS That Council set the date for the Stakeholder Outreach Sporting Clay Shoot for September 10, 2020. CARRIED		Complete
Sept. 23, 2019	MOTION: 19.09.648. Moved by: COUNCILLOR ROXIE RUTT That Council approve sponsorship in the amount of \$1,000.00 to the Valleyview Enhancement Society for the 2019 Christmas Gala, with funds to come from the Community Services Miscellaneous Grant. CARRIED	Community Services	Complete
Sept. 23, 2019	MOTION: 19.09.649. Moved by: COUNCILLOR TYLER OLSEN That Council direct Administration to add \$4,750,000.00 for the Fox Creek Multiplex to the 2019 Consolidated Budget, with funds to come from the Greenview Carryover Reserves. CARRIED	Corp Services	Complete
Sept. 23, 2019	MOTION: 19.09.650. Moved by: COUNCILLOR SHAWN ACTON That Council direct Administration to add \$3,500,000 for the Grande Cache Fire Hall/Public Service Building to the 2019 Consolidated Budget, with funds to come from the Fire Facilities Reserve. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.651. Moved by: COUNCILLOR ROXIE RUTT That Council direct Administration to add \$42,966 for the Grande Cache Landfill & Recycling Landfill & Recycling Landfill Modifications to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.652. Moved by: COUNCILLOR DUANE DIDOW That Council direct Administration to add \$60,000 for the Grande Cache Landfill & Recycling Land Purchase to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.653. Moved by: COUNCILLOR DALE GERVAIS That Council direct Administration to add \$300,000 for the Grande Cache Public Works Plow/Sand Truck to the 2019 Consolidated Budget, with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.654. Moved by: REEVE DALE SMITH That Council direct Administration to add \$36,372 for the Grande Cache Public Works Stair Modifications to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete

Sept. 23, 2019	MOTION: 19.09.655. Moved by: COUNCILLOR LES URNESS That Council direct Administration to add \$120,000 for the Grande Cache Water/Wastewater STP Clarifier & Manhole B Repairs to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.656. Moved by: COUNCILLOR TYLER OLSEN That Council direct Administration to add \$40,000 for the Grande Cache Water/Wastewater SCADA to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.657. Moved by: COUNCILLOR DALE GERVAIS That Council direct Administration to add \$37,189 for the Grande Cache Campground to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.658. Moved by: COUNCILLOR TYLER OLSEN That Council direct Administration to add \$566,250 for the Grande Cache - Water/Wastewater – Replace Water line from Victor Lake to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.659. Moved by: COUNCILLOR TYLER OLSEN That Council direct Administration to add \$489,770 for the Grande Cache Fire Department – Aerial Platform Ladder Truck to the 2019 Consolidated Budget with funds to come from the Grande Cache Carryover Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.660. Moved by: REEVE DALE SMITH That Council direct Administration to add \$197,500 for the Grande Cache Recreation Admin. Fitness Center & Trails Masterplan to the 2019 Consolidated Budget with funds to come from the Operating Contingency Reserve. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.661. Moved by: COUNCILLOR DUANE DIDOW That Council direct Administration to add \$25,887 for the Grande Cache Recreation Aquatics Entrapment Covers, Underwater lighting & Dolphin 300XL Vac to the 2019 Consolidated Budget with funds to come from the Greenview Recreation Reserves. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.662. Moved by: COUNCILLOR ROXIE RUTT That Council direct Administration to add \$57,728 for the Grande Cache Recreation Facility Centre Retaining Wall, Epoxy Coating Facility Floors Nordic Emergency Backup Pumps, Absorption Tanks, Arena Dressing Rooms Assessment to the 2019 Consolidated Budget with funds to come from the Recreation Reserves. CARRIED	Corporate Services	Complete

Sept. 23, 2019	MOTION: 19.09.663. Moved by: COUNCILLOR DALE GERVAIS That Council direct Administration to include descriptive details for the 2019 Missed Budget Information motions; 19.09.649, 19.09.650, 19.09.651, 19.09.652, 19.09.653, 19.09.654, 19.09.655, 19.09.656, 19.09.657, 19.09.658, 19.09.659 CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.664. Moved by: COUNCILLOR DALE GERVAIS That Council authorize Administration to transfer \$300,000.00 from the Capital Road Construction budget to the Operational Forestry Trunk Road Graveling Budget. CARRIED	Corporate Services	Complete
Sept. 23, 2019	MOTION: 19.09.668. Moved by: COUNCILLOR BILL SMITH That Council accept the Suicide Prevention Resource Centre for the 9th Annual Chair Extraordinaire Gala's request for sponsorship, to be held on Saturday, October 19, 2019 in Grande Prairie, AB., for information, as presented, with sponsorship of \$2,500.00 from Community Service Miscellaneous Grant. CARRIED	Community Services	Complete
Sept. 23, 2019	MOTION: 19.09.669. Moved by: COUNCILLOR DALE GERVAIS That Council approve sponsorship in the amount of \$1,000.00 to the Fox Creek Chamber of Commerce for the Fox Creek Small Business Awards Gala in Fox Creek, Friday, October 18, 2019, with funds to come from Community Service Miscellaneous Grant. CARRIED	Community Services	Complete
Sept. 23, 2019	MOTION: 19.09.670. Moved by: COUNCILLOR TYLER OLSEN That Council approve the coverage of hotel room costs for the invited MD of Greenview Fire Department members to attend the Fox Creek Fire Department Award Ceremony in Fox Creek, AB., with funds to come from the Fire Services Budget. CARRIED	Community Services	In progress
19 09 09 RC Meeting			
September 9, 2019	MOTION: 19.09.619. Moved by: COUNCILLOR TOM BURTON That Council schedule a Public Hearing for Bylaw No. 19-832, to be held on October 15, 2019, at 10:00 a.m. for the re-designation of a 3.72 hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within SE-10-71-23-W5. CARRIED	I&P	In Progress
September 9, 2019	MOTION: 19.09.620. Moved by: COUNCILLOR TOM BURTON That Council accept Administrations update on the DeBolt RV Sani-dump for information, as presented. CARRIED	I&P	Completed

September 9, 2019	MOTION: 19.09.621. Moved by: COUNCILLOR DUANE DIDOW That Council direct Administration to provide a letter of support to Mr. Kulwant Seehra, supporting his application to the Beverage Container Management Board (BCMB) to open and operate a beverage container recycling facility in the Hamlet of Grande Cache. CARRIED	I&P	Completed
September 9, 2019	MOTION: 19.09.622. Moved by: COUNCILLOR BILL SMITH That Council direct Administration to continue the Road Closure process for the Sturgeon Heights Community Club on the south side of SE 25-70-25 W5 with the \$1,500 application fee waived. CARRIED	I&P	In progress
September 9, 2019	MOTION: 19.09.623. Moved by: COUNCILLOR TOM BURTON That Council direct administration to allow a variance on portion SE 25-70-25 W5M for the purpose of fencing adjacent to Sturgeon Heights Cemetery. CARRIED	I&P	In progress
September 9, 2019	MOTION: 19.09.625. Moved by: COUNCILLOR TOM BURTON That Council authorize Administration to host Level one Violence Threat Risk Assessment (VTRA) Training on October 1 and 2, 2019 in Valleyview, Alberta at a cost of up to \$20,000.00, with funds to come from Community Services Miscellaneous Grants. CARRIED	Community Services	Complete
September 9, 2019	MOTION: 19.09.626. Moved by: COUNCILLOR TOM BURTON That Council approve sponsorship in the amount of \$550.00 to the Grande Spirit Foundation for the Annual Harvest Dine and Dance to be held October 5, 2019 in Grande Prairie, AB., with funds to come from Community Services Miscellaneous Grants. CARRIED		Complete
September 9, 2019	MOTION: 19.09.627. Moved by: COUNCILLOR DALE GERVAIS That Council approve sponsorship in the amount of \$500.00 to the Fox Creek Chamber of Commerce for the 2019 Small Business Awards Gala to be held October 18th, 2019 at the Fox Creek Community Hall, with funds to come from Community Services Miscellaneous Grants. CARRIED		Complete
19 08 26 RC Meeting			
August 26, 2019	MOTION: 19.08.587. Moved by: COUNCILLOR TOM BURTON That Council approve Policy 4022 "Commercial Waste Bins" as presented. CARRIED	Corp Serv	
August 26, 2019	MOTION: 19.08.589. Moved by: COUNCILLOR DALE GERVAIS That Council authorize Administration to work with interested internet providers to develop a report outlining the options available for potential internet service delivery to the MD of Greenview. CARRIED	Com Serv	In Progress

August 26, 2019	MOTION: 19.08.591. Moved by: COUNCILLOR DALE GERVAIS That Council direct Administration to investigate the feasibility and cost of upgrading the existing facility at NE 33 70 24 W5M. CARRIED	Com Serv	In Progress
August 26, 2019	MOTION: 19.08.592. Moved by: REEVE DALE SMITH That Council direct Administration to investigate the feasibility of all recreation potential on Greenview lands within the Narrows. CARRIED	Com Serv	In Progress
August 26, 2019	MOTION: 19.08.600. Moved by: DEPUTY REEVE WINSTON DELORME That Council provide a donation of \$5,000.00 to the Louie Delorme Memorial Committee, with funds to come from the 2019 Community Services Miscellaneous Grants. CARRIED	Com Serv	Complete
August 26, 2019	MOTION: 19.08.601. Moved by: COUNCILLOR TOM BURTON That Council direct Administration to investigate, with Alberta Transportation, the conditions of three digit provincial roads in Greenview and possible solutions. CARRIED	CAO/I & P	In Progress
19 07 22 RC Meeting			
July 22, 2019	MOTION: 19.07.553. Moved by: COUNCILLOR DALE GERVAIS That Council give First Reading to Bylaw 19-824 "M.D of Smoky River/M.D of Greenview Intermunicipal Development Plan", as amended; <ul style="list-style-type: none"> • Add definitions • Section B change "bordered by four" to "bordered by 6" • Section F 2) add "one of" after "as" • Section G 8) a add "one of" preceding the "primary use" • Section G 19 c add "conservation reserve" • Remove Section J 2 • Section K 3 change "development or broadband" to "development of broadband" CARRIED	CAO Services	In Progress, anticipated second reading Sept. 9, 2019
July 22, 2019	MOTION: 19.07.554. Moved by: COUNCILLOR TOM BURTON That a Public Hearing for Bylaw 19-824 "M.D of Smoky River/M.D of Greenview Intermunicipal Development Plan" for September 9, 2019 at 10:00 a.m. CARRIED	CAO Services	In Progress
July 22, 2019	MOTION: 19.07.556. Moved by: COUNCILLOR ROXIE RUTT That Council give First Reading to Bylaw 19-827 "County of Grande Prairie/ M.D of Greenview Intermunicipal Collaborative Framework" as amended; <ul style="list-style-type: none"> • Section 8 clarify decision making power of Council • Add clause "that neither municipality can commit the other municipality to action without the approval of Council" • Correct address of Greenview CARRIED	CAO Services	In Progress, anticipated second reading Sept. 9, 2019

July 22, 2019	MOTION: 19.07.567. Moved by: COUNCILLOR TOM BURTON That Council direct Administration to bring forward to the Policy Review Committee Policy 4002 Farmland Access Roads and Policy 4010 Road Access Approaches. CARRIED	I & P	In Progress
July 22, 2019	MOTION: 19.07.564. Moved by: COUNCILLOR SHAWN ACTON That Council direct Administration to add an additional \$9,921,115.00 to the 2019 Consolidated Budget with funds to come from the Infrastructure Reserves. MOTION: 19.07.569. Moved by: COUNCILLOR TOM BURTON That Council defer motion 19.07.564. until the August 26, 2019 Regular Council meeting to bring back requested information on reserves. CARRIED	Corp Serv	Complete
July 22, 2019	MOTION: 19.07.573. Moved by: COUNCILLOR DALE GERVAIS That Council authorize Administration to transfer \$468,000.00 from contingency reserves to Community Services Budget for the development of infrastructure services on NW12-72-1 W6M. CARRIED	Corp Serv	Complete
19 07 08 RC Meeting			
July 8, 2019	MOTION: 19.07.522. Moved by: COUNCILLOR DALE GERVAIS That Council approve the donation of the used digital communications tools to non-profit organizations until August 26, 2019; followed by an opportunity for Council Members and Greenview staff to purchase any remaining digital communications tools until September 23rd, 2019; after which any remaining items may be disposed of by Administration. CARRIED	Corp. Serv.	End Sept.
July 8, 2019	MOTION: 19.07.540. Moved by: COUNCILLOR DALE GERVAIS That Council approve a new position in the Infrastructure and Planning Department for a Fleet and Procurement Coordinator. CARRIED	Corporate Services	Completed
July 8, 2019	MOTION: 19.07.541. Moved by: DEPUTY REEVE WINSTON DELORME That Council authorize funding to the scholarship recipients in the amounts indicated on the 2019 Scholarship Recommendation Listing, with funds to come from the Community Service Budget. CARRIED	Com. Serv.	Complete
19 06 24 RC Meeting			
June 24, 2019	MOTION: 19.06.485. Moved by: COUNCILLOR SHAWN ACTON That Council authorize Administration to evenly distribute to the Valleyview, Fox Creek, Grande Cache and Grande Prairie Food Banks the funds raised from the 2019 Clay Shoot Tournament. CARRIED	Corporate Services	In Progress

<p>June 24, 2019</p>	<p>MOTION: 19.06.508. Moved by: COUNCILLOR TYLER OLSEN That Council set the terms and conditions that apply to the public sale of land as per the attached advertisement and adopt the "Opinion of Value" prepared by Powers & Associates with reserve bid prices as follows:</p> <p>Roll #520001 Plan 0925042 Unit 1 Opinion \$30,000.00 Roll #520002 Plan 0925042 Unit 2 Opinion \$40,000.00 Roll #520003 Plan 0925042 Unit 3 Opinion \$55,000.00 Roll #520005 Plan 0925042 Unit 5 Opinion \$40,000.00 Roll #520006 Plan 0925042 Unit 6 Opinion \$40,000.00 Roll #520008 Plan 0925042 Unit 8 Opinion \$50,000.00 Roll #520009 Plan 0925042 Unit 9 Opinion \$50,000.00 Roll #520010 Plan 0925042 Unit 10 Opinion \$80,000.00 Roll #392111 Plan 0425096 Block 38 Lot 12 Opinion \$245,000.00 Roll #26163012 Plan 0728033 Unit 12 Opinion \$5,000.00</p> <p>CARRIED</p>	<p>Corp Serv</p>	<p>Ongoing</p>
<p>June 24, 2019</p>	<p>MOTION: 19.06.509. Moved by: COUNCILLOR DUANE DIDOW That Council set September 18, 2019 at 1:15 p.m. Mountain Standard Time as the Public Auction Date for the sale of the following properties:</p> <p>Roll #520001 Plan 0925042 Unit 1 Opinion \$30,000.00 Roll #520002 Plan 0925042 Unit 2 Opinion \$40,000.00 Roll #520003 Plan 0925042 Unit 3 Opinion \$55,000.00 Roll #520005 Plan 0925042 Unit 5 Opinion \$40,000.00 Roll #520006 Plan 0925042 Unit 6 Opinion \$40,000.00 Roll #520008 Plan 0925042 Unit 8 Opinion \$50,000.00 Roll #520009 Plan 0925042 Unit 9 Opinion \$50,000.00 Roll #520010 Plan 0925042 Unit 10 Opinion \$80,000.00 Roll #392111 Plan 0425096 Block 38 Lot 12 Opinion \$245,000.00 Roll #26163012 Plan 0728033 Unit 12 Opinion \$5,000.00</p> <p>CARRIED</p>	<p>Corp Serv</p>	<p>In Progress</p>

<p>June 24, 2019</p>	<p>MOTION: 19.06.510. Moved by: COUNCILLOR DALE GERVAIS That Council set the terms and conditions that apply to the public sale of land as per the attached advertisement and adopt the "Opinion of Value" prepared by Accurate Assessment Group with reserve bid prices as follows:</p> <p>Roll #178997 NW-16-71-22-W5 Opinion \$165,000 Roll #178998 SW-16-71-22-W5 Opinion \$120,000 Roll #309426 SW-6-69-6-W6, Plan 0322694, Block 1, Lot 2 Opinion \$315,000 Roll #309587 SW-3-69-7-W6, Plan 0525878 Block 1, Lot 1 Opinion \$435,000 Roll #311066 SW-26-65-21-W5, Plan 9820795, Lot 1 Opinion \$60,000 Roll #311097 SE-14-69-8-W6, Plan 9825458, Lot 1 Opinion \$325,000 Roll #317447 SW-5-70-6-W6, Plan 1124095, Block 1, Lot 5 Opinion \$495,000 Roll #37908 NE-16-71-22-W5 Opinion \$120,000</p> <p>CARRIED</p>	<p>Corp Serv</p>	<p>In Progress</p>
<p>June 24, 2019</p>	<p>MOTION: 19.06.511. Moved by: REEVE DALE SMITH That Council set September 18, 2019 at 1:15 p.m. Mountain Standard Time as the Public Auction Date for the sale of the following properties:</p> <p>Roll #178997 NW-16-71-22-W5 Opinion \$165,000 Roll #178998 SW-16-71-22-W5 Opinion \$120,000 Roll #309426 SW-6-69-6-W6, Plan 0322694, Block 1, Lot 2 Opinion \$315,000 Roll #309587 SW-3-69-7-W6, Plan 0525878 Block 1, Lot 1 Opinion \$435,000 Roll #311066 SW-26-65-21-W5, Plan 9820795, Lot 1 Opinion \$60,000 Roll #311097 SE-14-69-8-W6, Plan 9825458, Lot 1 Opinion \$325,000 Roll #317447 SW-5-70-6-W6, Plan 1124095, Block 1, Lot 5 Opinion \$495,000 Roll #37908 NE-16-71-22-W5 Opinion \$120,000</p> <p>CARRIED</p>	<p>Corp Serv</p>	<p>In Progress</p>
<p>19 06 10 RC Meeting</p>			
<p>June 10, 2019</p>	<p>MOTION: 19.06.445. Moved by: COUNCILLOR BILL SMITH That Council directs Administration to seek a panel to do a Council Compensation review prior to October 2021.</p> <p>CARRIED</p>	<p>CAO</p>	<p>In Progress</p>
<p>June 10, 2019</p>	<p>MOTION: 19.06.471. Moved by: COUNCILLOR BILL SMITH That Council direct Administration to proceed with the purchase of Lots 29&30, Block 6, Plan 052 5278.</p> <p>CARRIED</p>	<p>Corp Serv</p>	<p>In Progress</p>
<p>19 05 27 RC Meeting</p>			

May 27, 2019	MOTION: 19.05.407. Moved by: DEPUTY REEVE WINSTON DELORME That Council approve Administration to proceed with the farmland access application to SE 17-67-22 W5 by extending Range Road 224 with funds to come from Block Funding. CARRIED	I&P	In Progress
May 27, 2019	MOTION: 19.05.414. Moved by: COUNCILLOR DALE GERVAIS That Council direct Administration to re-negotiate the Valleyview Cemetery Agreement. CARRIED	Com. Serv.	In progress
May 27, 2019	MOTION: 19.05.415. Moved by: COUNCILLOR SHAWN ACTON That Council authorize Administration to enter into a funding agreement with the Town of Valleyview for the operation of the Memorial Hall, located in Valleyview, Alberta. CARRIED	Com. Serv.	In progress
19 05 13 RC Meeting			
May 13, 2019	MOTION: 19.05.359. Moved by: COUNCILLOR BILL SMITH That Council direct Administration to acquire a lease at Shuttler Flats and to operate the site and work towards divestment of the site. CARRIED	Com. Serv.	In progress
May 13, 2019	MOTION: 19.05.366. Moved by: COUNCILLOR BILL SMITH That Council transfer \$671,187.00 from Grande Cache Unrestricted Net Assets to the Operating Contingency Reserve. CARRIED	Corp. Serv.	In progress
19 04 08 RC Meeting			
April 8, 2019	MOTION: 19.04.290. Moved by: COUNCILLOR BILL SMITH That Council defer motion 19.04.287. Grovedale Public Service Building Site Dugout until more detailed information can be brought forward on options 2 and 3. CARRIED	Community Service	In progress
April 8, 2019	MOTION: 19.04.302. Moved by: COUNCILLOR DUANE DIDOW Council directs Administration bring back comparable information from similarly structured municipalities as Greenview on how the urban and rural residential tax rates are delineated. CARRIED	Corp Serv	In Progress
April 8, 2019	MOTION: 19.04.303. Moved by: COUNCILLOR DUANE DIDOW Council direct Administration provide a service level matrix of the municipal supplied services to all residents within the MD. CARRIED	CAO Services / Corp Serv	In Progress
19 03 25 RC Meeting			

March 25, 2019	MOTION: 19.03.225. Moved by: COUNCILLOR TYLER OLSEN That Council direct Administration to conduct the Hamlet of Grande Cache Census in September 2019. CARRIED	CAO Serv	To be conducted fall 2019
March 25, 2019	MOTION: 19.03.226. Moved by: DEPUTY REEVE WINSTON DELORME That the Grande Cache Census questions include: the number of usual residents in the dwelling, as well as the age and gender of each resident, consistent with the census conducted by the M.D of Greenview in 2018. CARRIED	CAO Serv	To be conducted fall 2019
March 25, 2019	MOTION: 19.03.228. Moved by: COUNCILLOR ROXIE RUTT That Council direct Administration to proceed with negotiation on land acquisition for the construction of TWP Road 701. CARRIED	I&P	In progress
19 02 25 RC Meeting			
February 25, 2019	MOTION: 19.02.190. Moved by: COUNCILLOR DALE SMITH That Council agrees to apply the exemption from Section 631 of the Municipal Government Act, as per Ministerial Order MSL: 047/18, due to the boundary between Woodlands County and the M.D of Greenview No. 16 being comprised of Provincial Crown Land. CARRIED	CAO Services	Waiting for GOA Response
19 02 11 RC Meeting			
February 11, 2019	MOTION: 19.02.157. Moved by: DEPUTY REEVE WINSTON DELORME That Council direct Administration to proceed with the Recreation (REC) Lease application process to Alberta Environment and Parks (AEP) for the Jason Delorme Memorial site. CARRIED	Community Services / I & P	In progress
19 01 28 RC Meeting			
January 28, 2019	MOTION: 19.01.140. Moved by: COUNCILLOR DALE SMITH That Council authorize Administration to enter into a Valleyview Library Agreement with the Town of Valleyview for the purpose of maintaining joint provision of library services. MOTION: 19.01.141. Moved by: COUNCILLOR TOM BURTON That Council defer motion 19.01.140. until a later Regular Council Meeting. CARRIED	Com. Serv.	Now the responsibility of MD of Greenview Library Board.
19 01 21 COTW Meeting			
January 21, 2019	MOTION: 19.01.05. Moved by: COUNCILLOR ROXIE RUTT That Committee of the Whole recommend to Council to bring forward a delegation from the Safety Codes Council. CARRIED	I&P	In Progress

19 01 14 RC Meeting			
January 14, 2019	<p>MOTION: 19.01.91. Moved by: COUNCILLOR DALE SMITH That Council approve the replacement of BF76768 on Twp. 670 in 2019 in the amount of \$795,000 with funds to come from Capital Infrastructure Reserve. CARRIED</p>	I & P/Corp Serv	Postponed until 2020. Corp. Serv. Has updated the dollar amount.
18 12 10 RC Meeting			
December 10, 2018	<p>MOTION: 18.12.719. Moved by: REEVE DALE GERVAIS That Council as a whole engage a third party to conduct the annual Council Self-Appraisal to occur in early 2019. CARRIED</p>	Council	
18 11 26 RC Meeting			
Nov. 26, 2018	<p>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. CARRIED</p>	CAO Services	In Progress
18 10 09 RC Meeting			
Oct. 9, 2018	<p>MOTION: 18.10.559. Moved by: COUNCILLOR BILL SMITH That Council direct Administration to pursue the purchase of public land in the Grovedale area for industrial development, once Alberta Environment and Parks has reviewed their application to purchase process. CARRIED</p> <p>MOTION: 18.10.560. Moved by: REEVE DALE GERVAIS That Council rescind motion 18.10.559., in regard to the Grovedale Public Land Purchase. CARRIED</p> <p>MOTION: 18.10.561. Moved by: COUNCILLOR BILL SMITH That Council direct Administration to pursue the purchase of public land, NE 35-68-6 W6M and the NW 36-68-6 W6M, in the Grovedale area for industrial development. CARRIED</p>	I & P	In Progress- Application submitted to Public Lands through Bearisto. Anticipated completion date 2020+
18 09 24 RC Meeting			
September 24, 2018	<p>MOTION: 18.09.532. Moved by: COUNCILLOR WINSTON DELORME That Council authorize Administration to develop a plan for the purchase of land located at NW34 -70-19 W5M for the purpose of building a parking lot to accommodate parking for an adjacent boat launch located on Snipe Lake, subject to an approved development plan with Big Lakes County. CARRIED</p>	Comm. Serv.	In Progress

September 24, 2018	MOTION: 18.09.533. Moved by: COUNCILLOR SHAWN ACTON That Council authorize Administration to develop a plan for a partnership with Big Lakes County to make improvements to a boat launch located on SW34-3-71-19 W5M. CARRIED	Comm. Serv.	In Progress
September 24, 2018	MOTION: 18.09.536. Moved by: COUNCILLOR ROXIE RUTT That Council direct Administration to complete the Intermunicipal Collaboration Frameworks with Yellowhead County, Woodlands County, and Birch Hills County Administratively. CARRIED	CAO Serv	In Progress
16 06 28 RC Meeting			
June 28, 2016	MOTION: 16.06.227. Moved by: COUNCILLOR GEORGE DELORME That Council direct administration to investigate the creation of a bylaw to support the Grande Cache Source Water Protection Plan around the air strip, Victor Lake and the Town of Grande Cache. CARRIED	CAO Serv	Waiting to hear back from TSI.