



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday December 9, 2019

9:00 AM

Council Chambers
Administration Building

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
	3.1 Regular Council Meeting minutes held Monday November 25, 2019 to be adopted.	4
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
#6	BYLAWS	
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	• Ward 7	
#9	CORRESPONDENCE	
	• Grade Crossing Regulations	
	• Peace Library System	
	• State of Municipal Agriculture Disaster	
	• Grovedale Senior Housing	
	• Monthly Peace Officer Report	
	• Peace Library System Council Board	
#10	CLOSED SESSION	
	10.1 Disclosure Harmful to Business Interests of a Third Part (FOIPP; Section 16)	
	10.2 Privileged Information (FOIPP; Section 27)	
	10.3 Disclosure Harmful to Economic & Other Interests of a Public Body (FOIPP; Section 25)	
#11	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta, on Monday November 25, 2019

# 1: CALL TO ORDER	Deputy Reeve Duane Didow called the meeting to order at 9:01 a.m.	
PRESENT	Division 9 Ward 1 Ward 3 Ward 4 Ward 6 Ward 7 Division 9	Deputy Reeve Duane Didow Councillor Winston Delorme Councillor Les Urness Councillor Shawn Acton Councillor Tom Burton Councillor Roxie Rutt Councillor Tyler Olsen
ATTENDING	Chief Administrative Officer General Manager, Community Services General Manager, Corporate Services General Manager, Infrastructure & Planning Recording Secretary	Denise Thompson Stacey Wabick Rosemary Offrey Roger Autio Lianne Kruger
ABSENT	Ward 8 Ward 5 Ward 2 Marketing & Communications Manager	Councillor Bill Smith Reeve Dale Smith Councillor Dale Gervais Stacey Sevilla
#2: AGENDA	MOTION: 19.11.808. Moved by: COUNCILLOR SHAWN ACTON That Council adopt the October 28, 2019 Regular Council Meeting Agenda with the addition; <ul style="list-style-type: none">• 7.18 Councillor Dale Gervais' Absence	
		CARRIED
#3.1 REGULAR COUNCIL MEETING MINUTES	MOTION: 19.11.809. Moved by: COUNCILLOR ROXIE RUTT That Council adopt the minutes of the Organizational Meeting held on Tuesday October 28, 2019 as presented.	
		CARRIED
	MOTION: 19.11.810. Moved by: COUNCILLOR TOM BURTON That Council adopt the minutes of the Regular Council Meeting held on Tuesday October 28, 2019 as amended; <ul style="list-style-type: none">• Change title for Councillor Winston Delorme and Deputy Reeve Duane Didow.	
		CARRIED

**#3.2
BUSINESS ARISING
FROM MINUTES**

3.2 BUSINESS ARISING FROM MINUTES:

**#4
PUBLIC HEARING**

4.0 PUBLIC HEARING

There were no Public Hearings presented.

**#5.0
DELEGATION**

5.0 DELEGATIONS

There were no delegations present.

6.0 BYLAWS

6.1 BYLAW 19-833 2020 OPERATING CREDIT – BORROWING BYLAW

**BYLAW 19-833
FIRST READING**

MOTION: 19.11.811. Moved by: COUNCILLOR ROXIE RUTT
That Council give First Reading of Bylaw 19-833 - 2020 Operating Line of Credit
Borrowing Bylaw.

CARRIED

**BYLAW 19-833
SECOND READING**

MOTION: 19.11.812. Moved by: COUNCILLOR LES URNESS
That Council give Second Reading of Bylaw 19-833 - 2020 Operating Line of Credit
Borrowing Bylaw.

CARRIED

6.2 BYLAW 19-830 ICF MD OF SMOKY RIVER/MD OF GREENVIEW

**BYLAW 19-830
SECOND READING**

MOTION: 19.11.813. Moved by: COUNCILLOR WINSTON DELORME
That Council give Second Reading to Bylaw 19-830, an Intermunicipal
Collaborative Framework between the MD of Greenview No. 16 and the MD of
Smoky River No. 130.

CARRIED

**BYLAW 19-830
THIRD READING**

MOTION: 19.11.814. Moved by: COUNCILLOR ROXIE RUTT
That Council give Third Reading to Bylaw 19-830, an Intermunicipal Collaborative
Framework between the MD of Greenview No. 16 and the MD of Smoky River
No. 130.

CARRIED

6.3 BYLAW 19-831 BUSINESS LICENSING BYLAW

**BYLAW 19-831
FIRST READING**

MOTION: 19.11.815. Moved by: COUNCILLOR WINSTON DELORME
That Council give First Reading to Bylaw 19-831 "Business Licensing Bylaw."
CARRIED

**BYLAW 19-831
SECOND READING**

MOTION: 19.11.816. Moved by: COUNCILLOR SHAWN ACTON
That Council give Second Reading to Bylaw 19-831 "Business Licensing Bylaw."
CARRIED

**#7
BUSINESS**

7.0 BUSINESS

7.1 GRANDE CACHE RECREATION CENTRE ROOF CONSULTANT FEE'S

**GRANDE CACHE
RECREATION
CENTRE**

MOTION: 19.11.817. Moved by: COUNCILLOR WINSTON DELORME
That Council approve the payment of \$9,686.25 including GST to Garland Canada, INC. for expenses associated with the roof replacement on the Grande Cache Recreation Centre, with funds to come from the Grande Cache Recreation Budget.

CARRIED

**GRANDE CACHE
RECREATION
BUDGET**

MOTION: 19.11.818. Moved by: COUNCILLOR SHAWN ACTON
That Council authorize the transfer of \$9,686.25 from Contingency Reserves to the Grande Cache Recreation Budget.

CARRIED

7.2 GENRON ENTERPRISES – GCRC ROOF INSTALLATION ADDITIONAL EXPENSES

**GENRON
ENTERPRISES**

MOTION: 19.11.819. Moved by: COUNCILLOR TOM BURTON
That Council approve the payment of \$43,018.79 including GST to Genron Enterprises for additional expenses associated to the roof replacement on the Grande Cache Recreation Centre, with funds to come from the Grande Cache Recreation Budget.

CARRIED

**GRANDE CACHE
RECREATION
BUDGET**

MOTION: 19.11.820. Moved by: COUNCILLOR TYLER OLSEN
That Council authorize the transfer of \$43,018.79 from Contingency Reserves to the Grande Cache Recreation Budget.

CARRIED

7.3 NEW MD OF GREENVIEW FIRE-RESCUE SERVICES MALTESE CROSS CREST

**MALTESE CROSS
CREST**

MOTION: 19.11.821. Moved by: COUNCILLOR TYLER OLSEN

That Council select Option #2 and direct Administration to purchase and deploy uniform crests, decals and stripes to enable the rebrand of the current fire service model to the Municipal District of Greenview Fire-rescue Services.

CARRIED

7.4 TOURISM & INTERPRETIVE CENTRE - LEVEL OF SERVICE

**TOURISM &
INTERPRETIVE
CENTRE**

MOTION: 19.11.822. Moved by: COUNCILLOR ROXIE RUTT

That Council approve the Grande Cache Tourism Interpretive Centre operate on a 5-day per week schedule from January 2, 2020 to March 31, 2020.

CARRIED

7.5 2020 TO 2024 CAPITAL PLAN BUDGET

**2020 CAPITAL PLAN
BUDGET**

MOTION: 19.11.823. Moved by: COUNCILLOR WINSTON DELORME

That Council approve Greenview's 2020 Capital Plan Budget for \$96,462,558.00, with funds to come from the 2020 taxation and operational revenues plus \$18,242,227.00 drawdown from Capital Project Carry Forward Reserves for a balanced budget.

CARRIED

**2021-2024 CAPITAL
PLAN BUDGET**

MOTION: 19.11.824. Moved by: COUNCILLOR WINSTON DELORME

That Council accept Greenview's 2021 Capital Plan for \$63,074,385.00, Greenview's 2022 Capital Plan for \$51,731,932.00, Greenview's 2023 Capital Plan for \$30,243,379.00 and Greenview's 2024 Capital Plan for \$22,937,831.00 for information, as presented.

CARRIED

7.6 2020 MARKET (COLA) ADJUSTMENT

**2020 MARKET
ADJUSTMENT**

MOTION: 19.11.825. Moved by: COUNCILLOR SHAWN ACTON

That Council approve a 2% Market (COLA) adjustment for Council and staff, effective January 1, 2020.

CARRIED

**2020 MARKET
ADJUSTMENT –
POLICY 1008**

MOTION: 19.11.826. Moved by: COUNCILLOR TYLER OLSEN

That Policy 1008 be amended to include the Market (COLA) adjustment to the monthly honorarium.

**2020 MARKET
ADJUSTMENT
TABLED**

MOTION: 19.11.827. Moved by: COUNCILLOR TOM BURTON
That Council table motion 19.11.826., 2020 Market Adjustment, until later in the meeting.

CARRIED

Deputy Reeve Duane Didow recessed the meeting at 10:00 a.m.
Deputy Reeve Duane Didow reconvened the meeting at 10:11 a.m.

7.7 PROVINCIAL EDUCATION REQUISITION CREDIT

**PROVINCIAL
EDUCATION
REQUISITION
CREDIT**

MOTION: 19.11.828. Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to cancel the 2015 to 2019 property taxes, tax arrears and penalties for properties identified on the attached appendix as per section 347 of Municipal Government Act.

CARRIED

**PROVINCIAL
EDUCATION
REQUISITION
CREDIT FOR
UNCOLLECTED
EDUCATION
PROPERTY TAX**

MOTION: 19.11.829. Moved by: COUNCILLOR ROXIE RUTT
That Council direct Administration to apply to the Province of Alberta for the Provincial Education Requisition Credit for Uncollected Education Property Taxes on Oil and Gas properties identified in the attached appendix.

CARRIED

7.8 SHALLOW GAS TAX RELIEF INITIATIVE

**SHALLOW GAS TA
RELIEF INITIATIVE**

MOTION: 19.11.830. Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to cancel the July 1, 2019 penalty in the amount of \$23,212.67 and any future penalties associated with the 2019 tax levy on tax roll 316190, a Shallow Gas Producer property noted on the list provided by Alberta Municipal Affairs, and attached, as per section 347 and 353(2) of the Municipal Government Act.

CARRIED

**2020 MARKET
ADJUSTMENT -
LIFTED**

MOTION: 19.11.831. Moved by: COUNCILLOR TOM BURTON
That Council lift tabled motion 19.11.826., 2020 Market Adjustment.

CARRIED

**2020 MARKET
ADJUSTMENT**

MOTION: 19.11.826. Moved by: COUNCILLOR TYLER OLSEN
That Policy 1008 be amended to include the Market (COLA) adjustment to the monthly honorarium.

CARRIED

7.9 POLICY 1028 SCHOLARSHIP POLICIES

POLICY 1028 MOTION: 19.11.832. Moved by: COUNCILLOR TOM BURTON
That Council approve revised Policy 1028 "University Scholarships" as presented.
CARRIED

7.10 POLICY 1032 COLLEGE, TRADES AND APPRENTICESHIPS

POLICY 1032 MOTION: 19.11.833. Moved by: COUNCILLOR LES URNESS
That Council approve Policy 1032 "College-Trades Scholarships" as presented.

**POLICY 1032
REFERRED BACK TO
POLICY REVIEW
COMMITTEE** MOTION: 19.11.834. Moved by: COUNCILLOR TOM BURTON
That Council refer motion 19.11.833., Policy 1032, back to the Policy Review
Committee for further discussion.
CARRIED

7.11 ALBERTA NORTH SPORT CONFERENCE – SPONSORSHIP REQUEST

**ALBERTA NORTH
SPORT
CONFERENCE** MOTION: 19.11.835. Moved by: COUNCILLOR WINSTON DELORME
That Council provide sponsorship in the amount of \$750.00 to the Alberta North
Sport Conference, to be hosted in Grande Prairie, Alberta, at the Paradise Inn
and Suites on November 29 & 30, 2019, with funds to come from the Community
Services Miscellaneous Grants Budget.
CARRIED

7.12 ASENIWUCHE WINEWAK NATION STAFF APPRECIATION CHRISTMAS PARTY – DONATION REQUEST

**ASENIWUCHE
WINEWAK NATION
STAFF
APPRECIATION
CHRISTMAS PARTY** MOTION: 19.11.836. Moved by: COUNCILLOR TYLER OLSEN
That no action be taken on the request from the Aseniwuche Winewak Nation's
sponsorship request of \$1,000.00 for the Aseniwuche Winewak Nation's Staff
Appreciation Christmas Party, to be hosted in Grande Cache, AB., on November
30, 2019.
CARRIED

7.13 FOX CREEK RESOURCE CURLING BONSPIEL – SPONSORSHIP REQUEST

FOX CREEK
RESOURCE
CURLING BONSPIEL

MOTION: 19.11.837. Moved by: COUNCILLOR SHAWN ACTON

That Council approve sponsorship in the amount of \$500.00 to the Fox Creek Curling Club for the Fox Creek Resource Curling Bonspiel, to be hosted in Fox Creek, AB., on January 17-19, 2020, with funds to come from Community Services Miscellaneous Grants.

CARRIED

7.14 GRANDE CACHE COMMUNITY CHRISTMAS DINNER – SPONSORSHIP REQUEST

GRANDE CACHE
COMMUNITY
CHRISTMAS
DINNER

MOTION: 19.11.838. Moved by: COUNCILLOR WINSTON DELORME

That Council provide event funding to the 2019 Grande Cache Community Christmas Dinner, to be hosted in Grande Cache, AB., in the amount of \$5,000.00, with funds to come from the Community Services Miscellaneous Grants.

CARRIED

7.15 LITTLE SMOKY COMMUNITY CENTRE'S ANNUAL WILD GAME DINNER AND DANCE – SPONSORSHIP REQUEST

LITTLE SMOKY
COMMUNITY
CENTRE'S ANNUAL
WILD GAME
DINNER & DANCE

MOTION: 19.11.839. Moved by: COUNCILLOR ROXIE RUTT

That Council provide sponsorship to the Little Smoky Community Centre in the amount of \$1,000.0 to the Annual Wild Game Dinner and Dance, to be held on November 30, 2019 in Little Smoky, AB., with funds to come from Community Services Miscellaneous Grants.

CARRIED

7.16 LITTLE SMOKY COMMUNITY CENTER REALLOCATION OF GRANT FUNDS

LITTLE SMOKY
COMMUNITY
CENTRE
REALLOCATION OF
GRANT FUNDS

MOTION: 19.11.840. Moved by: COUNCILLOR WINSTON DELORME

That Council approve the \$5,000.00 in awarded grant funds for wheelchair accessibility to the Little Smoky Community Center to be reallocated for major repairs on the Little Smoky skating rink.

CARRIED

7.17 WATER NORTH COALITION VOTING MEMBERSHIP

WATER NORTH
COALITION VOTING
MEMBERSHIP

MOTION: 19.11.841. Moved by: COUNCILLOR SHAWN ACTON

That Council appoint Deputy Reeve Duane Didow, Councillor Shawn Acton to the Water North Coalition and Councillor Tom Burton as the alternate.

CARRIED

7.18 LEAVE OF ABSENCE

LEAVE OF ABSENCE
– DALE GERVAIS

MOTION: 19.11.842. Moved by: COUNCILLOR TOM BURTON
That Council approve the leave of absence for Councillor Dale Gervais for a three month period.

CARRIED

#8
COUNCILLORS
BUSINESS &
REPORTS

8.1 COUNCILLORS' BUSINESS & REPORTS

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

WARD 1

COUNCILLOR WINSTON DELORME submitted his update to Council on his recent activities, which include;
October 28, 2019 Organizational Meeting
October 28, 2019 Regular Council Meeting
Rural Municipalities of Alberta Fall Conference
Tri-Municipal Industrial Partnership Meeting
Council Priority Setting Meeting

WARD 2

COUNCILLOR DALE GERVAIS unavailable to give his report.

WARD 3

COUNCILLOR LES URNESS updated Council on his recent activities, which include;
October 28, 2019 Organizational Meeting
October 28, 2019 Regular Council Meeting
Valleyview & District Recreation Board Meeting
Little Smoky Recreation Area Ski Hill Meeting
Rural Municipalities of Alberta Fall Conference
November 18, 2019 Committee of the Whole Meeting

SENIOR PROPERTY
TAX SUBSIDY

MOTION: 19.11.843. Moved by: COUNCILLOR LES URNESS
That Administration bring back a report on Senior Property Tax subsidy.

CARRIED

WARD 4

COUNCILLOR SHAWN ACTON submitted his update to Council on his recent activities, which include;
October 28, 2019 Organizational Meeting
October 28, 2019 Regular Council Meeting
Valleyview & District Library Board Meeting
Council Priority Setting Meeting
Rural Municipalities of Alberta Fall Conference

November 18, 2019 Committee of the Whole Meeting
Fox Creek Synergy Group Meeting
Fox Creek Library Board Meeting

WARD 5 **REEVE DALE SMITH** unavailable to give his report.

WARD 6 **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;
October 28, 2019 Organizational Meeting
October 28, 2019 Regular Council Meeting
Municipal Planning Commission Meeting (Teleconference)

WARD 7 **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;
October 28, 2019 Organizational Meeting
October 28, 2019 Regular Council Meeting
Community Education Committee
P.A.C.E Board of Directors Meeting
Council Priority Setting Meeting
Seven Gens Ground Breaking Ceremony
Municipal Planning Commission Meeting
Crooked Creek Recreation Club Meeting
Rural Municipalities of Alberta Fall Conference
November 18, 2019 Committee of the Whole Meeting
Keyera Tour
Grande Spirit Foundation Meeting
Grande Prairie Regional College Information Gathering Session

WARD 8 **COUNCILLOR BILL SMITH** Unavailable to give his report.

DIVISION 9 **COUNCILLOR TYLER OLSEN** submitted his update to Council on his recent activities, which include;
October 28, 2019 Organizational Meeting
October 28, 2019 Regular Council Meeting
Council Priority Setting Meeting
Breakfast with the Guys
Seven Gens Ground Breaking Ceremony
Community Futures West Yellowhead Meeting
Grande Prairie Regional Tourism Association Meeting
Caribou Update with MLA Martin Long, AWN President Tom McDonald, and
Foothills Forestry Owners
Rural Municipalities of Alberta Fall Conference

Tri-Municipal Industrial Partnership Legal Meeting
Keyera Wapiti Gas Plant Tour
Tri-Municipal Industrial Partnership Meeting
The River of Death & Discovery Dinosaur Museum Society Meeting

DIVISION 9

DEPUTY REEVE DUANE DIDOW submitted his update to Council on his recent activities, which include;

October 28, 2019 Organizational Meeting
October 28, 2019 Regular Council Meeting
Community Futures West Yellowhead Investment Review Committee Meeting
Council Priority Setting Meeting
Seven Gens Ground Breaking Ceremony
Municipal Planning Commission Meeting (Teleconference)
Community Futures West Yellowhead Board Meeting
Caribou Update with MLA Martin Long, AWN President Tom McDonald, and Foothills Forestry Owners
Rural Municipalities of Alberta Fall Conference
Tri-Municipal Industrial Partnership Legal Meeting
November 18, 2019 Committee of the Whole Meeting
Keyera Wapiti Gas Plant Tour
Review of Cheque Batches – Valleyview
Meet and Greet with new Chief Administrative Officer – Valleyview

MOTION: 19.11.844. Moved by: COUNCILLOR SHAWN ACTON
That Council receive Members Business for information.

CARRIED

**#9
CORRESPONDENCE**

9.0 CORRESPONDENCE

**COUNCIL
CORRESPONDENCE**

MOTION: 19.11.845. Moved by: COUNCILLOR TOM BURTON
That Council accept the correspondence for information, as presented.

CARRIED

**GREENVIEW SNOW
REMOVAL
PROGRAM**

MOTION: 19.11.846. Moved by: COUNCILLOR WINSTON DELORME
That Council direct administration to investigate a subsidy program for snow removal.

CARRIED

10.0 CLOSED SESSION

CLOSED SESSION

MOTION: 19.11.847. Moved by: COUNCILLOR TYLER OLSEN

That the meeting go to Closed Session, at 11:48 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

CARRIED

10.1 INFORMATION THAT IS OR WILL BE AVAILABLE TO THE PUBLIC (FOIPP; Section 29)

OPEN SESSION

MOTION: 19.11.848. Moved by: COUNCILLOR LES URNESS

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 11:59 a.m.

CARRIED

11.0 ADJOURNMENT

#11 ADJOURNMENT

MOTION: 19.11.849. Moved by: COUNCILLOR ROXIE RUTT

That this Regular Council meeting adjourn at 11:59 a.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE



REQUEST FOR DECISION

SUBJECT: **Bylaw 19-833 2020 Operating Credit – Borrowing Bylaw**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: December 9, 2019 CAO: DT MANAGER: DD
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: DD
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – MGA Section 251 (1) & (2) and Section 256 (1), (2) and (3)

Council Bylaw/Policy (cite) – Bylaw 19-807

RECOMMENDED ACTION:

MOTION: That Council moves Third and Final Reading of Bylaw 19-833 – 2020 Operating Line of Credit Borrowing Bylaw.

BACKGROUND/PROPOSAL:

Administration is requesting approval from Council to renew the Alberta Treasury Branch (“ATB”) borrowing agreement. The agreement gives permission to Administration to borrow up to FIVE MILLION DOLLARS (\$5,000,000.00). Greenview must have a borrowing bylaw in place to access an “Operating Line of Credit”.

While Greenview’s Administration had access to the \$5 Million for operating, the Operating Line of Credit has only been used to cover the monthly charges against Greenview’s ATB Master Card Account for over ten (10) years. The Master Card Account has an available limit of \$500,000.

ATB requires that the Operating Line of Credit must be reviewed annually.

To ensure that Administration has the proper authority to use this line of credit, Administration is requesting that Council please proceed with first and second readings of the 2020 Borrowing Bylaw.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council approving this bylaw is to ensure that Greenview’s Operating Line of Credit and MasterCard expenditures continue without interruption.
2. Due to the borrowing bylaw being for a period of less than three years, the requirement for a public hearing is waived thus Council may proceed with Second Reading of the bylaw.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may table Bylaw 19-833 for further discussion or information.

Alternative #2: Council may refuse to give Third reading to Bylaw 19-833. This is not recommended by Administration, due to the fact that this decision would indeed cancel Greenview's ability to use the corporate credit cards.

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

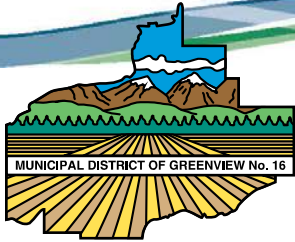
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Following Council's approval of the Bylaw, Administration will arrange with ATB to present the loan documents to the CAO and Reeve for signing on behalf of Greenview.

ATTACHMENT(S):

- Copy of Bylaw 19-807 (Repeal)
- Copy of Proposed Bylaw 19-833 (Proposed)
- Copy of MGA Sections 251 & 256




BYLAW NO. 19-833 **of the Municipal District of Greenview No. 16**

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta,

Whereas, the Council of the Municipal District of Greenview No. 16 (hereinafter called the “Corporation”) in the Province of Alberta considers it necessary to borrow certain sums of money for the purpose of current expenditures of the Corporation for its financial year commencing January 2020.

Therefore, pursuant to the provision of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation borrow from Alberta Treasury Branches (hereinafter called “ATB”) up to the principal sum of FIVE MILLION DOLLARS (\$5,000,000.00), repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each every month.
2. The Chief Elected Official and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. to apply to ATB for the aforementioned loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to the ATB;
 - b. as security for any money borrowed from ATB
 - i. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - ii. to give or furnish ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - iii. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish ATB the security or securities required by it.
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are taxes, reserves, grants, etc.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.



5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.

6. Bylaw No. 19-807 is hereby repealed.

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

Read a first time this _____ day of _____, A.D., 2019.

Read a second time this _____ day of _____, A.D., 2019.

Read a third time and passed this _____ day of _____, A.D., 2019.

REEVE

CHIEF ADMINISTRATIVE OFFICER



BYLAW NO. 19-807 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta,

Whereas, the Council of the Municipal District of Greenview No. 16 (hereinafter called the "Corporation") in the Province of Alberta considers it necessary to borrow certain sums of money for the purpose of current expenditures of the Corporation for its financial year commencing January 2019.

Therefore, pursuant to the provision of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation borrow from Alberta Treasury Branches (hereinafter called "ATB") up to the principal sum of ONE MILLION DOLLARS (\$1,000,000.00), repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each every month.
2. The Corporation allocate \$500,000.00 of the \$1,000,000.00 Line of Credit, to the Corporation's MasterCard Account Limit, inclusive of all Corporation issued MasterCards.
3. The Chief Elected Official and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. to apply to ATB for the aforementioned loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to the ATB;
 - b. as security for any money borrowed from ATB
 - i. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - ii. to give or furnish ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - iii. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish ATB the security or securities required by it.
4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are taxes, reserves, grants, etc.

5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.

6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.

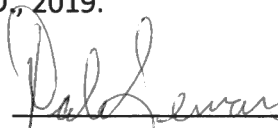
7. Bylaw No. 18-788 is hereby repealed.

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

Read a first time this 11th day of February, A.D., 2019.

Read a second time this 11th day of February, A.D., 2019.

Read a third time and passed this 25th day of February, A.D., 2019.



REEVE

INTERIM CHIEF ADMINISTRATIVE OFFICER

MGA Sections 251 & 256

Section 251

- (1)** A municipality may only make a borrowing if the borrowing is authorized by a borrowing bylaw.
- (2)** A borrowing bylaw must set out
 - (a) the amount of money to be borrowed and, in general terms, the purpose for which the money is borrowed;
 - (b) the maximum rate of interest, the term and the terms of repayment of the borrowing;
 - (c) the source or sources of money to be used to pay the principal and interest owing under the borrowing.

Section 256

- (1)** This section applies to a borrowing made for the purpose of financing operating expenditures.
- (2)** The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.
- (3)** A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.



REQUEST FOR DECISION

SUBJECT: **Bylaw 19-831 Business Licensing Bylaw**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: December 9, 2019 CAO: DT MANAGER:
DEPARTMENT: ECONOMIC DEVELOPMENT GM: SW PRESENTER: KK
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act R.S.A 2000, Chapter M-26, Section 7 (e).

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give third reading to Bylaw 19-831 “Business Licensing Bylaw.”

BACKGROUND/PROPOSAL:

Bylaw 19-831 is a consolidation of the business license bylaws of Greenview and the former Town of Grande Cache. In the past, Greenview has made business licenses optional for businesses in Greenview. With the addition of Grande Cache, and the increasing number of businesses in other areas of Greenview, administration believes making business licenses mandatory for businesses operating in Greenview is in the best interest of the municipality.

Business licenses help ensure that the businesses operating within Greenview are operating in compliance with other municipal bylaws, as well as provincial legislation. In addition, a business license bylaw helps regulate the activities of businesses within Greenview in a consistent manner.

Another change to this bylaw is that Economic Development rather than Planning and Development will administer it.

Highlights of Bylaw 19-831:

- Business licenses are mandatory for all businesses operating within Greenview.
- Special provisions for hawkers, peddlers, mobile food vendors, temporary business licenses and special events are included.
- Licenses are renewed annually.
- Appeal provisions added.
- There is a grace period included for a portion of 2020 to allow for businesses to adapt to the new system without being penalized or in contravention of the bylaw until April 1, 2020.
- Both the former Greenview bylaw and the Grande Cache bylaw are repealed by this bylaw.

Council requested additional clarity on the following items:

- Resident vs. non-resident business clarified with the addition of Temporary business. Council raised the question about temporary businesses. In this bylaw resident refers to the physical location of the business not the individual who owns the business. This is how it is distinguished in the schedule of fees. Temporary business was added as a definition as there are temporary business licenses available.
- Cost was requested to be adjusted, that is being proposed in a schedule of fees amendment.
- Fire code concerns were raised so a compliance clause was included in section 7.2, where the business licensee is responsible to comply with all bylaws and policies of Greenview and any provincial or federal legislation or regulation including health code and fire code.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a single Business Licensing Bylaw that applies to all areas of Greenview and allows for consistent administration of business licenses in Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to have business licenses remain optional, however this is not recommended as it would not allow administration to regulate business activities in Greenview.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will bring the bylaw back for third reading.

ATTACHMENT(S):

- Bylaw 00-324
- Grande Cache Bylaw 787
- Bylaw 19-831



BYLAW NO. 00-324

of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, relating to the Licensing and Regulation of Businesses, Occupations and Properties in the Municipal District of Greenview.

PURSUANT TO the provisions of the Municipal Government Act, being Chapter M-26.1, R.S.A. 1994 as Amended, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

Title

1. This bylaw may be cited as "The Licensing Bylaw."

Definitions

2. In this bylaw, unless the context otherwise requires:
 - a) "Act" means the Municipal Government Act, Chapter M-26.1, R.S.A., 1994 as amended or replaced from time to time.
 - b) "Applicant" means a person who applies for a license or a renewal of a license required by this bylaw.
 - c) "Carry on" means carry on, operate, perform, keep, hold, occupy, deal in or use, for gain, whether as principal or agent.
 - d) "Council" means the Municipal Council of The Municipal District of Greenview.
 - e) "Home occupation" means any person, firm or corporation carrying on any business out of a residence within The Municipal District of Greenview.
 - f) "License" means a license granted by The Municipal District of Greenview entitling the person to whom it is granted to carry on business therein specified in The Municipal District of Greenview.
 - g) "License Inspector" means the person appointed by resolution of Council.
 - h) "Licensee" means a person holding a valid and subsisting license issued pursuant to the provisions of this bylaw.
 - i) "Municipal District" means The Municipal District of Greenview No. 16, a municipal corporation in the Province of Alberta.
3. Council shall appoint a License Inspector to carry out the terms of this bylaw.

Powers and Duties

4. The powers and duties of the License Inspector are:
 - a) to receive all applications for licenses including the collection of money payable under this bylaw;
 - b) to ascertain that all information furnished by an applicant in connection with an application for license is true in substance and in fact;
 - c) the Municipal District, its employees and agents, while acting within the scope and course of their employment are exempt from any and all items and provisions of this bylaw.
 - d) to issue licenses.

5. Necessity for License

A business within the Municipal District may:

- a) carry on any undertaking, do any act, or use or have any article for which a license is required;
- b) apply for a business license.

License Fee

6. A person applying for a business license to carry on or operate any business, calling, trade or occupation within or partly within the Municipal District shall pay to the License Inspector, the license fee of TWENTY DOLLARS (\$20.00) for each new application, or TEN DOLLARS (\$10.00) for annual renewal.

Application Form

7. An applicant for a license may make application to the License Inspector on a form supplied by the License Inspector, furnishing such information as the form shall require and such additional information as the License Inspector may from time to time require, including:

- a) a statutory declaration, where required by the License Inspector, substantiating the information contained in the form;
- b) every Federal or Provincial Certificate, authority, license or other document or qualification that may be required in connection with the carrying on of a business;
- c) a Provincial License where required under any Provincial Act;
- d) any certificate or other approval required by any provision of this bylaw in respect of the business;
- e) the license fee payable in respect of the business as set out in this bylaw.

Home Occupation

8. No license shall be issued for a home occupation until the applicant is in possession of a valid development permit issued under the provisions of the Municipal District's Land Use Bylaw.

9. Where a business subject to licensing is carried on or intended to be carried on in more than one location, a license shall be required in respect of each place as though the business carried on in each were a separate business.

Compliance

10. Whenever an applicant for a license has complied with the terms of this bylaw and of any other bylaws applicable, he shall be entitled to the license applied for upon payment of the proper fee.

Duration

11. Every license issued under the provisions of this bylaw shall terminate at midnight on the 31st day of December of the year in which said license was issued unless:

- a) the license provides otherwise; or
- b) the license has been sooner canceled or forfeited.


Fees


12. Where a fee required has been paid by the tender of an uncertified cheque, the license:
- a) is issued subject to the cheque being accepted and cashed by the bank without any mention of this condition being made on the license; and
 - b) is automatically revoked if the cheque is not accepted and cashed by the bank on which it is issued.

Read a first time this 13th day of September, 2000.

Read a second time this 25th day of October, 2000.

Read a third time and finally passed this 25th day of October, 2000.


 REEVE


 MUNICIPAL MANAGER

**The Town of Grande Cache
BYLAW NO. 787**

BEING A BYLAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LICENCING AND CONTROL OF ANY BUSINESSES WITHIN THE TOWN OF GRANDE CACHE.

WHEREAS The Alberta Municipal Government Act, RSA 2000, Chapter M-26 as amended, provides as follows:

- Section 7 A council may pass bylaws for municipal purposes respecting the following matters:
- a) authorize council to pass bylaws for municipal purposes respecting business activities and persons engaged in business;
 - b) permit council to provide for a system of Licences, permits or approvals.

AND WHEREAS the Town of Grande Cache is of the opinion that it is desirable to establish a bylaw to regulate business activities and persons engaged in business within the municipal boundaries;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Grande Cache is duly assembled in Council Chambers at Grande Cache, Alberta, enacts as a bylaw the following:

1.0 NAME AND INTERPRETATION

1.1 This bylaw may be referred to as the Grande Cache Business Licence Bylaw.

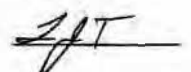
1.2 In this Bylaw, except where otherwise defined:

- a) **Advertising** means any public notice meant to attract support for a business, including but not limited to:
 - (i) a poster;
 - (ii) a placard;
 - (iii) a flyer;
 - (iv) a sign;
 - (v) a newspaper display;
 - (vi) a television or radio announcement designed to sell a product or publicise a service, or vacancy; or
 - (vii) electronic media.
- b) **Applicant** means a person who applies for a licence or a renewal of a licence required by this bylaw.
- c) **Application** means a written application for a Business Licence and also includes an application to renew or amend a Business Licence, or a request for an exemption from the fees set pursuant to this bylaw.
- d) **Business** means any business, occupation, trade, employment, profession or provision of a service of any kind that is conducted for the purpose of earning income, whether or not it is conducted for the purposes of earning a profit.
- e) **Business Licence** means a licence issued pursuant to this bylaw.
- f) **Business Licence Inspector** means a person authorised by the Chief Administrative Officer to exercise the powers outlined in Section 2.0 of this bylaw and may include a member of the Royal Canadian Mounted Police or a Community Peace Officer of the Town of Grande Cache, pursuant to the Public Security Peace Officer Program and the Peace Officer Act, RSA 2006, Chapter P-3.5, as amended from time to time.
- g) **Calendar Year** means a length of time lasting a year beginning on January 1st and ending on December 31st.

Chair Initial



CAO Initial

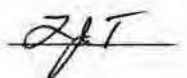


- h) **Chief Administrative Officer** means the Chief Administrative Officer of the Town of Grande Cache appointed by Council, or anyone designated by the Chief Administrative Officer to act on his/her behalf.
- i) **Carry On** means to carry on, continue, operate, perform, keep, hold, occupy, deal in or use a thing, object or practice for gain.
- j) **Charity or Non-Profit Organization** means a person, association of persons or a corporation, acting for charity or in the promotion of the general social welfare which cannot at any time distribute any dividend or profit to its members and includes:
- i) a religious society or organization,
 - ii) a service Club,
 - iii) a community, veterans or youth organization,
 - iv) a sport or fraternal organization or club,
 - v) an employers' or employees' organization,
 - vi) museums, galleries, cultural organizations and educational institutions, or
 - vii) other groups or organizations similar to those listed under i) – vi), in the opinion of the Business Licence Inspector.
- k) **Contractor** means a person who undertakes as principal or subcontractor to do, provide or carry on business within the limits of the Town of Grande Cache.
- l) **Council** means the duly elected officers of the Town of Grande Cache and the Chief Elected Officer.
- m) **Development Officer** means any person designated as such pursuant to the Town of Grande Cache's Land Use Bylaw.
- n) **Development Permit** means a permit issued pursuant to the Land Use Bylaw.
- o) **Federal or Provincial Licence** means any licence, permit or accreditation issued by the provincial or federal government, which is required to practice a certain profession, such as a law licence, a medical licence or a Chartered Accountant designation.
- p) **Hawker or Peddler** means a hawker, peddler, transient trader, itinerant seller or other person who:
- i) enters the Town of Grande Cache to buy, sell or otherwise deal in wares or merchandise, or offers or exposes for sale to any person, by means of samples, patterns, cuts, blue prints or pictures, wares or merchandise to be sold at that time or to be delivered afterwards or shipped to the Town of Grande Cache;
 - ii) sells merchandise or services, or both, on the street or elsewhere other than at a building that is their permanent place of business, but does not include any person operating a business within a residential dwelling, or any person selling a meat, fruit or other farm produce that has been produced, raised or grown by himself, or fish of his own catching.
- q) **Hawker/Peddler Licence** means a Business Licence granted by the Business Licence Inspector to a person who intends to carry on business in the Town of Grande Cache as a Hawker or Peddler.
- r) **Home-Based Business** means a home occupation carried on as a business within a dwelling pursuant to the Land Use Bylaw.
- s) **Land Use Bylaw** means the Land Use Bylaw of the Town of Grande Cache and all amendments thereto as approved by Council.

Chair Initial



CAO Initial



- t) **Licencee** means the person that obtains a licence from the Town of Grande Cache pursuant to this bylaw.
- u) **Non-Resident Business** means a business that does not have a permanent office or place of business in the Town of Grande Cache but which carries on any business partly or wholly within the limits of the Town of Grande Cache.
- v) **Premises** means any office, residence, store, warehouse, factory, building, enclosure, yard or other place used for the purpose of carrying on a business.
- w) **Renewal** means a renewal of an existing Business Licence pursuant to this bylaw.
- x) **Resident Business** means a business physically located within the corporate limits of the Town of Grande Cache and includes Home-Based Businesses.
- y) **Scope** means a change of use or a change in intensity of use of a development pursuant to the Land Use Bylaw.
- z) **Special Event Licence** means a Business Licence granted by the Business Licence Inspector to a person who intends to carry on business as part of a special event in the Town of Grande Cache for a period of four (4) days or less, at the discretion of the Business Licence Inspector.
- aa) **Temporary Licence** means a temporary Business Licence granted by the Business Licence Inspector to a person who intends to carry on business in the Town of Grande Cache for a period to twenty one (21) days or less, at the discretion of the Business Licence Inspector.
- bb) **Violation Ticket** means the same as in the Provincial Offences Procedure Act, RSA 2000, Chapter P-34, as amended or repealed and replaced from time to time.

2.0 BUSINESS LICENCE INSPECTOR

The Business Licence Inspector shall:

- a) issue Business Licences, impose conditions on licences, or refuse to grant licences on just or reasonable grounds;
- b) refuse, revoke or suspend Business Licences under circumstances as noted under Section 11.2 of this bylaw;
- c) carry out inspections of premises, lands or buildings and make any inquiries necessary to ensure compliance with this bylaw and Section 17(2)(g) of the Freedom of Information and Protection of Privacy Act, including the power to obtain and verify information from other employees or agents of the Town of Grande Cache, other governments, government agencies or persons, so long as the purpose is for information pertaining to the Business Licence;
- d) be responsible for the administration and enforcement of this bylaw;
- e) exercise any other power or responsibility provided under this bylaw; and
- f) enforce penalties for violation of this bylaw.

3.0 NECESSITY OF A BUSINESS LICENCE

- 3.1 Except as provided for in Section Four (4.1) of this Bylaw, no person shall carry on or operate a business within the Town of Grande Cache without a valid Business Licence.

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- 3.2 Further to Section 4.1, any advertising of a business carried on or operating within the Town of Grande Cache shall be considered proof of the fact that a person is carrying on or operating a business.
- 3.3 Any person who carries on or operates a business at more than one premise shall obtain a separate Business Licence for each premise.

4.0 EXEMPTION FROM LICENCING REQUIREMENTS

4.1 The following organizations and operations do not require a Business Licence:

- a) Any person under 18 years of age providing individual light duty occasional service such as snow shovelling, babysitting, yard work, or newspaper delivery;
- b) A vendor of goods only as part of the activities of a Farmer's Market as regulated by the Province of Alberta;
- c) The following persons may carry on or operate a business in the Town of Grande Cache without a Business Licence:
 - i) the Crown in right of Alberta;
 - ii) the Crown in right of Canada;
 - iii) a Crown Corporation;
 - iv) the Town of Grande Cache; or
 - v) a person whose business is expressly exempted from the requirement of a Business Licence by a statute of the Legislature of Alberta or Parliament of Canada.

If only part of a business is covered by an exemption under this subsection, the person who carries on or operates the business must comply with this bylaw in respect of any part of the business that is not exempt.

- d) A non-resident business that supplies bulk goods for the purpose of resale to a resident business that holds a valid Business Licence.
- e) The Business Licence Inspector may, upon receipt of proof, waive a Business Licence fee upon receipt of an application for a fee waiver by a charity or non-profit organization that wishes to carry out fundraising activities. A vendor carrying on business as part of the fundraising activities is deemed to be included under the Business Licence obtained by the charity or non-profit organization provided the vendor is listed on the Business Licence obtained by the charity or non-profit organization. This does not apply to vendors carrying on business as part of a special event as defined in Section 1.2 (z).

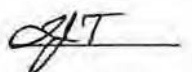
5.0 PREREQUISITES FOR A BUSINESS LICENCE

- 5.1 No business Licence shall be granted unless the applicant holds a valid development permit where required by the Land Use Bylaw for such a business.
- 5.2 No Business Licence shall be granted if the applicant fails to comply with any other bylaws of the municipality, or any laws of the Government of Alberta or the Government of Canada, that are relevant to the business in question.
- 5.3 When a required fee has been paid by cheque, the Business Licence is issued subject to it being cleared by the bank in question, and is automatically revoked if the cheque is returned by the applicant's bank for any reason.

Chair Initial



CAO Initial



6.0 APPLICATION FOR A BUSINESS LICENCE

6.1 Application for a Business Licence shall be made by the owner of the business, or a representative designated with written authorization from the owner, in the form required by the Business Licence Inspector and requires the following:

- a) the applicant's full name;
- b) the name of the business and any trade name under which the business is to be conducted;
- c) the phone number of the business, along with the fax number, if applicable;
- d) the operating and mailing address of the business;
- e) the website of the business, if applicable;
- f) the email address of the business, if applicable;
- g) the proper name of the owner of the business if separate from the applicant's name under subsection 6.1(i);
- h) the emergency contact information of the owner or applicant, or another individual designated by the owner;
- i) the Business Licence fee specified under the Fee Schedule, unless that business is exempt under Section 4.1(c) of this bylaw;
- j) the applicant's signature; and
- k) any other information as deemed necessary by the Business Licence Inspector.

6.2 An applicant shall not submit any information with respect to an application that is misleading, false or inaccurate.

7.0 APPLICATION REVIEW AND DECISION

7.1 The Business Licence Inspector shall consider each complete application, or request for a waiver of fees, as provided under Section 4.1(e) of this bylaw, and will provide a decision within thirty (30) consecutive days of receipt of the complete application or request.

7.2 Subject to Section 4.1 (e), no Business Licence shall be granted if the applicant fails to provide the appropriate fee to the Business Licence Inspector as outlined in the Fee Schedule, which must be provided with the initial application as noted under Section 6.1 (i) of this bylaw.

7.3 A person who intends to carry on business as a Hawker or a Peddler may apply to the Business Licence Inspector for a Hawker/Peddler Licence. A Hawker/Peddler Licence shall expire at 12:00 am (midnight) on the day stated on the licence, and may be renewed by the Business Licence Inspector upon payment of the appropriate fee.

7.4 A person who intends to carry on a temporary business may apply to the Business Licence Inspector for a Temporary Business Licence. A Temporary Business Licence shall expire seven (7) days after the date stated on the Licence, and may be renewed by the Business Licence Inspector upon payment of the appropriate fee.

Chair Initial



CAO Initial



8.0 CONDITIONS OF BUSINESS LICENCE

- 8.1 The Licencee shall post their licence in a conspicuous place on the premises of their business, or where the business is otherwise being carried on, so it is visible to the patrons or customers of the business. If the Licencee does not occupy premises for the purposes of carrying on their business, they shall produce their licence for the Business Licence Inspector or any other person duly authorized by the Town of Grande Cache upon request. Failure to produce or display a Business Licence will be considered an offence.
- 8.2 The Licencee shall ensure that the operation of their business complies with the conditions set out in their licence and any other applicable bylaws and federal and/or provincial statutes/regulations.
- 8.3 The Licencee shall promptly inform the Business Licence Inspector of any changes in:
- a) the address of the business;
 - b) the telephone, fax, email or website address of the business;
 - c) the name of the business;
 - d) the type of business carried on by the Licencee;
 - e) the ownership of the business, and
 - f) change in the scope of the business.
- 8.4 If a business ceases to carry on the business for which a licence is granted, the Licencee shall notify the Business Licence Inspector.
- 8.5 A Licencee will provide access to their business premises at all reasonable times to the Business Licence Inspector, after being properly identified, for the purpose of ascertaining if the provisions of this bylaw are being complied with. The Licencee who allows or causes to allow any hindrance, prevention or refusal of access to the properly identified Business Licence Inspector to the premises shall be guilty of an offence.

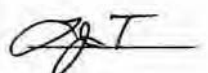
9.0 LICENCE EXPIRY AND RENEWAL

- 9.1 A Business Licence shall expire on December 31st of the calendar year in which it was issued.
- 9.2 A Licencee who pays the renewal fee before their previous licence expires shall be issued a new Business Licence upon the expiry of their previous licence subject to the provisions of this bylaw.
- 9.3 The fee payable for a Business Licence issued between January 1st and June 30th in any calendar year shall be the licence fee for the full year as determined by the Fee Schedule. The fee payable for a Resident or Non-Resident Business Licence issued between July 1st and December 31st shall be 50% of the licence fee for the full year as determined by the Fee Schedule.
- 9.4 If the Licencee does not pay the appropriate renewal fee by January 31st of the calendar year after their previous Business Licence has expired, their licence is hereby revoked as per Subsection 11.2 (e) of this bylaw and the Licencee is subject to Violation Tickets as stated in Section 15 of this bylaw, if they continue to operate their business.
- 9.5 Upon refusing to issue or renew a Business Licence, the Business Licence Inspector must give written notice of the decision for refusal, setting out in general terms for the applicant the reasons for the decision and provide information on how the applicant may appeal the decision.

Chair Initial



CAO Initial



- 9.6 Where a notice is sent, given or served by mail, and the document is properly addressed and sent by prepaid regular mail, unless the contrary is proven, the service shall be presumed to be effected seven (7) days from the date of mailing if the document is mailed in Alberta to an address in Alberta.

10.0 TRANSFER OR SALE OF BUSINESS LICENCE

- 10.1 With the exception of home-based businesses, a Licencee may transfer their Business Licence to a new owner upon submission of an application, provided that the new Licencee intends to carry on the same business as the previous Licencee and there is no change of use or a change in intensity of use and provided that the conditions in Section 10.2 of this Bylaw have been met.
- 10.2 A transfer made under Section 10.1 must:
- a) be made within five business days of the transfer of the business;
 - b) provide a copy of transfer documentation satisfactory to the Business Licence Inspector; signed by both the Licencee and the person to whom the business is being transferred; and
 - c) include any changes in the information that must be submitted to the Business Licence Inspector as defined in Section 6.1 and Section 8.4.
- 10.3 If an application for a transfer is not made within the time specified in Subsection 10.2 (a), the Business Licence is revoked pursuant to Section 11.1 (f) the sixth (6th) business day following the transfer of the business.
- 10.4 Business Licences for home-based businesses are non-transferable.

11.0 CANCELLATION OR REVOCATION OF BUSINESS LICENCE

- 11.1 A Licencee may choose to cancel their Business Licence upon written request to the Business Licence Inspector. The licence fees are not refundable.
- 11.2 The Business Licence Inspector may suspend or revoke a Business Licence under the following:
- a) if the Licencee violates any conditions that may have been imposed on the Business Licence when it was first issued;
 - b) if the Licencee violates this or any other applicable bylaws of the Town of Grande Cache;
 - c) if the Licencee is found to have provided false information on their licence application;
 - d) when any required certificate, authority, licence or other document issued by the Government of Canada or the Government of Alberta and legally required for the operation of the business covered by the licence is suspended, cancelled, terminated or surrendered;
 - e) when a fee or fine owed by the Licencee has not been paid within the appropriate amount of time;
 - f) if, upon review by a Development Officer, a new Licencee obtains a transferred licence under Section 10.1 of this bylaw and intends to make any changes to the nature of their new business that constitute a change of scope, such that a new development permit must be obtained; or

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CAO Initial



- g) when an applicant's or Licencee's cheque provided as payment for a fee or fine is returned by the applicant's bank for any reason on which it was issued, as noted in Section 5.3 of this Bylaw.
- 11.3 When a Business Licence will be revoked under Section 11.2, the Business Licence Inspector shall notify the Licencee by:
- a) personal service of a notice on the Licencee; or
 - b) by mailing a notice to the Licencee to the Licencee's business location or residential address where a notice is sent, given or served by mail, and the document is properly addressed and sent by prepaid regular mail, unless the contrary is proven, the service shall be presumed to be effected seven (7) day from the date of mailing if the document is mailed in Alberta to an address in Alberta.
- 11.4 Upon revoking or suspending a Business Licence, the Business Licence Inspector must give written notice of the revocation or suspension, setting out in general terms for the Licencee the reasons for the revocation or suspension, and in the case of a suspension the period of the suspension, and provide information on how the Licencee may appeal the suspension or revocation to the Chief Administrative Officer.
- 11.5 If a Business Licence is suspended, the Licencee may resume operation when the Business Licence is reinstated, either by decision of the Business Licence Inspector or Council under Section 12.7 of this bylaw.

12.0 APPEALS

- 12.1 Except as noted under Section 12.2, an applicant who has been refused a Business Licence may appeal to the Chief Administrative Officer when an application for a Business Licence has been refused or an existing Business Licence has been suspended or revoked under Section 11.2 of this bylaw.
- 12.2 An applicant may not appeal a refusal to issue or renew a licence if the reason for the refusal is the failure to pay any violation ticket fee or provide any required information.
- 12.3 An appeal made under Section 12.1 of this bylaw must be made by the applicant to the Chief administrative Officer within thirty (30) days of receipt as laid out in Section 9.5 and Section 11.3.
- 12.4 An appeal shall be made in writing to the Chief Administrative Officer. The appeal form shall contain:
- a) the name of the applicant and contact information, including but not limited to mailing address and telephone number;
 - b) information relating to the decision being appealed regarding the refusal of the issuance of, or the revocation or suspension of, a business licence;
 - c) grounds for appeal; and
 - d) any other information the Chief Administrative Officer considers necessary.
- 12.5 Upon receipt of a notice, the Chief Administrative Officer shall review the notice of appeal to ensure that it has been completed in accordance with the regulations of this bylaw. If the Chief Administrative Officer determines that the appeal has not been properly completed, they shall notify the applicant, who will have three (3) days from receipt of the Chief Administrative Officer's notice to correct any insufficient information.

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- 12.6 Upon confirming that an appeal is complete, the Chief Administrative Officer shall arrange for Council to hear the appeal at the next available meeting, providing a copy of the appeal to the Business Licence Inspector and advising both the Business Licence Inspector and the applicant of the date, time and place of the hearing.
- 12.7 Council shall hear the appeal within thirty (30) days of a properly filed appeal being received by the Chief Administrative Officer.
- 12.8 At the appeal hearing, Council shall hear from the Business Licence Inspector and the applicant, and may hear from any other person who may be affected by the decision or accept any other evidence deemed relevant to the case.
- 12.9 After hearing the appeal, Council may:
- a) direct that a Business Licence be issued, with conditions, by the Business Licence Inspector;
 - b) direct that the applicant's licence fee be refunded; or,
 - c) uphold the revocation, suspension or refusal of renewal on grounds which appear just and reasonable.
- 12.10 The decision of Council shall be final and binding.

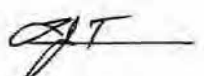
13.0 PENALTIES

- 13.1 Any person who contravenes, disobeys, refuses or neglects to obey any provision of this bylaw by doing an act or thing which they are prohibited from doing herein or failing to do any act or thing they are required to do herein, is guilty of an offence and is liable, upon summary conviction, to the appropriate fine as outlined under the Fee Schedule.
- 13.2 Where a person is convicted of carrying on a business for which a licence fee is payable, without having paid the fee, the court may direct payment of the applicable licence fee to the Town of Grande Cache, in addition to any fine imposed.
- 13.3 Where a business is being carried on in contravention of this bylaw, or where a breach of the bylaw is of a continuing nature, then in addition to any other remedy or any penalty imposed by this bylaw the Town of Grande Cache may, in any of these cases, apply to a judge at the Court of Queen's Bench of Alberta by way of action or originating notices for an injunction or other order, prohibiting the person so contravening the bylaw from continuing to carry on the business without complying with the provision of the bylaw applicable to the business for which the licence is required.
- 13.4 Violation Tickets
- a) Subject to the entry notice provisions of the Act, a designated officer of the Town of Grande Cache, bearing proper identification, may enter onto the land to conduct an inspection in order to determine whether or not this bylaw is being complied with.
 - b) A Peace Officer may issue a violation Ticket to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

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- c) A Violation Ticket issued with respect to a violation of this bylaw shall be served upon the person responsible for the contravention in accordance with the Provincial Offences Procedure Act, RSA 2000, Chapter P-34, as amended.
- d) The person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided as specified under the Fee Schedule.
- e) When a clerk records in the Court records the receipt of a voluntary payment pursuant to Section 26(2) of the Provincial Offences Procedure Act, the act of recording constitutes acceptance of the guilty plea and also constitutes the conviction and the imposition of a fine in the amount of the specified penalty.
- f) In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues and any person guilty of such an offence is liable to a fine in an amount not less than that established in this Part of each such day.

13.5 Nothing in this bylaw shall prevent:

- a) any person from exercising his right to defend any charges of committing a breach of any provision of this bylaw;
- b) any Community Peace Officer or the Business Licence Inspector from recording any information or laying a complaint in lieu of serving a voluntary payment; or
- c) any person from exercising their legal rights such person may have to lay information or a complaint against any person (whether such person has made payment under the provisions of this bylaw or not) for a breach of any provision of this bylaw.

14.0 TRANSITION

- 14.1 A business Licence granted under Bylaw No. 678 and all amendments thereunto shall continue to be valid under this bylaw until its official expiry date, at which time the Licencee must apply for a new licence as required by this bylaw.

15.0 ANNUAL REVIEW


- 15.1 This bylaw shall be reviewed annually no later than the end of October in conjunction with the annual budget process.

16.0 SEVERABILITY

- 16.1 If any section or sections of this bylaw or parts thereof are found in any court of law to be illegal or beyond the power of Council to enact, such section or sections or parts thereof shall be deemed to be severable and all other sections or parts of this bylaw shall be deemed to be separate and independent there from and to be enacted as such.

- 17.0 That Bylaw Nos. 331 and 678 is hereby repealed.

- 18.0 That this bylaw shall come into full force and effect upon the final passing thereof.



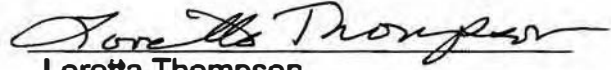
READ a first time this fourteenth day of January, 2015

READ a second time this twenty-eighth day of January, 2015

READ a third time and finally passed this twenty-fifth day of March, 2015



Herb Castle
Mayor



Loretta Thompson
Chief Administrative Officer

SCHEDULE 'A'**Fees, Fines and Penalties****Business Licence Fees****Resident Business**

January 1 st	\$100.00
After July 1 st	\$ 50.00

Non-Resident Business

January 1 st	\$250.00
After July 1 st	\$125.00

Resident Hawkers or Peddlers	\$ 45.00 per year
Or	\$ 35.00 per day

Non Resident Hawkers or Peddlers	\$130.00 per year
Or	\$ 50.00 per day

Temporary Resident	\$ 50.00
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Temporary Non-Resident	\$ 75.00
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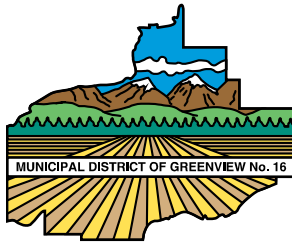
Resident Special Event Licence	\$ 25.00
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Non-Resident Special Event Licence	\$ 50.00
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Fines and Penalties

Every person who commits an offence against this Bylaw is liable to a fine and penalty of not more than Two Thousand Five Hundred Dollars (\$2,500.00) and not less than double the applicable license fee.

Every person who commits an offence of a continuing nature is liable to a fine not exceeding Two Thousand Five Hundred Dollars (\$2,500.00) for each day such offence is continued.



BYLAW NO. 19- 831 **of the Municipal District of Greenview No. 16**

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta to provide for the licensing and control of any businesses within the M.D of Greenview.

Whereas, The Alberta Municipal Government Act, R.S.A 2000, Chapter M-26 as amended, provides that a Council may pass bylaws for municipal purposes respecting the following matters:

- a. Authorize Council to pass bylaws for municipal purposes respecting business activities and persons engaged in businesses;
- b. Permit Council to provide for a system of licenses, permits or approvals.

And whereas, The M.D of Greenview is of the opinion that it is desirable to establish a bylaw to regulate business activities and persons engaged in business within municipal boundaries;

Therefore The Council of the M.D of Greenview duly assembled enacts as follows:

1. Title

- 1.1 This bylaw may be referred to as the “Business Licensing Bylaw.”

2. Definitions

- 2.1 **Advertisement** means any public notice meant to attract support for a business, including but not limited to:
 - a. Posters;
 - b. Placards;
 - c. Flyers;
 - d. Signs;
 - e. Newspaper displays;
 - f. Television or radio announcement designed to sell a product or publicize a service, vacancy; or
 - g. Other electronic media.
- 2.2 **Applicant** means a person who applies for a license or renewal of a license required by this bylaw.
- 2.3 **Application** means a written application for a business license and also includes an application to renew or amend a business license, or request an exemption from the fees pursuant to this bylaw.
- 2.4 **Business** means any business, occupation, trade, employment, profession or provision of a service of any kind that is conducted for the purpose of earning income, whether or not it is conducted for earning a profit.



BYLAW NO. 19- 831 of the Municipal District of Greenview No. 16

- 2.5 **Business License** means a license issued pursuant to this bylaw.
- 2.6 **Business License Inspector** means a person authorized by the CAO to exercise the powers outlined in Section 6 of this Bylaw.
- 2.7 **Calendar Year** means a length of time lasting a year beginning on January 1 and ending on December 31.
- 2.8 **CAO** means the Chief Administrative Officer for the M.D of Greenview No. 16 appointed by Council.
- 2.9 **Charity or Non-Profit Organization** means a person, association of persons, or a corporation acting for charity or in the promotion of general social welfare which cannot at any time distribute any dividend or profit to its members and includes:
- a. A religious society or organization
 - b. A service club
 - c. A community, veterans, or youth organization
 - d. A sport or fraternal organization or club
 - e. An employers' or employees' organization
 - f. Museums, galleries, cultural organizations, and educational institutions, or
 - g. Other groups or organizations similar to those listed above in the opinion of the Business License Inspector.
- 2.10 **Contractor** means a person who undertakes as principal or subcontractor to do, provide or carry on business within Greenview.
- 2.11 **Council** means the Reeve and Councillors duly elected in the M.D of Greenview and who continue to hold office.
- 2.12 **Development Officer** means any person designated by the CAO as such pursuant to the M.D of Greenview Development Authority Establishment Bylaw 95-159 as amended.
- 2.13 **Development Permit** means a permit (which may include attachments) issued pursuant to the Land Use Bylaw, as amended authorizing a development for use.
- 2.14 **Enforcement Officer** means a member of the Royal Canadian Mounted Police, a Peace Officer appointed pursuant to the Peace Officer Act, or a Bylaw Enforcement Officer.
- 2.15 **Federal or Provincial License** means any license, permit, or accreditation issued by the provincial or federal government, which is required to practice a certain profession, such as a law license, medical license, or a chartered accountant designation.
- 2.16 **Greenview** means the Municipal Corporation of the M.D of Greenview No. 16.
- 2.17 **Hawker or Peddler** means any person who goes from place to place, or to a particular place, with goods, wares, merchandise or foodstuffs for sale, or who carries



BYLAW NO. 19- 831 of the Municipal District of Greenview No. 16

or displays samples, patterns or specimens of any goods, wares or merchandise for which orders are taken and that are to be delivered in Greenview afterwards.

- 2.18 **Hawker/Peddler License** means a license issued by a business license inspector to a person who intends to carry on a business in Greenview as a hawker or peddler.
- 2.19 **Home Based Business** means a Home Occupation (Major) or Home Occupation (Minor) carried on as a business within a dwelling pursuant to the Land Use Bylaw.
- 2.20 **Home Office Business** means an accessory development within a dwelling unit for a business that involves a professional or service office operated by a permanent resident and which does not involve any external signage, keeping of products or goods related to the business on-site, client or customer visitations including deliveries, and employees;
- 2.21 **Land Use Bylaw** means the Land Use Bylaw of Greenview and all amendments thereto as approved by Council.
- 2.22 **Licensee** means the person that obtains a license from Greenview in pursuant to this bylaw.
- 2.23 **Mobile Vendor** means an individual selling food, services, merchandise, or other products from a mobile vehicle, cart, trailer or stand or other primary piece of equipment, which may operate at various locations within Greenview.
- 2.24 **Non-Resident Business** means a business that does not have a permanent office or place of business located in Greenview, but which carries on any business.
- 2.25 **Premises** means any office, residence, store, warehouse or factory, building enclosure, yard or other place used for carrying on a business.
- 2.26 **Renewal** means a renewal of an existing business license pursuant to this bylaw.
- 2.27 **Resident Business** means a business physically located within the corporate limits of the M.D of Greenview and includes a home-based business.
- 2.28 **Special Event License** means a business license granted by a business license inspector to a person who intends to carry on a business as part of a special event in Greenview for a period of four (4) days or less, at the discretion of the business license inspector.
- 2.29 **Temporary Business** means a business that is temporarily located within the M.D of Greenview from time to time.
- 2.30 **Temporary License** means a temporary business license granted by the business license inspector to a person who intends to carry on a business in Greenview for a period of twenty-one (21) days or less, at the discretion of the business license inspector.



BYLAW NO. 19- 831 **of the Municipal District of Greenview No. 16**

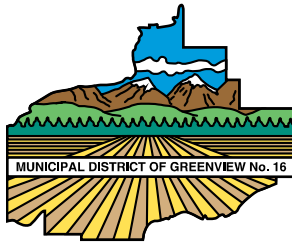
2.31 Violation Ticket means the same as in the Provincial Offences Procedures Act, R.S.A. 2000, Chapter P-34, as amended from time to time.

3. Application

- 3.1 This bylaw shall apply to all businesses operating within the corporate limits of Greenview.
- 3.2 Except where provided for in this bylaw, no person shall carry on or operate a business within Greenview without a valid business license.
- 3.3 Any advertising of a business carried on or operating within Greenview shall be considered proof of the fact that a person is carrying on or operating a business.
- 3.4 Any person who carries on or operates a business at more than one premise shall obtain a business license for each premise.
- 3.5 A business license shall be required for all resident businesses in Greenview as of January 1, 2020. Businesses operating without a valid business license after January 1, 2020 will not be penalized for a contravention of this bylaw, so long as they obtain a valid business license before April 1, 2020.

4. Exemptions

- 4.1 The following organizations do not require a business license:
 - 4.1.1 Any person under eighteen (18) years of age.
 - 4.1.2 Charities or registered non-profit organizations.
 - 4.1.3 A vendor of goods only as part of the activities of a Farmers' Market as regulated by the Province of Alberta.
 - 4.1.4 The following persons may carry on or operate a business in Greenview without a business license
 - 4.1.4.1 The Crown in right of Alberta;
 - 4.1.4.2 The Crown in right of Canada;
 - 4.1.4.3 A Crown Corporation;
 - 4.1.4.4 The M.D of Greenview; or
 - 4.1.4.5 A person whose business is expressly exempted from the requirement of a business license under a statute of Alberta or Canada.
- If only part of a business is covered by an exemption under this section, the person who carries or operates the business must comply with this bylaw in respect to any part of the business that is not exempt.
- 4.1.5 A non-resident business that supplies bulk goods for the purpose of resale to a resident business.



BYLAW NO. 19- 831 of the Municipal District of Greenview No. 16

- 4.1.6 A non-resident business that provides other services to residents of Greenview or to resident businesses of Greenview.
- 4.1.7 A Home Office Business.

5. Prerequisites for a Business License

- 5.1 The applicant must hold a valid development permit where required by the Land Use Bylaw for such a business, except on municipally owned land, which requires a written agreement with Greenview.
- 5.2 The applicant must comply with any other bylaws of the municipality, or any laws of the Government of Alberta or the Government of Canada, that are relevant to the business in question.
- 5.3 When the required fee has been paid, the business license is issued subject to it being cleared by the bank in question, and is automatically revoked if the form of payment is returned by the applicant's bank for any reason.

6. Authorities

- 6.1 Business License Inspector(s)
 - 6.1.1 Issue business licenses, impose conditions on licenses, or refuse to grant licenses on justifiable grounds.
 - 6.1.2 Refuse, revoke or suspend business licenses in accordance with this bylaw.
 - 6.1.3 Carry on inspections of premises, lands or buildings and make any inquiries necessary to ensure compliance with this bylaw and Section 17(2)(g) of the Freedom of information and Protection of Privacy Act, including the power to obtain and verify information from other employees or agents of Greenview, other governments, government agencies or persons, so long as the purpose is for information pertaining to the business license.
 - 6.1.4 Be responsible for the administration of this bylaw.
 - 6.1.5 Exercise any other power or responsibility provided under this bylaw.
- 6.2 Enforcement Officer(s)
 - 6.2.1 Carry on inspections of premises, lands or buildings and make any inquiries necessary to ensure compliance with this bylaw and Section 17(2)(g) of the Freedom of information and Protection of Privacy Act, including the power to obtain and verify information from other employees or agents of Greenview, other governments, government agencies or persons, so long as the purpose is for information pertaining to the business license.



BYLAW NO. 19- 831 of the Municipal District of Greenview No. 16

6.2.2 Enforce penalties for violation of this bylaw.

7. Conditions of a Business License

- 7.1 The licensee shall post the license in a conspicuous location on the premises of their business, or where the business is otherwise being carried on, so it is visible to the patrons and customers of the business. If the licensee does not occupy the premises for the purpose of carrying on their business, they shall produce their license for the business license inspector or any other person duly authorized by Greenview upon request. Failure to produce or display a business license will be considered an offence.
- 7.2 The licensee shall ensure the operation of the business complies with any conditions set out in their license and any other applicable bylaws, and federal or provincial statutes or regulations, including Health Code and Fire Code.
- 7.3 The licensee shall promptly inform the business license inspector of any changes in:
 - 7.3.1 The address of the business;
 - 7.3.2 The telephone, fax, email, or website of the business;
 - 7.3.3 The name of the business;
 - 7.3.4 The type of business carried on by the license;
 - 7.3.5 The ownership of the business; and
 - 7.3.6 Change in scope of the business.
- 7.4 If a business ceases to carry on the business for which the business license was issued, the licensee shall notify a business license inspector.
- 7.5 A licensee will provide access to their business premises at all reasonable times to the business license inspector, after being properly identified, for the purpose of ascertaining if the provisions of this bylaw are being complied with. The licensee who allows or causes to allow any hindrance, prevention, or refusal of access to the properly identified business license inspector to the premises shall be guilty of an offense.

8. Mobile Food Vendors

- 8.1 The following additional permits, application requirements, and conditions must be met by any mobile food vendors (including but not limited to Food Trucks, Food Trailers or Food Carts) prior to the approval of a business license:
 - 8.1.1 A permit must be issued by Alberta Health Services and a copy of the inspection report shall be included with the application.



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- 8.1.2 A Discharge Management Plan must be included with the application and must describe where fats, oils, grease (FOG), refuse and litter will be disposed.
- 8.1.3 Proof of Public Liability Insurance with a minimum of \$2,000,000, with Greenview named as an additional insured party in the certificate of insurance.
- 8.1.4 Written permission authorizing the use of Private Land or from Greenview Administration to use municipal or public land.
- 8.2 Mobile food vendor equipment shall not be more than:
 - 8.2.1 8000 kilograms in weight;
 - 8.2.2 2.5 metres in width; and
 - 8.2.3 9.75 metres in length.
- 8.3 All elements associated with the mobile food vendor operations, including line-ups, signage, and waste receptacles shall not cause any vehicular or pedestrian obstructions or hazards.
- 8.4 Mobile food vendors require the permission of the event organizer to operate at a special event.

9. Special Events

- 9.1 An individual or organization that intends to hold a special event in Greenview must hold an appropriate special event license issued at the discretion of the business license inspector.
- 9.2 A person or organization must operate, conduct, and advertise the special event in accordance with the terms and conditions of the special event license issued.
- 9.3 Special Event Licenses will only be issued for events occurring on municipal or public lands or on lands zoned for commercial activity.
- 9.4 The Special Event Organizer must enter into a written agreement with Greenview for any event that is to take place on public or municipal property.
- 9.5 The following additional permits, application requirements, and conditions must be met by special event organizer prior to the approval of a special event license:
 - 9.5.1 A detailed written explanation of the applicant's plans to provide security and fire protection, water supplies and facilities, sewage and drainage facilities, food supplies and facilities, sanitation facilities, first aid facilities and services, vehicle parking spaces, vehicle access, policing and on site traffic control and if it is proposed or expected that spectators or participants will remain at night or overnight,



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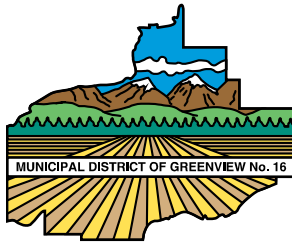
of the Municipal District of Greenview No. 16

the arrangements for illuminating the property and for camping or similar facilities. The applicant's plans shall include what provisions will be made for numbers of spectators in excess of the estimate, provisions for the clean-up of the property and provisions for the removal of garbage after the special event has concluded. The applicant shall include a site plan that clearly indicates the arrangement of the all facilities associated with the proposed concert or special event, including but not limited to those for parking and event ingress and egress;

- 9.5.2 Appropriate Alberta Liquor and Gaming Commission Licensing or any Alberta Health Services permissions required for the food or beverages served at the event.
- 9.5.3 Proof of Public Liability Insurance with a minimum of \$5,000,000, with Greenview named as an additional insured party in the certificate of insurance.
- 9.5.4 Anything else reasonably required by the business license inspector to process the application.

10. Term

- 10.1 A business license shall expire on December 31 of the calendar year in which it was issued.
- 10.2 A licensee who pays the renewal fee before their previous license expires shall be issued a new license upon the expiry of their previous license subject to the provisions of this bylaw.
- 10.3 The fee payable for a business license issued between January 1 and June 30 in any calendar year shall be the license fee for the whole year as determined in the Schedules of Fees, as amended from time to time. The fee payable for a business license issued between July 1 and December 31 shall be a portion of the whole year fee as determined in the Schedules of Fees.
- 10.4 If the licensee does not pay the appropriate renewal fee by January 1 of the calendar year after their previous business license has expired, their license is hereby revoked and the license is subject to violation tickets in accordance with this bylaw if they continue to operate a business.
- 10.5 Upon refusing to issue or renew a business license, the business license inspector must give written notice of the decision for refusal, setting out in general terms for the applicant the reasons for the decision and provide information on how the applicant may appeal the decision.



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- 10.6 Where a notice is sent, given, or served by mail, and the document is properly addressed and sent by prepaid regular mail, unless the contrary is proven, the service shall be presumed to be effected seven (7) days from the date of mailing if the document is mailed to an address in Alberta.

11. Transfer or Sale of Business Licenses

- 11.1 With the exception of home-based businesses, a licensee may transfer their business license to a new owner upon submission of an application, provided that the new licensee intends to carry on the same business as the previous licensee and there is no change of use or change in intensity of use and provided that the conditions of this bylaw have been met.
- 11.2 A transfer made under Section 10.1 must:
- 11.2.1 Be made within thirty (30) days of the transfer of the business;
 - 11.2.2 Include a copy of the transfer documentation satisfactory to the business license inspector; signed by both the licensee and the person to whom the business is being transferred; and
 - 11.2.3 Include any changes in the information that must be submitted to the business license inspector as defined in this bylaw.
- 11.3 If an application for a transfer is not made within the time specified, the business license is revoked on the thirty-first day following the transfer of the business.
- 11.4 Business Licenses for home-based businesses are non-transferable.

12. Cancellation or Revocation of Business Licenses

- 12.1 A licensee may choose to cancel their business license upon written request to the business license inspector. The license fees are not refundable.
- 12.2 The business license inspector may suspend or revoke business licenses under the following circumstances:
- 12.2.1 If the licensee violates any conditions that may have been imposed on the business license when it was first issued;
 - 12.2.2 If the licensee violates this or any other applicable bylaws of Greenview;
 - 12.2.3 If the licensee is found to have provided false information on their license application or is operating outside the scope of business for which the license was issued or contrary to a development permit issued;
 - 12.2.4 When any required certificate, authority, license or other document issued by the Government of Canada or the Government of Alberta and legally required for the operation of



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of the Municipal District of Greenview No. 16

- the business covered by the license is suspended, cancelled, terminated, or surrendered;
- 12.2.5 When a fee or fine, or other account balance to Greenview owed by the licensee has not been paid within the appropriate amount of time;
- 12.2.6 If, upon review of a business license inspector, a new licensee obtains a transfer of license under this bylaw and intends to make changes to the nature of their new business that constitutes a change in use or change in intensity of use, such that a new development permit must be obtained; or
- 12.2.7 When an applicant's or licensee's cheque or other method of payment for a fee or fine is returned to the applicant's bank for any reason.
- 12.3 When a business license will be revoked under this bylaw, the business license inspector shall notify the licensee by:
- 12.3.1 Personal service of a notice to the licensee; or
- 12.3.2 By mailing a notice to the licensee, to the licensee's business location, or residential address. Where a notice is given, or served by mail, and the document is properly addressed and sent by prepaid regular mail, unless the contrary is proven, the service shall be presumed to be effected seven (7) days from the date of mailing if the document is mailed to an address in Alberta.
- 12.4 Upon revoking or suspending a business license, the business license inspector must give written notice of the revocation or suspension, setting out in general terms for the licensee, the reasons for the revocation or suspension, and in the case of a suspension, the period for which the license is suspended, and provide information on how the licensee may appeal the suspension or revocation to the CAO.
- 12.5 If a business license is suspended, the licensee may resume operation when the business license is reinstated, either by a decision of the business license inspector or Council under this bylaw.

13. Appeals

- 13.1 An applicant who has been refused a business license or a licensee's existing business license has been suspended or revoked, may provide a written notice of appeal to the CAO.
- 13.2 An applicant may not appeal a refusal to issue a new license if the reason for refusal is the failure to pay a violation ticket fee, or provide any required information.



BYLAW NO. 19- 831 of the Municipal District of Greenview No. 16

- 13.3 A notice of appeal made under this bylaw must be made by the applicant to the CAO within thirty (30) days of receipt of the notice of refusal, suspension or revocation.
- 13.4 A written notice of appeal must include:
 - 13.4.1 The name of the applicant and contact information, including mailing address and phone number;
 - 13.4.2 Information relating to the decision to refuse or suspend a business license, which is being appealed;
 - 13.4.3 Grounds for appeal; and
 - 13.4.4 Any other information the CAO deems necessary.
- 13.5 Upon receipt of a notice of appeal, the CAO shall review the notice of appeal to ensure that it has been completed in accordance with this bylaw. If the CAO determines that the appeal has not been properly completed, they shall notify the applicant, who will have three (3) days from receipt of the CAOs notice to correct any insufficient information.
- 13.6 Upon confirming that the notice of appeal is complete, the CAO shall arrange for Council to hear the appeal at an upcoming council meeting, providing a copy of the appeal to the business license inspector and advising both the business license inspector and the applicant of the date, time, and place of the hearing.
- 13.7 Council shall hear the appeal within thirty (30) days of a properly filed appeal being received by the CAO, unless an extension is requested by the applicant.
- 13.8 At the appeal hearing, Council will hear from the applicant and the business license inspector, and may hear from any other person who may be affected by the decision or accept any other testimony or evidence deemed relevant to the appeal, in accordance with the Procedural Bylaw, as amended from time to time.
- 13.9 After hearing the appeal, Council will:
 - 13.9.1 Direct that a business license be issued, with conditions, by the business license inspector;
 - 13.9.2 Direct that the applicant's license fee be refunded; or
 - 13.9.3 Uphold the revocation, suspension or refusal of a renewal on grounds which appear to be just and reasonable.
- 13.10 The decision of Council shall be final and binding.

14. Penalties

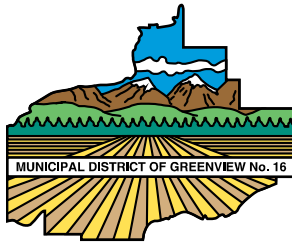
- 14.1 Any person who contravenes, disobeys, refuses or neglects to obey any provision of this bylaw by doing an act or thing which they are prohibited from doing herein, or failing to do any act or thing they are required to do herein,



BYLAW NO. 19- 831 of the Municipal District of Greenview No. 16

is guilty of an offense and is liable, upon summary conviction, to the appropriate fine as outlined in “Schedule A”.

- 14.2 Where a person is convicted of carrying on a business for which a license fee is payable, without having paid the fee, the court may direct payment of the applicable license fee, in addition to any other fines imposed under this bylaw.
- 14.3 Where a business is being carried on in contravention of this bylaw, or where breach of the bylaw is of a continuing nature, then in addition to any other remedy imposed by this bylaw, Greenview may, in any of these cases, apply to a judge at the Court of Queen’s Bench of Alberta by way of action or originating notices or an injunction or other order, to prohibit the person so contravening the bylaw from continuing to carry on the business without complying with the provision of the bylaw applicable to the business for which the license is required.
- 14.4 Violation Tickets:
 - 14.4.1 Subject to the entry notice provisions of the required provincial and federal statutes, a business license inspector, or enforcement officer designated by Greenview, bearing proper identification, may enter onto the land to conduct an inspection in order to determine whether or not this bylaw is being complied with.
 - 14.4.2 An enforcement officer may issue a violation ticket to any person whom the enforcement officer has reasonable grounds to believe has contravened any provision of this bylaw.
 - 14.4.3 A violation ticket issued with respect to a violation of this bylaw shall be served upon the person responsible for the contravention in accordance with the Provincial Offenses Procedure Act, R.S.A. 2000, Chapter P-34, as amended.
 - 14.4.4 The person to whom the violation ticket has been issued may plead guilty by making a voluntary payment as specified under “Schedule A”, in respect to the summons by delivering it to the Provincial Court, on or before the initial appearance date.
 - 14.4.5 In the case of an offense that is of a continuing nature, a contravention constitutes a separate offense in respect of each day on which the offense continues and any person guilty of such offense is liable to a fine in an amount not less than that established in “Schedule A” of each such day.
- 14.5 Nothing in this bylaw shall prevent:
 - 14.5.1 Any person from exercising their right to defend any charges of committing a breach of any provision of this bylaw;



BYLAW NO. 19- 831 of the Municipal District of Greenview No. 16

- 14.5.2 Any enforcement officer or business license inspector from recording any information or laying a complaint in lieu of serving a violation ticket; or
- 14.5.3 Any person from exercising their legal rights such person may have to lay information or a complaint against any person (whether such person has made payment under the provisions of this bylaw or not) for a breach of any provision of this bylaw.

15. Severability

- 15.1 If any section or sections of this bylaw or parts thereof are found in any court of law to be illegal or beyond the power of Council to enact, such section or sections or parts thereof shall be deemed to be severable and all other sections or parts of this bylaw remain in force and effect.
- 15.2 This bylaw hereby repeals Bylaw 00-24 "Licensing of Businesses" and Grande Cache Bylaw No. 787 "Business License Bylaw".
- 15.3 This bylaw shall come into effect January 1, 2020.

Read a first time this 25th day of December, 2019.

Read a second time this 25th day of December, 2019.

Read a third time and passed this _____ day of _____, 2019



BYLAW NO. 19- 831
of the Municipal District of Greenview No. 16

Schedule A

Offense	Fine/Penalty
Operation of a Business without a License	\$500.00
Operation of a Business in contravention of a Suspension	\$500.00
Failure to Display or Produce Business License	\$50.00



REQUEST FOR DECISION

SUBJECT: **Bylaw 19-836 Schedules of Fees Amendment**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: December 9, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, R.S.A. 2000, Chapter M-26.

Council Bylaw/Policy (cite) –Bylaw 19-816 Schedule of Fees

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 19-836 “Schedules of Fees Amendment”.

MOTION: That Council give second reading to Bylaw 19-836 “Schedules of Fees Amendment”.

MOTION: That Council unanimously considers third and final reading of Bylaw 19-836 “Schedules of Fees Amendment”

MOTION: That Council give third and final reading to Bylaw 19-836 “Schedules of Fees Amendment”.

BACKGROUND/PROPOSAL:

In discussions with the Business License Bylaw, Council indicated that they would like the fees for business licenses reduced as business licenses will be required upon the passing of bylaw 19-831. Administration is recommending the elimination of Section 9 of Schedule ‘I’. This will make all resident business licenses \$100.00 each year, and \$50.00 if they apply for a license between July 1 and December 31 for a partial-year license.

Temporary business licenses and Hawkers and Peddlers will be covered under their respective provisions at a reduced rate as indicated in the bylaw.

BENEFITS OF THE RECOMMENDED ACTION:

1. Reduced fees will be less burdensome on businesses, but will still provide that applicants have some “skin in the game” to be compliant with Greenview bylaws, policies, and provincial and federal laws and regulations.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There will be reduced revenues from business licenses.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council may determine an alternative fee for business licenses. Administration does not recommend reducing fees to \$0.00 as there is no guarantee for participation, and no “skin in the game” to remain compliant with Greenview bylaws or other provincial/federal legislation and regulation.

FINANCIAL IMPLICATION:

There are no anticipated financial implications.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

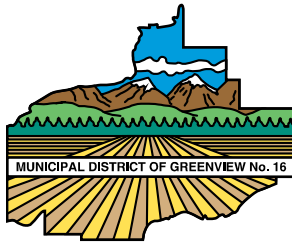
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the bylaw register and the public on the changes.

ATTACHMENT(S):

- Bylaw 19-816
- Bylaw 18-836



BYLAW NO. 19- 836
of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta to amend Bylaw 19-816 being the “Schedules of Fees” Bylaw for the Municipal District of Greenview No. 16.

THEREFORE, pursuant to Section 191(1) of the Municipal Government Act, Chapter M-26, R.S.A 2000, as amended, the Council of the Municipal District of Greenview No. 16, duly assembled enacts as follows:

1. That Section 9 Business License Commercial/ Industrial Titled Land, subsection (i) and (ii) be removed from Schedule ‘I’ of the Schedules of Fees.
2. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this ____ day of ____, 2019.

Read a second time this ____ day of ____, 2019.

Read a third time and passed this ____ day of ____, 2019

REEVE

CHIEF ADMINISTRATIVE OFFICER



BYLAW NO. 19-816 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of establishing rates and fees for the provision of goods and services by, or on behalf of Greenview, as attached to this bylaw as the Schedules of Fees.

Whereas, pursuant to section 7 and 8 of the Municipal Government Act R.S.A 2000, Chapter M-26 as amended, the Planning Act, Chapter P-9, R.S.A. and amendments thereto, and the Taxation Act, Chapter M-31, R.S.A. and amendments thereto, a municipal Council has the authority to pass a bylaw establishing fees for the provision of services; and

Whereas, the Council of the Municipal District of Greenview No. 16 deems it appropriate to establish rates and fees for the provision of various municipal goods and services;

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

1. Title

1.1. This Bylaw may be referred to as the "Schedules of Fees Bylaw."

2. Definitions

2.1. **Greenview** means the municipal corporation of the Municipal District of Greenview No. 16.

3. Application

- 3.1. This bylaw establishes the rates, fees, and charges for certain goods and services provided by Greenview, and provides for the imposition of fines and penalties for certain offenses.
- 3.2. This bylaw and the attached Schedules will be reviewed as required and amendments to any of the rates and fees must be made by Council bylaw.
- 3.3. All fees, fines, rates and penalties provided for in other current bylaws shall remain in full force and effect and may be charged in addition to the provisions stated in this bylaw.

4. Rates and Fees

4.1. The rates and fees are established as set out in the attached Schedules 'A' through 'J'.

5. Severability and Effect

- 5.1. Should any provision of this bylaw be found to be invalid, then such invalid provision shall be severed and the remaining bylaw shall be maintained.
- 5.2. Bylaw 18-790 and Town of Grande Cache Bylaw No. 849 are hereby repealed.
- 5.3. This Bylaw shall come into force and effect upon the day of third and final reading.

Read a first time this 13th day of May, 2019.

Read a second time this 24th day of June, 2019.

Read a third time and passed this 8th day of July, 2019.


REEVE
CHIEF ADMINISTRATIVE OFFICER



Schedules of Fees
Bylaw 19-816

Schedule 'A' Agricultural Services

	Description	GST Status*	Fee in \$
Agricultural Services			
<i>All decisions being at the Agricultural Fieldsman's discretion</i>			
1.	Haying or Pasturing Permits		
i.	Application fee	E	\$100.00
ii.	Plus Annual per Acre Charge	E	\$15.00
2.	Spray Exemption Signs		
i.	Spray Exemption Signs (One-Time Free Only)	T	Free
ii.	Lost or Replacement Signs (each)	T	\$30.00
3.	Guides		
i.	Guide to Crop Protection - Chemical/Cultural	T	\$12.00
ii.	Weed Seedling Guide	T	\$10.00
4.	Picnic Tables		
i.	Non-Profit Organizations - Community Event		No charge
ii.	Private Affair, Non-Public Event - Maximum of 10 days	T	\$10.00 per day
iii.	Delivery Charge, per loaded km	T	\$2.00 per km
5.	Barbecue		
i.	Non-Profit Organizations - Community Event		No charge
ii.	Private Affair, Non-Public Event – (Maximum of 10 days)	T	\$100.00 per day
iii.	Deposit (All Organizations)	E	\$200.00
iv.	Delivery charge (per loaded km)	T	\$2.00 per km
6.	Weed & Insect Control Equipment		
i.	Field Sprayer c/w GPS <i>All Locations</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
ii.	Boomless Sprayer <i>Valleyview, Grovedale</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
iii.	Water Tank on Trailer (For Spraying) <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Estate Sprayer (Pull Type) <i>All Locations</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
v.	Estate Sprayer (3 Point Hitch) <i>Valleyview</i>	T	\$20.00 Each Day (3 Days Maximum if Lineup)
vi.	Quad Mount Sprayer <i>All Locations</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
vii.	Backpack Sprayer (15 Liters) <i>Valleyview, Grovedale</i>	T	\$5.00 Each Day (3 Days Maximum if Lineup)
viii.	Granular Pesticide Bait Applicator (Holds 135 lbs Bran) <i>Valleyview</i>	T	\$30.00 Each Day (3 Days Maximum if Lineup)
7. Spreaders			
i.	Manure Spreader <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	Fertilizer Spreader <i>Valleyview</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
8. Earth Moving Equipment			



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
i.	1000 Earth Mover <i>Valleyview, Crooked Creek</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
ii.	900 Earth Mover <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	425 Earth Mover <i>Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
iv.	12' Pull-Type Blade <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
v.	Vee Ditcher <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
9. Post Pounders			
i.	Post Pounder <i>All Locations</i>	T	\$125.00 Each Day (3 Days Maximum if Lineup)
ii.	Post Pounder <i>All Locations</i>	T	½ day rate \$65.00 each
10. Bin Crane			
i.	Bin Crane <i>Valleyview, Grovedale</i>	T	\$100.00 Each Day (3 Days Maximum if Lineup)
11. Cattle Equipment			
i.	Cattle Squeeze <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
ii.	Loading Chute <i>All Locations</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iii.	Panel Trailer <i>Valleyview, Grovedale</i>	T	\$25.00 Each Day (3 Days Maximum if Lineup)
iv.	Spare Panels <i>Crooked Creek, Grovedale</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Tag Reader <i>Valleyview</i>	T	Free, \$100.00 Deposit Required (3 Days Maximum if Lineup)
12. Conservation Equipment			
i.	50' Heavy Harrow with Granular Applicator <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
ii.	33' Heavy Harrow with Granular Applicator <i>Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
iii.	30' Land Roller <i>Valleyview, Grovedale</i>	T	\$200.00 Each Day (3 Days Maximum if Lineup)
iv.	14' Heavy Disc <i>Valleyview, Grovedale</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
v.	No Till Drill <i>Valleyview</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
13.	Broadcast Seeders		
i.	Truck Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
ii.	Quad Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Hand Seeder <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
14.	Water Pumping Equipment		
i.	Water Pump and Pipe Trailer (AB. Agriculture Unit) <i>Valleyview</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
15.	Miscellaneous Equipment		
i.	Bag Roller <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
ii.	Survey Equipment <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Metal Detector <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iv.	Hay Sampler, Measuring Wheel, Bin Probe, Soil Sampler <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Scare Cannons <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day



Schedules of Fees Bylaw 19-816

	Description	GST Status*	Fee in \$
vi.	Rodent Traps (Two Styles) <i>Valleyview, Grovedale</i>	T	\$10.00 Each Week, \$100 Deposit Required (1 Week Maximum if Lineup)
vii.	Grain Vacuum <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
viii.	Bale Wagon <i>Valleyview, Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
ix.	Pressure Washer on Trailer <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
16.	Recovery of A.S.B. Equipment **Minimum one hour charge for recovery of equipment**		
i.	Recovery of Rental Equipment Requiring 1-ton min. for Transport	T	\$100.00 per hour
ii.	Recovery of Rental Equipment Requiring Vehicle under 1-ton for Transport	T	\$75.00 per hour
iii.	Cleaning (when equipment is returned unclean)	T	\$60.00 per hour
iv.	Removal of Contaminated Soil (Remediation Purposes for Club Root)	T	\$60.00 per hour + Disposal Fee
v.	Repair of Damaged Rental Equipment due to Negligent Use	E	Full cost of repair
17.	Adult Wolf Carcass	E	\$300.00



Schedules of Fees Bylaw 19-816

Schedule 'B' Family and Community Support Services

Family and Community Support Services			
1.	Home Support <i>*This fee can be varied as evaluated and approved by the FCSS Manager.</i>	E	\$20.00*
2.	Summer Day Camps	E	\$40.00

Schedule 'C' Recreation

Recreation				
	Description	GST Status*	Fee in \$	
1.	Grande Cache Arena Rentals (With Ice/ per hour)		June 1, 2018-May 31, 2019	June 1, 2019-May 31, 2020
i.	Adult rate	T	\$169.75	\$170.00
ii.	Adult Non-Prime (Before 3:30 p.m. on Regular School Days)	T	\$107.00	\$109.25
iii.	Youth Rate	T	\$86.50	\$88.25
iv.	Youth Non-prime (Before 3:30 p.m. on Regular School Days)	T	\$53.75	\$55.00
v.	Public Skating Sponsorship	T	\$146.00	148.00
2.	Arena and Curling Rink Surfaces (No Ice)			



Schedules of Fees Bylaw 19-816

i.	Adult Rate per Hour	T	\$75.00	\$76.00
ii.	Youth Rate per Hour	T	\$37.50	\$38.00
iii.	Maximum Day Rate	T	\$366.00	\$373.00
3.	Aquatic Centre		July 1, 2018-May 31, 2019	June 1, 2018-May 31, 2020
i.	Private Rental	T	\$131.75	\$134.50
ii.	Lane Pool/ Swim Club	T	\$86.75	\$88.50
iii.	Wave Crashers (During Public Swim)	T	\$104.75	\$107.00
iv.	Grande Bash (Private Rental)	T	\$170.00	\$180.00
v.	Extra Lifeguard	T	\$29.75	\$30.50
vi.	Sponsorship	T	\$182.00	\$184.00
4.	Locker Rental		July 1, 2018-May 31, 2019	June 1, 2018-May 31, 2020
i.	Annual (Private Locker)	T	\$100.00	\$100.00
ii.	Lost or Damaged Key Replacement	T	\$35.00	\$35.00
5.	Recreation Centre Fees			
i.	Daily Pass			
	Family	T		\$14.50
	Adult (18+)	T		\$6.75
	Youth (5-17)	T		\$5.00
	Senior (60-69)	T		\$5.50
	Senior (70+) and Children (Under 5)	T		Free
ii.	10x Pass			
	Family	T		\$115.75
	Adult (18+)	T		\$53.75
	Youth (5-17)	T		\$37.75
	Senior (60-69)	T		\$42.50
	Senior (70+) and Children (Under 5)	T		Free
iii.	Monthly Pass			
	Family	T		\$126.75



Schedules of Fees Bylaw 19-816

	Adult (18+)	T	\$58.75
	Youth (5-17)	T	\$41.00
	Senior (60-69)	T	\$46.00
	Senior (70+) and Children (Under 5)	T	Free
iv.	3-Month Pass		
	Family	T	\$316.75
	Adult (18+)	T	\$146.25
	Youth (5-17)	T	\$101.25
	Senior (60-69)	T	\$114.25
	Senior (70+) and Children (Under 5)	T	Free
v.	6-Month Pass		
	Family	T	\$569.75
	Adult (18+)	T	\$262.25
	Youth (5-17)	T	\$182.75
	Senior (60-69)	T	\$205.25
	Senior (70+) and Children (Under 5)	T	Free
vi.	Annual Pass		
	Family	T	\$949.50
	Adult (18+)	T	\$437.00
	Youth (5-17)	T	\$304.25
	Senior (60-69)	T	\$342.25
	Senior (70+) and Children (Under 5)	T	Free
6.	Meeting or Banquet Rooms and Curling Club Lounge		
i.	Rental Rate with Clean- up	T	\$38.75 per hour
ii.	Association Rate/ Not- for-Profit	T	\$23.50 per hour
7.	Equipment Rental		
i.	Portable Sound System	T	\$100.00 per event



Schedules of Fees Bylaw 19-816

ii.	Portable Stage	T	\$170.00 per event
iii.	Portable Floor (Damage Deposit Required)	T	\$100.00 per event
iv.	Tables (Not Included in the Facility Rental)	T	\$6.50 per table
v.	Chairs (Those not Included in the in the Facility Rental)	T	\$3.00 per chair
vi.	Boom Lift (Includes Operator)	T	\$140.00 per hour
8.	Advertising		
i.	Wall Rink Board	T	\$425.00 per year
ii.	Ice Logo	T	\$650.00 per year
iii.	Zamboni	T	\$650.00 per side
9.	Administrative Items		
i.	Labour (Clean-up, Set- up, etc.)	T	\$57.00 per person
ii.	Event and Equipment Rental Damage Deposit	T	\$400.00 per booking
iii.	Photocopying, Black and White,	T	\$0.10 per page
iv.	Photocopying, Color	T	\$0.15 per page
v.	Replacement Membership cards	T	\$5.00 per card
10.	Ball Diamonds		
i.	Rental Rate	T	\$40.50 per Game
ii.	Tournament Rate (Maximum Day Rate per Ball Diamond)	T	\$121.50
11.	Grande Cache Campground		
i.	Full Service (Includes Power, Water and Sewer)	T	\$38.10 per night



Schedules of Fees Bylaw 19-816

ii.	Partial Service (Includes Power and Water)	T	\$33.33 per night
iii.	Open Tent area	T	\$23.81 per night
iv.	Monthly site rate (30 days) full service	T	\$975.00
12. Grande Cache Tourism and Information Centre			
i.	Chamber Room (used for meetings or workshops, sits 40-50 people)	Includes: 20" Television, projector screen, DVD/VHS player, flip chart, whiteboard, refrigerator, coffee maker, kettle *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	
	Per Hour	T	\$30.00
	Per Day	T	\$150.00
ii.	Theatre Room (Used for meetings, workshops, movies, sits 30-40 people)	Includes: projector screen, DVD, VHS player, flip chart, kitchen facilities *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	
	Per Hour	T	\$30.00
	Per Day	T	\$150.00
iii.	Mezzanine Level (used for receptions, open houses, book launches. Can be included with the Chamber Room).	Includes: access to outside balcony *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	
	Per Hour	T	\$30.00
	Per Day	T	\$150.00
	Per Hour with Chamber Room	T	\$50.00
	Per Day with Chamber Room	T	250.00
13. Eagles Nest Hall (Capacity up to 65 people with tables and chairs)			
	Per Hour	T	\$12.50
	Per Day	T	\$62.50



Schedules of Fees Bylaw 19-816

14.	Grande Cache Cemetery		May 15 to November 15	November 16 to May 14
i.	Open and Close Fees			
	Full Casket Adult	T	\$600.00	\$700.00
	Full Casket Child	T	\$400.00	\$500.00
	Cremation	T	\$450.00	\$550.00
	Surcharge (After 4:00 p.m. Working Days)	T	\$150.00	
	Disinterment	T	Double the cost of opening and closing	
ii.	Purchase of Plot	T	\$550.00	
iii.	Columbarium Fees			
	Niche Price (Includes Opening/Closing Fee)		\$1,050.00	
	Note: Each Niche can Hold 2 Urns			

Schedule 'D' Hamlet of Grande Cache Animal Control

Hamlet of Grande Cache Animal Control			
1.	Licensing Fees for Dogs		
i.	Female (Unaltered) Before February 1	E	\$30.00
ii.	Male (Unaltered) Before February 1	E	\$30.00
iii.	Altered Dog (Spayed or Neutered) Before February 1	E	\$20.00
iv.	License after February 1 (In addition to the relevant fee above)	E	\$10.00
v.	Replacement Tag	E	\$5.00
2.	Dog Team/Kennel License		



Schedules of Fees Bylaw 19-816

i.	Kennel (Requires a Development Permit and Business License for Commercial Kennel)	E	Cost of Development Permit/business license where applicable
ii.	Per Dog Fee as listed above	E	As per Section 1
3.	Licensed Dog Impoundment		
i.	First Impoundment	E	\$50.00
ii.	Second Impoundment	E	\$100.00
iii.	Third Impoundment	E	\$150.00
iv.	All Subsequent Impoundments	E	\$200.00
4.	Unlicensed Dog Impoundment		
i.	First Impoundment	E	\$100.00
ii.	Second Impoundment	E	\$165.00
iii.	Third Impoundment	E	\$215.00
iv.	All Subsequent Impoundments	E	\$290.00
5.	Viscous Dog Impoundment		
i.	First Impoundment	E	\$200.00
ii.	Second Impoundment	E	\$500.00
iii.	Third and All Subsequent Impoundments	E	\$1,000.00
6.	Other Domestic Animals Impoundment		
i.	First Impoundment	E	\$35.00
ii.	Second Impoundment	E	\$50.00
iii.	Third and All Subsequent Impoundments	E	\$75.00
7.	Livestock Impoundment		
i.	First Impoundment	E	\$150.00
ii.	Second Impoundment	E	\$250.00
iii.	Third and All Subsequent Impoundments	E	\$750.00
8.	Custodial Fees		
i.	Dog per Day (Plus Actual Cost to Board)	E	\$9.50
ii.	Other Domestic Animal per Day (Plus Actual Cost to Board)	E	\$2.00
iii.	Livestock (Plus \$10.00, Care and Sustenance per day and Veterinary Services)	E	\$25.00



Schedules of Fees Bylaw 19-816

	iv Disposal Charge for Pathological Waste	E	\$0.30 per Pound, minimum of \$7.00 per disposal
	v. Euthanasia (In Addition to the Above Charges)	E	\$35.00
9.	Animal Attractants		
	i. Improper Storage of Animal Attractant	E	\$500.00
	ii. Attempt/Feed Wild Life Purposely	E	\$500.00
	iii Disposal of Animal Attractant	E	\$1,000.00

Schedule 'E' Finance and Administration

	Description	GST Status	Fee in \$
Finance & Administration			
1.	Photocopying		
	i. Tax, Utilities, and Other Documents	T	\$0.50 per page
	ii. Minutes or Bylaws	T	\$1.00 per page
2.	Documents		
	i. Planning or Otherwise, Any Size	T	\$10.00
	ii. Faxed Copies (Incoming/Outgoing)	T	\$1.00 per page
	iii. Access to Information (FOIP), Research	T	\$25.00 per hour
3.	Taxes		
	i. Tax Certificate to Registered Landowner	E	No charge
	ii. Tax Certificate to Others	E	\$50.00 per roll number
	iii. Tax Search to Others	E	\$50.00 per roll number
	iv. Online Tax Certificate to Others	E	\$25.00



Schedules of Fees Bylaw 19-816

v.	Online Tax Search	E	\$15.00
vi.	Tax Notification Charges	E	\$75.00
4. Assessment			
i.	Assessment Record to Landowner	E	\$5.00 per roll number
ii.	Assessment Record to Others	E	\$10.00 per roll number

Schedule 'F'

Infrastructure and Planning General

	Description	GST Status	Fee in \$
Infrastructure and Planning General			
1.	Road Closure		
i.	Application Fee	E	\$1,500.00
ii.	Sale of Road Allowance for the Purpose of Road Closure. As Determined by Accurate Assessment.	E	Fair Market Value
2.	Approaches		
i.	Approach Application Request Fee (Non-Refundable)	E	\$175.00 per approach
ii.	Construction: Gravel Approach	E	\$2000.00 per approach
iii.	Upgrade/Relocation: Gravel Approach	E	\$2500.00 per approach
iv.	Construction: Asphalt Approach	E	\$5000.00 per approach
v.	Upgrade/Relocation: Asphalt Paved Approach	E	\$5500.00 per approach
3.	Road Allowance License		
i.	Application Fee	E	\$100.00
ii.	Road Allowance License Sign (One-Time Free Only)	E	Free
iii.	Road Allowance Sign Replacement	E	\$30.00



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
4.	Inspections		
i.	Seismic Pre-Inspections	E	\$100.00 per occurrence
ii.	Seismic Post-Inspections	E	\$100.00 per occurrence
iii.	Seismic Non-Compliance	E	\$100.00 per inspection
5.	Land Acquisition		
i.	Right-of-Way from Properties up to 40 Acres	T	See Schedule "1"
ii.	Right-of-Way from Properties Over 40 Acres	T	\$2400.00 per acre
iii.	Right-of-Way from Properties Minimum Payment	T	\$150.00 per occurrence
iv.	On parcels more than 40 Acres, Where an Existing Residence is on the Property, for up to 50 Meters Each Side of the Residential Driveway	T	\$3,000 per acre
v.	Borrow Pit Acquisition and Access and Damages	T	\$1.00 per m ³
vi.	Shelterbelt Loss, per 5m Width, Tree Height Under 10 feet	T	\$1.50 per m
vii.	Shelterbelt Loss, per 5m Width, Tree Height Over 10 feet	T	\$2.50 per m
6.	Fencing		
i.	Removal of Old Fence by Landowner	T	\$1.25 per m
ii.	Removal of Old Fence and Installation of New Fence by Landowner with Greenview Supplying Material	T	\$3.75 per m
iii.	Removal of Old Fence and Installation of New Fence by Landowner Including Labour and Materials	T	\$6.25 per m
iv.	Removal of Old Fence and Installation of New Fence by Greenview	T	No Compensation



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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Schedule 'G' Environmental Services

Environmental Services			
	<i>Accounts for metered services and bulk accounts if not paid within 30 days of the billing date will incur a 1.5% penalty monthly.</i>		
	<i>Where work is done at cost, the cost will include the amount expended by Greenview for all expenditures incurred doing the work, including administration. All invoices will be paid within 30 days of billing. If not paid within 30 of billing, are subject to interest.</i>	<i>1.5% penalty/month</i>	
	<i>Water Meter/Replacement (Owner Responsibility)</i>	<i>Based on actual replacement costs</i>	
1.	Requested Services		
i.	Regular Hours	T	\$50.00 per hour per member of staff (1 hour min.)
ii.	After Hours	T	50.00 per hour per member of staff (1 hour min.)
2.	Hamlet Water Distribution Systems (Grovedale, Landry Heights, and Little Smoky)		
i.	Residential Rate (0 - 30 m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$4.00 per m ³
iii.	Non Residential Rate	E	\$4.00 per m ³
iv.	Installation Fee (To install from Main Line to Property Line)	E	\$8,000.00 deposit (based on actual invoice)



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
v.	Connection Fee (Rights to Connect)	E	\$12,500.00 per service
vi.	Utilities Account Deposit	E	\$100.00
3.	Hamlet Water Distribution Systems (Grande Cache, DeBolt and Ridgevalley)		
i.	Residential Rate (0 - 30 m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$4.00 per m ³
iii.	Non Residential Rate	E	\$4.00 per m ³
iv.	Installation Fee (To install from Main Line to Property Line)	E	\$8,000.00 deposit (based on actual invoice)
v.	Connection Fee (Rights to Connect)	E	\$500.00 per service
vi.	Utilities Account Deposit	E	\$100.00
4.	Rural Water Distribution System (Valleyview Rural)		
i.	Residential Rate (0-30m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$10.00 per m ³
iii.	Non Residential Rate	E	\$10.00 per m ³
iv.	Connection Fee	E	\$12,500.00 per service
v.	Utilities Account Deposit	E	\$100.00
5.	Rural Water Distribution System (Crooked Creek and Ridgevalley)		
i.	Residential Rate (0-30 m ³ /Month)	E	\$3.50 per m ³
ii.	Residential Rate (Over 30 m ³ /Month)	E	\$10.00 per m ³
iii.	Non Residential Rate	E	\$10.00 per m ³
iv.	Connection Fee	E	\$12,500.00
v.	Utilities Account Deposit	E	\$100.00
6.	Water Point Facilities		
i.	Potable Water Points Residential/Agriculture	E	\$3.50 per m ³
ii.	Potable Water Points Commercial	E	\$8.50 per m ³
iii.	Non-Potable Water Points	E	\$2.00 per m ³
7.	Gravity Wastewater Collection System (DeBolt, Grande Cache & Ridgevalley)		



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
8.	Low Pressure Wastewater Collection System (Little Smoky, Grovedale & Ridgevalley)		
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
9.	Septage Classification		
i.	Residential – Single Family Dwelling	E	\$1.00 per m ³ (minimum \$24.00)
ii.	Residential – Duplex (per dwelling unit)	E	\$1.00 per m ³ (minimum \$24.00)
iii.	Residential – Multi Family Dwelling (per Self-Contained Dwelling Unit)	E	\$1.00 per m ³ (minimum \$24.00)
iv.	Commercial – General Store	E	\$1.00 per m ³ (minimum \$36.00)
v.	Commercial – Laundromat	E	\$1.00 per m ³ (minimum \$56.00)
vi.	Commercial – Hotels (Rooms & Beer Parlor)	E	\$1.00 per m ³ (minimum \$80.00)
vii.	Commercial – Cafes	E	\$1.00 per m ³ (minimum \$48.00)
viii.	Commercial – Garages	E	\$1.00 per m ³ (minimum \$48.00)



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
ix.	Commercial – Office	E	\$1.00 per m ³ (minimum \$36.00)
x.	Commercial – Not Elsewhere Classified	E	\$1.00 per m ³ (minimum \$36.00)
xi.	Community Halls & Other Recreation Facilities	E	\$1.00 per m ³ (minimum \$48.00)
xii.	Churches	E	\$1.00 per m ³ (minimum \$24.00)
xiii.	Schools (per Classroom)	E	\$1.00 per m ³ (minimum \$24.00)
xiv.	Royal Canadian Legion Hall	E	\$1.00 per m ³ (minimum \$24.00)
xv.	Senior Citizen's Drop-In Centre	E	\$1.00 per m ³ (minimum \$24.00)
10. Wastewater Lagoon			
i.	Commercial/Industrial Tipping Rate	T	\$10.00 per m ³
11. Lagoon Keys			
i.	Key Fob (Initial/Replacement)	T	\$100.00
12. Waste Collection and Disposal			
i.	Residential Rates		
	Residential Waste Collection Fee	T	\$10.00 per month
	Recycle Fee	T	\$10.00 per month
i.	Commercial Rates		
	Commercial Waste Collection	T	\$50.00 per month
	Recycle Fee	T	\$10.00 per month
	Dumping Fee, Standard Service, per Bin	T	\$80.00 per month



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
13.	Penalties and Fines		
i.	General Penalties		
	Setting out Prohibited Materials for Collection	E	\$200.00
	Placing Hazardous Waste or Dangerous Goods out for Collection	E	\$200.00
	Failure to use Appropriate Containers	E	\$200.00
	Waste or Recycling Deposit Without Consent	E	\$200.00
	Collection Interference	E	\$200.00
	Dumping Outside the Landfill	E	\$1000.00
	Failure to Store Containers Properly	E	\$200.00
	Accumulation of Building Waste	E	\$200.00
	Failure to Contain Construction Waste	E	\$200.00
	Unsecured Load	E	double cost of materials as per schedule of fees
14.	Grande Cache Landfill Fees		
i.	Greenview Residents		No Fees
	Mixed Load Disposal Fee (Residents and Commercial)	T	\$210.00 per tonne
ii.	Commercial Waste	T	\$105.00 per tonne
	Clean Mulch/Woodchips	T	\$55.00 per tonne
	Class II Acceptable Soils	T	\$55.00 per tonne
	Burnable Wood (Excludes Creosote, Treated Wood and Similar Materials)	T	\$55.00 per tonne
	Metal	T	\$55.00 per tonne
	Cement/Concrete	T	\$55.00 per tonne



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
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Schedule 'H' Operations

Operations			
<i>Greenview's Equipment Rates will be the same as the EOIP rates</i>			
1.	Snowplowing Signs		
i.	Any Driveway up to 400 Meters	T	\$50.00
ii.	Any Driveway Greater than 400 Meters	T	\$50.00 + \$100.00 per hour for time over the first ½ hour
iii.	Lost or Replacement Signs	T	\$30.00 per hour
2.	Culverts – Used or Salvaged		
i.	500 mm or Less	T	\$13.00 per m
ii.	600 mm	T	\$15.00 per m
iii.	700 mm	T	\$16.00 per m
iv.	800 mm	T	\$25.00 per m
v.	900 mm	T	\$28.00 per m
vi.	1000 mm	T	\$29.00 per m
vii.	1200 mm or Greater	T	\$30.00 per m
3.	Grade Blades		
i.	Used	T	\$5.00 per each blade
4.	Dust Control		
i.	Application of Calcium Product for Residents and Landowners (up to April 15 th Each Year)	E	\$150.00 per 200 m
ii.	Plus: for sections over 200 meters	E	\$5.35 per m
iii.	Application of Calcium Product for Multi- Parcel Subdivisions	E	\$100.00 per 100 m



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
iv.	Application of Calcium Product for Industrial and Road Use Agreement Holders (up to April 15 th Each Year) <i>If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters</i>	E	\$1605.00 per 300 m
v.	Plus: for sections over 300 meters	E	\$5.35 per m
5. Road Bond			
i.	Overload Road Bond Fees (Non-Refundable Payment)	T	\$1,125.00 per km
ii.	Plus: Security Deposit (Refundable Subject to Final Inspections)		\$6,375.00 per km
iii.	Fixed Fee for the TRAVIS MJ Permitting System	E	\$15.00 per permit
6. Community Aggregate			
i.	Community Aggregate Payment Levy	E	\$0.30 per tonne
7. Equipment Rental			
i.	All Equipment Rentals will be Paid out of the 2015 ARCHA Book.	T	89% of the 2015 ARCHA rate

Schedule 'I' Planning and Development

Planning and Development			
1.	Planning Bylaw (New or Amended)		
ii.	Land Use Bylaw Amendment Application (Re-zoning)	E	\$1,500.00
iii.	New Developer's Area Structure Plan	E	\$2,500.00
iv.	Amendments to any ASP and MDP or Minor ASP	E	\$1,500.00



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
2.	Development Permits, General		
i.	Residential - Single Detached Dwellings, Duplexes, Manufactured/ Modular/RTM/Suites)	E	\$150.00
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)	E	\$75.00 per unit
iii.	All other Non-Residential/Mixed-Use/New Construction / Accessory Uses (Home Occupation / Accessory Buildings (Garages, Decks, Hot tubs, Pools, Wheelchair Ramps), Additions and All Other Uses)	E	\$50.00 fee per \$100,000.00 of completed project cost (up to a maximum of a \$75,000.00 fee)
iv.	Signage – Permanent / Temporary / Renewal	T	\$50.00 per sign
v.	Variance Request	E	\$150.00
vi.	Time Extension Request by Developer per Application	E	\$150.00
3.	Subdivisions (including Bare Land Condominium Plans)		
i.	Subdivision and Condominium Plan Applications, Single Lot or Consolidation	E	\$450.00
	Plus: each additional lot/unit created	E	\$150.00
ii.	Plan of Subdivision Endorsement Fees	E	\$150.00 per title created
iii.	Condominium Plan Endorsement Fees	E	\$40.00 per unit
iv.	Time Extension Request by Developer per Application	E	\$500.00
4.	Subdivision and Development Appeal Board		
i.	Development Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00
ii.	Subdivision Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00
5.	Development Agreement Review		
i.	Residential: up to 4 Lot Subdivision	E	\$1,500.00
ii.	Residential: Greater than 4 Lot Subdivision	E	\$3,000.00



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
iii.	All Other Recreational, Commercial and Industrial Subdivisions	E	\$3,000.00
6. Annual Residential Business Licensing			
i.	Business License Fee - New application (January 1)	E	\$100.00
ii.	Business License- New Application (After July 1) or Annual Renewal	E	\$50.00
7. Business License Temporary/Special Event			
i.	Resident	E	\$30.00
ii.	Non-Resident	E	\$50.00
8. Hawkers or Peddlers			
i.	Resident Annual	E	\$45.00
ii.	Resident per Day	E	\$35.00
iii.	Non-Resident Annual	E	\$130.00
iv.	Non-Resident per Day	E	\$50.00
9. Business License Commercial/Industrial Titled Land			
i.	January 1-December 31	E	\$250.00
ii.	July 1-December 31	E	\$125.00
10. Rural Addressing Signage			
i.	Signage Permanent/ Replacement	T	\$50.00 per sign
11. Signage for Subdivisions			
iii.	Individual Lot Sign	T	\$50.00 per sign
iv.	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	T	\$1,000.00 per sign
12. Orthographic Printing			
	<i>Based on size and quality of paper, image and graphics</i>		
i.	Colour 8 ½" x 11" Orthographic (Aerial) Photo	T	\$10.00
ii.	Colour 11" x 17" Orthographic (Aerial) Photo	T	\$20.00



Schedules of Fees Bylaw 19-816

	Description	GST Status	Fee in \$
13.	Landowner Map Pricing		
i.	Hardcopy – Landowner Map (sheets 1-5). Valleyview, DeBolt, Grovedale, Grande Cache and Greenview Overview Elevation	T	\$25.00 per sheet
14.	Certificate of Compliance	E	\$200.00
15.	Letter of Concurrence for Communication Tower	E	\$100.00
16.	Environmental Site Assessment Inquiries	E	\$200.00 per parcel

*Note: GST Status- 'E' refers to tax exempt or GST included in the listed rate or fee.
'T' refers to taxable, or GST not included in the listed rate or fee.



Schedules of Fees Bylaw 19-816

Schedule 'J' Land Acquisition by Greenview for Right of Way

Valleyview Area

Titled Parcel Size in Acres	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 30,000	\$ 22,600	\$ 16,600	\$ 13,600	\$ 12,600
1-3	\$ 12,600	\$ 12,000	\$ 8,750	\$ 7,350	\$ 7,275
3-5	\$ 8,900	\$ 8,600	\$ 6,300	\$ 5,300	\$ 5,250
5-10	\$ 6,100	\$ 5,850	\$ 4,350	\$ 3,700	\$ 3,650
10-20	\$ 3,900	\$ 3,900	\$ 2,850	\$ 2,700	\$ 2,600
20-30	\$ 2,800	\$ 2,750	\$ 2,700	\$ 2,600	\$ 2,550
30-40	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

DeBolt Area

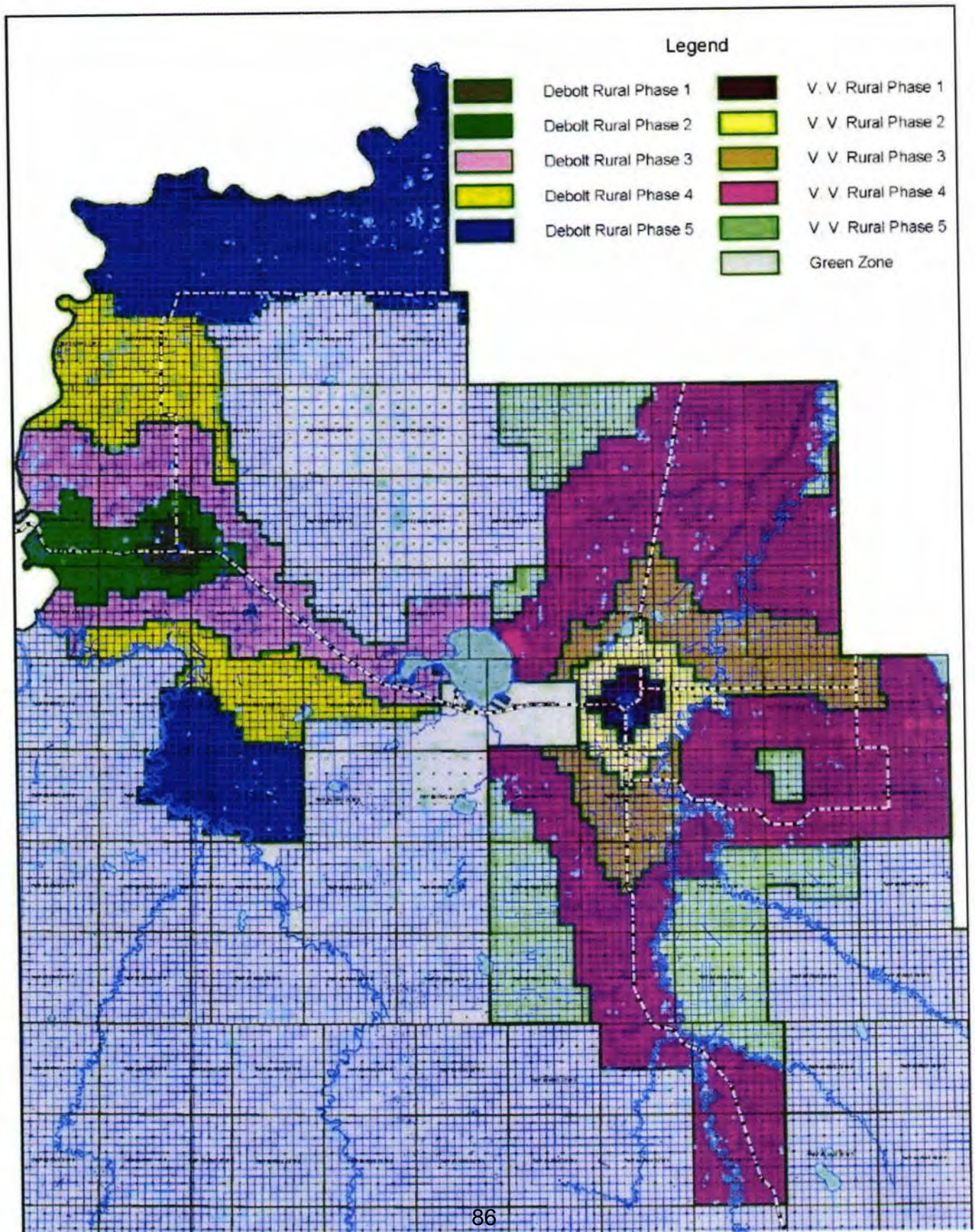
Titled Parcel Size in Acres	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200
5-10	\$ 9,900	\$ 8,900	\$ 7,850	\$ 6,150	\$ 4,250
10-20	\$ 6,250	\$ 5,650	\$ 5,000	\$ 3,950	\$ 2,850
20-30	\$ 3,810	\$ 3,950	\$ 3,550	\$ 2,850	\$ 2,700
30-40	\$ 3,450	\$ 3,150	\$ 2,800	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

Grovedale Area

Titled Parcel Size in Acres	Landry Heights Price/Acre	Grovedale Price/Acre	Aspen Grove Price/Acre	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES					
				Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6
0-1	\$ 55,600	\$ 43,600	\$ 23,600	\$ 49,000	\$ 47,600	\$ 30,600	\$ 29,100	\$ 26,600	\$ 25,600
1-3	\$ 27,900	\$ 22,200	\$ 12,400	\$ 25,100	\$ 2,410	\$ 15,400	\$ 14,900	\$ 13,700	\$ 13,250
3-5	\$ 19,750	\$ 15,750	\$ 8,900	\$ 17,750	\$ 17,100	\$ 10,950	\$ 10,600	\$ 9,800	\$ 9,450
5-10	\$ 13,150	\$ 10,550	\$ 6,050	\$ 11,850	\$ 11,450	\$ 7,400	\$ 7,200	\$ 6,650	\$ 6,450
10-20	\$ 8,250	\$ 6,650	\$ 3,900	\$ 7,450	\$ 7,200	\$ 4,750	\$ 4,600	\$ 4,250	\$ 4,150
20-30	\$ 5,700	\$ 4,600	\$ 2,800	\$ 5,200	\$ 5,000	\$ 3,400	\$ 3,300	\$ 3,050	\$ 2,950
30-40	\$ 4,600	\$ 3,600	\$ 2,500	\$ 4,050	\$ 3,900	\$ 2,700	\$ 2,600	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400



Schedules of Fees Bylaw 19-816

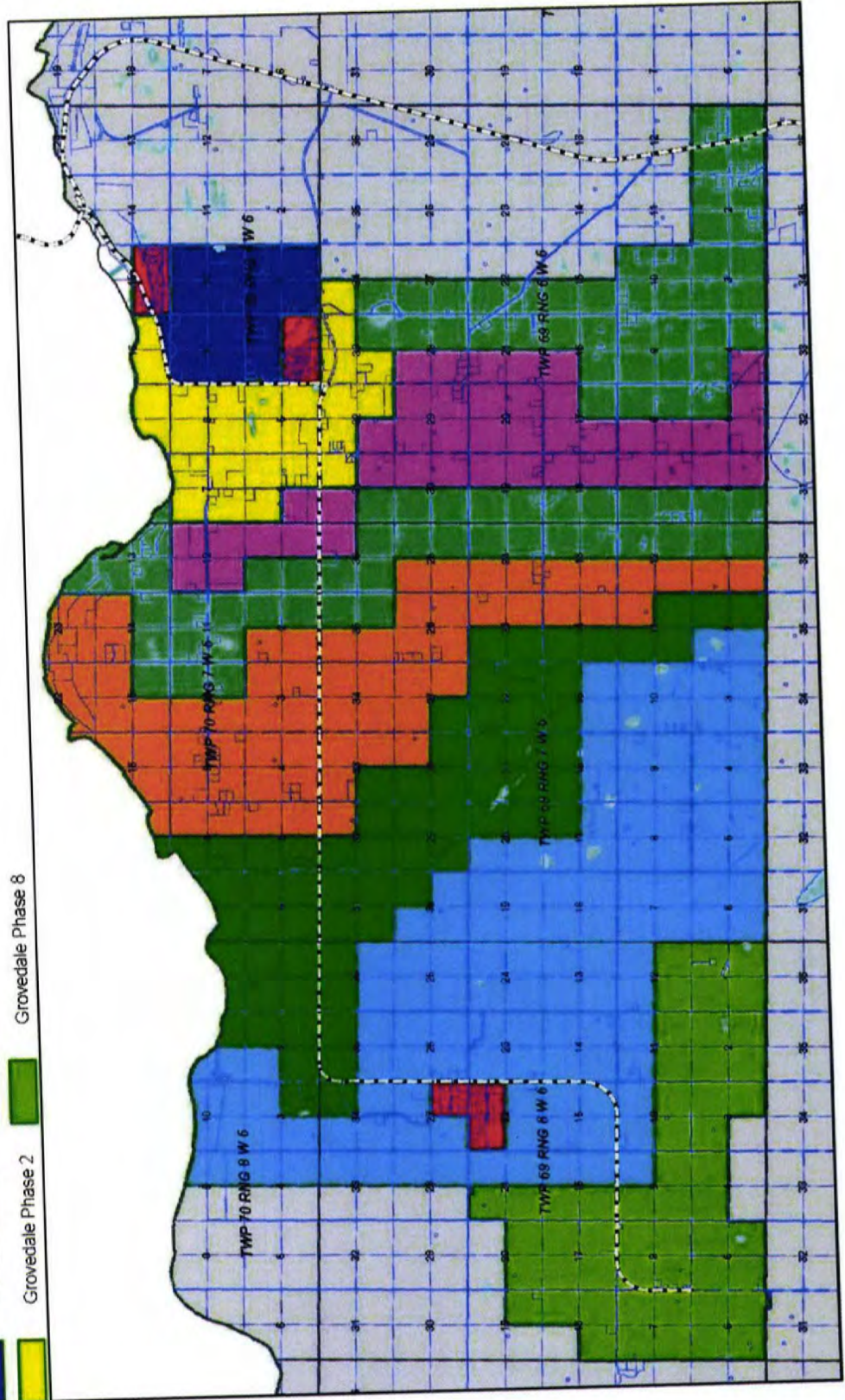


Schedules of Fees Bylaw 19-816



Legend

	Green Zone		Grovedale Phase 3
	Aspen Grove		Grovedale Phase 4
	Grovedale		Grovedale Phase 5
	Landry Heights		Grovedale Phase 6
	Grovedale Phase 1		Grovedale Phase 7
	Grovedale Phase 2		Grovedale Phase 8





REQUEST FOR DECISION

SUBJECT: **Woodlands County/M.D. of Greenview ICF**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: December 9, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Intergovernmental Relations

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, R.S.A 2000, Chapter M-26, Section 708.28

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 19-834 “Woodlands County/M.D. of Greenview Intermunicipal Collaboration Framework”

MOTION: That Council give second reading to Bylaw 19-834 “Woodlands County/M.D. of Greenview Intermunicipal Collaboration Framework” with the following amendment:

- **“Both parties recognize that the decision to participate or not participate in a project/ arrangement ultimately lies with the respective councils” under Section F. 3).**
-

BACKGROUND/PROPOSAL:

Woodlands County and Greenview received an exemption from creating an IDP. Council directed administration to draft the ICF internally before presenting the ICF to Council for approval.

Woodlands County and Greenview deliver the majority of our services to our ratepayers separately. Greenview and Woodlands are both a part of the Golden Triangle with Woodlands at the lead of delivery of services.

The ICF also establishes a committee to review any proposed intermunicipal agreements or projects.

Administration would recommend the addition of a provision that one municipality cannot commit another municipality to action on a project, or cost-sharing initiative in the future projects section (F). Presently, the agreement states that initiating municipalities will notify the other municipality’s CAO and from there the Intermunicipal Negotiating Committee will deal with discussing a future agreement or cost-sharing arrangement. It should have an additional provision that states that participation is not guaranteed, that no council can commit another to action.

“Both parties recognize that the decision to participate or not participate in a project/ arrangement ultimately lies with the respective municipal councils.”

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview and Woodlands will have an ICF Agreement in place to set a framework for any present and future collaboration.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to accept the bylaw as presented.

Alternative #2: Council may propose other amendments to the bylaw.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify Woodlands County of the progress of the ICF.

ATTACHMENT(S):

- Bylaw 19-834
- ICF



BYLAW NO. 19- 834
of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of adopting the Woodlands County/Municipal District of Greenview Intermunicipal Collaboration Framework (ICF), pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta 2000, and amendments thereto.

Whereas, Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded;

And whereas, Woodlands County and the Municipal District of Greenview share a common border;

And whereas, Woodlands County and the Municipal District of Greenview share a common interest and are desirous of working together to provide services to their residents;

Therefore, the Council of the Municipal District of Greenview No. 16, in the Province of Alberta, adopts the Woodlands County/Municipal District of Greenview Intermunicipal Collaboration Framework Agreement, being the document attached hereto and forming part of this Bylaw as Appendix "A".

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

Read a first time this _____ day of _____, 2019.

Read a second time this _____ day of _____, 2019.

Read a third time and passed this _____ day of _____, 2019

APPENDIX “A”

Intermunicipal Collaboration Framework Agreement

Between

Woodlands County,

A municipality incorporated under the laws of Alberta
(Hereinafter referred to as “Woodlands”)

And

Municipal District of Greenview

A municipality incorporated under the laws of Alberta
(Hereinafter referred to as “MD of Greenview”)

WHEREAS, Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded; and

WHEREAS, MD of Greenview and Woodlands share a common border, and

WHEREAS, MD of Greenview and Woodlands share common interests and are desirous of working together to provide services to their ratepayers; and

WHEREAS, the *Municipal Government Act (MGA)* stipulates that municipalities that have a common boundary must create a framework by adopting matching bylaws that contain the framework; and

WHEREAS, MD of Greenview and Woodlands have been granted exemption, based on Ministerial Order No. MSL:047/18, from the Minister of Municipal Affairs from the requirements in Sections 605 and 631 of the *Municipal Government Act (MGA)* to create an Intermunicipal Development Plan (IDP) and an IDP bylaw between the two parties, as the common boundaries between the two is composed entirely of provincial Crown land.

NOW THEREFORE, by mutual covenant of the parties hereto it is agreed as follows:

A. DEFINITIONS

- 1) In this agreement
 - a. “Services” means those services relating to:
 - i. Transportation
 - ii. Water/Wastewater
 - iii. Solid Waste
 - iv. Emergency Services
 - v. Recreation
 - b. “Municipal Services” is a service provided by a municipality through either its own administration or by a third party such as a contractor, or other agency/company.

- c. “Intermunicipal Services” is a service that is provided to two or more municipalities. This can be provided by one or more municipalities or by a third party such as a service commission, municipal controlled corporation, authority, etc.

B. TERM AND REVIEW

- 1) In accordance with the *Municipal Government Act (MGA)*, this is a permanent Agreement that shall come into force on final passing of the bylaws by both municipalities.
- 2) This Agreement may be amended by mutual consent of both parties unless specified otherwise in this Agreement.
- 3) It is agreed by MD of Greenview and Woodlands that the Intermunicipal Committee shall meet at least once every two years to review the terms and conditions of the Agreement. The first meeting will take place prior to the end of the year 2020.

C. GOVERNANCE BODY

- 1) MD of Greenview and Woodlands agreed to create a recommending body known as the Intermunicipal Negotiating Committee (INC).
- 2) The INC shall consist of four members, being the Mayor/Reeve of each County, along with the Chief Administrative Officers as advisory staff.
- 3) The Committee will meet on an as required basis and will review current agreements in place, discuss potential areas of improvement and achieve fair, equitable solutions and cost savings; to spur managed growth, attract both businesses and residents to the area, improve intermunicipal relations and promote transparency.
- 4) Each Committee meeting will be held in camera and, due to the complexity of this process, the creation of ground rules will be set. Ground rules are essential to this process as it reduces the element of surprise by giving everyone information at the start of the process about how the process will be conducted and to help clarify roles and responsibilities.

D. MUNICIPAL SERVICES

- 1) Transportation
 - a. MD of Greenview and Woodlands have agreed that transportation services will be provided independently by both municipalities.
- 2) Water/Wastewater
 - a. MD of Greenview and Woodlands have agreed that water/wastewater services will be provided independently by both municipalities.
- 3) Solid Waste
 - a. MD of Greenview and Woodlands have agreed that solid waste services will be provided independently by both municipalities.

4) Emergency Services

- a. MD of Greenview and Woodlands have agreed that emergency services will be provided independently by both municipalities.

E. INTERMUNICIPAL SERVICES

1) Recreation

a. Golden Triangle

- i. MD of Greenview and Woodlands have agreed that the Golden Triangle is best provided on an intermunicipal basis.
- ii. MD of Greenview and Woodlands have agreed to have Woodlands continue leading the delivery of the service.
- iii. MD of Greenview and Woodlands have agreed to the terms of funding the Golden Triangle as per the Golden Triangle Partnership Agreement. Attached under Schedule B.

F. FUTURE PROJECTS & AGREEMENTS

- 1) In the event either municipality initiates the development of a new project and/or service that may require a cost-sharing agreement, the initiating municipality's Chief Administrative Officer will notify the other municipality's Chief Administrative Officer.
- 2) The Intermunicipal Committee will be the forum used to address and develop future mutual aid agreements and/or cost sharing agreements for future respective Councils consideration. In the event the Councils are unable to reach an agreement, the dispute shall be dealt with through a dispute resolution process as outlined in Section H.

G. INDEMNITY

- 1) Each of the parties hereto shall be responsible for and indemnify and save harmless the other party for any damages or losses (including legal fees on a solicitor and his own client full indemnity basis), injuries or loss of life, resulting from the acts or omissions of their respective employees, servants, agents or contractors which may occur in the performance, purported performance, or non-performance of their respective obligations under this agreement; provided that such indemnity shall be limited to an amount in proportion to the degree to which the indemnifying party, its employees, servants, agents or contractors are at fault or otherwise held responsible in law.
- 2) The indemnifications set forth in Section G.1 hereof, will survive the expiration of the term or termination of this Agreement for whatever cause and any renewal or extension of the term, as the case may be.
- 3) Each of the parties hereto will be responsible for the acquisition of any and all necessary consents, licenses, approvals or authorities relating to their respective execution and performance of the terms of this Agreement.

- 4) One party hereto will not be liable to the other party hereto for any failure of or delay in the performance of its obligations hereunder nor be deemed to be in breach of this Agreement, if such failure or delay has arisen from “Force Majeure.” For the purpose of this Agreement, “Force Majeure” means any cause not within the control of the party, including, without limitation, interruption of telecommunications, gas, electric or other utility service, acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, earthquakes, fires, lightning, storms, floods, high water, washouts, inclement weather, orders or acts of military authorities, civil disturbances or explosions.
- 5) Where one party hereto is prevented from carrying out its obligations hereunder due to Force Majeure, such party will, as soon as possible, give notice of the occurrence of such Force Majeure to the other party hereto and the party providing such notice will thereupon be excused from the performance of such obligations for the period of time directly attributable to the effect of the Force Majeure.

H. DISPUTE RESOLUTION

- 1) Notice of dispute
 - a. In the event that one party perceives a dispute under the framework and wishes to engage in dispute resolution, the initiating party’s Chief Administrative Officer must give written notice of the matters under dispute to the other party’s Chief Administrative Officer.
- 2) Negotiation
 - a. Within 14 days of after the notice is given, the Intermunicipal Negotiating Committee will meet and attempt to resolve the dispute.
- 3) Mediation
 - a. In the event the Committee is unable to resolve an issue, MD of Greenview and Woodlands will seek the assistance of a mediator acceptable to both parties.
 - b. The initiating party must provide the mediator with an outline of the dispute and any agreed statement of facts.
 - c. Both parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
 - d. Both parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute.
 - e. All proceedings involving a mediator are without prejudice, and the costs of mediation shall be shared equally between parties.
- 4) Report
 - a. If the dispute has not been resolved within 6 months after the notice is given, the initiating party must, within 21 days, prepare and provide to the other party a report.

- b. The report must contain a list of the matters agreed on and those on which there is no agreement between the parties.
- c. The initiating party may prepare a report before the 6 months have elapsed if:
 - i. the parties agree, or
 - ii. the parties are not able to appoint a mediator.

5) Appointment of arbitrator

- a. Within 14 days of a report being provided, the representatives must appoint an arbitrator and the initiating party must provide the arbitrator with a copy of the report.
- b. If the representatives cannot agree on an arbitrator, the initiating party must forward a copy of the report to the Minister with a request to the Minister to appoint an arbitrator.
- c. In appointing an arbitrator, the Minister may place any conditions on the arbitration process as the Minister deems necessary.

6) Arbitration process

- a. Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices, and procedures shall be the same as those in Division 3 of Part 17.2 of the MGA and Part 1 of the *Intermunicipal Collaboration Framework Regulation*.
- b. The arbitrator may do the following:
 - i. require an amendment to a framework;
 - ii. require a party to cease any activity that is inconsistent with the framework;
 - iii. provide for how a municipality's bylaws must be amended to be consistent with the framework;
 - iv. award any costs, fees and disbursements incurred in respect of the dispute resolution process and who bears those costs.

7) Deadline for resolving dispute

- a. The arbitrator must resolve the dispute within one year from the date the notice of dispute is given.
- b. If an arbitrator does not resolve the dispute within the time described, the Minister may grant an extension of time or appoint a replacement arbitrator on such terms and conditions that the Minister considers appropriate.

8) Arbitrator's order

- a. Unless the parties resolve the disputed issues during the arbitration, the arbitrator must make an order as soon as possible after the conclusion of the arbitration proceedings.
- b. The arbitrator's order must
 - i. be in writing
 - ii. be signed and dated

- iii. state the reasons on which it is based
 - iv. include the timelines for the implementation of the order, and
 - v. specify all expenditures incurred in the arbitration process for payment under s708.41 of the MGA.
- c. The arbitrator must provide a copy of the order to each party
 - d. If an order of the arbitrator under section is silent as to costs, a party may apply to the arbitrator within 30 days of receiving the order for a separate order respecting costs.
- 9) Costs of arbitrator
- a. Subject to an order of the arbitrator or an agreement by the parties, the costs of an arbitrator must be paid on a proportional basis by the municipalities that are to be parties to the framework.
 - b. Each municipality's proportion of the costs must be determined by dividing the amount of that municipality's equalized assessment by the sum of the equalized assessments as set out in the most recent equalized assessment.

I. CORRESPONDENCE

- 1) Written notices under this framework shall be addressed to:

In the case of MD of Greenview:

4806 36 Avenue
Box 1079
Valleyview, AB T0H 3N0
Attention: Chief Administrative Officer

In the case of Woodlands County

Woodlands County
Box 60, #1 Woodlands Lane
Whitecourt, AB T7S 1N3
Attention: Chief Administrative Officer

This agreement shall come into force and effect upon execution and final reading of the bylaw.

IN WITNESS WHEREOF Woodlands and MD of Greenview hereunto affixes their signatures on this _____ day of _____ 20__.

WOODLANDS COUNTY

Mayor

SEAL

Chief Administrative Officer

MUNICIPAL DISTRICT OF GREENVIEW

Reeve

SEAL

Chief Administrative Officer

SCHEDULE A

The following is a list of Municipal Services that each municipality is currently providing for their residents:

1) MD of Greenview

- Communications
 - o Press releases
 - o Newsletter
 - o Advertisements
 - o Social media
 - o Ratepayer BBQs
- Taxation
- Maps
- Accounts Payable/Accounts Receivable
 - o Billing
 - o Receiving
 - o Processing
- Reception Services
- Access to Applications
- FOIP requests
- IT
 - o Public Wi-Fi
 - o Data Management
- Solid Waste Services
 - o Regional Landfill
 - o Grande Cache Landfill
 - o Transfer Stations
- Water Services
 - o Treatment
 - o Distribution
 - o Bulk Water Points
- Waste Water Services
 - o Collection
 - o Industrial Lagoons
 - o Lift Stations
- Planning and Development Services
 - o Permitting
 - o Monitoring Oil and Gas Development and ancillary industries
 - o Development Enforcement
 - o Subdivisions
 - o Subdivision and Development Appeal Board (SDAB)
 - o Land Use Bylaw Amendments
 - o Area Structure Plans and Municipal Development Plans
 - o Municipal Planning Commission
- Road Construction
- Bridge Construction and Maintenance

-
- Approach Construction
 - Culvert Installations and maintenance
 - Road Maintenance
 - o Graveling
 - o Grading
 - o Brushing
 - o Dust Control
 - o Mowing
 - o Snow Plowing
 - o Signage installation and replacement
 - o Private Driveway Plowing
 - Agricultural Services
 - o Weed and Pest Inspection
 - o Limited Wildlife Control
 - o Agricultural Fleet Rental
 - o Vegetation Management
 - o Emergency response planning for animal disease outbreak
 - o Soil Conservation
 - o Workshops and seminars
 - o Information/news/articles
 - o Greenview Vet Clinic
 - FCSS
 - o Senior's Yoga
 - o Red Silhouette Family Violence Awareness Campaign
 - o Babysitting/home alone course
 - o Various youth programs through School Liaison
 - o Disaster Social Services
 - o Community Volunteer Income Tax Program
 - o Home Support
 - o Employment supports
 - Parks and Campground Development, operation and maintenance
 - Sasquatch Program
 - Community Recreation support (walking trails, grant funding, etc.)
 - Cemeteries
 - Economic Development
 - Administration of Community Grant Program and Community Event Supports
 - Emergency Services
 - Emergency Management
 - Rural Fire Pump management
 - M.D of Greenview Library Board
 - Grovedale, DeBolt and Grande Cache Fire Departments.
 - Enhanced Policing
 - Bylaw Enforcement Grande Cache
-

Third Party Services

- Large Construction Projects
- Gravel Hauls
- Regional Research Association Partnerships for Agricultural Services
- Mental Health Counselling at FCSS
- Kakwa/Big Mountain snow mobile/ATV trails (Swan City Snow Mobile Club)
- Grande Cache backcountry trails (Wilmore Wilderness)
- Assessment
- Recreation Boards (Valleyview, Fox Creek, East Smoky, Grande Cache, Grovedale, Crooked Creek.
- PCIT
- Bylaw enforcement (County of Grande Prairie)
- Enhanced RCMP
- Media design and production services
- GIS

2) Woodlands County

- Grants
 - o Administration of County-issued grants
 - o Board development/board education for local groups
 - o Grant writing workshops
- GIS Contracted
 - o Map creation (i.e. wall maps, map books)
 - o Aerial photo creation
 - o Address assignment
- Reception services
- Taxation services
 - o Contracted Assessment Services
- Communications
 - o Bi Annual resident newsletter
 - o Open houses
 - o Workshops
 - o Annual reports
 - o Updates to website and social media
 - o Press releases
- Waste Management:
 - o Joint Regional Landfill Facility
 - o 3 Transfer Sites
 - o 4 Recycling Stations
- Airport
 - o 1 Aerodrome
 - o Owner Operator, Manage and maintenance
 - o Land leases
- Road maintenance
 - o Grading, graveling, snowplowing, general road maintenance of gravel roads
 - o Approach Construction and Approach Widening programs

- Patching, Line Painting and Crack Sealing of paved roads
 - Sidewalk / walking trail maintenance and repair
 - Culvert maintenance, replacement and repair
 - Brushing
 - Roadside Mowing
 - Signage - installation and maintenance
 - Dust Control Program
 - Private Driveway Grading Program
 - Private Driveway Snowplowing Program
 - Licensing of Undeveloped Road Allowances
 - Road Closures
- Bridges
 - Bridge maintenance
 - Bridge repairs and replacements
- Capital projects
 - New road construction
 - New bridge/culvert construction
 - New or upgrade of Water/Wastewater Facilities
- Utilities
 - Water and Wastewater service to residents of 2 hamlets
 - Water and Wastewater service to 2 residential subdivisions and 1 Industrial subdivision
 - Water service to 1 residential area
 - 2 Agricultural water fills
 - 2 Domestic water fills for residential use only
- Agriculture
 - Weed and Pest Inspection Programs
 - Weed Spraying Program
 - Agricultural Equipment rentals
 - Agricultural Service Board
 - Education & Workshop Events
- FCSS
 - Youth Grants
 - Disaster Social Services
 - Information and Networking with other agencies
 - Community Volunteer Income Tax Program
 - Community Volunteer Appreciation Week (Biennial)
 - Seniors Week (Biennial)
 - Education Bursaries
 - Seniors Grants
- Animal Control
 - Responds to complaints
 - Contract Dog Catcher
 - Dog Pound Services
- Planning & Development
 - Permits
 - Land subdivision
 - Land use bylaw amendments

-
- Subdivision Development Appeal Board
 - Municipal Planning Commission
 - Aggregate Oversight Committee
 - Maintain and administer statutory planning documents
 - Compliance and enforcement of Bylaws
 - Respond to complaints
 - Mediate with neighbour disputes
 - Municipal Land – Sales and leases
 - Peace Officers
 - County wide patrol service including 3 Hamlets and 10 recreation sites
 - Enforcement of Community Standards Bylaw
 - Enforcement of Highway Traffic Act,
 - Issuance of violation tickets for all County Bylaws
 - Liaison with RCMP detachments
 - Fire Services
 - Four County fire departments:
 - Hamlet of Blue Ridge
 - Appointed Fire Chief (paid honorarium & paid incidents)
 - Deputy Fire Chief (paid honorarium & paid incidents)
 - Senior & junior firefighters (paid incidents)
 - Hamlet of Goose Lake
 - Appointed Fire Chief (paid honorariums & paid incidents)
 - Deputy Fire Chief (paid honorarium & paid incidents)
 - Senior & junior firefighters (paid incidents)
 - Anselmo
 - Appointed Fire Chief (paid honorariums & paid incidents)
 - Senior & junior firefighters (paid incidents)
 - Deputy Fire Chief (paid honorarium & paid incidents)
 - Hamlet of Fort Assiniboine
 - Appointed Fire Chief (paid honorariums & paid incidents)
 - Deputy Fire Chief (paid honorarium & paid incidents)
 - Senior & junior firefighters (paid incidents)
 - Medical & Training Officers (paid incidents)
 - Contracted Fire Services Town of Whitecourt
 - Economic Development
 - Investment Attraction
 - Business Retention and Expansion
 - Entrepreneur Support and Development
 - Tourism Development and Promotion
 - Collaboration with multiple partners to form Business Support Networks
 - Memberships in local area Business & Tourism Support Networks (ie Chamber of Commerce, Growth REDA, Community Futures)
 - Small Business Week Activities
 - Annual Career Expo
 - Annual Economic Development Forum
 - Sales and Marketing functions
 - Recreation
-

-
- 10 Active Outdoor Recreation Areas (Day Use, camping opportunities, walking trails with interpretive signage)
 - Provide events and workshops for residents and visitors at sites
 - Recreation Grants
 - Arts and Culture Grants
 - Capital and Operating Grants to key community groups

SCHEDULE “B” – GOLDEN TRIANGLE PARTNERSHIP AGREEMENT



REQUEST FOR DECISION

SUBJECT: **2020 Operational Budget Approval**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: December 9, 2019
DEPARTMENT: CORPORATE SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: RO
MANAGER:
PRESENTER: RO

RELEVANT LEGISLATION:

Provincial (cite) – Sections 242(1), 245, 248(1) and 283

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

RECOMMENDED ACTION:

MOTION: That Council approve Greenview's 2020 Operational Budget for \$120,671,709.00 with funds to come from the 2020 taxation and operational revenues.

MOTION: That Council accept the 2021 and 2022 Operational Budgets for information as presented.

BACKGROUND/PROPOSAL:

The Municipal Government Act (MGA) requires Council to adopt an Operational Budget annually. This provides Greenview Administration with authority to operate and pay for services rendered to the municipality.

As per the Municipal Corporate Planning Regulations and section 283 of the MGA, effective 2020 Council must prepare a written plan respecting its financial operations over a period of at least the next three financial years. This three-year operational plan was presented to Council and any changes noted during those presentations to Council are incorporated into the attached plan.

Since Council directed Administration to take over the administration of the Greenview Regional Multiplex in Valleyview, the operational plan also reflects the expected cost to operate this facility for the next three years.

As mentioned during the capital budget approvals, Administration has created the budgeted revenues based on the continuation of the 2019 tax mil rates for the next three years.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit that will be achieved by following the recommended action is that Administration will start the 2020 year with approved 2020 Operational and Capital Budgets.

2. The benefit of Council following the recommended notion is that it will enable Administration to move forward and focus on completing the 2019 budget objectives.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve an Operating Interim 2020 Budget, however, this is not recommended by Administration since Administration has spent numerous hours preparing the 2020 to 2022 Operational Plans and look forward to moving ahead with those plans.

FINANCIAL IMPLICATION:

Direct Costs: \$120,671,709.00

Ongoing / Future Costs: N/A

The revenue for the proposed 2020 Operational Budget will come from the 2020 property taxes, provincial grant funding and operational revenues for a balanced operational budget.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council approves the 2020 Budget, Administration will prepare the printed copy of the budget book for Greenview's Website. Corporate Services will ensure that Council, GMs and managers have the latest version of the approved budget. The managers will start preparing to execute the 2020 planned expenditures.

ATTACHMENT(S):

- 2020 Budget Book Summary Page
- Detailed Operational Expense Budget Information
- Detailed Operational Revenue Budget Information
- 2020 Capital Budget Summary Information

THREE YEAR OPERATING BUDGET

DESCRIPTION	2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
COUNCIL	\$1,211,409	\$1,213,755	\$1,324,694	\$1,330,343	\$1,325,992
CAO & CORPORATE SERVICES	\$33,683,090	\$31,454,790	\$37,689,032	\$36,931,629	\$37,682,786
I & P ADMINISTRATION	\$1,407,658	\$799,600	\$1,366,796	\$1,403,342	\$1,440,468
CONSTRUCTION & ENGINEERING	\$2,990,000	\$1,717,000	\$3,975,000	\$3,875,000	\$3,415,000
P & D ADMINISTRATION	\$1,337,985	\$1,070,734	\$1,332,406	\$1,292,318	\$1,223,210
ENVIRONMENTAL SERVICES	\$2,917,713	\$3,712,456	\$6,156,577	\$6,098,155	\$6,123,168
OPERATIONS SERVICES	\$6,590,839	\$6,407,703	\$9,481,826	\$9,600,934	\$9,723,806
OPERATIONS ROADS	\$19,429,131	\$17,244,474	\$24,020,838	\$22,012,125	\$22,420,188
FACILITY MAINTENANCE	\$2,519,721	\$2,077,300	\$3,600,574	\$3,645,252	\$3,685,037
COMMUNITY SERVICE ADMINISTRATION	\$3,643,168	\$1,467,467	\$2,633,300	\$2,218,459	\$2,255,135
COMMUNITY SERVICE GRANTS PROGRAM	\$5,342,250	\$4,084,821	\$3,545,300	\$3,561,300	\$3,569,300
COMMUNITY SERVICE GRANT AGREEMENTS	\$704,700	\$718,050	\$1,085,420	\$1,106,000	\$1,125,600
ECONOMIC DEVELOPMENT	\$1,332,650	\$539,070	\$2,933,197	\$2,057,326	\$1,974,321
COMMUNITY DEVELOPMENT AGREEMENTS	\$5,273,094	\$4,864,032	\$5,273,094	\$5,273,094	\$5,273,094
VV RECREATION ADMINISTRATION	\$1,052,012	\$945,710	\$1,294,051	\$1,189,642	\$1,221,304
GC RECREATION	\$0	\$3,698,349	\$4,067,195	\$4,119,143	\$4,174,439
AGRICULTURAL SERVICES	\$2,313,414	\$1,750,093	\$2,858,655	\$2,877,081	\$2,900,787
FAMILY & COMMUNITY SUPPORT SERVICES	\$1,511,617	\$1,244,375	\$2,035,511	\$2,061,994	\$2,089,449
PROTECTIVE SERVICES	\$2,262,336	\$1,933,738	\$3,667,542	\$3,623,631	\$3,675,943
GREENVIEW REGIONAL MULTIPLEX	\$0	\$0	\$2,330,700	\$2,355,340	\$2,388,632
GRANDE CACHE 2019 BUDGET	\$12,850,491	\$12,850,491	\$0	\$0	\$0
TOTAL GREENVIEW OPERATIONAL BUDGET	\$108,373,278	\$99,794,008	\$120,671,708	\$116,632,108	\$117,687,659

COUNCIL OFFICE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Council						
6-10-101-000-6003	Honorariums	652,984	616,729	616,729	616,729	616,729
6-10-101-000-6004	Employer Contributions	130,600	122,746	122,746	122,746	122,746
6-10-101-000-6007	Non Cash Awards & Incentives	31,850	33,150	39,525	39,525	39,525
6-10-101-000-6011	Accommodation & Subsistence	94,625	95,180	90,210	90,210	90,210
6-10-101-000-6012	Transportation Expenses	115,000	191,500	203,359	203,908	204,457
6-10-101-000-6013	Training & Education	10,000	5,000	10,000	15,000	10,000
6-10-101-000-6015	Memberships Seminars Conferences	64,800	61,650	68,825	68,925	69,025
6-10-101-000-6027	Hospitality	57,050	50,500	120,000	120,000	120,000
6-10-101-000-6036	Mobile Communication Services	3,500	6,300	6,300	6,300	6,300
6-10-101-000-6040	Professional Services	45,000	25,000	40,000	40,000	40,000
6-10-101-000-6109	General & Operating Supplies	5,000	5,000	5,000	5,000	5,000
6-10-101-000-6143	Building Rental	1,000	1,000	2,000	2,000	2,000
TOTAL COUNCIL OFFICE		1,211,409	1,213,755	1,324,694	1,330,343	1,325,992

CAO & CORPORATE SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Administration General						
6-11-110-000-6001	Salaries	2,552,313	2,372,700	3,877,893	3,943,128	4,045,905
6-11-110-000-6004	Employer Contributions	729,887	694,365	1,112,112	1,135,809	1,165,611
6-11-110-000-6007	Non Cash Awards & Incentives	1,000	1,000	6,000	6,000	6,000
6-11-110-000-6008	Employee Relocation	50,000	32,500	50,000	50,000	50,000
6-11-110-000-6009	Wellness Program	1,500	1,500	-	-	-
6-11-110-000-6011	Accommodation & Subsistence	304,275	200,550	205,700	206,200	202,000
6-11-110-000-6012	Transportation Expenses	49,750	35,000	49,750	49,750	49,750
6-11-110-000-6013	Training & Education	62,250	20,000	40,000	40,000	40,000
6-11-110-000-6015	Memberships Seminars Conferences	25,975	14,675	30,585	26,085	26,485
6-11-110-000-6016	Succession Planning	262,000	39,500	262,000	262,000	262,000
6-11-110-000-6021	Advertising Services	26,400	26,400	26,400	26,400	26,400
6-11-110-000-6025	Promotional Marketing	16,000	10,500	13,000	13,000	13,000
6-11-110-000-6031	Postage and Parcel Post	35,000	33,000	56,000	56,000	56,000
6-11-110-000-6032	Freight & Courier Services	5,000	4,500	5,000	5,000	5,000
6-11-110-000-6033	Telecommunication Services	215,708	164,068	250,788	249,988	249,988
6-11-110-000-6036	Mobile Communication Services	9,720	10,420	12,720	12,720	12,720
6-11-110-000-6040	Professional Services	706,500	106,650	590,000	170,000	195,000
6-11-110-000-6041	Auditing & Accounting Services	100,000	100,000	200,000	150,000	150,000
6-11-110-000-6046	Legal Services	110,000	280,000	325,000	325,000	325,000
6-11-110-000-6102	Office Supplies	82,000	130,000	135,000	140,000	145,000
6-11-110-000-6109	General & Operating Supplies	77,300	76,300	107,000	105,000	105,000
6-11-110-000-6121	Power Supply Service	95,500	103,500	124,323	123,891	123,458
6-11-110-000-6122	Natural Gas Service	17,500	16,200	17,500	17,500	17,500
6-11-110-000-6129	Local Utilities - Water/Sewer/Garbage	6,700	8,600	8,700	8,750	8,750
6-11-110-000-6143	Rental of Building	2,500	1,000	2,800	3,000	3,000
6-11-110-000-6148	Rental of Office Equipment	114,400	206,350	231,475	231,475	231,475
6-11-110-000-6321	Bank Service Charges	25,000	50,000	55,000	55,000	55,000
6-11-110-000-6322	Cash Management Charges	235,000	230,000	240,000	250,000	255,000
6-11-110-000-6331	Insurance Premium	375,000	450,000	507,000	538,200	565,000
6-11-110-000-6360	Taxes	15,000	12,500	15,000	15,000	15,000
		6,309,178	5,431,778	8,556,746	8,214,896	8,405,042
Communications						
6-11-111-000-6011	Accommodation & Subsistence	7,000	3,000	15,000	15,000	15,000
6-11-111-000-6012	Transportation Expenses	12,000	2,000	30,000	30,000	30,000
6-11-111-000-6013	Training & Education	5,000	-	20,000	20,000	20,000
6-11-111-000-6015	Memberships Seminars Conferences	10,000	4,000	23,255	23,255	23,255
6-11-111-000-6021	Advertising Services	160,000	112,000	160,000	160,000	160,000
6-11-111-000-6022	Publishing Services	57,000	12,000	87,000	87,000	87,000
6-11-111-000-6025	Promotional Marketing	148,000	55,000	181,500	181,500	181,500
6-11-111-000-6028	Branding & Image Building	150,000	20,000	125,000	110,000	110,000
6-11-111-000-6040	Professional Services	10,000	5,000	-	-	-
6-11-111-000-6109	General & Operating Supplies	40,500	35,000	15,000	27,000	27,000
		599,500	248,000	656,755	653,755	653,755

Assessment Services

6-11-112-000-6003	Honorariums	5,200	4,500	5,400	5,600	5,600
6-11-112-000-6004	Employer Contributions	520	450	540	560	500
6-11-112-000-6011	Accommodation & Subsistence	1,500	1,400	1,500	1,500	1,500
6-11-112-000-6012	Transportation Expenses	1,500	1,350	1,500	1,500	1,500
6-11-112-000-6013	Training & Education	1,500	1,500	1,500	1,500	1,500
6-11-112-000-6040	Professional Services	927,394	445,000	462,000	475,000	500,000
6-11-112-000-6226	DIP Requisitions	-	877,832	895,356	913,263	931,528
		937,614	1,332,032	1,367,796	1,398,923	1,442,128

Education Requisitions

6-11-114-000-6205	Education Requisitions	24,455,108	23,299,645	24,949,955	25,448,955	25,957,934
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Information Systems

6-11-115-000-6036	Mobile Communication Services	39,350	49,421	59,500	40,100	46,500
6-11-115-000-6065	Surveying & Mapping Services	341,530	191,530	779,820	165,320	166,032
6-11-115-000-6067	Information Technology Services	71,020	71,020	83,320	83,320	83,320
6-11-115-000-6071	Contracted Maintenance Service	268,560	268,560	341,560	343,060	342,060
6-11-115-000-6121	Power Supply Service	6,000	4,000	-	-	-
6-11-115-000-6133	IT Hardware	435,450	400,000	418,250	300,000	300,000
6-11-115-000-6134	IT Software	47,300	51,416	230,800	49,800	50,800
6-11-115-000-6144	Rental of IT & Communication Equip.	6,600	6,600	6,600	6,600	6,600
		1,215,810	1,042,547	1,919,850	988,200	995,312

Health & Safety

6-11-116-000-6007	Non Cash Awards & Incentives	2,000	-	-	-	-
6-11-116-000-6011	Accommodation & Subsistence	5,100	4,000	5,900	6,000	6,100
6-11-116-000-6013	Training & Education	61,230	10,000	70,310	69,830	71,445
6-11-116-000-6015	Memberships Seminars Conferences	1,900	4,688	4,620	4,620	4,620
6-11-116-000-6024	Subscriptions to Publications	2,500	-	2,100	2,100	2,100
6-11-116-000-6040	Professional Services	55,500	40,000	68,000	57,000	57,000
6-11-116-000-6076	Repair/Maint.- Motor Vehicles	1,500	-	3,000	3,000	3,000
6-11-116-000-6104	PPE & First Aid Supplies	7,000	7,000	10,500	10,500	10,500
6-11-116-000-6105	Fuels & Oils	3,000	1,000	7,000	7,000	7,200
6-11-116-000-6109	General & Operating Supplies	26,150	34,100	41,500	41,850	41,650
6-11-116-000-6159	Ergonomic Supplies	-	-	25,000	25,000	25,000
		165,880	100,788	237,930	226,900	228,615

TOTAL CAO & CORPORATE SERVICES

33,683,090	31,454,790	37,689,032	36,931,629	37,682,786
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INFRASTRUCTURE & PLANNING		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Infrastructure & Planning Administration						
6-20-200-000-6001	Salaries	982,964	580,000	974,844	1,002,787	1,031,566
6-20-200-000-6004	Employer Contributions	285,062	147,000	282,702	290,805	299,152
6-20-200-000-6011	Accommodation & Subsistence	17,500	7,000	17,500	17,500	17,500
6-20-200-000-6012	Transportation Expenses	2,000	1,500	2,750	2,750	2,750
6-20-200-000-6013	Training & Education	12,000	8,000	15,000	15,000	15,000
6-20-200-000-6015	Memberships Seminars Conferences	3,000	2,000	3,000	3,000	3,000
6-20-200-000-6032	Freight & Courier Services	1,000	1,000	1,000	1,000	1,000
6-20-200-000-6033	Telecommunication Services	4,000	3,500	4,000	4,500	4,500
6-20-200-000-6040	Professional Services	69,132	35,000	35,000	35,000	35,000
6-20-200-000-6076	Repair/Maint.- Motor Vehicles	4,000	1,200	4,000	4,000	4,000
6-20-200-000-6104	PPE & First Aid Supplies	1,000	400	1,000	1,000	1,000
6-20-200-000-6105	Fuels & Oils	20,000	10,000	20,000	20,000	20,000
6-20-200-000-6109	General & Operating Supplies	6,000	3,000	6,000	6,000	6,000
TOTAL INFRASTRUCTURE & PLANNING		1,407,658	799,600	1,366,796	1,403,342	1,440,468

CONSTRUCTION & ENGINEERING		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Roadways						
6-20-201-089-6040	Professional Services	2,050,000	765,000	785,000	785,000	425,000
6-20-201-089-6109	General & Operating Supplies	-	-	1,100,000	1,000,000	1,000,000
		2,050,000	765,000	1,885,000	1,785,000	1,425,000
Bridges						
6-20-202-000-6040	Professional Services	540,000	500,000	700,000	700,000	600,000
6-20-202-000-6109	General & Operating Supplies	50,000	50,000	50,000	50,000	50,000
		590,000	550,000	750,000	750,000	650,000
Drainage						
6-20-204-000-6040	Professional Services	300,000	400,000	1,300,000	1,300,000	1,300,000
6-20-204-000-6109	General & Operating Supplies	50,000	2,000	40,000	40,000	40,000
		350,000	402,000	1,340,000	1,340,000	1,340,000
TOTAL CONSTRUCTION & ENGINEERING		2,990,000	1,717,000	3,975,000	3,875,000	3,415,000

PLANNING & DEVELOPMENT		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Planning & Development Administration						
6-21-211-000-6001	Salaries	540,422	516,114	566,517	580,867	593,574
6-21-211-000-6004	Employee Contributions	156,723	140,000	164,289	168,451	172,136
6-21-211-000-6011	Accommodation & Subsistence	16,800	15,400	16,800	16,800	16,000
6-21-211-000-6012	Transportation Expenses	2,100	2,000	2,100	2,100	2,100
6-21-211-000-6013	Training & Education	10,000	8,000	20,000	20,000	20,000
6-21-211-000-6015	Memberships Seminars Conferences	7,000	7,000	7,200	7,200	7,400
6-21-211-000-6021	Advertising Services	13,500	8,000	13,500	13,500	13,500
6-21-211-000-6036	Mobile Communication Services	3,500	3,500	2,000	2,000	2,200
6-21-211-000-6040	Professional Services	365,000	153,500	297,000	237,000	132,000
6-21-211-000-6076	Repair/Maint.- Motor Vehicles	5,000	5,000	5,000	5,000	5,000
6-21-211-000-6104	PPE & First Aid Supplies	1,500	500	1,500	1,500	1,500
6-21-211-000-6105	Fuels & Oils	6,000	6,000	6,000	6,000	7,000
6-21-211-000-6109	General & Operating Supplies	1,000	1,000	1,500	1,500	2,000
6-21-211-000-6208	Sponsorships	5,500	5,500	6,300	6,300	6,300
		1,134,045	871,514	1,109,706	1,068,218	980,710
Municipal Planning Commission						
6-21-212-000-6003	Honorariums	42,000	63,427	54,000	54,000	57,000
6-21-212-000-6004	Employer Contributions	6,020	9,500	7,000	7,000	7,000
6-21-212-000-6011	Accommodation & Subsistence	7,000	6,558	7,000	7,000	7,000
6-21-212-000-6012	Transportation Expenses	14,000	11,435	18,500	18,500	18,500
6-21-212-000-6015	Memberships Seminars Conferences	4,500	4,500	4,500	4,500	4,900
6-21-212-000-6021	Advertising Services	8,000	20,000	8,000	8,000	8,000
6-21-212-000-6032	Freight & Courier Services	-	800	800	1,200	1,200
6-21-212-000-6109	General & Operating Supplies	500	1,200	500	500	500
6-21-212-000-6143	Rental of Building	3,000	-	3,000	3,000	3,000
		85,020	117,420	103,300	103,700	107,100
Subdivision & Appeal Board (SDAB)						
6-21-213-000-6003	Honorariums	7,000	3,500	7,000	8,000	8,000
6-21-213-000-6004	Employer Contributions	1,120	800	1,100	1,100	1,100
6-21-213-000-6011	Accommodation & Subsistence	2,100	1,500	2,100	2,100	2,100
6-21-213-000-6012	Transportation Expenses	2,800	2,000	2,800	2,800	2,800
6-21-213-000-6013	Training & Education	8,000	8,000	8,000	8,000	8,000
6-21-213-000-6015	Memberships Seminars Conferences	4,000	4,000	4,000	4,000	4,000
		25,020	19,800	25,000	26,000	26,000

Subdivisions - Land Purchase

6-21-214-000-6065	Surveying & Mapping Services	50,000	30,000	50,000	50,000	55,000
6-21-214-000-6549	Land	25,000	18,000	25,000	25,000	35,000
		75,000	48,000	75,000	75,000	90,000

Citizen Panel

6-21-215-000-6003	Honorariums	14,000	10,000	14,000	14,000	14,000
6-21-215-000-6004	Employer Contributions	-	500	500	500	500
6-21-215-000-6011	Accommodation & Subsistence	2,100	1,500	2,100	2,100	2,100
6-21-215-000-6012	Transportation Expenses	2,800	2,000	2,800	2,800	2,800
		18,900	14,000	19,400	19,400	19,400

TOTAL PLANNING & DEVELOPMENT

1,337,985	1,070,734	1,332,406	1,292,318	1,223,210
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ENVIRONMENTAL SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Environmental Services Administration						
6-22-220-000-6001	Salaries	810,749	1,063,721	1,257,867	1,291,308	1,323,112
6-22-220-000-6004	Employer Contributions	235,118	292,837	364,782	374,481	383,707
6-22-220-000-6011	Accommodation & Subsistence	34,000	23,003	34,000	34,000	34,000
6-22-220-000-6012	Transportation Expenses	1,000	917	1,000	1,000	1,000
6-22-220-000-6013	Training & Education	15,000	12,000	15,000	15,000	15,000
6-22-220-000-6015	Memberships Seminars Conferences	10,000	4,000	10,000	10,000	10,000
6-22-220-000-6021	Advertising Services	4,000	2,000	3,000	4,000	5,000
6-22-220-000-6032	Freight & Courier Services	2,000	1,060	2,000	2,000	2,000
6-22-220-000-6033	Telecommunication Services	25,000	23,320	25,000	26,000	27,000
6-22-220-000-6040	Professional Services	25,000	5,234	75,000	75,000	75,000
6-22-220-000-6076	Repair/Maint.- Motor Vehicles	12,000	3,000	8,000	8,000	8,000
6-22-220-000-6104	PPE & First Aid Supplies	6,000	2,000	6,000	6,000	6,000
6-22-220-000-6105	Fuels & Oils	50,000	52,216	50,000	50,000	50,000
6-22-220-000-6109	General & Operating Supplies	7,000	985	5,000	5,000	5,000
6-22-220-003-6011	Accommodation & Subsistence	-	-	34,000	34,000	34,000
6-22-220-003-6012	Transportation Expenses	-	-	1,000	1,000	1,000
6-22-220-003-6013	Training & Education	-	-	10,000	10,000	10,000
6-22-220-003-6015	Memberships Seminars Conferences	-	-	10,000	10,000	10,000
6-22-220-003-6021	Advertising Services	-	-	2,000	2,000	2,000
6-22-220-003-6032	Freight & Courier Services	-	-	3,000	3,000	3,000
6-22-220-003-6033	Telecommunication Services	-	-	10,000	11,000	12,000
6-22-220-003-6040	Professional Services	-	-	25,000	25,000	25,000
6-22-220-003-6076	Repair/Maint.- Motor Vehicles	-	-	7,000	7,000	7,000
6-22-220-003-6104	PPE & First Aid Supplies	-	-	6,600	6,600	6,600
6-22-220-003-6105	Fuels & Oils	-	-	30,000	30,000	30,000
6-22-220-003-6109	General & Operating Supplies	-	-	4,000	4,000	4,000
		1,236,867	1,486,293	1,999,249	2,045,389	2,089,419

Water Supply

6-22-221-000-6033	Telecommunication Services	12,000	11,188	12,000	13,000	14,000
6-22-221-000-6040	Professional & Special Services	77,000	40,000	99,000	70,000	71,000
6-22-221-000-6071	Contracted Maintenance Service	10,000	7,000	10,000	10,000	12,000
6-22-221-000-6109	General & Operating Supplies	12,000	5,664	14,000	16,000	18,000
6-22-221-000-6110	Chemicals	20,000	83,745	25,000	25,000	25,000
6-22-221-000-6119	Other Repair & Maintenance Supplies	30,000	32,263	30,000	30,000	30,000
6-22-221-000-6121	Power Supply Service	90,000	88,646	115,000	115,000	115,000
6-22-221-000-6122	Natural Gas Service	25,000	21,573	27,000	29,000	31,000
6-22-221-000-6125	Rural Water	23,000	16,647	23,000	23,000	23,000
6-22-221-000-6571	SCADA	5,000		3,000	3,000	3,000
6-22-221-003-6033	Telecommunication Services	-	-	12,000	13,000	14,000
6-22-221-003-6040	Professional Services	-	-	148,000	148,000	149,000
6-22-221-003-6071	Contracted Maintenance Service	-	-	70,000	70,000	72,000
6-22-221-003-6109	General & Operating Supplies	-	-	8,000	9,000	10,000
6-22-221-003-6110	Chemicals	-	-	100,000	100,000	100,000
6-22-221-003-6119	Other Repair & Maintenance Supplies	-	-	15,000	15,000	15,000
6-22-221-003-6121	Power Supply Service	-	80,000	140,000	140,000	140,000
6-22-221-003-6122	Natural Gas Service	-	-	20,000	20,000	20,000
6-22-221-003-6571	SCADA - GC	-		2,000	2,000	2,000
6-22-221-003-6313	Debenture Principal - GC	-	58,635	62,593	66,818	71,328
6-22-221-003-6315	Loan Interest - GC	-	17,508	13,550	9,325	4,815
6-22-221-004-6313	Debenture Principal - DB	17,129	17,990	18,894	19,843	20,841
6-22-221-004-6315	Loan Interest - DB	27,981	27,120	26,216	25,267	24,270
		349,110	507,979	994,253	972,253	985,254

Wastewater Collection & Disposal

6-22-222-000-6033	Telecommunication Services	3,600	2,749	3,600	3,600	3,600
6-22-222-000-6040	Professional & Special Services	50,000	34,785	95,000	137,000	99,000
6-22-222-000-6079	Engineering & Maintenance	-	-	-	-	-
6-22-222-000-6109	General & Operating Supplies	4,000	1,000	4,000	4,000	4,000
6-22-222-000-6110	Chemicals	4,500	9,724	5,000	5,000	5,000
6-22-222-000-6119	Other Repair & Maintenance Supplies	4,000	1,000	4,000	4,000	4,000
6-22-222-000-6121	Power Supply Service	28,000	24,044	30,000	30,000	30,000
6-22-222-000-6571	SCADA	2,000	-	2,000	2,000	2,000
6-22-222-003-6033	Telecommunication Services	-	-	3,600	3,600	3,600
6-22-222-003-6040	Professional Services	-	84,785	230,000	105,000	80,000
6-22-222-003-6079	Engineering & Maintenance	-	-	30,000	-	-
6-22-222-003-6109	General & Operating Supplies	-	-	5,000	5,000	5,000
6-22-222-003-6110	Chemicals	-	-	5,000	5,000	5,000
6-22-222-003-6119	Other Repair & Maintenance Supplies	-	-	4,000	4,000	4,000
6-22-222-003-6121	Power Supply Service	-	35,000	35,000	35,000	35,000
6-22-222-003-6145	Rental of Equipment & Machinery	-	-	30,000	30,000	30,000
6-22-222-003-6571	SCADA - Grande Cache	-	-	2,000	2,000	2,000
6-22-222-004-6313	Debenture Principal - DeBolt	17,990	17,990	18,894	19,843	20,841
6-22-222-004-6315	Loan Interest - DeBolt	27,120	27,120	26,216	25,267	24,270
6-22-222-008-6040	Professional Services - RV	40,000	-	-	-	-
		181,210	238,197	533,310	420,310	357,311

Solid Waste Collection & Disposal

6-22-223-000-6001	Salaries	579,195	720,642	851,326	864,844	878,782
6-22-223-000-6004	Employer Contributions	123,631	163,737	196,439	200,359	204,402
6-22-223-000-6011	Accommodation & Subsistence	12,000	5,000	8,000	8,000	8,000
6-22-223-000-6012	Transportation Expenses	8,000	88,801	12,000	13,000	14,000
6-22-223-000-6036	Mobile Communication Services	4,000	2,774	4,000	4,000	4,000
6-22-223-000-6040	Professional Services	100,000	100,000	100,000	100,000	100,000
6-22-223-000-6066	Cleanup Incentives	16,500	9,000	13,500	13,500	13,500
6-22-223-000-6071	Contracted Maintenance Service	22,000	41,373	22,000	22,000	22,000
6-22-223-000-6076	Repair/Maint.- Motor Vehicles	10,000	4,930	10,000	10,000	10,000
6-22-223-000-6083	Tipping Fees	130,000	125,498	130,000	135,000	140,000
6-22-223-000-6104	PPE & First Aid Supplies	6,000	2,583	6,000	6,000	6,000
6-22-223-000-6105	Fuels & Oils	66,000	72,924	60,000	62,000	64,000
6-22-223-000-6109	General & Operating Supplies	15,000	13,692	15,000	15,000	15,000
6-22-223-000-6119	Other Repair & Maintenance Supplies	10,000	2,495	10,000	10,000	10,000
6-22-223-000-6121	Power Supply Service	1,200	1,354	1,500	1,500	1,500
6-22-223-000-6147	Environmental Control Equipment	47,000	105,184	47,000	47,000	47,000
6-22-223-003-6011	Accommodation & Subsistence	-	-	4,000	4,000	4,000
6-22-223-003-6012	Transportation Expenses	-	-	500	500	500
6-22-223-003-6036	Mobile Communication Services	-	-	3,000	3,000	3,000
6-22-223-003-6040	Professional Services	-	-	50,000	50,000	50,000
6-22-223-003-6066	Cleanup Incentives	-	-	2,500	2,500	2,500
6-22-223-003-6071	Contracted Maintenance Service	-	-	598,000	603,000	608,000
6-22-223-003-6076	Repair/Maint.- Motor Vehicles	-	-	10,000	10,000	10,000
6-22-223-003-6083	Tipping Fees	-	-	10,000	10,000	10,000
6-22-223-003-6100	Goods and Supplies	-	-	21,000	21,000	21,000
6-22-223-003-6104	PPE & First Aid Supplies	-	-	6,000	6,000	6,000
6-22-223-003-6105	Fuels & Oils	-	20,000	25,000	25,000	25,000
6-22-223-003-6109	General & Operating Supplies	-	-	7,000	7,000	7,000
6-22-223-003-6119	Other Repair & Maintenance Supplies	-	-	5,000	5,000	5,000
6-22-223-003-6121	Power Supply Service	-	-	14,000	14,000	14,000
6-22-223-003-6122	Natural Gas Service	-	-	3,000	3,000	3,000
6-22-223-003-6147	Environmental Control Equipment	-	-	384,000	384,000	384,000
		1,150,526	1,479,987	2,629,765	2,660,203	2,691,184
TOTAL ENVIRONMENTAL SERVICES		2,917,713	3,712,456	6,156,577	6,098,155	6,123,168

OPERATIONS SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Operations Administration						
6-23-230-000-6001	Salaries	3,837,305	2,676,763	5,209,628	5,311,666	5,407,274
6-23-230-000-6004	Employer Contributions	1,017,814	691,220	1,396,798	1,426,045	1,453,512
6-23-230-000-6011	Accommodation & Subsistence	16,500	14,000	14,000	14,000	14,000
6-23-230-000-6012	Transportation Expenses	1,700	2,400	2,400	2,400	2,400
6-23-230-000-6013	Training & Education	25,000	10,000	25,000	25,000	25,000
6-23-230-000-6015	Memberships Seminars Conferences	1,000	1,000	1,000	1,000	1,000
6-23-230-000-6021	Advertising Services	40,000	43,000	43,000	43,000	45,000
6-23-230-000-6033	Telecommunication Services	37,500	32,000	37,500	37,500	37,500
6-23-230-000-6104	PPE & First Aid Supplies	500	250	500	500	500
6-23-230-000-6109	General & Operating Supplies	1,700	2,600	2,600	2,600	2,600
6-23-230-000-6121	Power Supply Service	50,000	50,000	52,000	52,000	52,000
6-23-230-000-6122	Natural Gas Service	20,000	19,000	20,000	20,000	20,000
6-23-230-000-6129	Local Utilities - Water/Sewer/Garbage	-	6,600	6,800	6,800	6,800
6-23-230-003-6011	Accommodation & Subsistence	-	-	4,000	4,000	4,000
		5,049,019	3,548,833	6,815,226	6,946,511	7,071,586
Fleet & Shop Valleyview						
6-23-231-000-6011	Accommodation & Subsistence	1,000	6,500	6,500	6,500	6,500
6-23-231-000-6013	Training & Education	7,500	2,000	7,500	7,500	7,500
6-23-231-000-6015	Memberships Seminars Conferences	2,000	1,000	1,500	1,500	1,500
6-23-231-000-6032	Freight & Courier Services	10,000	13,500	14,000	14,000	14,000
6-23-231-000-6036	Mobile Communication Services	95,000	115,000	115,000	115,000	115,000
6-23-231-000-6060	Contracted Services and Repairs	90,000	95,000	100,000	100,000	100,000
6-23-231-000-6082	Licence & Permit Fees	1,000	1,000	1,000	1,000	1,000
6-23-231-000-6104	PPE & First Aid Supplies	4,000	4,000	4,000	4,000	4,000
6-23-231-000-6105	Fuels & Oils	500,000	500,000	525,000	525,000	525,000
6-23-231-000-6106	Tools	28,000	5,000	8,000	8,000	8,000
6-23-231-000-6108	Consumable Tools & Supplies	100,000	130,000	130,000	130,000	130,000
6-23-231-000-6331	Insurance Premium & Deductibles	5,000	5,000	5,000	5,000	5,000
6-23-231-000-6519	Vehicle Components & Parts	80,000	80,000	80,000	80,000	80,000
6-23-231-000-6520	Vehicle Accessories	45,000	45,000	55,000	55,000	55,000
		968,500	1,003,000	1,052,500	1,052,500	1,052,500
Operations Grovedale						
6-23-232-005-6011	Accommodation & Subsistence	2,500	2,200	2,500	2,500	2,500
6-23-232-005-6033	Telecommunication Services	11,500	6,500	6,500	6,500	6,500
6-23-232-005-6060	Contracted Services and Repairs	81,570	81,570	4,000	4,000	4,000
6-23-232-005-6104	PPE & First Aid Supplies	500	500	500	500	500
6-23-232-005-6109	General & Operating Supplies	3,000	3,000	3,000	3,000	3,000
6-23-232-005-6121	Power Supply Service	40,000	40,000	40,000	40,000	40,000
6-23-232-005-6122	Natural Gas Service	11,500	12,650	12,650	12,650	12,650
		150,570	146,420	69,150	69,150	69,150
Street Lights						
6-23-234-000-6121	Power Supply Service	33,000	32,000	33,000	33,000	33,000
6-23-234-003-6121	Power Supply Service	-	312,000	312,000	318,000	324,000
		33,000	344,000	345,000	351,000	357,000

Fleet & Shop Grovedale

6-23-235-005-6011	Accommodation & Subsistence	1,000	1,000	1,000	1,000	1,000
6-23-235-005-6013	Training & Education	3,750	3,750	3,750	3,750	3,750
6-23-235-005-6015	Memberships Seminars Conferences	1,000	1,000	1,000	1,000	1,000
6-23-235-005-6032	Freight & Courier Services	2,500	500	2,500	2,500	2,500
6-23-235-005-6036	Mobile Communication Services	25,000	25,000	25,000	25,000	25,000
6-23-235-005-6060	Contracted Services and Repairs	20,000	40,000	40,000	40,000	40,000
6-23-235-005-6082	License & Permit Fees	1,000	1,000	1,000	1,000	1,000
6-23-235-005-6104	PPE & First Aid Supplies	2,500	2,500	2,500	2,500	2,500
6-23-235-005-6105	Fuels & Oils	189,000	189,000	199,000	210,000	210,000
6-23-235-005-6106	Tools	10,000	11,000	30,000	15,000	6,000
6-23-235-005-6108	Consumable Tools & Supplies	50,000	50,000	50,000	50,000	50,000
6-23-235-005-6331	Insurance Premium & Deductibles	-	-	5,000	5,000	5,000
6-23-235-005-6519	Vehicle Components & Parts	54,000	80,000	65,000	65,000	65,000
6-23-235-005-6520	Vehicle Accessories	30,000	38,000	75,000	60,000	60,000
		389,750	442,750	500,750	481,750	472,750

Fleet & Shop Grande Cache

6-23-236-003-6011	Accommodation & Subsistence	-	7,000	3,000	3,000	3,000
6-23-236-003-6013	Training & Education	-	1,100	2,500	2,500	2,500
6-23-236-003-6015	Memberships Seminars Conferences	-	500	1,000	1,000	1,000
6-23-236-003-6032	Freight & Courier Services	-	7,000	7,500	7,500	7,500
6-23-236-003-6036	Mobile Communication Services	-	20,000	26,500	26,500	26,500
6-23-236-003-6060	Contracted Services and Repairs	-	175,000	100,000	100,000	100,000
6-23-236-003-6082	License & Permit Fees	-	10,000	12,000	12,000	12,000
6-23-236-003-6104	PPE & First Aid Supplies	-	20,000	3,500	3,500	3,500
6-23-236-003-6105	Fuels & Oils	-	135,000	90,000	90,000	90,000
6-23-236-003-6106	Tools	-	13,000	10,000	10,000	10,000
6-23-236-003-6108	Consumable Tools & Supplies	-	13,000	20,000	20,000	20,000
6-23-236-003-6331	Insurance Premium & Deductibles	-	5,000	5,000	5,000	5,000
6-23-236-003-6519	Vehicle Components & Parts	-	30,000	35,000	35,000	35,000
6-23-236-003-6520	Vehicle Accessories	-	100,000	22,000	22,000	22,000
			536,600	338,000	338,000	338,000

Operations Grande Cache

6-23-237-003-6011	Accommodation & Subsistence	-	7,000	8,000	8,000	8,000
6-23-237-003-6013	Training & Education	-	1,100	6,500	6,500	6,500
6-23-237-003-6015	Memberships Seminars Conferences	-	500	1,000	1,000	1,000
6-23-237-003-6021	Advertising Services	-	1,000	1,000	1,000	1,000
6-23-237-003-6032	Freight & Courier Services	-	3,500	3,500	3,500	3,500
6-23-237-003-6033	Telecommunication Services	-	4,000	5,200	5,242	5,285
6-23-237-003-6060	Contracted Services and Repairs	-	100,000	50,000	50,000	50,000
6-23-237-003-6104	PPE & First Aid Supplies	-	20,000	12,500	12,500	12,500
6-23-237-003-6106	Tools	-	13,000	4,000	4,000	4,000
6-23-237-003-6109	General & Operating Supplies	-	80,000	80,000	80,000	80,000
6-23-237-003-6112	Gravel Purchases	-	13,000	20,000	20,000	20,000
6-23-237-003-6117	Asphalt Repairs	-	90,000	100,000	100,000	100,000
6-23-237-003-6121	Power Supply Service	-	21,000	23,200	23,665	24,100
6-23-237-003-6122	Natural Gas Service	-	15,500	15,800	16,116	16,435
6-23-237-003-6129	Local Utilities - Water/Sewer/Garbage	-	1,500	1,500	1,500	1,500
6-23-237-003-6852	Salt & Sand	-	15,000	29,000	29,000	29,000
		-	386,100	361,200	362,023	362,820

TOTAL OPERATIONS

6,590,839	6,407,703	9,481,826	9,600,934	9,723,806
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OPERATIONS - ROADS

		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Road Maintenance & Inspection						
6-24-240-000-6011	Accommodation & Subsistence	3,000	3,000	3,000	3,000	3,000
6-24-240-000-6071	Contracted Maintenance Service	3,100,000	3,000,000	3,100,000	3,100,000	3,100,000
6-24-240-000-6109	General & Operating Supplies	609,631	575,000	575,500	575,500	575,500
6-24-240-000-6852	Salt & Sand	230,000	230,000	250,000	250,000	250,000
		3,942,631	3,808,000	3,928,500	3,928,500	3,928,500
Bridge Maintenance & Inspection						
6-24-241-000-6044	Engineering Consultants	50,000	-	-	-	-
6-24-241-000-6047	Tendered Contractor/Management Services	1,125,000	-	-	-	-
		1,175,000	-	-	-	-
Brushing Program						
6-24-242-000-6011	Accommodation & Subsistence	1,000	1,000	1,000	1,000	1,000
6-24-242-000-6071	Contracted Maintenance Service	450,000	450,000	450,000	450,000	450,000
6-24-242-000-6104	PPE & First Aid Supplies	500	500	500	500	500
6-24-242-000-6109	General & Operating Supplies	2,500	2,500	2,500	2,500	2,500
		454,000	454,000	454,000	454,000	454,000
Mowing Program						
6-24-243-000-6011	Accommodation & Subsistence	8,000	8,000	8,000	8,000	8,000
6-24-243-000-6043	Contractor Services	1,000	1,000	1,000	1,000	1,000
6-24-243-000-6104	PPE & First Aid Supplies	500	500	500	500	500
6-24-243-000-6109	General & Operating Supplies	26,000	36,000	36,000	36,000	36,000
		35,500	45,500	45,500	45,500	45,500
Gravelling Program						
6-24-245-000-6011	Accommodation & Subsistence	-	-	2,000	2,000	2,000
6-24-245-000-6043	Contractor Services (graders/trucks/equip)	2,000,000	2,000,000	2,400,000	2,400,000	2,600,000
6-24-245-000-6060	Contracted Serv./Repairs (Gravel Site Dev.)	300,000	300,000	300,000	300,000	300,000
6-24-245-000-6112	Gravel Purchases	2,200,000	1,630,688	2,735,088	2,359,375	2,455,000
6-24-245-000-6115	Gravel Exploration Services	100,000	100,000	50,000	50,000	50,000
6-24-245-000-6133	IT Hardware	30,000	25,000	-	-	-
6-24-245-000-6865	Stockpile to Stockpile	1,425,000	1,508,686	2,583,000	2,100,000	2,100,000
		6,055,000	5,564,374	8,070,088	7,211,375	7,507,000

Road Services

6-24-246-000-6040	Professional Services	80,000	80,000	80,000	80,000	80,000
6-24-246-000-6066	Harvest & Cleanup Incentives	31,000	32,000	36,000	36,000	36,000
6-24-246-000-6109	General & Operating Supplies	3,000	3,000	3,000	3,000	3,000
6-24-246-000-6110	Chemicals	650,000	650,000	717,000	717,000	760,500
6-24-246-000-6117	Asphalt Repairs	500,000	500,000	500,000	500,000	500,000
6-24-246-000-6142	Road Allowance Clearing	150,000	150,000	150,000	150,000	150,000
6-24-246-000-6145	Rental of Equipment & Machinery	600,000	600,000	600,000	600,000	600,000
		2,014,000	2,015,000	2,086,000	2,086,000	2,129,500

Gravel Pit Reclamation

6-24-247-000-6043	Contractor Services	50,000	50,000	50,000	50,000	50,000
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Forestry Trunk Road

6-24-248-089-6011	Accommodation & Subsistence	2,500	7,100	7,500	7,500	7,500
6-24-248-089-6043	Contractor Services (graders/trucks/equip)	2,900,000	2,900,000	2,900,000	2,900,000	2,900,000
6-24-248-089-6060	Contracted Services & Repairs	-	-	150,000	150,000	150,000
6-24-248-089-6071	Contracted Maint. Service (Brush Crew)	200,000	100,000	75,000	75,000	75,000
6-24-248-089-6104	PPE & First Aid Supplies	500.00	500.00	500	500	500
6-24-248-089-6109	General & Operating Supplies	150,000	150,000	175,000	175,000	175,000
6-24-248-089-6110	Chemicals	1,250,000	1,250,000	1,378,750	1,378,750	1,447,688
6-24-248-089-6112	Gravel Purchases	-	-	500,000	750,000	750,000
6-24-248-089-6145	Rental of Equipment & Machinery	-	-	1,000,000	500,000	500,000
6-24-248-089-6831	Gravel Usage-Regravelling	1,200,000	900,000	1,800,000	1,800,000	1,800,000
6-24-248-089-6865	Stockpile to Stockpile	-	-	1,400,000	500,000	500,000
		5,703,000	5,307,600	9,386,750	8,236,750	8,305,688

TOTAL OPERATIONS - ROADS

19,429,131	17,244,474	24,020,838	22,012,125	22,420,188
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FACILITY MAINTENANCE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Facility Maintenance Administration						
6-25-250-000-6001	Salaries	1,075,491	800,000	1,503,078	1,537,714	1,568,555
6-25-250-000-6004	Employer Contributions	270,530	170,000	387,496	397,538	406,482
6-25-250-000-6011	Accommodation & Subsistence	15,000	2,500	20,000	20,000	20,000
6-25-250-000-6013	Training & Education	8,000	5,000	15,000	15,000	15,000
6-25-250-000-6036	Mobile Communication Services	6,200	5,400	7,000	7,000	7,000
6-25-250-000-6071	Maintenance Service Contract	537,000	502,800	545,000	545,000	545,000
6-25-250-000-6076	Repair/Maint.- Motor Vehicles	25,000	15,000	35,000	35,000	35,000
6-25-250-000-6103	Cleaning/Janitorial Supplies	25,000	20,000	35,000	35,000	35,000
6-25-250-000-6104	PPE & First Aid Supplies	6,000	2,500	8,000	8,000	8,000
6-25-250-000-6105	Fuels & Oils	65,000	65,000	70,000	70,000	70,000
6-25-250-000-6109	General & Operating Supplies	175,000	175,000	185,000	185,000	185,000
6-25-250-000-6114	Landscaping Equipment & Supplies	30,000	24,000	30,000	30,000	30,000
		2,238,221	1,787,200	2,840,574	2,885,252	2,925,037
FCSS CRC Building Maintenance						
6-25-251-000-6068	Maintenance Contract	35,000	30,000	35,000	35,000	35,000
6-25-251-000-6109	General & Operating Supplies	8,000	3,000	8,000	8,000	8,000
		43,000	33,000	43,000	43,000	43,000
Grovedale Public Service Building						
6-25-252-005-6069	PSB Maintenance	62,000	85,000	70,000	70,000	70,000
6-25-252-005-6109	General & Operating Supplies	6,500	3,600	6,500	6,500	6,500
		68,500	88,600	76,500	76,500	76,500
DeBolt Public Service Building						
6-25-253-004-6069	PSB Maintenance	42,000	45,000	42,000	42,000	42,000
6-25-253-004-6109	General & Operating Supplies	6,500	1,500	6,500	6,500	6,500
		48,500	46,500	48,500	48,500	48,500
Grande Cache Facilities Maintenance						
6-25-254-003-6011	Accommodation & Subsistence	-	-	10,000	10,000	10,000
6-25-254-003-6071	Maintenance Service Contract	-	-	350,000	350,000	350,000
6-25-254-003-6109	General & Operating Supplies	85,000	85,000	150,000	150,000	150,000
		85,000	85,000	510,000	510,000	510,000

Valleyview Fire Hall Building Maintenance

6-25-255-001-6069	PSB Maintenance	4,000	4,000	6,000	6,000	6,000
6-25-255-001-6109	General & Operating Supplies	1,000	1,000	1,000	1,000	1,000
		5,000	5,000	7,000	7,000	7,000

Valleyview Ambulance Building Maintenance

6-25-256-001-6069	PSB Maintenance	3,000	4,000	5,000	5,000	5,000
6-25-256-001-6109	General & Operating Supplies	1,000	1,000	1,000	1,000	1,000
		4,000	5,000	6,000	6,000	6,000

Valleyview Vet Clinic - Building Maintenance

6-25-257-001-6068	Maintenance Contract- Buildings	4,000	4,000	10,000	10,000	10,000
6-25-257-001-6109	General & Operating Supplies	1,000	1,000	1,000	1,000	1,000
		5,000	5,000	11,000	11,000	11,000

Grovedale Maintenance Shop

6-25-258-005-6121	Power Supply Service	8,500	8,000	2,500	2,500	2,500
6-25-258-005-6122	Natural Gas Service	6,000	6,000	1,500	1,500	1,500
		14,500	14,000	4,000	4,000	4,000

DeBolt Maintenance Shop

6-25-259-004-6121	Power Supply Service	4,500	4,500	2,500.00	2,500	2,500
6-25-259-004-6122	Natural Gas Service	3,500	3,500	1,500.00	1,500	1,500
		8,000	8,000	4,000	4,000	4,000

FM Valleyview Medical Clinic

2-26-260-001-6068	Maintenance Contract	-	-	40,000	40,000	40,000
2-26-260-001-6109	General & Operating Supplies	-	-	10,000	10,000	10,000
		-	-	50,000	50,000	50,000

TOTAL FACILITIES MAINTENANCE

2,519,721	2,077,300	3,600,574	3,645,252	3,685,037
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COMMUNITY SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Community Services Administration						
6-30-300-000-6001	Salaries	566,844	358,367	254,865	262,736	267,907
6-30-300-000-6004	Employer Contributions	164,385	107,511	73,910	76,193	77,693
6-30-300-000-6011	Accommodation & Subsistence	8,000	3,500	8,000	8,000	8,000
6-30-300-000-6012	Transportation Expenses	5,000	5,000	5,000	5,000	5,000
6-30-300-000-6013	Training & Education	10,000	5,000	8,000	6,000	6,000
6-30-300-000-6036	Mobile Communication Services	600	900	600	600	600
6-30-300-000-6109	General & Operating Supplies	6,500	5,000	6,500	6,500	6,500
		761,329	485,278	356,875	365,029	371,700
Valleyview Medical Clinic						
6-30-301-001-6011	Accommodation & Subsistence	10,000	8,000	10,000	10,000	10,000
6-30-301-001-6021	Advertising Services	500	-	500	500	500
6-30-301-001-6027	Hospitality	1,000	-	1,000	1,000	1,000
6-30-301-001-6033	Telecommunication Services	1,200	1,200	1,200	1,200	1,200
6-30-301-001-6040	Professional Services	6,500	6,500	6,500	6,500	6,500
6-30-301-001-6068	Maintenance Contract - Buildings	45,000	10,000	-	-	-
6-30-301-001-6103	Cleaning/Janitorial Supplies	37,000	37,000	37,000	37,000	37,000
6-30-301-001-6109	General & Operating Supplies	4,000	2,000	4,000	4,000	4,000
6-30-301-001-6121	Power Supply Service	25,000	25,000	25,000	25,000	25,000
6-30-301-001-6122	Natural Gas Service	9,000	9,000	9,000	9,000	9,000
6-30-301-001-6125	Rural Water	3,000	3,000	3,000	3,000	3,000
6-30-301-001-6331	Insurance Premium	4,000	4,000	4,000	4,000	4,000
		146,200	105,700	101,200	101,200	101,200
Fox Creek Medical Clinic						
6-30-302-002-6203	Grant Agreements	12,000	12,000	12,000	12,000	12,000
Seniors Programs						
6-30-303-000-6043	Senior Citizens Transportation	37,000	37,000	45,000	45,000	45,000
6-30-303-005-6121	Power - Future Senior Housing GD	750	750	750	750	750
6-30-303-001-6202	Valleyview Seniors Outreach Program	6,500	6,500	9,000	9,000	9,000
6-30-303-001-6203	Valleyview & District Sun Valley Pioneers	10,500	10,500	11,000	11,500	11,500
6-30-303-001-6223	Red Willow Lodge Grant	1,500	1,500	1,500	1,500	1,500
6-30-303-003-6202	Golden Age Club GC	-	-	1,500	1,500	1,500
6-30-303-004-6202	DeBolt Pioneer Centre	9,500	9,000	10,000	10,500	10,500
		65,750	65,250	78,750	79,750	79,750

Seniors Foundation

6-30-304-004-6202	Grande Spirit Foundation - DeBolt	-	-	468,000	-	-
6-30-304-000-6207	Heart River Housing	622,000	622,000	641,000	660,500	660,500
6-30-304-003-6207	Evergreen Foundation	1,883,389	-	762,000	785,000	810,000
6-30-304-072-6207	Grande Spirit Foundation	130,000	132,690	150,000	155,000	160,000
		2,635,389	754,690	2,021,000	1,600,500	1,630,500

Other Buildings (W.D. Stevenson Building)

6-30-305-000-6033	Telecommunication Services	-	1,224	1,500	-	-
6-30-305-000-6121	Power Supply Service	-	1,200	1,500	-	-
6-30-305-000-6122	Natural Gas Service	-	450	500	-	-
		-	2,874	3,500	-	-

Airport Agreements

6-30-306-001-6203	Valleyview Airport - Grant Agreement	20,000	20,000	20,000	20,000	20,000
6-30-306-004-6109	DeBolt Airstrip Gen & Operating Supplies	2,500	2,500	2,500	2,500	2,500
		22,500	22,500	22,500	22,500	22,500

Grande Cache Community Bus

6-30-307-003-6012	Transportation Expenses	-	1,000	1,000	1,000	1,000
6-30-307-003-6021	Advertising Services	-	750	750	750	750
6-30-307-003-6024	Subscriptions & Publications	-	220	225	230	235
6-30-307-003-6036	Mobile Communication Services	-	730	1,100	1,100	1,100
6-30-307-003-6071	Contracted Maintenance Services	-	6,000	6,000	6,000	6,000
6-30-307-003-6076	Repair/Maintenace Motor Vehicles	-	1,300	11,500	11,500	11,500
6-30-307-003-6082	License & Permit Fees	-	840	850	850	850
6-30-307-003-6102	Office Supplies	-	35	50	50	50
6-30-307-003-6105	Fuels & Oils	-	6,500	10,000	10,000	10,000
6-30-307-003-6109	General & Operating Supplies	-	800	1,000	1,000	1,000
6-30-307-003-6331	Insurance Premiums	-	1,000	5,000	5,000	5,000
		-	19,175	37,475	37,480	37,485

TOTAL COMMUNITY SERVICES ADMINISTRATION

3,643,168	1,467,467	2,633,300	2,218,459	2,255,135
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COMMUNITY SERVICES GRANTS		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Boards						
6-32-320-001-6202	Valleyview Recreation Board - Shared Funding	150,000	150,000	155,000	160,000	160,000
6-32-320-002-6202	Fox Creek Recreation Board - Grant	350,000	350,000	155,000	160,000	160,000
6-32-320-003-6202	Grande Cache Recreation Board - Grant	560,000	-	-	-	-
6-32-320-004-6202	East Smoky Recreation Board - Grant	63,400	63,400	70,000	70,000	70,000
6-32-320-005-6202	Grovedale Recreation Board - Grant	46,350	46,350	70,000	70,000	70,000
6-32-320-032-6202	Crooked Creek Recreation Board - Grant	60,000	55,000	70,000	70,000	70,000
		1,229,750	664,750	520,000	530,000	530,000
Community Services Grants						
6-32-321-000-6202	Grants to Organizations - Miscellaneous	1,968,000	1,400,000	1,500,000	1,500,000	1,500,000
6-32-321-000-6209	Bursaries & Scholarships	25,000	22,500	50,000	50,000	50,000
6-32-321-000-6222	Aurora Home Women's Shelter	50,000	-	-	-	-
6-32-321-001-6209	Special Achievement Awards	15,000	13,000	15,000	15,000	15,000
6-32-321-072-6202	Grande Prairie Royal Canadian Legion #54	-	-	50,000	50,000	50,000
		2,058,000	1,435,500	1,615,000	1,615,000	1,615,000
Valleyview Recreation Grants						
6-32-322-001-6202	Valleyview Miscellaneous	200,000	-	-	-	-
6-32-322-001-6202	Valleyview Arena	-	200,000	206,000	212,000	220,000
6-32-322-001-6203	Valleyview Pool	-	18,294	20,000	20,000	20,000
6-32-322-001-6206	Valleyview Recreation	50,000	50,000	50,000	50,000	50,000
6-32-322-001-6207	VV Multi-Plex - Shared Funding	1,168,000	1,088,277	-	-	-
		1,418,000	1,356,571	276,000	282,000	290,000
Multipurpose Facility Grants						
6-32-323-001-6224	Valleyview Polar Palace	-	-	800	800	800
6-32-323-002-6207	Fox Creek/Greenview 50% Multiplex	-	-	450,000	450,000	450,000
6-32-323-072-6202	Evergreen Park	28,500	20,000	28,500	28,500	28,500
6-32-323-072-6203	Nite Hawk Ski Hill	275,000	275,000	275,000	275,000	275,000
6-32-323-075-6203	Smoky River Ski Hill	125,000	125,000	125,000	125,000	125,000
6-32-323-072-6206	Grande Prairie Sportplex	4,000	4,000	4,000	4,000	4,000
		432,500	424,000	883,300	883,300	883,300
Agricultural Societies						
6-32-324-001-6202	Valleyview & District Ag Society	20,000	20,000	20,000	20,000	20,000
6-32-324-004-6202	DeBolt & District Ag Society	56,000	56,000	91,000	91,000	91,000
6-32-324-005-6202	Grovedale Community Ag Society	88,000	88,000	100,000	100,000	100,000
6-32-324-072-6202	Grande Prairie Stompede Association	20,000	20,000	20,000	20,000	20,000
6-32-324-091-6202	Teepee Creek Stampede Association	20,000	20,000	20,000	20,000	20,000
		204,000	204,000	251,000	251,000	251,000
TOTAL COMMUNITY SERVICES GRANTS		5,342,250	4,084,821	3,545,300	3,561,300	3,569,300

COMMUNITY SERVICES GRANT AGREEMENTS		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Cultural & Historical Buildings						
6-33-330-001-6202	Valleyview Library	125,000	138,350	-	-	-
6-33-330-002-6202	Fox Creek Library	60,000	60,000	-	-	-
6-33-330-003-6202	Grande Cache Library	55,500	55,500	-	-	-
6-33-330-003-6202	Greenvew Regional Library Board	-	-	577,020	595,000	613,000
6-33-330-004-6202	DeBolt Library	45,500	45,500	-	-	-
6-33-330-072-6203	Grande Prairie Library	38,200	38,200	-	-	-
6-33-330-079-6203	Peace Library System	58,000	58,000	-	-	-
		382,200	395,550	577,020	595,000	613,000
Community Halls						
6-33-332-001-6202	Valleyview Community Hall	24,000	24,000	25,000	25,000	25,000
6-33-332-004-6202	DeBolt Community Hall	15,000	15,000	15,000	15,000	15,000
6-33-332-005-6202	Grovedale Community Hall	15,000	15,000	25,000	25,000	25,000
6-33-332-007-6202	Little Smoky Community Hall	15,000	15,000	15,000	15,000	15,000
6-33-332-033-6202	Goodwin Community Hall	7,500	7,500	7,500	7,500	7,500
6-33-332-041-6202	New Fish Creek Comm Hall	15,000	15,000	15,000	15,000	15,000
6-33-332-042-6202	Puskwaskau Comm Hall	7,500	7,500	7,500	7,500	7,500
6-33-332-045-6202	Sturgeon Heights Comm Hall	7,500	7,500	7,500	7,500	7,500
6-33-332-047-6202	Sunset House Comm Hall	35,000	35,000	35,000	35,000	35,000
6-33-332-049-6202	Sweathouse Comm Hall	15,000	15,000	15,000	15,000	15,000
		156,500	156,500	167,500	167,500	167,500
Museums						
6-33-333-004-6202	DeBolt Museum	21,000	21,000	21,000	21,000	21,000
6-33-333-005-6202	Grovedale Museum	15,000	15,000	15,000	15,000	15,000
6-33-333-072-6202	Grande Prairie Museum	15,000	15,000	15,000	15,000	15,000
6-33-333-072-6203	Grande Prairie Art Gallery	35,000	35,000	35,000	35,000	35,000
6-33-333-072-6203	Philip J. Currie Dinosaur Musuem	-	-	150,000	150,000	150,000
6-33-333-072-6207	Grande Prairie Archives	30,500	30,500	51,400	53,000	54,600
		116,500	116,500	287,400	289,000	290,600
Cemeteries						
6-33-334-001-6207	Valleyview Cemetery	34,500	34,500	35,500	36,500	36,500
6-33-334-005-6207	Grovedale Cemetery	1,500	1,500	1,500	1,500	1,500
6-33-334-007-6207	Little Smoky Cemetery	1,500	1,500	1,500	1,500	1,500
6-33-334-008-6207	Ridgevalley Cemetery	-	-	1,500	1,500	1,500
6-33-334-041-6207	New Fish Creek Cemetery	1,500	1,500	1,500	1,500	1,500
6-33-334-047-6207	Sunset House Cemetery	1,500	1,500	1,500	1,500	1,500
6-33-334-092-6207	Co Ops & Ent. Cemeteries	9,000	9,000	10,500	10,500	10,500
		49,500	49,500	53,500	54,500	54,500
TOTAL GRANT AGREEMENTS		704,700	718,050	1,085,420	1,106,000	1,125,600

ECONOMIC DEVELOPMENT		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Economic Development Program						
6-31-311-000-6001	Salaries	-	-	679,639	696,001	710,804
6-31-311-000-6004	Employer Contributions	-	-	176,008	180,755	185,047
6-31-311-000-6011	Accommodation & Subsistence	19,800	10,400	14,800	17,300	14,300
6-31-311-000-6012	Transportation Expenses	4,000	3,000	6,000	6,000	6,000
6-31-311-000-6013	Training & Education	5,500	3500	8,500	8,500	8,500
6-31-311-000-6015	Memberships Seminars Conferences	56,950	63,250	52,950	66,450	52,950
6-31-311-000-6021	Advertising Services	30,000	21,200	44,000	54,000	41,500
6-31-311-000-6025	Promotional Marketing	35,000	46,000	61,000	46,000	46,000
6-31-311-000-6036	Mobile Communications	1,200	1,200	1,200	1,200	1,200
6-31-311-000-6040	Professional Services	281,200	18,000	160,000	40,000	40,000
6-31-311-000-6057	Tradeshows and Fairs	55,000	40,000	71,000	107,000	32,000
6-31-311-000-6058	Investment Readiness & Attraction	84,000	-	-	50,000	60,000
6-31-311-000-6074	Equipment & Machinery Repair	5,000	5,000	5,000	5,000	5,000
6-31-311-000-6105	Fuels & Oils	5,500	6,000	7,500	7,500	7,500
6-31-311-000-6109	General & Operating Supplies	-	-	3,000	3,200	3,400
6-31-311-000-6150	TMIP Ind. Partnership	250,000	210,000	1,500,000	650,000	650,000
6-31-311-000-6202	Grants to Organizations	350,000	-	-	-	-
6-31-311-000-6220	Tourism Partnerships	112,500	13,500	13,500	13,500	13,500
6-31-311-000-6221	Business Retention, Expansion & Investment	37,000	5,000	23,000	18,000	5,000
6-31-311-003-6011	Accommodation & Subsistence	-	2,000	2,300	2,000	2,000
6-31-311-003-6012	Transportation Expenses	-	2,000	2,000	2,000	2,000
6-31-311-003-6013	Training & Education	-	1,870	2,000	2,000	2,000
6-31-311-003-6015	Memberships Seminars Conferences	-	100	100	200	200
6-31-311-003-6025	Promotional Marketing	-	21,500	15,000	15,000	20,000
6-31-311-003-6032	Freight & Courier Services	-	1,565	2,000	2,000	2,000
6-31-311-003-6036	Mobile Communications	-	150	300	900	300
6-31-311-003-6040	Professional Services	-	3,200	3,200	3,200	3,200
6-31-311-003-6105	Fuels & Oils	-	200	200	200	200
6-31-311-003-6109	General & Operating Supplies	-	13,500	15,700	15,900	16,100
6-31-311-003-6121	Power Supply Service	-	5,000	5,500	5,500	5,600
6-31-311-003-6122	Natural Gas Service	-	4,500	4,500	4,720	4,720
6-31-311-003-6151	ECD Bighorn Gallery Purchases	-	32,800	33,300	33,300	33,300
6-31-311-003-6153	Bighorn Gallery Consignment	-	4,635	20,000	-	-
		1,332,650	539,070	2,933,197	2,057,326	1,974,321
Community Development Agreements						
6-31-312-001-6203	Valleyview Community Dev Agreement	2,636,547	2,432,016	2,636,547	2,636,547	2,636,547
6-31-312-002-6203	Fox Creek Community Dev Agreement	2,636,547	2,432,016	2,636,547	2,636,547	2,636,547
		5,273,094	4,864,032	5,273,094	5,273,094	5,273,094
TOTAL ECONOMIC DEVELOPMENT		6,605,744	5,403,102	8,206,291	7,330,420	7,247,415

RECREATION SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
VV Recreation Administration						
6-34-340-000-6001	Salaries	446,067	440,000	534,264	548,093	558,870
6-34-340-000-6004	Employer Contributions	110,345	77,405	163,300	167,562	170,947
6-34-340-000-6011	Accommodation & Subsistence	18,000	17,000	18,000	20,000	22,000
6-34-340-000-6012	Transportation Expenses	1,000	-	1,000	1,000	1,000
6-34-340-000-6013	Training & Education	16,000	14,000	20,500	21,500	22,500
6-34-340-000-6021	Advertising Services	5,000	5,000	7,500	7,500	7,500
6-34-340-000-6036	Mobile Communication Services	7,500	4,000	7,500	7,500	7,500
6-34-340-000-6040	Professional Services	7,500	7,500	7,600	7,700	7,800
6-34-340-000-6074	Equipment & Machinery Repair	10,000	1,000	10,000	10,000	10,000
6-34-340-000-6105	Fuels & Oils	20,000	14,000	20,000	20,000	20,000
6-34-340-000-6109	General & Operating Supplies	16,000	16,000	16,500	16,500	16,500
6-34-340-001-6020	Public Relations & Information Services	-	-	20,000	10,000	12,500
		657,412	595,905	826,164	837,355	857,117
Recreation Facilities Operations						
6-34-342-000-6076	Repair/Maintenance of Motor Vehicles	20,000	2,000	10,000	10,000	10,000
6-34-342-000-6104	Personal Protection Equipment	1,000	1,000	1,200	1,400	1,600
6-34-342-000-6108	Consumable Tools & Supplies	3,000	3,000	4,000	5,000	6,000
6-34-342-000-6109	General & Operating Supplies	16,000	16,000	16,500	17,000	17,500
6-34-342-004-6059	DeBolt Walking Trails	15,000	15,000	7,500	5,000	5,000
6-34-342-004-6059	Winnie Moore Park	-	-	20,000	-	-
6-34-342-006-6059	Landry Heights - Install Signs	1,500	500	1,500	1,500	1,500
6-34-342-007-6059	Highway 669	-	-	20,000	21,000	22,000
6-34-342-008-6059	Ridgevalley Community Walking Trails	15,000	15,000	10,000	5,000	5,000
6-34-342-062-6059	Shuttler Flats	-	-	30,000	31,000	32,000
6-34-342-094-6059	Moody's Crossing	30,000	30,000	50,000	51,000	52,000
6-34-342-701-6059	Grande Cache Lake Day Use Park	30,000	20,000	32,000	34,000	36,000
6-34-342-702-6059	Grovedale Fish Pond	20,000	10,000	20,000	21,000	22,000
6-34-342-703-6059	Johnson Park	30,000	30,000	30,000	31,000	32,000
6-34-342-704-6059	Kakwa Provincial Recreation Area	20,000	15,000	20,000	21,000	22,000
6-34-342-705-6059	Southview Provincial Recreation Area	16,500	14,500	15,000	16,000	17,000
6-34-342-706-6059	Swan Lake Family Campground	34,000	34,000	35,000	36,000	37,000
		252,000	206,000	322,700	306,900	318,600
Recreation & Tourism Partnerships						
6-34-343-000-6207	Sasquatch & Partners	2,600	2,600	2,800	3,000	3,200
6-34-343-001-6207	GPRRC - Shared Salary	-	1,205	2,387	2,387	2,387
6-34-343-850-6207	AB Conservation Assoc.(East Dollar Lake)	5,000	5,000	5,000	5,000	5,000
6-34-343-851-6207	Swan City Snowmobile Club	20,000	20,000	20,000	20,000	20,000
6-34-343-852-6207	Golden Triangle	15,000	15,000	15,000	15,000	15,000
6-34-343-853-6207	Wilmore Wilderness Foundation	100,000	100,000	100,000	-	-
		142,600	143,805	145,187	45,387	45,587
TOTAL RECREATION		1,052,012	945,710	1,294,051	1,189,642	1,221,304

GC RECREATION SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
GC Recreation - Pools						
6-34-344-003-6011	Accomodation & Subsistence	-	-	3,000	3,000	3,000
6-34-344-003-6012	Transportation Expenses	-	6,000	3,000	3,000	3,000
6-34-344-003-6013	Training & Education	-	5,500	5,500	5,500	5,500
6-34-344-003-6015	Memberships Seminars Conferences	-	800	2,000	2,000	2,000
6-34-344-003-6032	Freight & Courier Services	-	11,000	11,000	11,000	11,000
6-34-344-003-6033	Telecommunication Services	-	-	2,000	2,000	2,000
6-34-344-003-6040	Professional Services	-	-	250	250	250
6-34-344-003-6074	Equipment & Machinery Repair	-	5,000	5,000	5,000	5,000
6-34-344-003-6103	Cleaning/ Janitorial Supplies	-	-	100	100	100
6-34-344-003-6109	General & Operating Supplies	-	49,850	52,350	53,350	54,350
6-34-344-003-6110	Chemicals	-	35,065	36,000	36,000	36,000
		-	113,215	120,200	121,200	122,200
GC - Campground						
6-34-345-003-6032	Freight & Courier Services	-	600	500	500	500
6-34-345-003-6036	Mobile Communication Services	-	3,700	5,500	5,500	5,500
6-34-345-003-6040	Professional Services	-	1,000	1,000	1,000	1,000
6-34-345-003-6071	Contracted Maintenance Service	-	74,000	74,000	74,000	74,000
6-34-345-003-6103	Cleaning/ Janitorial Supplies	-	2,500	2,500	2,500	2,500
6-34-345-003-6106	Tools	-	5,400	1,000	1,000	1,000
6-34-345-003-6109	General & Operating Supplies	-	4,000	10,000	10,000	10,000
6-34-345-003-6121	Power Supply Service	-	14,300	14,600	14,900	15,000
6-34-345-003-6122	Natural Gas Service	-	4,500	4,600	4,700	4,800
6-34-345-003-6129	Local Utilities - Water/Sewer/Garbage	-	600	1,500	1,500	1,500
6-34-345-003-6154	Vending Machine Supplies	-	750	750	750	750
		-	111,350	115,950	116,350	116,550
GC - Recreation Admin						
6-34-346-003-6001	Salaries	-	1,900,500	2,018,701	2,058,933	2,100,494
6-34-346-003-6004	Employer Contributions	-	460,750	505,027	516,688	528,745
6-34-346-003-6011	Accommodation & Subsistence	-	8,000	8,000	8,000	8,000
6-34-346-003-6013	Training & Education	-	6,000	6,000	6,000	6,000
6-34-346-003-6015	Memberships Seminars Conferences	-	1,000	1,000	1,000	1,000
6-34-346-003-6018	Vehicle & Equipment Lease	-	-	11,848	9,873	-
6-34-346-003-6032	Freight & Courier Services	-	500	500	500	500
6-34-346-003-6040	Professional Services	-	3,000	3,000	3,000	3,000
6-34-346-003-6074	Equipment & Machinery Repair	-	-	30,000	30,000	30,000
6-34-346-003-6076	Repair/Maint.- Motor Vehicles	-	-	40,000	40,000	40,000
6-34-346-003-6105	Fuels & Oils	-	-	50,000	50,000	50,000
6-34-346-003-6121	Power Supply Service	-	253,000	258,000	263,000	268,000
6-34-346-003-6122	Natural Gas Service	-	170,000	173,400	176,800	180,200
6-34-346-003-6129	Local Utilities - Water/Sewer/Garbage	-	27,700	28,254	28,819	29,000
		-	2,830,450	3,133,730	3,192,613	3,244,939

GC Arena & Curling Club

6-34-347-003-6011	Accommodation & Subsistence	-		4,000	4,000	4,000
6-34-347-003-6012	Transportation Expenses	-	8,000	4,000	4,000	4,000
6-34-347-003-6013	Training & Education	-	9,000	9,000	9,000	9,000
6-34-347-003-6015	Memberships Seminars Conferences	-	1,000	1,000	1,000	1,000
6-34-347-003-6032	Freight & Courier Services	-	15,000	15,000	15,000	15,000
6-34-347-003-6033	Telecommunication Services	-	2,900	4,750	4,800	4,850
6-34-347-003-6040	Professional Services	-	8,500	10,000	10,000	10,000
6-34-347-003-6071	Contracted Maintenance Service	-	244,105	260,000	260,000	260,000
6-34-347-003-6074	Equipment & Machinery Repair	-	12,250	22,000	22,000	22,000
6-34-347-003-6100	Goods and Supplies	-	3,000	3,000	3,000	3,000
6-34-347-003-6103	Cleaning/ Janitorial Supplies	-	29,300	29,300	29,300	29,300
6-34-347-003-6104	PPE & First Aid Supplies	-	8,000	8,000	8,000	8,000
6-34-347-003-6106	Tools	-	4,000	4,000	4,000	4,000
6-34-347-003-6109	General & Operating Supplies	-	127,447	152,650	154,050	154,950
6-34-347-003-6122	Natural Gas Service	-	3,400	1,000	1,000	1,000
6-34-347-003-6543	Generator	-	-	2,000	2,000	2,000
-		-	475,902	529,700	531,150	532,100

GC - Programs

6-34-348-003-6011	Accommodation & Subsistence	-	-	2,500	2,500	2,500
6-34-348-003-6012	Transportation Expenses	-	7,500	2,500	2,500	2,500
6-34-348-003-6013	Training & Education	-	5,000	3,000	3,000	3,000
6-34-348-003-6015	Memberships Seminars Conferences	-	600	600	600	600
6-34-348-003-6024	Subscriptions to Publications	-	3,036	3,100	3,100	3,100
6-34-348-003-6026	Event Organization	-		1,000	1,000	1,000
6-34-348-003-6032	Freight & Courier Services	-	150	150	150	150
6-34-348-003-6040	Professional Services	-	14,000	15,000	15,000	15,000
6-34-348-003-6100	Goods and Supplies	-	12,256	15,000	15,000	15,000
6-34-348-003-6109	General & Operating Supplies	-	30,600	24,000	24,000	24,000
-		-	73,142	66,850	66,850	66,850

GC - Outdoor Recreation

6-34-349-003-6037	GC Trail Project Exp	-	65,000	20,000	50,000	50,000
6-34-349-003-6109	General & Operating Supplies	-	14,000	65,000	25,000	25,000
6-34-349-003-6121	Power Supply Service	-	7,040	7,265	7,330	8,000
6-34-349-003-6122	Natural Gas Service	-	5,500	5,700	5,850	6,000
6-34-349-003-6129	Local Utilities - Water/Sewer/Garbage	-	2,750	2,800	2,800	2,800
-		-	94,290	100,765	90,980	91,800
Total GC Recreation		-	3,698,349	4,067,195	4,119,143	4,174,439

AGRICULTURAL SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Agricultural Services Administration						
6-37-370-000-6001	Salaries	903,651	729,000	1,290,036	1,309,124	1,326,259
6-37-370-000-6004	Employer Contributions	191,523	161,000	260,929	266,467	271,438
6-37-370-000-6011	Accommodation & Subsistence	21,300	14,000	21,300	21,300	21,300
6-37-370-000-6012	Transportation Expenses	1,800	1,600	1,800	1,800	1,800
6-37-370-000-6013	Training & Education	6,100	9,000	8,000	8,000	8,000
6-37-370-000-6015	Memberships Seminars Conferences	9,400	8,000	10,000	10,000	10,000
6-37-370-000-6021	Advertising Services	4,600	4,300	4,600	4,600	4,800
6-37-370-000-6029	Other Information Services	2,000	2,000	2,500	3,000	3,000
6-37-370-000-6032	Freight & Courier Services	700	400	700	700	800
6-37-370-000-6040	Professional Services	1,750	1,000	1,750	1,750	1,750
6-37-370-000-6104	PPE & First Aid Supplies	1,000	1,000	1,400	1,400	1,500
6-37-370-000-6109	General & Operating Supplies	3,000	3,000	3,000	3,300	3,500
		1,146,824	934,300	1,606,015	1,631,441	1,654,147
Agriculture Service Board						
6-37-371-000-6003	Honorariums	57,350	20,000	57,350	57,350	57,350
6-37-371-000-6004	Employer Contributions	3,000	2,000	3,000	3,000	3,000
6-37-371-000-6011	Accommodation & Subsistence	23,500	5,000	23,500	23,500	23,500
6-37-371-000-6012	Transportation Expenses	7,000	6,500	7,000	7,000	7,000
6-37-371-000-6015	Memberships Seminars Conferences	10,350	5,000	10,350	10,350	10,350
6-37-371-000-6021	Advertising Services	1,000	400	1,000	1,000	1,000
6-37-371-000-6032	Freight & Courier Services	500	200	500	500	500
6-37-371-000-6040	Professional Services	1,000	3,000	1,000	1,000	1,000
6-37-371-000-6109	General & Operating Supplies	500	500	500	500	500
		104,200	42,600	104,200	104,200	104,200
AG Rental Equipment Program						
6-37-372-000-6011	Accommodation & Subsistence	500	200	500	500	500
6-37-372-000-6032	Freight & Courier Services	800	700	900	900	900
6-37-372-000-6036	Mobile Communication Services	700	700	700	700	700
6-37-372-000-6040	Professional Services	13,500	8,500	14,000	14,000	14,000
6-37-372-000-6104	PPE & First Aid Supplies	500	250	500	500	500
6-37-372-000-6105	Fuels & Oils	2,500	1,500	2,500	2,500	2,500
6-37-372-000-6107	Parts of Motor Vehicle & Other	19,000	12,000	20,000	20,000	20,000
6-37-372-000-6108	Consumable Tools & Supplies	3,000	3,000	4,500	3,500	3,500
6-37-372-000-6109	General & Operating Supplies	7,500	7,000	7,800	7,800	7,800
		48,000	33,850	51,400	50,400	50,400

Vegetation Management

6-37-373-000-6011	Accommodation & Subsistence	22,500	27,000	22,500	22,500	22,500
6-37-373-000-6012	Transportation Expenses	1,000	400	1,000	1,000	1,000
6-37-373-000-6013	Training & Education	8,500	6,000	8,500	8,500	8,500
6-37-373-000-6029	Other Information Services	22,000	22,000	16,500	16,500	17,000
6-37-373-000-6036	Mobile Communication Services	9,500	13,000	13,000	13,000	13,000
6-37-373-000-6040	Professional Services	29,000	16,000	29,000	29,000	29,000
6-37-373-000-6066	Harvest & Cleanup Incentives	30,000	20,000	30,000	30,000	30,000
6-37-373-000-6104	PPE & First Aid Supplies	20,350	18,000	20,450	20,450	20,450
6-37-373-000-6105	Fuels & Oils	40,000	30,000	40,000	40,000	40,000
6-37-373-000-6107	Parts of Motor Vehicle & Other	35,000	35,000	35,000	37,000	37,000
6-37-373-000-6108	Consumable Tools & Supplies	1,600	1,600	2,500	2,000	2,000
6-37-373-000-6109	General & Operating Supplies	14,000	13,500	14,000	14,000	14,500
6-37-373-000-6110	Chemicals	350,000	120,000	350,000	350,000	350,000
6-37-373-000-6202	Grants to Organizations	2,500	500	3,000	3,000	3,000
		585,950	323,000	585,450	586,950	587,950

Pest Control

6-37-374-000-6036	Mobile Communication Services	1,440	1,140	1,140	1,140	1,140
6-37-374-000-6040	Professional & Special Services	10,200	3,800	11,000	11,000	11,000
6-37-374-000-6066	Harvest & Cleanup Incentives	36,000	30,000	36,000	36,000	36,000
6-37-374-000-6104	PPE & First Aid Supplies	1,000	1,000	1,000	1,000	1,000
6-37-374-000-6105	Fuels & Oils	15,000	15,000	15,000	15,000	15,000
6-37-374-000-6107	Parts of Motor Vehicle & Other	8,000	5,000	8,000	8,000	8,000
6-37-374-000-6108	Consumable Tools & Supplies	3,000	3,000	3,500	4,000	4,000
6-37-374-000-6109	General & Operating Supplies	9,000	8,000	10,000	10,000	10,000
		83,640	66,940	85,640	86,140	86,140

Extension and Outreach

6-37-375-000-6011	Accommodation & Subsistence	1,800	600	1,800	1,800	1,800
6-37-375-000-6021	Advertising Services	15,000	15,000	15,000	15,000	15,000
6-37-375-000-6040	Professional Services	3,000	3,000	3,000	3,000	3,000
6-37-375-000-6109	General & Operating Supplies	3,000	2,000	3,000	3,000	3,000
6-37-375-000-6143	Rental of Building	1,500	1,500	1,500	1,500	1,500
6-37-375-000-6202	Grants to Organizations	172,000	145,003	162,000	162,000	162,000
		196,300	167,103	186,300	186,300	186,300

Veterinary Services

6-37-376-000-6085	Other Government Fees	5,000	5,000	5,000	5,000	5,000
6-37-376-000-6121	Power Supply Service	8,500	8,500	8,500	8,500	8,500
6-37-376-000-6122	Natural Gas Service	3,500	3,000	3,500	3,500	3,500
6-37-376-000-6125	Rural Water	1,500	2,500	3,000	3,000	3,000
6-37-376-000-6202	Veterinary Services Inc. Grant	130,000	120,000	130,000	130,000	130,000
		148,500	139,000	150,000	150,000	150,000

Beautification Program

6-37-377-003-6036	Mobile Communication Services	-	600	1,650	1,650	1,650
6-37-377-003-6040	Professional Services	-	1,200	2,000	2,000	2,000
6-37-377-003-6104	PPE & First Aid Supplies	-	3,500	3,500	3,500	3,500
6-37-377-003-6105	Fuels & Oils	-	-	19,000	19,000	19,000
6-37-377-003-6107	Parts of Motor Vehicle & Other	-	10,000	15,500	15,500	15,500
6-37-377-003-6108	Consumable Tools & Supplies	-	3,000	3,000	3,000	3,000
6-37-377-003-6109	General & Operating Supplies	-	25,000	45,000	37,000	37,000
		-	43,300	89,650	81,650	81,650

TOTAL AGRICULTURAL SERVICES

2,313,414	1,750,093	2,858,655	2,877,081	2,900,787
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FAMILY & COMMUNITY SUPPORT SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
FCSS Administration						
6-36-360-000-6001	Salaries	661,345	615,921	1,249,349	1,275,726	1,302,855
6-36-360-000-6004	Employer Contributions	162,272	157,404	291,962	299,568	307,394
6-36-360-001-6011	Accommodation & Subsistence	7,000	9,000	9,000	9,000	9,000
6-36-360-001-6012	Transportation Expenses	4,000	3,500	4,500	4,500	4,500
6-36-360-001-6015	Memberships Seminars Conferences	3,000	4,500	4,000	4,000	4,000
6-36-360-001-6033	Telecommunication Services	1,700	1,400	2,000	2,000	2,000
6-36-360-001-6041	Auditing & Accounting Services	1,500	1,000	1,500	1,500	1,500
6-36-360-003-6011	Accommodation & Subsistence	-	4,800	5,000	5,000	5,000
6-36-360-003-6012	Transportation Expenses	-	2,800	3,000	3,000	3,000
6-36-360-003-6015	Memberships Seminars Conferences	-	-	4,000	4,000	4,000
6-36-360-003-6033	Telecommunication Services	-	-	900	900	900
		840,817	800,325	1,575,211	1,609,194	1,644,149
FCSS Board						
6-36-361-000-6003	Honorariums	24,000	22,000	24,000	24,000	24,000
6-36-361-000-6004	Employer Contributions	2,500	2,500	2,500	2,500	2,500
6-36-361-000-6011	Accommodation & Subsistence	5,000	4,500	5,000	5,000	5,000
6-36-361-000-6012	Transportation Expenses	7,000	6,500	7,000	7,000	7,000
6-36-361-000-6015	Memberships Seminars Conferences	3,500	4,500	4,500	4,500	4,500
		42,000	40,000	43,000	43,000	43,000
Youth & Other FCSS Programs						
6-36-362-000-6011	Accommodation & Subsistence	3,000	3,000	3,000	3,000	3,000
6-36-362-000-6012	Transportation Expenses	2,500	1,800	2,500	2,500	2,500
6-36-362-000-6013	Training & Education	3,000	2,000	2,500	2,500	2,500
6-36-362-000-6040	Professional Services	8,000	3,000	8,000	15,500	8,000
6-36-362-000-6109	General & Operating Supplies	28,500	28,000	28,000	28,000	28,000
6-36-362-000-6143	Rental of Building	1,500	1,200	1,500	1,500	1,500
6-36-362-003-6011	Accommodation & Subsistence	-	1,500	1,800	1,800	1,800
6-36-362-003-6012	Transportation Expenses	-	1,800	2,500	2,500	2,500
6-36-362-003-6013	Training & Education	-	1,500	1,500	1,500	1,500
6-36-362-003-6040	Professional & Special Services	-	10,000	10,000	10,000	10,000
6-36-362-003-6109	General & Operating Supplies	-	4,000	6,000	6,000	6,000
		46,500	57,800	67,300	74,800	67,300
Community Resource Centre						
6-36-363-001-6011	Accommodation & Subsistence	1,000	700	1,000	1,000	1,000
6-36-363-001-6012	Transportation Expenses	300	200	300	300	300
6-36-363-001-6013	Training & Education	1,000	800	1,000	1,000	1,000
6-36-363-001-6033	Telecommunication Services	5,000	5,000	5,000	5,000	5,000
6-36-363-001-6076	Repair/Maint. - Motor Vehicles	500	-	500	500	500
6-36-363-001-6105	Fuels & Oils	2,500	1,900	2,500	2,500	2,500
6-36-363-001-6109	General & Operating Supplies	20,000	20,000	20,000	20,000	20,000
6-36-363-001-6143	Rental of Building	37,200	37,200	37,200	37,200	37,200
6-36-363-003-6011	Accommodation & Subsistence	-	500	1,000	1,000	1,000

6-36-363-003-6012	Transportation Expenses	-	500	1,000	1,000	1,000
6-36-363-003-6013	Training & Education	-	500	1,000	1,000	1,000
6-36-363-003-6033	Telecommunication Services	-	3,800	5,500	5,500	5,500
6-36-363-003-6109	General & Operating Supplies	-	6,700	10,000	10,000	10,000
6-36-363-003-6143	Rental of Building	-	15,000	15,000	0	0
		67,500	92,800	101,000	86,000	86,000

Home Support

6-36-364-000-6104	PPE & First Aid Supplies	500	450	500	500	500
6-36-364-001-6011	Accommodation & Subsistence	2,000	2,000	2,000	2,000	2,000
6-36-364-001-6012	Transportation Expenses	75,500	70,000	70,000	70,000	70,000
6-36-364-001-6013	Training & Education	2,000	1,400	2,000	2,000	2,000
6-36-364-001-6036	Mobile Communication Services	3,000	2,500	2,700	2,700	2,700
6-36-364-003-6011	Accommodation & Subsistence	-	800	2,000	2,000	2,000
6-36-364-003-6012	Transportation Expenses	-	10,000	15,000	15,000	15,000
6-36-364-003-6013	Training & Education	-	300	2,000	2,000	2,000
6-36-364-003-6104	PPE & First Aid Supplies	-	600	1,000	1,000	1,000
		83,000	88,050	97,200	97,200	97,200

Liaison Workers

6-36-365-000-6202	Peace Wapiti School Div. Grant	64,100	64,100	45,000	45,000	45,000
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Grants to Individual Organizations

6-36-366-000-6202	Grants to Organizations	90,000	93,000	95,000	95,000	95,000
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Grande Cache Programs

6-36-367-003-6203	GC Home Support Program Grant	245,000	-	-	-	-
6-36-367-003-6225	GC Aboriginal Community Activity	30,000	-	-	-	-
		275,000	-	-	-	-

Outreach Coordinator Program

6-36-368-003-6011	Accommodations and Subsistence	-	300	1,000	1,000	1,000
6-36-368-000-6012	Transportation Expenses	-	3,000	5,000	5,000	5,000
6-36-368-000-6013	Training & Education	-	200	1,000	1,000	1,000
		-	3,500	7,000	7,000	7,000

Support Coordinator Program

6-36-369-000-6011	Accommodations and Subsistence	1,000	1,800	1,800	1,800	1,800
6-36-369-000-6012	Transportation Expenses	700	1,500	1,500	1,500	1,500
6-36-369-000-6013	Training & Education	1,000	1,500	1,500	1,500	1,500
		2,700	4,800	4,800	4,800	4,800

TOTAL FAMILY & COMMUNITY SUPPORT SERVICES

1,511,617	1,244,375	2,035,511	2,061,994	2,089,449
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PROTECTIVE SERVICES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Protective Services Administration						
6-35-350-000-6001	Salaries	264,694	366,183	602,197	620,395	639,130
6-35-350-000-6004	Employer Contributions	76,762	109,855	174,639	179,914	185,347
6-35-350-000-6011	Accommodation & Subsistence	20,000	15,000	20,000	20,000	20,000
6-35-350-000-6013	Training & Education	23,000	10,000	23,000	23,000	23,000
6-35-350-000-6015	Memberships Seminars Conferences	4,000	4,000	4,000	4,000	4,000
6-35-350-000-6021	Advertising Services	4,000	2,000	4,000	4,000	4,000
6-35-350-000-6032	Freight & Courier Services	1,000	1,000	1,000	1,000	1,000
6-35-350-000-6036	Mobile Communication Services	17,380	15,000	17,680	17,680	17,680
6-35-350-000-6040	Professional Services	53,000	15,000	45,000	45,000	45,000
6-35-350-000-6055	Volunteer Appreciation	12,500	12,500	12,500	12,500	12,500
6-35-350-000-6061	Animal Control Services	11,000	11,000	20,000	20,000	20,000
6-35-350-000-6064	Enforcement Services	479,000	240,000	439,000	439,000	439,000
6-35-350-000-6076	Repair/Maint.- Motor Vehicles	5,000	5,000	5,000	5,000	5,000
6-35-350-000-6104	PPE & First Aid Supplies	5,000	3,500	5,000	5,000	5,000
6-35-350-000-6105	Fuels & Oils	8,000	8,000	8,500	9,000	9,000
6-35-350-000-6109	General & Operating Supplies	10,000	8,000	20,000	20,000	20,000
6-35-350-000-6202	Grants to Organizations	273,600	268,000	308,000	268,000	268,000
		1,267,936	1,094,038	1,709,516	1,693,489	1,717,657
Fire Protection Valleyview						
6-35-351-001-6003	Honorariums	15,000	15,000	20,000	20,000	20,000
6-35-351-001-6036	Mobile Communication Services	1,000	1,000	1,000	1,000	1,000
6-35-351-001-6040	Professional Services	2,000	3,000	3,000	4,000	5,000
6-35-351-001-6076	Repair/Maint.- Motor Vehicles	5,000	6,000	6,000	7,000	8,000
6-35-351-001-6078	Fire Service Agreement	75,000	75,000	75,000	75,000	75,000
6-35-351-001-6109	General & Operating Supplies	7,500	6,000	7,500	7,500	7,500
6-35-351-001-6121	Power Supply Service	2,500	8,000	7,000	8,000	9,000
6-35-351-001-6122	Natural Gas Service	2,000	4,000	3,000	4,000	5,000
6-35-351-001-6125	Rural Water	1,000	1,000	1,000	1,000	1,000
6-35-351-001-6202	Grants to Organizations	43,800	43,800		-	-
		154,800	162,800	123,500	127,500	131,500

Fire Protection Grande Cache

6-35-352-003-6003	Honorariums	15,000	15,000	100,000	100,000	100,000
6-35-352-003-6011	Accommodation & Subsistence	-	500	2,500	3,000	3,500
6-35-352-003-6012	Transportation Expenses	-	800	5,000	5,000	5,000
6-35-352-003-6013	Training & Education	9,750	5,000	35,000	35,000	35,000
6-35-352-003-6015	Memberships Seminars Conferences	-	1,500	3,250	3,250	3,250
6-35-352-003-6032	Freight & Courier Services	2,000	200	2,000	2,000	2,000
6-35-352-003-6033	Telecommunication Services	1,000	-	12,500	12,500	12,500
6-35-352-003-6036	Mobile Communication Services	2,400	1,500	9,000	9,000	9,000
6-35-352-003-6040	Professional Services	9,000	9,000	5,000	5,000	5,000
6-35-352-003-6063	Emergency Response Services	6,500	6,500	12,900	12,900	12,900
6-35-352-003-6074	Equipment & Machinery Repair	-	-	8,000	9,000	9,500
6-35-352-003-6076	Repair/Maint.- Motor Vehicles	5,500	5,500	12,000	12,000	12,000
6-35-352-003-6078	Fire Service Agreement	25,000	25,000	-	-	-
6-35-352-003-6104	PPE & First Aid Supplies	-	250	30,000	30,000	30,000
6-35-352-003-6105	Fuels & Oils	-	800	10,000	10,000	10,000
6-35-352-003-6106	Tools	45,400	10,000	-	-	-
6-35-352-003-6109	General & Operating Supplies	35,400	-	35,400	35,400	35,400
6-35-352-003-6121	Power Supply Service	-	-	38,000	38,000	38,000
6-35-352-003-6122	Natural Gas Service	-	300	15,500	15,500	15,500
6-35-352-003-6123	Sewer and Water	-	-	2,000	2,000	2,000
6-35-352-003-6520	Vehicle Accessories	-	-	1,000	1,000.00	1,000.00
		156,950	81,850	339,050	340,550	341,550

Fire Protection DeBolt

6-35-353-004-6003	Honorariums	30,000	30,000	40,000	40,000	40,000
6-35-353-004-6004	Employer Contributions	400	400	400	400	400
6-35-353-004-6011	Accommodation & Subsistence	2,600	2,600	2,600	3,000	4,000
6-35-353-004-6012	Transportation Expenses	2,000	2,000	2,500	3,000	3,500
6-35-353-004-6013	Training & Education	28,000	28,000	28,000	28,000	28,000
6-35-353-004-6015	Memberships Seminars Conferences	2,000	2,000	2,000	2,000	2,000
6-35-353-004-6032	Freight & Courier Services	800	800	800	800	800
6-35-353-004-6033	Telecommunication Services	11,000	11,000	11,000	11,000	11,000
6-35-353-004-6036	Mobile Communication Services	5,000	4,000	5,000	5,000	5,000
6-35-353-004-6040	Professional Services	6,000	6,000	6,000	6,000	6,000
6-35-353-004-6063	Emergency Response Services	10,000	12,000	11,000	12,000	13,000
6-35-353-004-6074	Equipment & Machinery Repair	5,000	5,000	7,500	8,000	8,500
6-35-353-004-6076	Repair/Maint.- Motor Vehicles	10,500	10,500	10,500	10,500	10,500
6-35-353-004-6104	PPE & First Aid Supplies	20,000	20,000	20,000	20,000	20,000
6-35-353-004-6105	Fuels & Oils	6,500	6,500	6,500	6,800	7,100
6-35-353-004-6109	General & Operating Supplies	41,400	35,000	41,400	41,400	41,400
6-35-353-004-6110	Chemicals	1,000	1,000	1,000	1,000	1,000
6-35-353-004-6121	Power Supply Service	18,000	18,000	18,000	18,000	18,000
6-35-353-004-6122	Natural Gas Service	15,000	15,000	15,000	15,000	15,000
6-35-353-004-6520	Vehicle Accessories	1,500	1,500	1,500	1,500	1,500
		216,700	211,300	230,700	233,400	236,700

Fire Protection Grovedale

6-35-354-005-6003	Honorariums	30,000	30,000	40,000	40,000	40,000
6-35-354-005-6004	Employer Contributions	400	400	400	400	400
6-35-354-005-6011	Accommodation & Subsistence	2,000	2,000	2,500	3,000	3,500
6-35-354-005-6012	Transportation Expenses	500	500	2,500	3,000	3,500
6-35-354-005-6013	Training & Education	35,000	35,000	45,000	35,000	35,000
6-35-354-005-6015	Memberships Seminars Conferences	1,000	1,000	1,000	1,000	1,000
6-35-354-005-6032	Freight & Courier Services	500	250	500	500	500
6-35-354-005-6033	Telecommunication Services	11,000	11,000	11,000	11,000	11,000
6-35-354-005-6036	Mobile Communication Services	10,400	10,400	11,000	11,000	11,000
6-35-354-005-6040	Professional Services	5,000	6,500	6,000	7,000	8,000
6-35-354-005-6063	Emergency Response Services	10,000	10,000	10,000	10,000	10,000
6-35-354-005-6074	Equipment & Machinery Repair	5,000	5,000	7,500	8,000	8,500
6-35-354-005-6076	Repair/Maint.- Motor Vehicles	16,000	16,000	18,000	19,000	20,000
6-35-354-005-6104	PPE & First Aid Supplies	55,000	25,000	30,000	30,000	30,000
6-35-354-005-6105	Fuels & Oils	10,000	10,000	10,000	10,000	10,000
6-35-354-005-6109	General & Operating Supplies	32,400	20,000	32,400	32,400	32,400
6-35-354-005-6110	Chemicals	1,500	1,000	1,500	1,500	1,500
6-35-354-005-6121	Power Supply Service	25,000	25,000	38,000	38,000	38,000
6-35-354-005-6122	Natural Gas Service	14,000	14,000	15,000	16,000	17,000
6-35-354-005-6520	Vehicle Accessories	1,000	1,000	1,000	1,000	1,000
		265,700	224,050	283,300	277,800	282,300

Disaster Services

6-35-355-000-6011	Accommodation & Subsistence	3,000	1,000	3,500	3,500	3,500
6-35-355-000-6012	Transportation Expenses	2,000	1,000	12,000	2,000	2,000
6-35-355-000-6013	Training & Education	15,000	2,000	15,000	15,000	15,000
6-35-355-000-6033	Telecommunication Services	22,000	15,000	23,000	23,000	23,000
6-35-355-000-6040	Professional Services	20,000	12,000	25,000	20,000	20,000
6-35-355-000-6109	General & Operating Supplies	15,750	6,000	12,500	12,500	12,500
		77,750	37,000	91,000	76,000	76,000

Fire Protection Fox Creek

6-35-358-002-6003	Honorariums	15,000	15,000	20,000	20,000	20,000
6-35-358-002-6013	Training & Education	17,000	5,000	17,000	17,000	17,000
6-35-358-002-6032	Freight & Courier Services	500	200	500	500	500
6-35-358-002-6033	Telecommunication Services	1,000	500	1,000	1,000	1,000
6-35-358-002-6036	Mobile Communication Services	10,000	1,000	5,000	5,000	5,000
6-35-358-002-6040	Professional Services	12,000	9,000	12,000	12,000	12,000
6-35-358-002-6063	Emergency Response Services	5,000	1,000	5,000	5,000	5,000
6-35-358-002-6076	Repair/Maint.- Motor Vehicles	8,000	14,000	15,000	16,000	17,000
6-35-358-002-6078	Fire Service Agreement	24,000	24,000	24,000	24,000	24,000
6-35-358-002-6109	General & Operating Supplies	30,000	30,000	30,000	30,000	30,000
6-35-358-002-6202	Grants to Organizations	-	23,000	-	-	-
		122,500	122,700	129,500	130,500	131,500

Community Peace Officer Program

6-45-450-000-6001	Salaries	-	-	348,896	359,684	370,804
6-45-450-000-6004	Employer Contributions	-	-	101,180	104,308	107,532
6-45-450-000-6011	Accommodation & Subsistence	-	-	7,500	7,500	7,500
6-45-450-000-6021	Advertising Services	-	-	2,500	2,500	2,500
6-45-450-000-6036	Mobile Communication Services	-	-	2,400	2,400	2,400
6-45-450-000-6048	Training and Education Services	-	-	17,000	17,000	17,000
6-45-450-000-6076	Repair/Maint.- Motor Vehicles	-	-	26,000	26,000	26,000
6-45-450-000-6104	PPE & First Aid Supplies	-	-	180,500	150,000	150,000
6-45-450-000-6105	Fuels & Oils	-	-	50,000	50,000	50,000
6-45-450-000-6109	General & Operating Supplies	-	-	25,000	25,000	25,000
		-	-	760,976	744,392	758,736

TOTAL PROTECTIVE SERVICES

2,262,336	1,933,738	3,667,542	3,623,631	3,675,943
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GREENVIEW REGIONAL MULTIPLEX		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Greenview Regional Multiplex						
6-38-380-001-6001	Salaries	-	-	1,326,000	1,352,520	1,379,570
6-38-380-001-6004	Employer Contributions	-	-	306,000	312,120	318,362
6-38-380-001-6011	Accommodation & Subsistence	-	-	6,000	6,000	6,000
6-38-380-001-6012	Transportation Expenses	-	-	6,000	4,000	4,000
6-38-380-001-6013	Training & Education	-	-	9,000	3,000	3,000
6-38-380-001-6021	Advertising Services	-	-	5,000	5,000	5,000
6-38-380-001-6032	Freight & Courier Services	-	-	13,000	13,000	13,000
6-38-380-001-6033	Telecommunication Services	-	-	15,000	15,000	15,000
6-38-380-001-6036	Mobile Communication Services	-	-	1,200	1,200	1,200
6-38-380-001-6040	Professional Services	-	-	42,000	42,000	42,000
6-38-380-001-6068	Bldg Maintenance	-	-	70,000	70,000	70,000
6-38-380-001-6071	Maintenance Service Contract	-	-	11,000	11,000	11,000
6-38-380-001-6074	Equipment & Machinery Repair	-	-	17,000	17,000	17,000
6-38-380-001-6103	Cleaning/ Janitorial Supplies	-	-	13,000	13,000	13,000
6-38-380-001-6104	PPE & First Aid Supplies	-	-	2,000	2,000	2,000
6-38-380-001-6109	General & Operating Supplies	-	-	50,000	50,000	50,000
6-38-380-001-6110	Chemicals	-	-	70,000	70,000	70,000
6-38-380-001-6121	Power Supply Service	-	-	185,000	185,000	185,000
6-38-380-001-6122	Natural Gas Service	-	-	95,000	95,000	95,000
6-38-380-001-6129	Local Utilities - Water/Sewer/Garbage	-	-	32,000	32,000	32,000
6-38-380-001-6140	Rentals & Leases	-	-	4,000	4,000	4,000
6-38-380-001-6143	Rental of Building	-	-	5,000	5,000	5,000
6-38-380-001-6160	Concession Supplies	-	-	19,000	19,000	19,000
6-38-380-001-6161	Programming Supplies (Childmind etc.)	-	-	24,000	24,000	24,000
6-38-380-001-6208	Donations & Sponsorships	-	-	4,500	4,500	4,500
		-	-	2,330,700	2,355,340	2,388,632
TOTAL GREENVIEW REGIONAL MULTIPLEX		-	-	2,330,700	2,355,340	2,388,632

THREE YEAR REVENUE					
DESCRIPTION	2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
PROPERTY TAXES	-\$109,680,727	-\$120,206,492	-\$120,206,492	-\$120,206,492	-\$120,206,492
OTHER TAX REVENUE	-\$10,092,164	-\$10,092,164	-\$10,092,164	-\$10,092,164	-\$10,092,164
OTHER REVENUE	-\$2,275,300	-\$3,112,928	-\$3,073,753	-\$3,073,855	-\$3,073,953
CONDITIONAL GRANTS	-\$8,811,446	-\$8,811,446	-\$5,520,330	-\$5,520,330	-\$5,520,330
PLANNING & DEVELOPMENT REVENUE	-\$485,100	-\$425,000	-\$345,000	-\$345,000	-\$345,000
ENVIRONMENTAL SERVICES REVENUE	-\$759,945	-\$279,739	-\$2,043,220	-\$2,096,025	-\$2,108,230
OPERATIONS SERVICES REVENUE	-\$889,900	-\$1,674,400	-\$1,551,400	-\$1,554,400	-\$1,559,500
COMMUNITY SERVICES REVENUE	-\$336,100	-\$394,042	-\$415,027	-\$416,027	-\$417,027
ECONOMIC DEVELOPMENT REVENUE	-\$459,000	-\$640,400	-\$838,000	-\$441,300	-\$443,400
RECREATION SERVICES REVENUE	-\$20,200	-\$440,400	-\$497,800	-\$498,400	-\$499,000
AGRICULTURAL SERVICES REVENUE	-\$217,150	-\$221,830	-\$210,650	-\$210,650	-\$210,650
FCSS REVENUE	-\$408,660	-\$577,321	-\$684,400	-\$684,400	-\$684,400
PROTECTIVE SERVICES REVENUE	-\$40,000	-\$40,000	-\$80,000	-\$80,000	-\$80,000
GREENVIEW REGIONAL MULTIPLEX REVENUE	\$0	\$0	-\$544,100	-\$544,100	-\$544,100
2019 REVENUE - GRANDE CACHE	-\$8,779,150	\$0			
TOTAL GREENVIEW REVENUE	(143,254,842)	(146,916,162)	(146,102,336)	(145,763,143)	(145,784,246)

CAO & CORPORATE SERVICES REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Property Taxes						
5-51-510-000-5001	Linear Property Tax	(58,894,650)	(62,458,477)	(62,458,477)	(62,458,477)	(62,458,477)
5-51-510-000-5002	Farmland Tax	(302,966)	(302,840)	(302,840)	(302,840)	(302,840)
5-51-510-000-5003	Machinery & Equipment Tax	(128,257)	(115,980)	(115,980)	(115,980)	(115,980)
5-51-510-000-5004	Non Residential Tax	(2,466,185)	(3,633,908)	(3,633,908)	(3,633,908)	(3,633,908)
5-51-510-000-5005	Residential Tax	(3,595,930)	(6,815,465)	(6,815,465)	(6,815,465)	(6,815,465)
5-51-510-000-5006	Min Property Tax Levy	(471)	(501)	(501)	(501)	(501)
5-51-510-000-5007	DIP- Farmland Tax	(101)	(102)	(102)	(102)	(102)
5-51-510-000-5008	DIP - Machinery & Equipment	(36,534,372)	(38,202,868)	(38,202,868)	(38,202,868)	(38,202,868)
5-51-510-000-5009	DIP - Non Residential Property Tax	(7,757,320)	(8,675,877)	(8,675,877)	(8,675,877)	(8,675,877)
5-51-510-000-5010	DIP - Residential Property Tax	(475)	(474)	(474)	(474)	(474)
		(109,680,727)	(120,206,492)	(120,206,492)	(120,206,492)	(120,206,492)
Other Taxes Revenue						
5-51-511-000-5102	Local Improvement Charge	(92,164)	(92,164)	(92,164)	(92,164)	(92,164)
5-51-511-000-5104	Well Drilling Tax	(10,000,000)	(10,000,000)	(10,000,000)	(10,000,000)	(10,000,000)
		(10,092,164)	(10,092,164)	(10,092,164)	(10,092,164)	(10,092,164)
Administrative Revenue						
5-53-531-000-5206	GIS & Plotting Service	(100)	(100)	(100)	(100)	(100)
5-53-531-000-5208	Municipal Maps & Photos	(7,000)	(5,000)	(5,000)	(5,000)	(5,000)
5-53-531-000-5300	Administrative Fees & Other Charges	(200)	(100)	(100)	(100)	(100)
5-53-531-000-5311	Fees - Tax Certificate	(10,000)	(13,500)	(13,500)	(13,500)	(13,500)
5-53-531-003-5210	Photocopies	-	(200)	(200)	(200)	(200)
5-53-531-003-5300	Fees & Other Charges - Grande Cache	(5,500)	(5,300)	(5,500)	(5,500)	(5,500)
		(22,800)	(24,200)	(24,400)	(24,400)	(24,400)
Other Revenue From Own Sources						
5-54-541-000-5419	Miscellaneous Fees	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
5-54-541-000-5500	Sale of Assets	(60,000)	(5,000)	(5,000)	(5,000)	(5,000)
5-54-541-000-5602	Penalties on Receivables	(100,000)	(120,000)	(120,000)	(120,000)	(120,000)
5-54-541-000-5603	Penalty & Costs on Taxes	(200,000)	(300,000)	(300,000)	(300,000)	(300,000)
5-54-541-000-5801	Claim Refund	(2,500)	(46,955)	(2,500)	(2,500)	(2,500)
5-54-541-000-5802	Return on Investment	(1,750,000)	(1,830,000)	(1,830,000)	(1,830,000)	(1,830,000)
5-54-541-000-5803	Other Interest Revenue	(110,000)	(105,000)	(110,000)	(110,000)	(110,000)
5-54-541-003-5421	Animal Licenses	-	(6,000)	(6,000)	(6,000)	(6,000)
5-54-541-003-5426	Franchise Revenue	-	(644,000)	(644,000)	(644,000)	(644,000)
5-54-541-003-5433	Tower Lease	-	(1,773)	(1,853)	(1,955)	(2,053)
		(2,275,300)	(3,112,928)	(3,073,753)	(3,073,855)	(3,073,953)
Conditional Grants						
5-55-551-000-5706	MSI Operating Grant	(238,461)	(238,461)	(247,345)	(247,345)	(247,345)
5-55-553-000-5706	MSI CAP Grant	(5,272,985)	(5,272,985)	(5,272,985)	(5,272,985)	(5,272,985)
5-55-553-003-5711	GC Dissolution Grant	(3,300,000)	(3,300,000)	-	-	-
		(8,811,446)	(8,811,446)	(5,520,330)	(5,520,330)	(5,520,330)
TOTAL CAO & CORPORATE SERVICES REVENUE		(130,859,637)	(142,223,030)	(138,892,739)	(138,892,841)	(138,892,939)

PLANNING & DEVELOPMENT REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Planning & Development Revenue						
5-53-534-000-5305	Fees - Business License	(600)	(400)	(600)	(600)	(600)
5-53-534-000-5306	Fees - Certificate of Compliance	(500)	(600)	(1,400)	(1,400)	(1,400)
5-53-534-000-5309	Fees - Development Application	(450,000)	(400,000)	(300,000)	(300,000)	(300,000)
5-53-534-000-5310	Fees - Subdivision Applications	(30,000)	(20,000)	(20,000)	(20,000)	(20,000)
5-53-534-000-5505	Fees - Land Use Amendments	(4,000)	(4,000)	(6,000)	(6,000)	(6,000)
5-53-534-003-5305	Fees - Business License GC	-	-	(17,000)	(17,000)	(17,000)
		(485,100)	(425,000)	(345,000)	(345,000)	(345,000)
TOTAL PLANNING & DEVELOPMENT REVENUE		(485,100)	(425,000)	(345,000)	(345,000)	(345,000)

ENVIRONMENTAL SERVICES REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Local Improvement Tax (Debentures)						
5-53-532-000-5805	Debenture Wastewater	(45,110)	-	(45,110)	(45,110)	(45,110)
5-53-532-000-5806	Debenture Water	(45,110)	-	(45,110)	(45,110)	(45,110)
		(90,220)	-	(90,220)	(90,220)	(90,220)
Wastewater Collection						
5-53-532-003-5408	Wastewater Collection - Grande Cache	-	-	(328,850)	(328,850)	(328,850)
5-53-532-004-5408	Wastewater Collection - DeBolt	(27,000)	(26,496)	(28,000)	(29,000)	(30,000)
5-53-532-005-5408	Wastewater Collection - Grovedale	(14,000)	(13,371)	(15,000)	(24,000)	(24,000)
5-53-532-007-5408	Wastewater Collection - Little Smoky	(3,400)	(3,168)	(3,500)	(3,600)	(3,700)
5-53-532-008-5408	Wastewater Collection - Ridgevalley	(23,000)	(22,608)	(24,000)	(25,000)	(26,000)
5-53-532-003-5416	Wastewater Connection Fee - Grande Cache	-	-	(1,000)	(1,000)	(1,000)
5-53-532-000-5420	Lagoon Tipping Fees - Industrial Lagoon	(50,000)	(334)	(5,000)	(5,000)	(5,000)
5-53-532-003-5420	Lagoon Tipping Fees - Grande Cache	-	-	(101,520)	(101,520)	(101,520)
5-53-532-004-5420	Lagoon Tipping Fees - DeBolt	(500)	(13,442)	(600)	(700)	(800)
5-53-532-005-5420	Lagoon Tipping Fees - Grovedale	(300,000)	-	(300,000)	(300,000)	(300,000)
5-53-532-007-5420	Lagoon Tipping Fees - Little Smoky	(100)	(223)	(100)	(100)	(100)
5-53-532-045-5420	Lagoon Tipping Fees - Sturgeon Heights	(40,000)	(17,529)	(44,000)	(46,000)	(48,000)
		(458,000)	(97,171)	(851,570)	(864,770)	(868,970)
Water Distribution						
5-53-532-003-5410	Water Distribution - Grande Cache	-	-	(560,200)	(560,200)	(560,200)
5-53-532-004-5410	Water Distribution - DeBolt	(40,000)	(32,200)	(44,000)	(44,000)	(44,000)
5-53-532-005-5410	Water Distribution - Grovedale	(500)	-	(500)	(18,000)	(20,000)
5-53-532-007-5410	Water Distribution - Little Smoky	(4,500)	(6,966)	(4,700)	(4,900)	(5,000)
5-53-532-008-5410	Water Distribution - Ridgevalley	(27,000)	(29,131)	(30,000)	(30,000)	(30,000)
5-53-532-024-5410	Water Distribution - Landry Heights	-	-	-	(18,000)	(20,000)
		(72,000)	(68,297)	(639,400)	(675,100)	(679,200)

Water Point Fees

5-53-532-003-5411	Water Point Grande Cache Bulk Water	-	-	(57,000)	(57,000)	(57,000)
5-53-532-005-5411	Water Point Grovedale	(8,500)	(7,195)	(9,000)	(9,500)	(10,000)
5-53-532-007-5411	Water Point Little Smoky	(8,000)	(6,674)	(8,200)	(8,400)	(8,600)
5-53-532-032-5411	Water Point Crooked Creek	(14,000)	(10,974)	(15,000)	(16,000)	(17,000)
5-53-532-033-5411	Water Point Goodwin	(9,000)	(5,980)	(9,000)	(9,000)	(9,000)
5-53-532-041-5411	Water Point New Fish Creek	(3,000)	(3,424)	(3,200)	(3,400)	(3,600)
5-53-532-042-5411	Water Point Puskwaskau	(25)	-	(30)	(35)	(40)
5-53-532-043-5411	Water Point Sandy Bay	(1,500)	(1,374)	(1,600)	(1,700)	(1,800)
5-53-532-044-5411	Water Point South Wapiti	(4,600)	(3,249)	(4,800)	(5,000)	(5,200)
5-53-532-045-5411	Water Point Sturgeon Heights	(100)	-	-	-	-
5-53-532-047-5411	Water Point Sunset House	(5,000)	(3,649)	(5,000)	(5,000)	(5,000)
5-53-532-049-5411	Water Point Sweathouse	(2,000)	(1,500)	(2,200)	(2,400)	(2,600)
		(55,725)	(44,019)	(115,030)	(117,435)	(119,840)

Water Rural

5-53-532-000-5436	Water Connection Fees	(12,500)	(12,500)	(25,000)	(25,000)	(25,000)
5-53-532-003-5412	Water Connection Fees - Grande Cache	-	-	(1,000)	(1,000)	(1,000)
5-53-532-011-5412	Rural Waterline - Valleyview West	(5,500)	(3,748)	(6,000)	-6,500	(7,000)
5-53-532-012-5412	Rural Waterline - Valleyview South	(15,000)	(11,901)	(16,000)	(17,000)	(18,000)
		(33,000)	(28,149)	(48,000)	(49,500)	(51,000)

Other Revenue

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

5-53-532-003-5407	Solid Waste Collection - GC	-	-	(248,000)	(248,000)	(248,000)
5-53-532-000-5506	Sale to Other Governments - Solid Waste	(11,000)	(2,103)	(11,000)	(11,000)	(11,000)
		(11,000)	(2,103)	(259,000)	(259,000)	(259,000)

TOTAL ENVIRONMENTAL SERVICES REVENUE

(759,945)	(279,739)	(2,043,220)	(2,096,025)	(2,108,230)
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OPERATIONS SERVICES REVENUES		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Operations Services						
5-53-533-000-5101	Aggregate Levy	(450,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
5-53-533-000-5204	Dust Control	(85,000)	(95,000)	(97,000)	(100,000)	(105,000)
5-53-533-000-5213	Road Maintenance	(10,000)	(175,000)	(175,000)	(175,000)	(175,000)
5-53-533-000-5214	Road Services	(76,000)	(30,000)	(30,000)	(30,000)	(30,000)
5-53-533-000-5404	Road Permits & Fees	(2,500)	(8,000)	(8,000)	(8,000)	(8,000)
5-53-533-000-5406	Rural Address Sign Fee	(1,400)	(1,400)	(1,400)	(1,400)	(1,500)
5-53-533-000-5808	Road Use Bond	(265,000)	(365,000)	(240,000)	(240,000)	(240,000)
		(889,900)	(1,674,400)	(1,551,400)	(1,554,400)	(1,559,500)
TOTAL OPERATIONS SERVICES REVENUE		(889,900)	(1,674,400)	(1,551,400)	(1,554,400)	(1,559,500)

COMMUNITY SERVICES REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Community Services Revenue						
5-53-535-001-5304	Building Rental - Valleyview Medical Clinic	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
5-53-535-001-5709	Shared Funds - Valleyview Medical Clinic	(15,000)	(15,000)	(35,000)	(35,000)	(35,000)
5-53-535-001-5710	Multiplex Donations	(218,000)	(218,000)	(218,000)	(218,000)	(218,000)
5-53-535-003-5200	Sales of Goods & Services - Grande Cache	-	(57,942)	(58,927)	(59,927)	(60,927)
5-53-535-047-5809	Axia Supernet	(3,100)	(3,100)	(3,100)	(3,100)	(3,100)
TOTAL COMMUNITY SERVICES REVENUE		(336,100)	(394,042)	(415,027)	(416,027)	(417,027)

ECONOMIC DEVELOPMENT REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Tourism Centre Grande Cache						
5-54-543-003-5429	Bighorn Gallery Sales	-	-	(60,000)	(62,500)	(64,000)
5-54-543-003-5430	Consignment Sales	-	(16,000)	(16,000)	(16,500)	(17,000)
5-54-543-003-5431	Commission on Consignment Sales	-	(3,200)	(3,200)	(3,300)	(3,400)
5-54-543-003-5432	Bighorn Gallery Rental Revenue	-	(4,500)	(4,500)	(4,500)	(4,500)
5-54-543-003-5710	Multiplex Donations	-	(300)	(300)	(500)	(500)
		-	(24,000)	(84,000)	(87,300)	(89,400)
Economic Development Revenue						
5-55-557-000-5200	Sales of Goods and Services	(4,000)	-	(4,000)	(4,000)	(4,000)
5-55-557-000-5706	Conditional Grant	(350,000)	(282,000)	-	(350,000)	(350,000)
5-55-557-000-5810	Tri-Municipal Partnership	(105,000)	(334,400)	(750,000)	-	-
		(459,000)	(616,400)	(754,000)	(354,000)	(354,000)
TOTAL ECONOMIC DEVELOPMENT REVENUE		(459,000)	(640,400)	(838,000)	(441,300)	(443,400)

RECREATION REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Services Revenue						
5-53-539-000-5200	Sales of Goods & Services	(200)	(100)	(200)	(200)	(200)
5-53-539-000-5800	Other Revenue	-	-	(500)	(500)	(500)
5-53-539-706-5212	Recreational Services - Swan Lake	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
		(20,200)	(20,100)	(20,700)	(20,700)	(20,700)
Recreation Services Revenue - Grande Cache						
5-53-539-003-5212	Recreational Services	-	(4,400)	(4,400)	(4,400)	(4,400)
5-53-539-003-5216	GC Campground Revenue	-	(150,400)	(150,400)	(150,400)	(150,400)
5-53-539-003-5232	ATM Revenue	-	(2,400)	(2,400)	(2,400)	(2,400)
5-53-539-003-5235	Facility Pass Sales Revenue	-	(65,000)	(65,000)	(65,000)	(65,000)
5-53-539-003-5318	Arena Revenue	-	(113,500)	(112,000)	(112,000)	(112,000)
5-53-539-003-5319	Curling Club Revenue	-	(39,000)	(41,600)	(42,200)	(42,800)
5-53-539-003-5320	Ball Diamond Revenue	-	(4,500)	(4,500)	(4,500)	(4,500)
5-53-539-003-5321	Fitness Centre Revenue	-	(14,600)	(14,600)	(14,600)	(14,600)
5-53-539-003-5322	Camp Program Revenue	-	(3,000)	(3,000)	(3,000)	(3,000)
5-53-539-003-5323	Youth Program Revenue	-	(6,000)	(6,000)	(6,000)	(6,000)
5-53-539-003-5702	Donations & Sponsorships	-	(17,500)	(17,500)	(17,500)	(17,500)
		-	(420,300)	(421,400)	(422,000)	(422,600)
Recreation Pool Revenue - Grande Cache						
5-54-540-003-5422	Swimwear Revenue	-	(2,000)	(2,000)	(2,000)	(2,000)
5-54-540-003-5423	Locker Rental Revenue	-	(2,000)	(2,000)	(2,000)	(2,000)
5-54-540-003-5424	Pool Rental Revenue	-	(49,700)	(49,700)	(49,700)	(49,700)
5-54-540-003-5425	Aquatics Training Revenue	-	(2,000)	(2,000)	(2,000)	(2,000)
		-	(55,700)	(55,700)	(55,700)	(55,700)
TOTAL RECREATION SERVICES REVENUE		(20,200)	(440,400)	(497,800)	(498,400)	(499,000)

AGRICULTURAL SERVICES REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Agriculture Services Revenue						
5-53-538-000-5201	ASB Seminars & Courses	(800)	(1,980)	(800)	(800)	(800)
5-53-538-000-5202	ASB Services	(150)	(50)	(150)	(150)	(150)
5-53-538-000-5207	Maintenance & Repair Services	(1,200)	(300)	(1,200)	(1,200)	(1,200)
5-53-538-000-5215	Vegetation Management	(7,500)	(500)	(1,000)	(1,000)	(1,000)
5-53-538-000-5299	Other Services	(2,000)	(500)	(2,000)	(2,000)	(2,000)
5-53-538-000-5301	Fees - ASB Equipment Rental	(25,000)	(20,000)	(25,000)	(25,000)	(25,000)
5-53-538-000-5304	Building Rental	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
5-53-538-000-5604	Weed Enforcement	(500)	(500)	(500)	(500)	(500)
5-55-555-000-5706	Grant from Provincial Government	(150,000)	(168,000)	(150,000)	(150,000)	(150,000)
		(217,150)	(221,830)	(210,650)	(210,650)	(210,650)
TOTAL AGRICULTURAL SERVICES REVENUE		(217,150)	(221,830)	(210,650)	(210,650)	(210,650)

FCSS REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
FCSS Revenues						
5-53-537-000-5200	Sale of Goods & Services	(42,000)	(32,000)	(32,000)	(32,000)	(32,000)
5-53-537-003-5200	Sale of Goods & Services - GC	-	(4,500)	(4,500)	(4,500)	(4,500)
5-53-537-000-5299	Other Services - AB Works Contract	(40,800)	(40,800)	(45,000)	(45,000)	(45,000)
5-53-537-003-5809	Other Revenue - Grande Cache	-	(18,000)	(22,500)	(22,500)	(22,500)
5-55-552-000-5706	Provincial Grant FCSS	(231,000)	(387,161)	(387,161)	(387,161)	(387,161)
5-55-554-001-5709	Shared Funding - Town of Valleyview	(94,860)	(94,860)	(193,239)	(193,239)	(193,239)
		(408,660)	(577,321)	(684,400)	(684,400)	(684,400)
TOTAL FCSS REVENUE		(408,660)	(577,321)	(684,400)	(684,400)	(684,400)

PROTECTIVE SERVICES REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Protective Services Revenue						
5-53-536-000-5601	Bylaw Enforcement	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
5-53-536-003-5230	Emergency Response Services	-	-	(40,000)	(40,000)	(40,000)
		(40,000)	(40,000)	(80,000)	(80,000)	(80,000)
TOTAL PROTECTIVE SERVICES REVENUE		(40,000)	(40,000)	(80,000)	(80,000)	(80,000)

GREENVIEW REGIONAL MULTIPLEX REVENUE		2019 BUDGET	2019 PROJECTION	2020 BUDGET	2021 BUDGET	2022 BUDGET
Greenview Regional Multiplex Revenue						
5-54-544-001-5437	Event Rental Fees	-	-	(10,000)	(10,000)	(10,000)
5-54-544-001-5438	Aquatic Rental & Program Fees	-	-	(48,000)	(48,000)	(48,000)
5-54-544-001-5439	Gymnastic Rental Fees	-	-	(7,000)	(7,000)	(7,000)
5-54-544-001-5440	Dance Rental Fees	-	-	(4,000)	(4,000)	(4,000)
5-54-544-001-5441	Party/Meeting Rm Rental Fees	-	-	(7,000)	(7,000)	(7,000)
5-54-544-001-5442	Locker Rental Fees	-	-	(6,000)	(6,000)	(6,000)
5-54-544-001-5443	Fieldhouse Rental Fees	-	-	(7,000)	(7,000)	(7,000)
5-54-544-001-5444	Daily Drop In Fees	-	-	(91,000)	(91,000)	(91,000)
5-54-544-001-5445	Fitness & Other Program Fees	-	-	(40,000)	(40,000)	(40,000)
5-54-544-001-5446	Concession Revenue	-	-	(8,000)	(8,000)	(8,000)
5-54-544-001-5447	Childmind Revenue	-	-	(15,000)	(15,000)	(15,000)
5-54-544-001-5450	GRM Memberships Fees	-	-	(287,000)	(287,000)	(287,000)
5-54-544-001-5451	Other GRM Revenue	-	-	(10,000)	(10,000)	(10,000)
5-54-544-001-5702	Donations & Sponsorships	-	-	(2,500)	(2,500)	(2,500)
5-54-544-001-5706	Grant from Provincial Government	-	-	(1,600)	(1,600)	(1,600)
TOTAL GREENVIEW REGIONAL MULTIPLEX REVENUE		-	-	(544,100)	(544,100)	(544,100)

FIVE YEAR CAPITAL PLAN								
Description	2019 C/O	2020 New Funds	2020	2021	2022	2023	2024	Total
CAPITAL EXPENDITURES								
TOTAL AGRICULTURAL SERVICES	\$ -	\$ 331,000	\$ 331,000	\$ 246,800	\$ 413,700	\$ 422,240	\$ 623,000	\$ 2,036,740
TOTAL COMMUNITY SERVICES	\$ 104,241	\$ 145,000	\$ 249,241	\$ 1,860,000	\$ -	\$ -	\$ -	\$ 2,109,241
TOTAL ECONOMIC DEVELOPMENT	\$ 8,581,418	\$ 290,000	\$ 290,000	\$ 4,011,418	\$ 10,821,932	\$ 7,473,512	\$ -	\$ 22,596,862
TOTAL PROTECTIVE SERVICES	\$ 2,000,000	\$ 3,260,900	\$ 5,260,900	\$ 1,565,000	\$ 1,530,800	\$ 660,000	\$ 662,200	\$ 9,678,900
TOTAL RECREATION	\$ -	\$ 2,111,460	\$ 2,111,460	\$ 3,275,921	\$ 1,809,450	\$ 2,102,927	\$ 977,117	\$ 10,276,875
TOTAL OPERATIONS VEHICLES & EQUIPMENT	\$ 165,000	\$ 1,963,300	\$ 2,128,300	\$ 1,990,600	\$ 1,160,850	\$ 2,023,700	\$ 4,116,950	\$ 11,420,400
TOTAL FACILITIES MAINTENANCE	\$ -	\$ 6,320,600	\$ 6,320,600	\$ 498,000	\$ 199,600	\$ 28,000	\$ 329,900	\$ 7,376,100
TOTAL ROAD CONSTRUCTION & SURFACING	\$ 9,850,920	\$ 23,400,932	\$ 31,680,906	\$ 32,295,946	\$ 21,390,000	\$ 10,357,800	\$ 11,746,064	\$ 107,470,716
TOTAL BRIDGES	\$ 2,402,712	\$ 1,765,500	\$ 4,168,212	\$ 5,441,000	\$ 4,955,000	\$ 3,138,000	\$ 3,980,000	\$ 21,682,212
TOTAL ENVIRONMENTAL SERVICES	\$ 29,065,412	\$ 13,454,327	\$ 42,519,739	\$ 11,609,700	\$ 9,250,600	\$ 3,663,200	\$ 502,600	\$ 67,545,839
TOTAL INFORMATION SYSTEMS	\$ 176,000	\$ 156,000	\$ 332,000	\$ 180,000	\$ 200,000	\$ 60,000	\$ -	\$ 772,000
TOTAL COMMUNICATIONS	\$ 100,000	\$ 675,000	\$ 675,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 775,000
TOTAL PEACE OFFICER PROGRAM	\$ -	\$ 395,200	\$ 395,200	\$ -	\$ -	\$ 253,200	\$ -	\$ 648,400
TOTAL PLANNING & DEVELOPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,800	\$ -	\$ 60,800
TOTAL CAPITAL BUDGET	\$ 52,445,703	\$ 54,269,219	\$ 96,462,558	\$ 63,074,385	\$ 51,731,932	\$ 30,243,379	\$ 22,937,831	\$ 264,450,085



REQUEST FOR DECISION

SUBJECT: **Adjusting Bank General Ledger to Reflect Bank Cheque Book Balance**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: December 9, 2019 CAO: DT MANAGER: DD
DEPARTMENT: CORPORATE SERVICES GM: RO PRESENTER: DD
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve adjusting the Bank General Ledger to reconcile the difference of \$103,100.00 between the Bank Chequebook balance and the Bank General Ledger, as per recommendation of Greenview's auditors during the 2018 Financial Statements presentation, Metrix Group LLP.

BACKGROUND/PROPOSAL:

In 2015, Greenview made a decision to change their financial software system from Bellamy to Diamond Great Plains. This change affected the financial processes in the areas of Accounts Payable, Accounts Receivable, Utilities, Taxes, Payroll, Fixed Assets, General Ledger, Bank Reconciliation and Cash Receipting. The transferring of information from one system to another was done in phases, each requiring numerous hours of staff time for implementation and training.

During the implementation and transition to the new financial software, one of the areas that Administration had issues with was the Bank Reconciliation process. As most transactions done in the various sub-systems affected the bank reconciliation process, balancing has involved countless hours working to understand the processing of transactions and the impact they had in the General Ledger and the finance subsystems. With the processes all being new to staff, various transactions processed have contributed to the difference between Bank General Ledger and the Bank Cheque Book.

Greenview's ATB Bank Account has a \$103,100.00 more in the bank account than what is showing in Greenview's Bank General Ledger. Since 2015, both staff and the auditors have spent numerous hours trying to figure out the origin of the differences. There has been little change in the differences over the last couple years, so Administration feels they have now got most issues figured out. However as the outstanding balance is an accumulation of years, and the general ledger balance is lower than the bank balance by \$103,100.00 the recommendation from, Greenview's auditors, Metrix Group LLP, is to have the difference of \$103,100.00 adjusted to meet the bank chequebook balance and the bank account. The auditors feel there is reasonable assurance that the difference is not fraudulent because there is more money showing in the Bank Chequebook and bank account than there is in the Bank General Ledger. This could be caused by deposit

batches not being posted to the general ledger when they are sent to the bank. The auditors have also provided Administration with recommendations going forward to ensure this issue does not happen in the future.

As recommended by Metrix Group LLP, during the 2018 Financial Statements presentation, Administration is requesting Council's approval to adjust the difference of \$103,100.00 to the Bank General Ledger to balance the Bank Chequebook with the Bank General Ledger.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the outstanding difference caused by the implementation of the new financial software will be cleaned up and going forward the Bank Reconciliation system will be in balance.
2. The benefit achieved will be that the going forward the Bank Reconciliation system and the General Ledger will be in balance.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1:

Council has the alternative not to approve the adjustments of the difference; however, Administration does not recommend this action as the bank general ledger and the Bank chequebook will remain out of balance indefinitely. Further, Greenview's auditors, Metrix Group LLP, recommended this action.

FINANCIAL IMPLICATION:

Direct Costs: \$103,100.00

Ongoing / Future Costs: Nil

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:

Entry to adjust the difference of \$103,100.00 to balance the Bank General Ledger with the Bank Chequebook.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

SUBJECT: **Agricultural Disaster Area Declaration**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: December 9, 2019

DEPARTMENT: AGRICULTURE

STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM: SW

MANAGER: QFB

PRESENTER: QFB

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council declare Greenview as an Agricultural Disaster Area for 2019.

BACKGROUND/PROPOSAL:

After the cancelation of the Nov. 27, 2019 ASB meeting a straw poll was conducted via email to all of the Greenview ASB members to determine if the ASB wanted to recommend to Council to declare an agricultural disaster. A majority of the members polled were in favour of this motion.

On August 7, 2019 Lac Ste. Anne County declared an Agricultural Disaster. On October 22, 2019 Leduc County also declared an Agricultural Disaster citing the current conditions as justification for bringing awareness to the plight of the producers in the area.

The week of November 4-8 the following Peace Region Municipalities had declared an Agricultural Disaster: County of Grande Prairie, MD Spirit River, Saddle Hills County and Birch Hills County.

All of the municipalities that have declared an agricultural disaster have done so on the premise that they are showing support for the producers in their jurisdictions. Concern is not only with the economic losses for 2019 but also into 2020. There will be significant need for investment to rehabilitate the land before seeding another crop due to abundance of standing moisture and deep rutted lands. In addition to difficulty harvest crops and having crops of lower quality and yield, livestock producers in Greenview experienced difficulty in carrying out haying operations resulting in poorer quality feed and even no feed at all for the coming winter.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to show support to the agricultural producers of Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to accept this motion, however Administration does not recommend this action because then Council may be perceived as not supporting the local producers in Greenview.

FINANCIAL IMPLICATION:

There are no costs associated with this motion.

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

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

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision, if it is positive then the appropriate letters and news releases will be sent out to the public

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT:	Greenview AFRRCS Tender Results		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 9, 2019	CAO: DT	MANAGER: WB
DEPARTMENT:	PROTECTIVE SERVICES	GM: SW	PRESENTER: WB
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Administration to award Greenview Alberta First Responder Radio Community System Tender to BearCom in the amount of \$591,008.71.

BACKGROUND/PROPOSAL:

The Alberta First Responders Radio Communication System (AFRRCS) is a two-way radio network for first responders in municipal, provincial, and First Nations agencies across the province. AFRRCS construction, operation and maintenance is funded by the Provincial Government.

Agencies using AFRRCS are able to:

- fully coordinate joint responses to emergency scenes
- improve and integrate radio communication among first responders from different agencies
- reduce the cost of radio system infrastructure
- use robust, resilient radio technology in day-to-day operations

This system would enhance Greenview fire departments, as well as our contract fire departments ability to communicate internally and externally with our dispatching service. Enhancing not only operations but the safety of our fire department members. With emergency service providers such as The Grande Prairie Fire Department, EMS, RCMP, and the County of Grand Prairie and Smokey River moving towards or having already transitioned to AFRRCS, Administration feels it is important to implement the system as well.

To successfully begin using AFRRCS, Administration will need equipment such as radios, adapter kits, chargers, microphones, batteries, etc. along with professionals to install the equipment throughout Greenview.

The tender for this project closed on November 22nd, 2019, with a total of one bidder. The results are as follows:

Item	Description	Cost
1.	BearCom	\$591,008.71

The following tables is a breakdown of the budget allotted for this project:

Description	Cost
Current MD Overall Budget	\$630,000.00
Overall Estimate Provided by Bearcom	\$591,008.71
Remaining Budget Estimate	\$38,991.29

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is improved operations and safety for our fire department members throughout Greenvue.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to re-tender Greenvue AFRRCS. However, this is not recommended as there could be no other bids or alternatively, they could come in higher. This would delay the project further.

FINANCIAL IMPLICATION:

Direct Costs: \$591,008.71 to come from Protective Services 2019 Capital Budget.

Ongoing / Future Costs: It is recommended by BearCom to have general maintenance done once a year, this would be covered through the Protective Services Operating budget.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenvue 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

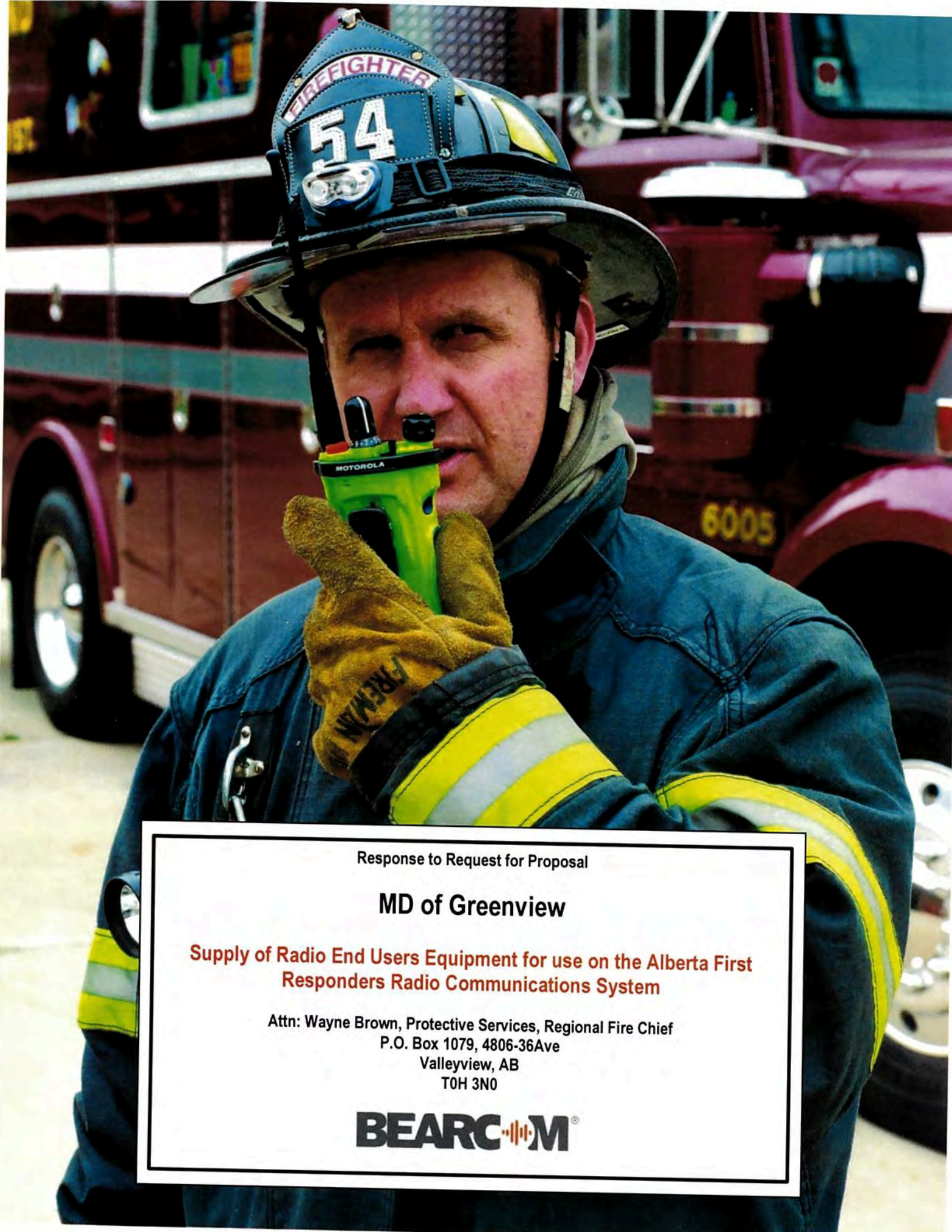
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Notice of Award letter to be sent to BearCom.

ATTACHMENT(S):

- Bearcom RFP pages 1 -18 of 193, which included the main costing of the equipment and omitted the Scope of Work, Additional Requirements, Additional Options and Appendices.



Response to Request for Proposal

MD of Greenview

**Supply of Radio End Users Equipment for use on the Alberta First
Responders Radio Communications System**

Attn: Wayne Brown, Protective Services, Regional Fire Chief
P.O. Box 1079, 4806-36Ave
Valleyview, AB
T0H 3N0

BEARC M®



MD of Greenview
Supply of Radio End User Equipment for Use on AFRCS



Document Revision History		
Version	Description	Date
1.0	Issued for Client Review	November 22, 2019



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MD of Greenview
Supply of Radio End User Equipment for Use on AFRCS



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1 Executive Summary

BearCom Canada Corp. (BearCom) is pleased to submit their response to the **MD of Greenview's** Request for Proposal for **Supply of Radio End Users Equipment for use on the Alberta First Responders Radio Communications System (AFRRCS)**.

After careful review of all requirements referenced in the RFP, BearCom has elected to present the APX 8000XE multiband portable and the APX8500 mobile configured to operate in VHF and 700/800 MHz band. These mission critical radios are ergonomically advanced, ultra-durable and combine unlimited interoperability, loud audio and secure Wi-Fi connectivity for programming flexibility. With the ability to withstand 260°C, the APX XE500 remote speaker microphone creates the ultimate mission critical solution designed for safety personnel in extreme environments.

Along with our primary equipment offerings, BearCom has offered the MD of Greenview a variety of alternative equipment to consider. They include:

- APX8500 in a "remote mount" configuration in the event that you have a few specialty vehicles that may require it
- The VM900 P25 all band mobile radio by EF Johnson (Kenwood) (replaces the end of life NX5000)
- The APX8000 portable radio (offers you everything that the APX8000XE, but is not fire specific)
- A non-fire specific speaker mic, for those users who are not standing in the heat of a fire
- Radio Management for APX (Radio programming and management made simple)

In addition to the supply of AFRRCS radios, the MD of Greenview is seeking an experienced service company to facilitate the installations of the mobile radios and vehicle mounting adapter kits. Mobile radio installations are required in Fox Creek (3 mobiles), Valleyview (4 mobiles), DeBolt (5 mobiles), Grovedale (7 mobiles) and Grande Cache (3 mobiles). Vehicle mounting adapter kit installations are required in Grande Prairie (4 kits). Bearcom has noted that it is very important to the MD of Greenview that the successful proponent understand the tasks and be capable of scheduling and completing the work within the allotted time frame and budget.

BearCom is highly experienced in the supply and installation of AFRRCS radios. Since the inception of the network, our BearCom offices in Alberta have supplied in excess of 1500 P25 radios to our Clients. Our expertly trained Technicians have managed some of the largest fleet installations in the Province including The City of Medicine Hat, Strathcona County, The County of Smoky Lake, The City of Grande Prairie and the County of Grande Prairie. BearCom has the proven experience and skill to supply and install the MD of Greenview's AFRRCS radios on time and on budget.

Our BearCom office in Grande Prairie (formerly Vector Communications) has been serving the MD of Greenview for well over a decade as your trusted supplier and service company. Over the years, The MD of Greenview has turned to BearCom to supply and service their two-way radios, fleet management solutions, boosters, cellular phones, cellular accessories and GPS devices. BearCom values this relationship and looks forward to continuing our relationship for decades to come.

We thank you for the opportunity to provide you with our solution. We look forward to working with you on this project.

Renee Corrigan
Sales Manager

BearCom Canada Corp.
11213 97 Ave
Grande Prairie, AB
T8V 5N5



2 Completed Projects

2.1 Strathcona County AFRRCS Transition

Project Scope

BearCom Canada Corporation assisted Strathcona County with their transition to the AFRRCS network. This transition consisted of the following:

- **Strathcona County Emergency Services**
 - Assistance with code plug creation
 - Assistance with Firmware Updates, Programming and Deployment of 130 Motorola APX6000XE Portable radios for the Fire Department
 - Assistance with Firmware updating and Programming of 50 Motorola APX4500 and APX6500 Mobiles
 - Installation of mobiles into Fire Apparatus (dash mount as well as remote mount radios)
 - Assistance with code plug creation for Futurecom DVRS units
 - Assistance with Programming of Futurecom DVRS units
 - Installation of Futurecom DVRS units into 6 Squad vehicles and one Seacan
- **Secondary Users**
 - Assistance with Code plug creation
 - Assistance with Firmware updates, Programming of 214 APX4500 mobile radios
 - Installation of 214 APX4500 radios for Transit, Utilities, Fleet Services, Transportation and Agriculture Services, Recreation, Parks and Culture, and Utilities (mixture of dash mount mobiles and remote head configured mobiles).
 - Assistance with Firmware updates, Programming 20 Base Station units
 - Installation of Base Station Units (12 with exterior antennas)
 - Programming Assistance for approximately 75 Motorola APX1000 portable radios

Project Timelines

Project completion for fire was estimated to be 8 weeks. Bearcom completed this project in 6 weeks.

Project completion for secondary users was projected to take 12 weeks. Bearcom completed this project in 9 weeks.

Project Budget

Fire and Secondary User projects were completed on budget.

Additional Projects with Strathcona County

- BearCom currently services all AFRRCS radios within the County
- BearCom supplied, installed and maintains the County's 911 Console. This project was won through a public bid in 2016 and the project was completed on time and on budget.
- BearCom is currently replacing Microwave point to point links for the county.

Reference Contact Information

James Ewen
Electronics/Radio Technician
Facilities Services Digital Technologies
587 340-2528
james.ewen@strathcona.ca



2.2 City of Grande Prairie AFRRCS Transition

Project Scope

BearCom Canada Corporation won the bid to supply and install AFRRCS radios to the City of Grande Prairie

- Firmware updating and programming assistance
- Installed 75 APX mobiles into fire apparatus
- Tied mobile radios into the existing Sigtronics intercom systems.
- Assisted with the roll out of 75 APX portable radios
- BearCom continues to support the City of Grande Prairie with their AFRRCS radios

Project Timelines

BearCom worked with the city to establish an installation plan that worked for all associated fire departments. Our two-man crew completed all installations in the expected time frame.

Project Budget

Bearcom completed the City of Grande Prairie project on budget.

Additional projects with the City of Grande Prairie

BearCom supplied, installed and maintains the City's 911 Console. This project was won through a public bid in 2019, and the project was completed on time and on budget.

Reference Contact Information

Mike Anderson
Logistics Officer, City of Grande Prairie Fire Department
780-830-7441



2.3 County of Smoky Lake Transition to AFRRCS

Project Scope

BearCom assisted the County of Smoky Lake with their transition to AFRRCS. This project included the following tasks:

- Assistance with selection of the required equipment consisting of 42 APX portable radios, 19 mobile APX radios and 4 base stations.
- All AFRRCS Technical Administrator duties
- Fleet mapping and code plug creation for the County
- Updating and programming of Subscribers
- Installations into Fire Apparatus
- Installation of 4 base stations (exterior antennas)
- Interface mobile radios with existing Firecom and Sigtronics Intercom systems.

Project Timelines

BearCom worked with the County to arrange the installations at the four (4) Fire Departments throughout the County. Our 4-man crew completed this project within the allotted project timeframe.

Project Budget

BearCom completed this project within budget.

Additional Project for the County of Smoky Lake

- BearCom is the County's radio service provider
- BearCom is currently working on building a system for the County's Public Works department.

Reference Contact Information

Scott Franchuk

Smoky Lake County Fire Chief

780-656-3730



2.4 Multi-Agency AFRRCS Rental Agreement

BearCom Canada Corporation signed a 10-year rental contract consisting of AFRRCS radios with the following agencies within the Grande Prairie area

- Grande Prairie County Fire Department
- Clairmont Fire Department
- City of Grande Prairie
- Sexsmith
- Beaverlodge
- Horse Lake
- Hythe
- Wembly
- Grande Prairie Enforcement
- County of Grande Prairie Enforcement

Project Scope

- Firmware updating and programming assistance
- Supply a total of 244 AFRRCS radios throughout these communities
- Installation in 60 Vehicles

Project Timelines

BearCom worked with the various agencies to establish an installation schedule based on urgency. This project was completed on the originally scheduled timeline.

Project Budget

BearCom completed this project within the allotted budget.

Reference Contact Information

Jason Nesbit
Deputy Chief of Training and Logistics
Clairmont, AB
780-882-1540



MD of Greenview
Supply of Radio End User Equipment for Use on AFRRCS



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3 Project Schedule

Greenview Project Santit v1.5						
ID	M&S	Task Name	Duration	Start	Finish	Resource Names
1	1	PRELIMINARY DOCUMENTATION	1 day	Fri 19-11-22	Fri 19-11-22	Bearcom
2	1.1	Sales submit RFP response	1 day	Fri 19-11-22	Fri 19-11-22	Bearcom
3	2	RFP AWARDED	1 day	Fri 19-12-06	Fri 19-12-06	MD of Greenview
4	2.1	Stakeholders hold PKOM	2 hrs	Mon 19-12-09	Mon 19-12-09	Bearcom, MD of Greenview
5	2.2	Project Implementation Plan is unveiled	2 hrs	Mon 19-12-09	Mon 19-12-09	Bearcom, MD of Greenview
6	2.3	Milestones agreed upon	4 hrs	Mon 19-12-09	Mon 19-12-09	Bearcom, MD of Greenview
7	2.4	Substantive BOM and Quote is produced	4 days	Tue 19-12-10	Fri 19-12-13	Bearcom
8	2.5	BOM, Quote presented to MD of Greenview	1 day	Mon 19-12-16	Mon 19-12-16	Bearcom
9	2.6	Review of BOM by MD of Greenview	4 days	Tue 19-12-17	Fri 19-12-20	MD of Greenview
10	2.7	PQ Received	1 day	Mon 19-12-23	Mon 19-12-23	Bearcom, MD of Greenview
11	3	IMPLEMENTATION	35 days	Tue 19-12-24	Mon 20-02-10	Bearcom, MD of Greenview
12	3.1	PROCUREMENT	1 day	Tue 19-12-24	Tue 19-12-24	Bearcom
13	3.1.1	Equipment on order	7.8 wks	Tue 19-12-24	Fri 20-02-14	Bearcom, Vendor
14	3.1.2	Equipment Received and Quality Controlled	4 hrs	Mon 20-02-17	Mon 20-02-17	Bearcom
15	3.1.3	Ship Equipment to MD of Greenview	4 hrs	Mon 20-02-17	Mon 20-02-17	Bearcom
16	3.1.4	Equipment received in MD of Greenview	2 days	Tue 20-02-18	Wed 20-02-19	MD of Greenview
17	3.1.5	Bill Procurement	1 day	Thu 20-02-20	Thu 20-02-20	Bearcom
18	3.2	STAGING	10 days	Fri 20-02-21	Thu 20-03-05	MD of Greenview
19	3.2.1	Firmware upgraded	5 days	Fri 20-02-21	Thu 20-02-27	MD of Greenview
20	3.2.2	Equipment programmed	5 days	Fri 20-02-28	Thu 20-03-05	MD of Greenview
21	3.2.3	FAT performed	1 day	Thu 20-02-06	Thu 20-02-06	MD of Greenview
22	3.3	INSTALLATION: FOX CREEK, AB	1 day	Mon 20-03-09	Mon 20-03-09	Bearcom
23	3.3.1	Travel to Fox Creek	2 hrs	Mon 20-03-09	Mon 20-03-09	Bearcom
24	3.3.2	Install Mobile Radios	3 hrs	Mon 20-03-09	Mon 20-03-09	Bearcom
25	3.3.3	Perform SAT Tests on all Fox Creek radios with Customer	1 hr	Mon 20-03-09	Mon 20-03-09	Bearcom, MD of Greenview
26	3.3.4	Obtain Fox Creek Sign-Off	1 hr	Mon 20-03-09	Mon 20-03-09	Bearcom, MD of Greenview
27	3.3.5	Bill Fox Creek install	0 hrs	Mon 20-03-09	Mon 20-03-09	Bearcom
28	3.4	INSTALLATION: VALLEYVIEW, AB	1 day	Tue 20-03-10	Tue 20-03-10	Bearcom
29	3.4.1	Drive to Valleyview	2 hrs	Tue 20-03-10	Tue 20-03-10	Bearcom
30	3.4.2	Install Mobile Radios	3 hrs	Tue 20-03-10	Tue 20-03-10	Bearcom
31	3.4.3	Test all Valleyview radios	1 hr	Tue 20-03-10	Tue 20-03-10	Bearcom, MD of Greenview
32	3.4.4	Perform SAT Tests on all Valleyview radios with Customer	1 hr	Tue 20-03-10	Tue 20-03-10	Bearcom, MD of Greenview
33	3.4.5	Obtain Valleyview Sign-Off	1 hr	Tue 20-03-10	Tue 20-03-10	Bearcom
34	3.4.6	Bill Valleyview install	0 hrs	Tue 20-03-10	Tue 20-03-10	Bearcom
35	3.5	INSTALLATION: DEBOLT, AB	1 day	Wed 20-03-11	Wed 20-03-11	Bearcom
36	3.5.1	Drive to Debolt	2 hrs	Wed 20-03-11	Wed 20-03-11	Bearcom
37	3.5.2	Install Mobile Radios	3 hrs	Wed 20-03-11	Wed 20-03-11	Bearcom



MD of Greenview
Supply of Radio End User Equipment for Use on AFRRCS



Greenview Project Gantt v1.5						
ID	MBS	Task Name	Duration	Start	Finish	Resource Names
38	3.5.3	Test all DeBot radios	1 hr	Wed 20-03-11	Wed 20-03-11	Bearcom
39	3.5.4	Perform SAT Tests on all DeBot radios with Customer	1 hr	Wed 20-03-11	Wed 20-03-11	Bearcom, MD of Greenview
40	3.5.5	Obtain DeBot Sign-Off	1 hr	Wed 20-03-11	Wed 20-03-11	Bearcom, MD of Greenview
41	3.5.6	Bill DeBot install	0 hrs	Wed 20-03-11	Wed 20-03-11	Bearcom
42	3.6	INSTALLATION: GROVEDALE, AB	1 day	Thu 20-03-12	Thu 20-03-12	Bearcom
43	3.6.1	Drive to Grovedale	2 hrs	Thu 20-03-12	Thu 20-03-12	Bearcom
44	3.6.2	Install Mobile Radios	3 hrs	Thu 20-03-12	Thu 20-03-12	Bearcom
45	3.6.3	Test all Grovedale radios	1 hr	Thu 20-03-12	Thu 20-03-12	Bearcom
46	3.6.4	Perform SAT Tests on all Grovedale radios with Customer	1 hr	Thu 20-03-12	Thu 20-03-12	Bearcom, MD of Greenview
47	3.6.5	Obtain Grovedale Sign-Off	0 hrs	Thu 20-03-12	Thu 20-03-12	Bearcom, MD of Greenview
48	3.7	INSTALLATION: GRANDE CACHE, AB	1 day	Fri 20-03-13	Fri 20-03-13	Bearcom
49	3.7.1	Drive to Grande Cache	2 hrs	Fri 20-03-13	Fri 20-03-13	Bearcom
50	3.7.2	Install Mobile Radios	3 hrs	Fri 20-03-13	Fri 20-03-13	Bearcom
51	3.7.3	Test all Grande Cache radios	2 hrs	Fri 20-03-13	Fri 20-03-13	Bearcom
52	3.7.4	Perform SAT Tests on all Grande Cache radios with Customer	1 hr	Fri 20-03-13	Fri 20-03-13	Bearcom, MD of Greenview
53	3.7.5	Obtain Grande Cache Sign-Off	0 hrs	Fri 20-03-13	Fri 20-03-13	Bearcom, MD of Greenview
54	3.7.6	Bill Grande Cache install	1 day	Mon 20-03-16	Mon 20-03-16	Bearcom
55	3.8	INSTALLATION: GRANDE PRAIRIE, AB	1 day	Mon 20-03-16	Mon 20-03-16	Bearcom
56	3.8.1	Drive to Grande Prairie	3 hrs	Mon 20-03-16	Mon 20-03-16	Bearcom
57	3.8.2	Install Mobile Radios	2 hrs	Mon 20-03-16	Mon 20-03-16	Bearcom
58	3.8.3	Test all Grande Prairie radios	1 hr	Mon 20-03-16	Mon 20-03-16	Bearcom, MD of Greenview
59	3.8.4	Perform SAT Tests on all Grande Prairie radios with Customer	0 hrs	Mon 20-03-16	Mon 20-03-16	Bearcom, MD of Greenview
60	3.8.5	Obtain Grande Prairie Sign-Off	8 days	Tue 20-03-17	Tue 20-03-26	Bearcom
61	3.8.6	Bill Grande Prairie install	1 day	Tue 20-03-17	Tue 20-03-17	Bearcom
62	3.9	CLOSING	2 days	Wed 20-03-18	Thu 20-03-19	Bearcom
63	3.9.1	Submit install Documentation	4 hrs	Fri 20-03-20	Fri 20-03-20	Bearcom
64	3.9.2	Prepare Final Documentation	0 hrs	Fri 20-03-20	Fri 20-03-20	Bearcom
65	3.9.3	Submit final documentation to MD of Greenview.				
66	3.9.4	Final Billing				
67	3.10	PROJECT COMPLETE				



MD of Greenview
Supply of Radio End User Equipment for Use on AFRRCS



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4 Business License and Alberta WCB

4.1 City of Grande Prairie Business Licence

BearCom holds an up to date business licence within the City of Grande Prairie and our licence number is LC20190478.

4.2 Alberta WCB Account

BearCom is in good standing with Alberta WCB and our account number is 8731580.



MD of Greenview
Supply of Radio End User Equipment for Use on AFRRCS



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5 Proof of Insurance

Terms and Conditions B.	The Proponent shall be required to have and provide proof of a Comprehensive General Liability Insurance policy errors and omissions coverage for professional services liability, workers compensation coverage and standard automobile, body injury and property damage insurance.
BearCom Response	BearCom Complies with the above insurance requirements and will supply proof of insurance and WCB upon award.



MD of Greenview
Supply of Radio End User Equipment for Use on AFRCS



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6 Costs

6.1 Lump Sum Pricing

\$591,008.71 (GST included)

The above lump sum pricing includes the following;

Radios

- Forty-Six (46) APX8000XE Portables configured with the following;
 - XE Rugged Enhancement
 - Public safety impact green housing
 - Astro digital CAI operation
 - Smartzone operation
 - P25 9600 Baud Trunking
 - Stand Warranty (1 Year)
 - Wi-Fi Capability
 - Out of the box Wi-Fi provisioning
 - Delete UHF R1 and R2 band
 - Printed test results
- Twenty-two (22) APX8500 Dash Mount Mobiles configured with the following;
 - Dash mount configuration
 - APX Control Head Software
 - APX 02 Control Head
 - Public safety impact green housing
 - All band mobile antenna (7/8/v/u)
 - Astro digital CAI operation
 - Smartzone operation
 - P25 trunking software
 - Wi-Fi capability
 - Out of the box Wi-Fi provisioning
 - No J600 adapter cable needed
 - Multifunction antenna (GPS and Wi-Fi)
 - Hand Mic
 - Standard warranty (1 year)



- Printed test results
- **Radio Accessories**
 - Forty-Six (46) XE500 Fire specific speaker mics
 - Twenty (20) PMNN4504 3400mAh Spare Battery
 - Seven (7) NNTN8844 Multi-Chargers
- **Daughter Keys**
 - Two (2) daughter keys, each consisting of a USB Adapter and an I-Button
- **Vehicle Adapter Kits**
 - Four (4) Vehicle Adapter Kits
 - Four (4) trunnion kits
 - Four (4) shop supplies for installations
- **Labour for installations**
 - Fox Creek **\$2,050.00 + GST (3 installs including travel time)**
 - Travel time, labour, shop supplies and installations for three (3) vehicles. Pricing does not include specialty brackets or console face plates.
 - Valleyview **\$1,952.50 each + GST (4 installs including travel time)**
 - Travel time, labour, shop supplies and installations for four (4) vehicles. Pricing does not include specialty brackets or console face plates.
 - Debolt **\$2,047.50 + GST each (5 installs including travel time)**
 - Travel time, labour, shop supplies and installations for five (5) vehicles. Pricing does not include specialty brackets or console face plates.
 - Grovedale **\$2,575.00 + GST each (7 installs including travel time)**
 - Travel time, labour, shop supplies and installations for seven (7) vehicles. Pricing does not include specialty brackets or console face plates.
 - Grande Cache **\$2,050.00 + GST (3 installs including travel time)**
 - Travel time, labour, shop supplies and installations for three (3) vehicles. Pricing does not include specialty brackets or console face plates.
 - Grande Prairie **\$2,200.00 + GST (includes 4 installs and required shop supplies)**
 - Labour and installation for 4 vehicle adapter mounting kits

6.2 Rate Schedule

Standard Hours (Monday – Friday excluding statutory holidays) Also applies for stand-by rate	\$115.00/hour
Travel Rate	\$150.00/hour
Weekends, holidays and over time rate	\$172.50/hour



6.3 Optional Pricing

APX Radio Management (online) <ul style="list-style-type: none">• 68 Radio Management Licences (1 per radio)• Windows desktop PC• Rack mount windows server• Programming cables	\$16,980.10 + GST
APX8000 Portable Radio Configured with; <ul style="list-style-type: none">• Astro digital CAI operation• Smartzone operation• P25 9600 baud trunking• Std Warranty applies (1 Year)• Wi-Fi capability• Out of the box Wi-Fi provisioning• Delete UHF R1 and R2 bands• Printed test Results• IP67 Submersible	\$7,376.70 + GST
HMNN4101B rugged RSM with Windporting.	\$277.26 + GST
NNTN8860 Single Charger.	\$165.43 + GST
Flash Upgrades for APX8000XE and APX8500 radios (adds AES and multikey). Includes: <ul style="list-style-type: none">• KVL5000 (includes hardening and radio authentication)• Motorola Advanced Crypto Engine	\$100,543.78 + GST



<ul style="list-style-type: none"> • USB to USB Host adapter • USB Modem (required for KVL-KMF communications remotely) • Forty-six (68) Multi Key upgrade (1 per radio) • Forty-six (68) AES encryption (1 per radio) • RS232 cable for APX8000 • RS232 cable for APX8500 	
Increase Manufacturers warranty from one (1) year to three (3) years (mobile or portable radios)	\$210.00 + GST
Increase Manufacturer warranty from one (1) year to five (5) years (mobile or portable radios)	\$288.00 + GST
Viking (Kenwood) VM900 Mobile Radio Configured to include <ul style="list-style-type: none"> • Dash mount configuration • VHF/700/800 mHz Viking (Kenwood(dual band P25 radio) • 2048 Channels • 2-30 Watt • P25 Conventional, P25 Trunking Phase 1, • GPS • AES with Multi-key, OTAR • OTIP (over the internet programming) • P25 Paging decode • Third party interface • Includes external speaker 	\$6,385.80 + GST
Viking (Kenwood) VM900 Mobile Radio Configured to include <ul style="list-style-type: none"> • Dash mount configuration • VHF/700/800 mHz Viking (Kenwood(dual band P25 radio) • 2048 Channels • 2-30 Watt 	\$6,845.80 + GST



<ul style="list-style-type: none">• P25 Conventional, P25 Trunking Phase 1,• GPS• AES with Multi-key, OTAR• OTIP (over the internet programming)• P25 Paging decode• Third party interface• Includes external speaker	
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REQUEST FOR DECISION

SUBJECT:	Aseniwuche Winewak Nation Christmas Community Feast – Donation Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 9, 2019	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: SW	PRESENTER: LD
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8004 – Community Events and Charitable Donations

RECOMMENDED ACTION:

MOTION: That Council Approve the donation of the Greenview Community Bus to the Aseniwuche Winewak Nation (AWN) to be used for the Christmas Community Feast event transportation, to take place in Grande Cache, AB., on December 19, 2019.

BACKGROUND/PROPOSAL:

The Aseniwuche Winewak Nation is requesting support for their 2019 Christmas Community feast through the donation of the Greenview Community Bus for event transportation. The estimated in-kind support is approximately 5-6 hours of driver and bus time at a cost of approximately \$500.00. The community bus will be used to help those who are unable to transport themselves to and from the event. This event assists with uniting together the community, which holds high importance.

With the donation, a space will be set up to recognize the donation and support of the event.

Administration would like to point out that the Community Bus has recently been experiencing regular mechanical problems and while Administration strives to have the bus available for all of its regular commitments, there is a chance that it will not be available.

The Community Services Miscellaneous Grant fund as of December 8, 2019 totals \$164,764.37.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview would be a part of an inclusive community event and help those who would otherwise not be able to be a part of this community event.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantages of the recommended motion is that Greenview would be setting a precedent to other events within Greenview.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to recommend an alternate sponsorship amount or deny the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$500.00 and driver costs

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

Driver for the community bus. Approx. 5-6 hours

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:

Following Council's direction, Administration will follow up with Aseniwuche Winewak Nation.

ATTACHMENT(S):

- Aseniwuche Winewak Nation Christmas Dinner Bus Request Letter



Aseniwuche Winewak Nation of Canada

November 20, 2019

Lissa Dunn
M.D. of Greenview No. 16
Via: E-Mail

Dear Miss Dunn,

On behalf of Aseniwuche Winewak Nation (AWN), we would like to extend our gratitude for all the support provided in our previous events. We appreciate the support of our local industry, businesses, and community volunteers.

AWN is requesting your support in our Christmas Community feast by donating the Grande Cache community bus for the duration of the event. This feast will take place in Grande Cache, AB on December 19, 2019.

We are hosting this event for the community members of AWN; by donating the community bus it can help those who are unable to transport themselves to and from the feast. By pursuing this, it will help with uniting together as a whole and it brings a sense of being together as a community, which holds high importance. Additionally, we will set up a space to recognize your company's donation and support of the event.

Should you require additional information, please do not hesitate to contact us at 780-827-5510 or email info@aseniwuche.com. If you would like to support us, please contact us by Dec 12/2019 to make the appropriate arrangement.

Sincerely,

Tracey McBride
Acting Executive Director





REQUEST FOR DECISION

SUBJECT:	Fox Creek Multiplex Exterior Signage – Donation Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 9, 2019	CAO: DT	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: SW	PRESENTER: LD
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve funding to the Town of Fox Creek for the Fox Creek Greenview Multiplex exterior signage with an upset limit of \$128,000.00, with funds to come from Contingency Reserves.

BACKGROUND/PROPOSAL:

The Fox Creek Greenview Multiplex Board approached Administration in the spring of 2019 in hopes of partnering on funding for the exterior signage for the Fox Creek Greenview Multiplex which would include a large pillar sign with an electronic message centre as well as building signs at the front entrance. The total cost for the project would be \$198,515.35 which would include install of signage as well as the power hook ups. With Greenview owning a 59.37% portion of the Multiplex, the costs would come to a total of approximately \$118,000.00.

The Town of Fox Creek received quotes for the exterior pillar sign from Blanchett Neon in Edmonton, Alberta which gave an option of six (6) sign types. Administration and the Multiplex Board members came to an agreement on Option B, VueTronics for the sign which includes an electronic message centre and would cost a total of \$166,736 + GST and includes installation.

The Building signage quote that was received from Blanchett Neon show two different sign types, the Fox Creek Multiplex Board has opted for Option A, which will consist of 12" High face lit channel letters on the front of the building costing a total of \$21,210.00 after GST.

The Town of Fox Creek has also received a quote from Atco Electric in regards to bringing in power to site for the project which will total \$2,232.55.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Fox Creek Greenview Multiplex would be able to clearly show events happening at the multiplex and within the community and have proper signage posted at the entrance of the building.
2. The benefit of the recommended motion is that Greenview logo and sponsorships would be clearly viewed from within the community.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion, request further quotes or deny the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$128,000.00

Ongoing / Future Costs: possible maintenance costs

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:

Following Councils direction, Administration will inform the Town of Fox Creek of the decision.

ATTACHMENT(S):

- Exterior Sign
- Building Sign

TOWN OF FOX CREEK - Town Signs Phase II - Fox Creek Greenview Multiplex Single Sided Pylon Specs - Rev. 3



SUPPLIED LOGOS
Edited for Signage

SPECIFICATIONS:

- A LED illuminated shaped channel with 1" retainers and sheet metal cabinet. White acrylic face with digitally printed graphics applied to face. Painted green returns and cabinet. Extra support on back if necessary. Secured to main body by support rods (painted black). Back of cabinet is painted green, with applied white 2 mil vinyl lettering (non-illuminated.) Option: Illuminate white lettering by routing out and backing with white acrylic, white LED illumination.
- B Shaped vertical aluminum panels (top and bottom units) on front, side and wraps around back (low profile), proud of faux stone vertical column that features blue faux neon lighting strip. Aluminum is painted blue.
- C Faux stone, front, back & sides with light blue topper.
- D LED illuminated face-lit channel letters, white acrylic faces, white returns, pin-mounted to faux stone vertical column.
- E Non-illuminated white acrylic flat cut letters, pin-mounted to faux stone vertical column.
- F Electronic Message Centre, RGB LEDs, 16mm.
- G Row of blue LEDs (or blue faux neon strip) on front. Note: Faux neon starts 3'-6" from ground. **Option:** Add another strip of blue lighting on back.



COLOUR PALETTE
& Pantone Equivalents



#6D9D31
Pantone 7737



#2296CE
Pantone 7689



#036691
Pantone 7706

PG 1 of 2

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BLANCHETTNEON
12850 St. Albert Trail, Edmonton, AB T5L4H6
T 780-453-2441 | TF 1-800-226-6366
blanchettneon.com

Over 70 Years
Illuminated Sign Manufacturer SINCE 1947

AI PS 3D CMYK

CUSTOMER:
TOWN OF FOX CREEK

LOCATION: Fox Creek

ACC'T EXECUTIVE:
Kyle Blanchett

DESIGN:
Janice Oppen

SCALE: 3/16" = 1'-0"

DESIGN NUMBER: 19-05-199

DATE: May 14, 2019

REVISION HISTORY:

Rev. 1 - June 12 - Add specifications
Rev. 2 - August 12 - Option B chosen, add specs, show back side & show sign on photo overlay.
Rev. 3 - October 22 - Another location was chosen for pylon sign.

☐ LANDLORD APPROVAL:

☐ CUSTOMER APPROVAL:

DATE:

DATE:

INCHES: 1 2 3 4
If this legend does not measure exactly 6", then this drawing is **not to scale** when printed, scanned or copied.





SCALE: 3/8"= 1'-0"

12" high face-lit channel letters, internal white LEDs, white acrylic faces, brushed clear aluminum Let-R-Edge 3" returns.
Option: 12" high non-illuminated moulded letters, 1-1/2" pin-mounted to overhang.

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blanchettneon.com

CUSTOMER: FOX CREEK
GREENVIEW MULTIPLEX

LOCATION: Fox Creek

ACC'T EXECUTIVE:
Kyle Blanchett

DESIGN:
Janice Oppen

SCALE: As Shown

DESIGN NUMBER: 19-06-267

DATE: June 20, 2019

REVISION HISTORY:

INCHES:

	1	2	3	4	5	6
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If this legend does not measure exactly 6", then this drawing is **not to scale** when printed, scanned or copied.

☐ LANDLORD APPROVAL:

☐ CUSTOMER APPROVAL:

DATE:

DATE:



FOX CREEK GREENVIEW MULTIPLEX

SCALE: 1/4"=1'-0"

24" high face-lit channel letters, internal white LEDs, white acrylic faces, brushed clear aluminum Let-R-Edge standard returns.
Option: 24" high non-illuminated moulded letters, 1-1/2" pin-mounted to overhang.

BLANCHETTNEON
12850 St. Albert Trail, Edmonton, AB T5L4H6
T 780-453-2441 | TF 1-800-226-6366
blanchettneon.com

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CUSTOMER: FOX CREEK
GREENVIEW MULTIPLEX

LOCATION: Fox Creek

ACC'T EXECUTIVE:
Kyle Blanchett

DESIGN:
Janice Oppen

SCALE: As Shown

DESIGN NUMBER: 19-06-267

DATE: June 20, 2019

REVISION HISTORY:

INCHES:

	1	2	3	4	5	6
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If this legend does not measure exactly 6", then this drawing is **not to scale** when printed, scanned or copied.

☐ **CUSTOMER APPROVAL:**

DATE: _____

☐ **LANDLORD APPROVAL:**

DATE: _____



REQUEST FOR DECISION

SUBJECT:	Grande Cache Community Friends (100 Caring Hearts) – Funding Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 9, 2019	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: SW	PRESENTER: LD
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8004 – Community Events and Charitable Donations

RECOMMENDED ACTION:

MOTION: That Council provide funding with an upset limit of \$24,625.00 to the Grande Cache Community Friends Association (100 Caring Hearts) to partner in the purchase of a commercial barbeque, with funds to come from Community Services Miscellaneous Grants.

BACKGROUND/PROPOSAL:

The Grande Cache Community Friends Association (100 Caring Hearts) is a benevolent association which is trying to improve the quality of life for the residents of Grande Cache. Since the inception of 100 Caring Hearts in April 2018 they have been able to contribute in excess of \$15,000.00 to those within the community.

100 Caring Hearts are attempting to raise funds to purchase a commercial barbeque to be used for fundraising activities within the Grande Cache Community and would like to partner with Greenview on the purchase. Such activities would include pond hockey, soap box derby and bed races. The barbeque would also be available to rent out to other community groups for further fundraising for the association.

100 Caring Hearts has held some successful fundraising events and are able to contribute \$20,000.00 to the partnership. The expected benefits, among others would be to acknowledge Greenview's contributions that are made to improve the quality of life within the community. The presence of Greenview's logo and signage would reiterate this contribution at every event at which the barbeque is used, e.g. long weekend ball tournaments etc.

This partnership would negate the need for Greenview to bring the barbeque from Valleyview for occasions such as the annual rate payer's barbeque and would make certain that the barbeque is available for Greenview uses. Other events would be required to book through 100 Caring Hearts and would provide a sheltered storage area and renters would be required to put down a deposit when booking, only refundable when the barbeque is returned in clean, undamaged condition.

The quoted cost for the barbeque is \$44,625.00. Included in this cost is the standard equipment consisting of four propane grills, two 3,500 lb. axles with electric braking, rock guard coating, approved propane hoses and fittings, LED trailer lighting, premium rims, on board deep cycle battery and charger, spare tire and mount, storage cabinets and food prep station as well as a sink that includes on demand hot water with fresh and grey water tanks.

Administration has noted that this service is currently available within Grande Cache. The Aseniwuche Development Corporation has a barbeque that they rent out to community groups at a rate of \$25.00 an hour or \$250.00 per day. Another, similar service may take away business from another community group within Grande Cache. Administration also notes that a certain capacity for maintenance is required and an agreement that speaks to that and other Greenview interest will be required and ongoing operational funds may need to be budgeted for.

Previously, on March 24, 2015 a Request for Decision was brought forward, requesting \$42,770.00 for a trailer barbeque for the Agriculture Department in Valleyview.

At the October 15, 2019 Regular Council meeting this Motion was tabled to a later date requesting further information on the request. After some research, there was little information to be found online or available for the public, however, as mentioned, AWN owns one as well as the Grande Cache Oilmen's Society and Conoco Phillips. Administration received a letter from 100 Caring Hearts answering questions that had been asked within the previous Council meeting regarding maintenance and storage.

The Community Services Miscellaneous Grants fund as of December 15, 2019 totals \$164,764.37.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview would be contributing to the quality of life within the Community of Grande Cache. By placing this asset within the hamlet; therefor, negating the need and cost of transporting Greenview's current barbeque unit to events in the Hamlet.
2. The benefit of Council accepting the recommended motion is that Administration would establish a formal contract/agreement with the proponent for service and care of the unit. Should the agreement fall into default, it is recommended the unit will become the property of Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is maintenance for the barbeque could be placed on Greenview if 100 Caring Hearts does not have the capacity to take it on.
2. The disadvantage of the recommended motion is Greenview may be perceived to be support a service that is in direct competition of another organization in the same community.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to provide an alternative sponsorship amount or to not accept the recommended motion.

Alternative #2: That Council fund the total cost of the barbeque and administer 100 Caring Hearts for rentals.

Alternative #3: That Council fund the total cost of the barbeque and manage it the same way the one located in Valleyview is administered.

FINANCIAL IMPLICATION:

Direct Costs: \$24,625.00

Ongoing / Future costs: Maintenance and propane costs

STAFFING IMPLICATION:

Administration will monitor ongoing maintenance needs.

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:

Following Councils direction, administration will follow up with the Grande Cache Community Friends Association with the decision.

ATTACHMENT(S):

- Sponsorship Request
- Quote from C.C's Welding and Fabrication Ltd.
- 100 Caring Hearts Letter

From: [Linda Rowbotham](#)
To: [Teresa Marin](#)
Subject: Fwd: Barbeque for Grande Cache
Date: Monday, August 26, 2019 2:10:51 PM

----- Forwarded message -----

From: **Linda Rowbotham** <lindrowb@gypsd.ca>
Date: Tue, Aug 13, 2019 at 6:27 PM
Subject: Barbeque for Grande Cache
To: Stacey Wabick <stacey.wabick@mdgreenview.ab.ca>, Denise Thompson
<denise.thompson@mdgreenview.ab.ca>

Hi Stacey

At the last council meeting, mention was made by the Ward 1 councillor, I believe, that consideration might be given to the purchase of a commercial barbeque to be used in Grande Cache.

Grande Cache Community Friends (100 Caring Hearts) is attempting to raise funds to purchase just such a barbeque to be used at some of our fundraising activities. We would use it for our activities (eg. pond hockey, soap box derby, bed races) and rent it out to other groups as a further fundraiser for our group. The cost of this barbeque (made by the same company that made the MD barbeque) would be between \$40,000 and \$50,000.

We are wondering whether the M.D. would be interested in partnering with us by contributing matching funds to this project. The benefits of this partnership, among others, would be to acknowledge the MD's contributions (other than the very obvious fiscal ones) that are made to the quality of life in our community. The presence of the MD logo and signage would re-iterate this contribution at every event at which the barbeque is used (eg. long weekend ball tournaments etc.). The logo would be painted on one side and our foundation logo on the other to indicate shared partnership. It would also negate the need for the MD to bring the barbeque from Valleyview for events such as the annual rate payers barbeque (we would ensure that it would be available for MD uses) and would expect all others to book it through us. We would provide a place to store it (out of the weather) and charge a deposit which would only be refundable if it is returned in appropriately clean, undamaged condition.

We have held some successful fundraising events and are able to contribute \$20,000.

100 Caring Hearts is a benevolent association which is trying to improve the quality of life for the folks of Grande Cache. We have worked very hard at fundraising since our inception (April 2018) and have been able to contribute in excess of \$15,000 to those within our community. We feel very strongly that the work we are doing is making an extremely positive impact.

If you feel that this is a project that you can support, we would be pleased to hear from you at your earliest convenience as construction will take 2-3 months. I believe that the barbeque will be used as soon as it arrives.

I hope that you will give our request your most serious consideration.

I look forward to hearing from you.

Thank You

Respectfully

Linda Rowbotham (for Grande Cache Community Friends)

--

Linda Rowbotham

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"Where Quality and Service Matters"

Box 899 Grande Cache, Alberta T0E 0Y0

ccweldandfab@gmail.com 780-827-2244-Shop 780-827-8777-Cell



August 20, 2019

100 Caring Hearts

Linda,

Thank you for allowing CC's Welding and Fabrication Ltd to quote on your BBQ Trailer.

CC's Welding and Fabrication Ltd has designed and built some of the most unique, Ultra-Premium BBQ Trailers.

Each unit is different, and custom made to our customer's needs. Our BBQ trailers are hand crafted to perfection, utilizing innovative ideas. We design and build every unit like it's our own, and only after rigorous field testing it is delivered to our customer.

Our construction consists of a heavy-duty trailer frame that can be towed on highway or gravel. Our 2-3500 lb torsion axles accommodate the abuse and ensure a smooth ride. The cabinet construction consists of 12ga mild steel, with stainless and chrome latches.

Our BBQ Trailers come with a 1-year parts and workmanship warranty.

Quote is valid for 15 days

Craig Cropley

President

CC's Welding and Fabrication Ltd

780-827-2244



August 20, 2019

Standard Equipment

4-Propane Grills – Napoleon Prestige PRO500, 760 square inches of cook space each.

Tandem Axle – 2 – 3500 lb Axles c/w electric braking.

Rock Guard Coating – Rock guard will be applied to the front of the trailer and down the “V” nose of the main frame. Interiors of all cabinets will also be sprayed.

Approved Propane Hoses and Fittings – All tanks and hoses and fittings will be CSA approved.

LED Trailer Lighting – All trailer lighting will be DOT approved.

Premium Rims

On Board Deep Cycle Battery and Charger

Spare Tire and Mount

Storage Cabinets and Food Prep Station

Sink and On Demand Hot Water – c/w fresh and grey water tanks

Total Cost = \$ 42,500.00 + GST

August 20, 2019

Optional Equipment

"Cabinet Lighting" – Install and wire all "Storage" Cabinets with LED lighting. **\$ 1,600.00**

"Electrical Power Package" c/w 110V outlets placed above BBQ's includes power converter. **\$ 2,100.00**

Sound System – 1 am/fm MP3 and Sat Radio c/w 4 speakers, sub woofer and amplifier. **\$ 3000.00**

Please allow 16 weeks manufacture time from receipt of P.O.

CC's requires

50 % Down at time of order.

50 % upon completion.

****Please note.** The cost of adding these items is only valid if ordered at the commencement of the build.

Good Morning

I listened to the Municipal District of Greenview (MD) Council meeting on Oct 16 2019 and was dismayed to learn that the RFD for Grande Cache Community Friends was tabled to the October 28th meeting.

So that you can understand more fully our request for partnership with the MD for a commercial barbeque to use in the Grande Cache area, the following information might be helpful:

- 1 Through various activities ,we have raised sufficient funds to contribute \$20000.00 towards this purchase
- 2 Concerns were expressed by Council regarding who would pay for maintenance/ storage etc. It is our intention to pay these costs. We anticipate these will be minimal because, we will have a sea can for storage and we plan to demand a significant damage deposit which will not be returned unless specific conditions are met.(you might be interested to know that one of the barbeques we used for the Death Race meal required 4 men to clean the grills (1 and a half hours) before they could be used. I believe that the MD was the happy recipient of a clean grill for the Grande Cache All Staff Barbeque because our cooks cleaned and washed that grill before it was returned and the MD was the next user.)
- 3 We attempted to borrow the MD barbeque for our event but the logistics of the turnaround time (from Valleyview to Grande Cache and back on the August holiday long weekend) made it unfeasible, as it had been booked for the day after the weekend.
- 4 We attempted to borrow Conoco Phillips' bbq but theirs was at their worksite in Edson. This is often the case with company barbeques because they often have "suppers", on site for their crews in the summer.
- 5 The question of who would provide propane was another that was asked. It is yet to be determined whether it will be our group or those who are borrowing the equipment
- 6 Of the \$20000.00 that we are able to contribute, we have been able to obtain approximately \$7000.00 in donations from local industry.

As we suggested in our initial request, we intend to use the barbeque for fundraising events throughout the year. In addition to this, we hope to hold monthly "pay as you can" / "donation" pancake breakfasts and burger lunches, to ,in a small way, help those who suffer food insecurity.

We have broadened our mandate to address more issues within the community. With our members' fees, fundraising efforts and the generous support of some anonymous donors, we have supported our community with over \$ 20000.00 since our inception in April 2018.

At our September 2019 meeting, we gave out over \$14000 to community members and organizations. (\$1000.00 to each of our local schools to assist children who are unable to attend field trips etc because of financial hardship; \$2000.00 to assist with the purchase of medical equipment for a local resident ; \$1000.00 to Whispering Pines Seniors' Lodge to assist with resident activities; \$1200.00 to 2 residents to offset subsistence for medical

appointments in Edmonton; \$ 4000.00 to the Hospital Foundation; \$2000.00 to a young person undergoing cancer treatment in Edmonton; \$500.00 for “sponsored skating” sessions at the Rec Centre)

We plan to make the barbeque available to local non-profits, and, of course, to the MD for use in the local area.

Grande Cache Community Friends (100 Caring Hearts) is a small, energetic, dedicated group of Grande Cache residents who really want to make a difference in our community.

It is my hope that this information will help Council better understand what we do and why we are seeking to partner with them.

I would appreciate if this information could be circulated to council prior to the October 28th meeting.

Respectfully

Linda Rowbotham (President Grande Cache Community Friends)



REQUEST FOR DECISION

SUBJECT: **Policy 1008 Council and Board Remuneration**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: December 9, 2019 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council provide direction on Policy 1008 “Council and Board Remuneration”.

MOTION: That Council Repeal Policy C0 09 “Special Events”.

BACKGROUND/PROPOSAL:

Administration was directed by Council to bring Policy 1008 to the Policy Review Committee for discussion and direction. Councillors expressed concerns that the policy was not clear as far as what meetings attended by Council constituted meetings that should be compensated with the meeting per diem or if it fell under the monthly honorarium with no additional compensation.

In order to clarify these issues, administration recommends the following changes.

1. Definitions for meeting per diem, monthly honorarium, and special event be added to clarify these terms and their application.
 - **Monthly Honorarium** means the monthly flat-rate of pay to account for the time each member of Council spends representing Greenview and conducting the day-to-day business of a Council Member, including meetings with ratepayers, phone calls, ward-specific community meetings, social events, etc.
 - **Meeting Per Diem** means the rate-of-pay for each meeting attended on behalf of Greenview. Unless otherwise approved by Council, this refers to Council appointed Boards and Committees.
 - **Special Event** means any special event or meeting to which Greenview is sent an invitation for the Reeve, or other designate appointed by Council, to attend as a representative of Greenview Council or the Municipality.
 - In essence the council appointed committees and boards, based primarily on the organizational meeting appointments, would receive meeting per diem compensation. Other special events that arise through the year to which council is invited, must be appointed or approved by council to attend to receive compensation, except in the case of the Reeve, who may attend “ex officio” as stated in the special events provisions. As the Reeve is the spokesperson of council, the special

events provisions and the required council approval will ensure a level of accountability for which meetings and events councillors are allowed to attend on behalf of Greenview. The monthly honorarium would cover the remainder of all council business, meetings and functions.

2. Administration also added a clause to address invitations to meetings or events that are provided with too little notice to have a motion of Council authorizing a councillor to attend on behalf of Greenview. In those situations, the councillor must make a written request to all of Council for approval to attend the meeting.
3. At the last presentation of this policy to Council concerns were raised with the wording of provision 11. Administration is proposing three options:
 - a. The councillor must provide a written request to Council for approval by the majority (As currently stated).
 - b. The Councillor must make a request to the Reeve for approval prior to attending the meeting or function.
 - c. The Councillor must make a written request to the Reeve and Deputy Reeve for approval, or in the case of the Deputy Reeve, they must provide a request to:
 - i. the Reeve, or;
 - ii. The Reeve and one Councillor

BENEFITS OF THE RECOMMENDED ACTION:

1. Council Members will have a policy that clearly outlines the parameters for Council and Board Member Remuneration.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There is no perceived disadvantage to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may accept administration's recommended policy revisions. The policy revisions recommended allow for all meetings to be classified in one of 3 categories: 1. Meetings that Councillors have been appointed to by Council, 2. Special events and invitations that arise throughout the year to which council names its representatives, including an additional clause to address short notice meetings, and clearly states that the Reeve, as spokesperson for Council can attend all boards and committees or events by invitation. 3. All other meetings are classified as Councillor day-to-day business and fall under the monthly honorarium received by all Councillors. Additionally, Administration has provided a guide that may be amended at any time to help provide clarity.

Alternative #2: Council may make other recommended changes to the policy to provide clarity.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation. .

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will apply the recommended changes to the policy.

ATTACHMENT(S):

- Current Policy 1008
- Current Policy CO 09
- Revised Policy 1008
- Draft Remuneration Guidelines

Title: COUNCIL AND BOARD REMUNERATION

Policy No: 1008

Motion:

Effective Date:

Supersedes Policy No: (CO 14)

Review Date:



Purpose: The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

Definitions

Meeting Per Diem means the rate-of-pay for each meeting attended on behalf of Greenview as appointed by Council. Unless otherwise approved by Council, this refers to Council appointed Boards and Committees.

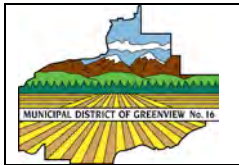
Monthly Honorarium means the monthly flat-rate of pay to account for the time each member of Council spends representing Greenview and conducting the day-to-day business of a Council Member, including meetings with ratepayers, phone calls, ward-specific community meetings, social events, etc.

Special Event means any special event or meeting to which Greenview is sent an invitation for the Reeve, or other designate appointed by Council, to attend as a representative of Greenview Council or the Municipality.

Policy

1. Starting with the first meeting of the new Council in 2019, Council members, other than the Reeve, will be paid a monthly flat-rate honorarium of \$1,419.00 per month; the Reeve will be paid \$2,129.00 per month;
2. The monthly honorarium is compensation for the time a Council Member spends representing Greenview and conducting the day-to-day business of a Councillor, including meetings with ratepayers and appearances at community events.
3. Starting with the first meeting of the new Council in 2019, Council members and Greenview appointed at-large Board and Committee members will be paid for each meeting attended on behalf of Greenview, using the meeting per diem rates as follows:
 - a) \$196.00 for meetings (and travel) in a day of 0-4 hours;
 - b) \$294.00 for meetings (and travel) in a day of 4-8 hours;
 - c) \$390.00 for meeting (and travel) in a day of over 8 hours.
4. In addition to the per diem paid under provision 2, Council Members and appointed Board and Committee members will be paid \$64.00 per hour, or portion thereof, for total meeting time (and travel) in excess of nine (9) hours in one day, to a maximum of \$253.00 additional dollars;

5. A meeting per diem is compensation for attendance at Council appointed Boards and Committees.
6. Councillors and the Reeve may also receive meeting per diem compensation for attendance at Special Events. Special Events are those that Greenview receives an invitation for the Reeve to attend on behalf of Greenview, or that Council has appointed a member to attend as a designate.
7. Notwithstanding provisions 2 and 3, for conference attendance, conference attendees will be paid a per diem rate of \$390.00;
8. Annually, established rates of honoraria will be adjusted for a cost of living allowance, at the same time, in the same manner and for the same amount (if any) as the salary grid of Greenview. All rates under this policy will be rounded to the closest dollar for ease of processing;
9. Council members and appointed Board and Committee members will be paid for attending a meeting through electronic means (teleconference, Skype and such similar methods), so long as the meeting exceeds fifteen (15) minutes;
10. In accordance with Section 154(2) of the Municipal Government Act, the Reeve, by nature of the position, is a member of all council committees and all bodies to which council has the right to appoint members. The Reeve may choose to attend any committee or board meeting, and will be eligible to receive the meeting per diem compensation for this attendance as outlined in this policy.
11. Should a Councillor receive an invitation to attend meeting on behalf of Greenview and there is not time for Council to make a motion to approve attendance at the meeting or function, the Councillor must make a written request to Council for approval prior to attending the event in order to receive compensation for attending the meeting. This requires a majority of Council support to receive authorization to attend.
12. All honoraria paid under this policy is subject to the taxation requirements of the Canada Revenue Agency;
13. All per diem claims are to be submitted every two weeks and will correspond with the payroll cycle determined by the payroll and benefits department of Greenview;
14. Expense claims for Board and Committee members will be reviewed by the most senior Greenview employee directly involved in the Board and Committee in question;
15. All Council Member expense claims, other than the expense claim for the Reeve, will be submitted to the Reeve (or in his or her absence, the Deputy Reeve) for review and approval. The Reeve will submit his or her expense claim to the Deputy Reeve for review and approval. If the Reeve is absent then the Deputy Reeve will submit his or her expense claim to another member of Council for review and approval.
16. Greenview will engage an external party to conduct a compensation review for Council and Board remuneration to be complete and approved by Council prior to each General Election.



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

Section:
COUNCIL

POLICY NUMBER: CO 09

POLICY TITLE: SPECIAL EVENTS

Page 1 of 1

Date Adopted by Council / Motion Number:

11.05.292

PURPOSE:

Council is occasionally required to attend special events to represent the Municipal District.

POLICY:

The Municipal District will allow Councillors, management or staff to attend special events when proper approval has been given.

1. The M.D. Council, management or staff may be authorized to attend social events to promote goodwill.
2. The Reeve or his/her designate will be authorized to attend any event upon receiving an invitation.
3. Staff members may attend social events on behalf of the M.D. upon receiving approval from the C.A.O.
4. The M.D. will reimburse the Councillor, C.A.O. or staff member for any pre-approved expenses incurred to attend the social function.

REEVE

C.A.O.

Title: COUNCIL AND BOARD REMUNERATION

Policy No: 1008

Approval: Council

Effective Date: October 29, 2013

Supersedes Policy No: (CO 14)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) will provide fair and equitable remuneration to Council members and Board and Committee members.

Purpose: The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

Principles:

1. The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

Regulations:

1. Starting with the first meeting of the new Council in 2019, Council members, other than the Reeve, will be paid a monthly flat-rate honorarium of \$1,391 per month; the Reeve will be paid \$2,087 per month;
2. Starting with the first meeting of the new Council in 2019, Council members and Greenview appointed at-large Board and Committee members will be paid for each meeting attended on behalf of Greenview, using the meeting per diem rates as follows:
 - a) \$196.00 for meetings (and travel) in a day of 0-4 hours;
 - b) \$294.00 for meetings (and travel) in a day of 4-8 hours;
 - c) \$390.00 for meeting (and travel) in a day of over 8 hours.
3. In addition to the per diem paid under provision 2, Council Members and appointed Board and Committee members will be paid \$64 per hour, or portion thereof, for total meeting time (and travel) in excess of nine (9) hours in one day, to a maximum of \$253 additional dollars;
4. Notwithstanding provisions 2 and 3, for conference attendance, conference attendees will be paid a per diem rate of \$390.00;
5. Annually, established rates of honoraria will be adjusted for a cost of living allowance, at the same time, in the same manner and for the same amount (if any) as the salary grid of Greenview. All rates under this policy will be rounded to the closest dollar for ease of processing;
6. Council members and appointed Board and Committee members will be paid for attending a meeting through electronic means (teleconference, Skype and such similar methods);
7. All honoraria paid under this policy is subject to the taxation requirements of the Canada Revenue Agency;

8. All per diem claims are to be submitted every two weeks and will correspond with the payroll cycle determined by the payroll and benefits department of Greenview;
9. Expense claims for Board and Committee members will be reviewed by the most senior Greenview employee directly involved in the Board and Committee in question;
10. All Council Member expense claims, other than the expense claim for the Reeve, will be submitted to the Reeve (or in his or her absence, the Deputy Reeve) for review and approval. The Reeve will submit his or her expense claim to the Deputy Reeve for review and approval. If the Reeve is absent then the Deputy Reeve will submit his or her expense claim to another member of Council for review and approval.

Approved: 18.12.700

Title: Council and Board Remuneration

Internal Directive No: 01-01

Related Policy: Policy 1008

Effective Date:

Review Date:



Purpose: To ensure fair rates of compensation for Council Members and Board and Committee members.

DEFINITIONS

Meeting Per Diem means the rate-of-pay for each meeting attended on behalf of Greenview as appointed by Council. Unless otherwise approved by Council, this refers to Council appointed Boards and Committees.

Monthly Honorarium means the monthly flat-rate of pay to account for the time each member of Council spends representing Greenview and conducting the day-to-day business of a Council Member.

Special Event means any special event or meeting to which Greenview is sent an invitation for the Reeve, or other designate appointed by Council, to attend as a representative of Greenview Council or the Municipality.

DIRECTIVE

1. In order to create clarity in the process of Council and Board Remuneration procedures, the following guidelines shall apply:
 - 1.1 Activities eligible for Meeting Per Diem:
 - 1.1.1 Council Appointed Boards (MPC, ASB, Peace Library System Board, Greenview Regional Multiplex Board, FCSS, etc.)
 - 1.1.2 Council Appointed Committees (Includes Committee of the Whole, PRC, and committee appointments at the annual organizational meeting, as well as temporary committees to which council members may be appointed).
 - 1.1.3 Council Meetings, joint council meetings, intermunicipal partnership meetings, etc.
 - 1.2 Activities requiring Council approval:
 - 1.2.1 Invitations to special events or meetings requesting a council representative to attend. If the Reeve is unable to attend, a designate must be selected, or approved, by Council.
 - 1.2.2 Board or Committee meetings at which a council member is not generally appointed, but whose presence has been requested.
 - 1.3 All other activities fall under Monthly Honorarium.
 - 1.3.1 Ward BBQs
 - 1.3.2 Meetings, phone calls with ratepayers

1.3.3 Council sponsored events and functions.



REQUEST FOR DECISION

SUBJECT:	Policy 1015 Conference Attendance		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 9, 2019	CAO: DT	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER: DL
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) –Adult Interdependent Relationships Act, R.S.A 2002, Chapter A-4.5.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve revised Policy 1015 Conference Attendance as presented.

BACKGROUND/PROPOSAL:

Council has requested greater clarity in a number of Council policies. Council raised some questions on the interpretation of the former Conference attendance policy around who a councillor may bring to a conference.

Administration added some definitional clarity to the current policy to help rectify this. In accordance with the Adult Interdependent Partnership Act, the definitions of Spouse, Adult Interdependent Partner and Interdependent Relationship were added. Provincial legislation no longer recognizes common law partnerships of living together for one year or more, although this is still recognized by the federal government for income tax purposes. They are now classified as adult interdependent partner (living together for 3 years, or of some permanence if there is a child) or an interdependent relationship (the couple is not married, or classified as an adult interdependent partner but share each others lives, are emotionally committed to each other, and function as an economic domestic unit), or spouse if the couple is legally married.

BENEFITS OF THE RECOMMENDED ACTION:

1. Council will have greater clarity for the application of the Council policy.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to allow any companion to attend Conferences.

Alternative #2: Council may choose to allow direct family members (children, siblings or parents) to attend the conference in addition to the spouse, interdependent partner or person that is in a relationship of interdependence.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will make the recommended changes to the policy and update the register.

ATTACHMENT(S):

- Current Policy 1015
- Revised policy 1015

Title: Conference Attendance

Policy No: 1015

Approval: Council

Effective Date: February 25, 2014

Supersedes Policy No: CO 04



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) believes that Council Members and Appointed Board Members benefit from attending relevant conferences offered throughout the year. Conferences provide an invaluable learning opportunity through the delivery of educational sessions, trade fares and networking with colleagues.

Purpose: To provide opportunities for Council Members and Appointed Board Members to attend conferences in order to continue to learn and enhance their knowledge on relevant subjects and issues.

Principles:

1. Through attending conferences, Council and Board Members will maintain awareness of matters and current issues affecting residents and functions of the municipality.
2. All Council Members are encouraged to attend both Alberta Association of Municipal Districts and Counties conferences each year, as well as the annual "Growing the North" conference and the annual Federation of Canadian Municipalities Conference.
3. Appointed Board Members are encouraged to attend the conferences which are appropriate to their appointments.
4. Council Members and Appointed Board Members will be reimbursed for expenses and will be paid an honorarium in accordance with the applicable policies of Greenview.
5. Conference participants under this policy are to provide written or verbal reports regarding conferences attended to the Council or Board, as appropriate.
6. Council will consider requests for approval for attendance of a Council Member or Appointed Board Member to other conferences not otherwise specifically identified or implied by this policy.
7. Council Members or Appointed Board Members will not be compensated for any expenses associated with attendance at a conference for which prior approval has not been provided by Greenview.

8. Any costs incurred as a result of a Council Member or Appointed Board Member failing to attend a conference without the necessary cancellation arrangements being made prior to the conference will be borne by that Council Member or Appointed Board Member.
9. Greenview will pay for the travel/meal expenses and spousal conference packages, if any, of the Council Member's or Appointed Board Member's spouse or Adult interdependent partner.

Approved: 14.02.106

Title: Conference Attendance

Policy No: 1015

Effective Date:

Supersedes Policy No: CO 04

Review Date:



Purpose: To provide opportunities for Council Members and Appointed Board Members to attend conferences in order to continue to learn and enhance their knowledge on relevant subjects and issues.

Definitions

Adult Interdependent Partner means a person who has lived with a person in a relationship of interdependence:

- i. For a continuous period of not less than 3 years, or
- ii. Of some permanence, if there is a child of the relationship by birth or adoption,

Or the person has entered into an adult interdependent partner agreement with the other person in accordance with the Adult Interdependent Relationships Act, R.S.A 2000, Chapter A-4.5.

Relationship of Interdependence means a relationship outside marriage in which any 2 persons

- i. Share one another's lives,
- ii. Are emotionally committed to one another, and
- iii. Function as an economic and domestic unit.

Spouse means the legally married partner of an individual.

Policy

1. Through attending conferences, Council and Board Members will maintain awareness of matters and current issues affecting residents and functions of the municipality.
2. All Council Members are encouraged to attend both Alberta Association of Municipal Districts and Counties conferences each year, as well as the annual "Growing the North" conference and the annual Federation of Canadian Municipalities Conference.
3. Appointed Board Members are encouraged to attend the conferences which are appropriate to their appointments.
4. Council Members and Appointed Board Members will be reimbursed for expenses and will be paid an honorarium in accordance with the applicable policies of Greenview.

-
5. Conference participants under this policy are to provide written or verbal reports regarding conferences attended to the Council or Board, as appropriate.
 6. Council will consider requests for approval for attendance of a Council Member or Appointed Board Member to other conferences not otherwise specifically identified or implied by this policy.
 7. Council Members or Appointed Board Members will not be compensated for any expenses associated with attendance at a conference for which Greenvview Council has not provided prior approval.
 8. Any costs incurred as a result of a Council Member or Appointed Board Member failing to attend a conference without the necessary cancellation arrangements being made prior to the conference will be borne by that Council Member or Appointed Board Member.
 9. Greenvview will pay for the travel/meal expenses and spousal conference packages, if any, of the Council Member's or Appointed Board Member's spouse, adult interdependent partner, or individual who is in a relationship of interdependence with the Councillor.



REQUEST FOR DECISION

SUBJECT: Policy 1033 “Compensation Review”

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: December 9, 2019

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM:

MANAGER:

PRESENTER: DL

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1033 “Compensation Review” as presented.

BACKGROUND/PROPOSAL:

Greenview conducted a compensation review in 2019. Council indicated that they would like Greenview to be in the 75th percentile to continue to be a competitive employer. Greenview Administration is recommending a policy that a compensation review be conducted every three years to ensure that Greenview remains in the 75th percentile as a competitor in the job market, as well as a retention strategy. The compensation review will compare Greenview with similar municipalities in the province and other public sector areas.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a policy in place to conduct regular compensation reviews to ensure Greenview remains a competitive employer.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the policy register.

ATTACHMENT(S):

- Proposed Policy 1033

Title: Compensation Review

Policy No: 1033

Effective Date:

Motion Number:

Supersedes Policy No: NONE

Review Date:



Purpose: Greenview will provide for fair and equitable overall compensation to all staff based on internal equity and market comparison. Compensation will be structured so as to attract and retain competent and qualified staff and to appropriately reward performance.

DEFINITIONS

CAO means the Chief Administrative Officer of the M.D of Greenview No. 16.

Greenview means the municipal corporation of the M.D of Greenview No. 16.

Pay Grid means the salary structure that determines how much an employee is paid as a wage or salary, based on one or more factors such as the employee's level, rank, or status within the organization, the length of employment, and the difficulty of the job.

Pay Rate the individual salary or wage of an employee.

Percentile A value on a scale of one hundred that indicates the percent of a distribution that is equal to or below it. The 75th percentile is the point below which 75 percent of the data falls.

POLICY

1. Greenview's compensation package includes, competitive pay, employee benefit programs, vacation entitlements and paid leaves. Other elements include: Opportunities for employee learning and development, occupational health and safety, and other entitlements under the Staff Agreement.

Compensation Review

2. Greenview will engage an external consultant to conduct a compensation review at least every three years by surveying similar sized municipalities in Alberta, other public sector organizations in Alberta, and the broader public sector in Western Canada, to examine overall compensation provided to similar positions of relatively equal responsibility. A recommendation for changes will be made by the CAO to Council.
3. In addition, Council may annually, at their sole discretion upon the recommendation of the CAO, apply a cost of living factor to the pay grid, in order to maintain the Greenview pay structure in a competitive position.

4. Greenview strives to set pay for all positions at the 75% percentile of current pay levels of other similar sized municipalities in Alberta, other public sector organizations in Alberta, and the broader public sector in Western Canada.

Pay Grid

5. The pay Grid is based on a robust job classification process designed to ensure internal equity across all jobs at Greenview.
6. A pay range within Greenview's pay grid will be assigned to each employment position that is appropriate in relation to both the external market and relative internal responsibilities.
7. Compensation upon hiring will be based on the successful applicant's past experience and qualifications, as well as general market conditions.
8. An employee's movement within each range will be based upon the overall performance of the incumbent as determined by a performance review conducted prior to the end of their probationary period and in the employees annual performance review.
9. An employee who is not at the top of their wage range may be eligible for a step increase, dependent on their performance, at the recommendation of their immediate supervisor, and with the approval of their General Manager or CAO.

Benefits Program

10. Greenview provides an attractive package of affordable benefits for employees. Greenview's benefits offerings are intended to provide insurances for the financial consequences of health-related events and to promote over-all good health.
11. Benefits plan designs endeavor to balance sustainability and affordability while offering a package valued by current and potential employees. As with pay ranges, Greenview's benefits provisions are competitive with the benefits packages offered by other similar sized Alberta municipalities and other public sector organizations in Alberta.

Staff Agreement

12. Greenview provides a range of other benefits, including annual vacation entitlements, illness leave and special leaves, ensuring employees are treated in a fair and equitable manner. These provisions are included in the Staff Agreements and other policies.



REQUEST FOR DECISION

SUBJECT: **Request to reduce speed limit - Highway 40 - Susa Creek**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: December 9, 2019 CAO: DT MANAGER:
DEPARTMENT: INFRASTRUCTURE & PLANNING GM: RA PRESENTER: RA
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) – N/A.

Council Bylaw/Policy (cite) – N/A.

RECOMMENDED ACTION:

MOTION: That Council supports Alberta Transportation's plans in lowering the speed limit from 100 km/hr to 80 km/hr on Highway 40 for the length of the Susa Creek Cooperative Ltd.

BACKGROUND/PROPOSAL:

Greenview received an inquiry from Alberta Transportation regarding reducing the speed limit on Provincial Highway 40 along the Susa Creek.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to forward our safety concerns on to Alberta Transportation agreeing with a speed reduction.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to forward our safety concerns on, however Administration doesn't recommend this action because it is in the best interest of the Susa Creek Cooperative.

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:

If the motion is passed a formal letter will be drafted to Alberta Transportation with Councils motion.

ATTACHMENT(S):

- N/A.





REQUEST FOR DECISION

SUBJECT:	WD Stevenson Sale Advertisement		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	December 9, 2019	CAO: DT	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	GM: SW	PRESENTER: SW
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8004 – Community Events and Charitable Donations

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to provide the Town of Valleyview a letter of support to advertise the sale of the old Town of Valleyview Medical Clinic also known as the WD Stevenson Building located at 4801/03 East Highway Street, Valleyview Alberta.

BACKGROUND/PROPOSAL:

The old Valleyview Health Clinic, also known as the WD Stevenson Building is located adjacent to the Valleyview Health Centre, immediately south of the Valleyview Hospital. Shortly after the new hospital and current medical clinic were built, this building was deemed to be too small for the services required and in combination with the presence of contaminants within its construction (asbestos) it became vacant and has been unoccupied for years.

Jointly owned (50/50), for the past several years, the Administrations of Greenview and the Town of Valleyview have worked together with Alberta Health Services in an attempt to have the building demolished. Lead by the Town, this project proved to be difficult in large part due to the restrictions placed on the demolition requirements by Alberta Health Services resulting in years of inactivity.

Recently, Alberta Health Services have reviewed this case and have granted permission to the sell the building “as is” with the condition that it is removed from the property. As the project lead, the Town of Valleyview is seeking approval from Greenview to have this building removed from these lands by advertising its sale “as is” with removal of building by future owner.



BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that both Greenview and the Town of Valleyview can potentially resolve a long standing situation on a jointly owned building.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to recommend an alternate sponsorship amount or deny the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$500.00 advertising costs to be shared with the Town of Valleyview

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

N/A

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:

Following Council's direction, Administration will follow up with the Town of Valleyview.

ATTACHMENT(S):

N/A



CAO Report

Function: CAO Services

Submitted by: Denise Thompson, CAO

Date: 12/3/2019

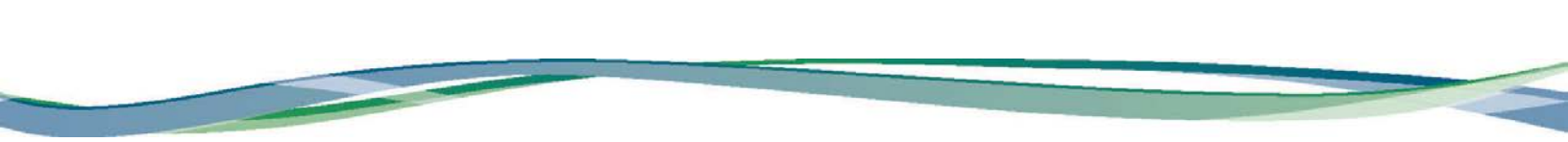
I would like to congratulate Stacey Wabick in his successful pursuit of the Assistant CAO position. I look forward to working with him in his new role. We are currently recruiting for his replacement as General Manager of Corporate Services. Stacey and I will delineate the tasks and responsibilities of the CAO Services Office and assure Council, we will serve as a strong and collaborative team.

November has come and gone. Most of Council, a few staff and I attended the Rural Municipalities of Alberta (RMA) conference in Edmonton. The first ever municipal hospitality suite, hosted by Greenview was a huge success. I have received substantial feedback from municipal administrators that attended and the overall impression was that attendees felt it was a valuable way to foster relationships and network. Hats off to my administration team that organized the event.

Budget has taken up much of my time and attention. With the 2020 Capital Budget passed, and the Operating Budget on this agenda, it will be a welcome relief to be able to devote efforts in other administrative areas soon.

MNP has been onsite conducting a financial functions review. They have interviewed many staff, gathering input on our existing processes, challenges and workload facts. I am looking forward to them wrapping up the gathering portion of their review and providing us with recommendations to assist us in refining our processes and manage our growth and capacity issues. I am assured that staff and I will gain valuable insight into how to improve our financial function for the municipality.

Booking into January already, I have set some key dates for training and planning sessions with staff. The General Managers and I have a dedicated date in early January to outline the priorities of Administration. This is a management strategy I use to move the vision of Council forward to achieve the political goals through administrative tasks. Grande Prairie Regional College is coming to Greenview to provide a two-day course on increasing productivity in the workplace. Refining the processes, programs and services within



Greenview is a priority and learning tools will assist our staff in improving and working towards our outlined achievements.

Hiring of the GM for Community Services, beginning the recruitment for Community Peace Officers, securing the ideal candidates for our regional fire stations, and of course welcoming the staff of the Greenview Multiplex, Greenview continues to grow our staffing compliment to serve the municipal needs of our ratepayers.

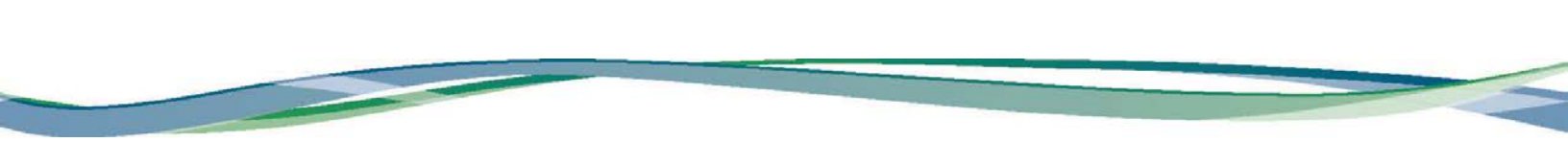
I continue to cultivate improved relations with the Town of Valleyview and Town of Fox Creek as well as Greenview's neighbouring municipalities. A joint Council meeting with Birch Hills is scheduled for December 9th, 2019, and the CAO at Big Lakes County and I are working on setting up a joint meeting with our respective Councils to discuss collaborative opportunities for early January. I am working on several fronts with the CAO at Grande Prairie County including a multi-municipal partnership to host a hospitality suite at Growing the North.

Next week I will complete the Performance Appraisals with each of my direct reports. We cover job performance, professional goals, as well as professional development plans of each employee. This is a valuable exercise that is conducted throughout the organization on an annual basis.

Health and Safety is much more prevalent at Greenview than ever before. Our Health and Safety Department that are within the guise of Human Resources are working closely with our management team to improve our safety practises, design a user-friendly reporting system and decrease the overall risks of workplace hazard throughout the organization.

I have completed the final draft of the 2020 Strategic Plan. The document will be a guide for both Council and Administration to move forward in one, strategic and purposeful direction. With 2019 nearly in the record books, I will begin to orchestrate a 2019 Annual Report that will highlight the projects, budget expenditures and overall financial archive for the public to reference. I see that finalized by spring 2020.

This being the last agenda report of 2019, I pause to reflect on the year. It has been a year of change in Greenview. It was this time last year that the Town of Grande Cache and the MD of Greenview were frantically preparing for the final days of dissolution. The angst of many has long since subsided and we continue to build one team from the former two. The miles between our corporate office in Valleyview and our Grande Cache team members often proves challenging; both for staff and for Council members. The travel, the frequent disconnect in technology, the merger of processes – it is a learning curve that I am adamant will be, in the long run, worth it to all; residents, Council and staff. Together we can be stronger and more impactful and I will lead on in 2020. Aside from Grande Cache, we have moved staff into other locations; we are positioning team members in the Grovedale and DeBolt Public Service Buildings. We have purchased a property in Valleyview that will soon be home to our Agriculture Department. I will spend much more time



in the New Year, visiting staff throughout the municipality in hopes of further creating a culture of inclusion and dedication.

This being the first year of our 10 member Council, Staff and I are confident in our elected officials. A change in leadership at the Council table mid-year is noteworthy. After many years as Reeve, Dale Gervais stepped back, sitting now as a Councillor. Greenvue is fortunate to have Reeve Dale Smith as a committed leader that has quickly proven to be a solid compliment for the municipality. We move into 2020 with a balance of Council and Staff that are dedicated, collaborative and confidently forging ahead in unison.

This concludes my report. I welcome any inquiries or comments and I respectfully request Council to consider a motion to receive as information.

Denise Thompson
CAO



Manager's Report

Function: Community Services

Submitted by: Stacey Wabick, General Manager

Date: 12/9/2019

General Manager Community Services, Stacey Wabick **Grande Cache Public Service Building**

The Grande Cache Public Service Building continues to inch closer to completion. Administration is currently working towards obtaining a Partial Substantial Completion. When successful, this will address the building only and provide the ability for occupancy before the paving and remaining landscaping is completed in the spring/early summer of 2020. The target date for building occupancy continues to be early in the New Year.

DeBolt Seniors Housing

Due to unstable land conditions at the DeBolt Seniors Housing location, Council provided funding to the Grande Spirit Foundation for the relocation of existing seniors housing within the Hamlet of DeBolt to the location purchased by Greenview on the northeast boarder of the hamlet. Administration continues to work with Grande Spirit Foundation and has recently completed an agreement that formalizes Greenview's commitment.

Grovedale Daycare Options

Administration has been in contact with two different groups who are pursuing their desire to establish a daycare within the Hamlet of Grovedale. As such, Administration has begun to gather all relevant information as it relates to these efforts and will provide Council with a report early in the year of 2020.

WD Stevenson Building

Plans for the future of the WD Stevenson Building within the Town of Valleyview continues to be worked on between the two municipalities, Alberta Health Services and the Valleyview & District Medical Clinic Committee. The Town of Valleyview is responsible for the disposal of this building and is proposing to sell it with the condition of removal from the property.



Greenview Regional Multiplex

Transfer of full ownership and operation of the Greenview Regional Multiplex (GRM) continues to progress and the target date of January 1, 2020 will be met. A working group has been organized that among other things is addressing building operation and maintenance, health and safety, IT, finance, and incorporating new employees into Greenview's payroll and benefits. In addition, Administration has been making a concerted effort to concentrate on little details to ease the transition for the GRM staff through daily correspondence with the facility management and having Greenview's facilities maintenance team decorate the multiplex for the holiday season.

Community Development Initiatives

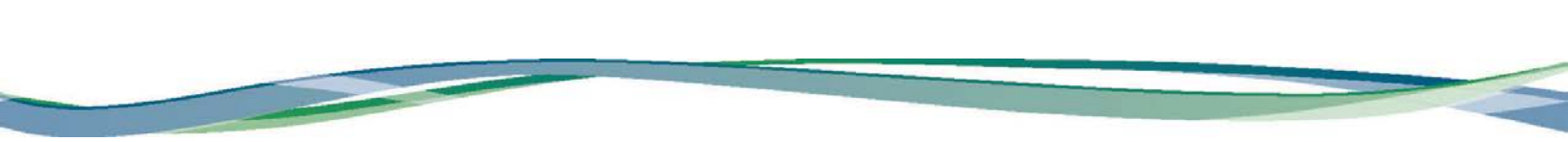
Administration has been working on obtaining sufficient reporting for the 2019 Community Development Initiative (CDI) agreements as well as rewriting new agreements for 2020. The 2020 agreements will be a little more robust and are currently with Greenview's legal for review.

Greenview Cost Recoveries – 2019

Enhanced policing charges were recovered from Weyerhaeuser Company for the 2018 calendar year. Greenview and Weyerhaeuser have an agreement for shared enhanced policing whereby Weyerhaeuser has committed to pay 79.17%. The Greenview Finance Officer brought to the Community Service Department's attention that the cost recovery invoices had not been submitted and collected by Greenview in 2018 for the period of April to December 2018. The invoicing has been maintained on time in 2019 and the new Protective Service Department staff have been trained and supported with ensuring the invoicing continues uninterrupted going forward.

Administration has recently submitted an invoice to a trucking company that had a dangerous goods incident in April 2019 on a road located within Greenview. The expenses claimed were associated with the cleanup efforts conducted by the County of Grande Prairie. The County of Grande Prairie had the expertise and equipment required to conduct the cleanup effort quickly and safely. Greenview paid the County of Grande Prairie invoice and submitted the expense to the trucking company to submit as a claim to their insurance company provider for payment recovery. The insurance claims specialist has been corresponding with Administration to gather the information required to approve the claim.

Administration was successful with cost recovery efforts to acquire reimbursement for expenses incurred by Greenview while aiding a company in Fox Creek during a construction accident that occurred in May 2019. The expenses recovered included accommodation expenses for the Greenview Fire Department and the mutual aid costs charged to Greenview by the Town of Whitecourt.



Administration successfully recovered mutual aid expenses incurred by Greenview while assisting Mackenzie County and the Town of High Level with wild fire relief service.

The total cost recovery in the 2019 calendar year for the aforementioned occurrences calculates to an amount of \$252,854.39.

Administration Conference

Investigated and registered for the 20th Year Administrative Professionals Conference held in Vancouver B.C. from November 16th - 20th. This conference has been held for the past 19 years in Ontario and was offered for the first time in 2019 on the west coast in Vancouver. The conference is beneficial in that you can select the workshops and sessions geared to your current workplace needs. The conference information was shared with other Greenview staff to attend and nine in total attended to investigate and report back on the benefit of the conference. It was confirmed at the conference that it will be held annually in Vancouver. The conference representatives noted that speakers, facilitators and topics are changed annually. This component is an important factor in determining if repeating attendance on an annual basis should be considered. All attendees expressed exceptional value for this conference and see the benefit of others attending future conferences. With consensus by the other attendees, Administration brought forth to senior leadership a request to consider hiring one of the most captivating motivational speakers that was in attendance at the conference for the All Staff Day event in May.

Agricultural Services Manager, Quentin Bochar

Administration

Two seasonal staff in the Grande Cache Beautification program will remain until the end of 2019. All other seasonal staff are done for the year. The projected move in time for the Ag. Dept. to the new Ag. Building is around mid-December. Gravel was brought in and was spread around to help get rid of some of the mud that was in the yard area. Vehicles and some of the rental equipment has been moved over to the yard site. Some of the other work that is outside and in the shop area will not be completed until early 2020.

Training/Conferences/Seminars

A Clubroot meeting was held on November 20, 2019 in DeBolt. While no Councillors were able to attend, the meeting was comprised of 20 members of the public, 3 ASB members and 3 staff. The event was advertised and promoted regularly on social media. The evening went very well and featured Krista Zuzak, an Alberta Agriculture and Forestry Plant Pathologist who talked about clubroot and pathotypes for clubroot. The Manager of Agricultural Services spoke about what Greenview does from a regulatory standpoint as well as discussing the results from the 2019 Clubroot survey.

Rental Program

Rental numbers have slowed down, approximately 31 pieces of equipment were rented in this reporting period.

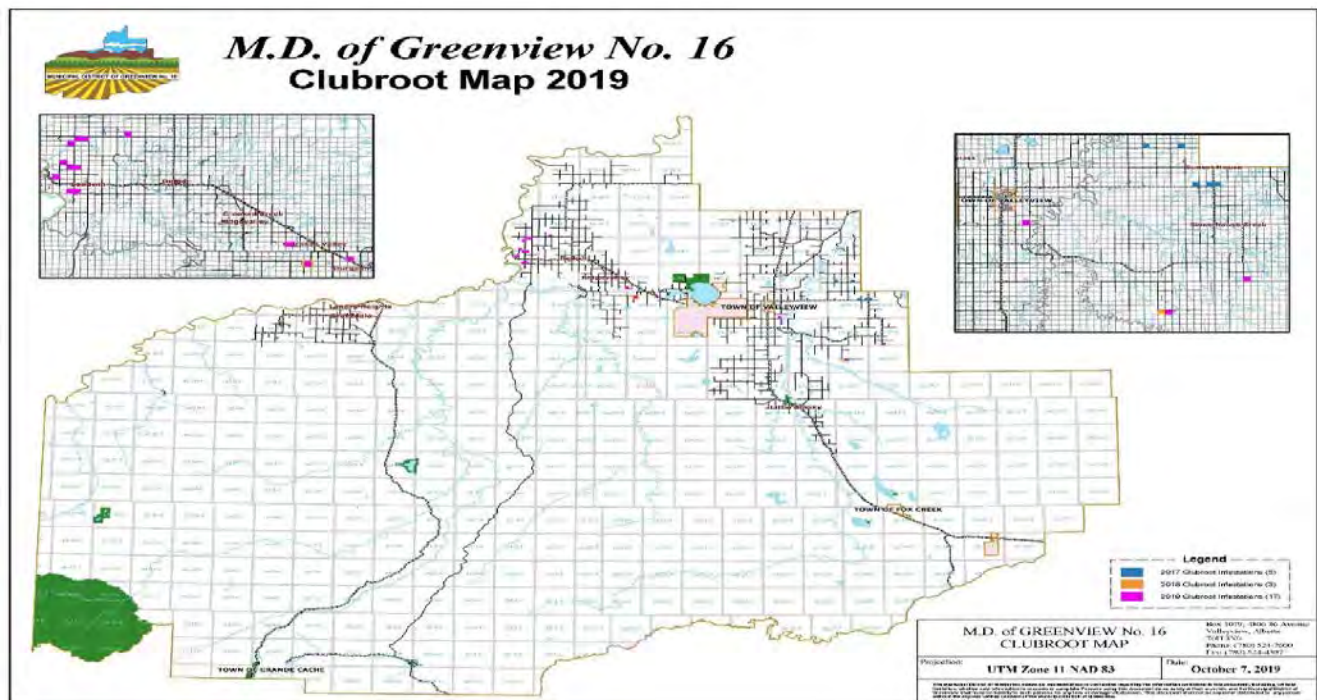
Pest Control Program

The department is currently working to alleviate the backlog of problems. We are currently trying to finish up what we can with beaver issues. The ASB has suggested to Administration that a policy regarding beaver control needs to be created. This is a project that will be completed early in 2020, most likely in the first quarter.

Please note: Currently, priority 1 is to protect Greenview infrastructure and assets. Priority 2, is to abate flooding problems for producing agricultural lands (cultivated croplands and forage croplands). Priority 3 is other areas (including forested grazing leases) where beavers may be present and causing problems. The intention is that this type of prioritization will be proposed in the newly created Policy for the Policy Review Committees review.

Clubroot Inspections:

# Inspected	Suspect	Confirmed	Letter to Adjacent Land Owners	Phone Calls
363 Accessible for inspection	25	17	130	20



Greenview will continue to conduct enhanced monitoring for Clubroot, now that it has been confirmed within the municipal boundaries. An electronic map for 2017, 2018 and 2019 has been created showing the affected parcels. Additionally, 50 comprehensive samples were sent to the

lab for testing to confirm the severity of the infestations. All the samples were also sent to Dr. Strelkov's laboratory to determine the pathotypes of the club root galls.

Pathotype results:

2017 - 3H

2018 - 3H

2019 – Still awaiting results

Beautification

In the hamlet of Grande Cache staff have been working diligently to trim lower branches on trees in parks and public/municipal spaces to improve sight lines and to ease grass cutting around the trees. The Christmas lights and displays have been revamped and repaired and then installed in areas around the hamlet of Grande Cache. Rocky the Ram Park's annual Christmas light up is scheduled for Dec 5, 2019.

Staff have also been busy repairing turf damage in areas around the hamlet, the chinook like weather that is experienced in the hamlet has been conducive to this type of maintenance.

Agriculture Service Board

The ASB meeting for November 27, 2019 was cancelled due to not enough members being available. The 2020 Provincial ASB Conference is scheduled for Jan 21-24, 2020 in Banff Alberta. The next ASB meeting is scheduled for Jan 29, 2020 in Valleyview, AB.

Vegetation Management

The weather had quite an effect on vegetation management activities in 2019. Even though the weather has been less than ideal the program was able to spray 1877 Km of roadside ditches out of 2200 Km for a completion of 85%. The areas that were scheduled to be sprayed were Wards 3, 4, 5, and 8. Next year's spray rotation will be wards 1, 2, 6, and 7 and the areas of 2019 that were not completed. The spot spraying program completed 42 Ha, and the brush spraying program completed 209 Ha.

Weed inspections for the white zone (settled area):

#	Re-Inspections	Weeds Present	Personal Contact	Phone Calls	Weed Alerts	Weed Warnings	Notices	Enforce
1911	201	976	295	163	314	1	0	0

Greenzone:

#	Re-Inspections	Weeds Present	Personal Contact	Phone Calls	Weed Alerts	Weed Warnings	Notices	Enforce
2251	56	607	41	104	470	1	27	0

Hamlets:

#	Re- Inspections	Weeds Present	Personal Contact	Phone Calls	Weed Alerts	Weed Warnings	Notices	Enforce
1183	75	331	205	73	15	7	0	0

Wetlands/ALUS/Watersheds

- Met with Landowner regarding pond water leveler demonstration site.
- Investigating sources of and applying for grants for the wetlands program.
- Attending watershed group meetings.
- Researching potential wetlands/watershed projects for Greenview.
- Working with AB Environment and Parks regarding water/wetland easements (ECA) in Greenview.
- Planning and coordinating upcoming wetlands events – i.e. Pond Water Leveler Demonstration, Green Acreages, etc.

Upcoming Council Meeting Agenda Items

Dec 9, 2019	• Declaration of Agricultural Disaster
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Economic Development, Tourism and Culture Manager, Kevin Keller

Conferences/Training/Seminars/Meetings

Economic Development & Tourism Administration attended the following:

- Sturgeon Heights Community Club meeting on October 1st.
- DeBolt Agricultural Society meeting on October 8th.
- Grovedale Cemetery Board meeting on October 11th.
- East Smoky Recreation Board meeting on October 21st.
- Fall Deadline for Grant applications was October 15th. Received twenty seven (27) applications. Finalizing the grant application spreadsheet to bring forward to Committee of the Whole Meeting December 16th.
- Administrative Professionals Conference in Vancouver B.C. from November 16-20th.
- Collaborating with full Economic Development Team on sponsorships and grant processes and levels of recognition.
- Coalition for Safer Alberta Roads quarterly meeting in Fox Creek.
- Edmonton Travel and Adventure Expo October 4-6 – trade show booth
- Vital Signs Launch October 8th.
- Travel Alberta Conference October 29th in Banff.
- Grande Prairie Regional Innovation Network (GPRIN) October 31st.

- Effective November 18th Alberta Innovates eliminated the Regional Innovation Consultant positions throughout Alberta, including Bob Hall, who serviced Northwest Alberta.
- Grande Prairie Area Labour Force Strategy Meeting November 27th.
 - Greenview Administration completed a needs survey to highlight anticipated deliverables from this project that will benefit Greenview in attracting high-skilled workers to the region. An RFP will go out the week of November 25th.

Fibre Optics RFP

Fiber Optics RFP is posted on the Alberta Purchasing Connection (APC), shared on the corporate website and on social media, deadline for submissions is November 28, 2019.

Coal Transition Fund Project

- Economic Development became the lead department on the Grande Cache Coal Transition Fund project.
- Administration put forward a formal request to the Province for a deadline extension of April 30, 2021 and approval to reallocate some of the remaining funds to align with Greenview's goals and strategies, awaiting a response.

Marketing & Advertising


- Economic Development has been tasked to guide all tourism-related marketing and advertising efforts for Greenview; including promotion of Greenview operated campgrounds.
 - New fall/winter billboard is up on Highway 16 near Edson.

Virtual Reality and Augmented Reality Exhibit

A CARES grant application submitted in partnership with the University of Lethbridge to develop virtual reality and augmented reality exhibits to promote Grande Cache dinosaur tracks and bring the tourism experience to the Tourism & Interpretive Centre.

Grande Cache Tourism Interpretive Centre (TIC)

- New bronze dinosaur plaque commemorating the gift of the metal dinosaur statue from the Grande Cache Correctional Facility was installed in front of the sculpture on November 25, 2019.
- Numerous art exhibitions to be held in the TIC throughout November and December 2019.
 - Leisa Delorme, a very talented, local artists will showcase her work in our art gallery from Dec 1 – Dec 7.
 - Margaret Abraham is having an art display in our upstairs art gallery from Dec 5-8.
 - A travelling art exhibit "A Slow Light" will be displayed from Dec 16 -Jan 15.
- An updated disclaimer is now included in the Passport to the Peaks books. These books act as a guide to the trails on the peaks surrounding Grande Cache. In recent years there have been increased safety issues; which are not the responsibility of Greenview. Administration



recommended this addition to the books to ensure users of the trails are aware of the inherent risks surrounding their use.

- “Pictures with Santa” event confirmed for December 8th & 15th at the TIC.
- Murals donated by the Grande Cache 50th Society and Foothills. A location has been identified within Bird’s Eye Park and installation will take place in early December 2019, weather permitting. Due to the weight of the supplied framing, the murals will not be installed on the exterior walls of the building.

Grand Cache Christmas Shopping online event

Initiated a Grande Cache Christmas Shopping online event to provide an avenue for local businesses, artists, tourism operators, and crafters to showcase what they have to offer to local residents. The event runs from November 25 through to December 23.

Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford

Breakfast with the Guys

On November 1, the HEART team hosted Valleyview’s 4th Annual Breakfast with the Guys. The event evolved from the recognition that domestic violence is not, “a woman’s issue”, it is a human issue, and ending violence against women requires the meaningful engagement of men. Over 50 men enjoyed this delicious free breakfast prepared by the Victims Assistance Board. The attendees were appreciative of the messages from Tuval Dinner from the Alberta Council of Women’s Shelters, Shane Anderson from the Suicide Prevention Resource Centre, and of course our own Geoff Cornelsen, Master of Ceremonies and Mental Health Therapist. This year we saw many new faces and the feedback received continues to be excellent.

Below is a quote from one participant:

“I came here expecting to be preached at. My expectations couldn’t be more wrong. I gained a lot of knowledge about all subjects that were discussed. I have gained confidence in this community.”

Administration

- The Home Support Coordinator in Grande Cache met with Aseniwuche Winewak Nation’s (AWN) Housing Coordinator to discuss how the FCSS Home Support program can assist with their goal to ensure residents of the Cooperatives and Enterprises have safe and appropriate housing. The result, a newly designed checklist for Home Support Workers, created in conjunction with AWN, which identifies clients’ house repairs that are beyond the scope of our program. The identified repairs are then communicated to the AWN Housing Program. Examples of house repair needs include: broken sewage drain, trailer lacking proper winterization, furnace not functioning and malfunctioning lights.

- The Home Support Program is now available to ratepayers residing within the Hamlet of Grande Cache. Up until now, the program was only available to residents of the Cooperatives and Enterprises.

Homelessness Prevention Grant

The contract from Alberta Rural Development Network for the Green View FCSS homelessness prevention grant was received, and work has begun on a successful implementation. The project is entitled Meadows to Mountains Homelessness Prevention Project and will provide support to those facing potential homelessness. Staff will be working with clients to build individual capacity to reduce likelihood of homelessness. A Personalized Success Plan (PSP) will be developed with the client and provide a “road map” for success. Examples of items that may be in a PSP would include connection to work force skill courses, assistance with budgeting, referrals to supporting agencies and access to traditional Indigenous supports. This four-year contract will provide up to \$225,840.00 and will allow the department to provide supports that do not fall under the FCSS mandate.

Poverty Simulation

On January 15, Green View FCSS will be hosting a poverty simulation at the Memorial Hall from 1-3 p.m. All Council have been invited to participate in this community learning opportunity, which will increase awareness of the challenges faced by vulnerable populations.

Regional Fire Chief, Wayne Brown

AFFRCS Radio System

RFP process closed for the new AFFRCS radio system. BearComm (Motorola provider) was selected as the successful vender. RFD to be presented in Council December 9th.

RCMP Enhanced positions

- Met with RCMP representative in Valleyview to jointly produce a new updated MOU which will be presented to Council for approval.
- Met with RCMP in Grande Prairie to discuss the two enhanced policing positions. An updated MOU will be presented to Council for approval.

Greenview Maltese Cross Crest

Worked with the Greenview Marketing and Communications Manager, Stacey Sevilla in the production of a Greenview Maltese Cross crest. The completed two samples were presented to Council for a decision. Sample 2 was selected and approved by Council.

Deputy Fire Chiefs

The two (2) Deputy Fire Chief positions listed for competition closed November 17, currently the HR Recruiter is pre-screening the selected candidates.



Emergency Management Bylaw

Amended the current Emergency Management Bylaw, it is currently being formatted and reviewed by Legislative Services.

Rural Crime Watch

On November 21, 2019, Greenview's Regional Fire Chief presented on fire safety at the Rural Crime Watch dinner, it was very well received.

Training

A MD of Greenview Fire-Rescue Services Training workshop was scheduled for November 29 at the DeBolt Public Service Building.

Grande Cache Fire Chief, Brian Lott

Enforcement Services

Greenview's Bylaw Officer is currently attending Solicitor Staff College on his Peace Officer Induction Training.

Fire Service

- Three members have completed their NFPA 1021 Professional Officer Course. This was a year-long course that they had hoped to have completed in January of 2020.
- Nine members have completed their NFPA qualifications on Aerial Fire Fighting Apparatus.
- Another four members have completed their exams and practical evaluations for the NFPA 1001 Professional Firefighter course, bringing this to a total of thirteen firefighters trained to this level in 2019.

Recreation Services Manager, Matthew Norburn

Trails Meetings

Administration had two meetings with representatives from The Golden Triangle. Their main issue for the meetings were regarding acquiring trail protection on their trails. Previously developed trails had been removed for new roads. The group had invested both time and money into these trails only to lose them. A second meeting was held which included Saidi Assumani from engineering who has worked on projects like this in the past. Administration has offered to support them in this process going forward.

Conference/Training

Administration had the opportunity to attend the APRA Recreation Conference in Lake Louise. This is a valuable conference to attend as it highlights what other communities are doing in the field of recreation. Of special interest was a park development in the Town of Devon. Administration plans on contacting their administration and planning a visit some time in 2020. The Recreation Manager and Assistant Manager had the opportunity to also attend staff training and learn new techniques in sparking innovation.

AEP Monthly Meeting

Recreation administration along with Agricultural Services attended a monthly meeting with representatives from Alberta Environment and Parks. These meetings are designed to keep each other up to date on projects and opportunities. AEP administration expressed the importance of other Greenview departments attending these meetings. We will offer an invite to these departments for the next scheduled meeting.

Grovedale Recreation

Administration met with Grovedale representatives regarding the planned Bike Park. We were informed Grovedale had previously had a bike park which was very rarely used. We were taken out to another site to discuss the possibility of developing a multi-use sports field similar to the one pictured below. Two sites were identified for potential locations. Administration are currently investigating costs for such a project.



Highway 669 Bridge Day Use

General construction of the day use has been completed by A.B. Hollingworth & Son Construction Ltd. Furnishings will be put in place in the early spring with a grand opening to follow. Administration has ran an internal naming contest for the site and will be bringing a related RFD to Council.

The site is still functioning under a Temporary Field Authorization awaiting approval of the lease. Administration has received notice that the relevant plan has some deficiencies but the list will not be released until field staff has reviewed the rest of the application. Administration is in contact with the field staff mentioned and anticipate this portion of the review to move quickly.



Grande Cache Lake

Maintenance staff have identified a substantial hole developing adjacent to the outhouse at Grande Cache Lake. A contractor was brought on site and upon excavation it was apparent that the space between the vaults was not backfilled during installation thus causing the issue. Fill material was added in order to rectify the situation. The installation of the building was completed in 2017 and therefore it is past the warranty period, but Administration will be forwarding their concerns on to ParkWorks.

Southview and Kakwa Upgrades

The construction of the replacement outhouses for Southview and Kakwa will be complete the last week of November and installed in early December. Additionally, gates are being installed at both locations in order to allow for both seasonal and emergency closure as required. Southview will be left open to the public throughout the winter and Administration is actively investigating the most effective snow removal plan for the site.

Southview Viewing Platform

The viewing platform at Southview is now complete and open to the public. The addition to the recreation area has been well received by the public and Administration has already been contacted about a potential wedding occurring there during the summer of 2020.

Swan Lake

The new outhouse has been installed at Swan Lake with final touch ups and painting to occur in the spring. The building is now open and being used by the public. Additionally, the boat launch gate has been locked for the season and ACA has the aerators in place and operating.

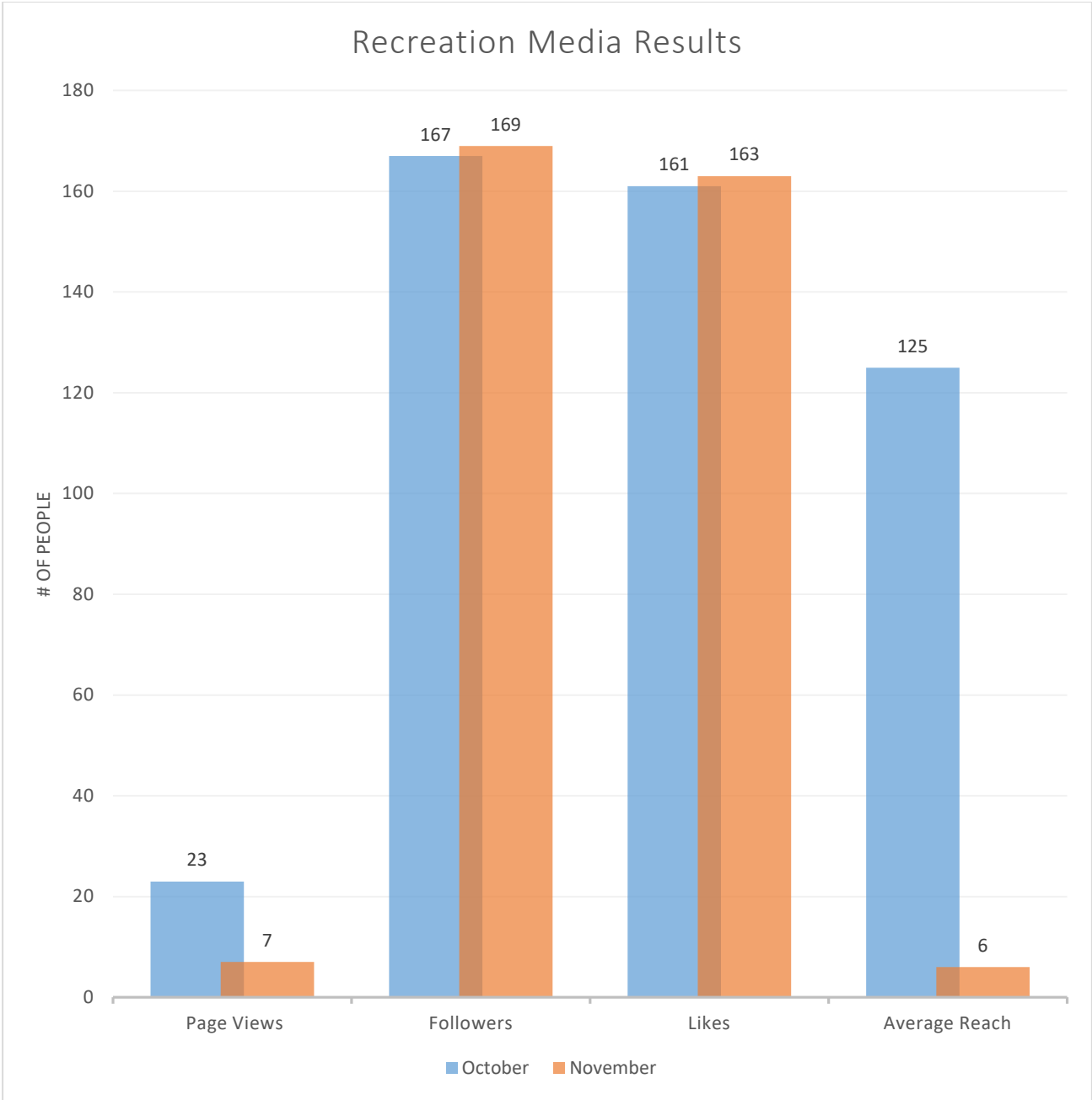


Snow Removal

Snow removal has begun on the walking trails at Ridgevalley, DeBolt, Johnson Park and Swan Lake. Updates regarding snow removal will be posted on the Greenview website and Outdoor Recreation Facebook pages moving forward.

Facebook Media

Our Outdoor Recreation Facebook page is continuing a slow climb with increasing our posts weekly. Our largest engagement post for October and November was the announcement of the viewing platform at Southview PRA and the newly constructed outhouse at Swan Lake. We maintain 100% responsiveness to inquiries. The following chart lays out our media results. We will be increasing our posts to encourage more interaction and awareness to the public.



Quarterly Report

Legend:	On Track	Some Challenges	Major Challenges	Complete	Inactive
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Initiative	Objective	Description	Q1	Q2	Q3	Q4	Status
Highway Signage	Level of Service	Provincial Highway Signs.	Submit applications to provincial government.	Installation of signs.			
Highway 663	Infrastructure	Development of small scale day use area.	First Nations Consultation submitted.	Obtain lease and tender preparation. Award Tender for construction.	Construction to start.	Completion of construction and furnishing.	General construction completed. Furnishings will be in place this spring. Temporary authorization obtained.
Moody's Crossing	Infrastructure	Completion of Phase 1 Campground and Grand opening.	Posting of tender for outhouses.	1. Completion of construction deficiencies identified during 2018 construction. 2. Completion of furnishings	Grand opening.		
Johnson Park	Infrastructure	Expansion of existing day use area into campground.	Development of Tender Package for general construction.	1. Awarding of contract and start of construction. 2. Posting of tender for outhouses.	Installation of furnishings and outhouses (which include tender packages).	Completion of construction and furnishing.	
Swan Lake	Infrastructure	Replacement of existing outhouse.	Obtain TFA for outhouse.	Posting of tender for outhouses.	Installation of outhouse.		
Southview	Infrastructure	Replacement of existing outhouse and installation of viewing platform.	Obtain approval from AP for installation of outhouse and viewing platform. Historical Resources Impact Assessment.	1. Development of Tender Package for viewing platform. 2. Posting of tender for outhouses. 3. Award of contract for viewing platform.	Installation of outhouse.	Completion of viewing platform.	
Kakwa River	Infrastructure	Replacement of existing outhouse.	Obtain approval from AP.	Posting of tender for outhouses.	Installation of outhouse.		To be complete Q4.
Purchase UTV	Level of Service	Purchase of UTV.	Request for Quote.	Purchase of UTV.			
2020 Projects Initiating in 2019							

Grande Cache Recreation Services Manager, Kevin Gramm

Grande Cache Recreation Services Special Projects 2019

Grande Cache Recreation & Trails Masterplan

Location:	Grande Cache & Surrounding Area
Project Start Date:	April 9, 2019 (RFP)
Project Completion Date:	December 31, 2019
Project Budget:	\$65,000
Project Cost (to date):	\$30,309



This project consisted of the development and analysis of the Recreation opportunities and Trails located in Grande Cache and surrounding area. EDS Group Inc. and RC Strategies + PERC was selected for this project, due to their professional consulting services. A series of stakeholder workshops, public consultations, collaboration meetings and engagements were held in Grande Cache with EDS. A survey was promoted and released to residents, which was used to prioritize projects and acquire residents' feedback into the existing Recreation and Trails services in and around Grande Cache. A summary was comprised from the data collected in relation to the public consultations, surveys and trail wayfinding, which will be presented to Greenview Council on November 18, 2019.

Grande Cache Municipal Campground Entrance Way Improvements

Location:	GC Municipal Campground
Project Start Date:	2019
Project Completion Date:	August 1, 2019
Project Budget:	\$155,550
Project Cost (to date):	\$131,596



Administration completed a RFD for improvement and completion of the entranceway ground works to the Municipal Campground. This joint collaboration project that commenced in 2018 was completed under the direction of a Project Manager this spring. Environmental Design Solutions (EDS Group Inc.) was the selected Project Manager for the Campground improvements. Included in the upgrade was the installation of a new gate, complete with a pin pad keyless entry system and control shed. Upgrades were also completed to many of the water valves in the Campground, in addition to beautification and signage upgrades. The current fire hydrant was also relocated in the process. The upgrades were completed prior to the annual facility opening.

A plan for paving the entrance way will need to be put into an overall paving plan, once one is created for Greenview.

Grande Cache Community Ball Diamonds

Location:	Grande Cache Ball Diamonds
Project Start Date:	May 21, 2019
Project Completion Date:	December 31, 2019 (Carry-over)
Project Budget:	\$220,000
Project Cost (to date):	\$144,495



A RFQ was sent out to several fence suppliers and installation companies for the upgrading of fencing for ball diamonds 3 & 4. This included upgrades to the back stops, pathway fence height for safety, outfield netting, fence supports, safety topper around the outfields and various smaller fence projects. This is to improve the safety for spectators and players alike. The fencing upgrades were completed following the May long weekend, with little disruption to the regular soft ball season. This included installation of a 6 foot fence surrounding the entire diamond 3 & 4, a safety perimeter fence around Jag Memorial Playground, contractor tree pruning and thinning along the side lines of diamonds 3 & 4, and maintenance such as painting of dugouts, removal of mesh fence and dugouts improvements. Field batting mats were also ordered for all four ball diamonds. This was to alleviate players tearing up the in-field for batting stance.

Administration put an RFQ for landscaping services to reduce the rise between the outfield and infield on the ball diamonds. We received only one quote and would like to repost it in 2020 in hopes of attracting more landscaping bids. We expect capital carry over into 2020.

Grande Cache Recreation Centre Fitness Centre

Location:	Grande Cache Fitness Centre
Project Start Date:	May 10, 2019
Project Completion Date:	May 2020 (Carry-over)
Project Budget:	\$725,000
Project Cost (to date):	\$11,875



Since the modernization of the Grande Cache Recreation Centre, which started in 2008, Phase 2 of the identified modernization was the creation of a new Fitness Facility. Due to insufficient funds, the previous Town of Grande Cache was unable to proceed and complete phase 2 of the proposed facility upgrades.

Greenview Council approved Administration to engage an RFP for a Project Manager. The project was awarded to Colliers International. Colliers worked collaboratively with the proponents of the Recreation

and Trails Masterplan to ensure that no duplication of services existed. Colliers also reviewed previous proposed and existing facility drawings and after a couple of revisions created the finalized conceptual drawings which was reviewed and approved by Greenview Council on October 28, 2019. Prior to proceeding with the modernization, Greenview Council also approved that the wall located in the future Fitness Centre space, containing Asbestos be abated prior to the project commencement.

1. Project Dashboard

Current Project Phase: Planning / **Design** / Construction / Completion

Status	Overall Status	Scope	Budget	Schedule
Last Period	Green	Green	Yellow	Green
This Period	Green	Green	Yellow	Green

Green = on track. **Yellow** = moderate risk. **Red** = high risk, likely to affect project outcome.

2. Planned Activities Next Period

Description and Information Required	Owner	Due By
1. Class B Cost Estimate Review	CT/KG/BRZ	Nov 28, 2019
2. Issue RFP to Contractors	CT	Nov 29, 2019
3. Close RFP	CT	Dec 20, 2019

3. Key Risk Changes

Description	Impact on Scope / Schedule / Budget	Mitigation Strategy
Class B Cost Estimate greater than expected	Over the current budget of \$725 K	<ul style="list-style-type: none"> Make cuts to the program/value engineering Ask council for more money
Contractor bid submissions greater than the cost estimate	Over the current budget of \$725 K	<ul style="list-style-type: none"> Make cuts to the program/value engineering Ask council for more money
Construction timeline longer than anticipated	Substantial completion beyond	<ul style="list-style-type: none"> Monitor construction schedule to anticipate and communicate potential delays before they materialize.

4. Budget Status

The current \$725,000 budget breakdown is as follows:

Project Budget	\$725,000
Permits, Environmental Approvals, and Other Soft Costs	\$20,000
Design Consultants	\$70,000
Project Management Consultants	\$77,500
Construction	\$448,750
Project Contingency (Construction & Consultants)	\$72,500
Management Reserve for Owner Initiated Changes (5%)	\$26,250

As of the date of this report we are waiting for the Class B cost estimate from BRZ.

Current Project Status	Cost	Percentage Complete
Baseline Budget	\$ 725,000	20%
Committed	\$ 146,725	20%
Approved Change Orders	\$ 0.00	0%
Actual Spend to Date	\$ 146,725	20%

5. Schedule Status

Project is on schedule. Major milestones coming in next period include issuing RFP to contractors and evaluating submissions. Once the general contractor is selected by the project team the award will need to be approved by Council. The earliest date that Council can approve the award is Jan 16, 2020.

Milestone	Planned	Actual / Forecast	% Complete	Variance (weeks)
Issue Prime Consultant Services RFP	Aug 1, 2019	Aug 1, 2019	100%	0
Submissions Due	Aug 21, 2019	Aug 21, 2019	100%	0
Client Approval	Aug 28, 2019	Aug 28, 2019	100%	0
Notification of Award	Aug 30, 2019	Aug 30, 2019	100%	0
Contract Agreement Signed	Sept 3, 2019	Sept 30, 2019	100%	4
Prime Consultant Services Begin	Sept 5, 2019	Sept 5, 2019	100%	0
Present to Council	Oct 21, 2019	Oct 28, 2019	100%	1

Milestone	Planned	Actual / Forecast	% Complete	Variance (weeks)
Confirm Functional Programing & Schematic Design	Nov 11, 2019	Oct 7, 2019	100%	-4
Review 50% Drawings and Specs	Oct 25, 2019	Oct 31, 2019	100%	1
Council or CAO signoff for design	Nov 25, 2019	Oct 28, 2019	100%	-4
Issue RFQ to Contractors	Nov 1, 2019	Nov 1, 2019	100%	0
Detailed Design and Specifications Approval (IFT/90%)	Nov 25, 2019	Nov 18, 2019	100%	-1
Close RFQ	Nov 15, 2019	Nov 15, 2019	100%	0
Class B Cost Estimate Review	Nov 22, 2019	Nov 28, 2019	0%	1
Issue Tender Documents	Nov 29, 2019	Nov 29, 2019	0%	0
Selection of General Contractor	Dec 23, 2019	Jan 15, 2020	0%	3
IFC Completion Date	Jan 14, 2020	Jan 14, 2020	0%	0
Construction Start	Jan 14, 2020	Jan 27, 2020	0%	2
Substantial Completion Target Date	April 7, 2020	April 24, 2020	0%	2

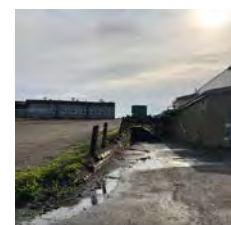
Client Move In	Apr 17, 2020	Apr 30, 2020	0%	2
Grand Opening	May 1, 2020	May 15, 2020	0%	2
1 Year Inspection Review	May 1, 2021	April 24, 2021	0%	0

6. Completed Activities this Period

Description	Owner	Completed
1. Issue RFQ to Contractors	CT	Nov 1, 2019
2. Close RFQ	CT	Nov 15, 2019
3. Detailed Design and Specifications Approval	CT/KG/BRZ	Nov 18, 2019

Grande Cache Curling Rink Retaining Wall Design

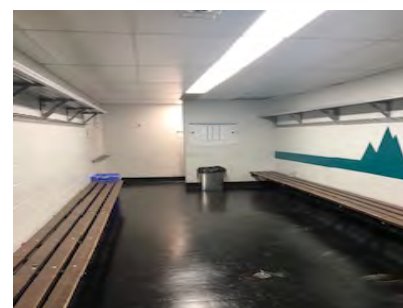
Location:	Grande Cache Curling Rink
Project Start Date:	August 2, 2019
Project Completion Date:	December 31, 2019
Project Budget:	\$21,250
Project Cost (to date):	\$0



The existing retaining wall structure is currently collapsing, due to erosion, construction and settling, the retaining wall is collapsing westward, towards the existing Grande Cache Curling Rink structure. The land that the retaining wall is currently holding back is shared with Grande Yellowhead Public School Division. Administration put the Grande Cache Curling Wall RFQ out on August 2, 2019 but was amended to only incorporate the Engineered Drawing & Drafting focus. Administration approved Precision Engineering to create the engineered drawings & geo sampling for the wall and parking lot. To-date the geo sampling and water subsurface analysis has been completed.

Grande Cache Downstairs Change Room Revitalization

Location:	Grande Cache Arena Change Rooms
Project Start Date:	November, 2019
Project Completion Date:	December 31, 2019
Project Budget:	\$45,450
Project Cost (to date):	\$0



The Grande Cache Change Room Revitalization engineered design & drafting request for proposals was put out on Alberta Purchasing Connection, as the existing change rooms are outdated and are coming to the end of their life expectancy. The skating change rooms are not conducive to the progressive times. The struggle to accommodate and house the various genders within the facility are prevalent during hockey tournaments. Often teams have to change together due to lack of rooms available. Sports teams often find it hard to fit all of their gear and themselves in the room due to the limited space provided.

Administration has selected Beirsto & Associates Engineering & Survey Company for the conceptual drawings on November 5th 2019. Preliminary meetings, facility walk through and draft drawings will commence November 29th 2019 and we expect completion near the end of December 2019.

Grande Cache Emergency Backup Pump Upgrade

Location: Grande Cache Mechanical Rooms
Project Start Date: June 1, 2019
Project Completion Date: July 30, 2019
Project Budget: \$30,000
Project Cost: \$29,600



Nordic Mechanical has completed backup pump installations, as approved by Council for Capital Planning 2019. The backup pump systems are on a manual standby readiness state to be activated on primary pump failure or shut down. Having a functioning backup pump is key in ensuring that no water / heat transfer and circulation is compromised during regular facility operation.

Grande Cache Bear Smart Garbage Bins Grant

Location: Grande Cache Waste / Recycle Parks
Project Start Date: September 19, 2019
Project Completion Date: December 31, 2020
Project Budget: \$25,000
Project Cost: \$21,000



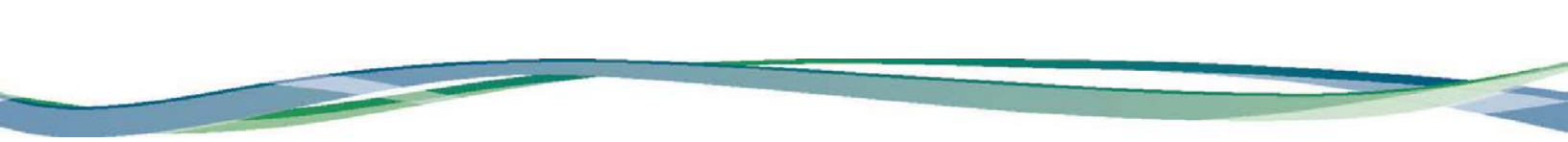
We applied for a \$20,000 the Community Champions Program Grant to work in tandem with our \$5000 budget line item for Bear Proof Garbage Bins. A survey of the community parks and greenspaces was completed to allocate locations for the Bear Proof Bins were identified. We have to report back on how much materials we recover and a condition is ensuring we have them ordered by December 31 2019. We have procured 8 bins and recycle bins on concrete pads for various community locations in Grande Cache.

Grande Cache Ammonia Emergency Evacuation Tanks

Location: Grande Cache Artificial Ice Plant Room
Project Start Date: June 1, 2019
Project Completion Date: July 30, 2019
Project Budget: \$61,588
Project Cost: \$53,190



Installation of the Ammonia Refrigeration Emergency Evacuation tanks were installed and completed, July of this year. Final inspection by CIMCO



Refrigeration was completed and certified. The ammonia tanks were ready to be put into service for the 2019/ 2020 ice use season.

Grande Cache Recreation Centre Roof Improvements

Location:	Recreation Centre Roof
Project Start Date:	October 2018
Project Completion Date:	October 2019
Project Budget:	\$913,945
Project Cost:	\$935,395

In 2018, the former Town of Grande Cache Council approved the expenditures to replace 90% of the existing facility roof (not the new aquatics facility). The project did not complete in 2018 and carried to 2019 with a shortfall of funds. The RFD's for completion will be before council on November 25, for decision. Council voted in favor of the increased cost support.



Manager's Report

Function: Infrastructure & Planning

Submitted by: Roger Autio; General Manager Infrastructure & Planning

Date: 12/9/2019

Manager, Facility Maintenance, Alfred Lindl

- New AG-Service building: Is still under construction. Office area is almost 80% complete. The construction includes renovating the office area and building more offices (framing, dry walling, painting, T-bar ceiling, flooring, millwork at reception and weed inspector area, create storage rooms). Upgrades to the mechanical room, installing a new 30' gate with gate operator, installing card readers, cameras and yard lights, upgrade electric and internet connection, heating and plumbing. Build a mezzanine and work station at bay area, install a Hotsy pressure washer and concrete pilings for the Chemical Shed.
- Grande Cache Public Service Building: is still under construction, the date for moving in is still being discussed.
- Grande Cache Facilities: We are continuing to upgrading and servicing the existing facilities, fencing of the upper parking level at the Water Treatment Plant. At the Tourism Center we are working on getting the camera system functioning properly.
- Grande Cache Water Plant - There was a water problem in Grande Cache as a result the generator at the reservoir pump house Friday November 22, the generator went in to a fault and stop running after 2 hours running time, the generator is running off a PLC (programmable logic controller). I am in the process of investigating what the problem was and why we have no control on the PLC side.
- Greenview Regional Multiplex - Michelle and I are in the process of organizing the takeover of this facility, also I am in process for installing a generator and rekeying this facility.
- Through the month, normal ongoing Maintenance on all Facilities, focus is snow removal and Ice care.

Assistant Manager, Construction & Engineering, Leah Thompson

- BF75354 Guardrail realignment. In the final stages of the project it was discovered the survey used to install the guardrail was inaccurate. The concern was brought forward and MPA has agreed to remove and reinstall the guardrail with no additional cost to Greenview.
- Goodwin Road has been handed off to Greenview to take care of the winter maintenance as per our inspection with the contractor that was held on November 15th. As per contract if any issues arise with the condition of the road of thaw and freeze the contractor will be on location within 24 hours. Contractor will be back in the spring to finish up the final details.
- Forestry Trunk Road Phase 4 has been handed off to Greenview to take care of winter maintenance as per inspection with the contractor that was held on November 13th. As per contract if any issues arise with the condition of the road of thaw and freeze the contractor will be on location within 24 hours. Contractor will be back in the spring to finish up the final details.
- Final inspections of Bridges 71667 and 75356 were completed and satisfied with the outcomes.
- Brushing has been completed on Range Road 230 for preliminary works for 2020 construction.
- Brushing has been completed on Twp. Road 670 for preliminary works for 2020 construction.
- Range Road 201 Tender has been provided to Greenview for review, will be ready to be tendered early 2020.
- Drainage on Twp. Road 691 for landowner with concerns has been completed. It was unfortunately held up due to First Calls and issues with getting locates done.
- Paradox has been installed and completed on the Forestry Trunk Road Km 19 through to km 21. Visited site during installation and product was being laid and how the structure is holding the industrial traffic.
- Attended Manager training that was brought in for Greenview that was located at FCSS. Enjoyed the structure and material that was provided.
- Ridgevalley Paving project had a final inspection and Construction Completion Certificate (CCC) will be issued as per final inspection that was completed.
- Investigating landowner complaint regarding Valleyview East Drainage
- Investigating south of the sunset house drainage ditch to ensure the whole line is being considered with the initial scope of work with Sameng.
- Attended Conference in Vancouver for Administrative Professionals. This conference was beneficial for many avenues as it provided workshops that pertained to your role and personalities. Was a wide range of information that will be beneficial to your roles and responsibilities and how to keep a handle on life/work balance with the busy schedules we are involved with.

Manager, Operation, Doug Brown

Operations East

Snow Plowing Days (All Areas):

- Graders, plows, and tractors sent out for most of the month for regular operations.

Culverts & rip rap / reseed of grass -Sunset House, Valleyview & New Fish Creek (ongoing):

- Four (4) centerlines, five (5) and two (2) approaches completed.
- Opening up various culverts in all areas blocked with ice or snow to promote good run-off.

Road Gravelling

Sunset House, New Fish Creek, VV North/South & Little Smoky, and Sweathouse completed, Ridgevalley (ongoing).

- Ranch Colony Rd, Twp – 700, RR – 200.

Other In-House Activities:

- Sweathouse Hall parking lot gravelling; bus turnaround re-gravel (Ridgevalley area); road gravelled (Valleyview area); approach gravelled & levelled (Valleyview area); build & fence new bus turnaround (Little Smoky).
- Grass seeding on RR 225 W of Hwy 43 (Little Smoky Area), RR 223 north of TWP RD 704 (Valleyview Area), TWP RD 700 / RGE RD 200 (Sunset House Area), hill near Colony gardens (Ridgevalley Area).
- Clean up beaver dams and culvert near rd. (Ridgevalley Area); removing deadfall (Little Smoky); removal of beaver activity (Little Smoky).
- Plow trucks / graders / tractors outfitted for winter season.
- New blade on tractors (Kubota tractors), only 1 so far (T76); blades attached to JD tractors, new picks for graders.
- Sign replacement: Hwy 43 / RR 225 advance & Ridgevalley town site - stop sign on 1st Ave.
- Repair of bridge deck signs on Twp 673A / RR 224 & Twp 704 / 225 & Twp 724 off Hwy 49
- Removal of 'Working to improve' signs throughout the area.
- Various special requests for grading from the public were attended to in a timely fashion, called back on all public requests. (All areas)
- Dug out beaver dams on Twp 720, RR 203 (New Fish Creek), Cozy Cove & RR220 / Hwy 665.
- Collection of digital data from road signs.

Interdepartmental Work:

- Paving of Sunset House Hall parking lot and Ridgevalley sidewalk.
- Concrete blocks moved in Ops/Admin parking lot for cleared snow area.
- Brushing for Environmental Services at Puskwaskau & DeBolt Transfer Station.
- Supplied loader and operator and gravel for Environmental Services to load gravel trucks for transfer station stockpiling.
- Approach inspections with Construction and Engineering.

- Started drainage project with Kendra (Agriculture) / Construction, etc. to assess the effect of GPS levelling used by farmers on our drainage system.
- This month's safety topics are 'slips, trips and falls' and, 'Incident / Near miss reporting.

Day Labour – Dean Adolphson

- Berm building at TWP RD 700 / RR 200, also ditch shaping along TWP RD 700, grass seeding on worked up area. (Sunset House Area)
- Finishing drainage work on TWP RD 702 east of RGE RD 221.
- Drainage on RR 222 (Valleyview S) & RR255 north of Hwy 43 (Ridgevalley), re-ditch both sides of road to try and alleviate build up and washing over the road.
- Berm building on Harper Creek Rd south of Hwy 43 to protect residence from spring flooding.

Day Labour - Gerwatoski Holdings

- Supplied CAT to help pull out stuck equipment.

Operations West (Grovedale, DeBolt)

Day Labor - Dwight Goodwin

Working in DeBolt and Grovedale areas on the following projects:

- Constructing a new stockpile site between the lagoon and transfer site in DeBolt. Shut down due to conditions.
- Landscaping new lot attached to Grovedale operations yard site for more space.
- Nose Creek drainage ditch clean and culvert install.
- TWP Rd 692 west of HWY 666 & RR90 south of Twp Rd 692 land slide clean up.
- Currently working on ditch clean/drainage at TWP Rd 734 and RR 21.

Day Labour -Jeff Rodrigue

Working in DeBolt and FTR area:

- Culvert installs south of HWY 43 on RR 13; replacement culvert in back alley (DeBolt); install culvert & ditch clean up south of Virginia Ave.; centerline install, two approach culverts and ditch clean on Twp Rd 742 east of Hwy 736.
- Couple of miscellaneous requests for drainage in the hamlet of DeBolt (ditch clean).
- Ditching easement and ditch clean on Virginia Ave.
- Approach install RR 10 south of TWP Rd 740.
- Ditch clean from landslide km 10 FTR.
- Currently working on brushing and ground work at KM 27.5 stockpile site FTR.

Ongoing Work

- Graveling on the FTR & DeBolt gravel haul has been completed.
- Contractor brushing crew has finished in the Grovedale and DeBolt area for now.
- Two plow trucks are ready to go for winter, third truck is still in the CVIP process and repairs are ongoing but should be ready very soon.
- Other winter equipment such as tractors and small sander should be ready for winter by month's end.
- Wanyandie West brushing is complete.
- 3 man crew was sent out to DeBolt with infrared heater to repair some asphalt spots.
- Tow away signs for TWP Rd 690 pullouts, AB One called for install.
- Beaver dam removal at km 22 & 44 FTR, at RR12 and TWP Rd 730 DeBolt area & behind museum in Grovedale.
- Hydro vac hired to clean all the culverts in the hamlet of DeBolt.
- Called out for snow plowing by Ledcor to maintain HWY 666 on three occasions.

Staff

- Grovedale operators have completed some online training for some essential courses.
- Training some of the less experienced operators to operate grader and excavator.

Interdepartmental Work

- Old Grovedale operations shop was cleaned out in order for Ag department to store spray trucks.
- Working with building maintenance to get skid steer all ready for winter plow season, also helped out building maintenance to sand the parking lot at the PSB in Grovedale.
- Including Ag department & Economic Development staff in on our monthly safety meeting.
- Approach install for Tommy Loewen (helped out Construction by taking on project).

FTR

- Site flagged at KM13 on west side of road as a new slide area

Operations South (Grande Cache)

- Fleet maintenance is ongoing; prep equipment for winter w/ tires, snow blades, boards, etc. & summer equipment for storage
- Fix Labyrinth snow fence for public safety
- Grading of gravel roads
- Crosswalk and sidewalk snow removal and salting; sand icy roads
- Clean up dumped materials in alleyways and easements and check catch basins

- Cardboard to recycling depot in Grande Prairie
- New mini excavator arrived
- Haul dirt and fix road at water treatment plant
- Replace old sign in front of Operations office with Greenview sign
- Remove snow that is produced by the Zamboni from the Recreation Centre and haul to snow dumps
- Level dirt pile so Ag Services can spray for weeds
- Brushing at Wanyandie West Co-op.
- North and south of town Co-op tours.
- Install culvert at Susa Creek.
- Prep outdoor skating pad in Phase 5 for flooding; vac water from sand shed due to leak.
- Help with the placement of commercial garbage bins behind Condo 1-87 to help with bear proofing.
- Operator from this department was promoted to Roads Coordinator South.
- Assist Facility Maintenance with the moving and placement of sea cans and fence.

Interdepartmental Work

- Operations bobcat transferred to Enviro Services Fleet GC.
- Build a pad and install culvert at the sewage treatment plant with Environmental Services.
- Assist the Ag Services department with the moving of Christmas lights in preparation for the light up.
- Assist Environmental Department with water dig.

Manager, Environmental Services, Gary Couch

Water

- Environmental Services is applying for grant funding this week under AMWWP for the Raw Water line project in Grande Cache.
- The New Ridgevalley Water Plant is commissioned and working great. The Crooked Creek waterpoint is also now supplied by reverse osmosis treated water from Ridgevalley.
- Exploring locations for the new Grovedale/ Landry Heights water treatment plant. Preliminary work has begun on the Grovedale and Landry Heights water distribution system as well.
- Reviewing annual expenditures and revenues in the department along with finalizing of 2018 thru to 2020 operational budget.
- Putting a plan together for the bottled water delivery program proposed for Grande Cache area residents.

Wastewater

- Environmental Services is applying for grant funding for the Grande Cache WWTP today.
- Investigating the floating liner issue at the Grovedale lagoon storage cell.

- Installation of cameras at the Sturgeon Heights Lagoon site and some prep work towards the lagoon expansion project has started.
- Researched sewage hauling and disposal practices and rates in Greenview.
- The Industrial lagoon is substantially complete and the Septic Receiving Station is progressing well.

Solid Waste

- The transfer stations are running well with fewer concerns being expressed by staff and residents.
- The metal recycler has been plagued by problems and this has been a bit frustrating but they are back on site picking up metals
- Recycled tires are being cleared at the transfer sites that areas are becoming full.
- One remaining "Take It or Leave It" building remains to be delivered to Sweathouse.
- The last of the new fence lines have been cleaned to allow for the new fencing to be completed.
- The Greenview Regional Waste Commission is about to undergo some changes as we bring on an additional staff to assist in a number of area from day to day requirements to annual reports and beyond.
- Work on DeBolt RV dump station is ongoing and will require more time for a proper RFD to include ATCO requirements, development permit application, building permit, and electrical load estimates

Manager, Planning & Development, Sally Rosson

- Alberta Environment & Parks (AEP) has an Aggregate (Sand and Gravel) Land Review Request Directive (2017) for Commercial Use on Public Lands, the process allows a municipality the opportunity to provide comment on a particular Aggregate Land Review (ALR) Application within 30 days. The aggregate for public works is first priority when allocating aggregate on public land. Public works projects typically include public roads or public projects that are constructed and maintained by or on behalf of the province or municipality. Planning staff are working with our Operations and AEP reviewing lease referrals for sand and gravel pit application responses. AEP has currently forwarded 58 ALR applications to our department that we are working with the Operations department to respond and possibly acquire aggregate leases we have an interest in. These are separate applications from the other leases provided in the monthly report.
- Planning & Development Workshop was held October 8, 2019 scheduled updates in Munisight on our PD permit report system.
- On October 16, 2019 meeting with Council to discuss the Sturgeon Lake Area Structure Plan (immediately following MPC).
- Citizens' Panel meeting scheduled for December 2, 2019 to discuss updates to the Sturgeon Lake Area Structure Plan.
- Alberta Transportation meeting to be held with staff on December 4, 2019 to discuss a variety of topics regarding future development, highway access management plans and rural addressing signage locations.
- On November 27, 2019, our Engineering Technologist provided updates for Greenview's Lease applications: RDS 190030 Victor Lake Road and REC 190002 Delorme memorial site are both in the final stages and near completion.
- Planning Manager is the department lead for the Asset Management system. A workshop is tentatively scheduled with managers and users on January 21, 2020 to ensure staff have the necessary training to

update their department's information. Also, working on a Policy with Munisight and their consultant which will identify such detailed information related to the asset, level of service, risk, strategy, life-cycle and costs.

- SDAB Appeal for Dragos has been scheduled for December 3, 2019 at 1 pm.
- Research into the Grovedale Wastewater Lagoon identified the access to the lagoon was provided from road use agreement with oilfield company. Further research is being conducted for Huckleberry Tower road disposition for possible re-allocation or disposal.
- Working on and took over the Road Closures from Infrastructure for the following: Sturgeon Heights Cemetery; Klassen and Johnson locations.
- Waiting for Community Services department to finalize the signing of Schedule D portion of the Agreement with Alberta Health Services so the Utility Right-of-Way can be then registered for the Grande Cache Municipal Services lot.
- The following information provides a breakdown of the new applications received in the various development categories:

Monthly Summary of Activity in October 2019	
Type of Planning & Development Activity	Number of Applications
BUSINESS LICENSES:	2
DEVELOPMENT PERMIT APPLICATIONS:	20
LEASE REFERRALS:	36
LAND USE AMENDMENTS (RE-DESIGNATION):	0
SUBDIVISION APPLICATIONS:	3
APPROACH APPLICATIONS:	1
	Gravel/Asphalt

BUSINESS LICENSES: 2

B19-305 / SW-21-66-21-W5 / LITTLE SMOKY GIFT CO. / HOME OCCUPATION, MINOR / WARD 2
 B19-320 / Plan 4355RS, Block 24, Lot 24 / PRINTS & PROPOSALS / HOME OFFICE / DIVISION 9

DEVELOPMENT PERMITS: 20

D19-287 / SW-32-62-23-W5 / CHEVRON CANADA LTD / STORAGE SITE / \$500,000 / WARD 2
 D19-291 / SW-21-66-21-W5 / FORGIE / HOME OCCUPATION, MINOR / \$10,000 / WARD 2
 D19-303 / NW-4-70-6-W6 / Plan 1524238, B1, L10 / GREENVIEW / STORAGE / \$75,000 / WARD 8
 D19-306 / NE-17-58-26-W5 / TOURMALINE OIL / 16 PERSON WORK CAMP / \$500,000 / WARD 1
 D19-310 / NE-17-70-22-W5 / LOW IMPACT INC. / SHOP EXPANSION / \$400,000 / WARD 3
 D19-313 / NE-5-70-7-W6 / PL0620380, B1, L1 / VAN NATTER / ACCESSORY BLDG / \$6,000 / WARD 8
 D19-314 / 13-5-67-8-W6 / WHITECAP RESOURCES / ACCESSORY BUILDINGS / \$446,000 / WARD 8
 D19-315 / SE-10-60-1-W6 / XTO ENERGY CANADA / 20 PERSON WORK CAMP / \$650,000 / WARD 1
 D19-316 / SE-34-67-5-W6 / HORIZON NORTH / 324 PERSON WORK CAMP / \$6,805,000 / WARD 8
 D19-317 / Plan 2879MC, B4, Lt 10/11 / EAST SMOKY GAS / ADDITION / \$200,000 / WARD 7
 D19-318 / SW-23-68-20-W5 / WOZNEY / DWELLING UNIT, MANUFACTURED / \$200,000 / WARD 4
 D19-323 / Plan 8923075, B9A, L 19 / BHI INC / SIGNAGE- REPLACEMENT / DIVISION 9
 D19-326 / SW-6-73-1-W6 / Plan 9220948, Lt 1 / MOODY / CABIN / \$50,000.00 / WARD 6

D19-327 / 2-11-64-4-W6 / SEVEN GENS ENERGY / 20 PERSON WORK CAMP / \$400,000/ WARD 8
D19-332 / 2-19-63-5-W6 / PEMBINA PIPELINE / PUMP & ELECTRICAL BLDGS / \$600,000 / WARD 8
D19-333 / 1-32-62-24-W5 / PEMBINA PIPELINE / PUMP & ELECTRICAL BLDGS / \$600,000 / WARD 7
D19-334 / 13-10-65-5-W6 / SEVEN GENS ENERGY LTD / 95 HP COMPRESSOR / \$96,000 / WARD 8
D19-335 / 4-24-65-5-W6 / SEVEN GENS ENERGY / 1450 HP COMPRESSOR / \$719,520 / WARD 8
D19-336 / NE-27-63-2-W6 / SEVEN GENS ENERGY / 21 PERSON WORK CAMP / \$100,000 / WARD 7
D19-337 / 8-9-64-19-W5 / PARAMOUNT RESOURCES LTD / OILFIELD FACILITY / \$100,000 / WARD 2

LEASE REFERRALS: 36

L19-275 / SW-27-64-2-W6 / ALR190070 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-277 / SW-32-64-2-W6 / ALR190069 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-278 / NE-6-65-2-W6 / ALR190068 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-279 / SE-32-64-2-W6 / ALR190067 / 2098849 ALBERTA LTD / SILICA SAND WARD 7
L19-280 / NW-31-64-2-W6 / ALR190066 / 2098849 ALBERTA LTD / SILICA SAND / WARD7
L19-281 / SW-26-64-2-W6 / ALR190065 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-282 / NE-15-70-2-W6 / ALR190064 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-283 / SE-1-69-3-W6 / ALR190063 / 2098849 ALBERTA LTD. / SILICA SAND / WARD 7
L19-284 / SW-13-70-2-W6 / ALR190062 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-285 / SW-13-70-2-W6 / ALR190061 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-286 / SW-13-70-2-W6 / ALR190059 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-288 / NW-35-68-3-W6 / ALR190071 / 2098849 ALBERTA LTD / SILICA SAND / WARD7
L19-289 / SE-23-70-2-W6 / ALR190058 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-290 / SW-31-64-2-W6 / ALR190072 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-292 / NE-29-68-9-W / ALR190075 / 2098849 ALBERTA LTD / SILICA SAND / WARD 8
L19-293 / SE-17-69-3-W6 / ALR190077/ 2098849 ALBERTA LTD. / SILICA SAND / WARD 7
L19-294 / SE-7-69-3-W6 / ALR190078 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-295 / SE-6-69-3-W6 / ALR190081 / 2098849 ALBERTA LTD / SILICA SAND / WARD 7
L19-297 / NW-15-58-22-W5 / ALR190083 / 2098849 ALBERTA LTD / SILICA SAND / WARD2
L19-298 / SE-20-58-22-W5 / ALR190084 / 2098849 ALBERTA LTD / SILICA SAND / WARD 2
L19-299 / NW-14-58-22-W5 / ALR190085 / 2098849 ALBERTA LTD / SILICA SAND / WARD2
L19-300 / NW-14-58-22-W5 / ALR190087 / 2098849 ALBERTA LTD / SILICA SAND / WARD2
L19-301 / SE-33-60-4-W6 / ALR190092 / FRITH CONSULTING LTD / SAND AND GRAVEL / WARD 1
L19-302 / NW-24-60-20-W5 / ALR190063 / 2098849 ALBERTA LTD / SILICA SAND/WARD 2
L19-311 / NW-33-68-9-W6 / ALR190074 / 2098849 ALBERTA LTD / SILICA SAND / WARD 8
L19-312 / NW-24-60-20-W5 / ALR190093 / 2098849 ALBERTA LTD / SILICA SAND/ WARD 2
L19-319 / SW-30-63-5-W6 / EZE190151 / ATCO ELECTRIC LTD / ELECTRICAL POWERLINE / WARD 8
L19-321 / SE-4-64-5-W6 / EZE190157 / ATCO ELECTRIC LTD / ELECTRICAL POWERLINE / WARD 8
L19-322 / NE-23-68-5-W6 / SML170020 / FRONTIER RESOURCE SERVICES LTD / SAND PIT / WARD 8
L19-324 / SW-26-69-5-W6/ EZE190173 / ATCO ELECTRIC LTD / POWERLINE / WARD 8
L19-328 / SW-19-68-4-W6 / SML170041 / CPP ENVIRONMENTAL / RECLAMATION PKG / WARD 8
L19-329 / SE-33-69-4-W6 / MME180010 / 2098849 ALBERTA / MINERAL EXPLORATION / WARD 8
L19-330 / NE-25-68-11-W6 / MME180008 / 2098849 ALBERTA / MINERAL EXPLORATION / WARD 8
L19-331 / NE-24-69-5-W6 / MME180012 / 2098849 ALBERTA / MINERAL EXPLORATION / WARD 8
L19-340 / NE-27-69-10-W6 / ALR190106 / TERRASHIFT ENGINEERING / SAND & GRAVEL / WARD 8
L19-341 / SE-20-64-3-W6 / ALR190109 / TERRASHIFT ENGINEERING / SAND & GRAVEL / WARD 2

SUBDIVISIONS: 3

S19-014 / NW-09-69-21-W5 / FIRST PARCEL OUT / 5.77 HA / JOHNSON / WARD 3

S19-015 / NE-15-65-21-W5 / FIRST PARCEL OUT / 4.04 HA / SAWLEY / WARD 2

S19-016 / SE-14-69-07-W6 / FIRST PARCEL OUT / 8.11 HA / JOBSON / WARD 8

GRAVEL APPROACH APPLICATIONS TO I & P, CONSTRUCTION AND ENGINEERING: TOTAL 1

19_021 G / SE-28-70-25-W5 / FARMLAND-NEW / HYNDS / WARD 7

The following information provides a summary of the new applications received in the various development categories:

Monthly Summary of Activity in November 2019	
Type of Planning & Development Activity	Number of Applications
BUSINESS LICENSES	0
DEVELOPMENT PERMIT APPLICATIONS	3
LEASE REFERRALS	2
LAND USE AMENDMENTS (RE-DESIGNATION)	0
SUBDIVISION APPLICATIONS	5
APPROACH APPLICATIONS	3

Following is a detailed listing of development activity for **November 2019**:

BUSINESS LICENSES: 0**DEVELOPMENT PERMITS: 3**

D19-339 / 16-21-63-4-W6 / SEVEN GENS ENERGY / 2500HP COMPRESSOR / \$4,300,000 / WARD 8

D19-343 / NW-23-67-23-W5 / WOLFE / DWELLING UNIT, SINGLE DETACHED / \$50,000 / WARD 2

D19-344 / SW-3-67-23-W5 / WOLFE / DWELLING UNIT, SINGLE DETACHED / \$50,000 / WARD 2

LEASE REFERRALS: 2

L19-338 / SW-30-63-5-W6 / DML140146 / RIGHT CHOICE / WORK CAMP / WARD 8

L19-345 / 5-25-68-7-W6 / SMC190054 / NUVISTA / NON-MANUFACTURING CLAY / WARD 8

LAND USE AMENDMENTS: TOTAL 0**SUBDIVISIONS: TOTAL 5**

S19-017 / NW-21-69-22-W5 / FIRST PARCEL OUT / 5.65 HA / VAN BREEMEN / WARD 3

S19-018 / SE-36-70-25-W5 / FIRST PARCEL OUT / 4.84 HA / LINDBLOM / WARD 3

S19-019 / SE-13-70-22-W5 / FIRST PARCEL OUT / 7.13 HA / TARANORTH INC / WARD 4

S19-020 / SW-28-65-21-W5 / FIRST PARCEL OUT / 8.09 HA / RENSCHLER / WARD 2

S19-021 / NE-15-68-22-W5 / FIRST PARCEL OUT / 8.32 HA / MARSKELL / WARD 2

GRAVEL APPROACH APPLICATIONS TO I & P, CONSTRUCTION AND ENGINEERING: TOTAL 2

19_022 G / SE-01-71-22-W5 / FARMLAND-NEW / FELL / WARD 5

19_023 G / SE-11-72-01-W6 / FARMLAND-NEW/ TELUS / WARD 6

ASPHALT APPROACH APPLICATIONS TO I & P, CONSTRUCTION AND ENGINEERING: TOTAL 1

19_002 A / NW-09-69-21-W5 / RESIDENTIAL-NEW / JOHNSON / WARD 2



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Corporate Services

Submitted by: Rosemary Offrey, General Manager Corporate Services

Date: 11/29/2019

General Manager Corporate Services, Rosemary Offrey

The purchase of the Gordon Land and Building was completed at the end of September. However, Administration will need to bring a follow up request for decision to ensure that Council clearly identifies the amount of funds allocated to this purchase and the renovations required to prepare the building to Greenview's Agricultural Services group.

I attended the 2020 capital and operational budget meetings at the FCSS building. I thought the process went off well but I would appreciate Council's input on this so that we ensure to provide Council with the process that satisfies the decision makers.

Attended the Greenview Regional Multiplex meeting to ensure that I was ready to provide the support that was needed for Administration to assume the administrative duties for this facility January 1, 2020. I created the revenue and expense general ledger account numbers for Teresa and Michelle to prepare the 2020 budget. At this point, the detailed payroll numbers are not available. As such in conversation with the then General Manager of Community Services, we agreed to place a lump sum number in the 2020 budget for what we think the salary and benefits will cost Greenview for 2020.

I attended the Rural Municipalities of Alberta convention from November 11 to 15. I appreciated the invite from our CAO and thoroughly enjoyed the time spent at the convention, the hospitality room and time spent with Council. I was especially interested in the AGM portion of the convention since I wanted to hear the conversation around the resolutions that were being discussed.

The integration of the Grande Cache Muniware financials and the Greenview Diamond financials are nearly complete. During the integration, staff created duplicate vendors and accounts receivable clients that we have to merge in Diamond. The duplicate vendor/accounts receivable client will be merged the week of December 2nd.

Shane and I met with Yardstick to discuss out upcoming 2020 IT support needs. We did advise them that we must go to tender not later than late January for the desktop support. We talked about a better network connection between Greenview's Grande Cache office and Greenview's Valleyview Admin office. The struggles that the staff often experience with the network losing connection and the emails being off line are not conducive to effective and efficient processes. Shane as a number of ideas that he is going to work through to make our connectivity better that he will share as we move along in 2020.

In conversation with our accounts payables staff, they mentioned that there are forty-four Greenview issued credit cards that they must coordinate and collect receipts from users before the payment is made each month. They have noted that they need us to take a photo or scan the till receipt and the debit machine receipt side by side so that they can see the full payment but also see the amount of GST and tip that is on each debit receipt.

Working at completing the research for the Greenview service matrix as requested by Council. Danie, Donna and I have completed a matrix for the Greenview Hamlets and Rural services. Faraja has completed the research for me regarding the service levels and mil rates of similar municipalities across Alberta. I hope to complete this report by the middle of February.

I attended the Council and Senior Leadership priorities meeting and from there Council identified the Capital projects that Council wanted to be a priority. These projects are all included in the 2020 to 2024 Capital Project Plans.

The auditors were on site the week of November 25th to start the preparations for the 2019 audit. Administration is concerned that this year's audit will be a struggle and as such, I have written the Minister of Municipal Affairs seeking an extension from May 1 to June 30 for the deadline to submit the 2019 financial information.

I met with MNP to discuss the current finance modules and processes. I am looking forward to their report that will help us think outside of the box to become more efficient.

At the end of October, Administration closed the Grovedale Operations building to the public and moved the admin support reception from there to the Grovedale Public Services Building. The purpose for this move was to ensure that we have reception at this building for when we hold the Committee of the Whole meetings there. The Grovedale ratepayers were notified 3 weeks prior to the move to advise them that Greenview financial services may be obtained from the Grovedale Public Service building.

Administration is currently working on research as per Council's request regarding a "Seniors Tax Discount". We are doing research to see if any other municipalities provide a senior's discount or any other type of discount, which will allow us to bring back a report to Council. Administration is aware that the province of Alberta has a tax deferral program, this program is a loan to seniors and the province pays the property taxes for them. There are criteria that the property owner must meet to be eligible for the program. The property owners are not required to make monthly payment. However, if they sell their home or they are no longer the registered owner, or the home is no longer their primary residence, the loan automatically becomes due.

Just a note that I am taking two weeks off during the Christmas break. I will be away from the office from December 23 and returning on January 6.

Finance & Administration Manager, Donna Ducharme

During the month of October there were a number of budget meetings that Donna was in attendance for as we all prepared for the 2020 budget.

Every year at this time a great deal of preparation is put into year-end, however with the dissolution of Grande Cache, this year involves a heavier workload than before. Donna is training Melissa at Greenview's DeBolt Public Services Building to take care of the insurance issues such as renewals and reporting damages.

The Grovedale receptionist moved to the Public Service Building effective October 28th, 2019.

November

Monthly bank reconciliations, insurance items such as billing for ANI's (Additional Named Insured) which are non profit organizations like Sweathouse Hall, Grande Prairie Ski Club, Sturgeon Height Community Club that fall under the MD's insurance umbrella.

Shelly Wiebe attended the Administrative Professional Conference in Vancouver, along with 7 other employees. She felt it was very valuable.

Valleyview staff (A/R, Utilities, A/P, and Tax) have been assisting Greenview's Grande Cache staff in dealing with the backlog of work.

Carey Dutton agreed to provide casual help to assist with getting the backlog in accounts payable under control. Administration is trying to keep up with the demands in this area but we struggle with lost time tracking down MasterCard receipts, invoices for coding and signatures.

Three members of audit team from Metrix LLP were here to do some testing and discussions with staff regarding the up and coming Audit.

Information Systems, Shane Goalder

Greenview's cell phone budget for replacement phones this year was \$19,500 (30 x \$650). We had a new cell phone budget of \$5,850 (9 x \$650).

To keep up with individual department requests for Greenview's Grande Cache area and the rest of Greenview, and replacements, we had to order another 31 cell phones at \$592.00 each (the price was reduced). This is the reason why we went over budget.

We also had an issue where the Apple Invoices were being charged to the wrong GL accounts so did not realise that we were so far over budget until it was too late.

Yardstick Technologies took over desktop and network support from PCIT Ltd on October 1st, 2019. This is a temporary solution until a Request for Tender is released at the end of the year for a new service provider. So far support response times have been very acceptable and we have been getting positive feedback from users.

Peter Stoodley, Information Systems Technician will be completing his six month probation this month. As his supervisor, I will be recommending the continuation of his employment.

We are still working on stabilizing the hardware, software and network to ensure a better user experience at the various Greenview locations in Grande Cache.

Roll out of cell phone equipment to new and old users.

November

Council Chamber – Microphone placements on Speaker and Recording Secretary touchscreen panel have been re-arranged for better viewing by users.

Yardstick Technologies Desktop and Network support services running smoothly. This vendor is currently a temporary solution until an RFT is released in January 2020 for desktop and support services.

We are still working on stabilizing the hardware, software and network to ensure a better user experience at the various locations in Grande Cache.

- Unexpected power outages which shut the network equipment down. Information Systems will be installing a 24 hr UPS device that we hope will help eliminate the network from going down following a power outage.
- AXIA Supernet connection subject to ongoing failures that are beyond our control.
- Vendor Network equipment fails (very rare that this happens, but it has happened).

Work on reviewing iPhone management system to improve management of cellular devices.

Shane attended the November 18th Committee of the Whole meeting in Grovedale.

Information Systems added the following new users that were recently setup as required by Human Resources:

- Administrative Assistant, Operations
- Fleet Coordinator, Operations
- Human Resources Coordinator
- Communications Associate

The Information Systems support also move existing users to new offices as required and the setup new computer equipment and cell phone devices for staff and retire old equipment.

They also organized the setup of a FileHold Test Server. Shane reviewed the Valleyview Multiplex facilities for IT services, as we will be taking this on January 1st, 2020. He continues to provide training for the new Information Systems Technician and of course any and all other IT support tasks as required and/or requested.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 3 Councillor Les Urness		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/25/2019	Regular Council Meeting	
11/28/2019	Greenview Regional Waste Management Commission	Organizational/Regular Meeting. Re-elected as Chairman.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/25/2019	Regular Council Meeting	
12/03/2019	Valleyview & District Library Board	
12/04/2019	Valleyview & District Recreation Board	



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/25/2019	Regular Council Meeting	
11/30/2019	MD of Greenview Library Board	Reviewed the Library Manager's report Discussed 2019 and 2020 budget Discussed salary/wages and a matrix to follow Reviewed the accounts payable



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Rutt		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
11/27-29/2019	FCSS	<p>Attended the FCSS Conference in Edmonton, 'Resilient People Strong Communities'. Sessions of note:</p> <ul style="list-style-type: none"> • Keynote David Irvine gave an absolutely brilliant presentation on resilient leadership: building accountability, fostering trust and embracing change • Breakfast with our MLA Todd Loewen gave us a chance to share concerns and hear first hand some planned constraints to Govt spending • We heard from Community and Social Services Minister Rajan Sawhney and were pleased there were to be no cuts to FCSS this budget • A session on Trauma Informed Care was particularly informative and useful • Day-care Co-ops: A rural Solution was also timely and useful information
11/30/2019	Peace Library Systems Board	<p>Annual General Meeting</p> <ul style="list-style-type: none"> • The recent provincial budget maintains stable Library funding • Director Linda Duplessie announced her retirement as of June 30 so the executive committee will be seeking a candidate for the position • VV Municipal Library is working at building relationships with Sturgeon Lake Cree Nation and offered two special author events to build awareness of Indigenous culture. Jules Thomas (preserving and sharing the Cree Language) and Ben Sures (residential schools, a true story) • The board was asked for Red Tape Reduction input on such requirements as Plan of Service submission every 3 years (too short a time) long serving members restrictions (should be a

		<p>Council decision) Libraries professional staff for population over 10,000 and library systems populations over 25,000 (lift this requirement as it does not suite Rural and remote)and finally funding/staff retention were all discussed (consideration given to geography and distance)</p> <ul style="list-style-type: none"> • A total of 2,170 children took part in the summer reading programs • A full time person was hired based out of High Prairie to serve the seven surrounding settlements and reserves. • Several policies reviewed and updated
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