

### **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

"A Great Place to Live, Work and Play"

# REGULAR COUNCIL MEETING AGENDA

Tuesday, March 10, 2015		9:00 AM		Council Chambers Administration Building		
#1	CALL TO ORDER					
#2	ADOPTION OF AGENDA				1	
#3	MINUTES	3.1	Regular Council Meeting minutes held Febr to be adopted.	uary 24, 2015 –	3	
		3.2	Business Arising from the Minutes			
#4	PUBLIC HEARING					
#5	DELEGATION					
#6	BYLAWS	6.1	Bylaw 15-740 Re-designate from Crown Lar	ıd to	11	
#7	OLD BUSINESS		Industrial District			
#8	NEW BUSINESS	8.1	DeBolt and District Pioneer Museum Societ Request	y Funding	27	
		8.2	DeBolt High School Rodeo Association Fund	ing Request	46	
		8.3	Grande Prairie High School Rodeo Associati Request	on Funding	55	
	LATE ITEM	8.4	Sweathouse Community Centre Funding Re	quest	63	
		8.5	Murtron Hauling Gravel Supply		77	
	LATE ITEM	8.6	2015 Greenview Equipment Contractors Re	gistry Rates	80	
	LATE ITEM	8.7	Golf Tournament Fundraising		83	

	LATE ITEM	8.8 2014 Capital Budget Carryovers to the 2015 Capital and Operational Budget	93
		8.9 CAO / General Manager Monthly Reports	112
#9	COUNCILLORS BUSINESS & REPORTS		
#10	CORRESPONDENCE	<ul><li>Education Funding in Alberta</li><li>Grovedale Newsletter</li></ul>	
#11	IN CAMERA	11.1 Legal	N/A
		11.2 Personnel	N/A
#12	ADJOURNMENT		

#### Minutes of a

### **REGULAR COUNCIL MEETING MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

M.D. Administration Building, Valleyview, Alberta, on Tuesday, February 24, 2015

#1: **CALL TO ORDER**  Reeve Dale Gervais called the meeting to order at 9:02 a.m.

PRESENT

Reeve

**Deputy Reeve** Councillors

**Tom Burton** Dave Hay Roxie Rutt **Bill Smith** Dale Smith Les Urness George Delorme

Mike Haugen

**Diane Carter** 

Lianne Kruger

**Dennis Mueller** 

**Grant Gyurkovits** 

**Rosemary Offrey** 

Dale Gervais

**Chief Administrative Officer** 

General Manager, Community Services ATTENDING

General Manager, Infrastructure & Planning

**Communications Officer Recording Secretary** 

ABSENT General Manager, Corporate Services

AGENDA That the February 24, 2015 agenda be adopted with addition;

• 8.11 CAO Report

**CARRIED** 

#3.1 REGULAR COUNCIL **MEETING MINUTES** 

#2:

MOTION: 15.02.086. Moved by: COUNCILLOR LES URNESS

MOTION: 15.02.085. Moved by: DEPUTY REEVE TOM BURTON

That the Minutes of the Regular Council Meeting held on Tuesday, February 10, 2015 be adopted with changes;

- Pg. 7, Item 4.3, Remove comments from Alberta Transportation
- Pg. 2, Item 8.4, Restate from size of gravel to aggregate
- Pg. 11, Rename Digital Board to Electronic Digital Sign

**CARRIED** 

**BUSINESS ARISING** FROM MINUTES

3.2 BUSINESS ARISING FROM MINUTES:

There was no business arising from the minutes.

**PUBLIC HEARING** 

4.0 PUBLIC HEARING

There was no Public Hearing presented.

#6 BYLAWS

6.0 BYLAWS

There were no Bylaws presented.

#7

#/
OLD BUSINESS

7.0 OLD BUSINESS

There was no old business brought forward.

#8

NEW BUSINESS

8.0 NEW BUSINESS

8.1 APRIL 14<sup>TH</sup>, 2015 COUNCIL MEETING CANCELLATION

COUNCIL MEETING CANCELLATION

MOTION: 15.02.087. Moved by: DEPUTY REEVE TOM BURTON

That Council reschedule the April 14<sup>th</sup>, 2015 Regular Council meeting to April 7, 2015 due to Council attending the Community Planning Association of Alberta

(CPAA).

CARRIED

**8.2 CANFOR REQUESTS** 

GVW INCREASE ON FTR

MOTION: 15.02.088. Moved by: COUNCILLOR DAVE HAY

That Council reject the request from Canfor to increase the maximum Gross Vehicle Weight to 68,000 kilograms under non-frozen conditions on the Forestry

Trunk Road.

**DEFEATED** 

INCREASE MAXIMUM GROSS VEHICLE WEIGHT FORESTRY TRUNK ROAD MOTION: 15.02.089. Moved by: DEPUTY REEVE TOM BURTON

That Council accept the request from Canfor to increase the maximum Gross Vehicle Weight to 68,000 kilograms under non-frozen conditions from Kilometer 80 to kilometer 115 on the Forestry Trunk Road contingent on the proper road bonds

and approvals being in place.

**CARRIED** 

Councillor George Delorme vacated the meeting at 9:40 a.m. Councillor George Delorme re-entered the meeting at 9:41 a.m.

INVITE FORESTRY INDUSTRY TO COMMITTEE OF THE WHOLE MEETING MOTION: 15.02.090. Moved by: DEPUTY REEVE TOM BURTON

That Council request Administration to invite the Forest Industry to a future Committee of the Whole Meeting to discuss their operations within the MD over

the next few years.

**CARRIED** 

Reeve Gervais recessed the meeting at 9:51 a.m. Reeve Gervais reconvened the meeting at 10:02 a.m.

Page 3

#5 DELEGATION

**5.0 DELEGATION** 

**5.1 TEEPEE CREEK STAMPEDE ASSOCIATION** 

PRESENTATION – TEEPEE CREEK STAMPEDE ASSOCIATION

MOTION: 15.02.091. Moved by: COUNCILLOR DALE SMITH

That Council accept the presentation from the Teepee Creek Stampede Association

as information.

CARRIED.

8.3 COUNCIL'S POLICY STRUCTURE

POLICY STRUCTURE MOTION: 15.02.092. Moved by: COUNCILLOR ROXIE RUTT

That Council adopt the proposed policy structure as presented.

**CARRIED** 

8.4 EMPLOYEE/CONSULTANT TEMPORARY HOUSING POLICY

POLICY 1006 MOTION: 15.02.093. Moved by: COUNCILLOR DAVE HAY

That Council approve the revised Employee/Consultant Temporary Housing Policy

Number 1006.

Councillor Bill Smith vacated the meeting at 10:40 a.m. Councillor Bill Smith re-entered the meeting at 10:41 a.m.

**CARRIED** 

8.5 EQUIPMENT AND VEHICLE REPLACEMENT POLICY

MOTION: 15.02.094. Moved by: DEPUTY REEVE TOM BURTON

That Council approve the revised Equipment and Vehicle Replacement Policy

Number 4006 and rescind Policy Op-06.

CARRIED

8.6 WAPITI CORRIDOR MULTI-USE PLAN

WCMUP LETTER MOTION: 15.02.095. Moved by: COUNCILLOR DAVE HAY

That Council accept the January 29th, 2015 letter from the Wapiti Corridor Planning

Society for information as presented.

**CARRIED** 

WCMUP FUNDING REQUEST

MOTION: 15.02.096. Moved by: COUNCILLOR BILL SMITH

That Council deny the funding requested by the Wapiti Corridor Planning Society

for costs related to amending/reprinting the Plan.

CARRIED

#### 8.7 RESCIND MOTION 12.12.733

RESCIND MOTION 12.12.733

MOTION: 15.02.097. Moved by: DEPUTY REEVE TOM BURTON That Council rescind motion 12.12.733 which reads as follows;

"That Administration bring back the policy as it relates to grant funding & financial

statements for review by Council."

**CARRIED** 

### **8.8 AUMA INVITATION**

**AUMA INVITATION** 

MOTION: 15.02.098. Moved by: COUNCILLOR ROXIE RUTT

That Council choose Councillor Roxie Rutt to attend the 2015 AUMA Convention as

a guest of the Town of Grande Cache.

**CARRIED** 

### 8.9 FLASHING GREEN LAMP PROGRAM

FLASHING GREEN LAMP PROGRAM

MOTION: 15.02.099. Moved by: COUNCILLOR DALE SMITH

That Council receive the report on the Flashing Green Lamp program as

information.

Councillor George Delorme vacated the meeting at 11:03 a.m. Councillor George Delorme re-entered the meeting at 11:05 a.m.

**CARRIED** 

Councillor George Delorme vacated the meeting at 11:14 a.m.

### **8.10 NITEHAWK FUNDING REQUEST**

GRANDE PRAIRIE SKI CLUB BUSINESS PLAN

MOTION: 15.02.100. Moved by: COUNCILLOR LES URNESS

That Council approve the Grande Prairie Ski Club Business Plan for the Nitehawk

Recreation Area for information as presented.

Councillor George Delorme re-entered the meeting at 11:17 a.m.

**CARRIED** 

#### FUNDING COMMITMENT

MOTION: 15.02.101. Moved by: DEPUTY REEVE TOM BURTON

That Council approve a four year funding commitment to the Grande Prairie Ski Club for the Nitehawk Recreation Area in the amount of \$455,000.00 for 2015, \$332,882.00 for 2016, \$368,382.00 for 2017 and \$268,382.00 for 2018, with 2015 funds to come from the 2015 Community Services Recreation Facilities Budget, contingent upon Nitehawk Recreation Area submitting annual financial accounting of the funding provided and submitting an acknowledgment of Capital Compliance Form.

Councillor Les Urness vacated the meeting at 11:38 a.m. Councillor Les Urness re-entered the meeting at 11:39 a.m.

TABLE MOTION 15.02.101 – NITEHAWK FUNDING COMMITMENT

MOTION: 15.02.102. Moved by: COUNCILLOR DALE SMITH

That Council table motion 15.02.101., until a copy Nitehawk Recreation Area Financial Statement is made available and for a Nitehawk representative to come forward at a future meeting.

**CARRIED** 

Reeve Gervais recessed the meeting at 11:46 a.m. Reeve Gervais reconvened the meeting at 1:01 p.m.

### 8.11 CAO REPORT

CAO REPORT

MOTION: 15.02.103. Moved by: COUNCILLOR ROXIE RUTT That Council accept the CAO Report as information.

**CARRIED** 

#9 COUNCILLORS BUSINESS & REPORTS

### 9.1 COUNCILLORS' BUSINESS & REPORTS

**9.2 MEMBERS' REPORT:** Council provided an update on activities and events both attended and upcoming, including the following:

### **COUNCILLOR GEORGE DELORME**

Attended the Growing the North Conference

### **COUNCILLOR LES URNESS**

Attended the Municipal Planning Commission (MPC) Meeting

Attended the Valleyview Multiplex Meeting

Attended the Alberta Association of Municipal Districts & Counties (AAMDC) Zone

Four District Meeting

Attended the Committee of the Whole Meeting Attended the Little Smoky Ski Hill Tour/Lunch Attended the Growing the North Conference

#### **COUNCILLOR DAVE HAY**

Attended the Valleyview Recreation Board Meeting

Attended the Municipal Planning Commission (MPC) Meeting

Attended the Valleyview Multi Plex Meeting

Attended the FCSS Board Meeting

Attended the Mighty Peace Watershed Alliance (MPWSA) Meeting

Attended the Sunset House Community Meeting

Attended the Alberta Association of Municipal Districts & Counties (AAMDC) Zone

Four District Meeting

Attended the Committee of the Whole Meeting

Attended the Growing the North Conference

Attended the Mighty Peace Watershed Alliance (MPWSA) Meeting

Attended the Special Olympics Opening Ceremonies

#### **DEPUTY REEVE TOM BURTON**

Attended the DeBolt Library General Meeting

Attended the Municipal Planning Commission (MPC) Meeting

Attended the Brownlee Emerging Trends Law Seminar

Attended the Alberta Association of Municipal Districts & Counties (AAMDC) Zone

Four District Meeting

Attended the East Smoky Recreation Board Meeting

Attended the Committee of the Whole

Attended Taste of the Peace

Attended the Growing the North Conference

Attended the Community Planning Association of Alberta CPAA Special Meeting

Attended the Little Smoky Ski Hill Tour/Lunch

Attended the Special Olympics Grand Opening Ceremonies

Attended the Special Olympics Medal Presentation

Attended the Audit Committee Meeting

### **COUNCILLOR DALE SMITH**

Attended the Municipal Planning Commission (MPC) Meeting

Attended the Committee of the Whole Meeting

Attended the Alberta Association of Municipal Districts & Counties (AAMDC) Zone

Four District Meeting

Attended the Little Smoky Ski Hill Tour/Lunch

Attended the Northern Gateway School Division Meeting

### **COUNCILLOR ROXIE RUTT**

Attended the Grande Prairie Public Library Meeting

Attended the Municipal Planning Commission (MPC) Meeting

Attended the Family and Community Support Services Board Meeting

Attended the Alberta Association of Municipal Districts & Counties (AAMDC) Zone

Four District Meeting

Attended the Committee of the Whole Meeting
Attended Taste of the Peace
Attended the Growing the North Conference
Attended the Northern Gateway School Division Meeting
Attended the Little Smoky Ski Hill Tour/Lunch

Attended the Special Olympics Opening Ceremonies
Attended the Special Olympics Medal Presentations

### **COUNCILLOR BILL SMITH**

Attended the Municipal Planning Commission (MPC) Meeting

Met with a TransCanada Representative

Attended the Community Futures

Attended the Alberta Association of Municipal Districts & Counties (AAMDC) Zone Four District Meeting

Attended the Committee of the Whole Meeting

Attended the Growing the North Conference

Attended the Special Olympics Medal Presentation

Attended an Enbridge Conference Call

#### 9.1 REEVE'S REPORT:

### **REEVE DALE GERVAIS:**

Attended the Municipal Planning Commission (MPC) Meeting

Met with Pembina Representatives

Attended the Alberta Association of Municipal Districts & Counties (AAMDC) Zone

Four District Meeting

Attended the Committee of the Whole Meeting

Attended the Growing the North Conference

Attended the Northern Gateway School Division Meeting

Attended the Little Smoky Ski Hill Tour/Lunch

Attended the Special Olympics Opening Ceremonies

Attended the Audit Committee Meeting

### #10 CORRESPONDENCE

### **10.0 CORRESPONDENCE:**

MOTION: 15.02.104. Moved by: DEPUTY REEVE TOM BURTON That Council accept the correspondence as presented for information.

**CARRIED** 

Page 8

#11 11.0 IN CAMERA CONFIDENTIAL ITEMS

IN CAMERA MOTION: 15.02.105. Moved by: COUNCILLOR BILL SMITH

That, in compliance with Section 197(2) of the Municipal Government Act, this

meeting go In Camera at 1:30 p.m.

**CARRIED** 

**11.1 PERSONNEL** 

OUT OF CAMERA MOTION: 15.02.106. Moved by: COUNCILLOR DAVE HAY

That, in compliance with Section 197(2) of the Municipal Government Act, this

meeting come Out of Camera at 2:20 p.m.

CARRIED

#12 1: ADJOURNMENT

12.0 ADJOURNMENT

MOTION: 15.02.107. Moved by: COUNCILLOR ROXIE RUTT

That this meeting adjourn at 2:24 p.m.

**CARRIED** 

CHIEF ADMINISTRATIVE OFFICER

**REEVE** 



### **Request for Decision**

SUBJECT: Bylaw 15-740, on N ½ 21-67-5-W6M & S ½ 28-67-5-W6M

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** March 10, 2014 **ACTING** DM MANAGER: SAR

CAO:

INT GM: PRESENTER: DEPARTMENT: Infrastructure & Planning SAR

A14-017 - N ½ 21-67-5-W6M & S ½ 28-67-FILE NO./LEGAL: LEGAL/ POLICY REVIEW:

5-W6M

STRATEGIC PLAN: FINANCIAL REVIEW:

#### RFLFVANT LFGISLATION:

**Provincial** (cite) – Municipal Government Act, Division 12, Bylaws, Regulations, Planning Bylaws 692 (1) - (9). In accordance with Section 692 of the Municipal Government Act (MGA), prior to giving Second Reading to a Bylaw, Council must hold a Public Hearing. Section 606 of MGA outlines the requirements for advertising, stating the Notice of the Bylaw must be published at least once a week for two consecutive weeks in at least one newspaper other publication circulating in the area to which the proposed bylaw relates and at least five days prior to the meeting, or mailed or delivered to every residence in the area to which the proposed Bylaw is to be held.

Council Bylaw / Policy (cite) – Municipal Development Plan Bylaw No. 03-397 December, 2003 (cite), Section 1, 1.2 Goals of the Plan, Section 3 Agriculture, 3.3 Better Agricultural Lands, and Section 6 Industrial, 6.2 Industrial Development.

### **RECOMMENDED ACTION:**

MOTION: That Council give First Reading to Bylaw 15-740 to re-designate the proposed 14.82 hectares or 36.62 acres +/- from Crown Land District (CL) to Industrial District, as per attached Schedule 'D'.

MOTION: That Council schedule a Public Hearing for Bylaw No. 15-740 to be held on April 7, 2015 at 10:00 a.m. for the re-designation of the lands within N  $\frac{1}{2}$  21-67-5-W6M & S  $\frac{1}{2}$  28-67-5-W6M as proposed in attached Schedule 'D'.

### BACKGROUND / PROPOSAL:

The application was received on behalf of Secure Energy Services Inc., in the Grovedale area, Ward 8. The landowner/applicant proposes to rezone a parcel size 14.82 hectares ± (36.62 acres) from Crown Land (CL) District to Industrial (I) District.

Secure is in the process of working with the Alberta Energy Regulator (AER) to obtain the approvals for a standalone operating disposal facility with a proposed future development into an AER waste processing and engineered fluid recycling facility, as per the attached proposed application.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

INT

**Options** – **1**. Council can pass a motion to give First Reading to Bylaw No. 15-740 and for Council to pass a motion to schedule a Public Hearing for April 7, 2015, allowing enough time for the application to be circulated as per legislation.

- 2. Council can table Bylaw No. 15-740 for further discussion or information.
- 3. Council can refuse to give First Reading to Bylaw No. 15-740.

**Benefits** – To allow additional residential opportunities to ratepayers within the municipality that offers economic options for the municipality to continue to grow. The proposal is immediately adjacent to an improved paved roadway that the municipality has invested in.

**Disadvantages** - Increased opportunity for conflicts with surrounding Land Uses.

### COSTS / SOURCE OF FUNDING:

The application has been endorsed by the applicant as well as the appropriate fees have been received as required.

### ATTACHMENT(S):

- Schedule 'A' Application and Sketch
- Schedule 'B' Site Plan & Location Map
- Schedule 'C' Referral Responses
- Schedule 'D' Bylaw 15-740



### Schedule 'A' **Application and Sketch**



### LAND USE AMENDMENT APPLICATION - FORM A

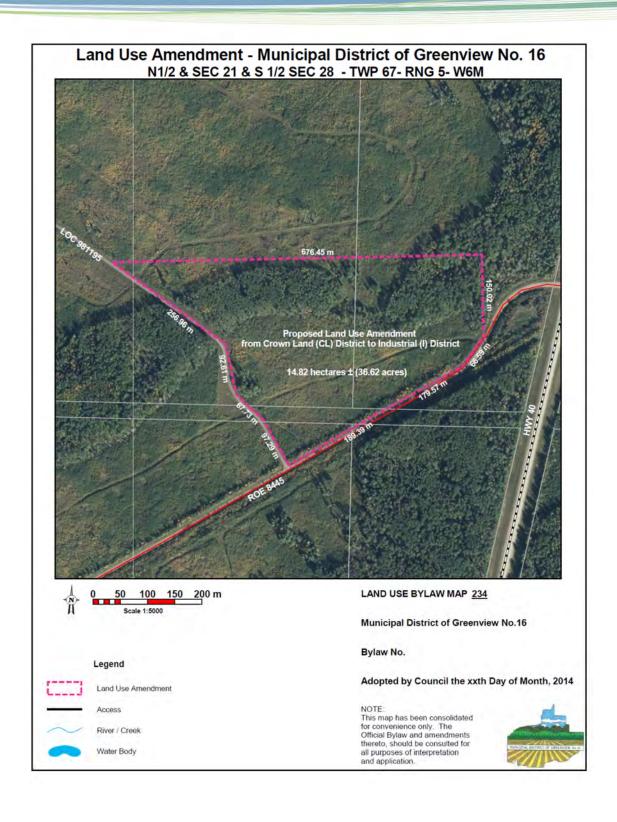
**Municipal District of Greenview** 

4806 - 36 Avenue, Box 1079, Valleyview AB TOH 3NO T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608

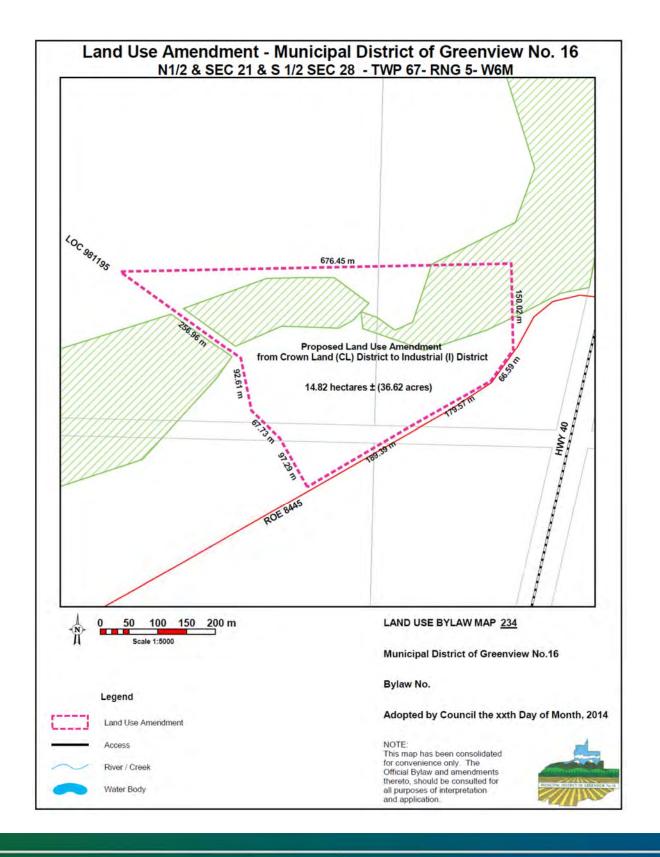
FOR ADMI	NISTRATIVE USE
LUB MAP NO.	BYLAW NO.
APPLICATION N	0.
RECEIPT NO.	127951
ROLL NO.	
RFLA RATING	NA

			V	ww.magre	CHVIEW	au.ca		ROLL NO.	
								RFLA RATING	NA
					E 3 I		Co	implete if Different fro	om Applicant
NAME OF APPLICANT(S) Secure Energy Sevices				NAM	E OF REGISTERE Lease to Secur		R(S) Dapplication submitte		
ADDRESS 3600,	205 - 5th Aver	nue SW			ADDI	RESS			
	Calga	ary, Alberta							
POSTAL COD	E TELEPH	ONE (Res.)		(Bus.)	P	POSTAL CODE TELEPHONE (Res.) (Bus.)			
T2P 2V7 587.390.2591		L							
Legal descript		15 - CO 27 1 3		F45 8 - 5 - 5 - 5 - 5 - 5 - 5 - 5 - 5 - 5	endme	nt			
QTR./L.S. N21&S28	SEC 21&28	TWP, 067	05 RG.	1 WB	OR	REGISTRAT	ION PLAN NO.	BLOCK	LOT
Land Use Clas	sification for	Amendme	nt Propose	ed:					
FROM: Agricult	ural/Forestry				TO:	Industrial			
Reasons Suppo	rting Propose	d Amendme	nt:						
Secure is receiving	ng approval from	m the AER for	a stand alone	e operating di	sposal fa	ility with propo	sed future dev	elopment into an AER	waste process
and engineered t	fluid recycling f	acility.							
Physical Charac									
Describe Topog	graphy: Predor	minantly Flat		Vegetatio	n: Forest	- cleared/regro	wth	Soil: Forest (Luvisol	ic & Podzolic)
Water Services	-								
Existing Source	e: none				Proj	osed Water S	ource: trucked	In with future applica	tion into AER
Sewage Service				_22.0	-				
Existing Dispos	27-11-				Pro	osed Disposal	sump collection	on system with 3rd Pa	rty removal.
	ormation:				10				
Approach(s) Information: Existing: none				Proj	Proposed: 2				
I / We have  November  Date:	enclosed the	required App	lication Fee	of \$ 800.00					_
				-	AD	PON	J.	1-625	_
Date:				Register	ed Lando	wner(s):			
			NOT	E: Registere	d Lando	wner(s) Signa	tures require	d if different from	Applicant.
						t on this form is			25 Tan-

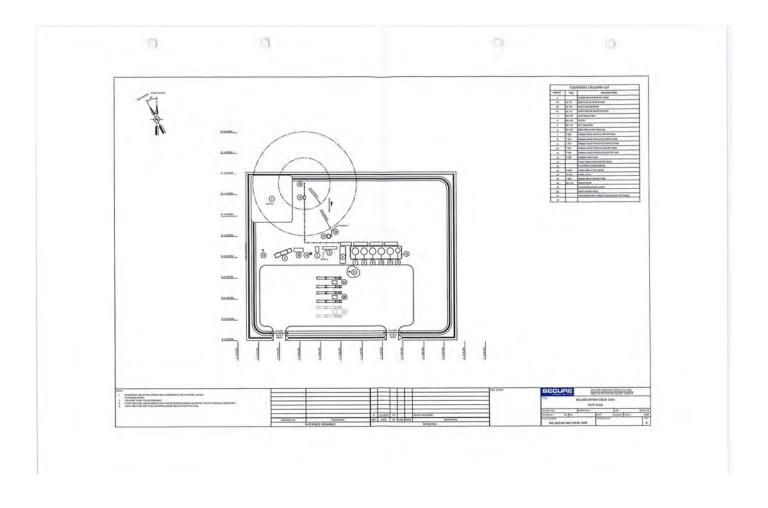
Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of our Development program. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780-524-7600.



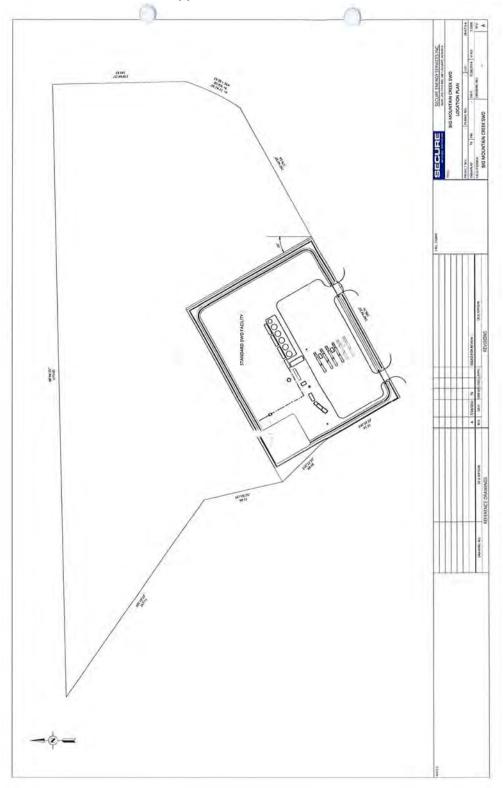
### Schedule 'A' **Application and Sketch**



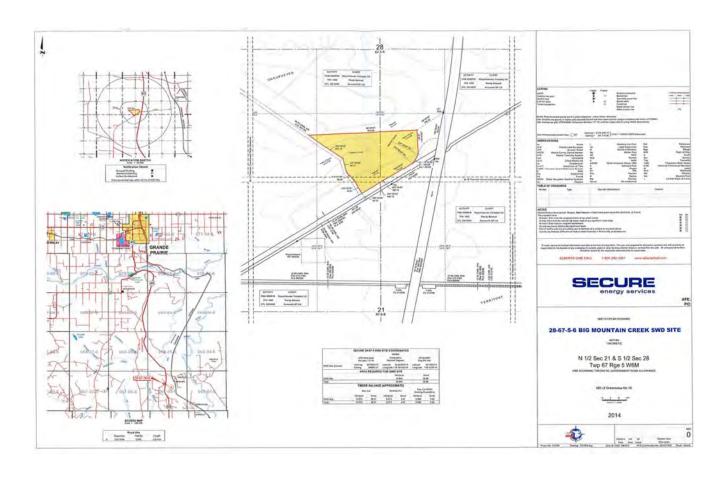
Schedule 'A' **Application and Sketch** 



Schedule 'A' **Application and Sketch** 



### Schedule 'A' **Application and Sketch**



### Schedule 'B' **Site Plan and Location Map**

### PROPOSED LAND USE AMENDMENT

FROM Crownland (CL) TO INDUSTRIAL (I) 14.66 HECTARES ± ( 36.68 ACRES)

**OWNER LOCATION MAP** 

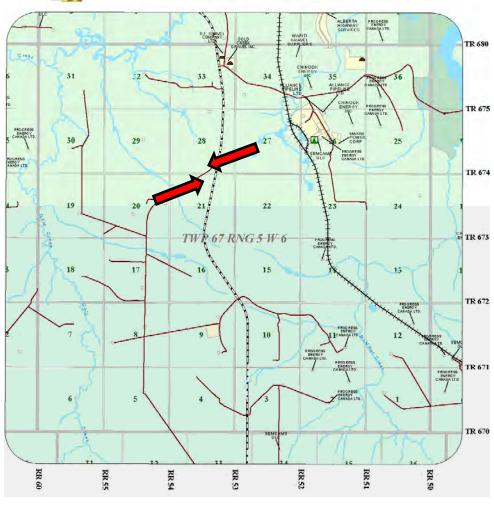
FILE NO. A14-017 LEGAL LOCATION: N ½-21-67-5-W6 and S ½-28-67-5-W6

**APPLICANT: SECURE ENERGY SERVICES** 



### M.D. of Greenview No. 16

Township 67, Range 5





### Schedule 'C' Referral Comments Bylaw No. 15-740



Room 1401, 10320 - 99 St GRANDE PRAIRIE AB T8V 6J4 Phone: (780) 538-5310 Fax: (780) 538-5384

Our File: 67-5-W6M

January 26, 2015

Municipal District of Greenview No. 16 Box 1079 4806 - 36th Avenue Valleyview, AB T0H 3N0

Re: Proposed land use amendment and subsequent subdivision Crown Land to Industrial Part of the N½ 21 & S ½ 28-67-5-W6M HIGHWAY 40 Secure Energy Services

Your File: A14-017

Thank you for referring the above proposal to our office for review and comment.

The department does not typically support isolated industrial development along provincial highways, preferring instead to have development occur within established industrial parks or other urban industrial/commercial areas. However considering the nature of the proposal in this case, the department is willing to allow the proposed disposal project.

Alberta Transportation will further assess the impact to the provincial highway network if and when a complete subdivision referral package has been received. The applicant will be required to submit a Roadside Development application for development of the project.

Yours truly,

Gerry Benoit

Planning and Development Technologist

### Jenny Cornelsen

Sent:

From: Martina Purdon <Martina.Purdon@gov.ab.ca> on behalf of Culture Historical Lup

> <Historical.Lup@gov.ab.ca> January 28, 2015 2:26 PM

To: Jenny Cornelsen

Subject: RE: Notice to Referral Agencies A14-017

Applicant must obtain Historical Resources Act approval prior to proceeding with the subdivision development by submitting a Historic Resources Application through Alberta Culture and Tourism's Online Permitting and Clearance (OPaC) system - www.opac.alberta.ca.

For more information, please refer to the Land Use Procedures Bulletin: Subdivision Development Historical Resources Act Compliance (http://culture.alberta.ca/heritage-and-museums/programs-and-services/land-useplanning/docs/LandUse-SubdivisionBulletin-Jul1-2014.pdf).

Head, Regulatory Approvals & Information Management Archaeological Survey Historic Resources Management Branch Alberta Culture and Tourism Old St Stephen's College, 8820 112 Street NW Edmonton, Alberta T6G 2P8 Tel 780-431-2331 Fax 780-427-3956 Email martina.purdon@gov.ab.ca Website www.culture.alberta.ca/heritage/resourcemanagement

Please consider our environment before printing this email.

From: Jenny Cornelsen [mailto:jenny.cornelsen@MDGreenview.ab.ca]

Sent: Thursday, January 08, 2015 8:32 AM

To: Culture Historical Lup; GrandePrairie FieldCentre; James Proudfoot; David Pochailo; Tony Winia; Gerry Benoit; Rita Klasson; Kristine Sheremeta; isabel.solis@atcopipelines.com; info@superiorsafety.com; Evan.Mace@telus.com; Quentin

Bochar; ravi.mohammed@telus.com Subject: Notice to Referral Agencies A14-017

Good morning:

Please see the attached notice to referral agencies for A14-017 / Secure Energy - for your comments and review.

Thank you.

### Jenny Cornelsen

Admin Support, Development & Planning

Municipal District of Greenview No. 16 | 4806 36 Ave. PO Box 1079 Valleyview, Alberta TOH 3NO

Tel: 780-524-7600 | Fax: 780-524-4432 | Toll Free: 888-524-7601 | 24/7 Dispatch: 888-524-7608 | Direct: 1-780-524-7645

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Good Morning Jenny,

ATCO Electric has no comments or concerns with this Land Use Amendment and Subsequent Subdivision.

Thank you.

### Rita Klasson

Land Administrator|Land Administration

ATCO Electric | Distribution | Forest & Lands Management 18th Floor CWB |10303 Jasper Avenue,  $\,$  Edmonton, AB T5J 5C3 Phone: (780) 508-4688



ATCO GAS

02:43:15 p.m. 23-01-2015

1/1



JANUARY 20, 2015

A14-017

Outside File #: A14 07 ATCO Gas File # 2920:15-6705

M.D. OF GREENVIEW NO. 16

1 (780) 524-4307

Dear Sir/Madam;

RE: Proposed Subdivision N 21-67-5-W6M & S 28-67-5-W6M

The comments contained in this response deal only in relation to ATCO Gas as a utility provider and/or an occupant of municipal rights of way. These comments do not apply if ATCO Gas and Pipelines Ltd. own any lands affected by this proposal.

The Engineering Design Department of ATCO Gas has reviewed the above named plan and this project is not in ATCO Gas' franchise area and we do not have any pipelines in the area.

If you have any questions or concerns, please contact me at 780-509-9216

Yours truly,

ATCO Gas,

Mike Vanden Ham, E.I.T District Engineering (North)

A Division of ATCO Gas and Pipelines Ltd.

Q:\Data\Land\Replots\2015 Districts\6705\A14-07.doc

Isabel.Solis@atcopipelines.com From:

Jenny Cornelsen To:

Subject: 15-0056 Response - Notice to Referral Agencies A14-017

Date: January 23, 2015 1:31:37 PM Attachments: DOC010715-01072015162430.pdf

### Good Afternoon,

ATCO PIPELINES has no objection.

Thank you ©

Isabel Solis | Operations Engineering Administrative Coordinator

ATCO Pipelines | 7210-42 Street NW | Edmonton, AB T6B 3H1

T: 780.420.3896 | F: 780.420.7411

ATCO Pipelines has a new website! Check it out here: www.atcopipelines.com

MISSION: ATCO Pipelines provides reliable and efficient delivery of natural gas and is committed to operational excellence and superior customer service while ensuring the safety of our employees and the public.

### Schedule 'C' Referral Responses

### Jenny Cornelsen

**Grant Gyurkovits** From:

Sent: February 5, 2015 8:23 AM

Jenny Cornelsen To:

Sally Rosson; Gwen Charlton Cc: Subject: RE: Secure Energy A14-017

### I&P has no concerns

From: Jenny Cornelsen

Sent: Wednesday, February 04, 2015 1:05 PM

To: Grant Gyurkovits

Cc: Sally Rosson; Gwen Charlton Subject: Secure Energy A14-017



## BYLAW NO. 15-740 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 No. 03-396, being the Land Use Bylaw for the Municipal District of Greenview No. 16

**PURSUANT TO** Section 692 of the Municipal Government Act, being 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 Map No. 234 in the Land Use Bylaw, being Bylaw No. 03-396, be added to reclassify the following area:

All that Portion of the
North Half of Section Twenty-One (21)
Within Township Sixty-Seven (67)
Range Five (5) West of the Sixth Meridian (W6M)
and
South Half of Section Twenty-Eight (28)
Within Township Sixty-Seven (67)
Range Five (5) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

CHIEF ADMI	NISTRATIVE OFFICER
REEVE	
Read a third time and passed this day of, A.D.,	
Read a second time this day of, A.D.,	
Read a first time this 10th day of March, A.D., 2015.	
This Bylaw shall come into force and effect upon the day of final passing.	

25 Bylaw

### **SCHEDULE "A"**

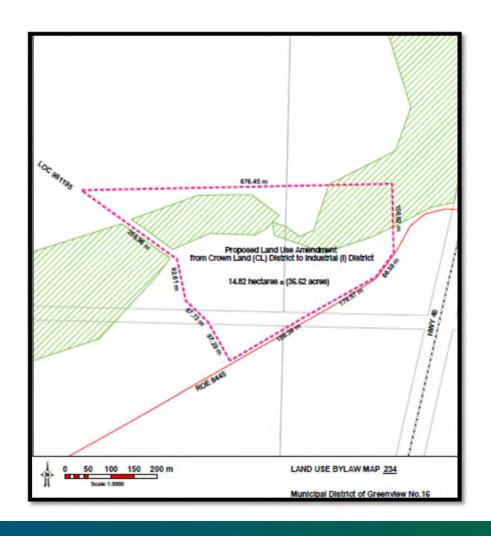
To Bylaw No. 15-740

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
North Half of Section Twenty-One (21)
Within Township Sixty-Seven (67)
Range Five (5) West of the Sixth Meridian (W6M)
and

South Half of Section Twenty-Eight (28) Within Township Sixty-Seven (67) Range Five (5) West of the Sixth Meridian (W6M)

Is reclassified from Crown Land (CL) District to Industrial (I) District as identified below:



Bylaw 26



### **Request for Decision**

SUBJECT: DeBolt & District Pioneer Museum Society – Funding Request

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: March 10, 2015 ACTING DM MANAGER:

CAO:

DEPARTMENT: Community Services GM: DM PRESENTER: DM

FILE NO./LEGAL: N/A LEGAL/ POLICY REVIEW: INT

STRATEGIC PLAN: FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

Provincial (cite) – N/A

Council Bylaw / Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council approve grant funding to the DeBolt & District Pioneer Museum Society in the amount of \$19,000.00 plus G.S.T. for the Heritage Buildings Project, with funds to come from the Community Service Miscellaneous Grant.

### BACKGROUND / PROPOSAL:

The DeBolt & District Pioneer Museum Society submitted a grant application for operating funds in the amount of \$20,000.00 in October 2014 for the 2015 Budget considerations. At that time Administration had \$15,000.00 allocated and proposed for approval in the 2015 Community Service Budget.

Administration later received information that the applicant(s) intention with the grant application was to request an additional \$20,000.00 funding for the Heritage Buildings Project to restore the buildings, a capital request. Administration requested a letter from the applicant(s) to confirm their financial funding request from Greenview in 2015. In the letter, it was determined that the new estimate provided a restoration cost of \$19,000.00 plus G.S.T.

The Community Service Miscellaneous Grant Fund as of March 9, 2015 is \$297,494.36.

### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – Council has the option to deny the funding request or provide an alternate funding amount.

**Benefits** – It is beneficial for Council to provide grant funding to the DeBolt & District Pioneer Museum Society to preserve and maintain the state of the buildings on the site.

Disadvantages – N/A

### COSTS / SOURCE OF FUNDING:

The funding will be provided from the Community Service Miscellaneous Grant.

### ATTACHMENT(S):

- Original Grant Application DeBolt & District Pioneer Museum Society
- Letter from the DeBolt & District Pioneer Museum Society to provide clarity in regards to the 2015 Grant Request.



October 7, 2014

MD of Greenview No. 16 Box 1079 Valleyview, AB T0H 1B0

Attention: Donna Ducharme, Manager of Finance

Re: 2015 Grant Application

Dear Ms. Ducharme,

Please find enclosed a copy of our grant application for 2015 which includes the following: signed grant application, purpose of organization, purpose of application, list of assets, budget planning for 2014, financial statement (most recent is Oct 31<sup>st</sup> 2013) and estimate on building expenses from Chinook Log Homes ltd. We will be sending a report on grant expenditures for the 2014 Grant in January 2015.

Thank you for taking the time to consider our application. This application was completed by Fran Moore (President) and Bernice Gerwatoski (Managing Director) of DeBolt and District Pioneer Museum Society. If you require anything further you can contact Fran at ph. 780-957-3957 or Bernice at 780-814-9711 or email <a href="mailto:deboltmuseum@gmail.com">deboltmuseum@gmail.com</a>.

In Budick

Yours sincerely,

Bernice Gerwatoski



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

### **GRANT APPLICATION**

Organization Information:			
Name of Organization:	DeBolt and Dis	trict Pioneer Mu	useum Societ
Address of Organization:	Box 298 D	eBolt Alberta	TOH IBO
Contact Name and Phone Number:	Bernice Gerw	atoski 780-1	<u>814-9</u> 711
Position of Contact Person:	Managing c	lirector	
Purpose of organization: See 2	Attachment #		
What act are you registered under?	Society's	Registration No. 500	<u>0866</u> 57
Grant Information:			
Total Amount Requested C	0,000.00	Ca	pital
Proposed Project: See A	Hachment #		
Budget Plannin	g for 2013:	see Attachmen	n+#4
Last Available	Financial S	tatement Att	achment #5

FORM A <u>must</u> be filled out with all grant applications. Fill out FORM B for any capital requests.

Capital costs are costs more than \$2,500, which is not consumed in one year and/or those costs, which

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

add value to property owned and operated by the organization.



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

### **Additional Information:**

\*

Have you previously applied for grant from the M. D. of Greenview?
Yes No
List the last two grants your organization has received from the M.D. of Greenview
1. Amount \$ 15,000.00 Year 2014
Purpose: Operating
2. Amount \$ 10,000.00 Year 2013
Purpose: Operating
Have you provided the M.D. of Greenview with a final completion report for grant funds received?
Yes No
If no, why has the report not been filed?
Have you applied for grant funds from sources other than the M.D. of Greenview?
Yes No
Have you received grant funds from sources other than the M.D. of Greenview?
If yes; who, purpose and amount?  1,500.00 Operating Grant from Alberta Museums Ass  5760.00 Institutional Kollections program - from AMA
Have you performed any other fund raising projects? If yes; what and how much was raised?  End of season newsletter asking for donations—5733.95  Book sales + Market sales—\$2000.00  Rent \$1355.00
Starting new Ouilt Roffle for spring 2015 - estimate \$750.00
\$750.00



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

### APPLICATION FOR GRANT FORM A - OPERATING

REVENUE		Previous Year Actual 20 13	Current Year Estimates 20 14	Next Year Proposal 2015
1.	Fees			
2.	Memberships			
3.	Other income (please list)	-		`
	Gift Shop	20,00	296,40	500,00
	Programmo	539.00	500.00	500 00
	Rent Church Fraion	1295.00	1200.00	1200.00
4.	Grants (please list)			
	Alberta Museums Ass.	7,688.00	6500,00	5506 W
	Gov of Alberta Coms.	4,311.95		
	MDERGENSITH	10,000 00	15 (606) 06	36,000,00
5,	Donations (please list)			
	Fran Moore	5,000.00	5,000,00	5000.00
	Others Donalisms	417,95	500,00	£ 00.00
	Casino Revenue	35,051.23	***	
6.	Interest Earned	23 12	20,00	25.00
7.	Miscellaneous Income			
	TicketSales	663.00	200.00	700.00
	History Book Sales	13 35,00	1015.00	1300.00
	TOTAL REVENUE	66,343.25	30231,40	35 125.00
	(add up items 1-7)			
EXPENSES	Custon Expense	2027, 45	٠,٠,٠	<del></del>
8.	Honourariums/Wages/Benefits	14841.38	30,000.00	21,800.00
9.	Travel Expenses His fory Books Conferences / Travel Hearing		500.00	
10.	1 2 1 2 1 2 1 2 P	N 1 6 200 697	2,881.67	500.00
11.	Conferences / Travel Maining	2105.76	12 Pri 1 Pri 1	, gamesters
12.	Cleaning & Maintenance / Sanding	4150.85	9701.50	2/1000.00
13.	Licensing Fees / Memberships	160,00	165.00	165.00
14.	Office Supplies	629.68	31000.01	600.00
15.	Utilities (phone, power, etc.)	6782.52	6,500.00	7000.00
16.	RentTisurante	300 00K	483.00	500.00
17	Bank/Accounting Charges	12.9.64	2050.00	2500,00
18.	Advertising		787.39	500,00
19.	Miscellaneous/Collections/E	2 77 7 77 7	367.20	500,00
	Programmy Kitchen	5 77.2 <b>2</b>	1000.00	500.00
20.	Capital Purchases (please list)	979.09	21.7	
	Computer Purchase			700
	GST TOTAL EXPENSES	193.15	0.00.00	300.00
	TOTAL EXPENSES	3772 12 14	477728100	55.865.00
	(add up lines 8-20)	<del> </del>	<del> </del>	
	NET BALANCE	3 20 CZ 22	15264.66	20,740.00
ļ <del></del>	(subtract Total Expenses	\$ 101 0 V · 33	13720 1166	AU1 170:00
	from Total Revenue)		1	
L	HOIII TOTAL REVEILUE)	<u> </u>	L	L

\$ <u>267.31</u> \$11.837	Operating Loans Other Loans	\$_ \$	N. T. C. P.
\$ 17,124.79	Accounts Payable	<b>\$</b> _	yes
\$ GERAHOCHERT			
\$ 2 \$			
Budget 2015 A	Hackment	廿	<b>L</b> }
	\$ 17,124.79 \$ 17,124.79 \$ 16,289.11 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	S 17 124.79 S 17 124.79 S 200 Attachment S 3 3 3 3 5 5 5 6 Attachment	\$ 17.124.79 Accounts Payable \$  \$ 17.124.79 Accounts Payable \$  \$

\*Please submit your organization's most recent financial statement (based on your organizations legislated



**Applicant Information:** 

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

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

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

Name	Fran Moore, President	
Signature	Than Moore	
Address	Box 396 DeBolt Alberta	
Telephone Number	780 - 957 - 3957	
Date	t 7, 2014	

### Attachment #1.

### DeBolt and District Pioneer Museum Society - Purpose of Organization

The DeBolt and District Pioneer Museum Society was incorporated in 1975 and began with one tiny log building. Over the years it has grown to include eight heritage buildings and two sheds that house pioneer displays and a few unique exhibits including a co-op cheese factory, a sawmill, and a fossil collection. Two of our buildings are used year-round. These buildings also house exhibits. The Legion Hall is available for rent and used for Teas, Remembrance Day, Heritage Days etc. The Community Church has exhibits and a gift shop on the main floor, and our Museum office is located on the lower level. Our organization also looks after much of the grounds and flower pots in the community. Our museum was designated by the AMA as a Recognized Museum in 2006.

Our Museum provides a place for everyone to come and learn more about their local history, but it also provides programs for school groups and the general public. In effect our museum is able to join in doing its part in preserving the whole history of our province and country.

Our Museum serves as a major tourist attraction, which brings more people into our community making a contribution to the local economy.

DeBolt and District Pioneer Museum Society has long-term plans in the areas of exhibits and displays, parks and grounds, advertising and promotion, volunteers and education.

## Application for 2015 Grant Funds from MD of Green view #16 For

DeBolt and District Pioneer Museum Society, DeBolt, Alberta

The DeBolt and District Pioneer Museum Society was fortunate to receive \$15,000.00 from the MD of Greenview #16 to assist with operating costs for 2014. For 2015 we are requesting \$20,000.00 from the MD of Greenview to assist with operating costs, including Building Maintenance.

The \$20,000.00 grant will be used for:

- Building Maintenance
- Utilities of electricity, gas, water and phone for the Community Church and Legion Hall which are both open year-round.
- Visitors Guide salary, to open the museum through the busy summer season.
- Managing Director Salary, work on collections, exhibits, general operations.
- Grounds Keeping contractor

We currently have Five Heritage Buildings located in Hubert Memorial Park that are of log construction. Four of these buildings are in need of repairs. We have asked Chinook Log homes Ltd to give us an estimate on these repairs. The estimate that was given is on three of the buildings. (See Attachment #6) Mr. Ken Boon has since come and inspected the buildings and is currently working on another estimate. In talking with him the cost for these repairs could be up to \$15,000.00. We hope to be able to use some of the MD Grant money to help with these costs. These buildings are very important to our museum and community and it is essential that we have the repairs done as soon as possible. We plan on doing a fundraising campaign in November asking for donations to help with some of these costs.

Our Museum is open three days per week in the summer months (May 1st thru September 15<sup>th</sup>). A Visitors guide is required to be on site to give tours, look after buildings (general cleaning and maintenance), work on exhibits and collections and help with events and school programing. The cost of this position will be as follows.

17 hours per week at \$16.00 per hour = \$272 x 16 weeks = \$4,352.00 Employer Share Benefits 9% = \$391.00 Vacation Pay 4% = \$174.08 Total

The Managing director will be working 64 hours per month year around: The cost of this position will be as follows.

 Wages
 \$13440.00

 Employer Share Benefits – 9% inc. CPP, UIC
 \$1209.60

 Vacation Pay 4%
 \_\_\$537.60

 Total
 \$15,186.60

We will again be applying for a grant from the Alberta Museum Association which will pay for a portion of the balance of this position to continue with our Collections Management project. We were successful for this grant in September of 2013 and received \$5760.00; we have again applied for this September 2014. Our project is to

inventory, record and accession all of the artifacts in our collections on a computer program called PastPerfect, this is very important to our community to keep our collection well documented and preserved.

All artifacts gifted to our museum must be accessioned properly in order for our museum to be given Recognized Museum Statues from the Alberta Museum Association. We must have this statues in order to receive grant money, and have access to other services that they offer. We re-applied and received Recognized Museum Statues again in 2011 which will be in affect until 2016.

The other half of this position consists of helping executive with all grant applications, budgeting, and long term planning, program development, education of the pubic, developing and producing new exhibits, annual news letters, managing museum gift shop, hiring and managing summer student, overseeing repairs and maintenance of all grounds and buildings, working along side volunteers.

Programming includes Seniors Pioneer fun day in July, Heritage Days in August, Remembrance Day Luncheon in November, Christmas Market (Book sales, pudding sales etc.), volunteer appreciation Christmas party in December and St Patrick's Day celebration.

Education consists of developing programs for students visiting the museum. In June of 2014 we had three classes (grades 3&7 and 5) visit the museum on two different days. Also a visit from the Ridgevalley Colony School. Programs were developed and facilitated by the Managing Director along with two volunteers (these volunteers both have extensive knowledge of our local history). We also had four other historians help out on these days. Roy Bickel led the students in a discussion of our fossil exhibit. Joan Bowman led the students in a tour of the Turner house, learning about how the pioneers lived. Darryl Wilier talked to the students about the Aboriginal people of our area and Fran Moore gave a presentation of the one room schools of our district. Several other volunteers help on these days, making bannock, playing pioneer games and sharing their knowledge.

We hope to be hiring a contract operator in 2015 for Grounds keeping and Beautification of our community. The cost of a Contract Grounds Keeper for 2014 was \$2,000.00 per month for 4 months, totaling \$8,000.00. A few years ago our Museum society took over the work of **Beautification of the Village**, we have been trying to keep up to this with volunteers, and summer student employment. Over the last few years we have found that it is very difficult to keep up with the grounds work, cleaning, watering of flowers and keep the museum open on the regular hours.

If funding is successful for grants that will pay for building maintenance, contract positions, and employee salaries, the museum will continue to thrive and have the manpower to keep on top of maintenance, grounds keeping and beautification of the village. We would also like to continue to develop new school programs that will encourage more visits by local school groups. It is very important that the DeBolt and District Pioneer Museum Society continues to staff a year-round person who can ensure that history of DeBolt, surrounding area and the Peace Country continues to be preserved and taught to the local people and visitors. It is important to know where you came from to know where you are going!

Attachment #3

## DeBolt & District Pioneer Museum Society

## List of Assets as of September 31, 2014

Petty Cash		\$207.31
G.I.C.'s	-	\$17124.79
General Account	-	\$11,278.17
Casino Account	-	\$16,289.11
History Books	-	\$52,662.18
Buildings	-	\$313,000.00
Furnishings	-	\$13,100.00
Land (Legion &Chur	rch) -	\$13,500.00
Equipment	-	\$12,699.00
Artifacts	-	Priceless (not replaceable)

Total \$449,860.56

## Attachment # 4

DeBolt and District Pioneer Museum - Budget for 2015 General Account at end September Casino Account at end of September Total	\$11,278.17 \$16,289.11 \$27,567.28
Estimated Expences to end of Dec \$5,900.00 Projected Income to end of Dec \$500.00 Total \$5,400.00	- \$5,400.00
Projected Bank balance at end of December 2014	\$22,167.28
Proposed Income	• •
MD of Greenview operational Grant (estimate) AMA Operational Grant (estimate) AMA Collections Grant (estimate, results will be in Nov 1 2015) History Book Sales Gift Shop Sales Rentals Ticket Sales Programing Donations Interest  Total	\$20,000.00 \$1,500.00 \$5,000.00 \$1200.00 \$500.00 \$700.00 \$500.00 \$5500.00 \$25.00
	\$50,1 <b>2</b> 5.00
Total funds available	\$58,292.28
Proposed Expenditures  Wages – Managing Director  Wages – Summer Visitors Guide  Revenue Canada deductions  Grounds maintenance  Building repairs and Maintenance  Utilities  Insurance  Conference  Postage, Printing, office supplies  Bank Charges/Accounting  GST  Memberships and Licensing Fees  Gift Shop/supplies  Advertising  Display/Exhibits Supplies/Collections  Programing  Total Expenditures	\$15,000.00 \$5,000.00 \$1,800.00 \$1,800.00 \$13,000.00 \$7,000.00 \$500.00 \$600.00 \$2500.00 \$300.00 \$500.00 \$500.00 \$500.00
10th Daponatures	*** *** (III)

Managing Director Salary – averages out to \$1,250.00 per month.

Visitors Guide Salary – averages out to 1,000.00 per month for 5 months

Grounds Maintenance – based on 4 months at \$2,000 per month, May 15<sup>th</sup> to Sept 15<sup>th</sup>.

Building Repairs and Maintenance – Work needs to be done on four of our heritage buildings. We have an estimate from Chinook Log homes Ltd on the cost of this work.

Depending on the estimated Grant Money coming in we may have to use some of our GIC savings to ensure that this work on our buildings is done in 2015. It is very important to the preservation of the buildings that the work is done as soon as possible.

Other Proposed projects (these will not be done until we find funding and volunteers to do them)

Upgrading of the playground in Hubert Memorial Park (estimate \$50,000) New Flooring in the Community Church Building (estimate \$10,000) New Flooring in Legion Hall (estimate \$8,000)

## Attachment #5

## DeBolt and District Pioneer Museum Society Financial Statement for year ending Oct 31, 2013

Balance Forward from Year Ending Oct, Adjustment: non-refundable gst to balan Final balance	, 2012 ace October 31,2012	\$30,650.88 \$ 633.10 \$31,283.98
Revenue: Gov' Grants Contribution & Support History Books Sales Church Rent Legion Hall Rent Great Northern Casino Ticket Sales Interest Earned Programming Gift Shop	\$23,469.95 \$ 5,733.95 \$ 1,445.00 \$ 520.00 \$ 835.00 \$ 2,055.15 \$ 703.00 \$ 21.23 \$ 557.00 \$ 20.00	
Total Income	\$35,360.28	+ <u>\$35,360.28</u> \$66,011.16
Expenses: Bank Service Charge Building & Grounds Maintenance Wages for Employees Insurance Kitchen Supplies Travel & Training Casino Expense Non-refundable 50% gst	\$ 130.33 \$ 3,865.85 \$15,017.35 \$ 200.00 \$ 99.18 \$ 2,105.76 \$ 2,057.45 \$ 267.47	, ,
Office Postage & Mailing Equipment & Supplies (office) Printing & Reproduction Equipment Purchases Programming Expenses Membership – Regional and Provincial	\$222.13 \$395.93 \$ 5.25 \$979.29 \$867.36 \$160.00	
Utilities Telephone Electricity Gas/Heating Water & Sewer Total Expense	\$1,028.66 \$2,938.36 \$2,007.82 \$584.01 <b>\$ 32,932.20</b>	<u>-\$32,932,20</u>

Balance as of yearend Oct 31, 2013

\$33,712.06

All bank statements are reconciled as of October 31, 2013 This Financial Statement requires signatures of two Executive Directors

Treasurer: Cheryl Haugland

President: Fran Moore



#### **Estimate**

Arlene and Ken Boon <a href="mailto:kinearing-com/">chinookloghomes@xplomet.com</a>
To: Bernice Gerwatoski <a href="mailto:ken">deboitmuseum@gmail.com</a>

Thu, Jun 26, 2014 at 10:05 PM

Hello Bernice

Estimate Price on following exterior work on the Manse, Crowe and Ice House:

Trip #1

- Remove old chinking and nails as needed.
  - Install larger backer rod where needed to help protect inside from pressure washing.
  - Pressure wash.

Trip #2

- Install smaller backer rods where needed.
- Chink all lateral grooves and saddle notches (includes all 4 walls on the Crowe). Dove tail notches on the Manse House likely do not require chinking. Joints between logs and roof will be chinked where needed. Existing window and door trims will be sealed as needed.
- Chinking supplied by Museum, but all other material supplied by Chinook Log Homes.
- Travel and living out cost included in price.

Estimate price is \$11,000 plus GST

A quote would likely come in higher, but I would probably need to see the job to do a quote.

If I could combine the travel of trip #1 with another job, that would help with the price. If accommodations and meals were provided, that would also help the price.

Finally, I cannot guarantee that we can do this job this year as we discussed earlier. I can definitely do next year.

Cheers, Ken Boon

Chinook Log Homes Ltd

Box 6237

Fort St. John, BC V1J 4H7

(250)261-6900

Dale Gervais, Reeve, M.D 15 Greenview Box 807 Valleyview, Alberta **TOH 3NO** 

MUNICIPAL DISTRICT February 9th, 2015 16 FEB 1 7 2015 VALLEYVIEW

#### Dear Dale:

The DeBolt & District Pioneer Museum Society is in need of funding for our Heritage Buildings Project. The museum currently has five heritage buildings of log construction on our museum site in Hubert Memorial Park. Four of these buildings are in need of repairs. We are planning on having these repairs completed in the spring of 2015. The log Manse, Crowe House and Ice House will be re-chinked with repairs done on windows and doors and some roof repairs. The Mehlum Barn needs some repairs to the west and north sides. It is essential that these repairs be done as soon as possible in order to preserve our buildings for years to come.

#### We have two requests:

a) We are asking you and your council to review our October 2014 grant application, as we understand that councilors did not have a chance to see it.

b) We included our request in the 'maintenance' category of our operations budget, rather than applying for it under Capital Funding. With such a big restoration project, we should have included it separately as a Capital Upgrading application.

Since our grant application and after a thorough inspection of the buildings, we have received a more detailed estimate from Ken Boon of Chinook Log Homes, dated October 15th, 2014. The new estimate, attached, is in the amount of \$19,000, plus gst.

We simply do not have enough funds in our operations budget to do this very important project, which needs to be done before further deterioration to our buildings.

The DeBolt & District Pioneer Museum Society would appreciate, you having a look at our original grant request, and the reasons for it. We very much appreciate any assistance that the M.D. Greenview could provide for this project.

Sincerely Yours

Fran Moore, President

Tran Moore DeBolt & District Pioneer Museum

CC: Councilors: Tom Burton, Roxie Rutt, and Teresa Marin, Executive Assistant M.D. 16 Community Services

#### October 15, 2014

#### Updated job details and estimate price for Debolt Museum

This price estimate is for proposed work in 2015 or season on the Manse, Mehlum Barn, Crowe and the Ice House. All materials supplied by Chinook Log Homes. All chinking work to be on outside of buildings. Since the original cost estimate given on June 26, 2014, I did a site visit on September 18, 2014. Reasons for increase in price estimate are as follows:

- The addition of the Mehlum Barn to be worked on.
- The addition of Chinook Log Homes supplying all needed chinking.
- The addition of work to be done on all structures as laid out below.
- Upon site visit, full realization of labour and material needed for various work required.
   This includes the labour needed for notch chinking detail on the Crowe House and Mehlum Ice House.

#### **Manse House:**

- Reinforce door and new glass (18.5" x 19.5"). Make adjustments needed to make door work better. Also cut and trim protective wire screen to cover door window.
- Remove old plywood skirting, and install new treated 5/8" plywood strips for skirting and four ventilation vents. Close off for cat access? Museum to decide. Will need some dirt and or gravel to slope to new skirting; possible to source from material removed on south side of Mehlum Barn for water drainage as discussed.
- Remove old exterior chinking and need to remove bark in places. Pressure wash, install backer rod where needed, and chink. Some notches (dovetail) will need either chinking or caulking to seal. Inside walls are sheeted in, so pressure washing should not hurt inside displays.

#### Mehlum Barn: (on concrete slab)

- Re- sloping of ground on south side to facilitate water drainage by museum or others.
- Bottom log on west side rotten. Cut out in chunks and frame in space with treated 2"x6" and treated plywood inside and out.
- North wall has concrete poured against the outside bottom log that will be removed. Clean up north wall bottom and either chink to seal, or groove in a metal flashing.
- North west exterior corner has vertical wood bracing that is rotten near the bottom. Permanently remove if possible and replace if necessary.

#### Crowe House: (on concrete slab)

- Clean out rotten wood in a couple spots noticed. Shape remaining log and clear preservative in those spots. No log replacement requirement was noticed.
- Old exterior chinking and nail removal. Big job and need garbage cans or dumpster to dispose material. Chinook Log Homes will clean grounds and dispose in containers made available by museum, but disposal of garbage by others.
- Pressure wash, backer rod where needed, and chink, including notches.
- Trim 2 windows inside and out, and door top trim on inside.
- Check out door and make adjustments if possible to make work better.

#### Mehlum Ice House: (on concrete slabs)

- Remove exterior chinking (most is gone).

- Pressure wash. Newspaper chinking on inside may help stop water from coming inside too much.
- Backer rod where needed, and chink, including notches.
- Small cedar shingle repair with shingles on site.
- -'Open space under log walls on north and south walls: Remove timbers and close in with treated 2"x6" and treated 5/8th inch plywood inside and out.

Estimate price for above work, including materials is \$19,000.00 plus GST



## **Request for Decision**

SUBJECT: **DeBolt High School Rodeo Association – Funding Request** 

**SUBMISSION TO:** Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

INT **MEETING DATE:** March 10, 2015 **ACTING** DM MANAGER:

CAO:

GM: PRESENTER: DEPARTMENT: **Community Services** DM DM

INT FILE NO./LEGAL: LEGAL/ POLICY REVIEW: N/A

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw / Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council approve grant funding to the DeBolt High School Rodeo Association in the amount of \$1,600.00, with funds to come from the Community Service Miscellaneous Grant.

BACKGROUND / PROPOSAL:

The DeBolt High School Rodeo Association is requesting operating funding to assist them with the purchase of rodeo stock.

The DeBolt High School Rodeo Association has not applied for grants to Greenview in the past. The association has obtained sponsorship funding in the amount of \$5,350.00 through the efforts of fund raising projects.

The Community Service Miscellaneous Grant Fund as of March 9, 2015 is \$297,494.36.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council has the option to deny the funding request or provide an alternate grant funding amount.

Benefits – It is beneficial to provide the DeBolt High School Rodeo Association with funding to be consistent with funds provided to other High School Rodeo Associations in Greenview in the past.

Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

The grant funding for the DeBolt High School Rodeo Association will come from the Community Service Miscellaneous Grant Fund.

## ATTACHMENT(S):

• DeBolt High School Rodeo Association – Community Grant Application



## **GRANT APPLICATION**

Organization Information	
Name of Organization:	DEBOH HIGH SCHOOL RODED AS
Address of Organization:	BOX 154 BEZANSON, AB TOHOG
Contact Name and Phone Numb	er: Barbara Alstott 780-897-803
Position of Contact Person:	SECRETARY /TREASURER
Purpose of organization: TO PUT ON DEBOUT AB	ONE H.S. RODEO PERYEAR AT
What act are you registered unde	er?_NF
Total Amount Requested	Operating Capital
	PRY FOR STOCK AT HIS, RODEO
Proposed Project: HELP	THY FOR STOCK MY 11/37 KODGO
Proposed Project: HELP	THY FOR STOCK MY 11/37 KODGO
Proposed Project: HELP	THY FOR STOCK ITT TO ST ROBCO

FORM A  $\underline{\text{must}}$  be filled out with all grant applications. Fill out FORM B for any capital requests.



## **Additional Information:**

Yes	ou previously applied for grant from the M. D. of Greenview?  No
List the	e last two grants your organization has received from the M.D. of Greenview
1.	Amount \$ Year
Purpose	e:
2.	Amount \$ Year
Purpose	e:
Have yo	ou provided the M.D. of Greenview with a final completion report for grant funds received?
Yes	X No
If no, w	why has the report not been filed?
Have y	ou applied for grant funds from sources other than the M.D. of Greenview?
Yes	No
Have y	ou received grant funds from sources other than the M.D. of Greenview?
	who, purpose and amount?
	~, .
Have ye	ou performed any <b>other</b> fund raising projects? If yes; what and how much was raised?
-	4 5500



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

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

Applicant Information:

Name

Signature

Address

Date

Date

Cro. 15 (2015)

ASSOCIATION

ASSOCIATION

BOX 154 BEZANSOD, AB TOHO6-0

Telephone Number



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

## APPLICATION FOR GRANT FORM A - **OPERATING**

		Previous Year Actual 20 14	Current Year Estimates 20	Next Year Proposal 20
1.	Fees			F-17
2.	Memberships	4915-		4900
3.	Other income (please list) SPONSORSHIP			
	SPONSORSHIP	5350 -		5000 .
	v	150 -		2000
4.	Grants (please list)	1600 -		1600~
5.	Donations (please list)			
6.	Interest Earned			
7.	Miscellaneous Income			
**	Wiscertaneous meome			
	TOTAL REVENUE	12.015-		11 000-
	(add up items 1-7)	1015-		11500-
EXPENSES		1650-		
8.	Honourariums/Wages/Benefits			1800
9.	Travel Expenses	13500		1900 **
10.	Professional Development	0		
11.	Conferences	.0		
12.	Cleaning & Maintenance	0.00		200-
13.	Licensing Fees	218.84		250-
14.	Office Supplies	990.		1000 -
15.	Utilities (phone, power, etc.)	9		1
16.	Rent	3		
17.		000		100
	Bank/Accounting Charges	8,90		10-
18.	Advertising buckles	2309.60		2500 -
19.	Miscellaneous	C12.60		part at
	STOCK	5300		5500 -
20.	Capital Purchases (please list)	(100		V 49
	paramedic	1100-		1200 -
	TOTAL EXPENSES (add up lines 8-20)	11277.24		11960
	NET BALANCE	431.70		-460-
	(subtract Total Expenses from Total Revenue)	101.10		-100

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



## APPLICATION FOR GRANT FORM B - CAPITAL

Purpose for Gra	nt (please provide f	full description and deta	ailed project budget	SR .	DEBOL
HIGH	SCHOOL	RODE	0 70	PUT	ON
ONE	HIGH	SCHOOL	ROPE	O PE	R
YEAR					
-					
Estimated Comp	oletion Date;	R 201			
	otembe	ek ao	5		t-
		ree quotes if available.		and a militaria.	ed):
1					
Amount	\$				
2					
Amount	\$				
3					
Amount					

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

Debolt High School Rodeo, 2014

Date	description	Chq#	deposit	expense	Acc. Balance	7
opening Balance					\$4,347.60	
29/07/2014	Sanction fee AHSRA	126		\$400.00	\$3,947.60	
31/07/2014	maintenance fee			\$2.50		
29/08/2014	maintenance fee			\$2.50		
10/09/2014	deposit sponsorship		\$4,350.00		\$8,292.60	
10/09/2014	float	129		\$500.00	\$7,792.60	
11/09/2014	Keddies-buckles	200		\$1,847.58		
15/09/2014	C. Brett- stock	127		\$1,000.00		
15/09/2014	G.Havell-judge	134		\$300.00		
16/09/2014	KTC -paramedics	128		\$1,100.00		
16/09/2014	D.Young-bullfighter	135		\$300.00		
17/09/2014	deposit float		\$500.00.	/	\$3,745.02	
17/09/2014	deposit sponsorship		\$1,000.00		\$4,745.02	j.
17/09/2014	deposit entries (-)payout		\$4,915.00		\$9,660.02	
17/09/2014	R.Kenwothy-announcer	131		\$450.00		Š.
17/09/2014	C.Madson-bullfighter	136		\$300.00		
18/09/2014	A.Crawford-stock fees	132		\$300.00	The second secon	
18/09/2014	JC Rodeo Co stock fees	130		\$3,000.00		
19/09/2014	Ross Mather-Judge	133		\$300.00		
30/09/2014	maintenance fee			\$2.50		
30/09/2014	deposit fee 7 X.20			\$1.40		
10/10/2014	Keddies-buckles	138		\$461.92		R
22/10/2014	deposit sponsorship		\$1,750.00		\$6,594.20	7
05/10/2014	AHSRA-insurance fees	141		\$590.00		3
12/11/2014	Siemens-misc costs	139		\$218.84		
	P.Madson- stock fees	137		\$1,000.00		not cleared
					, ,, ,,,,,,,,	V 22/28/2010
				total	\$4,785.36	

BARTON Secretary treasureER

- vice president

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9						
	REF. NO.	OF	RDERED BY		APPROVED B	



## **Request for Decision**

SUBJECT: Grande Prairie High School Rodeo Association – Funding Request

REVIEWED AND APPROVED FOR SUBMISSION SUBMISSION TO: Regular Council Meeting

INT **MEETING DATE:** March 10, 2015 **ACTING** DM MANAGER:

CAO:

GM: PRESENTER: **DEPARTMENT: Community Services** DM DM

INT FILE NO./LEGAL: LEGAL/ POLICY REVIEW: N/A

FINANCIAL REVIEW: STRATEGIC PLAN:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council approve grant funding to the Grande Prairie High School Rodeo Association in the amount of \$15,000.00 for the Alberta Provincial Finals to be held at Evergreen Park, in Grande Prairie, Alberta, June 5th -June 7<sup>th</sup>, 2015, with funds to come from the Community Service Miscellaneous Grant.

#### BACKGROUND / PROPOSAL:

The Grande Prairie High School Rodeo Association is requesting funding to assist them with hosting the Alberta Provincial Finals at the Evergreen Park in Grande Prairie, Alberta, June 5<sup>th</sup> – June 7<sup>th</sup>, 2015.

The Grande Prairie High School Rodeo Association has not applied for grants to Greenview in the past. The association has received grants from the County of Grande Prairie in the amount of \$15,000.00 annually for 2 years. Other fund raising projects conducted by this association resulted in the attainment of \$10,000.00 sponsorship funding.

The Community Service Miscellaneous Grant Fund as of March 9, 2015 was \$297,494.36.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council has the option to deny the funding request or provide an alternate grant funding amount.

Benefits – It is beneficial to provide the Grande Prairie High School Rodeo Association with funding to assist them with hosting the Alberta Provincial Finals locally in Grande Prairie.

Disadvantages - The disadvantage of providing funding to the Grande Prairie High School Rodeo Association is that the event is held outside of the Greenview boundaries.

## COSTS / SOURCE OF FUNDING:

The grant funding for the Grande Prairie High School Rodeo Association will come from the Community Service Miscellaneous Grant Fund.

## ATTACHMENT(S):

Grande Prairie High School Rodeo Association – Community Grant Application



## **GRANT APPLICATION**

Organization Information:	0		2
Name of Organization:	CRANDE PERIFE	WIGH SCHOOL	Looro Ass
Address of Organization:	RRI 51188 BOX 6	SexUNIN TO	V3CO
Contact Name and Phone Number:	ROSE MATINER	780-512	4116
Position of Contact Person:	VICE- PRESI	pert	
Purpose of organization:		2 "	a an arms
10 DEBOAT UPLLEYIE	W. G. P TOPPED	- 4164 PROIPIE	ORTHURN MERET
BE HAZO AT EVER	GERVE PAKK	PROVINCIAL	FINALS TO
What act are you registered under?		Registration No.	
Grant Information:			
Total Amount Requested	15000		
	Operating		Capital
Proposed Project: 10 HOST	ALBERTA PR	COVINCIPL LUPE COWA	FINACS
FROM VALLEY VIDE	(HAVERIS) DET	od (KINSBYS-	SCHAUER-
THIS APPORT WILL	A PA AND THE RESERVE AND THE PARTY OF THE PA	WORKING B	UPGET
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Operating costs are the costs of day-to-day operations.

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

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



## **Additional Information:**

Have you previously applied for grant from the M. D. of Greenview?
Yes No 🗸
List the last two grants your organization has received from the M.D. of Greenview
1. Amount \$Year
Purpose:
2. Amount \$ Year
Purpose:
Have you provided the M.D. of Greenview with a final completion report for grant funds received?
Yes No
If no, why has the report not been filed?
Have you applied for grant funds from sources other than the M.D. of Greenview?
Yes No
Have you received grant funds from sources other than the M.D. of Greenview?
If yes; who, purpose and amount?  COUNTY OF GR. PR - 15000 × 2 YERRS FOR OULD  FINALS +0 BE USED RS SPERATING
Have you performed any other fund raising projects? If yes; what and how much was raised?



Applicant Information:

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

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

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

Name	ROSS MATHOR
Signature	& Mathe
Address	RRISMON BOXE SONSHIMN TOHISCO
Telephone Number	780-5124116



## APPLICATION FOR GRANT FORM A - OPERATING

REVENUE		Previous Year Actual 20	Current Year Estimates 20	Next Year Proposal 20
1.	Fees	8		1111111111111111111
2.	Memberships	0		
3.	Other income (please list)			
4.	Grants (please list)			
5.	Donations (please list)			
6,	Interest Earned	0		
7.	Miscellaneous Income  Q.P. \$75 MEDE  TOTAL REVENUE	2500 5		
	(add up items 1-7)			
EXPENSES	W	<b>a</b> .		
8.	Honourariums/Wages/Benefits	7	-	-
9.	Travel Expenses	7	-	-
10.	Professional Development	8	-	-
11.	Conferences	0		
12.	Cleaning & Maintenance	<del></del>		
13.	Licensing Fees	5		
14.	Office Supplies	•		
15.	Utilities (phone, power, etc.)			
16.	Rent			
17.	Bank/Accounting Charges			
18.	Advertising			
19.	Miscellaneous			
20.	Capital Purchases (please list)			
	TOTAL EXPENSES (add up lines 8-20)			
	NET BALANCE			
	(subtract Total Expenses from Total Revenue)			
Cash on Hand Current Acco Savings Acco	unt Balance \$ ount Balance \$		Operating Loans Other Loans Accounts Payable	\$ \$ \$
Accounts Rec Inventory to I Buildings Furniture/Fix Land Equipment	Dec 31, 20 \$			

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

## Grande Prairie High School Rodeo Finals Budget 2015

## **Budget Expenses**

	NAME OF THE OWNER, THE	13 @ \$3,000	\$39,000
	Major Events		\$500
	Markmanship	2	\$500
	Queen		3300
	Building & Facilities		\$30,358
	en and decide		\$10,000
	Rough Stock	2 @ \$500x3 Days	\$3,000
	Pickup Men	2 @ \$500x3 Days	\$3,000
	Bullfighters Timed Event Stock	2 @ \$500%5 5545	\$12,000
	Timed Everit Stock		
	Timers	2 @ \$150x3 Days	\$900
	Judges	3 @ \$375x3 Days	\$3,375
	Timed Event Help	6 @ \$200x3 Days	\$3,600
	Canadian Sports Medicine Team	3 Days x\$1200	\$3,600
	Advertising Radio	The state of the s	\$5,000
	Program		?
	riogram		\$110,333
	Misc Expenses		\$10,000
	Wilde Experience		\$120,333
	A COMPANY OF THE PROPERTY OF T		
Bu	dget Income		
	Buckles & Saddles		\$40,000
	Chute Sponsors		\$10,000
	Pickup Man Sponsors		\$5,000
	Judges		\$3,375
	Timers		\$900
	Canadian Sports Medicine Team		\$3,600
	Gate	500 @ \$10	\$5,000
	Banquet		\$12,500
			\$80,375
			24000
	Paid to Date		\$45,000
	1 did to bate		492-375



#### APPLICATION FOR GRANT FORM B - CAPITAL

Purpose for Grant (please provide full description and detailed project budget);		
-		
stimate	d Completion Date;	
motes f	or Project (minimum of three quotes if available. Attach additional quotes if required):	
d		
1	Amount \$	
2	,	
	Amount \$	
3		
1	Amount \$	

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



## **Request for Decision**

SUBJECT: Sweathouse Community Centre – Funding Request

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

INT **MEETING DATE:** March 10, 2015 CAO: MANAGER:

**DEPARTMENT: Community Services** GM: DM PRESENTER: DM

INT FILE NO./LEGAL: LEGAL/ POLICY REVIEW: N/A

FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

STRATEGIC PLAN:

Provincial (cite) - N/A

Council Bylaw / Policy (cite) – N/A

#### RECOMMENDED ACTION:

MOTION: That Council approve grant funding to the Sweathouse Community Centre in the amount of \$20,000.00 plus the supply of 264 tonnes of aggregate, excluding trucking, for upgrades to the Sweathouse Community Centre parking lot, campground and approach, with funds to come from the 2015 Community Service Miscellaneous Grant.

#### BACKGROUND / PROPOSAL:

At the February 17, 2015 Committee of the Whole Meeting the Sweathouse Community Centre made a presentation in regards to requesting additional funding and services. The Committee of the Whole accepted for information the presentation and recommended to Council to make available an additional \$20,000.00 and the supply of aggregate. The supply of 264 tonnes of aggregate from Greenview will result in an approximate inkind value of \$5,800.00.

On November 12, 2014 Council approved a grant of \$50,000.00 to the Sweathouse Community Centre for the playground equipment and upgrades to the parking lot and campground.

The Community Service Miscellaneous Grant Fund as of March 9, 2015 is \$297,494.36.

#### OPTIONS - BENEFITS / DISADVANTAGES:

Options – Council has the option to deny the grant and supply of aggregate, approve one of the options, or alter the amount of either or both the grant and aggregate.

Benefits – The benefit of granting funds and aggregate to the Sweathouse Community Centre is that it will assist them to complete the upgrades to the parking lot, campground and approach.

Disadvantages - N/A

## COSTS / SOURCE OF FUNDING:

The source of the funding for the grant will come from the Community Service Miscellaneous Grant. The in-kind aggregate will come from the 2015 Operation Gravel Budget.

#### ATTACHMENT(S):

Sweathouse Community Centre – Presentation Documents at the Committee of the Whole, February 17, 2015.

Attention: Lianne Kruger

Fax 780-524-4307

Re: Sweathouse Community Centre

Delegation: Ken Mulligan Gary Havell

M.D. Council Meeting: February 17th, 2015



The following is a request from the Sweathouse Community Center to replace playground equipment, parking and camping area.

Playground equipment with the setup is \$53,355.96 - proposal from Adam Esch, Recreation Co-ordinator to replace playground equipment that was removed by M.D.

Catwork to strip topsoil and landscape to replace parking and camping that was taken away by M.D. water point.

Cat work - \$8,000.00

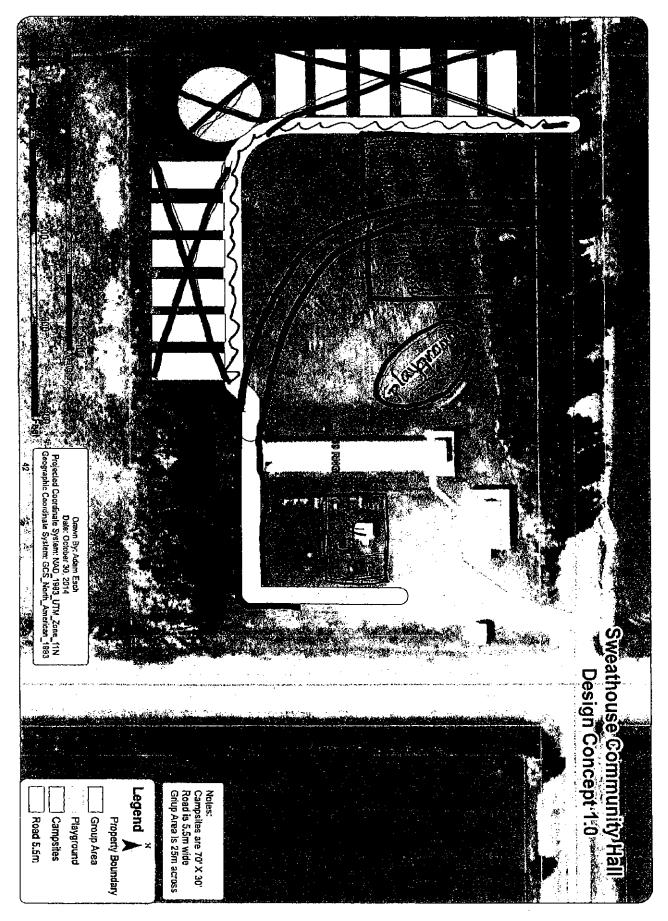
Roadmatting - \$3,500.00 including culvert

Total - \$11,500.00

Relandscape and fill in existing dugout which is a safety issue and if required by M.D. build a ditch for drainage for the water point.

Requesting the M.D. to supply the gravel for the road and parking area and for insulation of the approach to the township road. And \$15,000.00 to cover the extra costs.

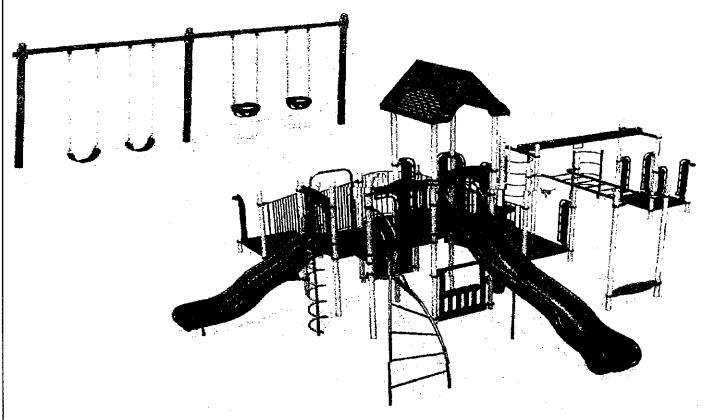
This will provide a safe environment for the children to play on the playground away from the waterpoint traffic. Also provides additional access for water point traffic.



# Sweathouse Community Hall Playground

Proposed Playground

06-Nov-14



Equipment manufactured by:

Playcraft

Design Configuration and Supply of Equipment by





## PLAYWORKS

We bring play to life

PlayWorks Inc. Edmonton (Head Office) 12824 -141 Street, Edmonton, AB T5L 4N8 Phone (780) 453-6903 Fax (780)454-5645

1-800-667-4264 info@playworks.ca www.playworks.ca

Calgary Phone 1-800-667-4264 info@playworks.ca

Saskatchewan

Phone (306) 244-2880 Fax (780) 454-5645 1-881-855-2880 allie@playworks.ca

<u>Manitoba</u>

Phone (204) 414-2990 Fax (204) 414-5265 jeff@playworks.ca

	Sweathouse Community Hall Pl	avaro	und	
	Adam Esch	Date	06-Nov-14	· · · · · · · · · · · · · · · · · · ·
	M.D. of Greenwood No. 16			*
	Box 1079		Phone	
	Valleyview,AB			
	TOH 3NO			
imment sve	plied by PlayWorks, Inc.	PlayWorl	ks Reference No.	<b>7</b> 57
ufacturer			e e e e e e e e e e e e e e e e e e e	
uracidi er	Description	QTY	Price/Unit	Total
/craft	6B457A Custom designed play structure PC2181 Single leg 8ft high swings with 2 belt/2 infant seats			29,360.00 2,435.00
		-	Sub Total Freight	31,795.00 2,520.00
			G.S.T. 5%	1,715.75
l for	Equipment sup	plied by F	PlayWorks, Inc.	36,030.75
allation of e	quipment by PlayWorks, Inc.			
	Installation by qualified contractor including concrete for post holes and travel expenses for work crew.			
			Subtotal	16,500.20
GST 5%				
	Total cost for installation of Equipment by PlayWorks, Inc. Contractor			
	Total Cost for the Supply and Installation of Play	ground l	Equipment	<u> </u>
	\$53,355.96			
s and Cond			· · · · · · · · · · · · · · · · · · ·	***************************************
	A sales agreement and a deposit will be required to order the ed Balance of equipment costs are due upon receipt.  Installation costs are due upon substantial completion.  Prices are valid for 30 days from the date of issue.	quipment		
Works, Rep	resentative Pat Zelenak			

















## **Request for Decision**

SUBJECT: **Murtron Hauling Gravel Supply** 

N/A

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** March 10, 2015 CAO: MANAGER: GM

DEPARTMENT: Infrastructure & Planning/Operations GM: GG PRESENTER: GM

INT LEGAL/ POLICY REVIEW:

FINANCIAL REVIEW:

**RELEVANT LEGISLATION:** 

FILE NO./LEGAL:

STRATEGIC PLAN:

Provincial (cite) - N/A

Council Bylaw / Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of 50,000 tonnes of gravel form Murtron Hauling, from the Goodwin Pit, in the amount of \$525,000, with funds to come from the 2015 Capital Gravel Budget.

### BACKGROUND / PROPOSAL:

Murtron Hauling has offered to sell Greenview 50,000 tonnes of gravel from a location that is well suited for our road maintenance operations. The rate offered from Murtron Hauling at the Goodwin Pit is \$10.50 per tonne, loaded and scaled. The four gradations of material will be stockpiled through various sites in Greenview.

### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – Council may choose to deny the purchase of gravel.

Benefits – The benefit of purchasing gravel from this source is that it gives Greenview a readily transportable source of gravel for our road maintenance operation and will maintain Greenview's gravel reserve.

Disadvantages – Greenview may be missing an opportunity to source gravel at a reasonable price if this purchase is not approved.

### COSTS / SOURCE OF FUNDING:

If the gravel purchase is approved, funding will be allocated from the 2015 Capital Gravel Budget.

### ATTACHMENT(S):

Product identification and costing from Murtron Hauling



PH: (780) 567-3612 FAX: (780) 567-3518 DISPATCH: (780) 876-5609

All products are available in the Goodwin Pit currently Pricing listed includes loading and scale

<b>Product</b>	Quantity
2-20	22,000
4-20	10,000
4-25	8,000
4-40	10,000

<b>Total Tonnes</b>	50.000
Rate/Tonne	\$ 10.50
Total\$	\$ 525,000.00

Sincerely,

Murray Head



## **Request for Decision**

SUBJECT: **Equipment Contractors Registry Rates.** 

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** March 10, 2015 **ACTING** DM MANAGER: GM

CAO:

**DEPARTMENT:** Infrastructure & Planning/Operations GM: PRESENTER: GG GM

INT FILE NO./LEGAL: LEGAL/ POLICY REVIEW:

STRATEGIC PLAN: FINANCIAL REVIEW:

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw / Policy (cite) - Equipment Hiring Policy - OP 07

RECOMMENDED ACTION:

MOTION: That Council approve Schedule "A" 2015 Greenview Equipment Contractor Registry Rates.

BACKGROUND / PROPOSAL:

Council has directed Administration as per Motion: 15.02.079 to revise the Equipment Hiring Policy as to create a list of contractor equipment rates based on a percentage of the Alberta Roadbuilders & Heavy Construction Association (ARHCA). Administration is recommending contractor equipment rates be set at 89% of the ARHCA for all equipment other than graders which are set at 75%, these rates reflect the 2014 average contractor rates. The proposed rates will reflect a positive and fair outcome for the majority of the contractors.

The proposed rates will allow Administration to publicly advertise for contracted equipment in a timely manner, prior to the revision of Policy OP07.

**OPTIONS - BENEFITS / DISADVANTAGES:** 

**Options** – Council may choose to approve or revise the percentage rates.

Benefits – The benefit of approving the revised rates is that transparency and fairness will be created for all contactors while working for Greenview.

Disadvantages – The disadvantage of not approving the revisions to the rates is that some contractors may choose not to make their equipment available largely based on historical data of equipment rates being higher. Administration does not feel that the revised rates will be a concern in obtaining contracted equipment.

COSTS / SOURCE OF FU	NDING:		
N/A			

## ATTACHMENT(S):

• Schedule "A" Equipment Contractors Registry Rates

### Schedule "A"

### 2015

### **Greenview Equipment Contractor Registry Rates**

Stock Pile	\$0.12 tonne/km plus \$1.00 BLF
Stock Pile FTR	\$0.14 tonne/km plus \$1.00 BLF
Grader	75% of ARHCA
Labour	\$38.00 per/hr
Chain Saw man	\$42.00 per/hr with saw
Crew Cab Truck	\$170 per/day
Service Truck	\$170 per/day

**BLF** = Basic Loading Factor.

Tandem Box Truck	\$110/hr
Tandem Truck Tandem Trailer	\$142/hr
Tandem Truck Quad Wagon	\$175/hr
Tridem Truck Quad Wagon	\$195/hr
Single Axle Box Truck	\$93/hr
Tridem Box Truck	\$129/hr
Tandem Truck Tridem Trailer	\$156/hr
Tridem Truck Tridem Trailer	\$176/hr

Gravel trucks operating on the Forestry Trunk Road will be compensated an additional \$10.00/hr.

All other hired contracted equipment not listed will be set at the rate of 89% of the ARHCA.



## **Request for Decision**

SUBJECT: **Golf Tournament Fundraising** 

N/A

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

INT **MEETING DATE:** March 10, 2015 **ACTING** DM MANAGER:

CAO:

INT **DEPARTMENT: CAO Services** GM: PRESENTER: DC

> INT LEGAL/ POLICY REVIEW:

> > FINANCIAL REVIEW:

RELEVANT LEGISLATION:

FILE NO./LEGAL:

STRATEGIC PLAN:

Provincial (cite) – N/A

Council Bylaw / Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council provide direction to Administration regarding the charity of their choice for the 2015 **Greenview Memorial Golf Tournament fundraising dollars.** 

### BACKGROUND / PROPOSAL:

The 2015 Greenview Memorial Golf Tournament will take place at the Grovedale Golf and Country Club on June 12, 2015. In selecting a charity for the tournament, it is recommended that Council choose an organization that doesn't already receive regular funding or grants from Greenview. Two potential charities which are active in Greenview and have direct contact with our residents have been identified and their proposals are attached:

- Caribou Child & Youth Centre
- **Grande Prairie Red Cross**

### **Caribou Child & Youth Centre**

The Caribou Centre operates out of the PACE office in Grande Prairie. They provide therapy and support services for children who have experienced abuse and/or witnessed other forms of violence. Staff are trained in forensic interview techniques and the centre provides a safe, child-friendly environment. The centre is equipped with audio/video recording equipment to support criminal investigation, be admissible in court and assist in treatment. Once a child and their non-offending family members are in contact with the centre, they are supported throughout their experience including ongoing counselling and follow-up care.

Caribou Centre is a great asset to the municipality. Their services are offered by referral from RCMP or Child and Family Services and they will accept clients from throughout Greenview. Multidisciplinary teams work with children in a setting that is non-threatening and acts as a single point of contact to assist them through the process. There are only three child advocacy centres in the province built around this multidisciplinary model, the other two are located in Edmonton and Calgary. Caribou House is the only centre located in a northern/rural setting.

The Caribou Centre has recently received provincial funding for a dedicated therapist. This funding will also allow a mental health therapist to travel to Valleyview, High Prairie and Peace River to provide therapy. There are families who travel great distances to access the specialized services and setting that the centre provides. Travel to Grande Prairie has been identified as a challenge for ongoing follow up with rural families, and the part time therapist will allow them to extend their services to more rural clients. A list of potential uses for fundraising and more information regarding Caribou Centre are provided in Attachment 1.

### **Grande Prairie Red Cross**

The Grande Prairie Red Cross provides services to individuals throughout northern Alberta, including Greenview. One of their lesser known programs is the Health Equipment Loan Program (HELP) which offers mobility, independence and safety to seniors and those recovering from illness or surgery in their own homes. Reusable health equipment is offered to individuals on a no-cost or donation basis. The equipment is offered by referral from health professionals and helps individuals to be self-sufficient and remain in their own homes longer. All items are sterilized and safe for use.

With construction of the Grande Prairie Regional Hospital, population growth in the region and an aging population, the Red Cross is preparing for increased demand for the HELP program in Grande Prairie and the surrounding areas. Individuals can access wheelchairs, walkers, bath transfer benches/chairs, commodes, raised toilet seats, and pediatric equipment. Funds raised for the HELP program would support purchase of additional equipment and volunteer education and training for the expanded program. Further details on the Red Cross HELP program are provided in Attachment 2.

### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – Council may choose either of the charities listed above, or suggest another charity of their choice. Administration has had preliminary conversations with both organizations and they are interested in working with Greenview and participating in the golf tournament. Further research would be necessary if another charity is recommended, which would delay the process of sending out invitations for the event.

**Benefits** – Each charity offers direct benefits to residents of Greenview and area. We can be proud to organize a fundraising golf tournament with either organization.

**Disadvantages** – There are no perceived disadvantages of selecting either recommended charity.

COSTS / SOURCE OF FUNDING:

Council has allocated funds in Budget 2015 for the costs of providing the golf tournament. We will also charge an entry fee which could be dedicated directly to the charity. Sponsorship will also be sought for additional fundraising.

### **ATTACHMENTS:**

- 1) Caribou House Proposal
- 2) Red Cross Health Equipment Loan Program



The Caribou Child & Youth Centre opened in 2012, as the second child advocacy centre in the province of Alberta. The Caribou Centre is located in northern, rural Alberta, making us a unique adaptation of the larger city advocacy centres.

The Caribou Centre serves a large demographic area, which includes the City & County of Grande Prairie, and also supporting the greater NW region.

In 2013 the Caribou Centre completed 77 forensic interviews, and last year saw a 28% increase, completing 99 interviews. On a per

capita basis, our centre provides a much needed service for our local community, as well as assisting with needs throughout the Region.

### **Caribou Child & Youth Centre**

Located in Grande Prairie, Alberta

Lois ROTH - Program Coordinator

Contact: 780-814-7223

Email: cariboucentre@pacegp.ca

**WHO WE ARE:** We have a committed, comprehensive multidisciplinary team that works together to provide the best possible services for children and their families. Intervention and treatment in child abuse cases is strengthened when agencies work toward common goals, which include support services for the child, and holding offenders accountable. Our team consists of: RCMP, Child Family Services, PACE, Grande Prairie & District Victim Services, as well as Crown prosecution.

**WHY WE'RE HERE:** Prior to child advocacy centre's coming into existence, children who disclosed sexual abuse, physical abuse, and/or those who may have witnessed other types of violence, were treated the same as adults. Children were required to tell of their experience over and over as they met independently with police, child protection services, medical personnel, victim advocates, crown prosecutors, and perhaps other service providers as well. This experience was often frightening for the victim, and created additional stresses and confusion for their family.

The Caribou Centre was designed to provide a safe and comfortable environment where children could disclose abuse, thus, reducing the trauma, stress and anxiety for these young people. The Centre is equipped with audio/video recording systems that support a criminal investigation, are admissible in court, and benefit the partner agencies. The centre seeks to provide children and their families with one single point of contact to assist them throughout the process; from initial disclosure, through investigation, court proceedings, and any ongoing support or treatment that is necessary. Our goal is to ensure that children are not re-victimized by the very systems designed to protect them.

We know that disclosure is only the beginning of the journey for a victim and his/her family. There may also be a criminal investigation, lengthy court proceedings and trial to be completed. Parents and Caregivers often wonder: Where do we go from here? How can I help my child/family through this process? What are the next steps? How do we begin healing?

Beginning in 2015 - The Caribou Centre is pleased to have received 3 years provincial funding through Alberta Justice and Solicitor General to hire a full time dedicated children's therapist that will begin working with victims and their families. In addition to the full time therapist at the Centre, we will also be extending children's therapy services (part time) to three communities in our region: High Prairie, Peace River and Valleyview. We believe that everyone dealing with, or experiencing crisis and trauma has the right to access skilled, caring, and professional services.

The Caribou Centre is housed within the PACE building, which greatly reduces overhead cost of rent, utilities and some office supplies. Currently the Caribou Centre operates with only one paid staff position, which is funded through the province. The monies provided cover salary and basic operational expenses, leaving very little unrestricted funding available for items that may need to be replaced or repaired. For unforeseen expenses (major replacement of damaged items) and /or items that have normal wear and tear needs; we must rely upon donations and gift in kind.

### HOW MIGHT WE USE THE GOLF TOURNAMENT FUNDS?

- Replacement / Updating / Purchase of toys for the children and teen rooms
- Replacement / Updating / Purchase of furnishings or equipment for the children and teen rooms
   (ie: television, DVD player, video games, table and chairs, etc)
- Creating / Printing/ Distributing of educational materials, resources & handouts for parents, caregivers and community members
- Creating a data base for the Centre that would assist with reporting, monitoring and tracking of client files and outcomes
- Improving and updating our current website
- Each child that is interviewed at the Caribou Centre is permitted to choose one small gift or toy
   before they leave. This is a thank you for their courage and bravery.
- As well, throughout the year, our therapists acknowledge children's birthdays or other special occasions with a small gift. We rely 100% on donations for these items.

OUR RENOVATION PROJECT: When the Caribou Centre opened in 2012 we completed renovations for the main advocacy centre and office area. However, with the provincial funding now available to hire a therapist, we are embarking on another major renovation project that would develop the "therapy wing" of the centre. This includes paint and flooring, as well as setting up, furnishing and equipping the therapists' office, children's therapy room, and waiting area for parents. At present, we have secured funds that would cover these basic costs – but again, will not have any extra funds for item replacement, "wish list" items, or additional expenses.

The Caribou Child & Youth Centre would consider it a privilege to be a beneficiary of the **2015 MD of Greenview Charity Golf Tournament**.

lf	f you require any	additional info	rmation or cla	arification, pleas	se do not hesi	tate to contact me

Sincerely;

Lois ROTH Caribou Child & Youth Centre 780-814-7223





## For more information, please contact:

Shelley Braiden, Annual and Appeal Manager 9931 106 Street, Edmonton, Alberta T5K 1E2

Tel: 780-702-4160 | Email: shelley.braiden@redcross.ca

Web: www.redcross.ca/alberta

Charitable Registration Number: 119219814RR0001

### **The Red Cross**

The Canadian Red Cross (CRC) is a member of the International Red Cross and Red Crescent Movement, which includes the International Federation of Red Cross and Red Crescent Societies, the International Committee of the Red Cross and 190 National Red Cross and Red Crescent Societies. We are the leading humanitarian organization in the world and have been responding to disasters worldwide for more than a hundred years.

The Canadian Red Cross focuses on the vulnerable...those individuals, households or communities "at risk" from situations related to injury, illness, abuse and neglect, violence, disaster and/or deteriorating socio-economic conditions. Particular emphasis is given to those with the fewest resources and capacities to cope effectively with such threats.

### **HELP – Health Equipment Loan Program**

Canadian Red Cross works hard to advance health care opportunities for our community's seniors and the injured. Our **Health Equipment Loan Program** (HELP) provides basic health equipment to Canadians for more than 60 years to support and maintain the independence of this vulnerable population of society.

It all began in 1946 in response to the needs of returning WW II veterans and since it has grown steadily and is now available in Alberta, British Columbia, Ontario, the Maritime Provinces and Newfoundland.

We provide clean, safe, recycled, basic health equipment (i.e. walkers, wheelchairs, patient transfers and pediatrics) to those recovering from illness or injury in the comfort of their own home. It is available free-of-charge or by-donation, so you can see how **HELP** is a cost – efficient and proven way to remove pressure on health care budgets while preserving human dignity and independence.

Our aim is to enable clients with mobility limitations to live safely at home. HELP clients include people recovering from illness or surgery, people with disabilities and people in the last stages of life. Approximately 70% of our clients are over 65 years old.

According to Statistics Canada, Canadians age 65 and older are expected to increase by 95% by 2036, which makes programs like Red Cross's Health Equipment Loan Program even more vital. Our statistics are clear: wherever the population of seniors in a community increases, the need for basic and advanced health equipment grows with it.

Thanks to donors, local funders and partners, along with the support of dedicated volunteers and staff, the HELP program empowers thousands each year to live more independently. HELP also plays a sometimes overlooked but very important role in the diversion and recycling of used equipment otherwise destined for landfill.

### **Red Cross HELP Program in Alberta**

Alberta is the largest provider of equipment loans in Canada. We currently have six locations in Alberta (Grande Prairie, Edmonton, Red Deer, Calgary, Lethbridge and Medicine Hat).

Clients are referred to HELP by health professionals throughout the province that include doctors, nurses, chiropractors, physiotherapist and occupational therapists working in community and institutional settings.

Last year we loaned more than 48,728 pieces of health equipment to over 23,193 Albertans. In the near future, we anticipate demand will increase by 30 per cent.

### Red Cross HELP Program in the Northern Alberta/Grande Prairie Region

We fully anticipate, with the construction of the Grande Prairie Regional Hospital, the demand for these services will grow substantially in the region. Our plan is that by the time the hospital is complete in 2017 we will have significantly expanded and enhanced the local HELP program through the acquisition of more equipment and the increased recruitment, and training of more volunteers for our HELP Depot.

We cannot succeed alone. Our ill, injured and senior population depend on your support. Together, we can build capacity to expand this program that will serve your communities and ensure we have the resources available to provide this humanitarian assistance that so many rely upon.

We invite Municipal District of Greenview No. 16 to support the Red Cross Health Equipment Loan Program in Alberta to meet the following needs:

### 1. Health Equipment:

We need to purchase the following equipment to meet increasing demands of our growing and aging population:

Wheelchairs	Commodes
Walkers	Raised Toilet Seats
Bath transfer benches/chairs	Pediatric Equipment

### 2. Volunteer Education & Training:

This plan for the expansion of the HELP volunteer training program is highly critical. We are committed to developing an ongoing client service training program for volunteers in the region and your support will ensure volunteers continue to be recruited, trained, inspired and motivated.

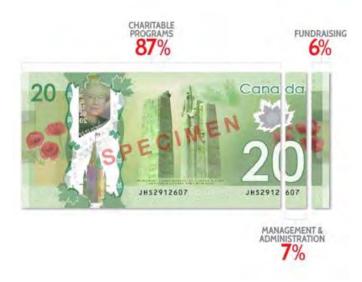
### **HELP Benefits**

- Maintains and improves clients' independence in their community-based or home setting
- Assist those who need to use equipment for the short-term, while recovering from surgery, illness or injury
- Improves services for palliative clients who want to spend their final days at home
- Provides equitable access to clean, safe basic medical equipment
- Offers an opportunity to try out equipment and provides the option for the health professional involved to request a different model of equipment if more appropriate
- Introduces all of our other Red Cross prevention programs into communities, including RespectEd: Violence & Abuse Prevention, First Aid, Swimming & Water Safety Training or Disaster Preparedness Education.

### **Red Cross Qualifications**

For 100 years the Canadian Red Cross has been working to improve the lives of vulnerable people across Canada and has been providing health equipment loans for over 60 years. Our cleaning and disinfection protocols are widely recognized as being industry-best standard and are often approached to share our protocols with health authorities and similar bodies. We have developed a formal training program for our technicians who clean and repair the equipment and we have national policies and procedures that cover all aspects of program operations.

The Canadian Red Cross has a strong commitment to being accountable and transparent to our donors and partners. In 2014, once again we earned a grade of A+ in charity efficiency, fundraising efficiency, governance and transparency from *Money Sense Magazine* – *Canadian Charity Rating Report* as well as the highest **4 Star Rating** from the group Charity Intelligence for financial transparency, accountability and <u>cost-efficiency</u>.



### Conclusion

Thank you for allowing us the opportunity to submit this proposal to you. We believe that a partnership between Municipal District Greenview No. 16 and the Canadian Red Cross will be extremely beneficial.

The Canadian Red Cross is dedicated to improving the situation of the most vulnerable people in your community; similarly, you pride yourselves on the work you do to enrich the lives of your citizens and improving the well-being of your communities.

Our goal is to form a mutually-beneficial relationship with you which will encompass our common interests. The Canadian Red Cross looks forward to this opportunity to cultivate this partnership with you.





## **Request for Decision**

SUBJECT: 2014 Capital Budget Carryovers to the 2015 Capital & Operational Budget

SUBMISSION TO: **Regular Council Meeting** REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** February 24, 2015 CAO: MH MANAGER: INT

DFPARTMENT: Corporate Services/Finance GM: RO PRESENTER: RO

FILE NO./LEGAL: File Number, Legal or N/A. LEGAL/ POLICY REVIEW: INT

**STRATEGIC** FINANCIAL REVIEW:

PLAN:

### RELEVANT LEGISLATION:

Provincial (cite) – MGA, RSA 2000, Chapter M-26; Section 248(1) "A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by Council."

MGA, RSA 2000, Chapter M-26; Section 243 (2) "An operating budget must include the estimated amount of each of the following sources of revenue and transfers" (i) "any other source"

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

### RECOMMENDED ACTION:

MOTION: That Council direct Administration to carryover \$1,805,560.00 from the 2014 Capital Budget into the 2015 Capital Budget.

MOTION: That Council direct the Chief Administrative Officer to transfer funds from one Water Point Capital Budget to another Water Point Capital Budget, if necessary, conditional upon there being sufficient budgeted funds within the combined 2015 Water Point Capital budgets to do so.

### BACKGROUND / PROPOSAL:

During the 2015 Budget development these 2014 capital budget item budget balances were not accurately determined and carried forward into the 2015 capital budget as it was believed that these projects would be completed in 2014. Except for the Grovedale Service Shop Capital Budget, this item was carried forward but the estimated amount remaining from 2014 was off by \$288,851.00. Staff has identified the amount that was left in the 2014 budget and need Council's approval to transfer the 2014 funds to the 2015 capital budget to ensure that the budget stays on track.

Administration now understands that these projects were near completion at the end of 2014, but there are still expenditures expected for these projects in 2015. As such, Administration needs Council's approval to carryover the funds remaining in the 2014 capital budget to ensure that there are sufficient funds allocated in the 2015 capital budget to pay for these 2015 capital expenditures.

Administration will develop a more efficient process to identify capital expenditure carryovers during the 2016 budget preparations. This process may include changes to the capital budget carryovers just before the final Council budget approval to ensure we capture previous year's carryovers for projects that may be substantially complete in the current year, but may have invoices submitted by contractors in the following year.

### **OPTIONS - BENEFITS / DISADVANTAGES:**

Options - Council may decide not to approve the 2014 capital budget carryovers. This decision is not recommended due to these projects being near completion and the need to pay the contractors for the work they have completed.

Benefits – Approving the transfer of these funds from the 2014 capital budget to the 2015 capital budget will allow the projects to be completed with funds coming from 2014 approved funding. By Council granting permission to the Chief Administrative Officer to transfer funds between the projects, it will allow Administration to efficiently transfer the appropriate amount of funds if necessary.

**Disadvantages - None.** 

COSTS / SOURCE OF FUNDING:

If Council carries the motions noted above, the funds will be carried from the 2014 Capital Budget into the 2015 Capital Budget.

### ATTACHMENT(S):

- Detailed List of 2014 Proposed Budget Carryovers
- Copies of the 2014 Project Data Sheets
- 2014 Contract Award RFD

2014 Capital Budget carryovers	20	015 Capital Budget Addition
Grovedale Service Shop	\$	288,851.00
Little Smoky Water Point	\$	186,893.00
New Fish Creek Water Point	\$	39,089.00
Sunset House Water Point	\$	109,037.00
Sweathouse Water Point	\$	96,756.00
DeBolt Water Distribution	\$	42,726.00
Grovedale /Landry Height Hydrology Report	\$	33,810.00
Ridgevalley Underground Water System	\$	42,672.00
Grovedale Lagoon & Lift Station	\$	475,314.00
Ridgevalley Collection System Rehab	\$	290,526.00
Ridgevalley Lift Station Standby Generator	\$	54,588.00
New Fish Creek Transfer Station Upgrades	\$	77,088.00
Transfer Station Bin Replacement	\$	43,010.00
Transfer Staion E-Waste Storage Facility	\$	25,200.00
Total Carryovers for this RFD	\$	1,805,560.00
	1	

Department:	GREENV Water Supply	Project #:	FORM ESWLSWP	
Department.	vvaler Supply	_ Project #.	ESVILSVIF	
Year:	2014	_ Project Name:	Little Smoky Wate	r Point
		Description & Bend		
•		d filtration system to provi		
Smoky. Installation of	ph metre, maganese, iro	n metre & data logger. Al	I required by Alberta En	vironment.
	Co	uncil Strategy/Goal		
Strategy: Greenview v		and encompassing levels	of services through its u	tilities that are
	-	op a Greenview Utility Ma	_	
plans for each populat	tion area served.			
	Pro	ject Funding/Costs		
Funding Source:		nject i unumg/costs		
Types of Funding:				Dollar Amount:
Grants:				\$226 625 00
Reserves: Utility Revenue:				\$226,625.00
Tax Revenue:			T	<b>****</b>
			Total Funding:	\$226,625.00
Costs: Type of Cost:				Dollar Amount:
<u> </u>				Bollar 7 timodrit.
2013 Little Smoky	Water Point Carry C	Over		\$226,625.00
			Total Cost:	\$226,625.00
			. 3.0. 3031.	<del>\$223,020.00</del>
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Design Start: Project Start:	01-01-2014 01-01-2014	_ Design End: Project End:	31-12-2014 31-12-2014	
i i Oject Start.	01-01-2014		01-12-2014	

<b>D</b>		VIEW PROJECT		
Department:	Water Supply	Project #:	ESWNFCWP	
Year:	2014	Project Name:	New Fish Creek V	Vater Point
	Projec	ct Description & Ben	efits	
will provide Greenvie		ill connection to one prefab Fish Creek area with a relia idelines (CDWSG).		. 0
	C	ouncil Strategy/Goal		
Strategy: Greenview i		t and encompassing levels		ıtilities that are
		elop a Greenview Utility Ma	_	
plans for each popula				3
Funding Source:		roject Funding/Costs		
Types of Funding:	•			Dollar Amount:
Grants:				Bonar Firmount.
Reserves:				
Utility Revenue:				<b>#</b> 505 000 00
Tax Revenue:			Total Funding:	\$525,000.00 <b>\$525,000.00</b>
Casta				Ψ020,000100
Costs: Type of Cost:				Dollar Amount:
0044 Nov. Field 0	na ala Matan Daint			<b>#</b> === 000 00
2014 New Fish C	reek water Point			\$525,000.00
			Total Cost:	\$525,000.00
		Sabadula	:	
Design Start:	01-01-2014	Schedule Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	
•		<i>,</i>		

	CDEEN	VIEW PROJECT		
Department:	Water Supply	Project #:	ESWSSHWP	
Department.	Water Cupply		LOVVOOLIVVI	
Year:	2014	Project Name:	Sunset House W I	P Upgrades
	Projec	ct Description & Bene	efits	
will provide the commu Drinking Water Safety Strategy: Greenview w planning and developn	ith an automatic truck fiunity of Sweathouse wit Guidelines (CDWSG).  Cuill build and maintain a ment. Goal: Develop a County of Sweathouse with a subject of the county o	ill connection to one prefabilith a reliable source of potale source of potale ouncil Strategy/Goal sustainable infrastructure refreenview Utility Master platable water sources, water	ricated water filtration plobe water that meets or enter that meets or enterthal meets or enterthal meetwork while ensuring so	exceeds Canadian safe and equitable term utility plans
	Dr	toject Funding/Costs		
Funding Source:	Pr	roject Funding/Costs		
Funding Source:  Types of Funding:  Grants: Reserves:	Pr	oject Funding/Costs		<u>Dollar Amount:</u>
Types of Funding:	Pr	oject Funding/Costs	Total Funding:	Dollar Amount: \$552,000.00 \$552,000.00
Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:  Costs:	Pr	roject Funding/Costs		\$552,000.00 <b>\$552,000.00</b>
Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:	Pr	oject Funding/Costs		\$552,000.00
Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:  Costs:	Pr	oject Funding/Costs		\$552,000.00 \$552,000.00 Dollar Amount:
Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:  Costs: Type of Cost:	Pr	oject Funding/Costs		\$552,000.00 <b>\$552,000.00</b> Dollar Amount:
Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:  Costs: Type of Cost:	Pr	oject Funding/Costs		\$552,000.00 \$552,000.00 Dollar Amount: \$552,000.00
Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:  Costs: Type of Cost:	Pr		Total Funding:	\$552,000.00 \$552,000.00 Dollar Amount: \$552,000.00
Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:  Costs: Type of Cost:	01-01-2014	Schedule Design End:	Total Funding:	\$552,000.00 <b>\$552,000.00</b>

	GREENV	IEW PROJECT	FORM	
Department:	Water Supply	Project #:	ESWSHWP	
Year:	2014	Project Name:	Sweathouse Water	Point Upgrades
	Project	Description & Bene	efits	
	th an automatic truck fill inity of Sweathouse with	connection to one prefabre a reliable source of potable	ricated water filtration pl	. 0
planning and developm	ill build and maintain a s nent. Goal: Develop a Gr ea served, including pota	suncil Strategy/Goal sustainable infrastructure r reenview Utility Master pla able water sources, water	network while ensuring s an that will include long t treatment, and water dis	term utility plans
	Pro	pject Funding/Costs		
Funding Source:  Types of Funding:  Grants: Reserves:				<u>Dollar Amount:</u>
Utility Revenue: Tax Revenue:			Total Funding:	\$543,000.00 <b>\$543,000.00</b>
Costs: Type of Cost:				<u>Dollar Amount:</u>
2013 ESWSHWP				\$543,000.00
			Total Cost:	\$543,000.00
		Schedule		
Design Start:	01-01-2014	Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	

	GREEN	VIEW PROJECT	FORM	
Department:	Water Supply	Project #:	ESWDBUWS	
Year:	2014	Project Name:	DeBolt Water Dist	ribution
	Projec	ct Description & Bene	efits	
•	-	in loops, line valves and instater pressure fluctuations.	-	
Clark Carrie		ouncil Strategy/Goal	· Committee of the	1992 - 11 - 1
0,	on's needs. Goal: Deve	and encompassing levels Plop a Greenview Utility Ma	· ·	
	Pr	oject Funding/Costs		
Funding Source:  Types of Funding:  Grants:				<u>Dollar Amount:</u>
Reserves: Utility Revenue:				268,577.00
Tax Revenue:	NIL		Total Funding:	\$268,577.00
Costs:				Dallandana
Type of Cost:				<u>Dollar Amount:</u>
2013 DeBolt Wate	r Distribution Carry	Over		\$268,577.00
			Total Cost:	\$268,577.00
		Sobodule		
Design Start:	01-01-2014	Schedule Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	

## **GREENVIEW PROJECT FORM ESWHYDROST Department:** Water Supply Project #: Year: Project Name: Hydrology Report 2013 Carryover **Project Description & Benefits** Water well exploration to be carried out throughout Greenview in search of sustained high yield, high quality potable water wells. Council Strategy/Goal Strategy: Greenview will provide cost efficient and encompassing levels of services through its utilities that are responsive to the region's needs. Goal: Develop a Greenview Utility Master Plan that will include long-term utility plans for each population area served. **Project Funding/Costs Funding Source:** Types of Funding: Dollar Amount: Grants: Reserves: 149,557.00 Utility Revenue: Tax Revenue: **Total Funding:** \$149,557.00 Costs: Type of Cost: **Dollar Amount:** 2012 Carryover Grovedale/Landry Heights Hydrology Rpt. ESWHYDROST \$19,557.00 2013 Carryover Grovedale/Landry Heights Hydrology Rpt. ESWHYDROST \$130,000.00 \$149,557.00 **Total Cost: Schedule Design Start:** 31-12-2014 01-01-2014 Design End:

**Project End:** 

31-12-2014

**Project Start:** 

01-01-2014

	ODEEN			
		VIEW PROJECT		
Department:	Water Supply	Project #:	ESWRVUWS	
Year:	2014	Project Name:	Ridgevalley Unde	rground
	Projec	t Description & Bene	efits	
Replace water mains, Ridgevalley Infrastruct	•	pping system where require	ed. Upgrades are basec	d on the 2011
	C	ouncil Strategy/Goal		
03	on's needs. Goal: Deve ion area served.	and encompassing levels lop a Greenview Utility Manager Eurodinal Costs	ster Plan that will includ	
Course	Pro	oject Funding/Costs		
Funding Source:  Types of Funding:				Dollar Amount:
Grants: Reserves: Utility Revenue:				\$655,077.00
Tax Revenue:			Total Funding:	\$655,077.00
Costs:				Dollar Amount
Type of Cost:				<u>Dollar Amount:</u>
-		ound Water System Es ound Water System Es		\$148,300.00 \$506,777.00
			Total Cost:	\$655,077.00
Design Start:	01-01-2014	Schedule  Design End:	31-12-2014	
Project Start:	01-01-2014	Design Lind: Project End:	31-12-2014	

	CDEEN	VIEW PROJECT	EODM .	
Department:	Wastewater	Project #:	ESSGDLG	
Year:	2014	Project Name:	Grovedale Lagoor	n and Liftstation
Completion of the Cro		ct Description & Bene	efits	
Completion of the Gro	vedale Liit Station.			
		ouncil Strategy/Goal		
		sustainable infrastructure r Greenview Utility Master pla	_	-
	•	llection, treatment and disp	•	term utility plans
	•	·		
Funding Source:	Pi	roject Funding/Costs		
Types of Funding:				Dollar Amount:
Grants: Reserves:				\$631,169.00
Utility Revenue:				ψ051,109.00
Tax Revenue:			Total Funding:	\$631,169.00
Costs:			Total I ulluling.	Ψ031,103.00
Type of Cost:				Dollar Amount:
2012 Cammina (2)	may a dala 1 ift Otation	_		<b>#</b> 004 400 00
2013 Carryover G	rovedale Lift Station	n		\$631,169.00
			Total Cost:	\$631,169.00
		Sabadula	. 3 (4) 3 (5)	<del>+ + + + + + + + + + + + + + + + + + + </del>
Design Start:	01-01-2014	Schedule Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	

	GREEN	IVIEW PROJECT	FORM	
Department:	Wastewater	Project #:	ESSRVCSRH	
Year:	2014	Project Name:	Ridgevalley Collec	ction Rehab
	Proje	ct Description & Bene	ofits	
Project Description & Benefits  To repair and replace sections of the collection system where the line is undersized, there is root intrusion and where there are non factory services. This will eliminate inflow and infiltration problems in the collection system.  Council Strategy/Goal  Strategy: Greenview will provide cost efficient and encompassing levels of services through its utilities that are responsive to the region's needs. Goal: Develop a Greenview Utility Master Plan that will include long-term utility				
plans for each populat				
	Р	roject Funding/Costs		
Funding Source:  Types of Funding: Grants: Reserves: Utility Revenue: Tax Revenue:			Total Funding:	<u>Dollar Amount:</u> \$750,749.00 <b>\$750,749.00</b>
Costs:				
Type of Cost:				<u>Dollar Amount:</u>
,		on System Rehab ESSI Rehab ESSRVCSRH	RVCSRH	\$319,015.00 \$431,734.00
			Total Cost:	\$750,749.00
		Schedule		
Design Start:	01-01-2014	Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	

	CDEEN	IVIEW PROJECT	EODM	
Department:	Wastewater	Project #:	ESSRVLSSPG	
2 opai illionii				
Year:	2014	Project Name:	Ridgevalley Stand	lby Power
<del>-</del>		ect Description & Bene		. =1.
		oower for both the Water Trea have access to fresh water a		
		Council Strategy/Goal		
	on's needs. Goal: Dev	nt and encompassing levels velop a Greenview Utility Mas	•	
	F	Project Funding/Costs		
Funding Source:				Dollar Amount
<u>Types of Funding:</u> Grants:				<u>Dollar Amount:</u>
Reserves: Utility Revenue:				\$50,000.00
Tax Revenue:				\$5,000.00
			Total Funding:	\$55,000.00
Costs: Type of Cost:				<u>Dollar Amount:</u>
2012 Ridgevalley 2014 Ridgevalley	•	•		\$50,000.00 \$5,000.00
			Total Cost:	\$55,000.00
		Schedule		
Design Start:	01-01-2014	Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	

	GREEN	IVIEW PROJECT	FORM	
Department:	Solid Waste	Project #:	ESLNFCTSUP	
Year:	2014	Project Name:	New Fish Creek Tran	nsfer Stn Upgrade
	Proje	ct Description & Bene		, 0
Design complete with	<u> </u>	ction to be completed 2014.		verall recycling
services.	apg. a a co a ma comen a c	nion to so completed 20 m	<b>o</b> pg.auco top. o to c	
		Council Strategy/Goal		
Strategy: Greenview w		a sustainable infrastructure r		safe and equitable
		Greenview Utility Master pla	_	-
	•	aste management which end	•	J .
and landfill.	·			
	P	roject Funding/Costs		
Funding Source:				
Types of Funding:			1	<u>Dollar Amount:</u>
Grants: Reserves:				112,777.00
Utility Revenue:				112,777.00
Tax Revenue:				
			Total Funding:	\$112,777.00
Costs:				
Type of Cost:				<u>Dollar Amount:</u>
2012 Now Fish Cr	ack Transfor Static	on Upgrades ESLNFCT	TOI ID	¢442.777.00
ZUTS INEW FISH ON	BEK Hallster Static	on Opyraues Locivi or	1305	\$112,777.00
			Total Costs	¢442 777 00
			Total Cost:	\$112,777.00
		Schedule		
Design Start:	01-01-2014	Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	

	GREEN	NVIEW PROJECT	FORM	
Department:	Solid Waste	Project #:	1 011111	
	0044		Transfer Din repla	
Year:	2014	Project Name:	Transfer Bin repla	cement
To replace the environ	mental waste transfer	bins, using updated design.	10 hins used throughou	ir the M.D. 2013
new operator friendly		bills, using apaated design.	10 bills used throughou	II (IIG WI.D. 2010
, -	Ç			
Stratagu: Croonviou v		Council Strategy/Goal	notwork while oncuring	sefe and equitable
		a sustainable infrastructure r Greenview Utility Master pla	<u> </u>	-
	•	vaste management which end	•	• •
and landfill.				
	F	Project Funding/Costs		
Funding Source:				Dallar Amount
<u>Types of Funding:</u> Grants:			ı	<u>Dollar Amount:</u>
Reserves:				\$150,000.00
Utility Revenue:				
Tax Revenue:			Total Funding:	\$450,000,00
			Total Funding:	\$150,000.00
Costs: Type of Cost:				<u>Dollar Amount:</u>
Type or Cost.				Dollar Amount.
2013 Transfer Bin	Replacement Car	rry Over		\$150,000.00
			Tatal Costs	£450,000,00
			Total Cost:	\$150,000.00
		Schedule		
Design Start:	01-01-2014	Design End:	31-12-2014	
Project Start:	01-01-2014	Project End:	31-12-2014	

### **GREENVIEW PROJECT FORM** Solid Waste **ESNFCWSF Department:** Project #: Year: **Project Name:** Transfer Station E-Waste Bldg 2014 **Project Description & Benefits** Construct additional storage space for small appliances and home office equipment should the Provincial Government go to Phase II of the recycling program at the Transfer Stations. Council Strategy/Goal Strategy: Greenview will build and maintain a sustainable infrastructure network while ensuring safe and equitable planning and development. Goal: Develop a Greenview Utility Master plan that will include long term utility plans for each population area served, including waste management which encompasses recycling, transfer stations and landfill. **Project Funding/Costs Funding Source:** Types of Funding: Dollar Amount: Grants: Reserves: 20,000.00 Utility Revenue: Tax Revenue: \$25,000.00 **Total Funding:** \$45,000.00 Costs: Type of Cost: **Dollar Amount:** 2012 Carry Over New Fish Creek E Waste Storage ESNFCEWSF 20,000.00 2014 Transfer Station E Waste Storage ESNFCEWSF Completion 25,000.00 \$45,000.00 **Total Cost: Schedule Design Start:** 01-01-2014 Design End: 31-12-2014

**Project End:** 

31-12-2014

**Project Start:** 

01-01-2014



## **Request for Decision**

4806 - 36 Avenue, Box 1079, Valleyview AB T0H 3N0 T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608

SUBJECT: **Grovedale Shop Tender Results** 

SUBMISSION TO: Regular Council Meeting REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** July 22, 2014 CAO: MΗ MANAGER: WB

**DEPARTMENT:** Infrastructure & Planning/Operations GM: GG PRESENTER: **WB** 

INT FILE NO./LEGAL: File Number, Legal or N/A. LEGAL/ POLICY REVIEW:

INT STRATEGIC PLAN: FINANCIAL REVIEW:

### **RECOMMENDED ACTION:**

MOTION: That Council award Abtec Construction the contract to build the new operations maintenance shop in Grovedale in the amount of \$1,385,000.00 with site preparation and contingency to be included for an upset limit of \$1,623,500 to be funded from the 2014 Capital Budget

### BACKGROUND / PROPOSAL:

The 2014 budget held \$1,700,000 for the construction of a new operations department shop to be located in the Greenview yard in Grovedale. Terms of Reference were developed and requests for tenders were advertised on the Alberta Purchasing Connection. Two tenders were received from qualified companies in the area. The Terms of Reference stipulated that the project will be a Design Build project and that the successful tender will be responsible for the construction which includes the design, construction, permitting, and all other required item's to turn over a ready to use building to Greenview.

Contractor	Bid
ABTEC Construction Ltd.	\$ 1,385,000.00
Southwest Design & Construction Ltd.	\$ 2,129,475.00
Site Preparation (By Others)	
Electrical, water, sewer,	
site prep gravel base & final	\$ 100,000.00
landscaping	
contingency	\$138,500.00
Total	
ABTEC Construction, Site Prep &	\$ 1,623,500.00
contingency	\$ 1,623,500.00

### **OPTIONS - BENEFITS / DISADVANTAGES:**

**Options** – To delay the project for one or more years, approve the second lowest tender or to cancel the project.

Benefits – The current facility is too small to accommodate the expanding requirements of the operations department in the area and with the Council initiative to take on the winter maintenance of Highway 666 extra space is required.

## Disadvantages – N/A

COSTS / SOURCE OF FUNDING:

Costs for this project were included in the 2014 Capital Budget.

## ATTACHMENT(S):

Building design drawings



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16 "A Great Place to Live, Work and Play"

# CAO's Report

**Function:** CAO

Date: March 10<sup>th</sup>, 2015

Submitted by: Mike Haugen

### Local Government Administrators' Association (LGAA)

The LGAA holds their conference annually in March in Red Deer. The conference is attended predominantly by CAOs and municipal staff from Alberta and delegations from fraternal organizations from other Provinces.

I spoke as part of a panel on municipal recruitment and retention. Other panellists included representatives from recruitment companies and the AAMD&C. The audience consisted of approximately 100 people and provided an excellent venue to promote Greenview and share organizational successes with others in the industry.

### Legal

I met with Greenview's legal Counsel for two days. I will provide additional detail during the In Camera session.

### **Community Development Initiative (CDI)**

As a heads up, Staff will be bringing a discussion regarding CDI funding forward to Council. Even though the current agreements are in place through 2017 Staff are recommending that this discussion take place now so that any alterations, extensions, discontinuations, etc. can be discussed/negotiated well in advance of the current agreements concluding. Staff anticipates discussions regarding the term of any new agreement as well as any changes to conditions upon which funding is provided.

### **Upcoming Dates:**

RMRF Law Seminar Grande Prairie Session): March 13<sup>th</sup>

AAMDC Spring Convention: March 16<sup>th</sup> – 18<sup>th</sup>

Federation of Canadian Municipalities: June 5<sup>th</sup> – 8<sup>th</sup>



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16 "A Great Place to Live, Work and Play"

# Manager's Report

**Function: Community Services** 

Submitted by: Dennis Mueller, General Manager

### Community Services General Manager, Dennis Mueller

- Working with Atb Architecture to obtain a schematic design for the Valleyview Regional Recreation Facility.
- Contracted Kew Illustrations Ltd. to be the Project Manager for the Valleyview Regional Recreation Facility.
- Attended meetings for the Tour of Alberta, the meetings will continue through the summer. The organizational structure and appointment of committee members is complete. Administration will consult with Grovedale representatives regarding possible roles or events that may be scheduled to enhance and showcase Grovedale prior to the procession of the Tour of Alberta through the community.

### Agricultural Services Manager, Quentin Bochar

- The Agriculture Services Department is evaluating Tender and Request for Quote documents received, and waiting for closing dates on Tenders and Request for Quotes for new items for the Agriculture Services and rental fleets.
- ASB Workshops and Events:

### March

3<sup>rd</sup> Explore Local: Navigating Media Routes (Webinar)

Equine First Aid (Fairview)

12 – 14<sup>th</sup> Peace Country Classic Agri-Show 2015 (Grande Prairie)

13<sup>th</sup> Land Acquisition & Planning for the Future (Grande Prairie)

16<sup>th</sup> Farmer's Advocate Information Session (DeBolt)

17<sup>th</sup> Dugout Workshop (Valleyview)

19 – 21<sup>st</sup> Smoky River Agricultural Tradeshow (Falher)

20<sup>th</sup> Farmer Appreciation Event (Falher)

24<sup>th</sup> Leading Edge Farm Management Workshop (Grande Prairie)

27<sup>th</sup> Environmental Farm Plan Open House (DeBolt)

1<sup>st</sup> – 21<sup>st</sup> Century Homesteading: Permaculture in the Peace Country (Fairview)

Septic Sense: Solutions for Rural Living (Grovedale)

### Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford

A delegation of community stakeholders will make a presentation in regards to the Early Intervention Program Contract to the Board at a Special Green View Family and Community Support Services meeting on March 12th.

- The Regular Green View FCSS Board meeting will be held on March 18, 2015.
- The Alberta Works contract has been extended to March 31, 2016. Through this contract, Green View Family and Community Support Services is able to provide career and employment services, including employment resources, access to computers for job search, résumé writing, faxing and email services. In addition, Green View Family and Community Support Services provides office space for Human Services contractors visiting clients in the Valleyview
- The Canadian Volunteer Income Tax program will begin at the Community Resource Center in March. This program is for seniors and low income individuals (certain restrictions apply). Residents can call Green View Family and Community Support Services for additional details or to book an appointment.
- Volunteer appreciation dinners will be held in Valleyview on April 14, 2015 and in Grovedale on April 15, 2015. The nomination forms are available at the Green View Family and Community Support Services office.
- Website enhancements were made to the Green View Family and Community Support Services pages, the adopted meeting minutes and pictures of various programs are included.

### **Protective Services Manager, Jeff Francis**

- Fire Hall construction is tentatively set to start on March 15, 2015 with a completion in January 2016. Construction will begin in Grovedale and then progress to DeBolt. Contracts are expected to be ready for signing the first week of March.
- The new hire for the Fire Service Coordinator position will commence duties on March 9, 2015. The office for this individual will be located at the Green View Family and Community Support Services Building
- The Protective Services Manager office is now located in the Green View Family and Community Support Services Building in Valleyview.
- The personal protective equipment approved in the budget for 2015 will be stored at the Field Service Office for availability when required by staff. Greenview branding is being implemented on coveralls, winter gear and hard hats to promote teamwork and a positive public image.
- Training courses are being explored in preparation for the May 4, 2015 Staff Orientation Day. David Irvine is contracted to speak at the event with a directed focus on building Greenview's positive culture to enhance and encourage active participation in the safety program.
- The building inspection schedule has been implemented for 2015. Health and Safety Committee members will be conducting the inspections throughout 2015 to assess completion of prior corrective actions and identifying any new issues. An inspection program based on Greenview assets and in accordance with Occupational Health & Safety legislation is being developed.

### **Recreation Services Coordinator, Adam Esch**

Hamlet of Little Smoky Update, 2015 Community Enhancement Project-River Day Use Sites Administration sent a letter to the Hamlet of Little Smoky Community Center Committee inquiring if the group made any decisions concerning the continuation of the River Day Use Site Project, as Greenview is confirming the work commitments for the 2015 Year.

### **Dollar Lakes Update**

No new information was received from the Alberta Conservation Association regarding their development strategy. Administration continues dialogue with stakeholders, such as nearby residents, and Alberta Environment and Sustainable Resource Development in preparation of the event that Greenview's Development strategy is required.

### **Existing Facility Upgrades**

The existing facility upgrades are currently on schedule. Administration is finalizing the sourcing and quoting of assets as well as ensuring any required correspondence will be completed by the time of installation or development, which is expected to be in May.

### Susa Creek Coop – Tourist Cabins at Grande Cache Lake Update

The Susa Creek Co-op is planning on continuing their efforts to develop cabins at Grande Cache Lake. Greenview Administration is assisting the Co-op with planning and design for this cabin development project.

#### **Recreation Personnel**

Recreation Services has filled the seasonal position of Recreation Inventory Assistant. The successful candidate is Gabriel Zeng, he is a Graduate of the Northern Alberta Institute of Technology's Forestry Program.

### **Recreation Services**

Recreation Services continues to examine potential sites for development, as well as explore community partnerships throughout Greenview.



### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

## Manager's Report

**Function:** Corporate Services

Submitted by: Rosemary Offrey Date: March 10, 2015

### **General Manager Corporate Services**

Since the beginning of 2015, my focus has been on the new ERP (Financial) System. Shane has assisted Diamond and WorkTech with installing their data bases on the MD's SQL server. We have entered users into the Diamond Data. This week we will be entering payroll information into the Diamond data. Thanks to my most capable executive assistant, the new General Ledger Codes has been developed, verified and the mapping (old GL codes to new GL codes) has been approved by Diamond. The General Ledger codes has been entered into the new Diamond - MD Test Environment. The codes will be uploaded into the MD Company this week. All training will take place within the MD Test Environment to ensure we don't create havoc in the regular General Ledger system.

We are gathering information on payroll, accounts payables, work orders, inventory, etc. for the WorkTech system. We have decided to delay the Questica (budgeting) modules until later in the spring.

This past week the MD auditors were on site. Although the session got off to a bumpy start with a misunderstanding between the auditors and Administration. The auditors advised the audit committee members during their meeting that Administration had submitted an unbalanced trial balance. This information was incorrect, the auditors had downloaded a previous version not the latest version and the trial balance was okay. Their apology was gracefully accepted by Administration and the rest of the week went off well. Although the auditors are not on site, Bill and Donna will be dealing with many inquiries from the audit team for at least another month. Each year, our biggest struggle is identifying the completed project which leads to identifying work in progress which provides information for the Tangible Capital Assets information.

The auditors' plan to present the Financial Information Return and Financial Statements to Council on April 14, 2015. The annual Financial Information Return and Financial Statement must be submitted to the Minister of Municipal Affairs by May  $1^{st}$ .

Our Human Resource Team (Recruitment/Retention and Generalist) attended a job fair in Grande Prairie on February 26<sup>th</sup>. They estimated that they spoke to 150 plus people during the 7 hour window. They also promoted the MD to the other presenters, many of whom had no idea that the MD existed or what we do. Our Payroll and Benefits Clerk and I joined them near the end of the day and we were very pleased with the presentation that the team had put together in conjunction with our talented floater position Miss Fox! The presentation our team put together stood out in the room. I'd like to take this time to formally express my appreciation to the three Greenview team members who organized the presentation, it was very well done!

The 2015 Operational and Capital Budget Summaries has been uploaded to the MD Website. I apologize to Council for the delay but we were thinking that the website information should include all of the project data sheets as well as the summaries. Unfortunately some of the project data sheets have spelling and grammar errors and we need to review these in detail and correct any errors before we provide them to the public. Due to the extensive amount of time needed to get the ERP system ready for use we were planning to have the budget document ready for print by mid-April and once the print version is ready this will be loaded on the MD's website.

### **Finance & Administration Manager**

Donna as have been working with auditors on the 2014 financial statements. She is responsible for coordinating insurance claims. She has attended the ERP implementation meetings when she is available. Donna oversees the Finance and Administration staff, this area keeps her busy with the day to day activities.

### **Financial Reporting Manager**

Bill has been working with the auditors since early February on the GRWMC and the Greenview audit and financial statements. The audit team were on site early February in relation to the GRWMC 2014 audit and February 23 to 26 to gather information in relation to Greenview's 2014 audit.

He has been supporting the Diamond implementation. Working on finalizing the 2014 Capital Projects - Work in Progress, Tangible Capital Assets reconciliation and the Bellamy Fixed assets 2014 update.

### **Human Resources**

The positions of Coordinator - Fire Services, Development Officer, Equipment Operator/Truck Driver for Grovedale, and the Recreation Inventory Assistant have all been filled since last report. We have also filled two positions internally. The Administrative Support, Reception – the individual was moved from a temporary position to fill the vacant full-time reception position. The Development Technician position – the individual was filling a temporary role in reception when the Development Technician role became vacant applied and was successful!

The following positions are currently open: Assistant General Manager, Infrastructure & Planning, Recreation Inventory Coordinator, FCSS Coordinator – Summer Programs and Agricultural Services Seasonal Positions, Seasonal Positions – Mower Operators, Brushing Crew and Administrative Support – Reception (maternity cover).

### **Information Systems**

Shane has attended various training session in relation to Diamond Municipal, WorkTech and Questica software setup. He has assisted Diamond and WorkTech with installing and configuration of the financial software. He is busy getting quotes and placing orders to fill his technology equipment requirements for 2015.

He has provided support for new user setup for the new development officer and the new equipment/truck operator and any other support as requested by staff.



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16 "A Great Place to Live, Work and Play"

# Manager's Report

**Function:** Infrastructure & Planning

Submitted by: Grant Gyurkovits General Manager, Infrastructure & Planning

### **General Manager, Infrastructure & Planning, Grant Gyurkovits**

- Oil Industry Approvals.
- Met with Associated Engineering to discuss capital water, wastewater projects.
- Met with Sameng to discuss capital drainage projects.

### Manager Construction & Maintenance, Kevin Sklapsky

- Young's Point Road Chip Seal Coat and Other Work project is out for tender and will close on March 11th.
- Scope of work for Huckleberry Tower Road. Follow through with Phase 1 getting estimated costs for construction with day labour, materials and what is needed to have this reclamation completed. Then follow-up with the reassignment of the FRD.
- RR 230 Remains in winter shutdown. Will discuss responsibilities of regular maintenance and snow clearing etc. with OPUS to have the contractor address issues.
- Old High Prairie Road Currently in preliminary design stage. Land acquisition process has started. First Nation Consultation for disposition on Crown land has been initiated and will need approval from 4 first nation groups. Site assessments are in progress.

### **Supervisor Facility Maintenance, Alfred Lindl**

- General Maintenance, complete issues from the Maintenance Task List.
- Monthly safety checks on Generators, Floor drains, Filter's, Sumps.
- March 2nd 6th week Cummins will be servicing Generators.
- Winter snow removal and de-icing on all Facilities.
- Received a request from our Safety Officer to install Safety signage in all Greenview Facilities. Safety Signage installation is 100% completed.
- Admin Building: Working on safety glass inserts for every stairwell, doors still in progress, elevator service check is not complete, phone board needs to be replaced and is on order.
- FSO Building: Installed new air lines as requested from Murray; started the annual checks of Fire Extinguishers, First Aid Kits and Eyewash Stations expected to be finished this week; new water pump boxes still in process 85% build; Emergency Lights and T12 light fixture.
- New Grovedale Shop: Supervising the construction of our new shop.
- New Water Points New Fish Creek –Sunset House -Sweathouse: created deficiency list and forwarded to Stantec; changed door locks to our safety key system; Generator commissioning done at New Fish Creek, Sunset House, Sweathouse and Little Smoky.
- Swan Lake and Grovedale Fish Pond: cleaning and snow removal.
- Grovedale Fish Pond has been vandalised again.
- Water pump trailers are maintained and serviced, ready to go.

Capital item: Replaced Furnace #1 at FSO.

### **Manager Operation, Gord Meaney**

- Working on Light Truck Tender, Tool Tender, Winter Haul Tender, Calcium Tender, Line Painting and Crackseal Tender.
- Reconciling gravel pits for audit.
- Grovedale Shop is erected, all windows and some doors have been installed. The building is presently being heated for the electrical and plumping to commence. Land purchase is on-going.
- Equipment Operator in Grovedale has been filled.
- Steamer has been purchased and installed in the cube van.
- On-going winter maintenance.
- RFD's are being prepared for Mertron hauling proposal to purchase gravel, contingency for Grovedale Shop, winter gravel haul.
- Mechanic shop is being revamped to better suit Greenview's needs.
- Cross training for Operations in continuing and has proven successful.
- Continuing to improve on services provided to Greenview.
- 90% of equipment owned by Praxis has been removed from Airth Pit.

### Manager Environmental Services, Gary Couch

- It continues to be a busy year for the Environmental Services Department
- All New potable water points are now up and running. There are some issues to be resolved with the contractors, as with any new water plant, and I am confident we will have everything resolved to our satisfaction in a timely manner.
- A water leak in Debolt was discovered and last week crews worked to pinpoint and correct the problem. The Valleyview Rural waterline remains a priority as we have yet to account for the loss on that system.
- I will be working on start-up of our 2015's Capital plans with Associated Engineering this week. We will be touring the various sites as well as collecting historical data to ensure we determine the best and most efficient approach to our plans.
- Solid Waste has been running smoothly also and we have been doing some follow up on regulatory concerns.

### Manager Planning & Development, Sally Rosson

- MPC, SDAB (2 confirmed) and Planning Staff will be attending the annual CPAA Conference held in Red Deer on April 13 – 15, 2015. There will be Silent Action Items required to promote our municipality.
- Staff are working with AAG (Accurate Assessment's Support Line) to resolve Munisight PD (Planning Program) issues (unable to open files or search). Program changes were made to the new Munisight ES (Mapping) to allow the information to be keyed in the search for Planning & Development Staff.
- Regular MPC Meeting to be held on March 11, 2014, there will be: two (2) Land Use Amendment Applications; six (6) Subdivisions Applications, four (4) Miscellaneous Leases; sixteen (16) Development Permit Applications; and four (4) Business Licenses and correspondence items prepared by Staff for the Commission to review at this time dated: February 27, 2015.
- Development Permit issued on February 26, 2015 for the Grovedale Fire Hall, Helipad, and Dugout.
- Ongoing work and activity towards completing Road Widening Plan and Subdivision Endorsements.
- Grovedale Shop Expansion, legal survey to be ready next week (March 2, 2015) to commence the Offer to Purchase and Subdivision Application after that time.
- Continued work towards finalizing the MD's Municipal Development Plan update and review.
- Ongoing staff training.
- Answering Auditors questions and providing detailed explanation.
- New Development Officer Hire commencing employment on March 2, 2015.