



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

August 24, 2020

9:00 AM

Administration Building  
Valleyview, AB

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#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Council Meeting minutes held July 27, 2020.	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 20-855 Scheduling of a Public Hearing "Advertising"	10
		6.2 Bylaw 20-854 "Schedules of Fees"	14
		6.3 Bylaw 20-857 "Electronic Transmission of Documents"	85
#7	BUSINESS	7.1 Policy 1036 "Social Media"	89
		7.2 Evergreens Foundation Requisition	95
		7.3 Grande Spirit Foundation – Letter of Support	127
		7.4 Grande Prairie Buckwild Association Sponsorship Request	184
		7.5 Appointment of Pest Inspectors	189

#8 NOTICE OF MOTION

#9 CLOSED SESSION

#10	MEMBERS	• Ward 4	191
	REPORTS/EXPENSE	• Ward 5	
	CLAIMS	• Ward 6	
		• Ward 7	

#11 ADJOURNMENT

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
Greenview Administration Building,  
Valleyview, Alberta on Monday July 27, 2020

**#1**  
**CALL TO ORDER**

Reeve Dale Smith called the meeting to order at 9:04 a.m.

**Present**

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

**ATTENDING**

Chief Administrative Officer	Denise Thompson
Assistant Chief Administrative Officer	Stacey Wabick
General Manager, Infrastructure & Planning	Roger Autio
Chief Financial Officer	Aleks Nelson
Marketing & Communication Manager	Stacey Sevilla
Recording Secretary	Lianne Kruger

**ABSENT**

**#2**  
**AGENDA**

**MOTION: 20.07.397. Moved by: COUNCILLOR BILL SMITH**  
That Council adopt the July 13, 2020 Regular Council Meeting Agenda as amended;

- Addition - Agenda Item 7.7 Correction Services Agreement
- Addition - Agenda Item 9.2 Intergovernmental Relations
- Addition - Agenda Item 9.3 Intergovernmental Relations
- Move Closed Session to before Agenda Item 7.1

CARRIED

**#3**  
**MINUTES**

**MOTION: 20.07.398. Moved by: COUNCILLOR TOM BURTON**  
That Council adopt the minutes of the Regular Council Meeting held on Monday July 13, 2020 as amended;

- Public Hearing Bylaw 20-840 replace 0.227 hectares to 0.214 hectares

CARRIED

**#3.1  
BUSINESS ARISING  
FROM THE MINUTES**

**3.1 BUSINESS ARISING FROM MINUTES**

**#4  
PUBLIC HEARING**

**4.0 PUBLIC HEARING**

**4.1 BYLAW 20-848 PARTIAL ROAD ALLOWANCE CLOSURE REQUEST –  
WEST OF NW 9-69-21 W5M**

Chair Dale Smith opened the Public Hearing regarding Bylaw 20-848 at 9:16 a.m.

**IN ATTENDANCE**

Development Officer

Price Leurebourg

**REFERRAL AGENCY &  
ADJACENT LAND  
OWNER COMMENTS**

Development Officer, Price Leurebourg, provided a summary of the responses from referral agencies.

**APPLICANT  
BACKGROUND  
INFORMATION**

Road plan 2761 PX that would be requested to be closed is 1.05 hectares  $\pm$  (2.59 acres). Closing the road plan would require Greenview to sell approximately 2.59 acres on the west side of NW-09-69-21-W5, allowing the resident to reclaim the site at their cost and start to farm this additional piece of land.

**QUESTIONS FROM  
COUNCIL**

The Chair called for any questions from Council.  
None were heard.

**IN FAVOUR**

The Chair requested that anyone in favour of the application come forward.  
None were heard.

**OPPOSED**

The Chair requested that anyone opposed of the application come forward.  
None were heard.

**QUESTIONS FROM THE  
APPLICANT OR  
PRESENTER**

The Chair called for any questions from the Applicant or those that had spoke in favour or against the application.  
Applicant was not in attendance.

**FAIR & IMPARTIAL  
HEARING**

The Chair asked the Applicant if they have had a fair and impartial hearing.  
Applicant was not in attendance.

**CLOSING OF BYLAW**

Chair Dale Smith closed the Public Hearing regarding Bylaw 20-848 at 10:30 a.m.



**#5  
DELEGATIONS**

**5.0 DELEGATIONS**

There are no Delegation presenting.

**#6  
BYLAWS**

**6.0 BYLAWS**

**6.1 BYLAW 20-855 “ADVERTISING”**

**BYLAW 20-855  
FIRST READING**

MOTION: 20.07.399. Moved by: DEPUTY REEVE TYLER OLSEN  
That Council give first reading to Bylaw 20-855 “Advertising”.  
CARRIED

**RESCIND MOTION  
SECOND READING**

MOTION: 20.07.400. Moved by: COUNCILLOR DUANE DIDOW  
That Council give second reading to Bylaw 20-855 “Advertising”, as amended.  
CARRIED

**#9  
CLOSED SESSION**

**9.0 CLOSED SESSION**

**CLOSED SESSION**

MOTION: 20.07.401. Moved by: COUNCILLOR BILL SMITH  
That the meeting go to Closed Session, at 9:33 a.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.  
CARRIED

**9.1 CONFIDENTIAL EVALUATION (Verbal Update)**  
*(FOIPP; Section 19)*

**9.2 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS**  
*(FOIPP; Section 21)*

**9.3 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS**  
*(FOIPP; Section 21)*

**OPEN SESSION**

MOTION: 20.07.402. Moved by: COUNCILLOR SHAWN ACTON  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 10:30 a.m.  
CARRIED

Chair Dale Smith recessed the Regular Council Meeting at 10:31 a.m.  
Chair Dale Smith reconvened the Regular Council Meeting at 10:44 a.m.

**#7  
BUSINESS**

**7.0 BUSINESS**

**7.1 TAX SALE TRUST BANK ACCOUNT**

**TAX SALE TRUST BANK  
ACCOUNT**

MOTION: 20.07.403. Moved by: DEPUTY REEVE TYLER OLSEN  
That Council direct Administration to open a bank account for the  
purpose of depositing tax sale proceeds.

CARRIED

**7.2 POLICY 2011 RESPECTFUL WORKPLACE AND POLICY 2012 VIOLENCE  
PREVENTION**

**POLICY 2011**

MOTION: 20.07.404. Moved by: COUNCILLOR ROXIE RUTT  
That Council approve Policy 2011 Respectful Workplace as presented.

CARRIED

**POLICY 2012**

MOTION: 20.07.405. Moved by: COUNCILLOR TOM BURTON  
That Council approve Policy 2012 Violence Prevention Policy as  
presented.

CARRIED

**7.3 NARROWS SUBDIVISION IMPROVEMENTS DISCUSSION**

**NARROWS  
IMPROVEMENTS  
DISCUSSION**

MOTION: 20.07.406. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept the Narrows subdivision infrastructure  
improvements discussion for information, as presented.

CARRIED

Councillor Bill Smith vacated the meeting. At 11:26 a.m.

**7.4 PEACE REGION ECONOMIC DEVELOPMENT ALLIANCE MUNICIPAL  
MEMBERSHIP FEE INCREASE**

**PREDA**

MOTION: 20.07.407. Moved by: COUNCILLOR ROXIE RUTT  
That Council approve to continue membership within the Peace Regional  
Economic Development Alliance (PREDA) at the increased per capita rate  
of \$0.75, as presented.

CARRIED

## **7.5 RMA RESOLUTION: SENIORS HOUSING REQUISITIONS**

### **RMA RESOLUTION**

MOTION: 20.07.408. Moved by: COUNCILLOR WINSTON DELORME  
That Council recommend the Seniors Housing Requisition Resolution be brought forward to the next RMA Zone 4 District meeting for approval.

CARRIED

## **7.6 DR. SCHWEGMANN'S FAREWELL/RETIREMENT SUB-COMMITTEE**

### **FAREWELL/RETIREMENT SUB-COMMITTEE APPOINTMENT**

MOTION: 20.07.409. Moved by: COUNCILLOR ROXIE RUTT  
That Council appoint Councillor Dale Gervais to the Dr. Schwegmann Farewell Sub-Committee.

CARRIED

## **7.7 GRANDE CACHE INSTITUTE PEDESTRIAN PATH**

### **GRANDE CACHE INSTITUTE PEDESTRIAN PATH**

MOTION: 20.07.410. Moved by: COUNCILLOR DUANE DIDOW  
That Council direct Administration to respond to Her Majesty the Queen in Right of Canada (as represented by Prairies Regional Deputy Commissioner, Correctional Service Canada) indicating Greenview's willingness to enter into an agreement, in principle on the Grande Cache Institute Pedestrian Path.

CARRIED

### **#8 NOTICE OF MOTION**

## **8.0 NOTICE OF MOTION**

Councillor Dale Gervais requested a Notice of Motion on a Wolf Harvest Incentive report to see if the incentive has achieved what it was created for.

### **#10 MEMBER REPORTS & EXPENSE CLAIMS**

## **11.0 MEMBERS BUSINESS**

### **WARD 1**

**COUNCILLOR WINSTON DELORME** updated Council on his recent activities, which include;  
July 13, 2020 Regular Council Meeting  
Municipal Planning Commission Meeting  
July 20, 2020 Committee of the Whole  
Evergreen Foundation Meeting

- WARD 2**                    **COUNCILLOR DALE GERVAIS** updated Council on his recent activities, which include;  
July 13, 2020 Regular Council Meeting  
Municipal Planning Commission Meeting  
July 20, 2020 Committee of the Whole
- WARD 3**                    **COUNCILLOR LES URNESS** updated Council on his recent activities, which include;  
July 13, 2020 Regular Council Meeting  
Municipal Planning Commission Meeting  
July 20, 2020 Committee of the Whole  
Grovedale Staff BBQ
- WARD 4**                    **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;  
July 13, 2020 Regular Council Meeting  
Municipal Planning Commission Meeting  
July 20, 2020 Committee of the Whole  
Fox Creek Library Board Meeting  
Sunset House Annual General Meeting
- WARD 5**                    **REEVE DALE SMITH** submitted his update to Council on his recent activities, which include;  
July 13, 2020 Regular Council Meeting  
Municipal Planning Commission Meeting  
July 20, 2020 Committee of the Whole  
Webinar Assessment Model Review
- WARD 6**                    **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;  
July 13, 2020 Regular Council Meeting  
Municipal Planning Commission Meeting  
Policy Review Committee Meeting  
July 20, 2020 Committee of the Whole  
East Smoky Recreation Board Meeting  
MD of Greenview Library Board Meeting
- WARD 7**                    **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;  
July 13, 2020 Regular Council Meeting  
Municipal Planning Commission Meeting  
July 20, 2020 Committee of the Whole  
Grovedale Staff BBQ  
Policy Review Committee Meeting

Grande Cache Staff BBQ

**WARD 8**

**COUNCILLOR BILL SMITH** updated Council on his recent activities, which include;

July 13, 2020 Regular Council Meeting

July 20, 2020 Committee of the Whole

**Ward 9**

**COUNCILLOR DUANE DIDOW** submitted his update to Council on his recent activities, which include;

July 13, 2020 Regular Council Meeting

Municipal Planning Commission Meeting

Policy Review Committee Meeting

July 20, 2020 Committee of the Whole

Community Futures Investment Review Committee

**Ward 9**

**COUNCILLOR TYLER OLSEN** submitted his update to Council on his recent activities, which include;

July 13, 2020 Regular Council Meeting

July 20, 2020 Committee of the Whole

**MEMBERS BUSINESS**

MOTION: 20.07.411. Moved by: COUNCILLOR SHAWN ACTON

That Council accept the Members Business Reports as presented.

CARRIED

**#11**

**ADJOURNMENT**

**12.0 ADJOURNMENT**

MOTION: 20.07.412. Moved by: COUNCILLOR ROXIE RUTT

That Council adjourn this Regular Council Meeting at 12:16 p.m.

CARRIED

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CHIEF ADMINISTRATIVE OFFICER

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REEVE



# REQUEST FOR DECISION

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SUBJECT: **Bylaw 20-855 Scheduling of a Public Hearing “Advertising”**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: August 24, 2020 CAO: DT MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL  
STRATEGIC PLAN: Level of Service

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## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, R.S.A. 2000, Chapter M-26, Section 606.1

**Council Bylaw/Policy** (cite) –N/A

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## RECOMMENDED ACTION:

**MOTION: That Council Schedule a Public Hearing for Bylaw 20-855 “Advertising” for 9:15 a.m. on September 14, 2020.**

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## BACKGROUND/PROPOSAL:

This bylaw allows for Greenview to advertise notices under Section 606 in other methods than prescribed in Section 606. As there is only one newspaper in circulation in Greenview, Administration recommends the bylaw allow for the advertising of notices on the Greenview website and social media pages, as well as making the notices available to ratepayers at Greenview Administration buildings. It is believed that this bylaw will allow for broader reach of notices that the single newspaper can provide.

This would also mean significant savings as advertising has cost Greenview approximately \$57,307.00 in 2020 so far and \$269,006.00 in 2019.

In accordance with Section 606.1(3) Council must hold a public hearing before passing a bylaw of this nature. Council gave first and second reading for this bylaw on July 27, 2020.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will be able to reach a much greater number of residents through electronic means than is available through the news paper.
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## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may request additional forms of communication be added to the bylaw.

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## FINANCIAL IMPLICATION:

It is anticipated that Greenview will be able to save a significant amount of money through moving to electronic forms of notification.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

The public hearing will be advertised in accordance with current requirements.

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**ATTACHMENT(S):**

- Proposed bylaw 20-855



## **BYLAW NO. 20- 855** **of the Municipal District of Greenview No. 16**

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**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to establish alternate methods of advertising statutory notices.**

**WHEREAS**, the M.D. of Greenview No. 16 is required to advertise certain bylaws, resolutions, meetings, notices, public hearings, and other things in accordance with Section 606 of the Municipal Government Act;

**AND WHEREAS**, Section 606.1 of the Municipal Government Act allows Council to pass a bylaw to provide for one or more alternate methods to advertise certain bylaws, resolutions, meetings, notices, public hearings, and other things required under Section 606;

**AND WHEREAS**, Council is satisfied that the advertising methods set out in this Bylaw are likely to bring the matter to the attention of substantially all residents in the relevant areas;

**NOW THEREFORE**, the Council of the M.D. of Greenview No. 16, duly assembled, enacts as follows:

### **1. Title**

- 1.1 This bylaw may be cited as the “Advertising Bylaw”.

### **2. Definitions**

- 2.1 **Council** means the Council of the M.D. of Greenview No. 16, duly assembled.
- 2.2 **Detailed Notice** means a notice containing all of the information required under Section 606 of the Municipal Government Act.
- 2.3 **Greenview** means the Municipal District of Greenview No. 16.
- 2.4 **Municipal Government Act** means the Municipal Government Act, R.S.A. 2000, Chapter M-26 as amended.
- 2.5 **Social Media** means any electronic online form of communication through which a group of users share information and content.

### **3. Application**

- 3.1 This bylaw applies specifically to those items identified in Section 606 of the Municipal Government Act.
- 3.2 This bylaw does not apply to those items addressed in other Sections of the Act that require alternative advertising requirements such as advertising of public auctions as identified in Section 421 of the Act.





## **BYLAW NO. 20- 855**

### **of the Municipal District of Greenview No. 16**

#### **4. Methods of Advertising**

4.1 Greenview will advertise bylaws, resolutions, meetings, notices, public hearings, and other things as required under the Municipal Government Act by publishing detailed notices on the Greenview website.

4.2 Greenview may also choose one or more of the following methods to advertise or to advertise detailed notices or summaries of website notices:

- a) Newspaper(s)
- b) Official Greenview social media sites
- c) Greenview Administration will also make public notices available for viewing at any M.D. of Greenview Administration Building.
- d) Any other method as directed by Council policy.

4.3 Greenview will make detailed notices available at Greenview Administration Buildings.

#### **5. Severability**

5.1 If any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

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

Read a first time this 27<sup>th</sup> day of July, 2020.

Read a second time this 27<sup>th</sup> day of July, 2020.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_, 2020.

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

SUBJECT: **Bylaw 20-854 Schedules of Fees**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: August 24, 2020  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

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

**Council Bylaw/Policy** (cite) –Bylaw 19-816 Schedules of Fees and Bylaw 19-836 Schedules of Fees Amendment.

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## RECOMMENDED ACTION:

**MOTION: That Council give second reading to Bylaw 20-854 “Schedules of Fees”.**

**MOTION: That Council give third reading to Bylaw 20-854 “Schedules of Fees”.**

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## BACKGROUND/PROPOSAL:

A number of updates were provided to the Schedules of fees. Due to the volume of changes, the previous versions passed in 2019 are recommended for repeal and will be replaced with Bylaw 20-854. For clarity, the changes made are highlighted in red. These will not be marked when the bylaw is published.

### Summary of Changes:

#### Agriculture Services

- 3-point hitch mount seeder
- Magpie traps
- Beaver Bounty (Removed after First Reading along with Wolf Bounty as they are covered in policy)
- Cleaning fees revised. \$75.00 disposal fee in addition to \$60.00/ hour. All equipment returned unclean treated as though it may contain clubroot.

#### Recreation

- Greenview Regional Multiplex (GRM) Fees and rental rates were added to the schedules of fees.

#### Environmental Services

- Gravity Sewer Connection fee added for Grovedale
- Grande Cache Landfill fees were added for Sump and Freon.
-

## Finance

- Non-Sufficient Funds (NSF) Fees were added.

## Operations/Infrastructure

- Schedule was amended to reflect policy change of Alberta Roadbuilders & Heavy Construction Association (ARHCA) rates at 100% of previous year rather than 85% of 2015 rate.
- Tax Exemptions were added for Tipping fees and snow plowing in accordance with the recommendations from the GST Audit.

## ROW Acquisition fees:

Council requested that the area around Sturgeon Lake be increased to the same values as DeBolt Phase 1. The area is highlighted as DeBolt Phase 6 to avoid confusion of the different phases on the map, but the values in the chart for the Phase 6 Sturgeon Lake area are the same as Phase 1.

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### BENEFITS OF THE RECOMMENDED ACTION:

1. An updated fees listing will be in place in a consolidated bylaw.

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### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages.

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### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may determine additional or revised fees.

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### FINANCIAL IMPLICATION:

There are no anticipated financial implications.

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### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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### PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

### **INCREASING LEVEL OF PUBLIC IMPACT**

Inform

### **PUBLIC PARTICIPATION GOAL**

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

### **PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

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

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ATTACHMENT(S):

- Bylaw 19-836
- Bylaw 20-854



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

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

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

1. This bylaw shall be referred to as the "Schedules of Fees Amendment Bylaw".
2. That Section 9 Business License Commercial/ Industrial Titled Land, subsection (i) and (ii) be removed from Schedule 'I' of the Schedules of Fees.
3. That Section 2 Development Permits, General, subsection (iii) of Schedule 'I' be amended to a maximum of \$10,000.
4. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 9<sup>th</sup> day of December, 2019.

Read a second time this 9<sup>th</sup> day of December, 2019.

Read a third time and passed this 13<sup>th</sup> day of January, 2020

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER



## Schedules of Fees Bylaw 19-836

### Schedule 'A' Agricultural Services

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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





## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

### Schedule 'B' Family and Community Support Services

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

### Schedule 'C' Recreation

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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





## Schedules of Fees Bylaw 19-836

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

## Schedule 'D' Hamlet of Grande Cache Animal Control

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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

### **Schedule 'E' Finance and Administration**

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



## Schedules of Fees Bylaw 19-836

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

### Schedule 'F'

#### Infrastructure and Planning General

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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

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



## Schedules of Fees Bylaw 19-836

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





## Schedules of Fees Bylaw 19-836

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





## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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



## Schedules of Fees Bylaw 19-836

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

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



## Schedules of Fees Bylaw 19-836

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

## Schedule 'I' Planning and Development

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



## Schedules of Fees Bylaw 19-836

	Description	GST Status	Fee in \$
<b>2.</b>	<b>Development Permits, General</b>		
i.	Residential - Single Detached Dwellings, Duplexes, Manufactured/ Modular/RTM/Suites)	E	\$150.00
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)	E	\$75.00 per unit
iii.	All other Non-Residential/Mixed-Use/New Construction / Accessory Uses (Home Occupation / Accessory Buildings (Garages, Decks, Hot tubs, Pools, Wheelchair Ramps), Additions and All Other Uses)	E	\$50.00 fee per \$100,000.00 of completed project cost (up to a maximum of a \$10,000.00 fee)
iv.	Signage – Permanent / Temporary / Renewal	T	\$50.00 per sign
v.	Variance Request	E	\$150.00
vi.	Time Extension Request by Developer per Application	E	\$150.00
<b>3.</b>	<b>Subdivisions (including Bare Land Condominium Plans)</b>		
i.	Subdivision and Condominium Plan Applications, Single Lot or Consolidation	E	\$450.00
	Plus: each additional lot/unit created	E	\$150.00
ii.	Plan of Subdivision Endorsement Fees	E	\$150.00 per title created
iii.	Condominium Plan Endorsement Fees	E	\$40.00 per unit
iv.	Time Extension Request by Developer per Application	E	\$500.00
<b>4.</b>	<b>Subdivision and Development Appeal Board</b>		
i.	Development Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00
ii.	Subdivision Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00
<b>5.</b>	<b>Development Agreement Review</b>		
i.	Residential: up to 4 Lot Subdivision	E	\$1,500.00
ii.	Residential: Greater than 4 Lot Subdivision	E	\$3,000.00



## Schedules of Fees Bylaw 19-836

	Description	GST Status	Fee in \$
iii.	All Other Recreational, Commercial and Industrial Subdivisions	E	\$3,000.00
<b>6. Business Licensing</b>			
i.	Business License Fee - New application (January 1)	E	\$100.00
ii.	Business License- New Application (After July 1) or Annual Renewal	E	\$50.00
<b>7. Business License Temporary/Special Event</b>			
i.	Resident	E	\$30.00
ii.	Non-Resident	E	\$50.00
<b>8. Hawkers or Peddlers</b>			
i.	Resident Annual	E	\$45.00
ii.	Resident per Day	E	\$35.00
iii.	Non-Resident Annual	E	\$130.00
iv.	Non-Resident per Day	E	\$50.00
<b>9. Rural Addressing Signage</b>			
i.	Signage Permanent/ Replacement	T	\$50.00 per sign
<b>10. Signage for Subdivisions</b>			
i.	Individual Lot Sign	T	\$50.00 per sign
ii.	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	T	\$1,000.00 per sign
<b>11. Orthographic Printing</b>			
	<i>Based on size and quality of paper, image and graphics</i>		
i.	Colour 8 ½" x 11" Orthographic (Aerial) Photo	T	\$10.00
ii.	Colour 11" x 17" Orthographic (Aerial) Photo	T	\$20.00
<b>12. Landowner Map Pricing</b>			
i.	Hardcopy – Landowner Map (sheets 1-5). Valleyview, DeBolt, Grovedale, Grande Cache and Greenview Overview Elevation	T	\$25.00 per sheet



## Schedules of Fees Bylaw 19-836

	Description	GST Status	Fee in \$
<b>13.</b>	<b>Certificate of Compliance</b>	E	\$200.00
<b>14.</b>	<b>Letter of Concurrence for Communication Tower</b>	E	\$100.00
<b>15.</b>	<b>Environmental Site Assessment Inquiries</b>	E	\$200.00 per parcel

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





## Schedules of Fees Bylaw 19-836

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

#### Valleyview Area

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

#### DeBolt Area

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

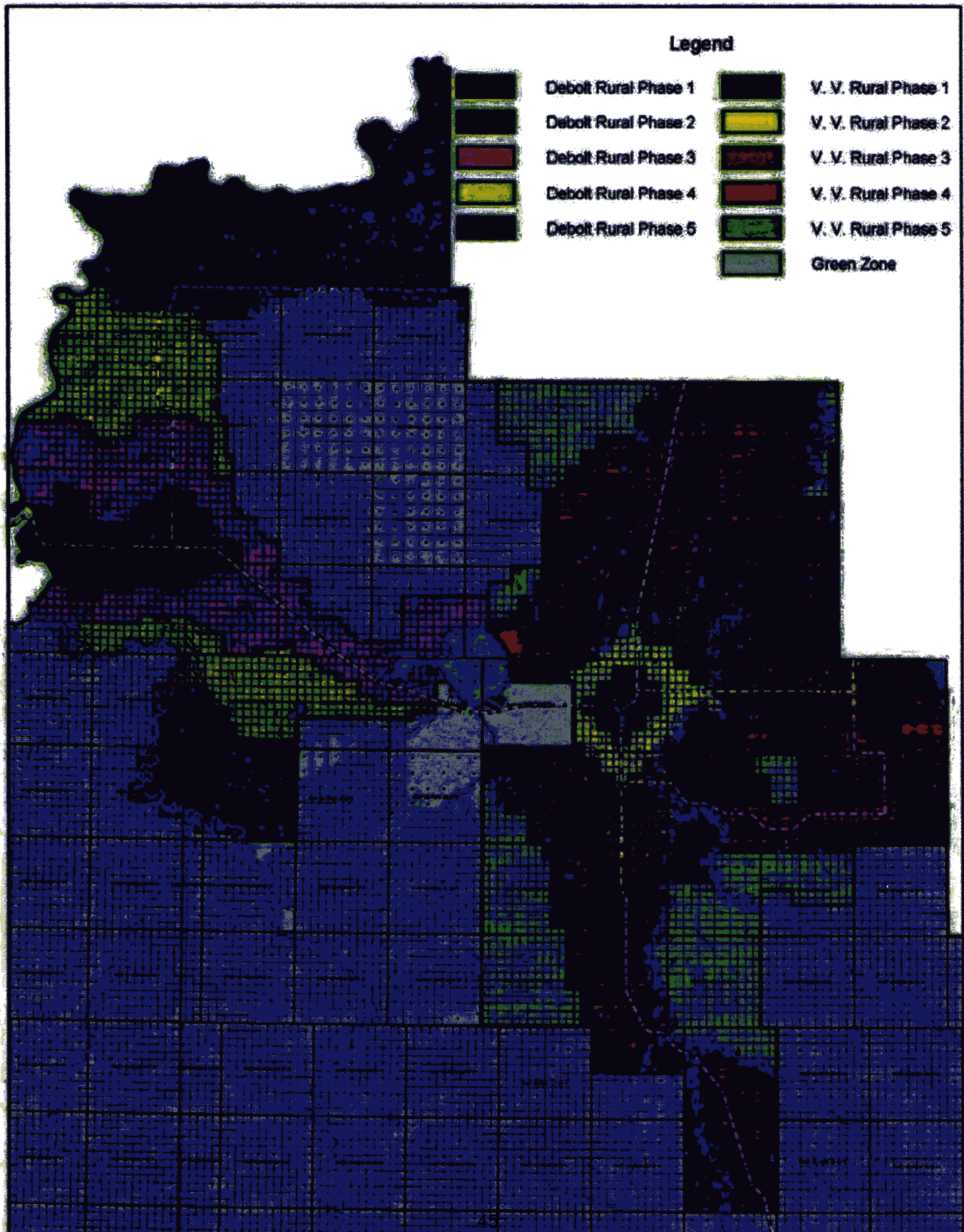
#### Grovedale Area

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



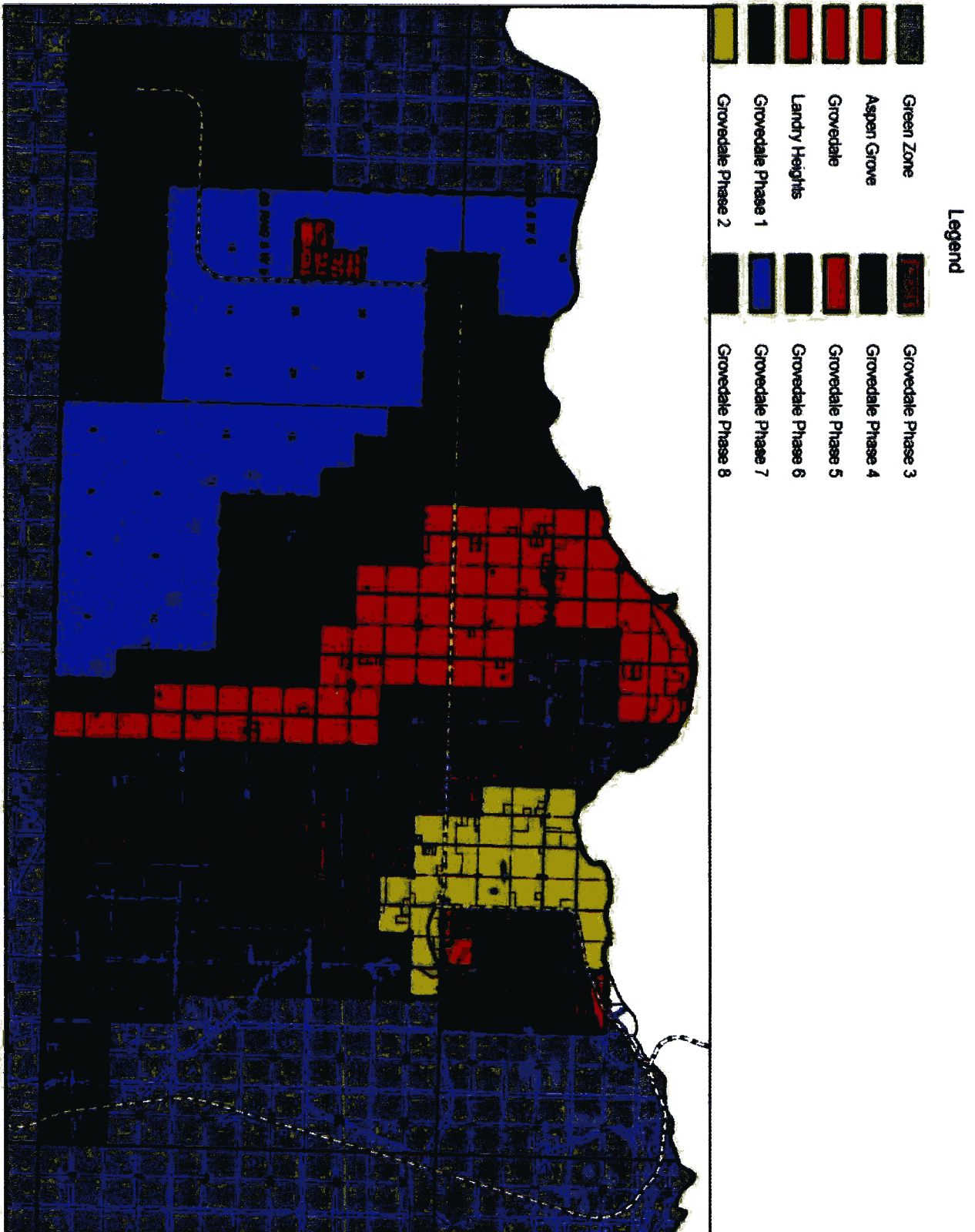


## Schedules of Fees Bylaw 19-836





## Schedules of Fees Bylaw 19-836





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

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

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

1. That Section 9 Business License Commercial/ Industrial Titled Land, subsection (i) and (ii) be removed from Schedule 'I' of the Schedules of Fees.
2. That Section 2 Development Permits, General, subsection (iii) of Schedule 'I' be amended to a maximum of \$10,000.
3. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 9<sup>th</sup> day of December, 2019.

Read a second time this 9<sup>th</sup> day of December, 2019.

Read a third time and passed this 13<sup>th</sup> day of January, 2020

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



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





## **BYLAW NO. 20-854** **of the Municipal District of Greenview No. 16**

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

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

**Whereas,** The Council of the Municipal District of Greenview No. 16, duly assembled deems it expedient to revise the Schedules of Fees for the Municipality;

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

1. Title

1.1 This bylaw may be cited as the “Schedules of Fees Bylaw”.

2. Definitions

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

3. Application

3.1 This bylaw establishes the rates, fees and charges for certain goods and services provided by Greenview.

3.2 This bylaw and the attached Schedules will be reviewed as required and amendments to any of the rates and fees must be made by Council bylaw in accordance with Section 191(1) of the Municipal Government Act.

3.3 All fees, fines, rates and penalties provided for in other current bylaws shall remain in full force and effect and may be charged in addition to the provisions stated in this bylaw.

4. Rates and fees

4.1 The rates and fees are established in the attached Schedules ‘A’ through ‘J’ and form part of this bylaw.

5. Severability and Effect

5.1 Should any provision of this bylaw be found to be invalid by a Court of competent jurisdiction, then such invalid provision shall be severed, and the remaining bylaw shall be maintained.



**BYLAW NO. 20-854**  
**of the Municipal District of Greenview No. 16**

5.2 Bylaw 19-816 and Bylaw 19-836 are hereby repealed.

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

Read a first time this 13<sup>th</sup> day of July, 2020.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2020.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2020

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



**Schedules of Fees**  
**Bylaw 20-854**

**Schedule 'A' Agricultural Services**

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



## Schedules of Fees Bylaw 20-854

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





## Schedules of Fees Bylaw 20-854

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



## Schedules of Fees Bylaw 20-854

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



## Schedules of Fees Bylaw 20-854

	Description	GST Status*	Fee in \$
<b>13.</b>	<b>Broadcast Seeders</b>		
i.	Truck Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
ii.	Quad Mount Seeder <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Hand Seeder <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
iv.	<b>Three Point Hitch Mount Seeder</b>	<b>T</b>	<b>\$15.00</b>
<b>14.</b>	<b>Water Pumping Equipment</b>		
i.	Water Pump and Pipe Trailer (AB. Agriculture Unit) <i>Valleyview</i>	T	\$250.00 Each Day (3 Days Maximum if Lineup)
<b>15.</b>	<b>Miscellaneous Equipment</b>		
i.	Bag Roller <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
ii.	Survey Equipment <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iii.	Metal Detector <i>Valleyview</i>	T	\$10.00 Each Day (3 Days Maximum if Lineup)
iv.	Hay Sampler, Measuring Wheel, Bin Probe, Soil Sampler <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day
v.	Scare Cannons <i>Valleyview</i>	T	Free First 3 Days, \$5.00 Each Additional Day



## Schedules of Fees Bylaw 20-854

	Description	GST Status*	Fee in \$
vi.	Rodent Traps (Two Styles) <i>Valleyview, Grovedale</i>	T	\$10.00 Each Week, \$100 Deposit Required (1 Week Maximum if Lineup)
vii.	<b>Purchase Magpie Traps</b>	<b>E</b>	<b>\$150.00</b>
viii.	Grain Vacuum <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
ix.	Bale Wagon <i>Valleyview, Grovedale</i>	T	\$150.00 Each Day (3 Days Maximum if Lineup)
x.	Pressure Washer on Trailer <i>Valleyview</i>	T	\$50.00 Each Day (3 Days Maximum if Lineup)
<b>16. Recovery of A.S.B. Equipment</b> **Minimum one hour charge for recovery of equipment**			
i.	Recovery of Rental Equipment Requiring 1-ton min. for Transport	T	\$100.00 per hour
ii.	Recovery of Rental Equipment Requiring Vehicle under 1-ton for Transport	T	\$75.00 per hour
iii.	<b>Cleaning and Removal of Contaminated Soil (Remediation Purposes for Club Root)</b>	<b>T</b>	<b>\$60.00 per hour + \$75.00 Disposal Fee</b>
iv.	Repair of Damaged Rental Equipment due to Negligent Use	E	Full cost of repair
<b>17. <del>Adult Wolf Carcass</del></b>			
		<b>E</b>	<b><del>\$300.00</del></b>
<b>18.</b>	<b>Beaver Tail</b>	<b>E</b>	<b><del>\$30.00</del></b>



## Schedules of Fees Bylaw 20-854

### Schedule 'B' Family and Community Support Services

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

### Schedule 'C' Recreation

Recreation Grande Cache				
	Description	GST Status*	Fee in \$	
			June 1, 2018-May 31, 2019	June 1, 2019-May 31, 2020
<b>1.</b>	<b>Grande Cache Arena Rentals (With Ice/ per hour)</b>			
i.	Adult rate	T	\$169.75	\$170.00
ii.	Adult Non-Prime (Before 3:30 p.m. on Regular School Days)	T	\$107.00	\$109.25
iii.	Youth Rate	T	\$86.50	\$88.25
iv.	Youth Non-prime (Before 3:30 p.m. on Regular School Days)	T	\$53.75	\$55.00
v.	Public Skating Sponsorship	T	\$146.00	148.00
<b>2.</b>	<b>Arena and Curling Rink Surfaces (No Ice)</b>			
i.	Adult Rate per Hour	T	\$75.00	\$76.00
ii.	Youth Rate per Hour	T	\$37.50	\$38.00
iii.	Maximum Day Rate	T	\$366.00	\$373.00
<b>3.</b>	<b>Aquatic Centre</b>		July 1, 2018-May 31, 2019	June 1, 2018-May 31, 2020



## Schedules of Fees Bylaw 20-854

i.	Private Rental	T	\$131.75	\$134.50
ii.	Lane Pool/ Swim Club	T	\$86.75	\$88.50
iii.	Wave Crashers (During Public Swim)	T	\$104.75	\$107.00
iv.	Grande Bash (Private Rental)	T	\$170.00	\$180.00
v.	Extra Lifeguard	T	\$29.75	\$30.50
vi.	Sponsorship	T	\$182.00	\$184.00
<b>4.</b>	<b>Locker Rental</b>		<b>July 1, 2018-May 31, 2019</b>	<b>June 1, 2018-May 31, 2020</b>
i.	Annual (Private Locker)	T	\$100.00	\$100.00
ii.	Lost or Damaged Key Replacement	T	\$35.00	\$35.00
<b>5.</b>	<b>Recreation Centre Fees</b>			
i.	<b>Daily Pass</b>			
	Family	T	\$14.50	
	Adult (18+)	T	\$6.75	
	Youth (5-17)	T	\$5.00	
	Senior (60-69)	T	\$5.50	
	Senior (70+) and Children (Under 5)	T	Free	
ii.	<b>10x Pass</b>			
	Family	T	\$115.75	
	Adult (18+)	T	\$53.75	
	Youth (5-17)	T	\$37.75	
	Senior (60-69)	T	\$42.50	
	Senior (70+) and Children (Under 5)	T	Free	
iii.	<b>Monthly Pass</b>			
	Family	T	\$126.75	
	Adult (18+)	T	\$58.75	
	Youth (5-17)	T	\$41.00	
	Senior (60-69)	T	\$46.00	



## Schedules of Fees Bylaw 20-854

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



## Schedules of Fees Bylaw 20-854

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





## Schedules of Fees Bylaw 20-854

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



## Schedules of Fees Bylaw 20-854

14.	Grande Cache Cemetery		May 15 to November 15	November 16 to May 14
i.	Open and Close Fees			
	Full Casket Adult	T	\$600.00	\$700.00
	Full Casket Child	T	\$400.00	\$500.00
	Cremation	T	\$450.00	\$550.00
	Surcharge (After 4:00 p.m. Working Days)	T	\$150.00	
	Disinterment	T	Double the cost of opening and closing	
ii.	Purchase of Plot	T	\$550.00	
iii.	Columbarium Fees			
	Niche Price (Includes Opening/Closing Fee)		\$1,050.00	
	Note: Each Niche can Hold 2 Urns			
Recreation Greenview Regional Multiplex				
15.	Recreation Centre Fees			
i.	Daily Pass			
	Family	T	\$19.50	
	Adult (18+)	T	\$8.50	
	Youth (13-17)	T	\$6.00	
	Child (3-12)	T	\$4.50	
	Senior (60-69)	T	\$6.00	
	Senior (70+) and Children (Under 3)	T	Free	
ii.	10x Pass			
	Family	T	\$175.50	
	Adult (18+)	T	\$76.50	
	Youth (13-17)	T	\$54.00	
	Child (3-12)	T	\$40.50	
	Senior (60-69)	T	\$54.00	



## Schedules of Fees Bylaw 20-854

	Senior (70+) and Children (Under 3)	T	Free
iii.	Monthly Pass		
	Family	T	\$110.00
	Adult (18+)	T	\$50.00
	Youth (13-17)	T	\$35.00
	Child (3-12)	T	\$25.00
	Senior (60-69)	T	\$35.00
	Senior (70+) and Children (Under 3)	T	Free
iv.	6-Month Pass		
	Family	T	\$605.00
	Adult (18+)	T	\$275.00
	Youth (13-17)	T	\$192.50
	Child (3-12)	T	\$137.50
	Senior (60-69)	T	\$192.50
	Senior (70+) and Children (Under 3)	T	Free
v.	Annual Pass		
	Family	T	\$1100.00
	Adult (18+)	T	\$500.00
	Youth (13-17)	T	\$350.00
	Child (3-12)	T	\$250.00
	Senior (60-69)	T	\$350.00
	Senior (70+) and Children (Under 3)	T	Free
16.	Recreation Centre Fees (Corporate Rate – 15% Discount)		
i.	10x Pass		
	Family	T	\$149.00



## Schedules of Fees Bylaw 20-854

	Adult (18+)	T	\$65.00
	Youth (13-17)	T	\$46.00
	Child (3-12)	T	\$34.50
	Senior (60-69)	T	\$46.00
	Senior (70+) and Children (Under 3)	T	Free
ii.	<b>Monthly Pass</b>		
	Family	T	\$93.50
	Adult (18+)	T	\$42.50
	Youth (13-17)	T	\$29.50
	Child (3-12)	T	\$21.50
	Senior (60-69)	T	\$29.50
	Senior (70+) and Children (Under 3)	T	Free
iii.	<b>6-Month Pass</b>		
	Family	T	\$514.25
	Adult (18+)	T	\$233.75
	Youth (13-17)	T	\$162.25
	Child (3-12)	T	\$118.25
	Senior (60-69)	T	\$162.25
	Senior (70+) and Children (Under 3)	T	Free
iv.	<b>Annual Pass</b>		
	Family	T	\$935.00
	Adult (18+)	T	\$425.00
	Youth (13-17)	T	\$297.50
	Child (3-12)	T	\$212.50
	Senior (60-69)	T	\$297.50
	Senior (70+) and Children (Under 3)	T	Free
<b>17.</b>	<b>Personal Training Rates</b>		



## Schedules of Fees Bylaw 20-854

i.	One Person	T	
	3 Sessions	T	\$131.25
	5 Sessions	T	\$212.50
	10 Sessions	T	\$412.50
	20 Sessions	T	800.00
ii.	Small Group (2 People)		
	1 Session		\$65.00
	3 Sessions	T	\$180.00
	5 Sessions	T	\$275.00
	10 Sessions	T	\$500.00
	20 Sessions	T	\$900.00
iii.	Small Group (3 People)		
	1 Session	T	\$90.00
	3 Sessions	T	\$247.00
	5 Sessions	T	\$375.00
	10 Sessions	T	\$675.00
	20 Sessions	T	\$1200.00
<b>18.</b>	<b>Pool Rental</b>		
i.	Leisure or Lane Pool Rental up to 35 People and 1 Lifeguard	T	\$65.00/ hour
ii.	Leisure and Lane Pool Rental up to 70 People and 2 Lifeguards	T	\$120.00/ hour
iii.	Hot Tub Rental for 35 People and 1 Lifeguard	T	\$35.00/ hour
iv.	Wibit Rental (with additional \$200.00 Damage Deposit)	T	\$35.00/ hour
v.	Hourly Charges for Groups		
	105-140	T	\$155.00
	140-175	T	\$190.00
	175-210	T	\$225.00
	210-245	T	\$260.00
	245-280	T	\$295.00



## Schedules of Fees Bylaw 20-854

<b>19.</b>	<b>Party Room</b> (3 Hour rental Minimum with a \$200.00 Damage Deposit)	<b>T</b>	<b>\$30.00/ hour</b>
<b>20.</b>	<b>Field House (1/3 of Gym)</b>		
i.	Daily	<b>T</b>	<b>\$240.00</b>
ii.	Weekday Hourly	<b>T</b>	<b>\$30.00</b>
iii.	Weekend Hourly	<b>T</b>	<b>\$50.00</b>
iv.	Special Youth Rate Hourly	<b>T</b>	<b>\$20.00</b>
<b>21.</b>	<b>Field House (2/3 of Gym)</b>		
i.	Daily	<b>T</b>	<b>\$480.00</b>
ii.	Weekday Hourly	<b>T</b>	<b>\$60.00</b>
iii.	Weekend Hourly	<b>T</b>	<b>\$100.00</b>
iv.	Special Youth Rate Hourly	<b>T</b>	<b>\$40.00</b>
<b>22.</b>	<b>Field House (Full Gym)</b>		
i.	Daily (Weekday)	<b>T</b>	<b>600.00</b>
ii.	Weekend Social Function (Daily)	<b>T</b>	<b>\$1600.00</b>
iii.	Weekend Non-Social Function (Daily)	<b>T</b>	<b>\$720.00</b>
iv.	Special Event Youth Rate (Hourly)	<b>T</b>	<b>\$60.00</b>
<b>23.</b>	<b>Dance Studio (A or B)</b>		
i.	Daily	<b>T</b>	<b>\$100.00</b>
ii.	Hourly	<b>T</b>	<b>\$30.00</b>
iii.	Weekend	<b>T</b>	<b>\$150.00</b>
<b>24.</b>	<b>Dance Studio (A and B)</b>		
i.	Daily	<b>T</b>	<b>\$175.00</b>
ii.	Hourly	<b>T</b>	<b>\$50.00</b>
iii.	Weekend	<b>T</b>	<b>\$200.00</b>
<b>25.</b>	<b>Kitchen and Bar Rental</b>		
i.	Weekday (Daily)	<b>T</b>	<b>\$200.00</b>



## Schedules of Fees Bylaw 20-854

ii.	Weekend (Daily)	T	\$300.00
<b>26.</b>	<b>Child Mind</b>		
i.	Per Hour Per Child	T	\$5.00
ii.	10 Punch Pass	T	\$40.00
iii.	20 Punch Pass	T	\$70.00
<b>27.</b>	<b>Board Room (A or B)</b>		
i.	Daily	T	\$150.00
ii.	Hourly	T	\$30.00
<b>28.</b>	<b>Board Room (A and B)</b>		
i.	Daily	T	\$250.00
ii.	Hourly	T	\$50.00
<b>29.</b>	<b>Stage Rental (with 500.00 Deposit)</b>	T	\$500.00
<b>30.</b>	<b>Dance Floor (with 500.00 Deposit)</b>	T	\$500.00

## Schedule 'D' Hamlet of Grande Cache Animal Control

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



## Schedules of Fees Bylaw 20-854

<b>2.</b>	<b>Dog Team/Kennel License</b>		
i.	Kennel (Requires a Development Permit and Business License for Commercial Kennel)	E	Cost of Development Permit/business license where applicable
ii.	Per Dog Fee as listed above	E	As per Section 1
<b>3.</b>	<b>Licensed Dog Impoundment</b>		
i.	First Impoundment	E	\$50.00
ii.	Second Impoundment	E	\$100.00
iii.	Third Impoundment	E	\$150.00
iv.	All Subsequent Impoundments	E	\$200.00
<b>4.</b>	<b>Unlicensed Dog Impoundment</b>		
i.	First Impoundment	E	\$100.00
ii.	Second Impoundment	E	\$165.00
iii.	Third Impoundment	E	\$215.00
iv.	All Subsequent Impoundments	E	\$290.00
<b>5.</b>	<b>Viscous Dog Impoundment</b>		
i.	First Impoundment	E	\$200.00
ii.	Second Impoundment	E	\$500.00
iii.	Third and All Subsequent Impoundments	E	\$1,000.00
<b>6.</b>	<b>Other Domestic Animals Impoundment</b>		
i.	First Impoundment	E	\$35.00
ii.	Second Impoundment	E	\$50.00
iii.	Third and All Subsequent Impoundments	E	\$75.00
<b>7.</b>	<b>Livestock Impoundment</b>		
i.	First Impoundment	E	\$150.00
ii.	Second Impoundment	E	\$250.00
iii.	Third and All Subsequent Impoundments	E	\$750.00
<b>8.</b>	<b>Custodial Fees</b>		





## Schedules of Fees Bylaw 20-854

i.	Dog per Day (Plus Actual Cost to Board)	E	\$9.50
ii.	Other Domestic Animal per Day (Plus Actual Cost to Board)	E	\$2.00
iii.	Livestock (Plus \$10.00, Care and Sustenance per day and Veterinary Services)	E	\$25.00
iv.	Disposal Charge for Pathological Waste	E	\$0.30 per Pound, minimum of \$7.00 per disposal
v.	Euthanasia (In Addition to the Above Charges)	E	\$35.00
<b>9. Animal Attractants</b>			
i.	Improper Storage of Animal Attractant	E	\$500.00
ii.	Attempt/Feed Wild Life Purposely	E	\$500.00
iii.	Disposal of Animal Attractant	E	\$1,000.00

## Schedule 'E' Finance and Administration

	Description	GST Status	Fee in \$
<b>Finance &amp; Administration</b>			
<b>1.</b>	<b>Photocopying</b>		
i.	Tax, Utilities, Minutes or Bylaws, and Other Documents	T	\$1.00 per page
<b>2.</b>	<b>Documents</b>		
i.	Planning or Otherwise, Any Size	T	\$10.00 per search
ii.	Faxed Copies (Incoming/Outgoing)	T	\$1.00 per page
iii.	Access to Information (FOIP), Research	T	\$25.00 per hour



## Schedules of Fees Bylaw 20-854

<b>3.</b>	<b>Taxes</b>		
i.	Tax Certificate to Registered Landowner	E	No charge
ii.	Tax Certificate to Others	E	\$50.00 per roll number
iii.	Tax Search to Others	E	\$50.00 per roll number
iv.	Online Tax Certificate to Others	E	\$25.00
v.	Online Tax Search	E	\$15.00
vi.	Tax Notification Charges	E	\$75.00
<b>4.</b>	<b>Assessment</b>		
i.	Assessment Record to Landowner	E	\$5.00 per roll number
ii.	Assessment Record to Others	E	\$10.00 per roll number
<b>5.</b>	<b>NSF Fee</b>	<b>E</b>	<b>\$50.00</b>

## Schedule 'F'

### Infrastructure and Planning General

	Description	GST Status	Fee in \$
<b>Infrastructure General</b>			
<b>1.</b>	<b>Road Closure</b>		
i.	Application Fee	E	\$1,500.00
ii.	Sale of Road Allowance for the Purpose of Road Closure. As Determined by Accurate Assessment.	E	Fair Market Value
<b>2.</b>	<b>Approaches</b>		
i.	Approach Application Request Fee (Non-Refundable)	E	\$175.00 per approach
ii.	Construction: Gravel Approach	E	\$2000.00 per approach
iii.	Upgrade/Relocation: Gravel Approach	E	\$2500.00 per approach
iv.	Construction: Asphalt Approach	E	\$5000.00 per approach



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
v.	Upgrade/Relocation: Asphalt Paved Approach	E	\$5500.00 per approach
<b>3. Road Allowance License</b>			
i.	Application Fee	E	\$100.00
ii.	Road Allowance License Sign (One-Time Free Only)	E	Free
iii.	Road Allowance Sign Replacement	E	\$30.00
<b>4. Inspections</b>			
i.	Seismic Pre-Inspections	E	\$100.00 per occurrence
ii.	Seismic Post-Inspections	E	\$100.00 per occurrence
iii.	Seismic Non-Compliance	E	\$100.00 per inspection
<b>5. Land Acquisition (Right-of-Way and Road Widening)</b>			
i.	Properties up to 40 Acres	T	See Schedule "I"
ii.	Properties Over 40 Acres	T	\$2400.00 per acre
iii.	Properties Minimum Payment	T	\$150.00 per occurrence
iv.	On parcels more than 40 Acres, Where an Existing Residence is on the Property, for up to 50 Meters Each Side of the Residential Driveway	T	\$3,000 per acre
v.	Borrow Pit Acquisition and Access and Damages	T	\$1.00 per m <sup>3</sup>
vi.	Shelterbelt Loss, per 5m Width, Tree Height Under 10 feet	T	\$1.50 per m
vii.	Shelterbelt Loss, per 5m Width, Tree Height Over 10 feet	T	\$2.50 per m
<b>6. Fencing</b>			
i.	Removal of Old Fence by Landowner	T	\$1.25 per m
ii.	Removal of Old Fence and Installation of New Fence by Landowner with Greenview Supplying Material	T	\$3.75 per m



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
iii.	Removal of Old Fence and Installation of New Fence by Landowner Including Labour and Materials	T	\$6.25 per m
iv.	Removal of Old Fence and Installation of New Fence by Greenview	T	No Compensation

### **Schedule 'G' Environmental Services**

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



## Schedules of Fees Bylaw 20-854

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



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
iii.	Non-Potable Water Points	E	\$2.00 per m <sup>3</sup>
<b>7. Gravity Wastewater Collection System (DeBolt, Grande Cache &amp; Ridgevalley)</b>			
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
<b>8. Gravity Wastewater Collection System (Grovedale)</b>			
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$12,500.00 per service
<b>9. Low Pressure Wastewater Collection System (Little Smoky, Grovedale &amp; Ridgevalley)</b>			
i.	Sanitary Service Installation Fee	E	\$8,000.00 deposit (based on actual invoice)
ii.	Connection Fee	E	\$500.00 per service
<b>10. Septage Classification</b>			
i.	Residential – Single Family Dwelling	E	\$1.00 per m <sup>3</sup> (minimum \$24.00)
ii.	Residential – Duplex (per dwelling unit)	E	\$1.00 per m <sup>3</sup> (minimum \$24.00)
iii.	Residential – Multi Family Dwelling (per Self-Contained Dwelling Unit)	E	\$1.00 per m <sup>3</sup> (minimum \$24.00)
iv.	Commercial – General Store	E	\$1.00 per m <sup>3</sup> (minimum \$36.00)
v.	Commercial – Laundromat	E	\$1.00 per m <sup>3</sup> (minimum \$56.00)



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
vi.	Commercial – Hotels (Rooms & Beer Parlor)	E	\$1.00 per m <sup>3</sup> (minimum \$80.00)
vii.	Commercial – Cafes	E	\$1.00 per m <sup>3</sup> (minimum \$48.00)
viii.	Commercial – Garages	E	\$1.00 per m <sup>3</sup> (minimum \$48.00)
ix.	Commercial – Office	E	\$1.00 per m <sup>3</sup> (minimum \$36.00)
x.	Commercial – Not Elsewhere Classified	E	\$1.00 per m <sup>3</sup> (minimum \$36.00)
xi.	Community Halls & Other Recreation Facilities	E	\$1.00 per m <sup>3</sup> (minimum \$48.00)
xii.	Churches	E	\$1.00 per m <sup>3</sup> (minimum \$24.00)
xiii.	Schools (per Classroom)	E	\$1.00 per m <sup>3</sup> (minimum \$24.00)
xiv.	Royal Canadian Legion Hall	E	\$1.00 per m <sup>3</sup> (minimum \$24.00)
xv.	Senior Citizen's Drop-In Centre	E	\$1.00 per m <sup>3</sup> (minimum \$24.00)
<b>11. Wastewater Lagoon</b>			
i.	Commercial/Industrial Tipping Rate	E	\$10.00 per m <sup>3</sup>
<b>12. Lagoon Keys</b>			
i.	Key Fob (Initial/Replacement)	T	\$100.00
<b>13. Waste Collection and Disposal</b>			
i.	<b>Residential Rates</b>		
	Residential Waste Collection Fee	T	\$10.00 per month



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
	Recycle Fee	T	\$10.00 per month
<b>i. Commercial Rates</b>			
	Commercial Waste Collection	T	\$50.00 per month
	Recycle Fee	T	\$10.00 per month
	Dumping Fee, Standard Service, per Bin	T	\$80.00 per month
<b>14. Penalties and Fines</b>			
<b>i. General Penalties</b>			
	Setting out Prohibited Materials for Collection	E	\$200.00
	Placing Hazardous Waste or Dangerous Goods out for Collection	E	\$200.00
	Failure to use Appropriate Containers	E	\$200.00
	Waste or Recycling Deposit Without Consent	E	\$200.00
	Collection Interference	E	\$200.00
	Dumping Outside the Landfill	E	\$1000.00
	Failure to Store Containers Properly	E	\$200.00
	Accumulation of Building Waste	E	\$200.00
	Failure to Contain Construction Waste	E	\$200.00
	Unsecured Load	E	double cost of materials as per schedule of fees
<b>15. Grande Cache Landfill Fees</b>			
<b>i. Greenview Residents</b>			
	Mixed Load Disposal Fee (Residents and Commercial)	E	\$210.00 per tonne
<b>ii. Commercial Waste</b>			
	Clean Mulch/Woodchips	E	\$55.00 per tonne
	Class II Acceptable Soils	E	\$55.00 per tonne
	Burnable Wood (Excludes Creosote, Treated Wood and Similar Materials)	E	\$55.00 per tonne





## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
	Metal	E	\$55.00 per tonne
	Cement/Concrete	E	\$55.00 per tonne
	Sump	E	\$10.00/tonne
	Freon	E	\$50.00/ unit for removal

### Schedule 'H' Operations

Operations			
<i>Greenview's Equipment Rates will be the same as the EOIP rates</i>			
<b>1.</b>	<b>Snowplowing Signs</b>		
i.	Any Driveway up to 400 Meters	E	\$50.00
ii.	Any Driveway Greater than 400 Meters	E	\$50.00 + \$100.00 per hour for time over the first ½ hour
iii.	Lost or Replacement Signs	T	\$30.00 each
<b>2.</b>	<b>Culverts – Used or Salvaged</b>		
i.	500 mm or Less	T	\$13.00 per m
ii.	600 mm	T	\$15.00 per m
iii.	700 mm	T	\$16.00 per m
iv.	800 mm	T	\$25.00 per m
v.	900 mm	T	\$28.00 per m
vi.	1000 mm	T	\$29.00 per m
vii.	1200 mm or Greater	T	\$30.00 per m
<b>3.</b>	<b>Grade Blades</b>		
i.	Used	T	\$5.00 per each blade
<b>4.</b>	<b>Dust Control</b>		



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
i.	Application of Calcium Product for <b>Residents and Landowners</b> (up to April 15 <sup>th</sup> Each Year)	E	\$150.00 per 200 m
ii.	Plus: for sections over 200 meters	E	\$5.35 per m
iii.	Application of Calcium Product for <b>Multi-Parcel Subdivisions</b>	E	\$100.00 per 100 m
iv.	Application of Calcium Product for <b>Industrial and Road Use Agreement Holders</b> (up to April 15 <sup>th</sup> Each Year) <i>If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters</i>	E	\$1605.00 per 300 m
v.	Plus: for sections over 300 meters	E	\$5.35 per m
<b>5. Road Bond</b>			
i.	Overload Road Bond Fees (Non-Refundable Payment)	T	\$1,125.00 per km
ii.	Plus: Security Deposit (Refundable Subject to Final Inspections)		\$6,375.00 per km
iii.	Fixed Fee for the TRAVIS MJ Permitting System	E	\$15.00 per permit
<b>6. Community Aggregate</b>			
i.	Community Aggregate Payment Levy	E	\$0.30 per tonne
<b>7. Equipment Rental</b>			
i.	All Equipment Rentals will be paid out of the previous year's ARHCA Book.	T	100% of previous year's ARHCA rate

## Schedule 'I' Planning and Development

Planning and Development	
<b>1.</b>	<b>Planning Bylaw (New or Amended)</b>



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
ii.	Land Use Bylaw Amendment Application (Re-zoning)	E	\$1,500.00
iii.	New Developer's Area Structure Plan	E	\$2,500.00
iv.	Amendments to any ASP and MDP or Minor ASP	E	\$1,500.00
<b>2. Development Permits, General</b>			
i.	Residential - Single Detached Dwellings, Duplexes, Manufactured/ Modular/RTM/Suites)	E	\$150.00
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)	E	\$75.00 per unit
iii.	All other Non-Residential/Mixed-Use/New Construction / Accessory Uses (Home Occupation / Accessory Buildings (Garages, Decks, Hot tubs, Pools, Wheelchair Ramps), Additions and All Other Uses)	E	\$50.00 fee per \$100,000.00 of completed project cost (up to a maximum of a \$10,000.00 fee)
iv.	Signage – Permanent / Temporary / Renewal	T	\$50.00 per sign
v.	Variance Request	E	\$150.00
vi.	Time Extension Request by Developer per Application	E	\$150.00
<b>3. Subdivisions (including Bare Land Condominium Plans)</b>			
i.	Subdivision and Condominium Plan Applications, Single Lot or Consolidation	E	\$450.00
	Plus: each additional lot/unit created	E	\$150.00
ii.	Plan of Subdivision Endorsement Fees	E	\$150.00 per title created
iii.	Condominium Plan Endorsement Fees	E	\$40.00 per unit
iv.	Time Extension Request by Developer per Application	E	\$500.00
<b>4. Subdivision and Development Appeal Board</b>			
i.	Development Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00
ii.	Subdivision Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
<b>5.</b>	<b>Development Agreement Review</b>		
i.	Residential: up to 4 Lot Subdivision	E	\$1,500.00
ii.	Residential: Greater than 4 Lot Subdivision	E	\$3,000.00
iii.	All Other Recreational, Commercial and Industrial Subdivisions	E	\$3,000.00
<b>6.</b>	<b>Annual Business Licensing</b>		
i.	Business License Fee - New application (January 1)	E	\$100.00
ii.	Business License- New Application (After July 1) or Annual Renewal	E	\$50.00
<b>7.</b>	<b>Business License Temporary/Special Event</b>		
i.	Resident	E	\$30.00
ii.	Non-Resident	E	\$50.00
<b>8.</b>	<b>Hawkers or Peddlers</b>		
i.	Resident Annual	E	\$45.00
ii.	Resident per Day	E	\$35.00
iii.	Non-Resident Annual	E	\$130.00
iv.	Non-Resident per Day	E	\$50.00
<b>9.</b>	<b>Rural Addressing Signage</b>		
i.	Signage Permanent/ Replacement	T	\$50.00 per sign
<b>10.</b>	<b>Signage for Subdivisions</b>		
i.	Individual Lot Sign	T	\$50.00 per sign
ii.	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	T	\$1,000.00 per sign
<b>11.</b>	<b>Orthographic Printing</b>		
	<i>Based on size and quality of paper, image and graphics</i>		
i.	Colour 8 ½" x 11" Orthographic (Aerial) Photo	T	\$10.00
ii.	Colour 11" x 17" Orthographic (Aerial) Photo	T	\$20.00



## Schedules of Fees Bylaw 20-854

	Description	GST Status	Fee in \$
<b>12.</b>	<b>Landowner Map Pricing</b>		
i.	Hardcopy – Landowner Map (sheets 1-5). Valleyview, DeBolt, Grovedale, Grande Cache and Greenview Overview Elevation	T	\$25.00 per sheet
<b>13.</b>	<b>Certificate of Compliance</b>	E	\$200.00
<b>14.</b>	<b>Letter of Concurrence for Communication Tower</b>	E	\$100.00
<b>15.</b>	<b>Environmental Site Assessment Inquiries</b>	E	\$200.00 per parcel

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



## Schedules of Fees Bylaw 20-854

### Schedule 'J' Land Acquisition by Greenview for Right of Way and Road Widening

#### Valleyview Area

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

#### DeBolt Area

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

#### Grovedale Area

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





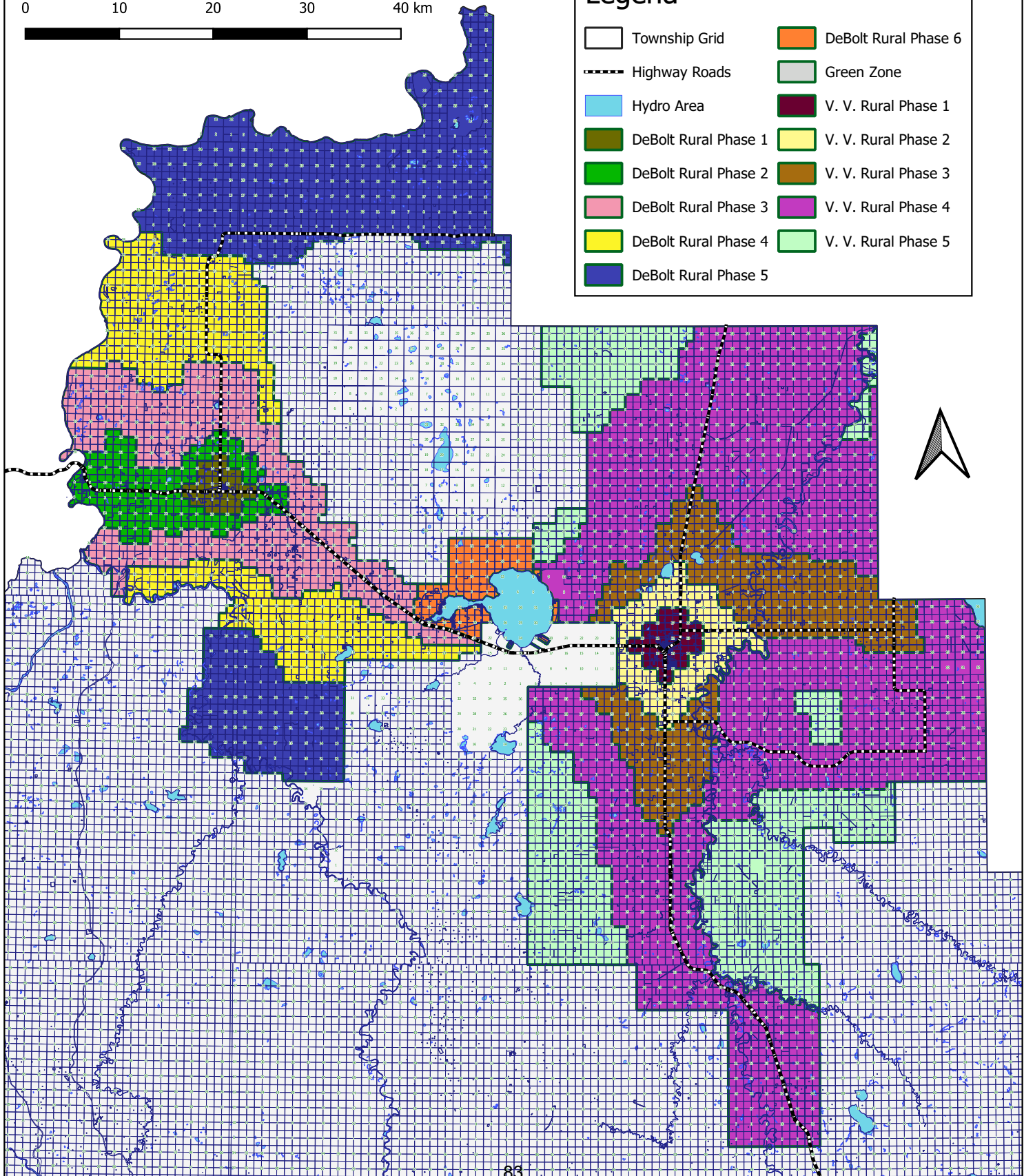
# Schedules of Fees Bylaw 20-854

0 10 20 30 40 km



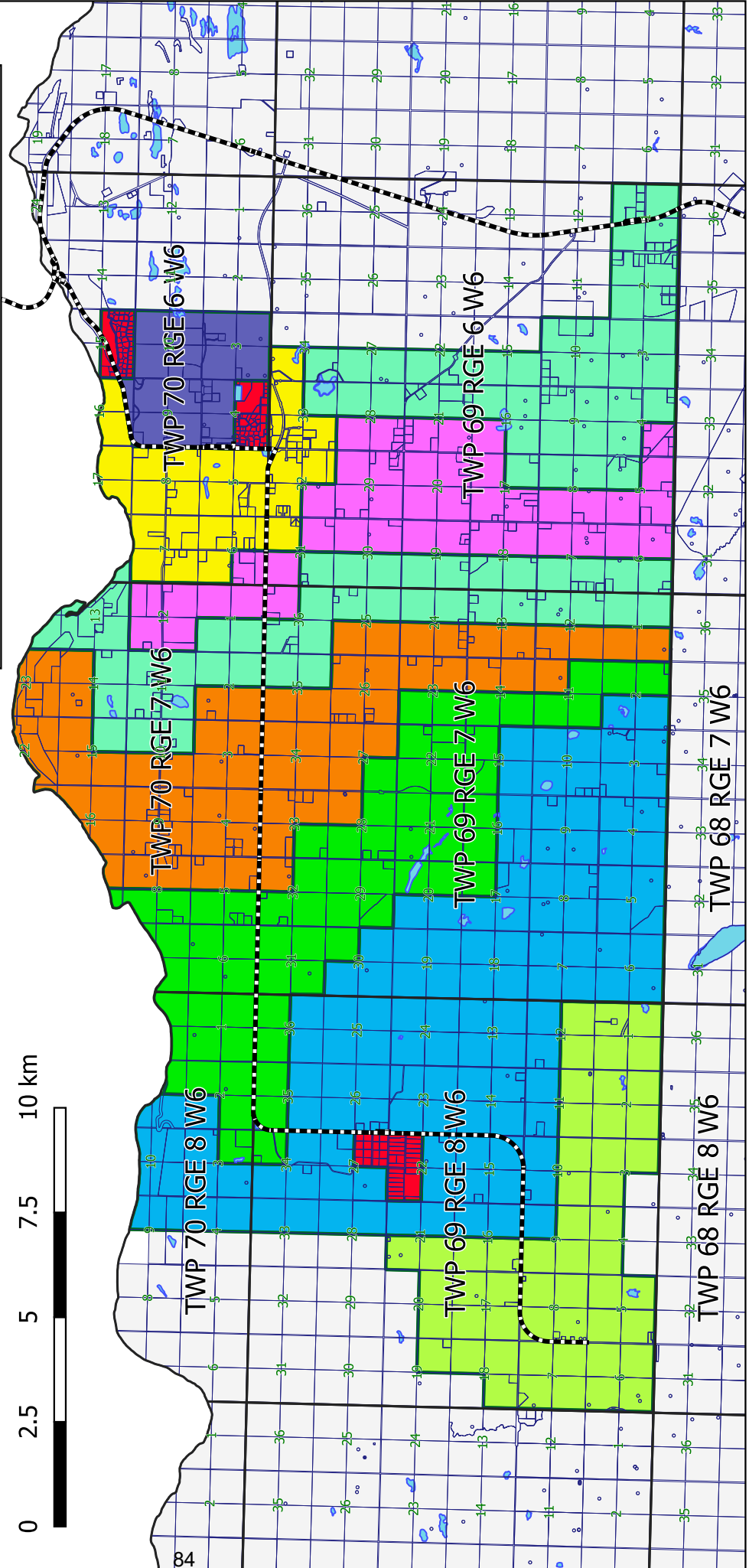
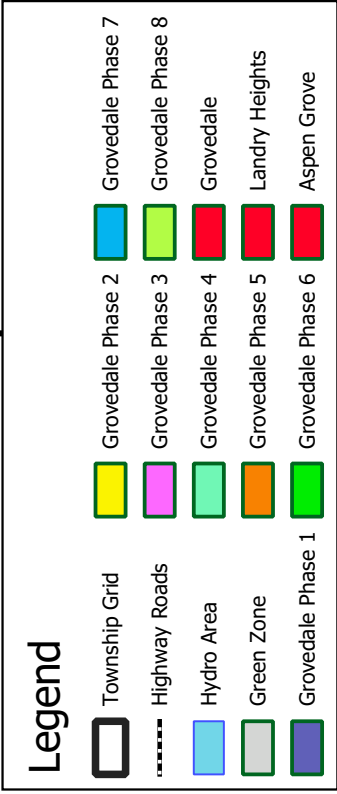
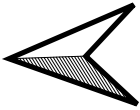
## Legend

- |                      |                      |
|----------------------|----------------------|
| Township Grid        | DeBolt Rural Phase 6 |
| Highway Roads        | Green Zone           |
| Hydro Area           | V. V. Rural Phase 1  |
| DeBolt Rural Phase 1 | V. V. Rural Phase 2  |
| DeBolt Rural Phase 2 | V. V. Rural Phase 3  |
| DeBolt Rural Phase 3 | V. V. Rural Phase 4  |
| DeBolt Rural Phase 4 | V. V. Rural Phase 5  |
| DeBolt Rural Phase 5 |                      |





# Schedules of Fees Bylaw 20-854







# REQUEST FOR DECISION

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SUBJECT: **Bylaw 20-857 “Electronic Transmission of Documents”**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: August 24, 2020 CAO: DT MANAGER:  
DEPARTMENT: CORPORATE SERVICES GM: PRESENTER: DL  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, R.S.A 2000, Chapter M-26, Section 608.1

**Council Bylaw/Policy** (cite) –N/A

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## RECOMMENDED ACTION:

**MOTION: That Council give first reading to bylaw 20-857 “Electronic Transmission of Documents”.**

---

## BACKGROUND/PROPOSAL:

The MGA allows for municipalities to pass a bylaw to allow for the transmission of documents under section 608.1, such as tax notices, by electronic means. Documents may only be sent in this way if the individual opts into the program, and otherwise must be delivered as required under the Act, generally through the mail.

In essence, this bylaw will allow Greenview to collect the emails of ratepayers who wish to receive their tax notices, assessment notices and other documents over email rather in standard mail. There is no obligation for ratepayers to sign up for this program.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a program in place to allow for the alternative delivery of tax notices through electronic means.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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## ALTERNATIVES CONSIDERED:

**Alternative #1:** Greenview Council may choose not to establish this program and continue delivering tax and assessment notices through the mail.

---

## FINANCIAL IMPLICATION:

There may be some savings in postage costs for sending tax notices, as well as personnel time in stuffing envelopes with tax notices.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Administration will advertise the bylaw in accordance with the act and bring it back for second and third reading.

---

ATTACHMENT(S):

- Bylaw 20-857



## **BYLAW NO. 20-857** **of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of establishing a process for sending notices, documents or information by electronic means.**

**Whereas**, Section 608(1) of the Municipal Government Act, R.S.A. 2000, Chapter M-26 provides that where the Act or regulation or bylaw made under this section requires a document to be sent to a person, the document may be sent by electronic means if

- a) the recipient has consented to receive the documents from the sender by those electronic means and has provided an email address, website or other electronic address to the sender for that purpose, or
- b) it is possible to make a copy of the document from the electronic transmission.

**Whereas**, the Municipal District of Greenview wishes to have the option available to forward any information referred to in Part 9 Assessment of Property, Part 10 Taxation and Part 11 Assessment Review Boards, of the Municipal Government Act, and any information referred to in the respective regulations for these Parts, by electronic means; and

**Whereas**, Section 608.1(6) provides that the sending by electronic means of any notice, document or information referred to in Subsection (1) or (2) is valid only if the person to whom it is sent has opted under the bylaw to receive it by those means; and

**Whereas**, The Municipal District of Greenview wishes to have the option to forward any forms of notice included in Section 149(2) and (3) of the Education Act R.S.A. 2000, Chapter E-0.3 by electronic means; and

**Whereas**, the Municipal Government Act mandates that a municipality is required to adopt a bylaw to establish a process for the transmission of this information by electronic means;

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

### **1. Title**

1.1 This Bylaw may be cited as the “Electronic Transmission of Documents” Bylaw.

### **2. Definitions**

2.1 **Act** means the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended.

2.2 **Assessed Person** means a person who is named on an assessment roll in accordance with the Act, and also includes a person who has been delegated authority to act on behalf of the assessed person.

2.3 **Assessment Notice** includes all assessment notices referred to in Part 9 of the Act

2.4 **Council** means the Council of the M.D. of Greenview No. 16, duly assembled.

- 2.5 **CAO** means the Chief Administrative Officer of the M.D. of Greenview No. 16.
- 2.6 **Electronic** means electronic mail (e-mail).
- 2.7 **Electronic document** means a tax notice; an assessment notice; any other document referred to in Part 9, Part 10 or Part 11 of the Act; and any notice referred to in Section 149(2) and (3) of the Education Act
- 2.8 **Greenview** means the Municipal District of Greenview No. 16.
- 2.9 **Signature** at the discretion of Greenview, may include an electronic signature.

### 3. Application

- 3.1 Upon request by an assessed person, Greenview may send an electronic document through electronic means.

### 4. Process

- 4.1 An assessed person may apply to receive an electronic document by electronic means.
- 4.2 The assessed person must complete and sign the application form established by Greenview, which will require the following information:
- a) Roll number of each property;
  - b) Name and address of the assessed person;
  - c) Phone number of the assessed person;
  - d) E-mail address to be used for the transmission of electronic documents; and
  - e) Date and signature of the assessed person.
- 4.3 Once authorization has been provided to transmit an electronic document by electronic means, printed paper copies will not be forwarded via regular mail.
- 4.4 Cancellation of electronic documents being transmitted by electronic means can be accomplished by:
- a) The assessed person providing written notice to that effect to Greenview; or
  - b) Upon transfer of title of the property to a new owner (sale of property).

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

Read a first time this \_\_\_\_ day of \_\_\_\_, 2020.

Read a second time this \_\_\_\_ day of \_\_\_\_, 2020.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_, 2020.

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT: **Policy 1036 Social Media**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: August 24, 2020  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM:  
MANAGER:  
PRESENTER: DL/SS

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## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 1036 “Social Media” as presented.**

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## BACKGROUND/PROPOSAL:

This policy is intended to serve as a guide for Councillors and Staff in using their personal or Councillor social media profiles in relation to Greenview business. The intent of this policy is to emphasize that Staff and Councillors should be cognizant of how they utilize their social media accounts and ensure that they do not comment or post things that may harm the reputation of Greenview or provide false or misleading information.

The policy also addresses the use of Greenview social media accounts and the ability of Greenview staff to manage those accounts and hide or block individuals that post offensive or harmful comments on Greenview posts.

PRC recommended the purpose be rephrased to reflect that the policy is aimed at personal social media accounts of employees and Councillors. They also recommended the election period be adjusted to January 1, from August 31 of an election year, in accordance with recent changes to the act.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a social media policy to guide councillors and staff use of personal accounts in relation to Greenview business.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

## ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may recommend additional changes.

---

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation. .

---

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

The policy will be brought to Council for approval.

---

ATTACHMENT(S):

- Policy 1036

**Title: Social Media**

**Policy No: 1036**

**Effective Date:**

**Motion Number:**

**Supersedes Policy No: NONE**

**Review Date:**



**Purpose:** This policy provides guidelines to for Councillor and Employee use of their personal social media accounts, in a manner that is not harmful to the reputation of Greenview.

## 1. DEFINITIONS

- 1.1. **Greenview** means the Municipal District of Greenview No. 16.
- 1.2. **Social Media** means any facility for online publication and commentary, including without limitation blogs, wikis, and social networking sites such as Facebook, LinkedIn, Twitter, YouTube, and Instagram.
- 1.3. **Post** means a posting includes any written comment, content or image, including but not limited to photographs, video, clip art, scanned images, documents and emoticons.
- 1.4. **SOLE** means a State of Local Emergency.

## 2. POLICY STATEMENT

- 2.1. Greenview supports the use of social media to further the strategic direction and goals of the organization. Social media provides additional tools and channels that can complement traditional communications and marketing methods and mediums. The purpose of using social media sites is to present matters of public interest.
- 2.2. The public has the right to access and reference the Greenview's social media sites in the same way as traditional communications methods.
- 2.3. Greenview shall treat public engagement on social media sites in the same manner as they would traditional engagement.
- 2.4. Greenview reserves the right to delete or moderate content posted to their social media sites.
- 2.5. To ensure public accessibility and the protection of all citizens, Greenview reserves the right to remove comments, posts, or content that contains any of the following:
  - A. Confidential or personal information;
  - B. Discriminatory or hateful language;
  - C. Attacks on any person, whether an employee, member of Council, or the public;
  - D. Profanity or abusive language;
  - E. Encouragement or demonstration of illegal behaviour;
  - F. Explicit language or links to explicit content;
  - G. Spam;

- H. Unsolicited commercial advertising that may attempt to sell, promote, or advertise products or services;
  - I. A post that could compromise the well-being, safety, or security of the public, employees, Councillors, or anyone else;
  - J. A post that may compromise the security of public systems, equipment, buildings, or other property;
  - K. Violation of any municipal, provincial, or federal laws or bylaws; or
  - L. Promotion of individual religions, political parties, or candidates in any election.
- 2.6. Posts made by citizens or third-party contributors do not necessarily reflect or represent the views or opinions of Greenview or its employees. Greenview does not necessarily endorse public comments or postings.
  - 2.7. Engagement on Greenview-owned social media channels are typically considered transitory records and will not be archived, stored, or kept by Greenview. However, by engaging with and using Greenview social media channels, users acknowledge and consent that their engagement (comments, posts, messages, etc.) may become part of the public record and could potentially be used in Greenview official documentation. Greenview reserves the right to decide what posts, comments, or messages may be saved in official documentation.
  - 2.8. Greenview is not responsible for any harm, damages, or losses suffered as a result of using third party social media sites. Participants do so at their own risk and accept that they have no right of action against the Greenview in relation to the use of social media.
  - 2.9. Greenview is not responsible for any harm, damages, or losses suffered as a result of using third-party social media sites. Participants do so at their own risk and accept that they have no right of action against the Greenview in relation to the use of social media.
  - 2.10. In their capacity as private citizens, Greenview employees and Council Members have the same rights of free speech as other citizens, however, Greenview expects that they will not represent Greenview on their own social media platforms or comment on Greenview programs or operations. Councillors and employees must ensure that their use of social media does not negatively affect the reputation of Greenview.

### 3. COUNCIL RESPONSIBILITIES

- 3.1 Council members are bound by the Council Code of Conduct Bylaw, FOIPP, The Municipal Government Act, and any other legislation as it relates to copyright, privacy, and the disclosure of information.
- 3.2 Council Members who use social media platforms to create an official Councillor profile must ensure that their use of social media does not put Greenview's security, reputation or information at risk.
- 3.3 Council Members should not use their official "@mdgreenview.ab.ca" email address to create social media accounts.
- 3.4 Council Members shall be held personally responsible for the content that they publish on their own political social media platforms and shall not hold Greenview responsible or liable for any content placed on their own platforms.



- 3.5 Council Members may be involved in political debate on their political social media platforms. All actions on Council Members' political social media platforms shall be conducted with respect and in accordance with the Council Code of Conduct Bylaw. Bullying, hatred, bigotry, disrespect, harassment and otherwise bringing Council, Greenview, or Greenview Administration into dispute are all prohibited and subject to disciplinary action as determined by Council in accordance with the Council Code of Conduct Bylaw.
- 3.6 Council Members must not act, claim to act, or give the impression that they are acting as a representative of Council as a whole on their political social media platforms. Council Members using social media must make clear that their actions and opinions on social media are their own.
- 3.7 Council members may not represent themselves as anything other than their official title and capacity on their political social media platforms.
- 3.8 Council members may not publish or report on meeting discussions held in closed session or other confidential matters on social media, regardless of the profile being public or private.
- 3.9 Council members may not use the official Greenview logo on their social media platforms.
- 3.10 Any Council Member's social media platform shall not be promoted by Greenview official social media platforms. Greenview does reserve the right to like or share content that is posted to the Council members social media platforms if the post is deemed to be of informational value to the community as a whole.
- 3.11 Once an elected official's term comes to an end, or they resign from the position, they must delete or rename their political social media platforms to reflect that they are no longer a sitting Member of Council.
- 3.12 Council acknowledges that it is Administration's role to release information on Greenview news, announcements, projects, events, and other relevant items, and shall not circumvent that duty unless specifically given authorization to do so by a resolution of Council.
  - 3.12.1 Councillors should endeavor to refrain from releasing information on their own social media accounts (Whether private or public pages) prior to Administration releasing the information to the public.
- 3.13 Council Members recognize that any direction of content, administration, creation of posts, and general usage of Greenview social media platforms must come from Council as a whole.
  - 3.13.1 Individual Councillors may make recommendations for content to administration, but the content of Greenview social media is managed by administration in accordance with the relevant policies and bylaws, and as directed by Council as a whole and is subject to the schedules of content managed by the Communications Department.

## 4. EMPLOYEE RESPONSIBILITIES

- 4.1 Employees must ensure that confidential matters are not disclosed on their private social media accounts. Employees are bound by all federal and provincial legislation, and all Greenview bylaws, policies and procedures, and must not disclose Greenview information or content that they are not specifically authorized to disclose.
- 4.2 Acting as a private citizen, Greenview employees must use a private email address and make every reasonable effort to make it clear that their contribution to social media platforms is as a private individual, and not as a representative of Greenview.

- 4.3 The only role of Greenview Administration and social media platforms during a municipal election period is to promote the election itself, and will not be used to further the campaigns of current or prospective Members of Council.
  - 4.3.1 No sharing of any content for prospective Members of Council shall occur on any official Greenview social media platform.
  - 4.3.2 To safeguard a fair and equitable election period, effective January 1 of an election year, all links, likes, follows and any sharing of content with a current Reeve or Councillor shall be stopped on all official Greenview social media platforms until the Organizational Meeting for the newly elected Council.
  - 4.3.3 Greenview reserves the right to delete any comments or links posted to its pages or social media posts from any persons seeking election in order to maintain neutrality during the election and to avoid the perception of any endorsement of any candidate by Greenview.
  - 4.3.4 The only exception to the above is in the event of a State of Local Emergency (SOLE) or community crisis that requires public acknowledgement from a current Member of Council. What constitutes a community emergency shall be determined by the Reeve, CAO and/or Director of Emergency Management.
- 4.4 Any provision of this policy may be superseded at any time by the Director of Emergency Management during activations of the Emergency Operations Centre and surrounding an activation of a SOLE.



# REQUEST FOR DECISION

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SUBJECT: **Evergreens Foundation Requisitions**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: August 24, 2020  
DEPARTMENT: COMMUNITY SERVICES  
STRATEGIC PLAN: Quality of Life

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council approve a capital requisition in the amount of \$1,267,423.21 from Evergreens Foundation.**

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## BACKGROUND/PROPOSAL:

The Evergreens Foundation provides affordable housing for Alberta's seniors through a management body comprised of six municipalities including Greenview, the Town of Edson, Town of Hinton, Yellowhead County, Municipality of Jasper and Parkland County. The Foundation is governed by a Board of Directors who are subsequently governed by Ministerial Order, the Alberta Housing Act and Regulations, the Evergreens Foundation Mission Statement and Constitution and By-Laws. The Ministerial Order and the Act provides the Foundation with requisitioning powers similar to that of schools where municipalities collect money on behalf of the Foundation. Currently, there is one Evergreens Foundation housing lodge with 25 basic lodge units and 5 self-contained suites within Greenview and is located in Grande Cache.

At the April 14<sup>th</sup> Council Meeting the following information was presented:

The Evergreens Foundation Board of Directors recently approved a total 2020 Capital Requisition in the amount of \$5,231,604.00, to come from the six (6) aforementioned municipalities. Greenview is being asked to contribute \$1,267,423.21.

A Housing Needs Study and Capital Planning sessions were conducted last year by Colliers Project Leaders for the Foundation to address the regional needs of the seniors. This review supported the continuation of the construction plans at Pine Valley Lodge in Hinton. The capital requisition is for the construction plans at the Pine Valley Lodge located in Hinton. The construction of a 100-unit facility in Hinton has been awarded to Scott Builders and was slated to begin in the spring of 2020. Evergreens Foundation has been approved for \$500,000 of "seed funding" from CMHC and are aggressively looking at all options to access Federal funds when applicable. The current 2020 requisition will still fund the Pine Valley construction in full.

The same “Housing Needs Study and Capital Planning” report also highlighted a great need in the Yellowhead and Parkland County areas. Based on this data, a land feasibility study has been completed and are beginning to move ahead with plans for a facility in Wildwood, including applications to CMHC for seed funding.

An Indigenous Elders Lodge project is being explored in Greenview. CMHC and the Province have shown interest in the project and Evergreens will explore this possibility further leaning on the Federal and Provincial partnership opportunities.

Administration contacted the Housing Advisor from the Ministry of Seniors and Housing with the following question: “We are inquiring regarding senior housing requisitions for capital funds. The Board of Directors of the Evergreens Foundation approved a capital requisition for 2020. Do the municipalities have the authority to deny or suspend the payment of the capital requisition?”

The response received was the following:

*Housing management bodies (HMBs), such as The Evergreens Foundation, that provide lodge accommodation have the ability to requisition those municipalities for which the HMB provides lodge accommodation. A “requisition” in Alberta means the amount of property taxes to be raised by taxpayers in a municipality for cost-shared programs. According to the section 7 of the Alberta Housing Act (AHA):*

*On or before April 30 in any year a management body that provides lodge accommodation may requisition those municipalities for which the management body provides lodge accommodation for (a) the amount of the management body’s annual deficit for the previous fiscal year arising from the provision of lodge accommodation, and (b) any amounts necessary to establish or continue a reserve fund for the management body.*

*As funding for capital planning, capital development, or capital renewal would not fall under this definition, it would not qualify as a requisition, rather it would be considered a contribution instead. Housing management bodies are able to request for any contributions from municipalities; however, all parties must be in agreement for any contributions outside of requisitioning. Therefore, if one or more municipalities do not agree to providing an additional contribution for capital, they may deny this request.*

Administration submitted an email to the CAOs of the other six (6) municipalities requested to contribute to the Evergreens Foundation capital payment to acquire their perspective of the economic climate and COVID implications of such a timely request. The aforementioned response from the Housing Advisor from the Ministry of Seniors and Housing was included in the message to the contributing members for their information.

One response was received from the CAO of Yellowhead County questioning the accuracy of the advice Greenview received from the Housing Advisor and cited that as per other legal opinions the requisition for reserve funds could be for future capital. Yellowhead’s planned action is to try and pay only those capital funds that are truly required for the 2020 commitments.

At the April 14<sup>th</sup> Council Meeting Administration was directed to seek additional information on the capital request to bring forth for consideration at a future meeting.

Administration completed the following actions:

- All signed documentation between Greenview and Evergreens Foundation was reviewed to determine the relevancy to the capital request presented for the 2020 calendar year.
  - The result was that none of the signed documents are relevant to approving the capital request presented for the 2020 calendar year.
- All motions referencing Evergreens Foundation was reviewed to determine the relevancy to the capital request presented for the 2020 calendar year.
  - The result was that no applicable motion was found.
- Administration contacted Evergreens Foundation by phone to discuss the capital request.
  - The CAO indicated the possibility of paying the capital request over a longer term. In addition, planned to request additional funding assistance from the Province.
- Administration contacted Evergreens Foundation by email to acquire an update on the capital request and receive any supporting documents for the capital request.
  - There has been no updates received to-date (July 16, 2020).
- A copy of Evergreens Foundation Business Plan 2020 – 2022 was obtained from their website. The following relevant excerpts have been captured for Council's review:
  - Evergreens Foundation (EGF) Management and Board have endorsed the development study produced by Colliers, and has further resulted in increased requisition levels from the Municipalities to help fund the plan (page 12).
  - To maintain sufficient capital reserves over the next 30 years, the 2018 annual contribution rate of 5M requires a 20% adjustment to 6M, and adjusted every year after for inflation. The forecast requirement has been communication to the board and municipalities, and 2019 Evergreens requisitions to the municipalities reflected an inflation adjustment. (Page 21).

Greenview is requested to pay in 2020, 24.226% of the capital request and if the request is adjusted to \$6,000,000.00 as noted in the aforementioned clause Greenview may be asked to contribute \$1,453,560.00 in the coming years.

Evergreens Foundation up until this year was the only housing body that requisitioned capital funds on an annual basis. Heart River Housing requested capital funds this year in the amount of \$521,460.00, previously they had approached Council with a presentation for their review and approval. The following is a history of the capital funding requested and received:

Housing Management Body Name	2019	2018	2017	Method of Request and Approval
Evergreens Foundation	\$1,205,310.06	\$2,129,188.91		Invoice received with a description of capital requisition. The letter informed that the Evergreens Foundation Board approved the capital requisition.

				Note: The 2018 capital requisition paid is for both the 2017 and 2018 calendar years. There was a delay with requiring the 2017 capital funds.
Grande Spirit Foundation	\$468,000.00	\$65,000.00		Greenview approached Grande Spirit Foundation with a request for supporting the restoration and continued sustainability of the DeBolt Senior Housing units. The senior housing units were closed due to sloughing river banks at the site. Greenview purchased land for the purpose of maintaining senior housing in DeBolt. In addition to the land, \$468,000.00 was provided to Grande Spirit Foundation for the development of infrastructure services on the Greenview purchased land. Land was purchased in the amount of \$65,000.00 for the 2.28 acres of land.
Heart River Housing	\$2,000,000.00			Committee of the Whole was made aware of the planned project September 17, 2018. A presentation was made to Committee of the Whole by Heart River Housing January 21, 2019. On February 25, 2020, Council approved the capital request to construct a common area as part of a senior housing apartment development attached to the Iosegun Manor located in Fox Creek. The funding is now held in a Greenview Reserve for the future Fox Creek Heart River Housing project proceeds.

Administration is recommending that the housing management bodies present the capital requests to Council, requesting their approval rather than making the decisions solely at the board level. The approved capital projects can then be included in the budget planning for the applicable year(s). If Council approves the capital request from Evergreens Foundation, Greenview will have \$1,788,883.21 of unbudgeted expense for the 2020 calendar year (\$1,267,423.21 Evergreens Foundation + \$521,460.00 Heart River Housing).

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action is that Administration will have direction from Council with regards to the capital payment requested from Evergreens Foundation.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** N/A

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will conduct actions in accordance with the direction provided from Council with regards to the capital request from Evergreens Foundation.

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**ATTACHMENT(S):**

- Evergreens Foundation 2020 Capital Requisition



101 Athabasca Ave, Hinton AB, T7V 2A4

March 18, 2020

M.D. of Greenview  
P.O. Box 1079  
Valleyview AB, T0H 3N0  
Attention: Ms. Denise Thompson, CAO

Dear Denise,

Please see the 2020 Capital Requisitions for The Evergreens Foundation, attached.

As in previous years the Board of Directors recommended that in order to reach our goals for construction projects that The Evergreens Foundation continue with a Capital Requisition for 2020 with an addition of 2.1% for CPI increase. As you are aware from last year, a Housing Needs Study and Capital Planning sessions were conducted by Colliers Project Leaders for The Foundation to address the regional needs of our seniors. This review supported the continuation of the construction plans at Pine Valley Lodge in Hinton. The construction of a 100-unit facility in Hinton has been awarded to Scott Builders and is slated to begin this spring. We have received notification that we are approved for \$500,000 of "Seed Funding" from CMHC and are aggressively looking at our options to apply for the Federal Co-investment funding. There is very limited funding available but we are exhausting all our options to access Federal funds when applicable. This current 2020 requisition will still fund the Pine Valley construction in full.

That same report also highlighted a great need in the Yellowhead and Parkland County areas. Based on this data we have completed a land feasibility study and are beginning to move ahead with plans for a facility in Wildwood, including applications to CMHC for seed funding.

An additional project we are exploring is an Indigenous Elders Lodge in the M.D. of Greenview. This is a very specific project that CMHC and the Province have shown interest in and we are excited to explore this possibility further leaning on our Federal and Provincial partnership opportunities.

In reviewing that information, a \$5,231,604 Capital Requisition was approved by the Board of Directors of The Evergreens Foundation for 2020.

We understand the growing pressures put upon Municipalities and the challenges to your rate payers and appreciate your ongoing support and partnership. We should all be proud to see the advancement of the Parkland Lodge project in Edson which is near completion and look forward to the upcoming construction of the Pine Valley Lodge in Hinton, as well as seeing plans unfold in Wildwood and the M.D of Greenview.

If you have any questions please do not hesitate to contact me anytime.

Respectfully,

Kristen Chambers, CAO

CC: Donna Ducharme, Manager Finance & Administration  
Teresa Martin, Executive Assistant to Community Services  
Councillor Winston Delorme



Town/Muni	Assessments for 2020	%	Capital Due:
Edson	\$1,331,770,073	6.806%	356,043.61
Greenview, M.D. (portion)	\$4,740,757,261	24.226%	1,267,423.21
Hinton	\$1,862,741,139	9.519%	497,996.68
Jasper Municipality	\$1,521,859,114	7.777%	406,863.18
Jasper Improvement Dist	\$53,837,800	0.275%	14,393.33
Parkland County (portion)	\$457,290,431	2.337%	122,254.84
Yellowhead County	\$9,600,396,791	49.060%	2,566,629.15
<b>Total Assessments</b>	<b>\$19,568,652,609.00</b>	<b>100.000%</b>	<b>\$5,231,604.00</b>
<b>2020</b>			<b>\$5,231,604.00</b>

**101 Athabasca Avenue  
Hinton, Alberta T7V 2A4**

Invoice No.: 43712  
Date: 03/17/2020  
Ship Date:  
Page: 1  
Re: Order No.

**Municipal District of Greenview**  
P.O. Box 1079  
Valleyview, Alberta T0H 3N0  
Canada

Municipal District of Greenview

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
			2020 Capital Requisition MD of Greenview			1,267,423.21
Shipped By: _____ Tracking Number: _____ Comment: _____ Sold By: _____					Total Amount	1,267,423.21



# THE EVERGREENS FOUNDATION

## BUSINESS PLAN

2020-2022

*Alberta* ■ Seniors and Housing

June 2019

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# EXECUTIVE SUMMARY

## Background

The Evergreens Foundation (EGF) was first created as a Corporate Body on April 11, 1960, by order of the Lieutenant Governor and was recognized as a Management Body under the Alberta Housing Act on January 1, 1995. Over these past 60 years, the Foundation has continued to grow and evolve in response to our society's changing needs and demands.

In accordance with our mission statement, ***"The Evergreens Foundation will provide, in a respectful and supportive manner, a continuum of housing options that promote quality of life and independence,"*** we provide housing to a broad spectrum of the population. Services are offered through the Lodge Program which encompasses Supportive Living Level 2 (SL2) up to SL4. Independent seniors of modest income also have access to self-contained apartments. Low-income families, singles and AISH clients are supported through provincially or municipally owned housing units, or by the Provincial Rent Supplement Programs that EGF administers.

The focus of The Evergreens Foundation Board is supportive living; however when applicable affordable housing programs have been utilized in the past. Our exception was the Whispering Pines Lodge in Grande Cache, which was constructed with the assistance of an Affordable Housing Grant. This lodge is a meld of Affordable Housing and the more typical Lodge Program. Private developers have built Affordable Housing units in Hinton, Edson and Jasper, presently relieving EGF of the responsibility to build and maintain such units themselves. As noted in this year's Strategic Plan, we will be reaching out to the Municipalities and revisiting the Affordable Housing existing in our communities. Many of the private Affordable Housing grants are half way through their 20 year grant terms. At the end of these agreements we could be left with the potential of no Affordable Housing in these communities.

In keeping with our Vision, ***"A community-based Foundation providing great places to live,"*** EGF has broadened its scope by partnering with Alberta Health Services (AHS) at three of our five lodges. This partnership allows our Foundation to continue to offer high quality housing, while permitting AHS to supply the necessary health supports to our residents. Currently, EGF manages 16 Designated Assisted Living (SL4) units at Alpine Summit Seniors Lodge, Jasper. Further, AHS contracts 15 Designated Access Spaces (SL3-4) at Whispering Pines Lodge, Grande Cache, and 10 SL3 Designated Access Spaces at Parkland Lodge, Edson. We also wish to explore the opportunity for memory care spaces or SL4D, which would be a new capacity for the Foundation.

## Current work

The Board of Directors has been actively participating in the Parkland Lodge construction project. Parkland Lodge obtained approval for a Lodge Renewal Fund grant in the amount of approximately \$12.2M. We were then awarded an additional 5.4 M in December 2016 and in December 2018, the province announced 100% funding for this 105 unit project. The project was awarded to Scott Builders. We have two Board members that sit on the building committee as well as the CAO. Our targeted construction completion date is January 2020 with resident move-in tentatively scheduled for April 2020.

The Board has approved the expansion of Pine Valley Lodge in Hinton in order to meet the growing demand of seniors in the community. We are actively working with Colliers Project Leaders on advancing the Pine Valley Lodge construction plans. Currently, the Pine Valley Lodge project is being funded 100% by municipal capital requisition. Collaborative meetings are currently being held with the teams who were the successful proponents from our Expression of Interest. In August, EGF will decide on one team to proceed with the build.

After the 2018 Strategic Planning sessions, the Board of Directors developed a Board Vision and Mandate separate from our Operational Mandate. They felt with the large number of projects we have and the increasing housing demands it would be beneficial to show a unified direction on what their Vision and Mandate are.

The key terms of reference defining who and actions of the Board and Management are:

### ***Our Vision***

Provide regional housing solutions for seniors in a responsive, sustainable and quality-driven manner.

### ***Mission***

The Evergreens Foundation will provide, in a respectful and supportive manner, a continuum of housing options that promote quality of life and independence

### ***Our Mandate***

- Leverage our expertise to lead and manage the development of supportive living.
- Lead, partner, facilitate, promote and assist in the development of independent living.
- Be the advocate for communities, conduit for funding and liaison to all levels of government.
- Actively pursue and exploit Municipal, Provincial and Federal Government funding.
- Ensure access to available community supports.
- Represent housing interests in a fair, balanced and equitable manner.

## Our Plan

A comprehensive plan has been developed that addresses geography, quantity and timing of need for Supportive Living Housing.

Projected requirements for the Region:

Seniors Self-Contained					Supportive Living				
	60+ Population	5 year Growth	Total Growth	Projected IL Housing Needs (Current Supply)		75+ Population	5 year Growth	Total Growth	Projected SL Housing needs (Current Supply)
2016	8,793			189	2016	2,323			197
2021	11,471	30%	30%	245	2021	2,948	27%	27%	250
2026	13,730	20%	56%	308	2026	3,909	33%	68%	316
2031	15,030	9%	71%	364	2031	5,151	32%	122%	415
2036	15,776	5%	79%	403	2036	6,768	31%	191%	538
2041	16,334	4%	86%	418	2041	7,813	15%	236%	646
2046	16,628	2%	89%	408	2046	7,872	1%	239%	701

Figure 1 Population Growth, Self-Contained and Supportive Living projected supply requirements<sup>1</sup>

With the objective to maintain 2016 levels for supportive living, the EGF development strategy provides a stable plan with clear housing targets for the short term and long term. The following elements are presented within the strategy:

1. Where to build:
  - Balancing the distribution of supply relative to Zones.
  - Municipal land requirements, both short and long term growth within each Zone.
2. What to build:
  - Forecast Independent Living (IL) housing requirements (based on current supply and age based use).
  - Forecast Supportive Living (SL) housing requirements (based on current supply and age based use).
  - Projects of scale that reduce construction cycles and provide operating efficiencies.
3. When to build:
  - Recognize the different supply and demand curves of SL and housing requirements.
  - Continuous balancing of supply and demand through incremental development projects.

<sup>1</sup> Projected housing needs are directly calculated by 5 year population age brackets, demand within each bracket, and mortality rates.

EGF commissioned a study in 2018<sup>2</sup> that examined these specific questions.

The resulting report has been endorsed by our Board of Directors and communicated to the municipal and regional organizations they represent. The Municipalities now contribute over \$5,000,000 annually into a capital reserve to help EGF directly address SL requirements of the Region, and for IL requirements, inform and support for IL initiatives within the Region.

For more information please see Appendix G - Reports

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<sup>2</sup> EGF, Independent and Supportive Living, Short Term Development and Long Term Planning, Colliers Project Leaders, Feb 1, 2019, Final Report V3.



## ACCOUNTABILITY STATEMENT

*“The business plan was prepared under the Board’s direction in accordance with legislation and associated ministerial guidelines, and in consideration of all policy decisions and material, economic, or fiscal implications of which the Board is aware”. Approved by the Board, June 28, 2019, Motion #043-19.*

## PORTFOLIO PROFILE

The Evergreens Foundation manages housing throughout Yellowhead County, the Town and Improvement District of Jasper, a section of the M.D. of Greenview #16, and the towns of Hinton and Edson. In recent years, we have expanded into Parkland County, from Highway 759 to the eastern border of Yellowhead County. Residents in that area of Parkland County primarily access our Sunshine Place Lodge in Evansburg.

On January 1, 2019, The Evergreens Foundation took over operations of Pembina Housing Authority. The consolidation was formalized on December 18, 2018 when the Honourable Lori Sigurdson, Minister of Seniors and Housing, issued the Ministerial Order dissolving Pembina Housing Authority and naming The Evergreens Foundation as the management body responsible for all former Pembina Housing Authority Schedule A Properties. The consolidation adds Rural & Native family housing in Evansburg (4 units) Entwistle (3 units) Wildwood (11 units) and Seniors Self Contained units in Evansburg (Pembina Pioneer Haven 1, and 2, 8 & 6 units respectively), Wildwood (Rosewood Manor, 6 units & Wildrose Villa, 4 units) and Entwistle (Riverview Manor, 8 units) to The Evergreens Foundation operations.

The Town of Jasper lays claim to Alpine Summit (37 units), which opened in 2008, and Pine Grove Manor, (33-unit seniors self-contained apartments). Moving 90 km east, Hinton's housing is composed of Pine Valley Lodge (30 units), Lion's Sunset Manor (32 units, seniors' self-contained apartments), a special needs house and 12 low-income family dwellings. Grande Cache offers the beautiful Whispering Pines Lodge, a 30 unit facility which is conveniently attached to the Healthcare Centre. The Town of Edson, where expansion construction is currently taking place, has the oldest and largest of our lodges, Parkland Lodge, which had 55 units prior to construction, increasing to 105 when complete. This property is beautifully enhanced by gardens and gazebos developed by the Parkland Lodge Auxiliary with the support of many charitable donations and volunteer workers. We are currently temporarily housed in the former Edson Healthcare Centre. This facility has enabled us to house up to 64 residents while awaiting our new facility. Edson also accommodates low-income seniors in Heritage Court and Heatherwood Manor. An additional 7 townhouse units are located here for the benefit of families in need of assistance. Finally, Evansburg houses over 30 seniors in Sunshine Place Lodge, which is attached to Pembina Village, a long-term care/dementia cottages facility. The entire building, including our lodge, is staffed by The Good Samaritan Society.

In addition to the foregoing, EGF administers Rent Supplement Programs throughout its entire jurisdiction on behalf of the Government of Alberta.

**Please see Appendix B for a full listing of The Evergreens Foundation's housing portfolio.**

## Geography

The area of service provided by EGF is over 50,000 KM with facility services are largely provided along the Yellowhead corridor. For purposes of planning, EGF utilizes 5 distinct Geographical Zones.

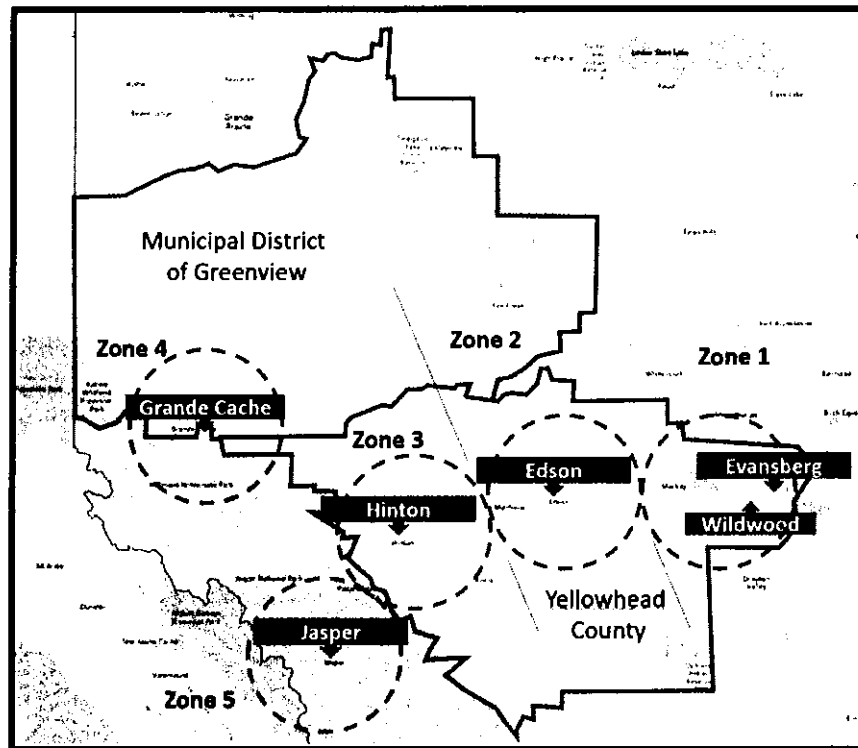


Figure 2 Area of Coverage of Evergreens Foundation

While the majority of the population is within 25 KM of each side of Highway 16, the travel distance is taken into account between municipal areas.

On average a one hour drive time exists between zones (with exception of Grande Cache).

## Services or Products

Rating criteria for all prospective residents is established in accordance with the Alberta Housing Act. Seniors within our Lodge program may avail themselves of many supportive services, such as meals, housekeeping and activities. Our lodges have 24 hour staffing to provide necessary supports and security to our residents. Home Care provides services, including the Medication Assistance Program (MAP), to their clients living within the lodges. Access to transportation, regular exercise programs and personal care services are also available at our Lodges. Families, singles and seniors who live in our Manors, townhouses or houses are provided with safe and affordable housing. Any other

necessary supports must be obtained through other government agencies, such as Social Assistance.

Ever mindful of the needs of our senior citizens, EGF continues to offer more and more healthcare services in partnership with Alberta Health Services.

In an effort to make the public aware of the services we provide to families and individuals, EGF maintains a website: [www.evergreensfoundation.com](http://www.evergreensfoundation.com). We can also be accessed through Facebook, Twitter and Instagram.

## Clients

Presently, EGF serves more than 200 seniors through the lodge program, with over 120 currently on the waitlist (68% of waitlist is in Hinton and Edson.) Based on demand trajectory, this is expected to increase by 30% from 2018 to 2021.

Waitlist averages in Edson have grown consecutively from 15 in 2011, to 53 in 2019. The site has 64 rooms. The current housing situation at the interim housing site made it possible to provide 9 extra rooms while awaiting construction completion.

Hinton waitlist averages are 23 in 2011 and up to 30 in 2019. The current lodge has 30 bachelor style suites.

Jasper's waitlist increases annually, with over 24 waitlist applicants in 2019.

There is an average of 155 seniors living in the self-contained apartments, with a modest, lightly-fluctuating waitlist. 39 families are dwelling in our housing units and nearly 160 are assisted through the Rent Supplement programs (waitlist averages 30-50).

## Lodge Accommodation Waitlist

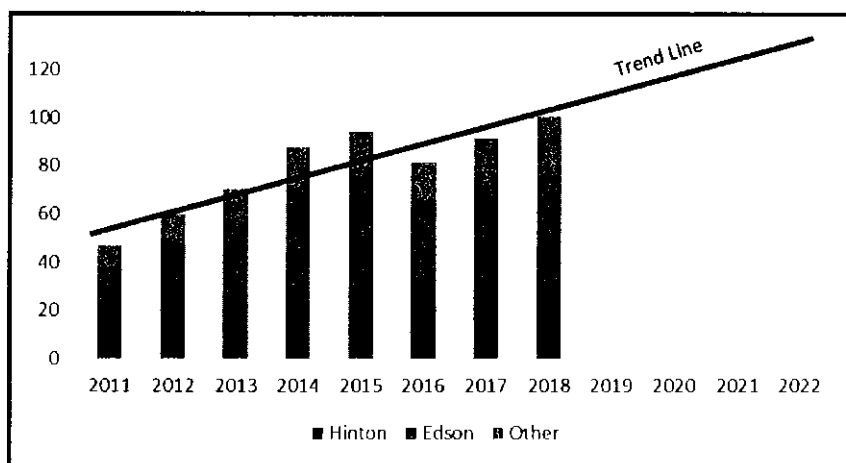


Figure 3 Short Term Trend Line – 2011 - 2022

**Please see section, “Environmental Scan” for further details**

# INSTITUTIONAL CONTEXT

## Key Stakeholders within the Region

Key stakeholders of the six municipalities within the region are represented by the EGF Board of Directors. Municipal stakeholders include:

- Town of Edson
- Town of Hinton
- Municipality of Jasper
- Municipal District of Greenview
- Yellowhead County
- Parkland County

The Board is kept apprised of EGF operations and capital development initiatives through the Chief Administrative Officer. The Board additionally has the responsibility of communicating to each of the Municipalities they represent.

The Board is governed by a Ministerial Order, the Alberta Housing Act & Regulations, The Evergreens Foundation Vision and Mission Statements and their Constitution & By-Laws.

## Key Stakeholders and Resources supporting EGF

The Evergreens Foundation has critical relationships for programming, operations, social services, finance, performance standards, safety and security. These Key Stakeholders and resources include, but are not limited to:

### Alberta Seniors and Housing

- Affordable housing Programs
- Elder Abuse Awareness
- Alberta Seniors Benefit
- Seniors Financial Assistance Programs
- Special Needs Assistance for Seniors
- Dental and Optical Assistance for Seniors

### Community and Social Services

- Alberta Supports
- FCSS

### Alberta Health Services

- Home Care
- Continuing care
- Contract DSL spaces
- Adult Day Programming

### Associations

- Alberta Senior Citizens Housing Association (ASCHA)
- Alberta Public Housing Administrators Association (APHAA)
- Lodge Activity Coordinators Association of Alberta (LACAA)
- Alberta Managers Society (AMS)

### Community Resources

- Hinton Resident Care Foundation
- Yellowhead Emergency Shelter for Women
- Local Volunteer Auxiliaries or resident based groups

### Other

- The Good Samaritans Society
- Fundraising Groups for Special Projects

In recent years, we have seen the rising need for housing on the east end of Yellowhead County. This area has a large ageing demographic and very little to no housing options in the hamlets and County area. EGF is presently conducting a land review for the construction of a 70 unit lodge in the east end of Yellowhead County. This land review will help the Board make the decision on the scope and location of this identified priority.

A new focus in this years' strategic planning is addressing the needs for an Indigenous Seniors Lodge facility in the MD of Greenview area. There are currently many barriers for the Indigenous elders to successfully transition from their land into appropriate seniors care. In early 2019 meetings were initiated with several Indigenous groups to further pursue this initiative. The Evergreens Foundation CAO, Operations Manager and a Board Member recently met with the Victor Lake Board to further pursue plans for this project.

We will be exploring design and programming options, as well as any funding available for Indigenous specific housing through the Provincial and Federal Governments or CMHC.

## PLAN DEVELOPMENT

The plan development is based on a detailed environmental scan. With this detailed scan we are able to plan to address key issues of the board and align with the objectives of the Government of Alberta.

### Capital Planning

In 2017 EGF engaged Berry Architecture and Associates to undertake a “gaps analysis” to supplement the data supplied by the supporting communities. Leveraging this information, in 2018 EGF engaged Colliers Advisory Services to conduct a development study based on the service demand profile and graphically based demographics to define the requirements for a long term development strategy. The study further looked at current resources and resource requirements to meet the requirements of the strategy. Participation in the development study included both Management and Board input.

As a result of this engagement, the Management and Board focus for capital development is specific to supportive living housing only. The Evergreens Foundation will support other initiatives of the individual Municipalities or other Developers for self-contained and affordable housing, however funding requirements will remain the responsibility of the Municipality or Developer.

EGF Management and Board have endorsed the development study produced by Colliers, and has further resulted in increased requisition levels from the Municipalities to help fund the plan.

See Appendix G: Reports

### Operational Planning

The Management and Board meet annually to update our Strategic Plan and to provide direction on any needed revisions to the Business Plan. Input from all Board representatives is considered. Further, the frontline management team meet quarterly, including one annual meeting with the Board and Administration team, to discuss any issues, voids and successes. We have recently added meeting requirements to our Activity Coordinators and Maintenance Supervisors who now meet twice a year. Resident surveys and related action plans are developed and reviewed by the Operations Manager, then presented to the Board prior to implementation by the managers.

Regular consultations have continued between the AHS Capacity Planning Department and the CAO regarding any healthcare-related deficiencies in our area. Conversations are encouraged between AHS and EGF team members, at all levels. Our mutual goal is to house our residents with the most appropriate levels of care and supports. The Board is in full support of our contracts with AHS and any partnerships we can develop.

The Evergreens Foundation's CAO has made council presentations when requested, and has been interacting with community groups to raise awareness of the Foundation and its role in the community. She has been in contact with the Seniors & Housing Ministry and Alberta Health Services for the Hinton expansion project, and the work required in the east end of Yellowhead County.

**ALL preceding methods of communication and reports provide valuable input into the strategies and overall Business Plan of the Foundation.**



# ENVIRONMENTAL SCAN

## Market Supply

There are many business challenges associated with the Region. These include geographic distances, staffing challenges, broad range of income levels, and difficulties operating small facilities efficiently. Private operators that could offer an alternate to services provided by EGF which could include higher income seniors have not set up in the region. In short, private industry is not stepping in.

The Alberta Council on Aging reports that 58% of SL units in Alberta are non-public funded<sup>3</sup>. This market supply gap places material pressure on the supply managed by EGF relative to other regions in the province.

## Regional Planning

With respect to Lodge accommodation (SL2), EGF is responsible for the planning requirements of the region. The Municipality of Jasper is independently reviewing its options to support two housing projects. One for transient worker housing, the other for non-profit independent seniors housing. In Hinton the sale of four Rural and Native housing units by the Province in 2013 enabled the funding of nine additional Affordable Housing units announced in February 2019. With the exception of these communities, no additional projects are in review related to affordable or independent housing initiatives anywhere else in our region.

## Comparative Statistics

Utilizing available comparative data from 2014, SL spaces are undersupplied in the Region. Current reports from Alberta Health confirm the 2014 data. While some supply has been added to the province, The Region has not seen new supply since 2008 for supportive living.

	Units**	75+ Population***	Ratio
Alberta Supportive Living Residents (total)*	28635	216363	132 : 1000
<b>EGF Region Supportive Living (total)</b>	<b>197</b>	<b>2323</b>	<b>85 : 1000</b>
Alberta LTC Residents (total)*	14500	216363	67 : 1000
<b>EFG Region LTC Beds</b>	<b>115</b>	<b>2323</b>	<b>49 : 1000</b>

\*Alberta Council on Aging (2014)<sup>4</sup>

\*\*Alberta Health currently reports there are 28000+ units (public and private)

\*\*\*Statistics Canada 2014

<sup>3</sup> <https://acaging.ca/statistics-an-albertan-seniors-2015/>

<sup>4</sup> <https://acaging.ca/statistics-an-albertan-seniors-2015/>

## Demographics

As part of the plan development produced by Colliers Advisory team, the demographics specific to the Region were produced to understand the age bracket shift impacting the region. This information, coupled with the average age of tenancy in EGF has produced a projected forecast of requirements.

YRS	0 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 to 44	45 to 49	50 to 54	55 to 59	60 to 64	65 to 69	70 to 74	75 to 79	80 to 84	85 to 89	90 +		
Current Mortality Rate (5 yr)																					
30 year projection +65 Population* (2016 county baseline, with age of living trend adjustment)																					
	2,944	3,024	2,896	2,865	2,697	2,976	3,445	3,254	2,976	3,159	3,764	3,811	2,880	2,148	1,440	979	756	422	167	60+ total	75+ total
2021								3433	3241	2958	3130	3708	3722	2773	2028	1312	838	564	234	8793	2323
2026								3418	3221	2931	3084	3621	3583	2618	1848	1123	625	313		11471	2948
2031									3397	3191	2887	3011	3486	3382	2385	1581	838	347		13730	3909
2036										3366	3144	2819	2899	3290	3082	2041	1180	465		15030	5151
2041											3316	3070	2714	2736	2998	2637	1523	655		15776	6768
2046												3238	2956	2562	2493	2566	1968	845		16334	7813
																				16628	7872

\*2016 Yellowhead CD14 Census Division

Figure 4 IL and SL Population Projection, Study Area (total)

	60 to 64	65 to 69	70 to 74	75 to 79	80 to 84	85 to 89	90+
% of Age bracket population	0.2%	0.2%	0.8%	3.9%	8.3%	14.9%	8%
% of EGF tenancy <sup>5</sup>	2%	2%	6%	19%	32%	32%	7%

Figure 5 Evergreens SL Age Distribution Profile of population utilizing SL Housing

<sup>5</sup> EGF sampling adjusted to for sampling anomalies

## Projected SL Housing Requirements

Projected SL Housing Requirements are projected to maintain current state (2016). Projected SL housing needs are considered minimums. Meeting these requirements are not expected to reduce waiting lists, but keep pace to increased demand.

	75+ Population	5 year Growth	Total Growth	Projected SL Housing needs (Current Supply)
2016	2,323			197
2021	2,948	27%	27%	250
2026	3,909	33%	68%	316
2031	5,151	32%	122%	415
2036	6,768	31%	191%	538
2041	7,813	15%	236%	646
2046	7,872	1%	239%	701

Figure Error! Main Document Only. Targeted Housing Requirements for Evergreens to maintain current state

## SWOT Analysis

To assess and address high level risks to The Evergreens Foundation and of the Business Plan the following SWOT (strengths, weaknesses, opportunities and threats) has been developed.

INTERNAL	Strengths	Weaknesses
	Highly developed long term plan	Reserve funds may be required to replace or upgrade aging facilities
	Financially supported: Municipal requisitions support lodge program operations	Operational costs will increase at a rate far beyond inflation, accounting for both age of facilities and new costs associated with additional facilities
	The Board recognizes the short term capital plan and long term strategy.	Lack of predictable provincial and federal funding and collaboration
	Board of Directors <ul style="list-style-type: none"> <li>• Cohesive, engaged and adaptable</li> <li>• Supportive of the EGF long term objectives and EGF communities as a whole</li> <li>• Empower their Administrative team to successfully lead the Foundation towards its goals</li> </ul>	Independent housing requirements are not being addressed by the provincial and federal governments
	Well maintained facilities	Cost burdens related to operating in a large geographical area
	Volunteers/Auxiliary groups working in each community for the benefit of EGF and the residents	Aging population resulting in a growing waitlist
	Lodge staff meets all supportive housing needs of residents	Remote communities have higher cost of living
	Strong administrative team	Limited Community housing units, and those we have are designed for families not singles

EXTERNAL	Planning methodology provides checks and balances over long term	Limited Rent Supplement funding
	<b>Opportunities</b>	<b>Threats</b>
	Training and education programs for administration and staff.	Attracting and retaining lodge staff.
	National Housing Strategy loan and Grant programs may provide ability to meet short term capital targets.	Current funding levels may not keep pace with inflation.
	Additional business community support may contribute, directly or indirectly for new housing supply.	Seniors' incomes don't increase at the same rate as our operational costs
	Could expand Designated Access Space contracts with AHS	Change in governments and staffing create uncertainty
	Be the conduit on behalf of the municipalities for funding and liaison to the Provincial and Federal governments	Ability to build long term sustainable and adaptable housing to take us through the baby boomer generation, but also for decades to come.
	Indigenous partnerships in development of appropriate housing	Stagnant funding in the Rent Supplement Program fails to meet the required needs of our growing waitlist
		Growing administrative pressures originating from a variety of duplicated Provincial reporting requests takes up valuable staff time
		Deteriorating facilities in need of capital repair
		Operational policy differences between AHS and EGF

# GOALS, STRATEGIC PRIORITY INITIATIVES, EXPECTED OUTCOMES AND PERFORMANCE MEASURES

## Alignment to Seniors and Housing Business Plan 2020 – 2020

### Outcome 1

#### Seniors and Housing Ministry Business Plan

*Seniors have access to programs, services and supports that help them live safely and independently in their chosen communities*

#### EGF Business Plan

EGF business plan has specifically modelled their requirements for programs, services and supports based on geography, population and age distribution. The plan balances regional supply in a localized manner, and further does so in a manner providing economic benefit through service zones and development timing when additional services are necessary to meet the population shift.

#### Specifics

	Goal	Measurement
<b>Objective #1</b>	Clients: Programs, services and supports will align to the geographical zones of the region	Annual Measurement: The same services will be available by each zone as defined in the development plan <sup>6</sup>
<b>Objective #2</b>	Clients: All services available to Seniors managed by other agencies, stakeholders and partners of Evergreens will be made visible and supported by EGF	Annual Measurement: The majority of clients served by Evergreens recognize the services available to them, and first recognize EGF as the source of that information.

### Outcome 2

#### Seniors and Housing Ministry Business Plan

*Albertans have access to appropriate housing and integrated housing supports.*

<sup>6</sup> Evergreens Foundation, Independent and Supportive Living, Short Term Development and Long Term Planning, Colliers Project Leaders, Feb 1, 2019, Final Report V3

### The Evergreens Foundation Business Plan

In October of 2018 EGF reviewed its Mandate to ensure what it defined as achievable by the organization. With respect to 2020 – 2022, the Board of EGF is focused upon ensuring access to SL Housing and short and long term capital development to maintain current service levels to 2016 supply and demand ratios.

#### Specifics

	Goal	Measurement
<b>Objective #1</b>	Clients: The wait-list for SL housing will not increase beyond current levels	Each housing project plan will re-set the wait-list to 2016 levels
<b>Objective #2</b>	Facilities: New SL housing will be delivered in Hinton AB	(A) 2020 The project will meet or exceed the minimum targets set in the planning document <sup>7</sup> (B) 2022 The project will be near completion of construction
<b>Objective #3</b>	Facilities: A project will be developed for SL housing in the Wildwood / Evansburg area	(A) 2020 Land will be secured (B) 2021 Planning will be completed and the project will be tender ready.
<b>Objective #4</b>	Financial requirements for additional development support will be set and requested through current federal and provincial funding programs.	Business cases will be supported for funding through current federal and provincial funding programs

- See Appendix F Operational Strategic Plan

<sup>7</sup> Evergreens Foundation, Independent and Supportive Living, Short Term Development and Long Term Planning, Colliers Project Leaders, Feb 1, 2019, Final Report V3

## FINANCIAL PLAN AND FORECASTS

Per the Business Plan Guidelines provided by the Housing Division, Alberta Seniors and Housing, please note the following assumptions made in the preparation of these financial plans.

We have assumed that our current funding levels are maintained for Social Housing. Our Capital Renewal and Maintenance budget reflects all current capital needs. We have also assumed there will be minimal changes to the Lodge Accommodation Program (LAP) funding. Any increases shown are due to additional spaces being opened after construction, not on an increase in “per eligible resident” funding. However, Administration costs, Human Resources budgets, contractor fees and utility prices will continue to rise according to the cost of living and market fluctuations and our new union contract. Therefore, all shortfalls can only be (1) added to our residents’ rents, (2) be offset by reducing our maintenance budgets, and/or (3) be added to the Municipal Requisitions.

- **See Appendix C Financial Budget and Forecasts**

## CAPITAL PLANNING STRATEGY

We need the provincial and federal governments to see the growing demand in our area which is clearly demonstrated in our report data. Unfortunately, neither has not come to the table to support our upcoming projects. The Request for Proposal is currently underway for the Hinton Pine Valley Lodge Project. In our spring Strategic Planning session, we will further develop plans appropriate for the project in the east end of Yellowhead County and our Indigenous Lodge Project in the M.D. of Greenview. Capital Planning will always be an annual discussion and our Board is very engaged in having appropriate housing available.

Based on the proposed Pine Valley project in Hinton, the long term capital requirements for supportive living <sup>8</sup> are projected as follows:

### Supportive Living - Capital Planning

Total Demand and Geographical Balanced Targeting\*\*\*

		Supportive Living Facilities, Timeline Targets and Room Count					
Zone / Community		2021	2026	2031	2036	2041	2046
Zone 4	Hinton*	60					
Zone 1	Wildwood/Evansburg		70				
Zone 2	Edson/Peers			100			
Zone 1	Wildwood/Evansburg				120		
Zone 3	Grande Cache					30	
Zone 4	Hinton					60	
Zone 1	Wildwood/Evansburg						30
Zone 5	Jasper						30
<b>Capital Requirement**</b>		<b>\$ 23,161,650</b>	<b>\$ 29,913,460</b>	<b>\$ 46,165,218</b>	<b>\$ 59,830,591</b>	<b>\$ 47,597,191</b>	<b>\$ 51,071,438</b>

(Current reserve: \$10,745,195 - source: Dec 31, 2017 Consolidated financial statements)

\*Planning in Progress

\*\*adjusted for inflation

\*\*\*DOES NOT INCLUDE ANY LIFECYCLE REQUIREMENTS  
REQUIREMENTS TO EXISTING LODGES

Current Annual Requisition	<b>\$ 5,000,000</b>
<b>2020 recommended Requisition</b>	<b>\$ 6,000,000</b>
(Future requisitions inflation adjusted)	

Figure 6 Long Term Supportive Living Capital Projections

See Appendix E for 2020 – 2022 Capital Priorities

### Contributions for Supportive Living Capital Reserves

To maintain sufficient capital reserves over the next 30 years, the 2018 annual contribution rate of 5M requires a 20% adjustment to 6M, and adjusted every year after for inflation.

This forecast requirement has been communicated to the board and municipalities, and 2019 Evergreens requisitions to the municipalities reflected an inflation adjustment.

<sup>8</sup> New Projects only not operational funding for repairs and upgrades of existing facilities.



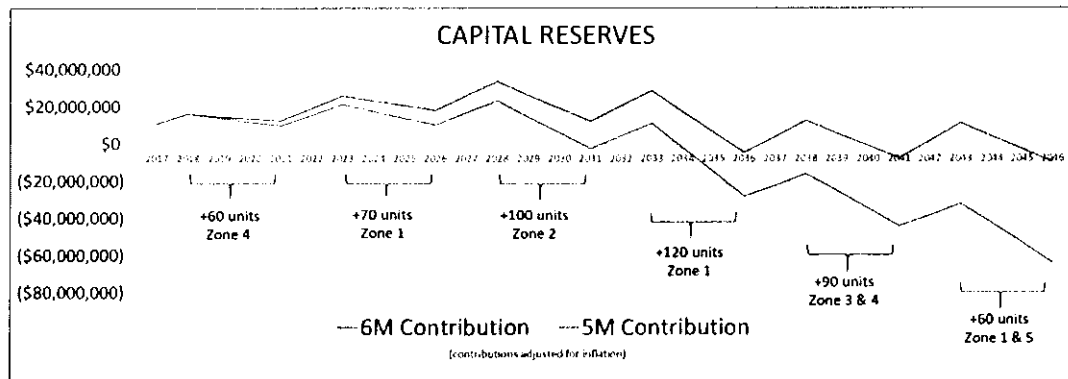


Figure 7 Capital Reserve Requirements, Current and Projected required

## **APPENDICES**

**APPENDIX A - HMB CORPORATE PROFILE**

**APPENDIX B - PROPERTY PROFILE**

**APPENDIX C - FINANCIAL BUDGET AND FORECASTS**

**APPENDIX D - CAPITAL MAINTENANCE AND RENEWAL**

**APPENDIX E - CAPITAL PRIORITIES**

**APPENDIX F - OPERATIONAL STRATEGIC PLAN**

**APPENDIX G- REPORTS**



# REQUEST FOR DECISION

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SUBJECT: **Grande Spirit Foundation – Letter of Support**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: August 24, 2020 CAO: DT MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: PRESENTER: SW  
STRATEGIC PLAN: Quality of Life

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council provide direction to Administration on the letter of support request from Grande Spirit Foundation to borrow capital funds for the construction of 24 new units at Pleasantview Lodge in Spirit River, Alberta.**

---

## BACKGROUND/PROPOSAL:

Grande Spirit Foundation provides affordable housing for Alberta's seniors through a management body comprised of twelve municipalities including Greenview, City of Grande Prairie, County of Grande Prairie, County of Saddle Hills, County of Birch Hills, Town of Sexsmith, Town of Beaverlodge, Municipal District of Spirit River, Town of Wembley, Town of Spirit River, Village of Hythe and the Village of Rycroft. The Foundation is governed by a Board of Directors who are subsequently governed by Ministerial Order, the Alberta Housing Act and Regulations and the Foundation's policies and procedures. The Ministerial Order and the Act provides Grande Spirit Foundation with operating requisitioning powers from the twelve (12) municipalities within its jurisdiction. The Edna Stevenson Manor and the Laura DeBolt Manor are two senior housing facilities owned by Grande Spirit Foundation within Greenview. These facilities are currently closed and will be relocated to DeBolt land purchased by Greenview for the intention of reopening these facilities. The facilities were closed due to the unstable conditions of the creek bank located adjacent to the facilities.

An email, dated July 24, 2020, was received from Grande Spirit Foundation with a letter requesting support to borrow funds for a capital project. The enclosed letter communicated that in 2020, the Province announced funding for a new Designated Supportive Living facility in Spirit River that will provide 92 units to accommodate replacement of the old lodge and provide a higher level of care for seniors.

In 2019, Grande Spirit Foundation conducted a needs assessment that confirmed the ongoing need for self-contained apartments throughout their region. Residents in the community of Spirit River put together a petition, requesting new seniors' self-contained units be considered as part of the new build. The land for the Designated Supportive Living facility in Spirit River has been provided by the Town of Spirit River, Saddle Hills County, Birch Hills County, Municipal District of Spirit River and the Village of Rycroft.

The Board has voted in favor of adding a 24-unit seniors' self-contained building for Spirit River, aligning with the Province of Alberta's mandate of seniors aging in place. This important project will bring the total of new units to 16. Completing the project will require borrowing the capital funds, estimated at \$4 million. Grande Spirit Foundation currently owns the land. The project business case indicates it should have positive cash flow, not requiring additional requisition funds to support this project upon operational start up.

Grande Spirit Foundation requires a letter of support from each member municipality. The letters of support will be submitted to the Minister with a request for project borrowing approval.

Grande Spirit Foundation requests that Greenview sign the letter of support template included with the request letter. Administration is recommending that if Council approves of providing the letter of support to provide capital funds to Grande Spirit Foundation that the template be changed to the following wording:

*The Municipal District of Greenview agrees with Grande Spirit Foundation borrowing up to \$4 million capital funds for the construction of the 24 new units at Pleasantview Lodge in Spirit River, Alberta and will provide financial support for any future deficits, if needed, associated with the construction of this aforementioned project.*

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action is that Council will provide Administration with Greenview's support position with regards to Grande Spirit Foundation borrowing capital funds for the 24 unit seniors self contained facility in Spirit River, Alberta and in addition identify Greenview's funding assistance commitment for a potential resulting deficit.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** N/A

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will follow-up with Grande Spirit Foundation accordingly with Council's direction.

---

**ATTACHMENT(S):**

- Grande Spirit Foundation Request for a Letter of Support
- Grande Spirit Foundation Letter of Support Template
- Grande Spirit Foundation's Business Plan



# Grande Spirit Foundation

"We serve seniors, families and individuals by providing quality affordable housing"

---

17 August 2020

To all Grande Spirit Foundation Member Municipalities

RE: Letter of Support Request to Borrow Funds for Capital Project

In 2020 the province announced funding for a new Designated Supportive Living facility in Spirit River that will provide 92 units to accommodate replacement of the old lodge and provide higher level of care for seniors.

In 2019, Grande Spirit Foundation completed a Needs Assessment that confirmed the ongoing need for self-contained apartments throughout our region. Adding to this, residents in the community of Spirit River put together a petition, requesting new seniors self-contained units be considered as part of the new build mentioned above. Notably the land has been provided generously by the G5 municipalities consisting of Town of Spirit River, Saddle Hills County, Birch Hills County, MD of Spirit River and the Village of Rycroft.

With this information at hand, our board has voted in favor of adding a 24-unit seniors self-contained building for Spirit River, aligning with the Province of Alberta's mandate of seniors aging in place. This important project will bring the total of new units to 116, providing said continuum.

Completing this project will require borrowing the capital funds required estimated at \$4 million. Grande Spirit Foundation currently owns the land and the projects business case indicates it should have positive cash flow, not requiring additional requisition funds to support this project upon operational start up.

In order to proceed with this borrowing, the province requires a letter of support from each member municipality with the attached wording for the minister to approve the project borrowing.

Please discuss this at your next Council meeting and provide a letter of support to our CAO, Steve Madden, via email [smadden@grandespirit.org](mailto:smadden@grandespirit.org).

Sincerely,

Judy Kokotilo-Bekkerus, Chairperson  
Grande Spirit Foundation

## **Municipality Letterhead**

Date:

To: Grande Spirit Foundation

Re: Spirit River Seniors Self-Contained project

The municipality of ..... Agrees with the borrowing and provide financial support (based on Equalized Assessment) for any future deficits, if needed, including any deficits resulting from the borrowing for the construction of the 24 new units at Pleasantview Lodge in Spirit River, Alberta.

Signed by the CAO or the Mayor/Reeve



# Grande Spirit Foundation BUSINESS PLAN

2020-2022



April 2019



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## EXECUTIVE SUMMARY

Grande Spirit Foundation is respected locally and provincially for providing safe affordable housing to area residents for over 55 years. Originally established as a non-profit organization in 1960, Grande Spirit Foundation (GSF) has been recognized as a Regional Public Housing Management Body under the Alberta Housing Act since 1994.

Representing 12 municipalities with a Board of Directors made up of mayors, reeves and councilors, Grande Spirit Foundation owns and manages five seniors' lodges along with various seniors' apartments and family housing units throughout communities in our region. GSF also provides rental subsidy programs targeted to families and individuals of modest income on behalf of the province of Alberta. GSF is proud to provide affordable housing options as well as supported housing for senior citizens unable to live independently.

GSF is guided by our values:

- we believe everyone should be treated with dignity, compassion and respect;
- we aspire to the highest standard of integrity, honesty and professionalism;
- our common-sense approach encourages a positive, safe environment for all staff, residents and visitors.

The Grande Prairie area is made up of vibrant, growing communities, with diverse industries including Forestry, Agriculture and Oil & Gas. A thriving economy creates pressure on housing capacity in all areas, and a depressed economy increases the need for affordable housing. It is extremely difficult to respond to this continual demand for housing for all sectors.

Over the years GSF has built a reputation for providing quality, affordable housing and services. As a non-profit housing provider, our responsibility is to our clients and our funders, not to shareholders. This allows the Foundation to maintain affordable rental rates and ensures Albertans are being served. Additionally, the Foundation is very proud of its knowledgeable, experienced staff. Their dedication and commitment to the residents and their families is evident by the

positive and home feeling atmosphere in our facilities.

We have a well-developed Certificate of Recognition (COR) Health and Safety program that is recognized province-wide with a strong reporting system that allows GSF to continually ensure high levels of safety for all staff and residents in our facilities.

GSF holds Alberta Health Compliance and Monitoring licensing in all our Seniors Lodge facilities. Staff work closely with provincial inspectors to ensure we are above the grade required.

Our Board of Directors ensures operations are guided by comprehensive policies and procedures. Our staff are proficient with our locally supported administrative systems. Seniors in our lodge facilities have access to 24-hour supports from Alberta Health Services through Home Care. Partnerships are established to develop long term relationships with community agencies, vendors, contractors, professionals, and stakeholders and we hold strong support from both municipal and provincial levels of government.

For 2019, a Need and Demand Analysis for our entire regional area is a priority project that will review both seniors and family housing needs within GSF's area as a region. This report is expected to pave the way for future projects and business plans and support future projects in our area. A previous needs assessment, completed in 2013, reinforced the urgent need for additional affordable housing in the area. This analysis identified over 12,000 people in the Grande Prairie area would become seniors over the next 5-15 years. A further needs analysis completed in 2017 in the Spirit River regional area reconfirmed this data.

In 2018 GSF submitted a business case to the province for a new senior's facility in Spirit River to replace the 50-year-old Pleasantview Lodge and to add assisted living units. In early 2019, the provincial government announced "\$24 million is approved to replace the existing Pleasantview Lodge with a new facility that includes 52 designated supportive living and 40 lodge spaces". We are excited about this project and looking forward to starting as soon as possible.

GSF also manages Amisk Court. A provincially-owned, 60-unit senior's self-contained apartment in Beaverlodge that offers an optional mid-day meal to residents Monday through Friday. The town has many supports including an 18-bed acute care hospital and current plans for a new hospital. Amisk Court is the only seniors' facility in Beaverlodge and, due to its age and varied building weaknesses combined with a needs assessment that indicates seniors housing demands are high for the area, GSF has Amisk listed as a high priority capital renewal project with a request to add more new lodge units and replace a section of the old building. Amisk can also be considered for assisted living, of which would assist reducing the high demands for this support level that is currently pressuring the Grande Prairie area.

The affordable housing demand within the City of Grande Prairie continues to be at issue with GSF holding over 300 on our waiting list for family housing. Although GSF manages an annual rent supplement budget of over \$3 million on behalf of the province of Alberta, the economic challenges of our area make it difficult to maintain adequate rent supplement numbers. The City of Grande Prairie has purchased an 11-acre parcel of land that is designated for affordable housing development and has recently offered access to 5 acres to GSF. The City is currently updating their Housing Master Plan and is expected to assist identifying housing needs for the City. GSF will be collaborating with the City of Grande Prairie within our 2019 needs assessment project to determine immediate and long-term needs and future project potential for this site.

GSF is moving forward with replacement of family housing units in the Town of Sexsmith. The units are over 30 years old and approved by the province for surplus. The old units will be sold and replaced with a new six-unit facility providing updated systems and efficiencies that support reduced expenses and maintenance inputs.

GSF is has also engaged within DeBolt developing plans to move two Seniors Self Contained units to new lands. The two four-unit buildings require moving due to erosion issues that have persisted over the past 15 years. The issue forced closure

of both buildings, leaving DeBolt with no senior's facilities. GSF is proceeding with the project in hopes of having units available in 2019 or 2020.

Grande Spirit Foundation will change substantially over the next five years as demand for more facilities continues. We are confident the provincial government will develop a long-term real estate plan that will assist us in divesting of properties that no longer meet the needs of our communities or clients. We'll be called on to address the needs of the senior population in the Beaverlodge and Spirit River areas to ensure they are able to enjoy their senior years in their community while the City of Grande Prairie will draw on our expertise as they move forward to address the affordable housing needs of the City. Through all, Grande Spirit Foundation will continue as a leader in providing affordable housing to residents in vulnerable sectors.

## ACCOUNTABILITY STATEMENT

The business plan was prepared under the Board's direction in accordance with legislation and associated ministerial guidelines, and in consideration of all policy decisions and material, economic, or fiscal implications of which the Board is aware. This plan is provided openly to the public through different access such as our GSF website and through our member municipalities.

## PORTFOLIO PROFILE

The Grande Spirit Foundation “GSF” is a Housing Management Body of the Alberta Government under Ministerial Order #H:091/94. The Grande Spirit Foundation is led by a 12-member Board comprised of one representative from each of its contributing member municipalities. GSF operates in Grande Prairie, Spirit River, Beaverlodge, Sexsmith, Rycroft, Wanham, Eaglesham, LaGlace, Wembley, DeBolt, Clairmont, and Bezanson.

GSF’s mandate is to provide safe, affordable housing and support services to low income seniors, families and individuals. Our mission statement:

**“We serve seniors, families, and individuals by providing quality affordable housing.”**

- GSF owns and operates 5 lodges with 427 rooms.
- GSF manages Alberta Social Housing Corporation (ASHC) owned facilities;
- 15 senior apartment buildings with 278 suites,
- 63 direct rental family housing units.
- We currently administer \$3 million annually through provincially funded Rent Supplement Programs.
- GSF manages a 70-unit affordable building and 17 wheelchair accessible rent geared to income (RGI) units for local non-profit group, Grande Prairie Residential Society.
- Grande Spirit Foundation also manages a 40-unit affordable housing building for the City of Grande Prairie. This facility was constructed through an affordable housing grant as well as revenue from the sale of properties that had been transferred from the Province to the City. The City of Grande Prairie serves as the community-based organization (CBO); Grande Spirit Foundation plays an active role as member of the Community Advisory Board on Homelessness.
- Major Capital accomplishments include
  - two additions to Wild Rose Manor; 25 units in 2003, and 16 units in 2010
  - 24-unit expansion to Amisk Court, an ASHC owned senior’s apartment in Beaverlodge, completed in 2011.
  - “Lakeview” in Clairmont with 150 units opened in 2017, increasing capacity by 72 lodge units and 78 senior apartment units.
  - High speed fibre installation at four of our seniors’ lodges

## INSTITUTIONAL CONTEXT

- Friends of the Foundation
- Alberta Seniors and Housing
- Alberta Health Services – Home Care
- Grande Prairie Volunteer Services Bureau
- Chamber of Commerce
- Rotary Club of Grande Prairie
- City of Grande Prairie
- County of Grande Prairie
- MD of Greenview
- Saddle Hills County
- Birch Hills County
- Town of Spirit River
- MD of Spirit River
- Town of Sexsmith
- Town of Beaverlodge
- Town of Wembley
- Village of Hythe
- Village of Rycroft
- AISH
- Grande Prairie Residential Society
- Grande Prairie Seniors Outreach
- WCB
- CUPE
- CCSA
- Municipal Affairs
- Hythe & District Pioneer Homes Advisory Committee
- Mountain Plains Community Services Society
- Center Point Facilitation
- Heart River Housing
- North Peace Housing Foundation
- The Evergreens Foundation
- APHAA/ANPHA
- RMA/AUMA
- ASCHA



## PLAN DEVELOPMENT

- This plan is developed in requirement for GSF policy and Alberta Seniors and Housing requirements for HMB's.
- General Manager received business plan templates from Alberta Seniors and Housing in 2019.
- In March/April 2019, GSF staff, together with a consultant, completed the SWOT analysis attached with this plan.
- GSF staff completed this 3-year Business Plan developed from May to June, as per Alberta Seniors direction.
- In May 2019 staff and board members completed a 3-year strategic plan.
- A review of this business plan was further completed by GSF board in May and June of 2019 and approved for submission to ASH.
- Further items supporting development of this plan include:
  - Needs and Demand Analysis in 2013.
  - GSF Portfolio Advisor and Capacity Development personnel attended our joint senior management and Board strategic planning session in May 2014. The Grande Spirit Foundation 2014-2017 Strategic Plan was ratified by the Board in October 2014. This plan reviewed in May 2019.
  - In August 2015, we contracted EmPower Up! Consulting to prepare a Needs and Demand Analysis for the Beaverlodge/Wembley areas. Plan indicated a need for more unit in Beaverlodge.
  - In 2017/18, Bennett completed architectural drawings for upgrades to Amisk Court. This would be a two-story addition that would add 29 lodge units to the already existing structure to support the Beaverlodge/Wembley Needs Analysis.
  - In 2017 a needs analysis for Spirit River was completed that indicated the need for higher levels of care. A business case and architectural drawings are also completed and submitted in 2018 in support of this project.
  - In 2017 the Board declared six (6) family houses in Sexsmith surplus to be replaced with multifamily. A business case completed in 2018 and submitted.
  - In 2017 Gordon and Associates were contracted to complete the 2018 Spirit River Seniors and Supportive Living Facility Business Case.

### BOARD MOTION(S)

**RESOLUTION #2433 – Moved by J. Kokotilo-Bekkerus to approve the amendment to the Grande Spirit Foundation 2017 Business Plan for the inclusion of a new senior's facility in Spirit River and to resubmit to the Province.**

**CARRIED**

RESOLUTION # 2434 – Moved by E. Garrow to accept the Grande Spirit Foundation acting as lead for the Seniors Assisted Living Facility in the Central Peace Region. CARRIED

RESOLUTION # 2462 – Moved by A. Hubert to declare the following six (6) houses in Sexsmith, currently owned by the Province of Alberta, as surplus properties; 10121 99 Street, 9302 100 Avenue, 9601 91 Street, 9709 98 Avenue, 9716 91 Street and 9805 91 Street. CARRIED

## ENVIRONMENTAL SCAN

- Grande Spirit Foundation has a history of more than 50 years in the area, and has an excellent reputation locally and provincially and is at the center of the Peace Region in Alberta, an area that provides service to over 250,000 residents
- Altogether, Grande Spirit Foundation manages over 1100 units, comprised of senior's lodge, seniors self-contained, social housing, affordable housing and rent supplement
- The 2016 Grande Prairie census shows a population of 63,166, almost 25% greater than the 2011 census of 55,032. The population increase between 2011 and 2016 was 13.5%
- The 2016 census for the City of GP and the County of GP shows 6525 people over the age of 65 and 8880 people between the ages of 55 and 65.
- In 2016 14% of owners and 30.3% of renters paid more than 30% on shelter
- The average house price in Grande Prairie in May of 2019 was \$306,295
- The one-bedroom Household Income Limit (HIL) for the Grande Prairie area is \$37,500 an increase of \$2,500 from 2017
- According to the 2018 Canada Mortgage and Housing (CMHC) Rental Market report, the 1-bedroom vacancy rate for Grande Prairie is 2.8% and the average 1-bedroom market rent is \$943
- The City of Grande Prairie completed a 10-year Affordable Housing Master Plan in 2011 and is currently working on updating this report along with an affordable housing strategy.
- GSF has established working relationships with private landlords and other special needs housing providers and provides management services for special needs buildings
- GSF has developed a long-term real estate strategy for our region, recommending the surplus of rural units that are an inappropriate size, have chronic vacancies and high operational costs
- The Town of Beaverlodge has expressed a desire to provide additional levels of seniors supportive living in Beaverlodge and GSF is providing the Needs Analysis and Architectural drawings for this facility within this business plan as submission to the province
- As required by ASH a SWOT analysis was completed in 2019 by Synergy Promotions.
- In 2018 the G5 group, made up of Saddle Hills County, Birch Hills County, MD of Spirit River, Town of Spirit River and Village of Hythe, approached the Grande Spirit Foundation about a senior's facility for Spirit River. GSF board has approved to take lead on this project and have completed a business case and architectural drawings within this business plan as

submission to the province (see attachments). The facility received provincial approval for \$24 million and will have 92 units that will be able to accommodate SL2, DSL3, DSL4 and DSL4D. This facility is intended assist with the housing shortage for the higher levels of care in this area.

- GSF board approved surplus of six (6) Sexsmith family housings houses and ASH has declared the properties surplus. GSF will be moving towards sale of the six houses and construction of a new family housing unit, requesting capital shortfall in this business plan to assist with the new build.
- 2019 Organizational Chart - Attachment 1
- 2013 Needs and Demand Analysis – Attachment 2
- Household Income Limit – Attachment 3
- CMHC 2018 Rental Market Report – Attachment 4
- May 2019 Portfolio Report – Attachment 5
- Long Term Real Estate Strategy – Attachment 6
- Beaverlodge/Wembley Needs Assessment and Bennett Architectural Drawings for Amisk Court – Attachment 7
- Grande Prairie Affordable Housing Master Plan [www.cityofgp.com](http://www.cityofgp.com)
- G5 Spirit River Needs Assessment – Attachment 8
- Letter from Minister of Seniors and Housing regarding new facility in Spirit River – Attachment 9
- Bennett Architect Concept Study for Amisk Court – Attachment 10
- GSF SWOT Analysis – Attachment 11
- DeBolt Manufactured Home Quote - Attachment 12
- Sexsmith Family housing Business Plan – Attachment 13
- Central Peace Region Seniors Supportive Living Facility Business Case – Attachment 14
- 2020-2023 Strategic Plan – Attachment 15

# GOALS, STRATEGIC PRIORITY INITIATIVES, EXPECTED OUTCOMES AND PERFORMANCE MEASURES

Goal	Strategy	Outcome
<b>Clients:</b>		
1. Enhance the range, quality, and availability of services for seniors	a. Increase housing capacity b. Improve recreational activities to promote wellness and life enrichment c. Development of supportive living units in Beaverlodge and Spirit River	<ul style="list-style-type: none"> <li>• Work with the new senior's complex which will increase capacity and support services by 25%</li> <li>• More participation in a broader range of activities</li> <li>• Seniors in the Beaverlodge and Spirit River areas to have access to appropriate housing and support services allowing them to reside in their community longer</li> <li>• Family housing (Sexsmith) has access to appropriate housing with new build</li> </ul>
2. Ensure the level of care that we provide matches the residents' needs	a. Ensure the criteria is well defined b. Enhance screening and assessment process including mental health of current and future residents c. Analyze service delivery methods d. Survey residents and families to determine expectations	<ul style="list-style-type: none"> <li>• Residents appropriately housed with their needs met</li> <li>• Training and abilities of employees appropriate for level of care provided</li> <li>• Higher resident and family satisfaction</li> </ul>
3. Strengthen relationships with agency partners	a. Improve relationship with Home Care b. Improve local agency support	<ul style="list-style-type: none"> <li>• Residents access appropriate supports to enhance quality of life</li> <li>• A more integrated process to meet resident needs</li> </ul>
<b>Capacity /Facilities:</b>		
1. Develop a capacity plan	a. Collaborate with the Province to determine viability of developing units	<ul style="list-style-type: none"> <li>• Continue to Reduce our senior waitlist</li> <li>• Reduced costs to the Province and re-profiling</li> </ul>

	<ul style="list-style-type: none"> <li>b. Continue to work with the province on long-term real estate strategy to address vacancies and cost to operate in rural areas</li> <li>c. Continue to impress upon Province the need for increased subsidy to address the unique challenges in our community</li> <li>d. Encourage partnerships to increase affordable housing unit's capacity</li> <li>e. Investigate alternate use and/or repurposing of outdated facilities as well as mixed use for new and existing facilities</li> <li>f. Renegotiate PLRS agreements</li> </ul>	<p>dollars into more appropriate housing</p> <ul style="list-style-type: none"> <li>• Provincial budget for subsidy programs meets community needs</li> <li>• City of Grande Prairie collaboration with GSF for new affordable development</li> <li>• Increase our capacity and our revenue stream</li> </ul>
2. Upgrade, update, maintain housing facilities	<ul style="list-style-type: none"> <li>a. Complete fire &amp; safety upgrades in senior's lodge facilities</li> <li>b. Explore options on sprinkler installations and other needed upgrades in seniors self-contained units</li> <li>c. Look at mechanical upgrades to newer advanced technology systems</li> <li>d. Address wiring, asbestos, mold in some facilities</li> <li>e. Make units more "senior friendly" during upgrades</li> <li>f. Evaluate smoking in our facilities</li> </ul>	<ul style="list-style-type: none"> <li>• Facilities are safe, compliant and suitable for all residents</li> </ul>
3. Assess emergency response	<ul style="list-style-type: none"> <li>a. Continue to work with Safe Communities around crime prevention</li> <li>b. Review emergency preparedness including possibility of pandemic</li> </ul>	<ul style="list-style-type: none"> <li>• Confident that we can successfully meet the challenge of any crisis</li> </ul>

<b>Financial Goals/Objectives:</b>		
1. Continually improve fiscal sustainability	<ul style="list-style-type: none"> <li>a. Continue to advocate for access to AFC lending rates</li> <li>b. Continue to look for operational efficiencies</li> <li>c. Continue to work with senior's ministry on long-term real estate strategy to dispose of small rural facilities with chronic vacancies</li> </ul>	<ul style="list-style-type: none"> <li>• Sustainable mortgage rates</li> <li>• Control need for increases to funding</li> <li>• Reduced costs to the Province and re-profile into more appropriate housing</li> </ul>
2. Improve financial processes	<ul style="list-style-type: none"> <li>a. Explore mixed rent revenue model</li> <li>b. Improve record keeping on life cycle of capital items</li> <li>c. Implement 5-year budget plans and analyze value to centralized budgeting</li> <li>d. Develop a procurement plan that includes preferred vendors, standing purchase orders, bulk buying, common finishes</li> </ul>	<ul style="list-style-type: none"> <li>• A more diverse group of residents</li> <li>• Less reliance on provincial and municipal subsidies</li> <li>• Operations efficiencies through pro-active approach to capital spending</li> </ul>
<b>Employees:</b>		
1. Staffing	<ul style="list-style-type: none"> <li>a. Educate community on employment opportunities with Foundation</li> <li>b. Host a job fair at new senior's facility or participate in other recruitment opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Attract and retain quality employees for new facility</li> <li>• Offset recruiting costs – will allow funding for training and job shadowing</li> </ul>
2. Develop a recruitment/retention/succession plan	<ul style="list-style-type: none"> <li>a. Attend job fairs, participate in work experience programs</li> </ul>	<ul style="list-style-type: none"> <li>• Become a "preferred" recognized employer through local Chamber of Commerce</li> </ul>

	<ul style="list-style-type: none"><li>b. Explore RAP program through schools</li><li>c. Explore flexible hours and less traditional staffing models</li><li>d. Develop strategies to minimize staff burnout</li><li>e. Develop succession planning strategy</li><li>f. Expand volunteer roles</li><li>g. Consider employee referral program</li></ul>	<ul style="list-style-type: none"><li>• Employees are engaged and productive</li></ul>
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## FINANCIAL PLAN AND FORECASTS

See Appendix C

- Strong Balance Sheet
- Good cash flow position
- Proven ability to meet budget targets
- Continued funding and support from Province and Municipalities
- Substantial waitlist, low vacancy rates suggests consistent rental revenue
- Provincial move to bottom line accountability provides flexibility
- Provincial move towards allowing unspent funding to carry forward
- Our challenge would be that the Provincial process restricts responsible management of funding and capital budget approvals are often outdated or obsolete

## CAPITAL PLANNING STRATEGY

### Capital Projects listed in order of request

1) Spirit River Seniors Facility – new build, replacement of the 50-year-old Spirit River “Pleasantview Lodge”. This old lodge currently has 42 SL2 beds that supports seniors in the community area for GSF. Alberta Health Services had identified Spirit River as a “high need” for assisted living level 4 and 4D (dementia) beds. In 2017/18 GSF completed a Needs Assessment for the area that confirmed the need for more seniors living accommodations, and in 2018 GSF completed a business plan for a new facility. In 2018 GSF submitted the needs assessment and the business plan to Alberta Seniors and Housing to request funding support. The new facility, at \$24 million, would hold 52 level 4 and 4D beds and provide enough SL2 beds to allow closure of the old lodge. A provincial announcement for funding for \$24, for this new project, was received in February 2019. GSF is awaiting funds to proceed with this project and therefore lists this project in our priority listing.

2) Amisk Court Expansion – increased seniors accommodation capacity  
Amisk Court requires demolition of older unit areas and rebuild of new units. 13 units demolished, and 33 new units added that will provide assisted living for seniors. Amisk currently does not have assisted living units, offering only Seniors Self Contained (SSC) units. The attached needs assessment indicates the need for seniors assisted living in this community. An \$11 million-dollar project that has full GSF support to start as soon as is possible. Documentation supporting this project (needs assessment and Amisk Court Addition/Renovation) and is attached in Attachment 7.

3) DeBolt – new replacement, reduced maintenance and site issues  
Request for new Buildings. Funding request for new buildings to replace the old Seniors Self Contained (SSC) units. These two SSC units have four, one-bedroom suites and have been closed due to safety/soil erosion issues at their current location. Replacement of these units with new modular units is proposed as the old units utilize old building structures that are challenged with code issues and should be demolished to allow land reclamation in this community. Replacement of the units with new is estimated at \$1 million. Examples of the proposed units are attached within Attachment 12.

4) Sexsmith – replacement of old with new to reduce maintenance and future costs  
Request for construction assistance (shortfall needed for construction of new buildings). The old single-family homes are +30 years old, providing high cost of maintenance and utility services. Estimated requested capital shortfall required is \$450,000. A business plan is provided in Attachment 13.

## APPENDICES

**APPENDIX A - HMB CORPORATE PROFILE**

**APPENDIX B - PROPERTY PROFILE**

**APPENDIX C - FINANCIAL BUDGET AND FORECASTS**

**APPENDIX D - CAPITAL MAINTENANCE AND RENEWAL**

**APPENDIX E - CAPITAL PRIORITIES**

**APPENDIX F - SURPLUS PROPERTIES**

Appendix A – Housing Management Body Corporate Profile				
Organization details				
Housing Management Body Name	Grande Spirit Foundation			
Incorporation type	<input checked="" type="checkbox"/> Alberta Housing Act <input type="checkbox"/> Societies Act <input type="checkbox"/> Part 9, Alberta Companies Act <input type="checkbox"/> Other (please specify)			
Board of Directors	Name	Position	Phone Number	Email Address
	Judy Kokotilo-Bekkerus	Board Chair	780-882-1878	jkokotilo-bekkerus@beaverfodge.ca
	Alvin Hubert	Vice Chair	780-864-0890	ahubert@saddlehills.ab.ca
	Chris Thiessen	Member	780-381-1328	cchiessen@cityofgp.com
	Corey Beck	Member	780-831-6394	cbeck@countypg.ab.ca
	Isak Skjaveland	Member	780-814-9997	councillorskjaveland@seksmith.ca
	Roxie Rutt	Member	780-558-9640	roxie.rutt@mdgreenview.ab.ca
	Denise Joudrey	Member	780-837-0890	djoudrey@birchhillscounty.com
	Denise Skoworodko	Member	780-864-4065	skowo@hotmail.com
	Elaine Garrow	Member	780-512-9628	egarrow@mdspiritrivier.ab.ca
	Joanne Chelick	Member	780-500-7170	joanne.chelick@hycroft.ca
	Cory Gundersen	Member	780-882-1353	councillorgundersen@wembley.ca
	Brian Peterson	Member	780-228-0036	brian2280034@gmail.com
Senior management team	Name	Position	Phone Number	Email Address
	Steve Madden	General Manager	780-532-2905	smadden@grandespirit.org
	Samantha Stuart	Finance Manager	780-532-2905	sstuart@grandespirit.org
	Wes Jacobs	Facilities Manager	780-532-3276	wjacobs@grandespirit.org
	Kathy Belyan	Housing Manager	780-532-2901	kbelyan@grandespirit.org
	Wendy Vandelaar	Housing Manager	780-532-8712	wvandelaar@grandespirit.org
	Shari Hrehoruk	Housing Manager	780-538-1818	shrehoruk@grandespirit.org
	Evelyn Bzowy	Housing Manager	780-864-3766	ebzowy@grandespirit.org
	Arlene Charlesworth	Housing Manager	587-771-9432	acharlesworth@grandespirit.org
	Terry Linklater	Housing Manager	780-354-2121	tlinklater@grandespirit.org
	Julie Phelps	Housing Manager	780-532-3276	jphelps@grandespirit.org
Governance structure (including any other organizations associated with the HMB)	Board of Directors - Councillors, Reeves and Mayors from 12 contributing municipalities Management Committee - Board Members -5 Largest municipal requisitioners -Town of Spirit River -3 elected at November Full Board Meeting			
List of contracts to provide services on behalf of other organizations / contracts to have services provided by another organization (e.g. with AHS or other HMBs).	Management Contract with Grande Prairie Residential Society (non-profit) -70 unit affordable housing complex - Margaret Edgson Manor -17 Unit wheelchair accessible RGI housing - defct funded by the province Management contract with the City of Grande Prairie (C.B.O.) -40 unit affordable housing complex - Heartstone Manor AHS provides 24 hour Home Care and MAP support to our Lodge facilities in Grande Prairie, Clairmont and Spirit River			
Number of full time employees	83			
Number of part time employees	35 Part time 23 relief staff			
Number of employees earning minimum wage. N.B. PLEASE DO NOT DISCLOSE IF THIS NUMBER IS 5 OR LOWER				
Categories of staff (e.g. management, maintenance, administration, housekeeping, catering, resident services etc.).	Administration Maintenance Resident Services Food Services			
2018 Annual Employee Turnover (average monthly employment / number of separations * 100)	38.60%			
Are staff unionized?	Yes CUPE Local 3623			
Organizational chart				
Insert a high level organizational chart for the HMB (can be attached seperately if required)	See attached organizational chart.			

## Appendix B – Property Profile

This document should include **all** properties that the HMB manages, owns, operates or has any connection to through other companies. Tables are provided and these should be completed for each category.

SCHEDULE A PROPERTIES				
Project Name	Address	Number of Units	Ownership	Building Type
Amisk Court	1026 4 Avenue Beaverlodge	36	Province	Walk Up
Amisk Court	1026 4 Avenue Beaverlodge	24	Province	Walk Up
Beaverlodge Family Housing	1118 3 Avenue Beaverlodge	1	Province	Single Family
Beaverlodge Family Housing	122 11 Street Beaverlodge	1	Province	Single Family
Beaverlodge Family Housing	520 6 Avenue Beaverlodge	1	Province	Single Family
Beaverlodge Family Housing	717 Oakk Drive Beaverlodge	1	Province	Single Family
Bezanson Senior Cottages	10102 98 Avenue Bezanson	6	Province	Mobile Home
Sexsmith Family Housing	9822 103 Avenue Clairmont	1	Province	Mobile Home
Sexsmith Family Housing	9824 103 Avenue Clairmont	1	Province	Mobile Home
Laulra DeBolt	1 Street East DeBolt	8	Province	Single Story Apt
Summerset Manor	4909 52 Avenue Eaglesham	8	Province	Single Story Apt
Aurora Court	10013 96 Street Grande Prairie	30	Province	Highrise
James Manor	10102 103 Avenue Grande Prairie	21	Province	Highrise
Dieppe Manor	9428 121 Avenue Grande Prairie	71	Province	Walk Up
Grande Prairie Family Housing	10216 105 Avenue Grande Prairie	8	Province	Walk Up
Grande Prairie Family Housing	10113A/10113B 92A Street GP	2	Province	Duplex
Grande Prairie Family Housing	7316/7318 93A Street GP	2	Province	Duplex
Grande Prairie Family Housing	9306A/9306B 105 Avenue GP	2	Province	Duplex
Grande Prairie Family Housing	9314A/9314B 106 Avenue GP	2	Province	Duplex
Grande Prairie Family Housing	9401/9405 120 Avenue GP	2	Province	Duplex
Grande Prairie Family Housing	9529/9533 121 Avenue GP	2	Province	Duplex
Grande Prairie Family Housing	9717 177 Avenue Grande Prairie	1	Province	Single Family
Sunshine Plaza	3 Avenue s - 1 Street E LaGlace	12	Province	Single Story Apt
Potter Villa	4630-4638 49 Street Rycroft	8	Province	Single Story Apt
Sunset Homes	9702 97 Avenue Sexsmith	18	Province	Senior Apartment
Sexsmith Family Housing	10121 99 Street Sexsmith	1	Province	Single Family
Sexsmith Family Housing	9302 100 Avenue Sexsmith	1	Province	Single Family
Sexsmith Family Housing	9601 91 Street Sexsmith	1	Province	Single Family
Sexsmith Family Housing	9709 98 Avenue Sexsmith	1	Province	Single Family
Sexsmith Family Housing	9716 97 Street Sexsmith	1	Province	Single Family
Sexsmith Family Housing	9805 91 Street Sexsmith	1	Province	Single Family
Roe Haven Manor	4301 52 Street Spirit River	12	Province	Single Story Apt
Dr. Law Manor	5228 44 Avenue Spirit River	8	Province	Single Story Apt
Spirit River Family Housing	43 McAlpine Crescent Spirit River	1	Province	Single Family
Spirit River Family Housing	48 McAlpine Crescent Spirit River	1	Province	Single Family
Poplar Ridge	Wanham	8	Province	Single Story Apt
Martin Hein	9535-9551 93 Avenue Wembley	8	Province	Single Story Apt
Beaverlodge Family Housing	9315 98 Street Wembley	1	Province	Single Family
Beaverlodge Family Housing	9519 94 Avenue Wembley	1	Province	Single Family

## Appendix B – Property Profile

This document should include **all** properties that the HMB manages, owns, operates or has any connection to through other companies. Tables are provided and these should be completed for each category.

SCHEDULE A PROPERTIES				
Project Name	Address	Number of Units	Ownership	Building Type
Beaverlodge Family Housing	9719 95 Avenue Wembley	1	Province	Single Family
Beaverlodge Family Housing	9744 94 Avenue Wembley	1	Province	Single Family
Beaverlodge Family Housing	9904-9906 93 Avenue Wembley	2	Province	Duplex
Pioneer Lodge	9508 100 Avenue Grande Prairie	48	GSF	Lodge
Heritage Lodge	10111 96 Street Grande Prairie	72	GSF	Lodge
Wild Rose Manor	9358 70 Avenue Grande Prairie	74	GSF	Lodge
Wild Rose Villas	7015 Poplar Drive Grande Prairie	41	GSF	Lodge
Pleasantview Lodge	5230 44 Avenue Spirit River	42	GSF	Lodge
Lakeview	9432 113 Avenue Clairmont	150	GSF/Province	Lodge
Spirit River Family Housing	59 McAlpine Crescent Spirit River	1	GSF	Single Family
Hearthstone Manor	9260 99 Street Grande Prairie	40	City of GP	Highrise
Grande Prairie Family Housing	11431/11433 96 A Street GP	2	City of GP	Duplex
Grande Prairie Family Housing	6340/6342 96 Street GP	2	City of GP	Duplex
Grande Prairie Family Housing	6912/6914 99A Street GP	2	City of GP	Duplex
Grande Prairie Family Housing	7306/7308 98 Street GP	2	City of GP	Duplex
Grande Prairie Family Housing	9309 67 Avenue Grande Prairie	1	City of GP	Single Family
Grande Prairie Family Housing	9330 74 Avenue Grande Prairie	1	City of GP	Duplex
Grande Prairie Family Housing	9336/9338 67 Avenue GP	2	City of GP	Duplex
Grande Prairie Family Housing	9337 67 Avenue Grande Prairie	1	City of GP	Single Family
Grande Prairie Family Housing	9339/9341 66 Avenue GP	2	City of GP	Duplex
Grande Prairie Family Housing	9412 80 Avenue Grande Prairie	1	City of GP	Single Family
Grande Prairie Family Housing	9503 123 Avenue Grande Prairie	1	City of GP	Single Family
Grande Prairie Family Housing	9648/9650 74 Avenue GP	2	City of GP	Duplex

## Appendix B – Property Profile

This document should include **all** properties that the HMB manages, owns, operates or has any connection to through other companies. Tables are provided and these should be completed for each category.

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## Appendix B – Property Profile

This document should include **all** properties that the HMB manages, owns, operates or has any connection to through other companies. Tables are provided and these should be completed for each category.

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# Average Cost Per Unit - Comparables - Factual Information Only

Based on 2017 Audit Data - Latest Reviewed

	Social Housing							Lodge
	Community Housing			Seniors Self Contained				
	Small HMB	Medium HMB	Large HMB	Small HMB	Medium HMB	Large HMB		
REVENUE								
400000 Rent	4,029	4,336	4,514	5,676	5,845	5,382		14,476
410000 Resident Services	26	606	190	527	711	672		699
420000 Non-Resident Services	7	113	20	9	28	35		292
Other Revenue <sup>1</sup>	900	1,023	1,437	226	176	349		4,490
430050 ASHC - LAP grant (Lodge)								3,617
460010 Municipal Requisition (Lodge)								5,514
Total Revenue	4,962	6,078	6,161	6,438	6,760	6,437		29,087
EXPENSES								
500000 Taxes and Land Leases	35	12	147	-	3	9		14
510000 Utilities	1,893	2,818	2,443	1,710	1,649	1,556		1,979
520000 Operating	823	429	743	399	312	341		1,097
520000 Food (Lodge Only)								2,309
530000 Operating Maintenance	1,794	2,047	2,714	1,757	1,505	1,564		1,293
540000 Charitable Costs								12
550000 Human Resources	2,481	2,674	2,521	1,939	1,990	2,035		15,129
560000 Administration	1,347	1,041	552	682	569	448		1,441
580000 Health								1,249
Total Expenses	8,373	9,022	9,121	6,488	6,029	5,954		24,522
Net Excess (Deficiency) of Revenue over Expenses from Operations	(3,411)	(2,944)	(2,960)	(50)	731	483		4,565
OTHER EXPENSES								
590000 Interest costs								406
591000 Other			298		15	12		166
592000 Amortization								1,894
Net Excess (Deficiency)	(3,411)	(2,944)	(3,258)	(50)	716	471		2,100

LEGEND		Size	# of HMBs	# of Units
Small HMB		0 to 100 Units	46	2,032
Medium HMB		101 to 500 Units	42	9,079
Large HMB		> 501 Units	7	13,780

**Note 1:** Other revenues includes: Grants for Restricted Purposes, Rent Supplement Grants, Management and Administration, Investment Income and Other Income. These revenues may not be applicable to your organization or be representative of the costs per unit.

# Consolidated Financial Operating Summary

Organization: Grande Spirit Foundation

Amounts below will be transferred from input provided in the respective tabs (Social Housing, Lodge, Affordable Housing, Other Housing)

REVENUE	2018 Actuals	2019 Budget	2019 Forecast	2020 Projected	2021 Projected	2022 Projected
400000 Rent	8,537,002	8,416,065	9,352,092	9,430,170	9,442,550	9,455,550
410000 Resident Services	358,028	634,790	607,068	670,010	670,010	670,010
420000 Non-Resident Services	360,090	22,900	22,900	30,300	30,300	30,300
Other Revenue	-	-	-	-	-	-
430050 ASHC - LAP grant (Lodge Only)	2,895,487	1,726,121	1,622,527	1,622,527	1,622,527	1,622,527
460010 Municipal Requisition (Lodge Only)	1,115,058	1,170,808	1,170,809	1,241,058	1,278,290	1,316,638
Total Revenue	13,265,665	11,970,684	12,775,396	12,994,065	13,043,677	13,095,025

## EXPENSES

500000 Taxes and Land Leases	-	2,500	2,500	2,500	2,500	2,500
510000 Utilities	1,219,389	1,888,400	1,807,614	1,797,000	1,828,332	1,860,604
520000 Operating	244,333	399,849	362,492	407,699	416,634	425,837
520000 Food (Lodge Only)	1,031,461	1,025,900	1,024,114	1,079,000	1,111,370	1,144,711
530000 Operating Maintenance	6,358,498	1,095,030	1,527,532	1,197,850	1,216,237	1,235,176
540000 Charitable Costs	-	-	-	-	-	-
550000 Human Resources	6,201,291	6,275,324	6,245,845	6,639,479	6,807,168	6,979,888
560000 Administration	809,754	945,275	945,273	997,609	1,014,653	1,032,208
Other Expense	-	-	-	-	-	-
Total Expenses	15,864,725	11,632,278	11,915,370	12,121,137	12,396,894	12,680,925

Net Excess (Deficiency) from Operations

(2,599,060)	338,406	860,025	872,928	646,782	414,101
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## OTHER EXPENSES

590000 Interest costs	473,584	469,950	469,950	447,557	447,557	447,557
591000 Other	-	448,238	448,238	470,612	470,612	470,612
592000 Amortization	1,281,332	-	-	-	-	-

Net Excess (Deficiency)

(4,353,976)	(579,782)	(58,163)	(45,241)	(271,387)	(504,068)
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## Financial Operating Summary - Social Housing

Organization: Grande Spirit Foundation

Please do not adjust the structure of this sheet (rows/columns)

	2018 Actuals			2019 Budget (Alberta Seniors and Housing)			2019 Forecasted (HMB)		
	Seniors Self Contained	Community Housing - ASHC Owned	Community Housing - Non-ASHC Owned	Seniors Self Contained	Community Housing - ASHC Owned	Community Housing - Non-ASHC Owned	Seniors Self Contained	Community Housing - ASHC Owned	Community Housing - Non-ASHC Owned
REVENUE									
400000 Rent	1,742,185	336,112		1,694,500	306,700		1,759,607	324,822	
410000 Resident Services	85,774			287,530	81,340		298,978	90,990	
420000 Non-Resident Services	210,030	97,743							
Other Revenue									
Total Revenue	2,037,989	433,855	-	1,982,030	388,040	-	2,058,585	415,812	-
EXPENSES									
500000 Taxes and Land Leases					2,500			2,500	
510000 Utilities	47,632	254,821		489,100	263,500		522,663	249,986	
520000 Operating	78,874	10,997		97,359	12,500		97,359	12,500	
530000 Operating Maintenance	4,386,270	157,135		417,250	167,700		530,168	171,419	
550000 Human Resources	788,332	244,616		793,045	256,793		790,359	230,000	
560000 Administration	217,212	139,386		260,397	164,590		260,397	164,588	
Other Expense									
Total Expenses	5,518,318	806,956	-	2,057,151	867,583	-	2,200,946	830,993	-
Net Excess (Deficiency) from Operations	(3,480,329)	(373,100)	-	(75,121)	(479,543)	-	(142,361)	(415,181)	-

## Financial Operating Summary - Social Housing

**Organization:** Grande Spirit Foundation

Please do not adjust the structure of this sheet (rows/columns)

### Social Housing Annualized Cost Pressures

[illegible]

## Financial Operating Summary

Organization:

REVENUE	Projected					
	2020			2021		
	Seniors Self Contained	Community Housing - ASHC Owned	Community Housing - Non-ASHC Owned	Seniors Self Contained	Community Housing - ASHC Owned	Community Housing - Non-ASHC Owned
400000 Rent	1,720,550	279,000		1,720,550	279,000	279,000
410000 Resident Services	298,190	76,820		298,190	76,820	76,820
420000 Non-Resident Services						
Other Revenue						
Total Revenue	2,018,740	355,820	-	2,018,740	355,820	-
EXPENSES						
500000 Taxes and Land Leases		2,500			2,500	
510000 Utilities	489,500	263,100		489,500	263,100	
520000 Operating	97,409	12,450		97,409	12,450	
530000 Operating Maintenance	426,250	158,700		426,250	158,700	
550000 Human Resources	793,045	256,793		793,045	256,793	
560000 Administration	263,397	166,080		263,397	166,080	
Other Expense						
Total Expenses	2,069,601	859,623	-	2,069,601	859,623	-
Net Excess (Deficiency) from Operations	(50,861)	(503,803)	-	(50,861)	(503,803)	-

Organization: **Grande Spirit Foundation**

EXPENSES						
500000	Taxes and Land Leases					
510000	Utilities	916,936.00	1,135,800.00	1,034,965.00	1,044,400.00	1,108,003.96
520000	Operating	154,462.00	289,990.00	252,633.00	297,840.00	315,978.46
520000	Food (Lodge Only)	1,031,461.00	1,025,900.00	1,024,114.00	1,079,000.00	1,144,711.10
530000	Operating Maintenance	1,815,093.00	510,080.00	825,945.00	612,900.00	650,225.61
540000	Charitable Costs					-
550000	Human Resources	5,168,343.00	5,225,486.00	5,225,486.00	5,589,641.00	5,930,050.14
560000	Administration	453,156.00	520,288.00	520,288.00	568,132.00	602,731.24
Total Expenses		9,539,451.00	8,707,544.00	8,883,431.00	9,191,913.00	9,751,700.50

OTHER EXPENSES					
590000	Interest costs	473,584.00	469,950.00	447,557.00	447,557.00
591000	Other		448,238.00	470,612.00	470,612.00
592000	Amortization	1,281,332.00			

[illegible]

Appendix D: Capital Maintenance and Renewal

File: Input your 12 digit project number (no spaces)  
Second: Select the specific building from the drop down list (Column D)  
Third: Input in the number of units pertaining to that specific building (Column I)  
Fourth: Complete the remainder of the information (Columns K - P)

HMB:

Grande Spirit Foundation

12 Digit Project Number	HMB Code	Building Name	Building Address	Municipality	Postal Code	Building Ownership	Program	# of Units	Priority Ranking	Major Expense Type	"Detailed" Description Of Work	Estimated Cost To Complete The Work	Environment Sustainability (Climate Change)	HMB Priority Ranking
1239-2731-2032	GSP	Pioneer Lodge	9504 - 100 Avenue	Grande Prairie	T8V4M9	Housing Management Body	Seniors Lodge	48	Life, Health and Safety Needs (Priority 1)	Building- Exterior and Interior	Window Replacement	\$ 120,000	Energy Savings	Priority 1 - High
1239-2731-0150	GSP	Heritage Lodge	10111 - 96 Street	Grande Prairie	T8V1Z8	Housing Management Body	Seniors Lodge	72	Life, Health and Safety Needs (Priority 1)	Building- Exterior and Interior	Replace Handrails	\$ 45,000		Priority 2 - Medium
1239-2731-0150	GSP	Heritage Lodge	10111 - 96 Street	Grande Prairie	T8V1Z8	Housing Management Body	Seniors Lodge	72	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Replace Jacuzzi Tub	\$ 40,000		Priority 1 - High
1239-2731-0150	GSP	Heritage Lodge	10111 - 96 Street	Grande Prairie	T8V1Z8	Housing Management Body	Seniors Lodge	72	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Zone Controls Upgrade	\$ 225,000		Priority 1 - High
1239-2731-0150	GSP	Heritage Lodge	10111 - 96 Street	Grande Prairie	T8V1Z8	Housing Management Body	Seniors Lodge	72	Immediate Needs (Priority 2)	Building Envelope	Seal Table Replacement	\$ 8,000		Priority 2 - Medium
1239-2731-2036	GSP	Wild Rose Manor	9338 - 70 Avenue	Grande Prairie	T8V6L1	Housing Management Body	Seniors Lodge	115	Life, Health and Safety Needs (Priority 1)	Building- Exterior and Interior	Entrance Doors - Push Button Opener	\$ 25,000		Priority 2 - Medium
1239-2731-2036	GSP	Wild Rose Manor	9338 - 70 Avenue	Grande Prairie	T8V6L1	Housing Management Body	Seniors Lodge	115	Life, Health and Safety Needs (Priority 1)	Building- Exterior and Interior	Dining Room Flooring Upgrade - Cracked tiles	\$ 120,000		Priority 1 - High
1239-2731-0186	GSP	Wild Rose Manor	9338 - 70 Avenue	Grande Prairie	T8V6L1	Housing Management Body	Seniors Lodge	115	Life, Health and Safety Needs (Priority 1)	Ground Maintenance and Materials	Sidewalk Repair (East Side)	\$ 6,000		Priority 2 - Medium
1278-2731-0186	GSP	Pleasant View Lodge	5230 - 44 Avenue	Spirit River	T8H3G0	Housing Management Body	Seniors Lodge	42	Immediate Needs (Priority 2)	Building- Exterior and Interior	Common Area Paint	\$ 15,000		Priority 2 - Medium
1278-2731-0186	GSP	Pleasant View Lodge	5230 - 44 Avenue	Spirit River	T8H3G0	Housing Management Body	Seniors Lodge	42	Life, Health and Safety Needs (Priority 1)	Ground Maintenance and Materials	Sidewalk & Entrance Repairs	\$ 35,000		Priority 1 - High
1239-2735-0004	GSP	Aurora Court	10013 - 96 Street	Grande Prairie	T8V1Z8	Alberta Social Housing Corporation	Seniors Self Contained Apartments	30	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 10,000		Priority 1 - High
1239-2735-0004	GSP	Aurora Court	10013 - 96 Street	Grande Prairie	T8V1Z8	Alberta Social Housing Corporation	Seniors Self Contained Apartments	30	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 10,000		Priority 2 - Medium
1239-2735-0004	GSP	Aurora Court	10013 - 96 Street	Grande Prairie	T8V1Z8	Alberta Social Housing Corporation	Seniors Self Contained Apartments	30	Immediate Needs (Priority 2)	Heating, Ventilation and Plumbing	Roof Top Exhaust Add-on	\$ 100,000		Priority 1 - High
1239-2735-0004	GSP	Aurora Court	10013 - 96 Street	Grande Prairie	T8V1Z8	Alberta Social Housing Corporation	Seniors Self Contained Apartments	30	Immediate Needs (Priority 2)	Heating, Ventilation and Plumbing	Boiler Upgrade	\$ 100,000		Priority 2 - Medium
1239-2735-0004	GSP	Aurora Court	10013 - 96 Street	Grande Prairie	T8V1Z8	Alberta Social Housing Corporation	Seniors Self Contained Apartments	30	Immediate Needs (Priority 2)	Electrical Systems	Security System	\$ 5,000		Priority 1 - High
1239-2735-2035	GSP	James Manor	10102 - 103 Avenue	Grande Prairie	T8V1C1	Alberta Social Housing Corporation	Seniors Self Contained Apartments	21	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 15,000		Priority 1 - High
1239-2735-2035	GSP	James Manor	10102 - 103 Avenue	Grande Prairie	T8V1C1	Alberta Social Housing Corporation	Seniors Self Contained Apartments	21	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 15,000		Priority 2 - Medium
1239-2735-2035	GSP	James Manor	10102 - 103 Avenue	Grande Prairie	T8V1C1	Alberta Social Housing Corporation	Seniors Self Contained Apartments	21	Immediate Needs (Priority 2)	Suite Renewal	Sidewalk Repair/Replacement	\$ 8,000		Priority 1 - High
1239-2735-2035	GSP	James Manor	10102 - 103 Avenue	Grande Prairie	T8V1C1	Alberta Social Housing Corporation	Seniors Self Contained Apartments	21	Immediate Needs (Priority 2)	Suite Renewal	Sidewalk Repair/Replacement	\$ 10,000		Priority 1 - High
1239-2735-2080	GSP	Dieppe Manor	9428 - 121 Avenue	Grande Prairie	T8V6H9	Alberta Social Housing Corporation	Seniors Self Contained Apartments	71	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 10,000		Priority 2 - Medium
1239-2735-2080	GSP	Dieppe Manor	9428 - 121 Avenue	Grande Prairie	T8V6H9	Alberta Social Housing Corporation	Seniors Self Contained Apartments	71	Immediate Needs (Priority 2)	Heating, Ventilation and Plumbing	Hot Water Tank	\$ 10,000		Priority 2 - Medium
1239-2735-2080	GSP	Dieppe Manor	9428 - 121 Avenue	Grande Prairie	T8V6H9	Alberta Social Housing Corporation	Seniors Self Contained Apartments	71	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Engineering Review for Parking Lot Expansion	\$ 40,000		Priority 1 - High
1239-2735-2080	GSP	Dieppe Manor	9428 - 121 Avenue	Grande Prairie	T8V6H9	Alberta Social Housing Corporation	Seniors Self Contained Apartments	71	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Window Replacement (Sitting Area)	\$ 30,000		Priority 2 - Medium
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Immediate Needs (Priority 2)	Building- Exterior and Interior	Interior Painting	\$ 15,000		Priority 2 - Medium
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Immediate Needs (Priority 2)	Building- Exterior and Interior	Cabinet Replacement in Kitchen	\$ 30,000		Priority 2 - Medium
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	General Needs (Priority 3)	Building- Exterior and Interior	Siding - South & East Wings & Maintenance Shop	\$ 10,000		Priority 3 - Low
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Life, Health and Safety Needs (Priority 1)	Building- Exterior and Interior	Exterior Door Replacement	\$ 25,000		Priority 1 - High
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 15,000		Priority 1 - High
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 15,000		Priority 2 - Medium
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Life, Health and Safety Needs (Priority 1)	Building Envelope	Rekey Amisk Wings 1 - 4 & Install FOB reader	\$ 10,000		Priority 1 - High
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Immediate Needs (Priority 2)	Heating, Ventilation and Plumbing	Domestic Hot Water Tank	\$ 16,000		Priority 2 - Medium
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	AC Unit in Kitchen	\$ 5,000		Priority 1 - High
9539-2731-2213	GSP	Grande Prairie Provincial Family Housing	9539 - 121 Avenue	Grande Prairie	T8V4R6	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building- Exterior and Interior	New siding (Duplex with 9633 - 121 Ave)	\$ 18,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	9533 - 121 Avenue	Grande Prairie	T8V4R6	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building- Exterior and Interior	New siding (Duplex with 9633 - 121 Ave)	\$ 18,000		Priority 2 - Medium
1202-2735-0001	GSP	Amisk Court	1026 - 4 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	60	Life, Health and Safety Needs (Priority 1)	Ground Maintenance and Materials	Parking Lot & Sidewalk Paving	\$ 200,000		Priority 1 - High
1289-2735-2237	GSP	Wembley	9535 - 93 Avenue	Wembley	T8H3S0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Replace two furnaces and hot water tanks	\$ 8,000		Priority 1 - High
1276-2735-2053	GSP	Sunset Homes	9702 - 97 Avenue	Sexsmith	T8H3C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	18	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 15,000		Priority 1 - High
1276-2735-2053	GSP	Sunset Homes	9702 - 97 Avenue	Sexsmith	T8H3C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	18	General Needs (Priority 3)	Building- Exterior and Interior	Siding	\$ 40,000		Priority 3 - Low
1276-2735-2053	GSP	Sunset Homes	9702 - 97 Avenue	Sexsmith	T8H3C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	18	Immediate Needs (Priority 2)	Building- Exterior and Interior	Replace live hot water tanks	\$ 5,000		Priority 2 - Medium
1276-2735-2053	GSP	Sunset Homes	9702 - 97 Avenue	Sexsmith	T8H3C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	18	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Replace MUA Units	\$ 30,000		Priority 1 - High
1276-2735-2053	GSP	Sunset Homes	9702 - 97 Avenue	Sexsmith	T8H3C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	18	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Replace two furnaces	\$ 30,000		Priority 1 - High
1276-2735-2053	GSP	Sunset Homes	9702 - 97 Avenue	Sexsmith	T8H3C0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	18	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Sidewalk & Parking Lot Paving	\$ 100,000		Priority 1 - High
1258-2735-2203	GSP	Sunshine Plaza	9902 - 97 Avenue	La Glace	T8H2U0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	12	Immediate Needs (Priority 2)	Ground Maintenance and Materials	Suite Renewal	\$ 15,000		Priority 2 - Medium
1258-2735-2203	GSP	Sunshine Plaza	9902 - 97 Avenue	La Glace	T8H2U0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	12	General Needs (Priority 3)	Ground Maintenance and Materials	Parking lot resurface & sidewalk completion	\$ 35,000		Priority 3 - Low
1278-2735-2051	GSP	Rose Haven (Dr. Law Manor)	5278 - 44 Avenue	Spirit River	T8H3G0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	20	Immediate Needs (Priority 2)	Suite Renewal	Hand Railings	\$ 14,000		Priority 2 - Medium
1278-2735-2051	GSP	Rose Haven (Dr. Law Manor)	5278 - 44 Avenue	Spirit River	T8H3G0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	20	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 19,000		Priority 1 - High
1278-2735-2051	GSP	Rose Haven (Dr. Law Manor)	5278 - 44 Avenue	Spirit River	T8H3G0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	20	Life, Health and Safety Needs (Priority 1)	Ground Maintenance and Materials	Cement pads	\$ 5,000		Priority 1 - High
1278-2735-2051	GSP	Rose Haven (Dr. Law Manor)	5278 - 44 Avenue	Spirit River	T8H3G0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	20	Immediate Needs (Priority 2)	Building Envelope	New appliances	\$ 6,500		Priority 2 - Medium
1274-2735-2233	GSP	Porter Villa	4634 - 49 Street	Rycroft	T8H3A0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 19,000		Priority 2 - Medium
1274-2735-2233	GSP	Porter Villa	4634 - 49 Street	Rycroft	T8H3A0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Immediate Needs (Priority 2)	Building Envelope	New appliances	\$ 6,600		Priority 2 - Medium
1284-2735-2052	GSP	Poplar Ridge Apartments	Wanham	Wanham	T8H3P0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 19,500		Priority 1 - High
1284-2735-2052	GSP	Poplar Ridge Apartments	Wanham	Wanham	T8H3P0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Replace hot water tanks and appliances	\$ 5,900		Priority 1 - High
1219-2735-2056	GSP	Summerset Manor	4909 - 52 Avenue	Edglesham	T8H1H0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 20,000		Priority 3 - Low
1219-2735-2056	GSP	Summerset Manor	4909 - 52 Avenue	Edglesham	T8H1H0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	General Needs (Priority 3)	Ground Maintenance and Materials	Sidewalk Repairs	\$ 30,000		Priority 3 - Low
1219-2735-2056	GSP	Summerset Manor	4909 - 52 Avenue	Edglesham	T8H1H0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Immediate Needs (Priority 2)	Building Envelope	New appliances	\$ 5,500		Priority 1 - High
1209-2735-2202	GSP	Debolt Manor	1 Street East	Debolt	T8H1B0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	General Needs (Priority 3)	Suite Renewal	Suite Renewal	\$ 15,000		Priority 3 - Low
1209-2735-2202	GSP	Debolt Manor	1 Street East	Debolt	T8H1B0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	8	Immediate Needs (Priority 2)	Heating, Ventilation and Plumbing	Furnace & hot water tank replacement	\$ 15,000		Priority 2 - Medium
1223-2735-2332	GSP	Bezancon Cottages	Unit 1	Bezancon	T8H0G0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	6	General Needs (Priority 3)	Suite Renewal	Suite Renewal	\$ 15,000		Priority 3 - Low
1223-2735-2332	GSP	Bezancon Cottages	Unit 1	Bezancon	T8H0G0	Alberta Social Housing Corporation	Seniors Self Contained Apartments	6	Immediate Needs (Priority 2)	Heating, Ventilation and Plumbing	Furnace & hot water tank replacement	\$ 15,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	9401 - 120 Avenue	Grande Prairie	T8V4P9	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building Envelope	Roof replacement (Duplex with 9405)	\$ 7,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	9405 - 120 Avenue	Grande Prairie	T8V4P9	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building Envelope	Roof replacement (Duplex with 9401)	\$ 7,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	93064 - 105 Avenue	Grande Prairie	T8V1G4	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building Envelope	Roof replacement (Duplex with 93064)	\$ 7,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	93064 - 105 Avenue	Grande Prairie	T8V1G4	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building Envelope	Roof replacement (Duplex with 93064)	\$ 7,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	7316 - 93A Street	Grande Prairie	T8V6H5	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building Envelope	Roof replacement (Duplex with 93064)	\$ 7,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	7318 - 93A Street	Grande Prairie	T8V6H5	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building Envelope	Roof replacement (Duplex with 7318)	\$ 7,000		Priority 1 - High
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	9314A - 106 Avenue	Grande Prairie	T8V1H7	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building- Exterior and Interior	New windows (Duplex with 7316)	\$ 7,000		Priority 1 - High
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	9314A - 106 Avenue	Grande Prairie	T8V1H7	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building- Exterior and Interior	New windows (Duplex with 9314A)	\$ 12,000		Priority 1 - High
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	9529 - 121 Avenue	Grande Prairie	T8V4R6	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 35,000		Priority 1 - High
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	9533 - 121 Avenue	Grande Prairie	T8V4R6	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 35,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	10216 - 105 Avenue	Grande Prairie	T8V1H5	Alberta Social Housing Corporation	Community Housing Provincially Owned	8	Life, Health and Safety Needs (Priority 1)	Heating, Ventilation and Plumbing	Sprinkler System	\$ 200,000		Priority 1 - High
1289-2722-2987	GSP	Family Beaverlodge	1118 - 3 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 18,000		Priority 2 - Medium
1289-2722-2987	GSP	Family Beaverlodge	9906 - 93 Avenue	Wembley	T8H3S0	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Suite Renewal	Suite Renewal	\$ 18,000		Priority 2 - Medium
1289-2722-2987	GSP	Family Beaverlodge	717 Oak Drive	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	General Needs (Priority 3)	Suite Renewal	Suite Renewal	\$ 6,000		Priority 3 - Low
1289-2722-2987	GSP	Family Beaverlodge	520 - 6 Avenue	Beaverlodge	T8H0C0	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	General Needs (Priority 3)	Ground Maintenance and Materials	Replace fence	\$ 6,000		Priority 3 - Low
1278-2722-2987	GSP	Family Brcroft/Spirit River	43 McAlpine Crescent	Spirit River	T8H3G0	Alberta Social Housing Corporation	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building- Exterior and Interior	Siding	\$ 17,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	6912 - 99A Street	Grande Prairie	T8V6G4	Municipality	Community Housing Provincially Owned	1	Life, Health and Safety Needs (Priority 1)	Building- Exterior and Interior	Roof replacement (Duplex with 6914)	\$ 7,000		Priority 2 - Medium
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	6912 - 99A Street	Grande Prairie	T8V6G4	Municipality	Community Housing Provincially Owned	1	Life, Health and Safety Needs (Priority 1)	Building- Exterior and Interior	Roof replacement (Duplex with 6912)	\$ 7,000		Priority 1 - High
1239-2731-2213	GSP	Grande Prairie Provincial Family Housing	7306 - 98 Street	Grande Prairie	T8V4X8	Municipality	Community Housing Provincially Owned	1	Immediate Needs (Priority 2)	Building- Exterior and Interior				

# ALBERTA SENIORS AND HOUSING

## CAPITAL PRIORITIES

Before completing this form, please review the Seniors and Housing Capital Planning Framework on Alberta.ca

### Section 1: Applicant Information

Organization Name (Only one organization can be listed):	Grande Spirit Foundation
Organization Type (select from drop-down menu):	Housing Management Body
If other selected, please specify:	
Project Partners (if applicable):	Town of Spirit River, MD of Spirit River, Saddle Hills County, Birch Hills County, Village of Rycroft
Describe Nature of Partnership (e.g. financial or	
Project Name:	Spirit River Seniors Housing Facility (G5)
Seniors and Housing Capital Program (select from drop-down menu):	Seniors Housing Development and Renewal Program

### Section 2: Proposal Overview

<b>Proposal Scope</b>							
Provide a general description of the proposal including total number of units and type of affordability, number of buildings, and units per building (identify commercial uses if applicable):							
This building was constructed in 1960 and requires replacement. In 2017 there was a needs and demand analysis completed for the Central Peace Region, including Saddle Hills County, Birch Hills County, MD of Spirit River, Town of Spirit River and the Village of Rycroft. This demonstrated a need for seniors supportive living within the area, which promotes seniors aging in their community. In 2018, Alberta Health Services identified Spirit River as a top priority for future assisted living accommodations. This would be one new building that would include 40 lodge units and 52 supportive living units (26 level 4 and 26 level 4 for dementia). Units would be offered via our RGI system using seniors incomes and the AHS system for the assisted living units.							
Construction Type (select all that apply)							
Demolition	New Construction		Replacement		Addition		Conversion / Change of Use
Number of existing units:	42	Number of units to be decommissioned (if applicable):	0	Number of units to be demolished:	0	Number of units to be regenerated:	
Number of new constructed units:	92	Total proponent funded units:	0	Total number of units:	92	Net unit increase:	0
If this project includes the replacement, addition or conversion or an existing facility, please indicate:							
Year constructed:	1960	Existing Facility Condition Index (if known):			Describe the necessity for the proposed change:		
<p>A The age of the building and the need for more higher level units for the Central Peace region is on the rise. Alberta Health Services has confirmed (via RFP publication) that Spirit River is a top priority for an assisted living accommodation, for AHS clients. GSF's needs assessment also confirmed the need for more seniors accommodation and the Spirit River business plan confirmed the age and need to replace the existing Pleasantview Lodge with a new facility.</p>							
Type of Building(s) (select all that apply)							
Row and Stacked-Row Housing				Low-Rise Apartment (less than 4 storeys)			
Mid-Rise Apartment (4-11 storeys)				High-Rise Apartment (12 or more storeys)			
Mixed-Use							
Other (specify)		Lodge and assisted living - proposed, within the business plan, provides a selection of conceptual plans					
Please indicate the number of barrier-free units (10% minimum):					100%		
In the case 10% of the units are not barrier-free, please explain rationale below:							



	Full facility will be provided barrier free access.					
B	<b>Housing Need</b>					
	Was a needs assessment completed?		Yes	Year Completed:	2017	Consultant: Gordon and Associates
	If yes, provide a short summary of the need for this project below:					
	Attachment # 8 - Central Peace Region Seniors Housing Needs Assessment was submitted in previous business plan, attached again					
	Describe the target population of residents for this project below:					
	<p>Seinors lodge and assisted living. Current building has senior lodge units up to level 2 care. New building will have have lodge units and units with level 3, 4 and 4D to provide accomodation for assisted living needs. This may be extended beyond seniors, should it be required to accomodate funding.</p>					
If known, indicate the number of households on the waitlist for this target population within the same municipality:					120	
If known, indicate your organization's occupancy rate of the same housing type as the proposed project if one exists within the same municipality:					100%	
C	<b>Proposed Schedule</b>					
	Please indicate when the proposed initiative is needed to be completed by to fill the identified need:		The need exists today for assisted living (4 and 4D), is immediate, and not expected to reduce with our aging population, therefore as soon as is possible. We recognize the construction will take time for a facility of this size, therefore, a 2021 opening would be appreciated.			
D	<b>Proposed Capital Budget Estimate (Auto-filled based on input provided in section 3 &amp; 4)</b>					
	Estimated Total Below Market Housing Capital Cost:		\$	26,100,000	Estimated Below Market Per Unit Capital Cost:	\$ 283,696
	Estimated Total Market Housing Capital Cost (if applicable):		\$	-	Estimated Market Per Unit Capital Cost (if applicable):	#DIV/0!
	Estimated Total Capital Cost:		\$	26,100,000	Estimated Per Unit Capital Cost (if applicable):	\$ 283,696
E	<b>Proposed Ownership</b>					
		Owner		Full or Partial Ownership		Provincial Lease Requested
	Land	Province of Alberta		Full		No
	Building	Province of Alberta		Full		No
	<b>Proposed Location, if known:</b>					
	Civic Address:	5230 44 Avenue				
	Municipality:	Town of Spirit River	Province:	Alberta	Postal Code:	T0H 3G0
	Legal Address:					
	Please indicate existing zoning of the site:		R4 High Density Residential		Is rezoning required?	
	<b>Supporting Documentation</b>					
F	Has a business case (incl. options analysis) been completed?		Yes	Year Completed:	2018	Consultant: Gordon and Associates
	Has an concept study been completed?		Yes	Year Completed:	2018	Consultant: Gordon and Associates

Has an environmental assessment been completed?	Yes	Year Completed:	Consultant:
Has a geo-technical assessment (if applicable) been completed?	no	Year Completed:	Consultant:

### Section 3: Capital Cost - ESTIMATE ONLY

Item	Below Market Units	Market Units / Commercial	Total
Land	\$ 800,000	\$ -	\$ 800,000
Planning Studies	\$ 1,359,300	\$ -	\$ 1,359,300
Design Services	\$ 691,500	\$ -	\$ 691,500
Construction Services	\$ 20,648,400	\$ -	\$ 20,648,400
Project Support Services	\$ 900,800	\$ -	\$ 900,800
Furniture and Equipment	\$ 1,700,000	\$ -	\$ 1,700,000
<b>TOTAL ESTIMATED CAPITAL COST</b>	<b>\$ 26,100,000</b>	<b>\$ -</b>	<b>\$ 26,100,000</b>

### Section 4: Funding Sources - ESTIMATE ONLY

List all expected funding sources below:

Names of Funding Sources	Below Market Units	Market / Commercial	Total
Housing Provider Equity Contribution	\$ 50,000	\$ -	\$ 50,000
Housing Provider Land Contribution		\$ -	\$ -
Private Loan	\$ -	\$ -	\$ -
Expected Federal Loan	\$ -	\$ -	\$ -
Expected Federal Funding Contribution	\$ -	\$ -	\$ -
Requested Provincial Funding Contribution	\$ 24,000,000	\$ -	\$ 24,000,000
Provincial Land Lease (if applicable)	\$ -	\$ -	\$ -
Expected Municipal Funding Contribution	\$ 1,250,000	\$ -	\$ 1,250,000
Expected Municipal Land Contribution	\$ 800,000	\$ -	\$ 800,000
Private Donation(s)		\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -
<b>*Total Funding Sources</b>	<b>\$ 26,100,000</b>	<b>\$ -</b>	<b>\$ 26,100,000</b>

\*Must equal "Total Estimated Capital Cost" of Project in Section 3.

### Section 5: Preliminary Project Budget - ESTIMATE ONLY

Unit Type (Select from drop-down menu)	Lodge - Supportive Living 2	Supportive Living 4	Supportive Living 4D	Supportive Living 4D		Total
<b>Number of Below Market Units</b>	40	26	26			92
Monthly Rental Revenue per Unit	\$ 1,595	\$ 2,081	\$ 2,081		\$ -	\$ 5,757
Total Annual Rental Revenue per Unit Type	\$ 765,600	\$ 649,272	\$ 649,272	\$ -	\$ -	#####
Average Sq.ft. per Unit Type	650	650	650	0	0	
<b>Number of Market Units</b>		0	0	0	0	-
Monthly Rent per Unit		\$ -	\$ -	\$ -	\$ -	\$ -
Total Annual Rental Revenue per Unit Type	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Average Sq.ft. per Unit Type		0	0	0	0	
<b>Total Units</b>						<b>92</b>

Which of the following are included in the monthly rent?	
Electricity	Cable / Phone / Internet
Heat	Other (specify)
Water & Sewer	
Using the format below, please provide a Project Budget based on a 5-year projection, and the number of units requested.	

Forecasted Annual Revenues	Year 1		Year 2		Year 3		Year 4		Year 5	
	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market
Rental Structure (select from drop-down menu):										
Rents	\$ 2,064,144	\$ -	\$ 2,126,068	\$ -	#####	\$ -	\$ 2,255,546	\$ -	\$ 2,323,212	\$ -
Lodge Requisition (if applicable)	\$ 175,000		\$ 185,000		\$ 198,000		\$ 213,000		\$ 221,000	
SL3, SL4, SL4D Funding (if applicable)	\$ 103,000		\$ 103,000		\$ 103,000		\$ 103,000		\$ 103,000	
Lodge Assistance Program (if applicable)	\$ 213,000		\$ 213,000		\$ 213,000		\$ 213,000		\$ 213,000	
Non-residential Rents (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ancillary Revenue (Specify)	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -
Subtotal	\$ 2,605,144	\$ -	\$ 2,677,068	\$ -	#####	\$ -	\$ 2,834,546	\$ -	\$ 2,910,212	\$ -
Annual Revenue Subtotal	\$ 2,605,144		\$ 2,677,068		\$ 2,753,850		\$ 2,834,546		\$ 2,910,212	
Deduct										
Anticipated Annual Vacancy Rate	5%	0%	2%	0%	2%	0%	2%	0%	2%	0%
Vacancy	\$ 103,207	\$ -	\$ 42,521	\$ -	\$ 43,797	\$ -	\$ 45,111	\$ -	\$ 46,464	\$ -
Subtotal	\$ 103,207	\$ -	\$ 42,521	\$ -	\$ 43,797	\$ -	\$ 45,111	\$ -	\$ 46,464	\$ -
Annual Revenue Deductions	\$ 103,207		\$ 42,521		\$ 43,797		\$ 45,111		\$ 46,464	
Total Forecasted Revenues	2,501,937		2,634,547		2,710,053		2,789,435		2,863,748	

Forecasted Annual Expenses	Year 1		Year 2		Year 3		Year 4		Year 5	
Administration (Human Resources)	\$ 1,665,844		\$ 1,699,161		\$ 1,733,144		\$ 1,767,807		\$ 1,803,163	
Property Management Services (if hired externally)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
People Centered Support Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance	\$ 95,404		\$ 97,312		\$ 99,258		\$ 101,243		\$ 103,268	
Debt Servicing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Anticipated Bad Debts (e.g. rental arrears)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve										
Utilities	\$ 271,492		\$ 276,922		\$ 282,460.28		\$ 288,109		\$ 293,872	

Meal Provision (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Other (specify) - Operating	\$ 422,648	\$ 431,101	\$ 439,723	\$ 448,517	\$ 457,488
<b>Total Forecasted Annual Expenses</b>	<b>2,455,388</b>	<b>2,504,496</b>	<b>2,554,586</b>	<b>2,605,677</b>	<b>2,657,791</b>
<b>Estimated Annual Surplus/ (Deficit)</b>	<b>46,549</b>	<b>130,051</b>	<b>155,468</b>	<b>183,758</b>	<b>205,957</b>
Pease confirm all that apply:	<input checked="" type="checkbox"/> Operating model is self-supporting <input checked="" type="checkbox"/> No provincial operating funding required <input checked="" type="checkbox"/> No capital maintenance funding required <input type="checkbox"/> Does the proposal require operating funding?				
In the case of a surplus, please confirm the planned use of the operating surplus funds or in the case of a deficit, please confirm how operating expenses will be funded?					
<p>Expected operating surplus will be reinvested back into the facility, assist with future capital maintenance and future building replacement. Any deficits in future, operating budget will be reviewed, adjustments made and requests for increased rents and requisitions to cover deficit. Municipal Taxes are exempt as per the municipal MMGA for seniors facilities.</p>					
If property taxes are not indicated, please attach supporting documentation as to the municipal property tax exemption.					

## Section 6: Additional Information

*Climate Change (Note: Include any energy savings or environmental considerations or opportunities associated with this project.):*

This facility, constructed to current code requirements, is expected to reduce heating and power usage costs with new HVAC and power systems. The building will have updated Emergency (nurse) call systems that assist reducing human resources inputs to operations, hold updated fire protection systems, provide updated infrastructure such as new sidewalks, parking, building exterior and interior (all reducing current high capital costs and operations on the old building assist to reduce high energy useage) and provide long term reduced costs of operations.

## Disclaimer

Seniors and Housing is a public body subject to the Freedom of Information and Protection of Privacy (FOIP) Act. Records in Senior's and Housing's custody and control may be subject to a request for access to information under the Act. By submitting an application form to Alberta Seniors and Housing, the applicant acknowledges and agrees to the sharing of information collected from the applicant with the Canada Mortgage and Housing Corporation (CMHC) and other Government of Alberta departments. Applicants are strongly advised to consult their own legal advisors as to the appropriate way in which confidential or proprietary business information should be identified in their applications.

**Incomplete submissions or use of previous submission templates will not be considered.**

# ALBERTA SENIORS AND HOUSING

## CAPITAL PRIORITIES

Before completing this form, please review the Seniors and Housing Capital Planning Framework on Alberta.ca

### Section 1: Applicant Information

Organization Name (Only one organization can be listed):	Grande Spirit Foundation
Organization Type (select from drop-down menu):	Housing Management Body
If other selected, please specify:	
Project Partners (if applicable):	
Describe Nature of Partnership (e.g. financial or	
Project Name:	Amisk Court Expansion
Seniors and Housing Capital Program (select from drop-down menu):	Seniors Housing Development and Renewal Program

### Section 2: Proposal Overview

A	<b>Proposal Scope</b>								
	Provide a general description of the proposal including total number of units and type of affordability, number of buildings, and units per building (identify commercial uses if applicable):								
	Facility is owned by ASHC and managed by Grande Spirit Foundation Original building constructed in 1972 with at least 5 additions, sections nearing end of useful life.								
	Need and Demand analysis demonstrated need for seniors housing in this vibrant community-supportive housing for seniors would allow residents to age in their own community.								
	Regeneration of existing facility, maintaining 36 senior self-contained units and adding 36 lodge units.								
	Construction Type (select all that apply)								
	Demolition	New Construction		Replacement		Addition		Conversion / Change of Use	
	Number of existing units:	60	Number of units to be decommissioned (if applicable):		Number of units to be demolished:		Number of units to be regenerated:	24	
	Number of new constructed units:	12	Total proponent funded units:		Total number of units:	72	Net unit increase:	12	
	If this project includes the replacement, addition or conversion or an existing facility, please indicate:								
	Year constructed:	1972	Existing Facility Condition Index (if known):			Describe the necessity for the proposed change:			
	Type of Building(s) (select all that apply)								
	Row and Stacked-Row Housing				Low-Rise Apartment (less than 4 storeys)				
	Mid-Rise Apartment (4-11 storeys)				High-Rise Apartment (12 or more storeys)				
Mixed-Use									
Other (specify)		Lodge							
Please indicate the number of barrier-free units (10% minimum):									
In the case 10% of the units are not barrier-free, please explain rationale below:									
<b>Housing Need</b>									

Was a needs assessment completed?		Yes (Attach Report)	No	Year Completed:	Consultant:
If yes, provide a short summary of the need for this project below:					
<p>The completed Needs Assessment - Attachment #7 - Need and Demand Analysis indicates the need for increased seniors accomodation availablity for the beaverlodge/wembley area. There is no lodge or assisted living facilities in these areas. This proposal requests the demolition of an old section of Amisk Court (that provides extremley poor mobile passage, not Fire Sprinkler system and holds asbestos) and replace with new units, and increase the number of units from 60 to 80. At the current level of 60, the economy of scale is low, creating ongoing operations deficits, combined with an older section that is very difficult to complete maintenance on (Asbestos abatement required), making this old section expensive to maintain. Updated facility with more units will assist removal of deficit issues.</p>					
Describe the target population of residents for this project below:					
<p>Current building is Seniors RGI at 30% of income, provincially owned building.          New build and expansion will be lodge and assited living requiring no provincial funding for operations</p>					
If known, indicate the number of households on the waitlist for this target population within the same municipality:					
If known, indicate your organization's occupancy rate of the same housing type as the proposed project if one exists within the same municipality:					
<b>Proposed Schedule</b>					
Please indicate when the proposed initiative is needed to be completed by to fill the identified need:		Oct-21			
<b>Proposed Capital Budget Estimate (Auto-filled based on input provided in section 3 &amp; 4)</b>					
Estimated Total Below Market Housing Capital Cost:		\$	11,034,000	Estimated Below Market Per Unit Capital Cost:	\$ 27,585
Estimated Total Market Housing Capital Cost (if applicable):		\$	-	Estimated Market Per Unit Capital Cost (if applicable):	#DIV/0!
Estimated Total Capital Cost:		\$	11,034,000	Estimated Per Unit Capital Cost (if applicable):	\$ 27,585
<b>Proposed Ownership</b>					
		Owner	Full or Partial Ownership	Provincial Lease Requested	
Land		ASCH	Full		
Building		ASCH	Full		
<b>Proposed Location, if known:</b>					
Civic Address:	1026 4 Avenue				
Municipality:	Beaverlodge	Province:	Alberta	Postal Code:	T0H 0C0
Legal Address:					
Please indicate existing zoning of the site:			Is rezoning required?		
<b>Supporting Documentation</b>					
Has a business case (incl. options analysis) been completed?	Yes (Attach Report)	No	Year Completed:	2017	Consultant: Bennett Architect
Has an concept study been completed?	Yes (Attach Report)	No	Year Completed:	2017	Consultant: Bennett Architect
Has an environmental assessment been completed?	Yes (Attach Report)	No	Year Completed:		Consultant:
Has a geo-technical assessment (if applicable) been completed?	Yes (Attach Report)	No	Year Completed:		Consultant:

Section 3: Capital Cost - ESTIMATE ONLY				
Item	Below Market Units	Market Units / Commercial	Total	
Land	\$ 350,000	\$ -	\$ 350,000	
Planning Studies	\$ 100,000	\$ -	\$ 100,000	
Design Services	\$ 325,000	\$ -	\$ 325,000	
Construction Services	\$ 9,559,000	\$ -	\$ 9,559,000	

Project Support Services	\$	250,000	\$	-	\$	250,000
Furniture and Equipment	\$	450,000	\$	-	\$	450,000
<b>TOTAL ESTIMATED CAPITAL COST</b>	<b>\$</b>	<b>11,034,000</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>11,034,000</b>

Section 4: Funding Sources - ESTIMATE ONLY			
List all expected funding sources below:			
Names of Funding Sources	Below Market Units	Market / Commercial	Total
Housing Provider Equity Contribution	\$ 30,000	\$ -	\$ 30,000
Housing Provider Land Contribution	\$ -	\$ -	\$ -
Private Loan	\$ -	\$ -	\$ -
Expected Federal Loan	\$ -	\$ -	\$ -
Expected Federal Funding Contribution	\$ -	\$ -	\$ -
Requested Provincial Funding Contribution	\$ 10,579,000	\$ -	\$ 10,579,000
Provincial Land Lease (if applicable)	\$ -	\$ -	\$ -
Expected Municipal Funding Contribution	\$ 75,000	\$ -	\$ 75,000
Expected Municipal Land Contribution	\$ 350,000	\$ -	\$ 350,000
Private Donation(s)	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -
<b>*Total Funding Sources</b>	<b>\$ 11,034,000</b>	<b>\$ -</b>	<b>\$ 11,034,000</b>
*Must equal "Total Estimated Capital Cost" of Project in Section 3.			

Section 5: Preliminary Project Budget - ESTIMATE ONLY						
Unit Type (Select from drop-down menu)						Total
Number of Below Market Units	80	80	80	80	80	400
Monthly Rental Revenue per Unit	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 6,500
Total Annual Rental Revenue per Unit Type	\$ 1,248,000	\$ 1,248,000	\$ 1,248,000	\$ 1,248,000	\$ 1,248,000	\$6,240,000
Average Sq.ft. per Unit Type	550	550	550	550	550	
Number of Market Units		0	0	0	0	-
Monthly Rent per Unit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Annual Rental Revenue per Unit Type	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Average Sq.ft. per Unit Type	0	0	0	0	0	
<b>Total Units</b>						<b>400</b>
Which of the following are included in the monthly rent?						
Electricity			Cable / Phone / Internet			
Heat			Other (specify)			
Water & Sewer						
Using the format below, please provide a Project Budget based on a 5-year projection, and the number of units requested.						

Forecasted Annual Revenues	Year 1		Year 2		Year 3		Year 4		Year 5	
	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market
Rental Structure (select from drop-down menu):	30% of Gross Income		30% of Gross Income		30% of Gross Income		30% of Gross Income		30% of Gross Income	
Rents	\$ 6,240,000	\$ -	\$ 1,248,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lodge Requisition (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	
SL3, SL4, SL4D Funding (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	

Lodge Assistance Program (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	
Non-residential Rents (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ancillary Revenue (Specify)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 6,240,000	\$ -	\$ 1,248,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Revenue Subtotal	\$ 6,240,000		\$ 1,248,000		\$ -		\$ -		\$ -	
Deduct										
Anticipated Annual Vacancy Rate	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Vacancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Revenue Deductions	\$ -		\$ -		\$ -		\$ -		\$ -	
Total Forecasted Revenues	6,240,000		1,248,000		-		-		-	

Forecasted Annual Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Administration (Human Resources)	\$ 358,000	\$ 360,000	\$ 364,000	\$ 368,000	\$ 372,000
Property Management Services (if hired externally)	\$ -	\$ -	\$ -	\$ -	\$ -
People Centered Support Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Health Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance	\$ 87,000	\$ 89,000	\$ 93,000	\$ 97,000	\$ 101,000
Debt Servicing	\$ -	\$ -	\$ -	\$ -	\$ -
Anticipated Bad Debts (e.g. rental arrears)	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 105,500	\$ 108,000	\$ 112,000	\$ 116,000	\$ 120,000
Meal Provision (if applicable)	\$ 64,000	\$ 68,000	\$ 72,000	\$ 76,000	\$ 80,000
Other (specify)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Forecasted Annual Expenses</b>	<b>614,500</b>	<b>625,000</b>	<b>641,000</b>	<b>657,000</b>	<b>673,000</b>
<b>Estimated Annual Surplus/ (Deficit)</b>	<b>5,625,500</b>	<b>623,000</b>	<b>(641,000)</b>	<b>(657,000)</b>	<b>(673,000)</b>

Please confirm all that apply:	Operating model is self-supporting	No provincial operating funding required	No capital maintenance funding required
	Does the proposal require operating funding?		
In the case of a surplus, please confirm the planned use of the operating surplus funds or in the case of a deficit, please confirm how operating expenses will be funded?			
Surplus funds will be reinvested back into the facility to ensure long term sustainable facility and project(s).			
If property taxes are not indicated, please attach supporting documentation as to the municipal property tax exemption.			

<b>Section 6: Additional Information</b>
Climate Change (Note: Include any energy savings or environmental considerations or opportunities associated with this project.):



Updated facility with new code requirements (HVAC/Electrical etc) will provide reduced emissions and overall expenses. A facility with a full Fire Sprinkler system desperately needed.

#### Disclaimer

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**Incomplete submissions or use of previous submission templates will not be considered.**

# ALBERTA SENIORS AND HOUSING

## CAPITAL PRIORITIES

Before completing this form, please review the Seniors and Housing Capital Planning Framework on Alberta.ca

### Section 1: Applicant Information

Organization Name (Only one organization can be listed):	Grande Spirit Foundation
Organization Type (select from drop-down menu):	Housing Management Body
If other selected, please specify:	
Project Partners (if applicable):	MD Greenview
Describe Nature of Partnership (e.g. financial or	Financial
Project Name:	Debolt - Seniors Self Contained
Seniors and Housing Capital Program (select from drop-down menu):	Seniors Housing Development and Renewal Program

### Section 2: Proposal Overview

A	<b>Proposal Scope</b>								
	Provide a general description of the proposal including total number of units and type of affordability, number of buildings, and units per building (identify commercial uses if applicable):								
	4 new residential modulars that have two-one bedroom units for a total of 8 units in two modulars. Modulars would be for seniors self contained in replacement of the old SSC units.								
	Construction Type (select all that apply)								
	Demolition	New Construction		Replacement		Addition		Conversion / Change of Use	
	Number of existing units:	8	Number of units to be decommissioned (if applicable):	8	Number of units to be demolished:	8	Number of units to be regenerated:		
	Number of new constructed units:	8	Total proponent funded units:	8	Total number of units:	8	Net unit increase:	0	
	If this project includes the replacement, addition or conversion or an existing facility, please indicate:								
	Year constructed:	1981	Existing Facility Condition Index (if known):			Describe the necessity for the proposed change:			
	Old units containing asbestos, makes maintenance expensive/difficult. Old units dated requiring extensive renovations. Old units to be moved due to erosion issues. Extensive costs required and complicated efforts with the community provides sensible alternative in purchasing new instead of recovery of old.								
	Type of Building(s) (select all that apply)								
	Row and Stacked-Row Housing				Low-Rise Apartment (less than 4 storeys)				
	Mid-Rise Apartment (4-11 storeys)				High-Rise Apartment (12 or more storeys)				
	Mixed-Use								
	Other (specify)		2 buildings with 4 units in each = 8 one bedroom units						
Please indicate the number of barrier-free units (10% minimum):									
In the case 10% of the units are not barrier-free, please explain rationale below:									
Yes, new units would be provided barrier free within and access via wheelchair ramp (where required).									
<b>Housing Need</b>									

B	Was a needs assessment completed?		Yes (Attach Report)	No	Year Completed:	Consultant:
	If yes, provide a short summary of the need for this project below:					
	Describe the target population of residents for this project below:					
	Seniors SSC - RGI at 30% of income					
If known, indicate the number of households on the waitlist for this target population within the same municipality:						12
If known, indicate your organization's occupancy rate of the same housing type as the proposed project if one exists within the same municipality:						
<b>Proposed Schedule</b>						
C	Please indicate when the proposed initiative is needed to be completed by to fill the identified need:		project expected completion by end of 2020.			
<b>Proposed Capital Budget Estimate (Auto-filled based on input provided in section 3 &amp; 4)</b>						
D	Estimated Total Below Market Housing Capital Cost:		\$	1,405,000	Estimated Below Market Per Unit Capital Cost:	\$ 35,125
	Estimated Total Market Housing Capital Cost (if applicable):		\$	-	Estimated Market Per Unit Capital Cost (if applicable):	#DIV/0!
	Estimated Total Capital Cost:		\$	1,405,000	Estimated Per Unit Capital Cost (if applicable):	\$ 35,125
<b>Proposed Ownership</b>						
E		Owner		Full or Partial Ownership		Provincial Lease Requested
	Land	MD of Greenview		Full		
	Building	ASHC		Full		
	<b>Proposed Location, if known:</b>					
	Civic Address:	Debolt - new lands				
Municipality:	MD Greenview	Province:	Alberta	Postal Code:		
Legal Address:						
Please indicate existing zoning of the site:		Residential		Is rezoning required?		
<b>Supporting Documentation</b>						
F	Has a business case (incl. options analysis) been completed?		Yes (Attach Report)	No	Year Completed:	Consultant:
	Has an concept study been completed?		Yes (Attach Report)	No	Year Completed:	Consultant:
	Has an environmental assessment been completed?		Yes (Attach Report)	No	Year Completed:	Consultant:
	Has a geo-technical assessment (if applicable) been completed?		Yes (Attach Report)	No	Year Completed:	Consultant:

Section 3: Capital Cost - ESTIMATE ONLY				
Item	Below Market Units		Market Units / Commercial	
Land	\$	350,000	\$	-
Planning Studies	\$	50,000	\$	-
Design Services	\$	-	\$	-
Construction Services	\$	980,000	\$	-

Project Support Services	\$ 25,000	\$ -	\$ 25,000
Furniture and Equipment	\$ -	\$ -	\$ -
<b>TOTAL ESTIMATED CAPITAL COST</b>	<b>\$ 1,405,000</b>	<b>\$ -</b>	<b>\$ 1,405,000</b>

Section 4: Funding Sources - ESTIMATE ONLY			
List all expected funding sources below:			
Names of Funding Sources	Below Market Units	Market / Commercial	Total
Housing Provider Equity Contribution	\$ 25,000	\$ -	\$ 25,000
Housing Provider Land Contribution	\$ -	\$ -	\$ -
Private Loan	\$ -	\$ -	\$ -
Expected Federal Loan	\$ -	\$ -	\$ -
Expected Federal Funding Contribution	\$ -	\$ -	\$ -
Requested Provincial Funding Contribution	\$ 980,000	\$ -	\$ 980,000
Provincial Land Lease (if applicable)	\$ -	\$ -	\$ -
Expected Municipal Funding Contribution	\$ 50,000	\$ -	\$ 50,000
Expected Municipal Land Contribution	\$ 350,000	\$ -	\$ 350,000
Private Donation(s)	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -
<b>*Total Funding Sources</b>	<b>\$ 1,405,000</b>	<b>\$ -</b>	<b>\$ 1,405,000</b>
*Must equal "Total Estimated Capital Cost" of Project in Section 3.			

Section 5: Preliminary Project Budget - ESTIMATE ONLY						
Unit Type (Select from drop-down menu)						Total
Number of Below Market Units	8	8	8	8	8	40
Monthly Rental Revenue per Unit	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 1,750
Total Annual Rental Revenue per Unit Type	\$ 33,600	\$ 33,600	\$ 33,600	\$ 33,600	\$ 33,600	\$ 168,000
Average Sq.ft. per Unit Type	500	500	500	500	500	
Number of Market Units	0	0	0	0	0	-
Monthly Rent per Unit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Annual Rental Revenue per Unit Type	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Average Sq.ft. per Unit Type	0	0	0	0	0	
<b>Total Units</b>						<b>40</b>
Which of the following are included in the monthly rent?						
Electricity			Cable / Phone / Internet			
Heat			Other (specify)			
Water & Sewer						
Using the format below, please provide a Project Budget based on a 5-year projection, and the number of units requested.						

Forecasted Annual Revenues	Year 1		Year 2		Year 3		Year 4		Year 5	
	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market
Rental Structure (select from drop-down menu):	30% of Gross Income		30% of Gross Income		30% of Gross Income		30% of Gross Income		30% of Gross Income	
Rents	\$ 168,000	\$ -	\$ 168,000	\$ -	\$ 168,000	\$ -	\$ 168,000	\$ -	\$ 168,000	\$ -
Lodge Requisition (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	
SL3, SL4, SL4D Funding (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	

Lodge Assistance Program (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	
Non-residential Rents (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ancillary Revenue (Specify)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 168,000	\$ -	\$ 168,000	\$ -	\$ 168,000	\$ -	\$ 168,000	\$ -	\$ 168,000	\$ -
Annual Revenue Subtotal	\$ 168,000		\$ 168,000		\$ 168,000		\$ 168,000		\$ 168,000	
Deduct										
Anticipated Annual Vacancy Rate	50%	0%	25%	0%	13%	0%	0%	0%	0%	0%
Vacancy	\$ 84,000	\$ -	\$ 42,000	\$ -	\$ 21,840	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 84,000	\$ -	\$ 42,000	\$ -	\$ 21,840	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Revenue Deductions	\$ 84,000		\$ 42,000		\$ 21,840		\$ -		\$ -	
Total Forecasted Revenues	84,000		126,000		146,160		168,000		168,000	

Forecasted Annual Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Administration (Human Resources)	\$ 22,000	\$ 23,000	\$ 24,000	\$ 25,000	\$ 26,000
Property Management Services (if hired externally)	\$ -	\$ -	\$ -	\$ -	\$ -
People Centered Support Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Health Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance	\$ 20,500	\$ 21,000	\$ 21,500	\$ 22,000	\$ 22,500
Debt Servicing	\$ -	\$ -	\$ -	\$ -	\$ -
Anticipated Bad Debts (e.g. rental arrears)	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 17,000	\$ 17,500	\$ 18,000	\$ 18,500	\$ 19,000
Meal Provision (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Forecasted Annual Expenses</b>	<b>59,500</b>	<b>61,500</b>	<b>63,500</b>	<b>65,500</b>	<b>67,500</b>
<b>Estimated Annual Surplus/ (Deficit)</b>	<b>24,500</b>	<b>64,500</b>	<b>82,660</b>	<b>102,500</b>	<b>100,500</b>

Pease confirm all that apply:	Operating model is self-supporting	No provincial operating funding required	No capital maintenance funding required
	Does the proposal require operating funding?		
In the case of a surplus, please confirm the planned use of the operating surplus funds or in the case of a deficit, please confirm how operating expenses will be funded?			
<div></div> <p>In the case of deficit, funds will be required from the province (same as current deficit is covered for debolt). In case of surplus, funds will be reinvested into property improvements/mainteance required to assist reducing future deficit funding requests. Or surplus funds returned to province.</p>			
If property taxes are not indicated, please attach supporting documentation as to the municipal property tax exemption.			

## Section 6: Additional Information

Climate Change (Note: Include any energy savings or environmental considerations or opportunities associated with this project.):

New modulars will have increased R value and newer heating systems, assisting reduction in utility costs. Connected units will further reduce utility/heating requirements. The new land will remove erosion issues and allow immediate placement of residents in need of housing.

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**Incomplete submissions or use of previous submission templates will not be considered.**

# ALBERTA SENIORS AND HOUSING

## CAPITAL PRIORITIES

Before completing this form, please review the Seniors and Housing Capital Planning Framework on Alberta.ca

### Section 1: Applicant Information

Organization Name (Only one organization can be listed):	Grande Spirit Foundation
Organization Type (select from drop-down menu):	Housing Management Body
If other selected, please specify:	
Project Partners (if applicable):	
Describe Nature of Partnership (e.g. financial or	
Project Name:	Sexsmith Family Housing
Seniors and Housing Capital Program (select from drop-down menu):	Family and Community Housing Development and Renewal Program

### Section 2: Proposal Overview

<b>Proposal Scope</b>							
Provide a general description of the proposal including total number of units and type of affordability, number of buildings, and units per building (identify commercial uses if applicable):							
Sale of six social family housing units and rebuild two new three unit social housing buildings (total units 6 in 2 buildings). The new build will require capital to assist shortfall funds needed for the new build. The province has already provided NSD for the old 6 units, now we are moving forward with new build (as per our capital plan submission in 2019) for these units. The business plan submitted at the time indicated capital shortfall for the completed project. This request is for the shortfall required to complete the build.							
Construction Type (select all that apply)							
Demolition	New Construction		Replacement		Addition		Conversion / Change of Use
Number of existing units:	6	Number of units to be decommissioned (if applicable):		Number of units to be demolished:		Number of units to be regenerated:	6
Number of new constructed units:	6	Total proponent funded units:	6	Total number of units:	6	Net unit increase:	0
If this project includes the replacement, addition or conversion or an existing facility, please indicate:							
Year constructed:	1980	Existing Facility Condition Index (if known):			Describe the necessity for the proposed change:		
<p>A All six family housing units were built in the late 1970s and early 1980s. Replacement of these units with latest Code requirements will assist with heating values, reduced footprint (one site) and decreased maintenance and future capital replacement items with new build. Row housing proposed in business plan attached.</p>							
Type of Building(s) (select all that apply)							
Row and Stacked-Row Housing				Low-Rise Apartment (less than 4 storeys)			
Mid-Rise Apartment (4-11 storeys)				High-Rise Apartment (12 or more storeys)			
Mixed-Use							
Other (specify)							
Please indicate the number of barrier-free units (10% minimum):							
In the case 10% of the units are not barrier-free, please explain rationale below:							
The old housing did not provide for barrier free - the new units will have some barrier free items within them.							
<b>Housing Need</b>							

Was a needs assessment completed?		Yes (Attach Report)	No	Year Completed:	Consultant:			
If yes, provide a short summary of the need for this project below:								
Grande Spirit Foundation currently has a waitlist for family housing of approximately 350. These buildings are of high demand/need to assist with our growing communities needs.								
B	Describe the target population of residents for this project below:							
	Families - RGI 30% of income - social housing							
	If known, indicate the number of households on the waitlist for this target population within the same municipality:							
					25			
If known, indicate your organization's occupancy rate of the same housing type as the proposed project if one exists within the same municipality:					100%			
<b>Proposed Schedule</b>								
C	Please indicate when the proposed initiative is needed to be completed by to fill the identified need:		completion by end of 2020					
<b>Proposed Capital Budget Estimate (Auto-filled based on input provided in section 3 &amp; 4)</b>								
D	Estimated Total Below Market Housing Capital Cost:		\$	-	Estimated Below Market Per Unit Capital Cost:	\$		
	Estimated Total Market Housing Capital Cost (if applicable):		\$	-	Estimated Market Per Unit Capital Cost (if applicable):	#DIV/0!		
	Estimated Total Capital Cost:		\$	-	Estimated Per Unit Capital Cost (if applicable):	\$		
<b>Proposed Ownership</b>								
		Owner	Full or Partial Ownership		Provincial Lease Requested			
Land		HMB	Full					
Building		HMB	Full					
E	<b>Proposed Location, if known:</b>							
	Civic Address:							
	Municipality:	Sexsmith	Province:	Alberta	Postal Code:			
	Legal Address:							
	Please indicate existing zoning of the site:		Residential		Is rezoning required?			
<b>Supporting Documentation</b>								
F	Has a business case (incl. options analysis) been completed?		Yes (Attach Report)	No	Year Completed:	2018	Consultant:	GSF
	Has an concept study been completed?		Yes (Attach Report)	No	Year Completed:		Consultant:	
	Has an environmental assessment been completed?		Yes (Attach Report)	No	Year Completed:		Consultant:	
	Has a geo-technical assessment (if applicable) been completed?		Yes (Attach Report)	No	Year Completed:		Consultant:	

Section 3: Capital Cost - ESTIMATE ONLY				
Item	Below Market Units		Market Units / Commercial	
Land	\$	-	\$	-
Planning Studies	\$	-	\$	-
Design Services	\$	-	\$	-
Construction Services	\$	-	\$	-



Project Support Services	\$	-	\$	-	\$	-
Furniture and Equipment	\$	-	\$	-	\$	-
<b>TOTAL ESTIMATED CAPITAL COST</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>

Section 4: Funding Sources - ESTIMATE ONLY			
List all expected funding sources below:			
Names of Funding Sources	Below Market Units	Market / Commercial	Total
Housing Provider Equity Contribution	\$ 1,300,000	\$ -	\$ 1,300,000
Housing Provider Land Contribution	\$ -	\$ -	\$ -
Private Loan	\$ -	\$ -	\$ -
Expected Federal Loan	\$ -	\$ -	\$ -
Expected Federal Funding Contribution	\$ -	\$ -	\$ -
Requested Provincial Funding Contribution	\$ 450,000	\$ -	\$ 450,000
Provincial Land Lease (if applicable)	\$ -	\$ -	\$ -
Expected Municipal Funding Contribution	\$ -	\$ -	\$ -
Expected Municipal Land Contribution	\$ -	\$ -	\$ -
Private Donation(s)	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -
<b>*Total Funding Sources</b>	<b>\$ 1,750,000</b>	<b>\$ -</b>	<b>\$ 1,750,000</b>
*Must equal "Total Estimated Capital Cost" of Project in Section 3.			

Section 5: Preliminary Project Budget - ESTIMATE ONLY						
Unit Type (Select from drop-down menu)						Total
Number of Below Market Units	6	6	6	6	6	30
Monthly Rental Revenue per Unit	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 3,000
Total Annual Rental Revenue per Unit Type	\$ 43,200	\$ 43,200	\$ 43,200	\$ 43,200	\$ 43,200	\$ 216,000
Average Sq.ft. per Unit Type	1,000	1,000	1,000	1,000	1,000	
Number of Market Units	0	0	0	0	0	-
Monthly Rent per Unit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Annual Rental Revenue per Unit Type	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Average Sq.ft. per Unit Type	0	0	0	0	0	
<b>Total Units</b>						<b>30</b>
Which of the following are included in the monthly rent?						
Electricity			Cable / Phone / Internet			
Heat			Other (specify)			
Water & Sewer						
Using the format below, please provide a Project Budget based on a 5-year projection, and the number of units requested.						

Forecasted Annual Revenues	Year 1		Year 2		Year 3		Year 4		Year 5	
	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market	Below Market	Market
Rental Structure (select from drop-down menu):	30% of Gross Income		30% of Gross Income		30% of Gross Income		30% of Gross Income		30% of Gross Income	
Rents	\$ 216,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lodge Requisition (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	
SL3, SL4, SL4D Funding (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	

Lodge Assistance Program (if applicable)	\$ -		\$ -		\$ -		\$ -		\$ -	
Non-residential Rents (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ancillary Revenue (Specify)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 216,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Revenue Subtotal	\$ 216,000		\$ -		\$ -		\$ -		\$ -	
Deduct										
Anticipated Annual Vacancy Rate	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Vacancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Revenue Deductions	\$ -		\$ -		\$ -		\$ -		\$ -	
Total Forecasted Revenues	216,000		-		-		-		-	

Forecasted Annual Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Administration (Human Resources)	\$ 53,000	\$ 53,900	\$ 55,500	\$ 57,100	\$ 58,850
Property Management Services (if hired externally)	\$ -	\$ -	\$ -	\$ -	\$ -
People Centered Support Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Health Services (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance	\$ 24,500	\$ 25,200	\$ 26,000	\$ 26,800	\$ 27,600
Debt Servicing	\$ -	\$ -	\$ -	\$ -	\$ -
Anticipated Bad Debts (e.g. rental arrears)	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Replacement Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 40,500	\$ 41,300	\$ 42,100	\$ 43,000	\$ 43,800
Meal Provision (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Forecasted Annual Expenses</b>	<b>118,000</b>	<b>120,400</b>	<b>123,600</b>	<b>126,900</b>	<b>130,250</b>
<b>Estimated Annual Surplus/ (Deficit)</b>	<b>98,000</b>	<b>(120,400)</b>	<b>(123,600)</b>	<b>(126,900)</b>	<b>(130,250)</b>

Please confirm all that apply:	Operating model is self-supporting	No provincial operating funding required	No capital maintenance funding required
	Does the proposal require operating funding?		
In the case of a surplus, please confirm the planned use of the operating surplus funds or in the case of a deficit, please confirm how operating expenses will be funded?			
Any surplus will be reinvested into the property(s) or returned to the province upon request.			
If property taxes are not indicated, please attach supporting documentation as to the municipal property tax exemption.			

<b>Section 6: Additional Information</b>
Climate Change (Note: Include any energy savings or environmental considerations or opportunities associated with this project.):

New project (facility) that will be constructed to new codes. This will include increased insulation and wall thickness (compared to 1979/80 codes), and constructed as two or one building to assist reducing heating and power costs (reducing carbon output). One location will assist future managment and maintenance, further reducing costs.

**Disclaimer**

Seniors and Housing is a public body subject to the Freedom of Information and Protection of Privacy (FOIP) Act. Records in Senior’s and Housing’s custody and control may be subject to a request for access to information under the Act. By submitting an application form to Alberta Seniors and Housing, the applicant acknowledges and agrees to the sharing of information collected from the applicant with the Canada Mortgage and Housing Corporation (CMHC) and other Government of Alberta departments. Applicants are strongly advised to consult their own legal advisors as to the appropriate way in which confidential or proprietary business information should be identified in their applications.

**Incomplete submissions or use of previous submission templates will not be considered.**



# REQUEST FOR DECISION

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SUBJECT: **Grande Prairie Buckwild Association Sponsorship Request**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: August 24, 2020 CAO: DT MANAGER: KK  
DEPARTMENT: COMMUNITY SERVICES GM: PRESENTER: LL  
STRATEGIC PLAN: Level of Service

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RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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RECOMMENDED ACTION:

**MOTION:** That Council approve a sponsorship in the amount of \$10,000.00 to the Grande Prairie Buckwild Association for the annual bull riding event, with funds to come from the Community Services Miscellaneous Grants budget.

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BACKGROUND/PROPOSAL:

The Grande Prairie Buckwild Association applied for a \$10,000.00 operating grant and a \$25,000.00 capital grant at the spring 2020 grant intake. At the Committee of the Whole meeting on May 19<sup>th</sup>, the Committee determined that Greenview was unable to fulfill the grant requests and alternatively recommended that the Grande Prairie Buckwild Association submit a sponsorship application to Greenview for up to \$10,000.00.

A sponsorship application was received July 31<sup>st</sup>, requesting sponsorship of \$10,000.00 to help cover the cost of operating expenses at the two-day Pro Bull Riding event at Revolution Place in Grande Prairie on October 2 & 3, 2020.

The 2020 Community Services Miscellaneous Grant fund, as of July 31, 2020 totals \$615,885.18.

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BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting local athletes and providing local entertainment for the local region.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

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

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to provide an alternate sponsorship amount or take no action to the recommended motion.

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FINANCIAL IMPLICATION:

**Direct Costs:** \$10,000.00

**Ongoing / Future Costs:** N/A

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

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**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Administration will advise the Grande Prairie Buckwild Association of Council's decision.

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ATTACHMENT(S):

- Grande Prairie Buckwild Association-Sponsorship Application
- Correspondence to the Grande Prairie Buckwild Association



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

### Greenview Sponsorship and Donation Request Form

\*Sponsorship request form must be submitted no fewer than 60 days preceding the event\*

Organization or Person Requesting Funds: Grande Prairie BuckWild Association

Date of Application: July 31, 2020 Date of Event: October 2 & 3, 2020

Contact Name and Phone Number: David Anderson

*Dave Anderson*

Email Address: BuckWildDave@outlook.com

Mailing Address: 11902-89A Street, Grande Prairie, Ab T8X 1M2

Total Funding Request: \$10,000

Type of Sponsorship Requested (check all that apply):

- ☒ Event
- ☐ Table
- ☐ Conference
- ☐ Gifts-in-kind (e.g. silent auction items), usage of Greenview Equipment of facilities

Briefly describe your organization (non-profit, for profit):

Grande Prairie BuckWild Association is a non-profit association which annually produces professional bull riding events

What are the funds to be used for?

Operating expenses

What are the direct goals/objectives of the project/event?

Promotion of western-style entertainment and support of local athletes

Where and when is the project/event taking place?

The event will be held at Revolution Place in Grande Prairie on October 2 & 3, 2020

How many people will benefit from the project/event you require funding for?  
500

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What do you estimate the economic impact of your project to be?  
\$1,000,000

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Please describe how the project/event will benefit the community and/or its residents of Greenview?  
Celebration of our western roots by bringing the community together for entertainment

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Please specify the amount of funding requested/anticipated from other organizations or government.  
City of Grande Prairie - \$25,000

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Please provide any other information that will assist in making the decision for funding.  
Opportunity for Greenview athletes to participate in the Junior Bullriding event with the potential to become future champions

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Benefits the M.D. of Greenview will receive as a sponsor? (e.g. media exposure, complimentary tickets)  
media exposure including social media, etc. ,video board advertising  
complimentary tickets

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Has Greenview provided Donation or sponsorship to past events? How was Greenview recognized at the event?  
No -not yet

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You may attach a separate piece of paper if additional room is required.

Greenview will provide banners for events, please contact Community Services Coordinator at 780.524.7612 or [lissa.dunn@mdgreenview.ab.ca](mailto:lissa.dunn@mdgreenview.ab.ca)



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

June 10, 2020

Grande Prairie Buckwild Association  
11902 89A Street  
Grande Cache, AB T8X 1M2

Attention: David Anderson

**RE: 2020 Grant Application**

Greenview Council has reviewed your 2020 grant application submission requests of \$10,000.00 for operating funding and \$25,000.00 for capital funding and upon deliberations it was determined that Greenview is unable to fulfill your grant requests at this time.

Alternatively it was recommended that your association submit a sponsorship application to Greenview for up to \$10,000.00. A sponsorship application is attached should you wish to pursue this opportunity. Please send the completed sponsorship application to [greenviewgivesback@mdgreenview.ab.ca](mailto:greenviewgivesback@mdgreenview.ab.ca).

Greenview wishes your organization success with your projects and initiatives. Should you have any questions or concerns, please contact Lisa Lenentine, Community Services Coordinator at 780.524.7647 or [greenviewgivesback@mdgreenview.ab.ca](mailto:greenviewgivesback@mdgreenview.ab.ca), who will be pleased to assist you.

Sincerely,

Kevin Keller  
Manager, Economic Development & Tourism

KK/II

cc: FOIP/Records Management

Encl (1)





# REQUEST FOR DECISION

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**SUBJECT: APPOINTMENT OF PEST INSPECTOR**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: August 24, 2020**

**DEPARTMENT: AGRICULTURE**

**STRATEGIC PLAN: Level of Service**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: DT**

**GM:**

**MANAGER: DB**

**PRESENTER: DB**

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**RELEVANT LEGISLATION:**

**Provincial (cite) –Agricultural Pests Act Chapter A-8 RSA 2000**

**Council Bylaw/Policy (cite) – N/A**

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**RECOMMENDED ACTION:**

**MOTION: That Council appoint: Kail Czaban as Pest Inspector for the Municipal District of Greenview No. 16 under Section 10 of the Agricultural Pests Act A-8 for the term of his employment.**

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**BACKGROUND/PROPOSAL:**

Greenview Council appoints Pest Inspectors under the Agricultural Pests Act A-8 on an annual basis. Kail Czaban is a new hire, he replaces one of the Agricultural Pest inspectors that was reinstated back to the Recreation Department. When the Greenview Regional Multiplex closed during the onset of COVID, one of the staff members agreed to work within the Agricultural Department as a Pest Inspector. When the Greenview Regional Multiplex reopened to the public the staff member was reinstated back to their original employment position. The Pest Inspectors work from May to October inspecting for species listed within the Pest and Nuisance Control Regulation AR/184 2001.

Section 10 of the Agricultural Pests Act provides as follows:

**Municipal Inspectors**

**10(1)** The local authority of a municipality shall appoint a sufficient number of inspectors to carry out this Act and the regulations within the municipality.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended motions is that Greenview will be compliant with the Agricultural Pests Act, Greenview is required to appoint a sufficient amount of individuals as Pest Inspectors.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Greenview Council may choose to not grant appointment to the specified individual listed, however this would put Greenview in the situation of not having a sufficient number of Pest Inspectors appointed under the Agricultural Pests Act Section 10.

**Alternative #2:** Greenview Council may choose to alter the recommended motion, however this would put Greenview in the situation of not having a sufficient number of Pest Inspectors appointed under the Agricultural Pests Act Section 10.

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Council has approved the appointment, the employee will be able to start inspecting properties for agricultural pests.

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**ATTACHMENT(S):**

- N/A



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
07/27/2020	Regular Council Meeting	
08/12/2020	Fox Creek Library Board	
08/14/2020	RMA	District 4 Zone Meeting



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 5 Reeve Dale Smith		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
7/27/2020	Regular Council Meeting	
8/14/2020	RMA	District 4 Meeting

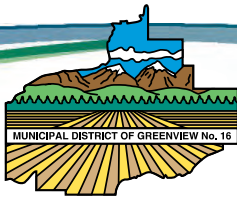


# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 6 Councillor Tom Burton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
7/30/2020	Assessment Model Review	Attended the rally at the legislature to express our displeasure with the proposed scenarios for the assessment of M&E, linear. There was about 40 people in attendance from different municipalities. 3 NDP MLAs listened and asked questions after the speeches. After people started to leave the Minister of Community and Social Services, Rajan Sawhney, came out and talked to people. I expressed our displeasure in the scenarios and posed a few questions to her. She did not have the answers, but her assistant was writing them down. I give her credit for coming out and talking to the people.
8/5/2020	MD of Greenview Library Board	Met with CERIDAN to discuss a proposal for taking over the payroll of the Library Board. There were a few questions and the final proposal was provided to take to the Library board meeting.
8/8/2020	MD of Greenview Library Board	August board meeting discussed the CERIDAN payroll proposal and decided to proceed with them. Still working on getting our CRA number, WCB account and a possible benefits provider. Discussed the MOA for Grande Prairie, Valleyview and Fox Creek libraries to be presented to them. Updates for the Library Managers on the usage and possible scenario when the Grande Cache school reopens, how the library is going to be operating.
8/14/2020	RMA District 4	Attended the RMA District 4 Zone meeting. We had discussion on the Assessment Model Review among other updates from RMA, 10 resolutions (all passed), presentations from NADC and Ag & Forestry.
8/17/2020	Community Planning Association of Alberta	Discussed the possible bylaw changes.
8/17/2020	East Smoky Recreation Board	Discussion on fund requests, coordinator's report

8/18/2020	MD of Greenview Library Board	Met with Alek Nelson, to discuss the library board transection of the payroll from Greenview.
8/19/2020	MD of Greenview Library Board	I will be meeting with the Town of Valleyview Library Board to discuss the MOA between the MD of Greenview Library Board and the Town of Valleyview Library Board.



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Rutt		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
7/27/2020	Regular Council Meeting	Minutes posted on MD Website
8/14/2020	Other	<p>RMA District 4 Meeting – Highlights</p> <ul style="list-style-type: none"> <li>• Speakers included: Mr. Gerald Soroka, MP Yellowhead, Ms. Tracy Allard, MLA Grande Prairie, Dr. Dan Williams, MLA Peace River, Mr. Travis Toews, Minister of Finance and MLA Grande Prairie-Wapiti and Mr. Al Kemmere RMA President</li> <li>• There were 10 resolutions approved to go forward</li> <li>• Received updates from: Northern Alberta Development Council, Alberta Agriculture and Forestry, Transportation and the Mighty Peace Watershed Alliance (all information is available on their respective websites)</li> </ul>
8/17/2020	East Smoky Recreation Board	