



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

April 13, 2021

9:00 AM

Administration Building
Valleyview, AB

| | | |
|----|--|----|
| #1 | CALL TO ORDER | |
| #2 | ADOPTION OF AGENDA | |
| #3 | MINUTES | |
| | 3.1 Regular Council Meeting minutes held March 23, 2021 | 4 |
| | 3.2 Business Arising from the Minutes | |
| #4 | PUBLIC HEARING | |
| #5 | DELEGATION | |
| #6 | BYLAWS | |
| | 6.1 Bylaw 20-856 Request to Close Undeveloped Road Allowance Lying Between NW-19-72-20-5 and NE-24-72-21-5 | 17 |
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| #8 | NOTICE OF MOTION | |
| #9 | CLOSED SESSION | |
| #10 | MEMBERS REPORTS/EXPENSE CLAIMS | 202 |
| | 9.1 Disclosure Harmful to the Interests of a Third Party (FOIP, Section 16) | |
| | <ul style="list-style-type: none"> • Ward 1 • Ward 4 • Ward 6 • Ward 7 | |

- Ward 9

#11 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, March 23, 2021

**#1
CALL TO ORDER**

Reeve Dale Smith called the meeting to order at 9:02 a.m.

Present

Ward 5
Ward 8
Ward 1
Ward 2
Ward 3
Ward 4
Ward 6
Ward 7
Ward 9
Ward 9

Reeve Dale Smith
Deputy Reeve Bill Smith
Councillor Winston Delorme
Councillor Dale Gervais (virtual)
Councillor Les Urness
Councillor Shawn Acton
Councillor Tom Burton (virtual)
Councillor Roxie Chapman
Councillor Duane Didow
Councillor Tyler Olsen

ATTENDING

Chief Administrative Officer
Deputy Chief Administrative Officer
Chief Financial Officer
Director Infrastructure & Planning
Interim Director, Community Services
Communications and Marketing Manager
Recording Secretary

Denise Thompson
Stacey Wabick
Aleks Nelson
Roger Autio
Dennis Mueller
Stacey Sevilla (virtual)
Wendy Holscher

ABSENT

**#2
AGENDA**

MOTION: 21.03.127 Moved by: COUNCILLOR ROXIE CHAPMAN
That Council adopt the March 23, 2021 Regular Council Meeting Agenda as amended.

- Addition of Agenda Item 9.2 Confidential Evaluations.
- 7.22 Drainage Verbal Update.

CARRIED

**#3
MINUTES**

MOTION: 21.03.128 Moved by: COUNCILLOR SHAWN ACTON
That Council adopt the minutes of the Regular Council Meeting held on Tuesday, March 9, 2021, as amended.

- Administrative Corrections

CARRIED

**#3.1
BUSINESS ARISING
FROM THE MINUTES**

3.1 BUSINESS ARISING FROM MINUTES

- Entrance sign designs will come back at future meeting.

**#6
BYLAWS**

6.0 BYLAWS

**BYLAW 20-860
SECOND READING**

6.1 BYLAW 20-860 VALLEYVIEW INTERMUNICIPAL DEVELOPMENT PLAN

MOTION: 21.03.129 Moved by: COUNCILLOR DUANE DIDOW

That Council give Second Reading to Bylaw 20-860 being the replacement document for the Valleyview Intermunicipal Development Plan.

CARRIED

**BYLAW 20-860
THIRD READING**

MOTION: 21.03.130 Moved by: COUNCILLOR TYLER OLSEN

That Council give Third Reading to Bylaw 20-860 being the replacement document for the Valleyview Intermunicipal Development Plan.

CARRIED

POLICY 1009

7.1 INTERNET SERVICES FOR MEMBERS OF COUNCIL

MOTION: 21.03.131 Moved by: COUNCILLOR TOM BURTON

That Council approve Policy 1009 "Internet Services for Members of Council" as presented.

CARRIED

POLICY 1031

7.2 POLICY 1031 CYBER SECURITY

MOTION: 21.03.132 Moved by: COUNCILLOR DUANE DIDOW

That Council approve Policy 1031 "Cyber Security" as presented.

CARRIED

4.0 PUBLIC HEARING

OPENING

4.1 BYLAW 20-865

Chair Dale Smith opened the Public Hearing regarding By-Law 20-865 at 9:16 a.m.

Chair Dale Smith asks each Board member if there was any reason that they should be disqualified from hearing this case.

Hearing none.

IN ATTENDANCE

Development Officer
Development Officer
Development Officer
ISL Engineering Rep.

Price Leurebourg
Leona Dixon
Sally Rosson
Dave McRae

Curtis Williamson
Terri Beaupre
Shauna Head
Marilyn Deveer
Sandy Johnson

**REFERRAL AGENCY &
ADJACENT
LANDOWNER
COMMENTS**

Ratepayers who called were directed to address their concerns by written submission, or to attend the public hearing, either via Zoom, or if they were only interested in listening, via live streaming. Concerns addressed were:

- Two calls asking that the requirement for holding tanks be limited to a 300-metre radius of the lake;
- One call to obtain clarity on the additional requirement to obtain municipal approval to cross municipal lands to access boat dock.
- Two calls to inquire whether the new plan would allow further subdivision of their lands.
- Attached written comments received from Jim Uhl and Bill Egerton.

Internal departments and external referral agencies were notified of the Public Hearing for the Sturgeon Lake Area Structure Plan (SLASP) in accordance with the requirements of the Municipal Government Act. No comments or concerns were received.

**APPLICANT
BACKGROUND
INFORMATION**

The Municipal District of Greenview No. 16 (Greenview) initiated a project to review the existing Sturgeon Lake Area Structure Plan (SLASP) in 2018 and retained ISL Engineering & Land Services (ISL) for this purpose. To supplement the review, an Environmental Background Report was prepared by Spencer Environmental Management Services Ltd., which plan is included in the draft SLASP. The update was to address ongoing concerns brought forward by ratepayers, developers, and Administration, being:

- restrictive and arbitrary development densities;
- protection of the lakeshore and development setbacks;
- public access to the lake;
- increasing demands for services; and
- enforcement.

**QUESTIONS FROM
COUNCIL**

Council asked, "With the open houses do we have a summary of concerns compiled from those that attended?"

Development Officer, Price Leurebourg informed Council that those concerns were brought forward prior to this meeting and have not been included in this agenda package.

Council stated that Administration should add an appendix for acronyms.

ISL Engineering Representative, Dave McRae replied that acronyms are listed in Section 1.4.5. and can be added to if required.

Council asked, “Was there any formal consultation done with the Province concerning water quality, in-flow and lake level issues.”

ISL Engineering Representative, Dave McRae, stated that a member of the Citizens Panel was an employee for Parks and was well informed on the processes when dealing with the lake. However, several attempts were made to speak with someone regarding lake management, and no connections were made. Efforts to connect will continue.

IN FAVOUR

OPPOSED

Marilyn Deveer – had concerns on:

Section 8.2.1 “Greenview shall require all developments to provide holding tanks or composting toilets for sewage disposal for:

- a. New residential development or subdivision located within a Development Area
- b. New development or subdivision, including vacant first parcels out and the resubdivision of existing lots in the ASP area but outside a Development Area if the proposed sewage system is located within 91 m (300 ft) of any watercourse draining into the lake.

It is intended that all holding tanks be installed at locations that are easily accessible for a vacuum truck and are to be pumped out regularly for disposal at a licensed facility.

And Section 8.2.2

“Septic fields, treatment mounds, and other on-site systems may be permitted at locations outside of those identified in Policy 8.2.1 provided they conform to the Alberta Private Sewage Systems Standard of Practice.”

She would like to have sewer mounds considered as an acceptable service at her location.

Letters were read in by Development Officer, Leona Dixon, from Bill Edgerton and Jim Uhl.

Terri Beaupre requested clarification on:
Section 3.2.1 Policies

Are there changes in regard to number of RVs and uses on the lots?

Development Officer, Leona Dixon stated that the number of RV’s is through the land use bylaw, not the area structure plan. The lot in question is Country Residential 3 and regulated through the land use bylaw.

Curtis Williamson stated that he strongly disagrees with the classification of his lands as wetlands. How does someone go about changing that designation in the future?

Administration stated that the landowners can pursue the change through assessments and wetland studies. Landowners can contact Administration for further help on coordinating these studies.

**QUESTIONS FROM
APPLICANT OR
PRESENTER**

MD of Greenview provided clarification on the next steps in regard to the 2nd and 3rd reading of this Bylaw.

**FAIR AND IMPARTIAL
HEARING**

The Chair asked if the applicant received a fair and impartial hearing.

Applicant (Greenview) answers yes.

CLOSING BYLAW

Reeve Dale Smith closes the Public Hearing at 10:08 a.m.

Reeve Dale Smith recessed the meeting at 10:09 a.m.

Reeve Dale Smith reconvened the meeting at 10:18 a.m.

#7 NEW BUSINESS

7.0 NEW BUSINESS

POLICY 1037

7.3 POLICY 1037 CANDIDATE LISTING FOR MUNICIPAL ELECTIONS

MOTION: 21.03.133. Moved by: DEPUTY REEVE BILL SMITH
That Council approve Policy 1037 "Candidate Listing for Municipal Elections" as presented.

CARRIED

POLICY 4010

7.4 POLICY 4010 ROAD ACCESS APPROACHES

MOTION: 21.03.134 Moved by: COUNCILLOR SHAWN ACTON
That Council approve Policy 4010 "Road Access Approaches" as presented.

DEFERRED

MOTION: 21.03.135 Moved by: COUNCILLOR TYLER OLSEN
That Council defer Policy 4010 "Road Access Approaches".

CARRIED

POLICY 4029

7.5 POLICY 4029 GREENVIEW AGGREGATE MATERIAL

MOTION: 21.03.136 Moved by: COUNCILLOR ROXIE CHAPMAN
That Council approve Policy 4029 "Greenview Aggregate Material" as presented.

CARRIED

POLICY OP 33 MOTION: 21.03.137 Moved by: COUNCILLOR WINSTON DELORME
That Council repeal Policy OP 33 "Use of MD Aggregate Materials".
CARRIED

7.6 POLICY 4030 SEISMIC OPERATIONS
POLICY 4030 MOTION: 21.03.138 Moved by: COUNCILLOR DUANE DIDOW
That Council approve Policy 4030 "Seismic Operations" as presented.
CARRIED

POLICY PW 23 MOTION: 21.03.139 Moved by: COUNCILLOR TYLER OLSEN
That Council repeal Policy PW 23 "Seismic Operations".
CARRIED

7.7 POLICY 8002 COMMUNITY GRANTS
POLICY 8002 MOTION: 21.03.140 Moved by: COUNCILLOR TOM BURTON
That Council approve Policy 8002 "Community Grants" as presented.
CARRIED

7.8 LEMONADE DAY SPONSORSHIP REQUEST
LEMONADE DAY MOTION: 21.03.141 Moved by: COUNCILLOR TYLER OLSEN
That Council approve sponsorship in the amount of \$500.00 to Community Futures West Yellowhead for their Lemonade Day event hosted in Grande Cache on June 19, 2021, with funds to come from the Economic Development Miscellaneous Grants to Organizations budget.
CARRIED

7.9 LITTLE SMOKY SKI AREA GRANT REQUEST
LITTLE SMOKY SKI AREA GRANT REQUEST MOTION: 21.03.142 Moved by: COUNCILLOR LES URNESS
That Council approve a funding in the amount of \$9,535.68 to the Municipal District of Smoky River No. 130 for the Little Smoky Ski area, with funds to come from the Economic Development Miscellaneous Grants to Organizations Budget.
CARRIED

7.10 STOLLERY CHILDREN'S HOSPITAL DONATION REQUEST
STOLLERY DONATION REQUEST MOTION: 21.03.143 Moved by: COUNCILLOR DUANE DIDOW
That Council approve a \$2,000.00 donation to the Stollery Children's Hospital, with funds to come from the Economic Development Miscellaneous Grants to Organizations Budget.
DEFEATED

| | |
|--|---|
| STURGEON LAKE BIBLE CAMP | 7.11 STURGEON LAKE BIBLE CAMP DONATION REQUEST MOTION: 21.03.144 Moved by: COUNCILLOR DALE GERVAIS That Council approve an in-kind donation valued at \$300.00 to the Sturgeon Lake Bible Camp, with funds to come from the Economic Development Miscellaneous Grants to Organizations Budget. <div>CARRIED</div> |
| NITEHAWK ADDITIONAL FUNDS – LIFT | 7.12 NITEHAWK – ADDITIONAL FUNDS REQUEST MOTION: 21.03.145 Moved by: COUNCILLOR SHAWN ACTON That Council lift deferred motion #21.03.105, Nitehawk Additional Funds. <div>CARRIED</div> |
| NITEHAWK – LIFTED MOTION 21.03.105 | MOTION: 21.03.105 Moved by: COUNCILLOR TOM BURTON That Council approve grant funding in the amount of \$750,000.00 to Nitehawk Year-Round Adventure Park for ski lift repairs, with funds to come from the 2021 Community Services Operating Budget. <div>DEFEATED</div> |
| NIEHAWK ADDITIONAL FUNDS | MOTION: 21.03.146 Moved by: COUNCILLOR TYLER OLSEN That Council approve grant funding in the amount of \$750,000.00 to Nitehawk Year-Round Adventure Park for the installation of a T-Bar Lift subject to Nitehawk entering into a capital asset agreement, with funds to come from the 2021 Community Services Operating Budget. <div>DEFERRED</div> |
| DEFER NITEHAWK FUND REQUEST | MOTION: 21.03.147 Moved by: COUNCILLOR TYLER OLSEN That Council defer MOTION: 21.03.146 Nitehawk Additional Funds, until further information is available. <div>CARRIED</div> |
| NITEHAWK FUNDING AGREEMENT | MOTION: 21.03.148 Moved by: COUNCILLOR WINSTON DELORME That Council direct Administration to contact the City of Grande Prairie and the County of Grande Prairie to come up with a funding agreement in regard to Nitehawk Year-Round Adventure Park. <div>CARRIED</div> |
| COUNCIL CHAMBER MULTIMEDIA UPGRADES | 7.13 COUNCIL CHAMBER MULTIMEDIA UPGRADES MOTION: 21.03.149 Moved by: COUNCILLOR DALE GERVAIS That Council authorize Administration to award the tender for Council Chamber Multimedia Upgrades to Inland Audio Visual, Edmonton, Alberta at a cost of \$142,230.60, with funds to come from the Information Systems 2021 Capital Budget. <div>CARRIED</div> |

7.14 GRANDE CACHE RECREATION CENTRE - CURLING RINK RETAINING WALL

**GRANDE CACHE
RETAINING WALL**

MOTION: 21.03.150 Moved by: COUNCILLOR DUANE DIDOW

That Council award the Grande Cache Curling Rink Retaining Wall tender to Paving Stone Plus Ltd from Edmonton, Alberta in the amount of \$163,983.75 plus GST, with funds to come from the 2021 Capital Budget.

CARRIED

**RETAINING WALL
CONTINGENCY FUND**

MOTION: 21.03.151 Moved by: COUNCILLOR WINSTON DELORME

That Council approve a 10% contingency for the Grande Cache Curling Rink Retaining Wall project, with funds to come from the 2021 Capital Budget.

CARRIED

7.15 TAX DUE DATE – NON RESIDENTIAL CLASSES

TAX DUE DATE

MOTION: 21.03.152 Moved by: COUNCILLOR ROXIE CHAPMAN

That the 2021 Tax Rate Bylaw is prepared reflecting a due date of: September 30, 2021 for Class 2-Non-Residential property and Class 4-Machinery & Equipment and November 15, 2021 for Class 1-Residential and Class 3 Farmland.

CARRIED

7.16 RAZOR ENERGY CORPORATION PROPERTY TAX PAYMENT PROPOSAL

RAZOR ENERGY

MOTION: 21.03.153 Moved by: COUNCILLOR WINSTON DELORME

That Council take no action on the proposed payment plan from Razor Energy Corporation, for their 2020 property taxes, 2020 penalties and future penalties.

CARRIED

7.17 GREENVIEW RATEPAYER BBQ'S

RATEPAYER BBQS

MOTION: 21.03.154 Moved by: COUNCILLOR TYLER OLSEN

That Council cancel the 2021 Ratepayers BBQs due to the COVID-19 pandemic and the present public health restrictions.

CARRIED

Reeve Dale Smith recessed for lunch at 11:57 a.m.

Reeve Dale Smith reconvened the meeting at 1:06 p.m.

7.18 CAMP WATER SUPPLY WELL - MUSKEG SEEPEE CO-OPERATIVE

MUSKEG WATER WELL

MOTION: 21.03.155 Moved by: COUNCILLOR WINSTON DELORME

That Council direct Administration to bring back information on replacing the well at SE 11-57-05 West of the 6th Meridian, Muskeg Seepee Co-operative.

CARRIED

**NOSE CREEK POTABLE
WATER**

7.19 POTABLE WATER POINT AT NOSE CREEK

MOTION: 21.03.156 Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to bring back a preliminary report
outlining costs for a potable water point to serve the residents in Nose
Creek.

CARRIED

**RURAL WATER
CO-OPS AND
ENTERPRISES**

**7.20 RURAL WATER SERVICE WITHIN THE CO-OPERATIVES AND
ENTERPRISES**

MOTION: 21.03.157 Moved by: COUNCILLOR TOM BURTON
That Council direct Administration to conduct a feasibility study to provide
rural water services to the Co-operatives and Enterprises.
Opposed: Dale Smith, Dale Gervais
For: Les Urness, Tyler Olsen, Bill Smith, Roxie Chapman, Shawn Acton,
Winston Delorme, Duane Didow

CARRIED

**D21-130 DIRECT
CONTROL PERMIT**

7.21 DIRECT CONTROL PERMIT

MOTION: 21.03.158 Moved by: COUNCILLOR DUANE DIDOW
That Council approve development permit application D21-130 for the
development of a retail store on the lot legally described as Plan 0425096
Block 38 Lot 11 with the following conditions:

1. This permit indicates that only the development to which it relates
is authorized pursuant to the provisions of the Land Use Bylaw.
Compliance with the provisions of Land Use Bylaw 799 does not
exempt the applicant from compliance with any provincial, federal
or other municipal legislation.
2. All development must conform to the conditions of this
development permit and the approved plans. Any subsequent
changes, amendments, or additions to this development permit shall
require a new development permit application, including but not
limited to an expansion or intensification of the use.
3. Prior to construction or commencement of any development it is the
responsibility of the applicant to ensure they obtain all necessary
permits required by Alberta Safety Codes Authority, including but
not limited to Building, Gas, Plumbing and Electrical Permits, in
accordance with the Safety Codes Act of Alberta.

CARRIED

DRAINAGE

7.22 DRAINAGE

MOTION: 21.03.159 Moved by: COUNCILLOR TOM BURTON
That Council accept the drainage update as information.

CARRIED

**#8
NOTICE OF MOTION**

8.0 NOTICE OF MOTION

Councillor Urness put forth a Notice of Motion for administration to research the concept of polling the rural and small urban municipalities to form an association as a federal voice similar to FCM.

Councillor Delorme put forth a Notice of Motion for Administration to bring back an RFD for Council's consideration to engage in a feasibility study into acquiring the road systems in the Co-ops to create registered road right of ways/registered road plans.

**#9
CLOSED SESSION**

9.0 CLOSED SESSION

MOTION: 21.03.160 Moved by: COUNCILLOR TOM BURTON
That the meeting go to Closed Session, at 1:57 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection 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 DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
(FOIP, Section 16)

9.2 CONFIDENTIAL EVALUATION
(FOIP, Section 19)

OPEN SESSION

MOTION: 21.03.123 Moved by: COUNCILLOR TYLER OLSEN
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 2:57 p.m.

CARRIED

Councillor Dale Gervais put forth a Notice of Motion that Council direct Administration to draft a multiplex financial and governance agreement with the Town of Fox Creek.

**#10
MEMBER REPORTS &
EXPENSE CLAIMS**

10.0 MEMBERS BUSINESS

WARD 1

COUNCILLOR WINSTON DELORME updated Council on his recent activities, which include;

- March 9, 2021 Regular Council Meeting
- Evergreen Foundation Meeting
- Rural Municipalities of Alberta Spring Convention
- Alberta Seniors Communities & Housing Association Meeting

WARD 2

COUNCILLOR DALE GERVAIS updated Council on his recent activities, which include;

- March 9, 2021 Regular Council Meeting
- Valleyview Intermunicipal Development Plan Meeting
- RMA Spring Convention
- Joint Council Meeting with Town of Fox Creek

WARD 3

COUNCILLOR LES URNESS submitted his update to Council on his recent activities, which include;

- Rural Municipalities of Alberta Spring Convention
- March 9, 2021 Regular Council Meeting

WARD 4

COUNCILLOR SHAWN ACTON submitted his update to Council on his recent activities, which include;

- March 9, 2021 Regular Council Meeting
- Valleyview Intermunicipal Development Plan
- Policy Review Committee Meeting
- Rural Municipalities of Alberta Spring Convention
- Fox Creek Library Board
- Valleyview Library Board
- Joint Council Meeting with Town of Fox Creek

WARD 5

REEVE DALE SMITH submitted his update to Council on his recent activities, which include;

- March 9, 2021 Regular Council Meeting
- Provincial Agriculture Services Board Meeting
- Telephone call with Minister Toews
- Policy Review Committee
- Heart River Housing Meeting
- Valleyview Intermunicipal Development Plan Meeting

WARD 6

COUNCILLOR TOM BURTON submitted his update to Council on his recent activities, which include;

- March 9, 2021 Regular Council Meeting
- AHS COVID Community Conversation – North Zone
- Valleyview Intermunicipal Development Plan Meeting
- Policy Review Committee

- MD of Greenview Library Board Meeting
- East Smoky Recreation Board Meeting
- Joint Council Meeting with Town of Fox Creek
- Rural Municipalities of Alberta Spring Convention

WARD 7

COUNCILLOR ROXIE CHAPMAN submitted her update to Council on her recent activities, which include;

- March 9, 2021 Regular Council Meeting
- Grande Prairie Public Library Meeting
- Valleyview Intermunicipal Development Plan Meeting
- Rural Municipalities of Alberta Spring Convention
- FCSS Meeting
- Community Education Northern Lights College
- Grande Spirit Foundation – Online Meeting
- Crooked Creek Recreation Club Meeting

WARD 8

DEPUTY REEVE BILL SMITH submitted his update to Council on his recent activities, which include;

- March 9, 2021 Regular Council Meeting

WARD 9

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

- March 9, 2021 Regular Council Meeting
- Joint Council Meeting with Town of Fox Creek
- Policy Review Committee
- Community Futures West Yellowhead Meeting
- FCSS Meeting

WARD 9

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

- March 9, 2021 Regular Council Meeting
- Valleyview Intermunicipal Development Plan Meeting
- Policy Review Committee
- MD of Greenview Library Board Meeting
- Rural Municipalities of Alberta Spring Convention
- Dinosaur Museum Meeting
- Community Futures West Meeting
- Joint Council Meeting with Town of Fox Creek

MEMBERS BUSINESS

MOTION: 21.03.. Moved by: DEPUTY REEVE BILL SMITH
That Council accept the Members Business Reports as presented.

CARRIED

**#11
ADJOURNMENT**

11.0 ADJOURNMENT

MOTION: 21.03. Moved by: COUNCILLOR WINSTON DELORME
That Council adjourn this Regular Council Meeting at 3:12 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Bylaw No.20-856 – Request to close Undeveloped Road Allowance lying between NW-19-72-20-5 and NE-24-72-21-5 | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: |
| DEPARTMENT: | PLANNING & DEVELOPMENT | GM: RA | PRESENTER: LD |
| STRATEGIC PLAN: | Development | LEG: DL | |

RELEVANT LEGISLATION:

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

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

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 20-856 to close 1.618 hectares ± of the undeveloped road allowance lying between NW-19-72-20-W5 and NE-24-72-21-W5 as shown on Schedule ‘A’ hereto.

MOTION: That Council give Third Reading to Bylaw No. 20-856 to close 1.618 hectares ± of the undeveloped road allowance lying between NW-19-72-20-W5 and NE-24-72-21-W5 as shown on Schedule ‘A’ hereto.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from John Pozniak on June 22, 2020, requesting to close 1.618 hectares ± (4.0 acre) of the undeveloped road allowance lying between NW-19-72-20-W5 and NE-24-72-21-W5 as shown on Schedule ‘A’ hereto. The area would be consolidated with the existing titles to NE-24-72-21-W5 and the portion of NW-19-72-20-W5 lying west of the Old High Prairie Road, as shown in Schedule ‘B’ hereto.

First reading was passed by Council on October 13, 2020. Following first reading the Bylaw was advertised and the standard road closure procedures under Section 22 of the Municipal Government Act were followed, including holding a Public Hearing on December 14, 2020, where no concerns by referral bodies or the public were raised. The Minister of Transportation subsequently approved the closure and disposal of the road right-of-way on March 8, 2021.

Upon receiving second and third reading, the bylaw and survey plan can be registered at Land Titles Office. Administration is recommending that Council give second and third Reading to Bylaw No. 20-856.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the unusable portion of the road plan would be reverted to agricultural production.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is that future development of the road plan would be prohibited.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw No. 20-856 for further discussion or information.

Alternative #2: Council has the alternative to deny the request completely and not allow the closure of the portion of the undeveloped road allowance.

FINANCIAL IMPLICATION:

There are no financial implications.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

Consult - To obtain public feedback on analysis, alternatives and/or decisions.

PROMISE TO THE PUBLIC

Consult - We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

FOLLOW UP ACTIONS:

The plan would be endorsed and submitted to the surveyor for registration at Alberta Land Titles, concurrent with a Transfer of Land.

ATTACHMENT(S):

- Schedule 'A' – Tentative Plan, Tentative Plan with Aerial
- Map Overview
- Signed Bylaw 20-856 with letter from Alberta Transportation

SE25 72-21-5

SW30 72-20-5

20.12 GOVERNMENT ROAD ALLOWANCE

20.12 GOVERNMENT ROAD ALLOWANCE



NE24 72-21-5

NW19 72-20-5

NW19 72-20-5

SE24 72-21-5

SW19 72-20-5

20.12 GOVERNMENT ROAD ALLOWANCE

ROAD PLAN 74/7EU

804.43

797.96

18.88

6.59

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED ROAD CLOSURE OF
GOVERNMENT ROAD ALLOWANCE

BETWEEN N.W. 1/4 SEC. 19, TWP. 72, RGE. 20, W.5M. &
N.E. 1/4 SEC. 24, TWP. 72, RGE. 21, W.5M.

LAND DEALT WITH BY THIS

PLAN IS SHOWN OUTLINED THUS: ———

AND CONTAINS: 1.618 HECTARES (4.00 ACRES)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED ROAD CLOSURE OF
GOVERNMENT ROAD ALLOWANCE

BETWEEN N.W. 1/4 SEC. 19, TWP. 72, RGE. 20, W.5M. &
N.E. 1/4 SEC. 24, TWP. 72, RGE. 21, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 1.618 HECTARES (4.00 ACRES)

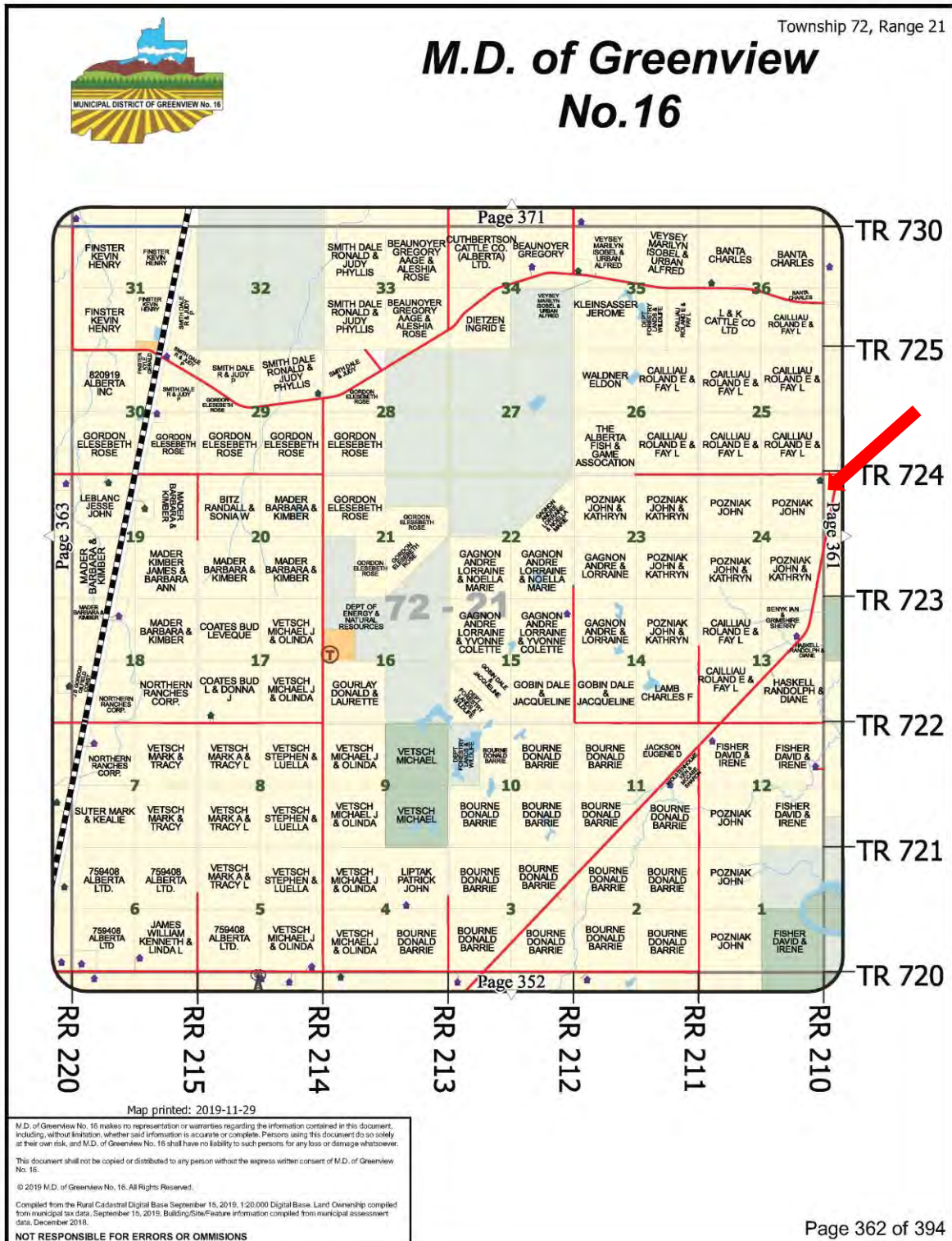
OWNER LOCATION MAP

FILE NO. R20-002

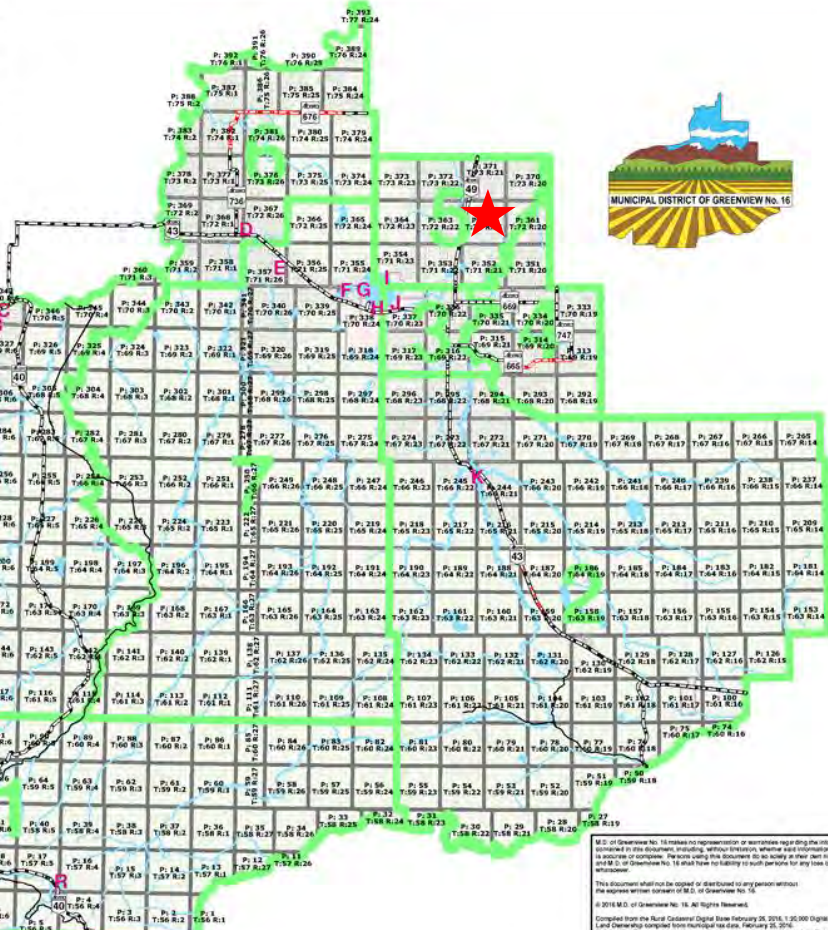
APPLICANT: POZNIAK JOHN

LEGAL LOCATION: NE-24-72-21-W5

LANDOWNER: SAME



| Hamlet and Subdivision Sheets | | |
|-------------------------------|---|------------------|
| Aspen Grove | A | Muskeg-Seepee R |
| Calais | H | Ridgevalley E |
| Cozy Cove | F | Sandy Bay I |
| DeBolt | D | Sturgeon Lake J |
| Grande Cache Lake | P | Susa Creek Q |
| Grovedale | B | The Narrows G |
| Joachim Enterprises | N | Victor Lake O |
| Landry Heights | C | Wanyandie East L |
| Little Smoky | K | Wanyandie West M |



M.D. of Greenview No. 16 makes no representation or warranties regarding the information contained in this document, including, without limitation, whether said information is accurate or complete. Persons using this document do so at their own risk, and M.D. of Greenview No. 16 shall have no liability to such persons for any loss or damage whatsoever.

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Compiled from the Rural Catalogue Digital Base February 26, 2016, 1:00:00 Digital Base. Land Ownership compiled from municipal tax data, February 26, 2016. Building Footprint Information compiled from municipal assessment data, December 31, 2015.

NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



BYLAW No. 20-856

MUNICIPAL DISTRICT OF GREENVIEW No. 16

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

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

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

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

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

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

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

MERIDIAN 5 RANGE 20 TOWNSHIP 72

ALL THAT PORTION OF THE ORIGINAL GOVERNMENT ROAD ALLOWANCE

LYING WITHIN LOT 1 BLOCK 1 PLAN 202_____

CONTAINING 1.618 HECTARES MORE OR LESS

EXCEPTING THEREOUT ALL MINES AND MINERALS

all as shown on Schedule "A" of this bylaw.

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

Received first reading this 13 day of October, 2020.


REEVE


CHIEF ADMINISTRATIVE OFFICER

APPROVED this 8th day of March, 2021.


MINISTER OF TRANSPORTATION

Received second reading this _____ day of _____, 2021.

Received third reading and passed this _____ day of _____, 2021.

REEVE

CHIEF ADMINISTRATIVE OFFICER

SE25 72-21-5

SW30 72-20-5

20.12 GOVERNMENT ROAD ALLOWANCE

20.12 GOVERNMENT ROAD ALLOWANCE



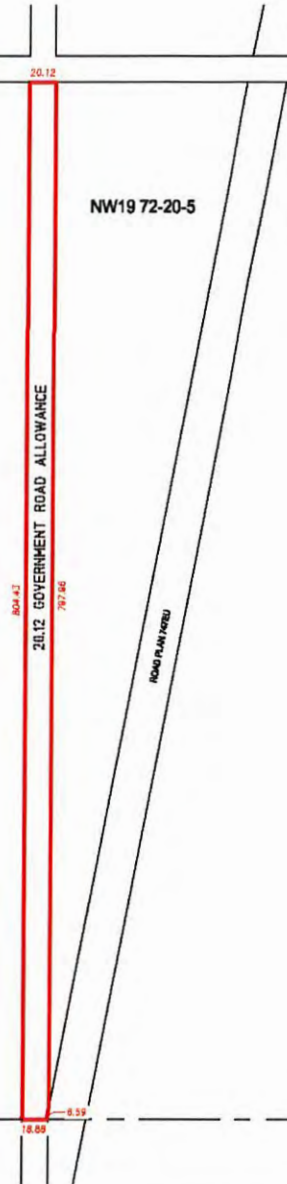
NE24 72-21-5

NW19 72-20-5

NW19 72-20-5

SE24 72-21-5

SW19 72-20-5



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED ROAD CLOSURE OF
GOVERNMENT ROAD ALLOWANCE
BETWEEN N.W. 1/4 SEC. 19, TWP. 72, RGE. 20, W.5M. &
N.E. 1/4 SEC. 24, TWP. 72, RGE. 21, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: —
AND CONTAINS: 1.618 HECTARES (4.00 ACRES)

SCALE: 1:5000

Alberta Transportation

TECHNICAL STANDARDS BRANCH
2ND FLOOR, TWIN ATRIA BUILDING
4999-98 AVENUE
EDMONTON, ALBERTA, CANADA
T6B 2X3

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

March 8, 2021

MD of Greenview
P.O. Box 1079
Valleyview, AB T0H 3N0

Attention: Sally Rosson

RE: ROAD CLOSURE – BYLAW 20-856

Enclosed is the above noted bylaw which was approved by Alberta Transportation for closure and disposal on March 8, 2021.

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

Yours truly,



Grace Saina
Road Closure Coordinator

cc: David Richards
Development and Planning Technologist
Grande Prairie, Alberta

Enclosures





REQUEST FOR DECISION

SUBJECT: **Bylaw 20-870 “Firearms Restrictions in Ward 9, Hamlet of Grande Cache”**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 13, 2021 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL/DW
STRATEGIC PLAN: Quality of Life LEG: DL

RELEVANT LEGISLATION:

Provincial (cite) – Section 74, Municipal Government Act, R.S.A 2000, Chapter M-26.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 21-870 “Firearms Restrictions in Ward 9, Hamlet of Grande Cache.”

MOTION: That Council give second reading to Bylaw 21-870 “Firearms Restrictions in Ward 9, Hamlet of Grande Cache.”

BACKGROUND/PROPOSAL:

On February 9 Council directed Administration to draft a bylaw to restrict the use of firearms within the boundaries of Ward 9 in response to ratepayer concerns with safety around the Hamlet. The former Town of Grande Cache previously had a bylaw in place restricting the use of firearms within a similar boundary as what is proposed in Bylaw 21-870. This bylaw was repealed. Currently, bylaw 499 “Arrow Release” restricting the use of bows and arrows within the Hamlet is still in place. Bylaw 21-870 repeals this bylaw as the use of firearms and bows and arrows are covered in the proposed bylaw.

The bylaw is enforceable by Greenview’s Peace Officers, the RCMP and Fish and Wild Life Officers.

In accordance with Section 74 of the MGA, the Minister responsible for the *Wildlife Act* must approve the bylaw. Administration recommends sending the bylaw to the Minister prior to third reading to accommodate any possible changes Alberta Environment and Parks may require.

BENEFITS OF THE RECOMMENDED ACTION:

1. A bylaw will be in place to restrict the use of firearms and bows and arrows around the Hamlet of Grande Cache to ensure public safety.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional changes to the bylaw or alter the boundaries of the firearms restriction area.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will send the bylaw to Alberta Environment and Parks for Ministerial approval prior to third reading.

ATTACHMENT(S):

- Bylaw 499
- Bylaw 21-870

A BY-LAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, TO PROHIBIT THE RELEASE OF ARROWS WITHIN CERTAIN AREAS OF THE CORPORATE LIMITS OF THE TOWN OF GRANDE CACHE.

WHEREAS, pursuant to Section 153 of the Municipal Government Act, being Chapter M-26 of The Revised Statutes of Alberta, 1980, and amendments thereto, the Council is empowered to regulate the release of arrows within certain areas of the Corporate Limits of the Town of Grande Cache.

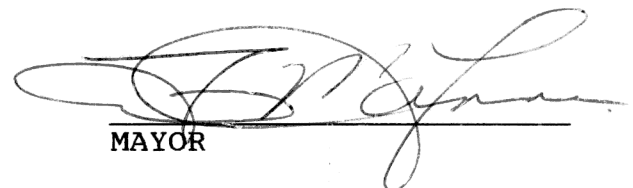
NOW THEREFORE, the Municipal Council of the Town of Grande Cache duly assembled enacts as follows:

1. Definitions:
In this By-Law Corporate Limits shall be described as the Town Boundary Lines as set out in the attached plan ("Schedule A") which will form part of this By-Law.
2. No arrows shall be released within the Corporate Limits of the Town of Grande Cache except for target practice which is to be held in certain areas of the Corporate Limits and outlined in the attached plan ("Schedule B") which will form part of this By-Law. The certain areas are commonly known as the Bighorn Archery Club site and the Grande Cache Correctional Centre Archery site.
3. Any person found to be in contravention of any provisions of the By-Law may be charged by a Peace Officer and if found guilty shall be liable to penalties imposed by the General Penalty By-Law of the town of Grande Cache.
4. This By-Law shall come into force immediately upon the passing thereof.

READ a first time this 11th day of February, 1992.

Read a second time this 10th day of March, 1992.

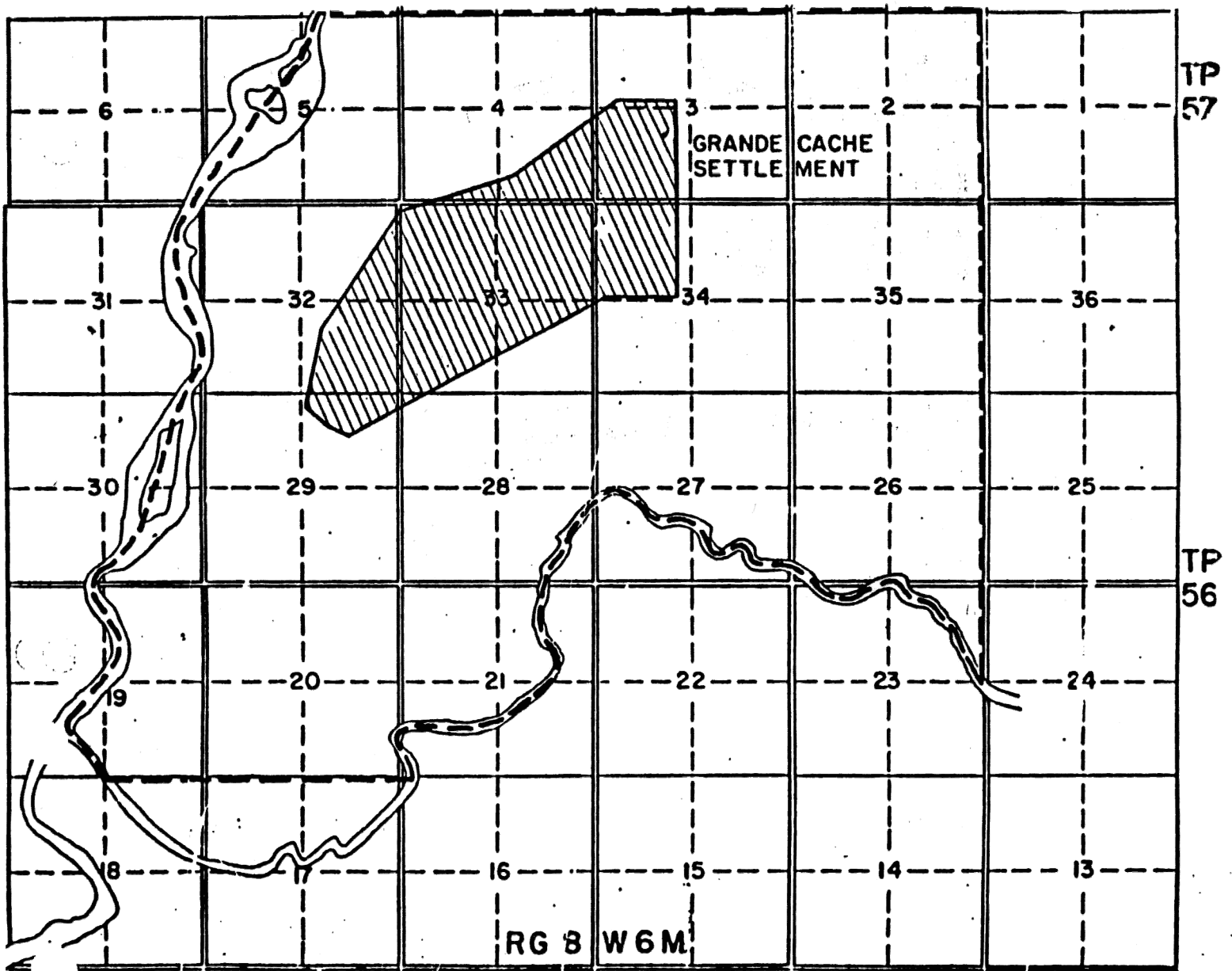
Read a third and final time and passed with unanimous consent this 10th day of March, 1992.


MAYOR


MUNICIPAL ADMINISTRATOR

SCHEDULE "A"

TOWN BOUNDARY-----

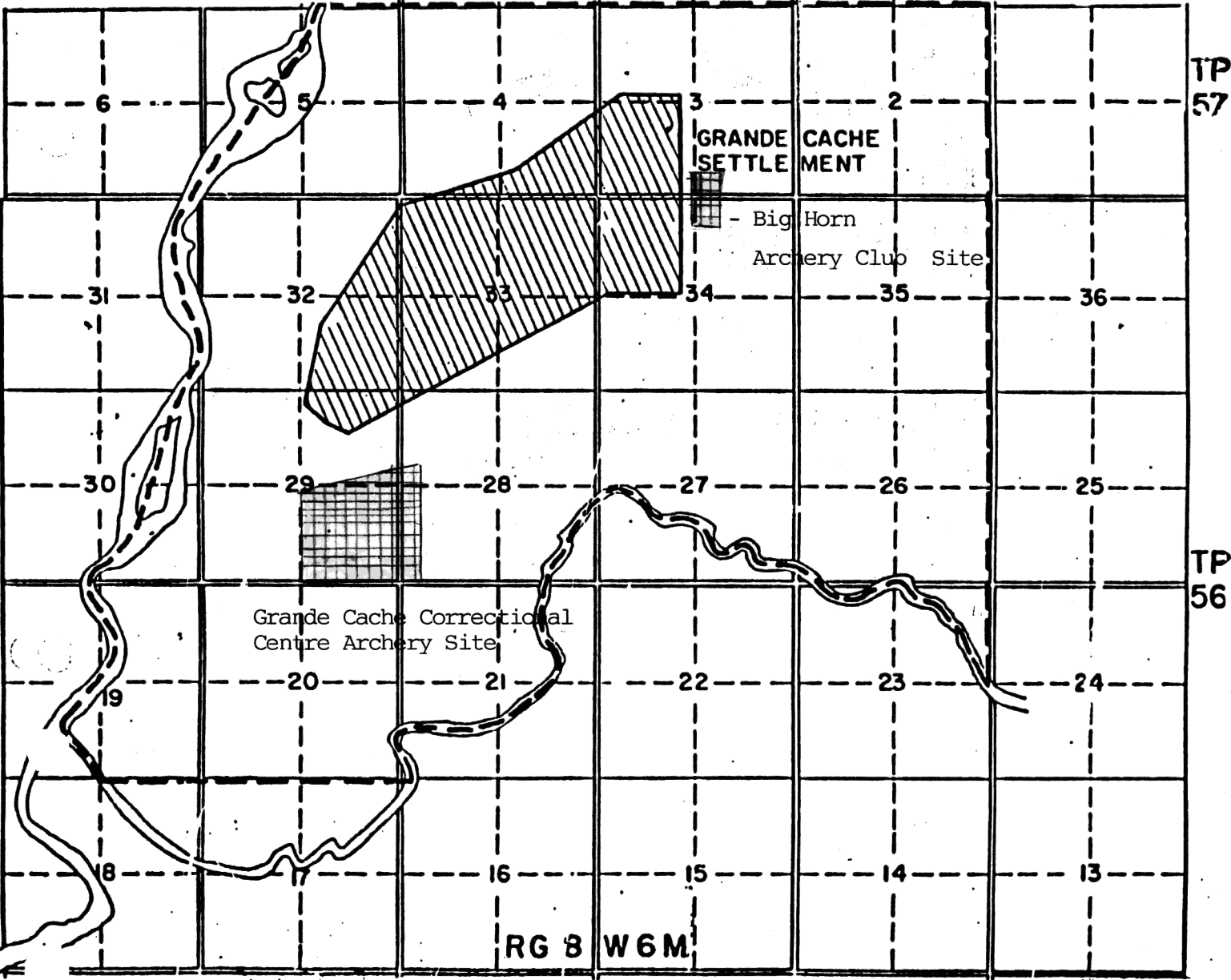


In unsurveyed township 56, range 8, west of the sixth meridian:
 All of sections 20, 29, 33, 34, 35 and those portions of sections 21, 23, 26, 27 and 28 lying northerly of the centre line of the Sulphur River, and that portion of section 19 lying north of the centre line of the Sulphur River east of the centre line of the Smoky River and those portions of section 30, 31, 32 lying east of the centre line of the Smoky River; and all south and west road allowances adjoining the above mentioned sections and portions of sections and all road allowance intersections;

In unsurveyed township 57, range 8, west of the sixth meridian:
 All of sections 2, 3, 4 and those portions of sections 5 and 6 lying east of the centre line of the Smoky River, and all south and west road allowances adjoining the above mentioned sections and portions of sections, and all road allowance intersections.

SCHEDULE "B"

TOWN BOUNDARY-----



In unsurveyed township 56, range 8, west of the sixth meridian:
All of sections 20, 29, 33, 34, 35 and those portions of sections 21, 23, 26, 27 and 28 lying northerly of the centre line of the Sulphur River, and that portion of section 19 lying north of the centre line of the Sulphur River east of the centre line of the Smoky River and those portions of section 30, 31, 32 lying east of the centre line of the Smoky River; and all south and west road allowances adjoining the above mentioned sections and portions of sections and all road allowance intersections;

In unsurveyed township 57, range 8, west of the sixth meridian:
All of sections 2, 3, 4 and those portions of sections 5 and 6 lying east of the centre line of the Smoky River, and all south and west road allowances adjoining the above mentioned sections and portions of sections, and all road allowance intersections.

Bylaw 499

REC-770024
G.C. SADDLE CLUB
55.38 ac.

CEMETARY

REC.- 780012
G.C. GOLF & COUNTRY CLUB
260 ac.

CAMP GROUND REC.- 830007
111.2 ac.

AFS - HELI-PAD
DRS 810038

Proposed
Field Course

AGT

69 TR
157.56 ac.

HI-WAY 40

WATER

IN OF GRANDE GARDEN



BYLAW NO. 21-870 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to restrict the use of firearms and bows within the boundaries of Ward 9, Hamlet of Grande Cache.

Whereas, Section 7 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 provides that Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

Whereas, Section 74 of the *Municipal Government Act*, provides that a Council may pass a bylaw prohibiting the shooting or use of firearms or other device that propels a projectile in all or part of the municipal district. A bylaw under this section does not come into force until the bylaw has been approved by the Minister responsible for the *Wildlife Act*, R.S.A. 2000, Chapter W-10.

Whereas, Council deems it desirable and in the best interest of the public to prohibit the discharge of firearms within specified parts of the municipality;

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

1. TITLE

- 1.1. This bylaw shall be cited as the “Firearms Restrictions in Ward 9, Hamlet of Grande Cache” Bylaw.

2. DEFINITIONS

- 2.1. **CAO** means the Chief Administrative Officer of Greenview;
- 2.2. **Firearm** means any barreled weapon from which any shot or other projectile can be discharged and that is capable of causing serious bodily injury or death to a person, and includes any frame or receiver of such barreled weapon and anything that can be adapted or used as a firearm.
- 2.3. **Greenview** means the Municipal District of Greenview No. 16.
- 2.4. **Peace Officer** is as defined in Section 1(k) of the *Provincial Offences Procedure Act*, R.S.A. 2000, Chapter P-34. For the purposes of this bylaw Peace Officer also includes the RCMP and Fish and Wildlife Officers.
- 2.5. **Violation Ticket** means a ticket issued pursuant to Part II of the *Provincial Offences Procedure Act*.

2.6. **Ward 9** means the official boundaries of Ward 9, Hamlet of Grande Cache.

3. APPLICATION

- 3.1. This Bylaw does not apply to any Member of the RCMP, Fish and Wildlife Officers, Peace Officers, or Officers of the Grande Cache Institution, who are required to use or discharge a firearm or weapon in the operation of their duties, or designated employees of Greenview, who may require the use of a firearm to destroy pests, or immobilize animals to facilitate their capture.
- 3.2. This Bylaw applies exclusively within the boundaries of Ward 9, Hamlet of Grande Cache, as identified in Schedule 'A' attached to, and forming part, of this Bylaw.
- 3.3. This Bylaw does not apply a shooting range, archery range, gun club, or similar facility, if established, which is designated and operated in accordance with the Land Use Bylaw and all Federal, Provincial and Municipal laws and regulations.

4. PROHIBITIONS

- 4.1. No person shall carry a loaded firearm within the boundaries of Ward 9, unless written permission is granted by Greenview for a special event.
- 4.2. No person shall discharge a firearm within the boundaries of Ward 9, unless written permission is granted by Greenview for a special event.
- 4.3. No person shall discharge a bow or cross bow, and arrow or bolt, within the boundaries of Ward 9, unless written permission is granted by Greenview for a special event.

5. WRITTEN PERMISSION BY GREENVIEW

- 5.1. Written approval by Greenview may be obtained for special events or for the ceremonial discharge of firearms using blank ammunition. A request must be submitted in writing to the CAO, or designate and shall include the following:
 - A. Full name and address of the applicant;
 - B. Age of individual(s) that will be discharging firearms;
 - C. Type of firearm intended to be used;
 - D. Location within Ward 9 where the shooting will occur;
 - E. Time and duration in which the shooting will occur;
 - F. Reason or purpose of request;
 - G. Any other information as the CAO may reasonably require.
- 5.2. A written request must be submitted at least two (2) weeks in advance of the planned event.

- 5.3. The written authorization shall be available at the event and presented upon request by a Peace Officer.

6. ENFORCEMENT AND PENALTIES

- 6.1. A Peace Officer, Member of the RCMP, or Fish and Wildlife Officer may enforce the provisions of this Bylaw, and may issue a violation ticket to any person who violates a provision of this Bylaw.
- 6.2. The violation ticket shall be in a form normally used by a Peace Officer in the issuance of notices of offence, in accordance with the *Provincial Offences Procedure Act*.
- 6.3. Any person who violates any provision of this Bylaw is guilty of an offence and is liable upon summary conviction to:
- A. A fine of not more than Five Hundred Dollars (\$500.00) for a first offence, or in default of payment, to imprisonment of no more than three (3) months.
 - B. A fine of not more than Fifteen Hundred Dollars (\$1,500.00) for a second or subsequent offence, or in default of payment, imprisonment of not more than six (6) months.

7. SEVERABILITY

- 7.1. Should any provision of this Bylaw be found to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, such provision shall be considered separate and severable from the Bylaw and the remainder shall remain in force and effect.

8. REPEAL

- 8.1. Grande Cache Bylaw 499 “Arrow Release” is hereby repealed.

9. COMING INTO FORCE

- 9.1. This Bylaw shall come into force and effect upon approval of the Minister responsible for the *Wildlife Act* and upon third and final reading.

Read a first time this _____ day of _____, 2021.

Read a second time this _____ day of _____, 2021.

Pursuant to Section 74 of the *Municipal Government Act*, this Bylaw is hereby approved

Dated at the _____ of _____, Alberta, this _____ day of _____, 2021.

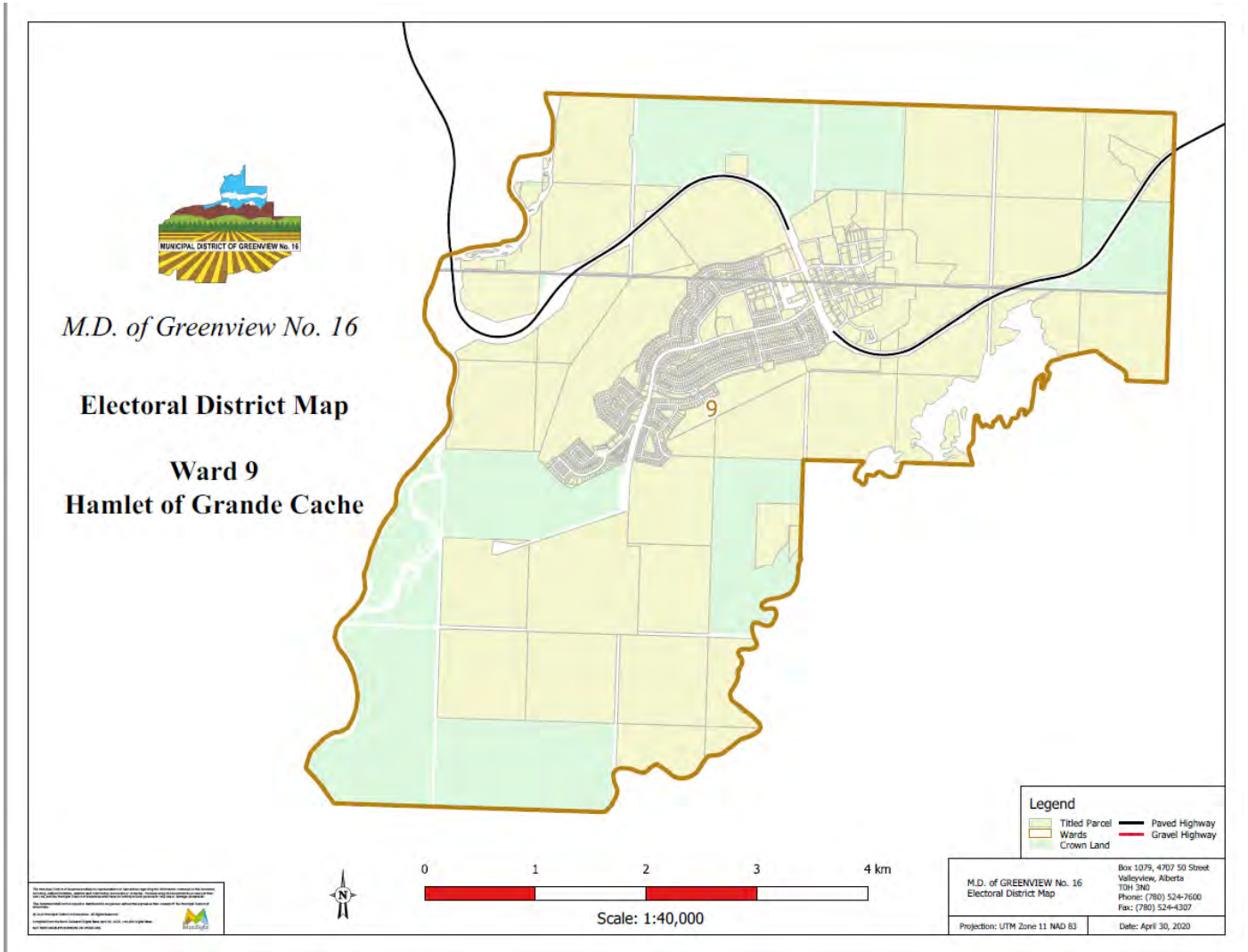
Minister of
Alberta Environment and Parks

Read a third time and passed this _____ day of _____, 2021.

REEVE

CHIEF ADMINISTRATIVE OFFICER

Schedule 'A' **Ward 9, Hamlet of Grande Cache Boundary**





REQUEST FOR DECISION

SUBJECT: **Purchase of Skid Steer for Facility Maintenance**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 13, 2021 CAO: DT MANAGER:

DEPARTMENT: FACILITY MAINTENANCE GM: RA PRESENTER: LB

STRATEGIC PLAN: Level of Service LEG: DL

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Expenditure and Disbursement Policy (Policy No: 1018)

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of a Bobcat T66 skid steer with an upset limit of \$65,333.00 with finds to come from the Facility Maintenance 2021 Capital Budget

BACKGROUND/PROPOSAL:

Administration utilized RMA Sourcewell Capital Purchasing Program to assist in locating and quoting a new skid steer. The RMA process has found a suitable match for the set criteria. A Bobcat T66 from Peace Grande Prairie Bobcat is being recommended. The Facility Maintenance department will be utilizing the skid steer for the purpose of removing snow and general municipal work. This will be a new unit with approved funding from the Facility Maintenance 2021 Capital budget as FM21009. The approved Capital budget was set at \$70,000.

| Supplier | Make | Model | Price per Unit | Comments |
|---------------------|------------|-------|----------------|--|
| Bobcat Of The Peace | Bobcat | T66 | \$65,333 | New machine 74HP |
| Bobcat Of The Peace | Bobcat | S740 | \$65,900 | Used 2018 463Hrs. non-track machine 74HP |
| Bobcat Of The Peace | Bobcat | T590 | \$52,610 | Used 2015 1750Hrs. |
| Brandt Tractor Ltd. | John Deere | 325G | \$76,140 | New machine 74HP |
| Brandt Tractor Ltd. | John Deere | 325G | \$79,900 | used 2019 438Hrs |
| Brandt Tractor Ltd. | John Deere | 317G | \$66,460.00 | New, Smaller 65HP |
| Bobcat Of The Peace | Bobcat | T64 | \$64,321 | New, smaller machine 68HP |
| Finning | Cat | 259 | 79,900 | New machine, 74HP |

*** Recommended by Administration**

BENEFITS OF THE RECOMMENDED ACTION:

1. The MD Greenview No.16 will be capable of snow removal and various municipal tasks.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose a different Unit or Vendor for this purchase.

FINANCIAL IMPLICATION:

Direct Costs: \$65,333.00

Ongoing / Future Costs: Maintenance as required and fuel consumption for life of unit in the future while operated and in service of Greenview.

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 inform the interested parties of Councils decisions accordingly.

ATTACHMENT(S):

- Quote from Bobcat of the Peace for one new T66 tracked Skid Steer
- T66 Specification sheet



Product Quotation

Quotation Number: 35094D035406

Date: 2021-02-12 11:39:57

| Ship to | Bobcat Dealer | Bill To |
|--|---|--|
| M.D. GREENVIEW FLEET COORDINATOR Attn: LANE BARKS cell 552-4832 VALLEYVIEW, AB Phone: (780) 524-7600 | Bobcat of the Peace, Grande Prairie, AB 11437 97TH AVE GRANDE PRAIRIE AB T8V 5R8 Phone: (780) 538-0791 Fax: (780) 538-1812 ----- Contact: Ken Diachuk Phone: (780) 538-0791 Fax: (780) 538-1812 Cellular: 780-876-1617 E Mail: Kendiachuk@bobcatofthepeace.ca | M.D. GREENVIEW FLEET COORDINATOR Attn: LANE BARKS cell 552-4832 VALLEYVIEW, AB Phone: (780) 524-7600 |

| Description | Part No | Qty | Price Ea. | Total |
|--|---|------------|------------------|--------------------|
| T66 T4 Bobcat Compact Track Loader | M0349 | 1 | \$48,643.00 | \$48,643.00 |
| 74.0 HP Tier 4 V2 Bobcat Engine | Lift Path: Vertical | | | |
| Auxiliary Hydraulics: Variable Flow | Lights, Front and Rear LED | | | |
| Backup Alarm | Operator Cab | | | |
| Bob-Tach | Includes: Adjustable Suspension Seat, Top and Rear | | | |
| Bobcat Interlock Control System (BICS) | Windows, Parking Brake, Seat Bar and Seat Belt | | | |
| Controls: Bobcat Standard | Roll Over Protective Structure (ROPS) meets SAE-J1040 | | | |
| Cylinder Cushioning - Lift, Tilt | and ISO 3471 | | | |
| Engine/Hydraulic Performance De-rate Protection | Falling Object Protective Structure (FOPS) meets SAE- | | | |
| Glow Plugs (Automatically Activated) | J1043 and ISO 3449, Level I; (Level II is available | | | |
| Horn | through Bobcat Parts) | | | |
| Instrumentation: Standard 5" Display (Rear Camera Ready) | Parking Brake: Spring Applied, Pressure Released | | | |
| with Keyless Start, Engine Temperature and Fuel Gauges, | (SAPR) | | | |
| Hour meter, RPM and Warning Indicators. Includes | Solid Mounted Carriage with 4 Rollers | | | |
| maintenance interval notification, fault display, job codes, | Tracks: Rubber, 12.6" Wide | | | |
| quick start, auto idle, and security lockouts. | Warranty: 2 years, or 2000 hours whichever occurs first | | | |
| Lift Arm Support | Machine IQ Telematics | | | |
| P67 Performance Package | M0349-P06-P67 | 1 | \$5,100.00 | \$5,100.00 |
| "Power Bob-Tach | Two-Speed, High Flow | | | |
| 7-Pin Attachment Control | Dual Direction Bucket Positioning" | | | |
| C68 Comfort Package | M0349-P07-C68 | 1 | \$6,317.00 | \$6,317.00 |
| "Enclosed Cab with HVAC | Heated Cloth Air Ride Suspension Seat | | | |
| Sound Reduction | Premium LED Lights | | | |
| Touch Display with Radio & Bluetooth | Rear View Camera" | | | |
| Selectable Joystick Controls | M0349-R01-C04 | 1 | \$659.00 | \$659.00 |
| 12.6" Multi Bar Lug Track | M0349-R09-C05 | 1 | \$497.00 | \$497.00 |
| Engine Block Heater Kit | 7372533 | 1 | \$219.00 | \$219.00 |
| Strobe Light Kit, Amber | 7375339 | 1 | \$356.00 | \$356.00 |
| | Total for this Machine | | | \$61,791.00 |
| Description | Part No | Qty | Price Ea. | Total |
| 74" Heavy Duty Bucket | 7272680 | 1 | \$933.00 | \$933.00 |
| --- Bolt-On Cutting Edge, 74" | 6718007 | 1 | \$275.00 | \$275.00 |
| | Total for these items | | | \$1,208.00 |

| | |
|-----------------------|--------------------|
| Total of Items Quoted | \$62,999.00 |
| Dealer P.D.I. | \$550.00 |
| Freight Charges | \$1,784.00 |

| | | |
|--------------------------------|-----------|--------------------|
| Sales total before Taxes | | \$65,333.00 |
| Taxes: | NET SALES | \$3,266.65 |
| Quote Total - Canadian dollars | | \$68,599.65 |

Notes:
CURRENT PRICING, FACTORY ORDER REQUIRED

| |
|--|
| All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. |
|--|

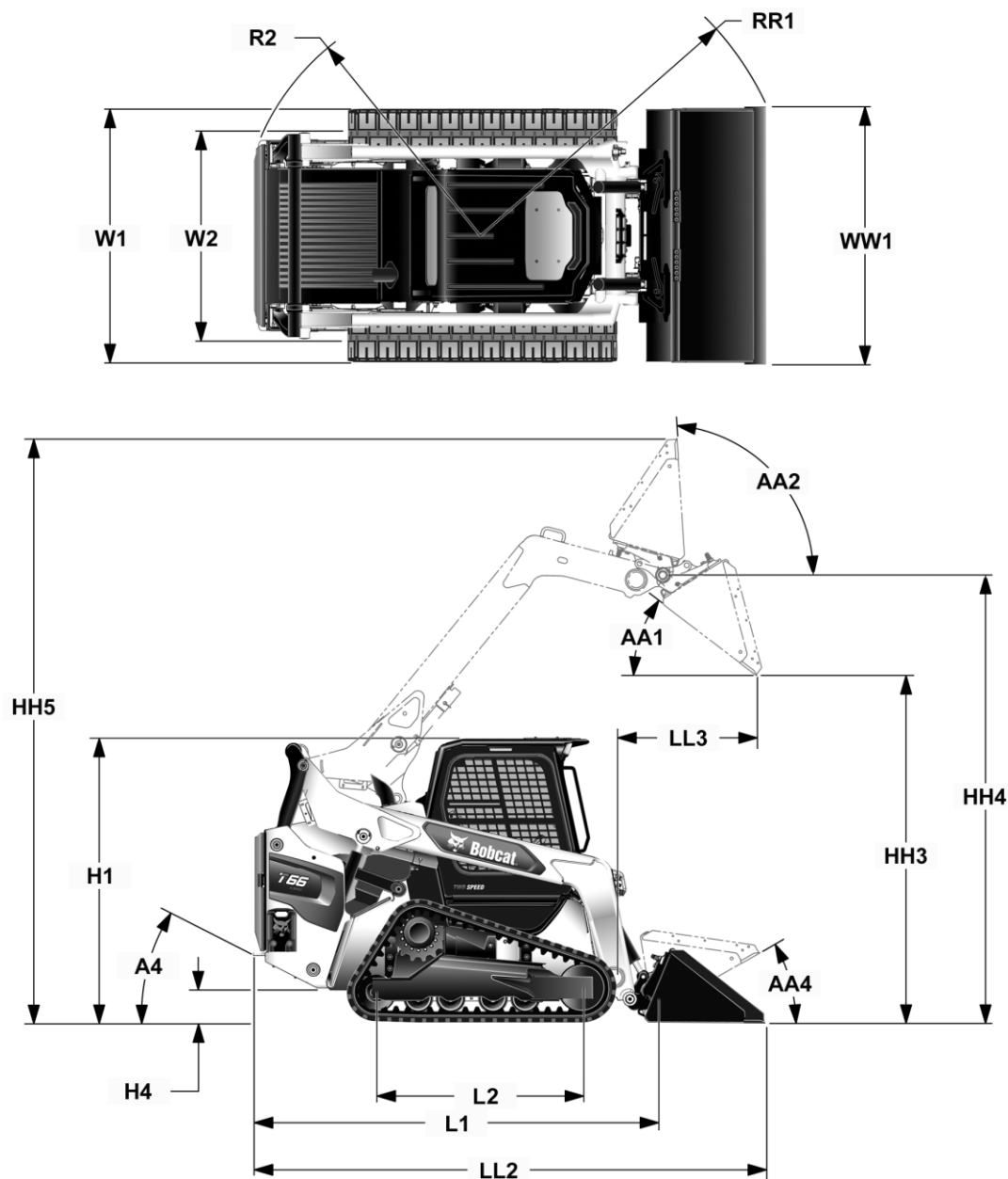
| | |
|------------------------------|-----------------------|
| Customer Acceptance: | Purchase Order: _____ |
| Authorized Signature: | |
| Print: _____ | Sign: _____ |
| Date: _____ | |

Finance Worksheet
QuoteFinance

T66 Loader Sales Specification

LOADER SPECIFICATIONS

Machine Dimensions



T66 Loader Sales Specification

LOADER SPECIFICATIONS (CONT'D)

Machine Dimensions (Cont'd)

- Dimensions are given for loader equipped with standard tracks and 68 in. Standard Duty bucket and may vary with other bucket types.
- Where applicable, specifications conform to SAE or ISO standards and are subject to change without notice.

| | | |
|------------|---|--------------------|
| R2 | Rear of machine clearance radius | 1646 mm (64.8 in) |
| RR1 | Carry position machine clearance radius | 2071 mm (81.5 in) |
| W1 | Overall width | 1702 mm (67.0 in) |
| W2 | Track Gauge | 1382 mm (54.4 in) |
| WW1 | Bucket width | 1727 mm (68.0 in) |
| HH5 | Overall operating height | 3910 mm (153.9 in) |
| H1 | Overall height | 2045 mm (80.5 in) |
| A4 | Angle of departure | 25 degrees |
| H4 | Ground clearance | 189 mm (7.5 in) |
| L2 | Crawler Base | 1378 mm (54.3 in) |
| L1 | Length without attachment | 2718 mm (107.0 in) |
| LL2 | Overall length | 3427 mm (134.9 in) |
| AA2 | Maximum rollback - fully raised | 94 degrees |
| AA1 | Dump angle | 37 degrees |
| LL3 | Reach - fully raised | 933 mm (36.7 in) |
| HH3 | Dump height | 2396 mm (94.3 in) |
| AA4 | Maximum rollback - carry position | 31 degrees |
| HH4 | Height to hinge pin | 3048 mm (120.0 in) |

Changes of structure or weight distribution of the loader can cause changes in control and steering response, and can cause failure of the loader parts.

T66 Loader Sales Specification

LOADER SPECIFICATIONS (CONT'D)

Certain specification(s) are based on engineering calculations and are not actual measurements. Specification(s) are provided for comparison purposes only and are subject to change without notice. Specification(s) for your individual Bobcat equipment will vary based on normal variations in design, manufacturing, operating conditions, and other factors.

Performance Specifications

| | TORSION SUSPENSION UNDERCARRIAGE | SOLID-MOUNTED UNDERCARRIAGE |
|--|-------------------------------------|--------------------------------|
| Rated Operating Capacity with 200 Pound Frame Mounted Counterweights Installed | 1066 kg (2350 lb) | 1111 kg (2450 lb) |
| Rated Operating Capacity with 200 Pound Frame Mounted Counterweights Removed | 998 kg (2200 lb) | 1043 kg (2300 lb) |
| Tipping Load | 3045 kg (6714 lb) | 3175 kg (7000 lb) |
| Operating Weight | 4331 kg (9548 lb) | 4049 kg (8927 lb) |
| Breakout Force – Lift | 2109 kg (4650 lb) | 2029 kg (4474 lb) |
| Breakout Force – Tilt | 2356 kg (5194 lb) | 2307 kg (5085 lb) |
| Travel Speed: | | |
| — Single Speed Loader | 0 – 11,6 km/h (0 – 7.2 mph) | 0 – 11,6 km/h (0 – 7.2 mph) |
| — Two-Speed Loader (If equipped): | | |
| — Low Range | 0 – 11,6 km/h (0 – 7.2 mph) | 0 – 11,6 km/h (0 – 7.2 mph) |
| — High Range | 0 – 16,4 km/h (0 – 10.2 mph) | 0 – 16,4 km/h (0 – 10.2 mph) |

Engine Specifications

| | |
|--------------------------------|---|
| Make / Model | Bobcat Engine / 2,4L Bobcat Engine Tier 4 |
| Fuel / Cooling | Diesel / Liquid |
| Horsepower: | |
| — ISO 9249 EEC / SAE J1349 Net | 52,6 kW (70.5 hp) @ 2600 rpm |
| — ISO 14396 Gross | 55,1 kW (73.8 hp) @ 2600 rpm |
| — SAE J1995 Gross | 56,0 kW (75.0 hp) @ 2600 rpm |
| — Rated Power | 55,2 kW (74.0 hp) @ 2600 rpm |
| Torque: | |
| — ISO 9249 EEC / SAE J1349 Net | 266,3 N•m (196.3 ft-lb) @ 1800 rpm |
| — ISO 14396 Gross | 280,2 N•m (206.7 ft-lb) @ 1800 rpm |
| — SAE J1995 Gross | 283,9 N•m (209.4 ft-lb) @ 1800 rpm |
| — Rated Torque | 280,0 N•m (206.5 ft-lb) @ 1800 rpm |

T66 Loader Sales Specification

LOADER SPECIFICATIONS (CONT'D)

Engine Specifications (CONT'D)

| | |
|-----------------------|--|
| Low Idle rpm | 1025 - 1075 |
| High Idle rpm | 2575 - 2625 |
| Number of Cylinders | 4 |
| Displacement | 2400 cm3 (146.5 in3) |
| Bore / Stroke | 90 mm / 94 mm (3.5 in / 3.7 in) |
| Lubrication | Gear Pump Pressure System with Filter |
| Crankcase Ventilation | Closed Breathing |
| Air Cleaner | Dry replaceable paper cartridge with separate safety element |
| Ignition | Diesel – Compression |
| Air Induction | Turbo-Charged and Charged Air Cooled |
| Engine Coolant | Propylene Glycol / Water Mixture |
| Starting Aid | Glow plugs automatically activated as needed in RUN position |

Drive System Specifications

| | |
|------------------|---|
| Main Drive | Fully hydrostatic, rubber track drive |
| Transmission | Infinitely variable tandem hydrostatic piston pumps, driving two fully reversing hydrostatic motors |
| Tracks (Tension) | Grease cylinder and spring |

Control Specifications

| | |
|--------------------------------|--|
| Machine Steering | Direction and speed controlled by two hand operated steering levers or optional joystick(s) |
| Loader Hydraulics: | |
| — Lift and Tilt | Controlled by separate foot pedals or optional joystick(s) |
| — Front Auxiliary | Controlled by electrical switch on Right Hand steering lever or joystick |
| — Rear Auxiliary (If equipped) | Controlled by electrical switch on Left Hand steering lever or joystick |
| Auxiliary Pressure Release | Pressure relieved through quick couplers; Push couplers in, hold for 5 seconds |
| Engine | Hand operated speed control, additional foot operated speed control pedal with SJC option; key-type start switch or keypad and function error shutdown |
| Service Brake | Two independent hydrostatic systems controlled by two hand operated steering levers or optional joystick(s) |
| Secondary Brake | One of the hydrostatic transmissions |
| Parking Brake | Spring applied pressure release multi-disc brake activated by manually operated button on right control panel |

T66 Loader Sales Specification

LOADER SPECIFICATIONS (CONT'D)

Hydraulic System Specifications

| | |
|-----------------------------------|---|
| Pump Type | Engine driven, gear type |
| Pump Capacity – Standard-Flow | 66,5 L/min (17.6 U.S. gpm) |
| Pump Capacity – High-Flow | 101,8 L/min (26.9 U.S. gpm) |
| System Relief at Quick Couplers | 23,8 – 24,5 MPa (238 – 245 bar) (3450 – 3550 psi) |
| Filter (Main Hydraulic) | Replaceable β 10(c) \geq 200 ISO 16889, drop in element |
| Filter (Charge) | Replaceable β 12(c) \geq 200 ISO 16889, spin on element |
| Filter (Case Drain) | Replaceable β 20(c) \geq 200 ISO 16889, spin on element |
| Filter (Hydraulic Reservoir Vent) | Replaceable 10 micron, thread on cap |
| Control Valve | 3-Spool, open center with electric actuator controlled lift with float and tilt; Electro-hydraulic piloted auxiliary spool |
| Fluid Lines | SAE Standard tubelines, hoses, and fittings |
| Fluid Type | Bobcat Fluid, Hydraulic / Hydrostatic 6903117 – (Two – 2.5 U.S. gal) 6903118 – (5 U.S. gal) 6903119 – (55 U.S. gal) |
| Hydraulic Function Time: | |
| — Raise Lift Arms | 3.8 seconds |
| — Lower Lift Arms | 2.2 seconds |
| — Bucket Dump | 2.3 seconds |
| — Bucket Rollback | 1.6 seconds |

Hydraulic Cylinder Specifications

| Double-acting; lift cylinders have cushioning feature on lower, tilt cylinders have cushioning feature on dump and rollback | BORE | STROKE | ROD |
|---|-------------------|---------------------|-------------------|
| Lift | 69,9 mm (2.75 in) | 551,2 mm (21.70 in) | 44,5 mm (1.75 in) |
| Tilt | 69,9 mm (2.75 in) | 331,0 mm (13.03 in) | 38,1 mm (1.50 in) |

Electrical System Specifications

| | |
|------------|---|
| Alternator | Belt driven, 90 amperes, open frame |
| Battery | 12 volt, 1000 cold cranking amperes @ -18°C (0°F), 186 minute reserve capacity @ 25 amperes |
| Starter | 12 volt, gear type, 2,7 kW (3,62 hp) |

T66 Loader Sales Specification

LOADER SPECIFICATIONS (CONT'D)

Fluid Capacities

| | |
|---|-------------------------|
| Fuel | 107,1 L (28,3 U.S. gal) |
| Engine Oil with Filter Change | 9,2 L (9.7 qt) |
| Engine Cooling System with Heater | 11,3 L (11,9 qt) |
| Engine Cooling System without Heater | 10,6 L (11,2 qt) |
| Hydraulic / Hydrostatic Reservoir | 18,9 L (20,0 qt) |
| Hydraulic / Hydrostatic System | 36,0 L (9,5 U.S. gal) |
| Chaincase Reservoir (Total for both chaincases) | 32,2 L (8,5 U.S. gal) |
| Air Conditioning Refrigerant (R-134a) | 0,73 kg (1,6 lb) |

Tracks

| | |
|----------------------|-------------------------------------|
| Standard Rubber | 320 mm (12.60 in) Rubber, C-Pattern |
| Optional Rubber Wide | 400 mm (15.75 in) Rubber, C-Pattern |

Ground Pressure

| | TORSION SUSPENSION UNDERCARRIAGE | SOLID-MOUNTED UNDERCARRIAGE |
|----------------------------------|-------------------------------------|--------------------------------|
| Rubber Track - 320 mm (12.60 in) | 0,043 MPa (0,43 bar) (6.3 psi) | 0,040 MPa (0,40 bar) (5.9 psi) |
| Rubber Track - 400 mm (15.75 in) | 0,035 MPa (0,35 bar) (5.1 psi) | 0,032 MPa (0,32 bar) (4.8 psi) |



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Purchase of One Used Sewer Combo Vac Unit | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: JF |
| DEPARTMENT: | OPERATIONS | GM: | PRESENTER: LB |
| STRATEGIC PLAN: | Level of Service | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) - Expenditure and Disbursement Policy (Policy No: 1018)

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of one used 2017 Kenworth Vactor 2100i from Joe Johnson Equipment of Nisku AB with an upset limit of \$416,109.98 with funds to come from the 2021 Operations Capital Budget.

BACKGROUND/PROPOSAL:

Administration utilized RMA Sourcewell Capital Purchasing Program for a Sewer Flushing Combo Vac Unit for the purpose of hydrovac digging with sewer flushing end vac maintenance equipment. Administration received four (4) quotes with Joe Johnson Equipment submitting the unit with the most requested features and the lowest number of hours closest to the allotted budget. This unit has a rapid deployment boom as well as the 2100i feature digital screens for improved operation and functionality.

Operations and Environmental Services departments will be sharing this unit for wastewater infrastructure maintenance throughout Greenview. This unit is also capable of hydrovac digging, ensuring safer excavating work.

This unit came in over the approved 2021 Operations Capital Budget of \$400,000.00, but within Council Policy 1018;

- 2.6 Capital Expenditure for equipment or vehicles that exceeds Council's approved budget less that \$10,000.00 or 10% and will remain within the departments overall capital budget, may be approved by the CAO provided that such capital expenditure does not exceed the financial approval limits in this policy.
And
- 2.8 Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Requests for Proposals, which must be awarded by Council. Purchases greater that \$200,000.00 on a capital expenditure that is not part of a tendered project must be approved by resolution of Council.

| Supplier | Make | Model | Price per Unit | Comments |
|--|--------------------------|-----------|----------------|--|
| Joe Johnson Equipment | Vactor | 2100i | \$416,109.98 | Used 2017 Kenworth T880 15yd Combo Sewer cleaner / Vac with RDB |
| Superior Truck Equipment | Sewer Company of America | 900 ECO | \$425,000 | Used 2018 Freightliner 114SD, 12yd Combo Sewer cleaner / Vac. Non-RMA vendor |
| Joe Johnson Equipment | Vactor | 2100 plus | \$415,000 | Used 2019 Westernstar 4700, 12yd. Combo Sewer cleaner / Vac without RDB |
| Joe Johnson Equipment | Vactor | 2100i | \$605,000 | New version of 2100i recommended |
| * Recommended by Administration | | | | |

BENEFITS OF THE RECOMMENDED ACTION:

1. The MD of Greenview No.16 will utilize this unit for the sewer systems maintenance in the hamlets, hydro-vac and steaming as required by various administration departments throughout Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose a different vendor for this purchase. The unit recommended by administration was the best value and most effective unit for Greenview.

Alternative #2: Council may choose to not execute this purchase.

FINANCIAL IMPLICATION:

Direct Costs: \$416,109.98

Ongoing / Future Costs: Maintenance as required and fuel consumption for life of the unit.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Quote for recommended unit with cost of same unit new listed for comparison.
- Warranty information.
- Quote for specific additional items required for unit.
- Pictures of unit
- Expenditure Policy

Quotation

To supply and deliver one (1) Vactor 2100i, Positive Displacement (PD) Blower Combination Sewer Cleaning unit, equipped as described below:

Debris Body

- **15 Yard Debris Body Capacity**
- Ex-Ten Steel Cylindrical Debris Tank
- Suction Tube Storage, Curbside - 2 Pipe, Rear Door – 2 Pipe
- Flat Rear Door with Hydraulic Locks and Door Power Up / Power Down / Open / Close
- Dual 10" Stainless Steel Float Shut Off System / Rear Mounted in the Body
- Double Acting Dump Hoist Cylinder
- External Liquid Float Level Indicator
- Debris Body Vacuum Relief System
- Interior Debris Deflector Plate
- 60" Dump Height for Dumping in Dewatering Bins
- Flat Rear Door with Hydraulic Open/Close & Locks
- Module Paint Wet-on-Wet (DuPont)
- *Debris Body Washout*
- *Centrifugal Separators (cyclones)*
- *Folding pipe rack at curbside & streetside*
- *Lube Manifold & Plastic Lube Chart (centralized lubrication locations to eliminate the need to climb onto the unit to service grease points)*
- *Rear Door Splash Shield*
- *Debris body load limit alarm functionally ties to debris body vacuum relief (Only on 2017 Unit)*
- *6" Rear Door Knife Valve with Camlock, 3:00 position*
- *6" Rear door butterfly valve with port & fixed basket screen, 6:00 position*
- *Standpipe and screen for 6" port*
- *Pump off ports and programming*

Water System

- **1,500 US Gallons Aluminum Water Tanks**
- 80 GPM @ 2,500 PSI Water System
- Multi-Flow Variable Pressure Water System
- Performance Package (Hydraulic Variable Flow, Dual PTO's, Dual Hydraulic Pumps)
- Curbside Mounted Water Pump
- 3" Y-Strainer with 25' Fill Hose
- 3" Y-Strainer @ Water Pump with 3" Drain Valve
- Handgun Assembly with 35' X ½" Hose with Quick Disconnects Midship Mounted
- Flexible Hose Guide
- 3 Nozzles with Carbide Inserts with Nozzle Rack and 1" Nozzle Pipe Extension
- Water Sight Tubes on Curbside
- Water relief valve 1"



**Joe Johnson
Equipment**

Subsidiary of Federal Signal Corporation

Municipal District of Greenview
Monday, March 15, 2021

- *Accumulator System for Jet Rodder Water System*
- *Low Water Light with Alarm and Water Pump Flow Indicator*
- *Cold Weather Recirculation System – 25 GPM – PTO driven*
- *Rodder Pump Drain Valves*
- *Air Purge*
- *400,000 BTU Hot Water Heater*
- *Continuous Water Tank Fill*

Hydro Excavation Package

- *0 - 22 GPM @ 2500 PSI water system with digital flow meter*
- *Retractable Reel*
- *Hydro Excavation Handgun, Nozzle and Plumbing*
- *Handgun couplers front and rear (Stainless steel quick connectors are installed on the passenger side front bumper and passenger side taillight bracket)*

Vacuum System

- *Single Engine Design for Maximum Performance and Fuel Efficiency*
- *Roots 824 - 18" High-Performance Positive Displacement Blower*
- *High Efficiency Triple Stainless Steel Micro-Strainers Prior to Blower*
- *Blower Air Shift Controls*

Boom System

- *Rapid Deployment Broom – 10x15*
- *Telescopes 10' out and extends down 15' by using a durable 7" hose inside tube configuration*
- *Allows the boom to be worked up to 28' from the centerline of the truck*
- *Rotatable Boom Inlet Hose*
- *180° Rotation*
- *Remote Wired Pendant Control with 35' Cord*
- *Post Type Front Bumper Boom Storage*
- *Joystick Control for Boom Function – One (1) Front*
- *Bellypack Wireless Controls, including hose reel controls, 2-way communications and LED display*
- *Worklights (2), LED, Boom*

Hose Reel

- *800' X 1" Piranha Sewer Hose 2,500 PSI*
- *Hydraulic Reel Telescopes 15" forward (800' capacity)*
- *270° Rotating Reel with Dual Controls*
- *Manual Hose Wind Guide (Dual Roller)*
- *Full Drive Chain Cover*
- *Front Mounted Control Including the Following Controls and Gauges:*
 - *Water Pump On / Off*
 - *Chassis Throttle Control*
 - *Boom Joystick Control*
 - *Vacuum Relief Control*



705.733.7700



jjei.com



705.733.8800



info@jjei.com



2521 Bowman St. Innisfil, ON L9S 3V6

- Full Multi-Flow Control
- Chassis Tachometer and Hour meter
- Blower Tachometer and Hour meter
- Hour Meter for Water Pump Operation
- Hour Meter for PTO Operation
- Digital Footage Counter (now standard)
- Digital Water Pressure (now standard)
- Digital Water Flow (now standard)
- *Hose Wind Guide (Dual Roller), Auto, Non-Indexing with Pinch Roller*

Electrical & Safety Systems

- Colour Coded and Function Heat Stamped Sealed Electrical System
- IntuiTouch Electronic Package
- Circuit Breakers
- LED Body Lights - Clearance, Back Up, Stop, Tail & Turn
- Electronic Back-Up Alarm
- *Strobe light, LED, Rear, Federal Signal, Amber*
- *Strobe light, LED, Cab Guard, Federal Signal, Amber*
- *LED mid-ship turn signals*
- *Two (2) LED Worklights on Rear door*
- *LED worklight at hose reel manhole*
- *Rear Directional Control, Split LED Arrow Traffic Controller, 10 lights*
- *Waterproof, rechargeable, wireless, handheld LED spotlight with 12V charger*
- *Two Camera System – Front, Rear*

Miscellaneous Equipment

- Aluminum, Weatherproof, Lockable Toolbox (48x22x24) Mounted Curbside
- Emergency Flare Kit
- 5 lbs. Fire Extinguisher
- Hydrant Wrench
- Aluminum Fenders
- Tow Hooks (Front and Rear)
- *Hydraulic Oil Temp Alarm*
- *Blower high temp safety shutdown (opens the vacuum relief to allow ample cool air into the blower to cool it down.)*
- *Hot shift blower drive*
- *Toolbox Behind Cab*
- *Toolbox Drivers Side chassis frame 24w x 24h x 24d*
- *Toolbox Drivers Side subframe 18w x 24h x 24d*
- *Long handle tool storage*

Mounted on a new 2017 Kenworth T880 Conventional Cab and Chassis, 370 HP, tandem axle, automatic transmission



**Joe Johnson
Equipment**

Subsidiary of Federal Signal Corporation

Municipal District of Greenview
Monday, March 15, 2021

Purchase Price\$413,000.00

Budgetary Price on new build (same specs as above)\$605,000.00

Terms & Conditions

Pricing is in Canadian Dollars, taxes extra

FOB: Valleyview, AB

Payment Terms: Net 30 Days

Delivery: To be determined at time of order

Quote valid for 14 days

Unit is Subject to Prior Sale – U023791

We appreciate the opportunity to assist with this equipment requirement and ask that you not hesitate to contact us should additional information be required.

Respectfully Submitted,

Jay McLean
Regional Sales Manager - Northern Alberta
Joe Johnson Equipment
Cell: (587) 337-5979
jmclean@jjei.com



705.733.7700



jjei.com



705.733.8800



info@jjei.com



2521 Bowman St. Innisfil, ON L9S 3V6

LIMITED WARRANTY

Limited Warranty. Each machine manufactured by VACTOR/GUZZLER MANUFACTURING (or, "the Company") is warranted against defects in material and workmanship for a period of 12 months, provided the machine is used in a normal and reasonable manner and in accordance with all operating instructions. In addition, certain machines and components of certain machines have extended warranties as set forth below. If sold to an end user, the applicable warranty period commences from the date of delivery to the end user. If used for rental purposes, the applicable warranty period commences from the date the machine is first made available for rental by the Company or its representative. This limited warranty may be enforced by any subsequent transferee during the warranty period. This limited warranty is the sole and exclusive warranty given by the Company.

STANDARD EXTENDED WARRANTIES (Total Warranty Duration)

| | |
|---|--|
| <u>2100 Series, HXX, Series and Jetters</u> | 10 years against metal water tank leakage due to corrosion. Nonmetallic water tanks are covered for 5 years against any factory defect in material or workmanship. |
| <u>2100 Series and HXX only</u> | 5 years against leakage of debris tank, centrifugal compressor or housing due to rust-through. |
| <u>2100 Series and Jetters</u> | 2 years - Vactor Rodder Pump on all unit serial numbers starting with 13-##V-#### |

Exclusive Remedy. Should any warranted product fail during the warranty period, the Company will cause to be repaired or replaced, as the Company may elect, any part or parts of such machine that the Company's examination discloses to be defective in material or factory workmanship. Repairs or replacements are to be made at the selling Vactor/Guzzler distributor's location or at other locations approved by the Company. In lieu of repair or replacement, the Company may elect, at its sole discretion, to refund the purchase price of any product deemed defective. The foregoing remedies shall be the sole and exclusive remedies of any party making a valid warranty claim.

This Limited Warranty shall not apply to (and the Company shall not be responsible for):

1. Major components or trade accessories that have a separate warranty from their original manufacturer, such as, but not limited to, trucks, engines, hydraulic pumps and motors, tires and batteries.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as, but not limited to, oils, fluids, vacuum hose, light bulbs, fuses and gaskets.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended by the Company.
5. Repairs, modifications or alterations without the express written consent of the Company, which in the Company's sole judgment, have adversely affected the machine's stability, operation or reliability as originally designed and manufactured.
6. Items subject to misuse, negligence, accident or improper maintenance.

NOTE The use in the product of any part other than parts approved by the Company may invalidate this warranty. The Company reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty. Nothing contained in this warranty shall make the Company liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

THIS WARRANTY SHALL BE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ALL OF WHICH ARE DISCLAIMED.

This warranty is in lieu of all other obligations or liabilities, contractual and otherwise, on the part of the Company. For the avoidance of doubt, the Company shall not be liable for any indirect, special, incidental or consequential damages, including, but not limited to, loss of use or lost profits. The Company makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine. No person or affiliated company representative is authorized to alter the terms of this warranty, to give any other warranties or to assume any other liability on behalf of the Company in connection with the sale, servicing or repair of any machine manufactured by the Company. Any legal action based hereon must be commenced within eighteen (18) months of the event or facts giving rise to such action.

The Company reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.



VACTOR/GUZZLER MANUFACTURING
1621 S. Illinois Street
Streator, IL 61364

12-13-2012



Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

2521 Bowman Street
Innisfil, Ontario, Canada
L9S 3V6

Ship To:

SAME AS BELOW

Invoice To:

GREENVIEW NO. 16, MUNICIPAL
4802-36 AVENUE
VALLEYVIEW AB T0H 3N0

| | | |
|-------------------------|-------------------------|-----------------------|
| Branch 06 - EDMONTON | | |
| Date 03/15/2021 | Time 13:32:47 (O) | Page 1 |
| Account No. GREEN017 | Phone No. 7805247600 | Est. No. 01 019654 |
| Ship Via TBD | Purchase Order TBD | |
| Salesperson | | Salesperson ID SSA |

ESTIMATE EXPIRY DATE: 03/30/2021

HST/GST 136754660RT0001

Dealer # B2011573

PARTS ESTIMATE • Not An Invoice

Estimate will be honoured for 30 days from the date of the Estimate

| Part# | Description | U | Qty | PRICE | AMOUNT |
|-------|-------------|---|-----|-------|--------|
|-------|-------------|---|-----|-------|--------|

STOCK AT DC (3-5 BUSINESS DAYS):

3 X 16584F-30

1 X UA25637C

STOCK AT FACTORY (1 WEEK GROUND):

46564M-30

FREIGHT QUOTED IS FOR GROUND FREIGHT, SUBJECT TO CHANGE IF
INVENTORY AVAILABILITY CHANGES

PARTS MAY BE SUBJECT TO A RESTOCKING FEE IF RETURNED

NO PARTS RETURNS ACCEPTED AFTER 30 DAYS

PLEASE OBTAIN AN RMA PRIOR TO RETURNING ANY PARTS

*SPECIAL ORDER ITEMS MAY BE NON-RETURNABLE, PLEASE CHECK

WITH YOUR REPRESENTATIVE PRIOR TO RETURNING*

| | | | | |
|-------------|-----------------|---|---------|---------|
| 7878001-192 | 3" TIGER TAIL | 3 | 41.99 | 125.97 |
| UA25268 | 8X78 C/B TUBE | 1 | 250.81 | 250.81 |
| UA25637 | 8X60 EXT TUBE | 1 | 203.77 | 203.77 |
| 16584F-30 | WIZZY WAG CLAMP | 6 | 32.63 | 195.78 |
| UA25637EHE | 8X84 DIG TUBE | 1 | 601.94 | 601.94 |
| UA25637C | 8X36 EXT TUBE | 1 | 217.12 | 217.12 |
| 46564M-30 | DEBRIS HOSE8X56 | 1 | 1364.59 | 1364.59 |
| FRT | FREIGHT | 1 | 150.00 | 150.00 |

Subtotal: 3109.98

Tax: 155.51

TOTAL: 3265.49

Authorization: _____

Joe Johnson Equipment (JJE) is neither responsible nor liable for any loss, damage or injury, however caused, to trucks, units, contents, cargo or person directly or indirectly related to an installation, use or mechanical failure of a part or product. JJE expressly disclaims and is held harmless from any direct losses or consequential losses that may result from the repair or operation of customer-operated product or installation / use of a part. JJE is held harmless from any direct losses or consequential losses that may result from late delivery of a part, service or product. JJE makes no assurance whatsoever regarding any desired or intended purpose of a part or product.

| ALBANY | BARRIE | CALGARY | EDMONTON | HALIFAX | MONTREAL | OTTAWA | ROCHESTER | TORONTO | WINNIPEG |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 518.487.4011 | 705.733.7700 | 403.355.3414 | 780.469.1584 | 902.468.7700 | 514.353.7700 | 613.733.7700 | 585.254.7700 | 905.532.0227 | 204.338.0556 |



Joe Johnson
Equipment
joe.com
1.800.363.1262



Title: EXPENDITURE AND DISBURSEMENT POLICY

Policy No: 1018

Effective Date: June 8, 2020

Motion Number: 20.06.339

Supersedes Policy No: NONE

Review Date: June 8, 2023



Purpose: To establish expenditure control guidelines by identifying processes for the efficient procurement and payment of goods and services for Greenview in support of effective operations based on the following principles:

- Council recognizes the need for the prompt payment of accounts and delegates the authority to disperse funds for all budget-approved expenditures to the CAO and designates to the levels authorized under Procedure Section 2.
- Greenview is subject to two trade agreements, the New West Partnership Trade Agreement (NWPTA) and the Agreement on Canadian Free Trade Agreement (CFTA). These two agreements must be adhered to for all expenditures that occur within their respective limits.

Greenview will not consider purchasing or procuring goods or services from any contractor or supplier that is involved in litigation against Greenview. No consideration will be given for a period of five years from the conclusion of the litigation unless otherwise directed by Council.

DEFINITIONS

ACAO means the Assistant Chief Administrative Officer.

Administration means Greenview's Chief Administrative Officer and employees of Greenview

Associated Expenditure Officers means the individuals that are identified by the respective department's General Manager or Manager. These officers are delegated a limited amount of expenditure on behalf of the responsible Department Budget Manager. The Chief Administrative Officer or any General Manager or CFO, or Manager providing this delegation to their staff is responsible to provide, in writing, to the Finance and Administration Manager; the name of the employee, the expenditure limit, and a copy of the employees' signature.

Accounting Officer means an individual that is a member of the finance team, such as the Manager of Finance and Administration, Manager of Financial Reporting, Staff Accountant and CFO and any version of these titles.

Capital Budget means the annual Greenview capital budget as approved by Council.

Capital Expenditure means the purchase of an item identified in the Capital Budget.

CFTA means the Canadian Free Trade Agreement and any amendments thereto.

CAO means the person appointed as the Chief Administrative Officer of Greenview in accordance with the *Municipal Government Act*.

CFO means the Chief Financial Officer for Greenview.

Council means council for the Municipal District of Greenview No. 16.

Department Budget Manager means the manager who is ultimately responsible for the department's budget. The individual who creates and presents the department's proposed budget to Council.

Emergencies means when the lack of immediate action would jeopardize operations or equipment, disrupt critical public services or involve public or staff safety.

Expenditure Officer means the individual that has the authority to sign contracts, ~~purchase orders~~ and invoices for payment. Typically, an Expenditure Officer will be the Chief Administrative Officer, General Manager, Manager or Assistant Manager responsible for a department, who is accountable for the department's budget control and administration.

Generally Accepted Accounting Principles means a common set of accepted accounting principles, standards, and procedures that organizations (public and private) and their accountants follow when they compile their financial statements. GAAP improves the clarity of the communication of financial information.

Goods means a manufactured item.

Litigation means the filing of an action in a court of law.

Nepotism means the practice among those with power or influence of favouring relatives or friends.

NWPTA means the New West Partnership Trade Agreement and any amendments thereto.

Operating Budget means the annual Greenview operating budget as approved by Council.

Purchase Card means a Greenview issued gas or credit card.

Quote means the price bid obtained in writing from a supplier of goods or services, but does not include a tender.

Service means any work or duties performed, including any materials provided.

POLICY

1. Greenview Council hereby establishes a policy for consistent, fair, and transparent purchasing practices while ensuring efficient allocation of available resources in accordance with the *Municipal Government Act*, the NWPTA, and the CFTA. Council realizes that they have a responsibility to its ratepayers to maximize the value of the tax revenue when purchasing Greenview goods and services.
2. The overall responsibility for implementing and monitoring the annual budget rests with the CAO. The CFO has the overall responsibility for budget reporting and to ensure that all

expenditures are a legitimate claim against Greenview, are within established authorities, and have been either authorized in the annual budget or approved by resolution of Council.

PROCEDURE

1. Responsibilities

1.1. *Expenditure Officers responsibilities include:*

- 1.1.1. Authorizing a proposed expenditure or disbursement within the financial limits established in this policy.
- 1.1.2. Abiding by the NWPTA and CFTA when conducting tender calls, request for proposals or request for Quotes.
- 1.1.3. Certifying that the amount of a proposed expenditure or disbursement is fair and just; and within applicable policies.
- 1.1.4. Initiating a disbursement that is consistent with the purpose for which the money is available.
- 1.1.5. Managing program or service delivery within Council approved budget allocation.
- 1.1.6. Verifying that the goods and services have been received or the work has been performed satisfactorily.
- 1.1.7. Verifying that a request for cheque is supported by adequate documentation.
- 1.1.8. Verifying the accurate coding of invoices related to their financial budget responsibility.
- 1.1.9. Verifying that purchase card (credit and gas) procedures are followed.
- 1.1.10. Verifying all invoices and/or receipts are submitted to Accounts Payables.
- 1.1.11. Delegating limited expenditure approval to their department's staff, as the Department's Budget Manager sees fit, and ensuring that all related documentation is submitted to Finance.

1.2. *Associated Expenditure Officers responsibilities include:*

- 1.2.1. Authorizing expenditures or disbursements within the expenditure limit delegated by their manager.
- 1.2.2. Signing and receiving a copy of every invoice for the items they have purchased on behalf of Greenview.
- 1.2.3. Ensuring invoices are authorized, signed and goods or services are received.

1.3. *Accounting Officers responsibilities include:*

- 1.3.1. Creating and verifying that adequate processes and controls are in place to safeguard against any material accounting misstatement and following the guidelines outlined within this policy.
- 1.3.2. Verifying that a proposed expenditure or disbursement has been properly authorized by an Expenditure Officer.
- 1.3.3. Verifying that a proposed expenditure or disbursement is for the purpose authorized by the approved budget, and is consistent with the purpose for which the money is available.
- 1.3.4. Verifying that the expenditure is recorded in the appropriate fiscal and reporting period.
- 1.3.5. Verifying that the required supporting documentation is complete and readily available.

- 1.3.6. Verifying that the expenditure is charged to the appropriate general ledger account.
- 1.3.7. Verifying that the proposed expenditure or disbursement does not contravene any applicable policy or other legislative authority.
- 1.3.8. Arranging pre-authorized payments to be made directly from Greenview's bank account with authorization from the CFO.
- 1.3.9. Arranging direct deposits to be made to Greenview's bank account with the authorization from the CFO.
- 1.3.10. Ensuring that the CFO and any applicable staff are made aware of any budget to actual concerns that the accounting officer may become aware of during their daily duties.
- 1.3.11. Ensuring that the accounting practices are acceptable under the Generally Accepted Accounting Principles.
- 1.3.12. Preparing monthly department budget to actual reports.
- 1.3.13. Preparing and presenting to Council the organizational quarterly budget to actual report.

2. General Provisions

- 2.1. All expenditures shall be included in the current year's budget or be approved by a resolution of Council.
- 2.2. Greenview's Expenditure Officers may make an expenditure that is included in the approved operating and capital budgets up to the financial limits established in this policy or as otherwise approved by resolution of Council.
- 2.3. A resolution of Council is required for all unbudgeted expenses and all unbudgeted capital expenditures over \$200,000.
- 2.4. Expenditure Officers are authorized to commit Greenview for all purchases that have been approved in the annual budget as follows:
 - 2.4.1. CAO up to the maximum budget allocation for operational expenses;
 - 2.4.2. ACAO, General Managers, CFO, up to \$500,000;
 - 2.4.3. Department Managers up to \$50,000;
 - 2.4.4. Assistant Managers up to \$10,000;
 - 2.4.5. Executive Assistants-up to \$5,000;
 - 2.4.6. All other designated staff up to \$1,000.
 - 2.4.7. Other staff as delegated in writing by the Expenditure Officers.
- 2.5. Operating expenditures that exceed the Council approved operating budget by less than \$10,000.00 but still remain within the overall department budget may be approved by the CAO or designate. If the over expenditure does not remain within the total department budget, the expenditure shall be presented to Council for approval.
- 2.6. Capital expenditure for equipment or vehicles that exceeds Council's approved budget by less than \$10,000.00 or 10% and will remain within the department's overall capital budget, may be approved by the CAO provided that such capital expenditure does not exceed the financial approval limits in this policy.

- 2.7. Any operational expenditure approved by Council by resolution may be awarded and/or actioned by Administration, excepting Request for Proposals, which must be awarded by Council.
- 2.8. Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Requests for Proposals, which must be awarded by Council. Purchases greater than \$200,000 on a capital expenditure that is not part of a tendered project must be approved by resolution of Council.
- 2.9. Any capital expenditures awarded or actioned by Administration will be reported to Council via the monthly manager's reports and will include: Budgeted amount, Company name and values of compliant bids received, the name of the successful bidder, a list of bidders submitting non-compliant bids.
- 2.10. Staff will not engage in nepotism and will make any conflict of interest (actual or perceived) known to the CAO. If the staff person in question is the CAO, they will make any conflict of interest known to Council.
- 2.11. Expenditure Officers shall not authorize an expenditure or disbursement where they are directly involved in the transaction, except in the case of attending training, conferences, travel and accommodations associated with work. The expenditure claim or credit card receipt/invoice should clearly state the reason for the expenditure or claim.
- 2.12. Expenditure authority may be delegated in the absence of the responsible Expenditure Officer. The CFO and Manager of Finance and Administration must be notified in writing prior to the delegation of the Expenditure authority.
- 2.13. A current listing of approved Expenditure Officers or associated Expenditure Officers, with specimen signature and applicable expenditure authority shall be maintained by the Manager of Finance and Administration and copied to Accounts Payable.
- 2.14. Due to reasons of standardizations, economies of scale, vendor familiarity or required expertise, the following types of expenditures are coordinated by the manager or department as identified below:
 - 2.14.1. Stationery and office supplies by Administration Office Reception;
 - 2.14.2. Office furnishings by Facility Maintenance;
 - 2.14.3. Office equipment by Information Technology;
 - 2.14.4. All electronic equipment and software purchases for use in conjunction with Greenview's Network Infrastructure must first be reviewed by Information Systems Staff for compatibility and compliance with information Technology Standards employed throughout the organization;
 - 2.14.5. Vehicles (non-emergency) and heavy equipment by the Manager of Operations with input from the Fleet Coordinator and the receiving department's manager;
 - 2.14.6. Emergency vehicles by the Manager of Protective Services and Sergeant, Enforcement Services;
 - 2.14.7. All Greenview insurance by Corporate Services.
- 2.15. Reacquisitions, purchases, expenditures or contracts may not be divided in order to avoid the financial limits of this policy or the limits established in the NWPTA or the CFTA.

3. Marketing and Media Placement

- 3.1. Advertising, signage, print and marketing materials must be approved by the Communications Manager.

4. Emergency Expenditures

- 4.1. Unbudgeted expenditures may be undertaken in the event of an emergency situation where the Expenditure Officer must make purchase decisions efficiently to bring the emergency situation under control.
 - 4.1.1. Emergency expenditures may be authorized by the CAO or designates.
 - 4.1.2. All such expenditures shall be reported to Greenview Council at the next available opportunity.
 - 4.1.3. Proper documentation of all emergency expenditures is required.

5. Contracts

- 5.1. Written contracts should be used in situations where there is a need to specify in writing the requirements for supply or continuing supply of goods or services, and the need to identify each party's degree of responsibility and or liability in the case of damage, default or loss.
 - 5.1.1. The Expenditure Officer must ensure that the necessary holdback percentage is withheld from progress payments where there is a holdback charge to compensate for potential defective work or claims from third parties. Progress payment or invoices related to contracts should be approved only after the person responsible for the contract certifies performance of services or receipt of goods or confirmed the percentage of work completed. Generally, this performance certificate is supplied by an engineering firm or project contract manager.
 - 5.1.2. A statutory declaration and WCB declaration must be obtained from the contractor and the third parties where required to discharge all claims and obligations against Greenview before payment is made and before any holdback or deposit is released. All defects must be corrected before the final payment is approved and security deposits are returned.

6. Cheque Requisitions

- 6.1. Cheque requisitions are required for:
 - 6.1.1. All grant expenditures; and
 - 6.1.2. All expenditures where an invoice is not available such as the School Requisitions, etc., except for personal expense claims, these will be paid based on the personal expense claim and the manager's approval of the claim.

7. Expenditure Approval

- 7.1. The ACAO may approve expenditures up to the CAO limit while serving as the designated Acting CAO. When the Acting CAO signs in the absence of the CAO, they shall include ACAO after signature to indicate to the Accounts Payables department their authority to sign higher expenditure limits.

- 7.2. To avoid penalty charges the CAO, Manager of Finance and Administration or the CFO may approve an invoice related to ongoing operations, such as gas, electric or utility invoices, with a copy being shared with the responsible Expenditure Officer.

8. Purchasing Methods

- 8.1. Direct purchases from a supplier paid by credit card must comply with the provisions of this policy. Employees who occupy positions with delegated low dollar value purchasing authority in accordance with section 1.1.12 of this policy may be eligible for a purchase card upon approval by the CAO. Every card holder shall be informed of and must agree to the responsibilities and restrictions regarding the use of the purchase card.
- 8.2. Greenview's Expenditure Officers may sole source items that are equal to or less than \$10,000.00 if it is beneficial to the organization to do so.
- 8.3. Purchases between \$10,000.00 and \$74,999.99:
 - 8.3.1. Expenditure Officers must attempt to obtain a minimum of three Quotes. Quotes must be documented and include the date, name of the supplier and contact person, total cost of quote, and must be signed by the individual requesting the quote. Purchase must be initiated contract. In the event that the vendor provides a unique good, service, or software not readily available on the open market this must be noted in the contract.
 - 8.3.2. The use of Day Labour from service providers who have responded to Greenview's advertisement for Day Labour services and are included in Greenview's Day Labour Source Book, are considered to meet this requirement.
- 8.4. Purchases over \$75,000.00:
 - 8.4.1. Expenditure Officers must abide by the NWPTA for purchases over \$75,000.00 both the NWPTA and CFTA for purchases over \$100,000.00 (see table in Section 9.1). A written contract must be signed for all purchases over this limit. The written contract may be a sales agreement for vehicle and equipment purchases. All written contracts shall clearly indicate each party's responsibilities, date, duration of contract, and have the supplier's authorized agent's signature, and the appropriate Greenview signatures.

9. Tendering/ Requests for Proposals

- 9.1. Tenders or Request for Proposals must be issued in compliance with the NWT and CFTA in accordance with the financial thresholds established in those agreements, unless such purchase is an excluded procurement as defined by the agreements.

| Type | NWPTA | CFTA |
|--------------|--------------|--------------|
| Goods | \$75,000.00 | \$100,000.00 |
| Services | \$75,000.00 | \$100,000.00 |
| Construction | \$200,000.00 | \$250,000.00 |

- 9.2. All tender or request for proposal notices must be posted on the Alberta Purchasing Connection Website www.purchasingconnection.ca. Additional means of tendering notices may also be used.
- 9.3. Greenview will use a weighted criteria to evaluate tender submissions over the NWPTA thresholds. The lowest bid meeting the tender or request for proposal requirements and/or specifications will normally be accepted. Justification in writing along with recommendation must be submitted if the lowest bidder is not selected. Normally the only acceptable reasons for selecting bidder that is not the lowest bidder would be:
 - 9.3.1. Low bidder does not meet specifications;
 - 9.3.2. Low bidder cannot deliver within the required time;
 - 9.3.3. The quality of performance of previous contracts or services may be in question;
 - 9.3.4. The acceptance of the low bid would result in higher overall end costs (such as operating or life cycle costs);
 - 9.3.5. The ability, capacity, experience and efficiency of the bidder.
10. The opening of tenders or requests for proposal must be completed in the advertised public setting.



REQUEST FOR DECISION

SUBJECT: **Purchase of One Wheel Loader for Operations West**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 13, 2021 CAO: DT MANAGER: JF

DEPARTMENT: OPERATIONS GM: RA PRESENTER: LB

STRATEGIC PLAN: Level of Service LEG: DL

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite)

- Expenditure and Disbursement Policy (Policy No: 1018)
- Vehicle and Equipment Replacement Policy (policy No.:4006)

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of a 2021 Komatsu WA380-8 Wheel Loader from SMS Equipment with an upset limit of \$344,720.00 with finds to come from the Operations Capital Budget.

BACKGROUND/PROPOSAL:

Administration utilized RMA Sourcewell Capital Purchasing Program for a Wheel Loader, for the purpose of loading gravel, culverts, snow removal and sand salt loading for plowing operations. Administration received five (5) bids with SMS Equipment, Grande Prairie, AB submitting the lowest bid.

This will be a replacement unit that is approved in the 2021 Operations Capital budget as OP21001. This purchase will replace the 2008 Volvo L110F for Greenview Operations west. The replacement unit specifications are to be the same as the unit it is replacing.

All the quotes are below the 2021 Capital Budget of \$450,000.00

| Supplier | Make | Model | Price per Unit | Comments |
|--------------------------|------------|---------|----------------|--|
| SMS Equipment | Komatsu | WA380-8 | \$344,720.00 | 7yr 7000hr Warranty, 6.7L, 192HP @ 2100RPM |
| Finning Clairmont | Cat | 950GC | \$354,808.15 | 7yr 7000hr warranty, 7.1L, 240HP @ 1700RPM |
| Rocky Mountain Equipment | Case | 921G | \$375,000.00 | 7yr 7500hr warranty, 6.7L , 226HP @ 1600RPM |
| Strongco | Volvo | L110H | \$371,016.57 | 7yr 7000hr warranty, 7.8L, 256HP @ 1800RPM |
| Brandt Tractor /ltd. | John Deere | 644P | \$395,178.04 | RMA Vendor 5yr 6000hr, 6.8L, 249HP @ 1800RPM |

| |
|--|
| * Recommended by Administration |
| |

BENEFITS OF THE RECOMMENDED ACTION:

1. The MD Greenview No.16 will utilize this unit for loading gravel, culverts, yard clean up, snow removal, sand salt loading for plowing operations.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose a different Vendor for this purchase. The unit recommended by administration was the lowest price quoted and is from an RMA vendor.

Alternative #2: Council may choose to not to execute this purchase.

FINANCIAL IMPLICATION:

Direct Costs: \$344,720.00

Ongoing / Future Costs: Maintenance as required and fuel consumption for life of unit in the future while operated and in service of Greenview.

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 inform the interested parties of Councils decisions accordingly.

ATTACHMENT(S):

- Attached is the quote with specification summary of the unit recommended by administration from SMS Equipment of Grande Prairie AB.
- WA380-8 Brochure
- Policy 1018
- Policy 4006

Your **Solutions** Our **Commitment**

Proposal for:
AAMD - M.D. OF

Prepared for:
LANE BARKS

Prepared by:
Monte Kimble
Equipment Sales - West (Heavy Construction)

Quotation Number: mkimble-1963

03/22/2021



Quote #:mkimble-1963

April 7, 2021

AAMD - M.D. OF GREENVIEW (CASH)
LANE BARKS
BOX 1079
VALLEYVIEW AB T0H 3N0

Dear LANE,

We are pleased to recommend to you this equipment solution with the following detailed specification and pricing information regarding the following:

KOMATSU WA380-8

Thank you for providing us the opportunity to provide this recommendation and the following information regarding SMS Equipment products and services. We are looking forward to discussing in further details the information enclosed.

Sincerely,

Monte Kimble
Equipment Sales - West (Heavy Construction)
780-532-9410
780-539-0532

Machine Specifications - KOMATSU WA380-8

(The Machine Specifications listed below may differ from what is on the unit presented in this document.
Where differences may occur, the "Price & Configuration" section presents the accurate description of the unit offered)

Standard Equipment for Base Machine

Engine and related items:

Air cleaner, dry-type, two stage, radial sealed

Engine shut-off system, electric with key

Engine, Komatsu SAA6D107E-3, 6 cylinder, turbocharged, air to air after cooled, direct injection Tier 4 Final emissions certified, diesel

Gross HP: 192 HP (143 kW) / 2100 RPM

Net HP: 191 HP (142 kW) / 2100 RPM (ISO 9249 / SAEJ 1349)

Exhaust pipe, curved

Fan, auto-reversing, hydraulic-driven

KDPF - After-Treatment Assembly Consisting of KDOC and KCSF

SCR - Selective Catalytic Reduction aftertreatment with

DEF/AdBlue tank and heated lines

Komatsu Auto Idle Shutdown

Starting aid, intake manifold preheater

Two mode engine power select system

Electrical system:

Alternator, 60 ampere, 24 volt

Back-up alarm

Batteries, 2 x 12 volt (150 Ah) (1000 CCA)

Battery disconnect switch

Horn, electric

Lights

- Back-up light, rear, LED
- Stop and tail, LED
- Turn signal, (2 front, 2 rear) with hazard switch
- Working lights, halogen (2 front, high low beam with indicator, fender mount, 2 rear grill mount)
- Working lights, halogen (2 front) outside of cab mount

Sealed DT electrical connectors

Starting motor, 7.5kW direct electric, 24V

Power Train and Controls:

Differentials, conventional, inboard planetary

Lock-up torque converter

Equipment Management Monitoring System (EMMS)

Monitor: Multi-function, 7 inch, LCD, color high-resolution

Warning Message System with Descriptions

Gauges

- Engine water temperature
- ECO
- Fuel level
- Hydraulic oil temperature
- Speedometer / Tachometer
- Torque Converter Temperature

Pilot Lights

- Auxiliary steering (opt.)
- Auto Shift
- Boom Positioner
- Brake oil pressure
- Central warning
- Cooling fan reverse
- Directional indicator
- ECSS
- Engine oil pressure
- Engine power mode
- Engine pre heater
- Head lamp high beam
- KDPF restriction indicator
- Komtrax message
- Parking brake warning
- Seat belt caution
- Shift hold
- Steering oil pressure
- Torque converter lock-up
- Transmission speed range
- Turn signal
- Work equipment lock warning

Special arrangements:

Parking brake, wet multiple disc

Service brakes, hydraulic, wet multiple disc,
axle by axle (inboard)

Transmission control, electric with kick-down switch

Transmission, full power shift automatic, F4-R4
softshift, countershaft with four mode select system

Operator environment:

Cab, (ROPS/FOPS) (installed), includes; adjustable arm
rests, adjustable work equipment levers, cigarette lighter/
ashtray, dome light, electrically heated rear window, air
conditioner / heater / defroster / pressurizer, floor mat,
front (intermittent) and rear wiper/washer, rearview mirrors
'(2 outside, 2 inside), right hand and left hand door access
with steps and sunvisor

Hydraulic control, 2 spool (boom/bucket), 2 lever
EPC fingertip control

Monitor, 7 inch, LCD, color

Radio, AM/FM with speakers and auxiliary jack

Rear view monitor

Seat, heated air suspension type, reclining with armrests (fabric)

Seat belt, 3" width, retractable

Steering wheel, tiltable, telescopic

Ambient Temperature Range, -20°C (-4°F)

through +45°C (+113°F) at maximum standard elevation
of 2,300 meters (7,546 ft.)

Other Standard Equipment:

Boom kick-out, automatic, in-cab adjustable

Boom lift cylinders

Boom, Standard

Bucket tilt cylinder

Bucket positioner, automatic, in-cab adjustable

Centralized grease banks

Counterweight, standard and additional

Electronically Controlled Suspension System (ECSS)

Fenders, full front & full rear

Hand rails, front, LH & RH

KOMTRAX, Level 4

Lifting eyes

Provision for Quick Coupler

Rims for 23.5-25 tires (4 each)

Vandalism Protection:

- Caplock & cover for fuel tank
- Padlocks
- Battery boxes
- Engine hood side panels & rear grill, lockable
- Hydraulic oil tank
- Radiator cap cover (bolted)
- Transmission oil filler cover

Voltage converters 2 - 12 V and 12 amp (total)

Price & Configuration - KOMATSU WA380-8

Configuration

WA380-8 KOMATSU WHEEL LOADER
EPC MULTIFUNCTION MONO LEVER 3V
23.5R25 XHA2 L3 MI (TIRES ONLY) SET OF 4
RIMS ONLY SET OF 4
BOOM, STANDARD
HYDRAULIC ADAPTER KIT FOR 3-SPOOL VALVE
COUNTERWEIGHT, ADDITIONAL
BUCKET CYLINDER, STANDARD
ENGINE INTAKE, STANDARD
AUXILIARY STEERING ELECTRICAL MOTOR
AXLES LIMITED SLIP DIFFERENTIAL
ENGINE PRE-CLEANER CENTRIFICAL TURBO II

Attachments

4.25 CUBIC YARD GENERAL PURPOSE BUCKET WITH BOLT ON CUTTING EDGE
HYDRAULIC COUPLER WITH 3RD VALVE POWER BEYOND
96" FORKRACK CARRIAGE WITH 72" TINES

Additional Items

20 LB FIRE EXTINGUISHER
HD LED STROBE BEACON - AMBER 126-67024A-8
UPGRADE WORK LIGHTS TO LED - LIGHTBAR PACKAGE
ASSIST VENDOR WITH SCALE AND PRINTER
LOADRITE SCALES AND PRINTER
ESPAR ENGINE HEATER

Warranty

ARMOUR (FULL MACHINE) 84 MONTHS / 7000 HOURS (SEE WARRANTY DOCUMENTATION FOR DETAILS).

Trade In

| Make | Model | Serial # | Stock # | Year | Hours | Value |
|------|-------|----------|---------|------|-------|-------|
|------|-------|----------|---------|------|-------|-------|

Total Selling Price

| | |
|-----------------------|--------------|
| Machine Selling Price | \$344,720.00 |
| Less Trade In | \$ 0.00 |
| Net Selling Price | \$344,720.00 |

Amount to Finance

| | |
|------------------------|--------------|
| Sale Price | \$344,720.00 |
| Less Trade Allowance | \$ 0.00 |
| Taxable Amount | \$344,720.00 |
| Sales Tax | \$17,236.00 |
| Subtotal | \$361,956.00 |
| Environmental Levy | \$ 0.00 |
| Environmental Levy Tax | \$ 0.00 |
| Less Down Payment | \$ 0.00 |
| Doc Fee | \$ 0.00 |
| Amount Due | \$361,956.00 |

Finance Terms

This machine may be eligible for the following finance program

Rental Terms

Rental Payment Schedule

Optional Items (Not Included in Pricing)

Conditions

- Please note that the terms and conditions of this proposal are valid for **30 days** and are subject to SMS Equipment management approval, in-stock product availability, and prior sale.
- Factory order products will be subject the exchange rate at the time of delivery.
- This quote is based on today's current exchange rate and the quoted pricing is subject to revision in the event of significant movement in exchange factors.

Warranty

SMS Equipment Warranty Solutions offers a comprehensive extended warranty program for your Komatsu equipment operating in Canada.

Program Highlights

- **Travel included**
- **\$0 deductible**
- **Flexibility to transfer ownership**
- **Custom coverage and terms**
- **Pre-owned equipment**

Customers Responsibilities for maintaining this coverage are:

- **Operate and maintain the machine as per Manufacturer's guidelines.**
- **Maintain the equipment's monitoring systems.**
- **Complete oil sampling on the machine every 500 hours or drain interval.**
- **Notify SMS Equipment immediately of any possible warranty issues.**



Komatsu CARE — a complete service and advanced product support solution that we provide to our customers throughout the entire lifecycle of the machine. Every new Komatsu Tier 4 interim construction machine is covered. The Komatsu CARE program covers all new Komatsu Tier 4 interim construction equipment, whether rented, leased or purchased. For the first 3 years or 2,000 hours, whichever occurs first, you'll receive:

- Regular service at 500, 1,000, 1,500 and 2,000-hr. intervals
- 50-point inspection by factory-trained technician at each scheduled interval
- Technician labor
- Fluids, oils, coolant, filters and parts*
- Technician travel to and from your equipment location

Service will be performed by a Komatsu Distributor and only Komatsu genuine fluids and filters will be used.

Komatsu CARE services are available from every Komatsu Distributor in the US and Canada.

* Coolant at 24 months (if not expired by hours), belts, valve adjustments and accumulators are not covered under this program.



KOMTRAX — Knowledge is power. It's the power of having critical information at your fingertips, 24 hours a day, to help you make better daily and long-term strategic decisions. That's one reason Komatsu designed KOMTRAX: to provide you with answers to critical questions about your machines—what they're doing, when they did it, where they're located, how they can be used more efficiently, and when they need to be serviced. With KOMTRAX, owners, managers and operators can monitor machines on the Web; anywhere, anytime. The result is the power to make fact-based decisions having a direct effect on your bottom line through increases in efficiency and productivity, while lowering owning and operating costs.

KOMATSU®

WA380-8

Tier 4 Final Engine

WHEEL LOADER

WA380



Photos may include optional equipment.

NET HORSEPOWER

191 HP @ 2100 rpm
143 kW @ 2100 rpm

OPERATING WEIGHT

40,532 – 41,932 lb
18385 – 19020 kg

BUCKET CAPACITY

3.5 – 4.3 yd³
2.7 – 3.3 m³

WALK-AROUND

WA380-8



Photos may include optional equipment.

NET HORSEPOWER

191 HP @ 2100 rpm
143 kW @ 2100 rpm

OPERATING WEIGHT

40,532 – 41,932 lb
18385 – 19020 kg

BUCKET CAPACITY

3.5 – 4.3 yd³
2.7 – 3.3 m³

**KOMATSU
CARE.**

PERFORMANCE, DURABILITY AND FUEL ECONOMY

Large capacity torque converter with lock-up:

- Quick acceleration
- Lock-up in 2nd, 3rd and 4th gear

Komatsu SmartLoader Logic helps reduce fuel consumption with no decrease in production.

A powerful **Komatsu SAA6D107E-3 engine** provides a net output of 143 kW 191 HP with up to 6% improved fuel consumption. This engine is EPA Tier 4 emissions certified.

Variable Geometry Turbocharger (VGT) is hydraulically actuated to provide optimum air flow under all speed and load conditions.

Komatsu Diesel Particulate Filter (KDPF) and Selective Catalytic Reduction (SCR) systems reduce particulate matter and NOx while providing automatic regeneration that does not interfere with daily operation.

Fluid neutral or better

Combined fuel and DEF consumption is less than the WA380-7 fuel consumption.

Hydraulically driven cooling fan

Auto-reversing fan is programmable and swings out for easy access to the wider core coolers.

Remote boom and bucket positioners allow the operator to set upper and lower boom kick-outs, as well as the bucket level from inside the cab.

Variable displacement piston pumps with Closed-center Load Sensing System (CLSS) provide quick hydraulic response and smooth operation to maximize productivity.

Rearview monitoring system (standard)

Enhanced working environment:

- High capacity air suspension seat, heated
- Seat mounted Electronic Pilot Controls (EPC) controls with F-N-R switch
- (2) 12V power outlets

New-style plastic front fenders add durability.



Rear full fenders (standard) are made of durable plastic and swing open for easy access to maintenance points.

7" LCD color monitor panel

Easy-to-read monitor with "ecology guidance" enables fuel efficient operation. Monitor panel onboard diagnostics remove the need for laptops during service.

Komatsu auto idle shutdown helps reduce idle time and operating costs.

Engine air filter

Externally mounted on the rear LH fender for easier access and maintenance.

The **KOMTRAX®** telematics system is standard on Komatsu equipment with no subscription fees throughout the life of the machine. Using wireless technology, **KOMTRAX®** transmits valuable information such as location, utilization, and maintenance records to a PC or smartphone app. Custom machine reports are provided for identifying machine efficiency and operating trends. **KOMTRAX®** also provides advanced machine troubleshooting capabilities by continuously monitoring machine health.

Operator identification system tracks machine operation for up to 100 operators.

PERFORMANCE FEATURES

KOMATSU NEW ENGINE TECHNOLOGIES

New Tier 4 Final Engine

The Komatsu SAA6D107E-3 engine is EPA Tier 4 Final emissions certified, reduces fuel consumption, and provides exceptional performance. Based on Komatsu proprietary technologies developed over many years, this new diesel engine reduces nitrogen oxides (NOx) by more than 80% compared to Tier 4 interim levels.

Technologies Applied to New Engine

Heavy-duty after treatment system

This new system combines a Komatsu Diesel Particulate Filter (KDPF) and Selective Catalytic Reduction (SCR). The SCR NOx reduction system injects the precise amount of Diesel Exhaust Fluid (DEF) to break down NOx into non-toxic water vapor (H_2O) and nitrogen gas (N_2).



Heavy-duty cooled Exhaust Gas Recirculation (EGR) system

The system recirculates a portion of exhaust gas into the air intake and lowers combustion temperatures, thereby reducing NOx emissions. EGR gas flow is lower for Tier 4 Final with the addition of SCR technology. The system dramatically reduces NOx, while helping cut fuel consumption below Tier 4 Interim levels.



Advanced Electronic Control System

An improved electronic control system more effectively manages engine parameters such as airflow rate, EGR gas flow rate, fuel injection parameters, and after treatment function. The control system also provides enhanced diagnostics through the monitor panel. Additionally, managing information via KOMTRAX helps customers track required maintenance.

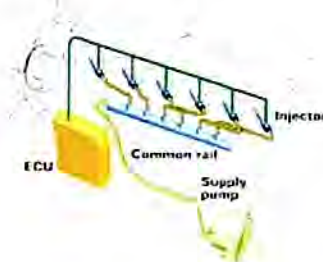
Variable Geometry Turbocharger (VGT) system

The VGT features proven Komatsu-designed hydraulic technology for robust and accurate control under all speed and load conditions for optimal engine performance. The VGT also provides precise exhaust temperature control for efficient KDPF regeneration.



Heavy-duty High-Pressure Common Rail (HPCR) fuel injection system

The system is specifically designed to achieve the optimal injection of fuel for near-complete combustion, which helps reduce PM emissions.



Komatsu SmartLoader Logic

The WA380-8 features Komatsu SmartLoader Logic, which controls engine torque to match machine demands. For example, engine torque needs are higher for digging in V-shape loading, but lower when driving with an empty bucket. This system optimizes the engine torque for all applications to minimize fuel consumption. Komatsu SmartLoader Logic functions automatically and doesn't interfere with operation, saving fuel without decreasing production.

Large-capacity Torque Converter

The Komatsu-designed power train features a large capacity torque converter for optimum efficiency. The WA380-8 has greater productivity in V-shape loading applications because the increased tractive effort does not require full throttle. The large capacity torque converter allows the loader to up-shift gears faster for improved acceleration and hill climbing ability. The WA380-8 achieves high gear ranges and maintains high travel speed when working in load-and-carry applications. In most applications, production is increased and fuel consumption is reduced, resulting in improved fuel efficiency.

Enhanced Lock-up

The Komatsu designed torque converter with lock-up is standard on the WA380-8. The lock-up function activates in 2nd, 3rd and 4th gears. The lock-up torque converter is effective for both load and carry applications and V-shape loading in lower gears. Komatsu SmartLoader Logic reduces the clutch engagement shock of lock-up by controlling engine torque. The lock-up torque converter, combined with Komatsu SmartLoader Logic results in low fuel consumption and high travel speeds in load and carry, and even some V-cycle loading applications.

Dual-mode Engine Power Select System

This wheel loader offers two selectable operating modes — Economy (E) and Power (P).

- E Mode: This mode provides maximum fuel efficiency for general loading.
- P Mode: This mode provides maximum power output for hard-digging operation or hill climbing.



- 1 Dual mode engine power selection switch
- 2 Transmission shift mode selector switch
- 3 Torque converter lock-up switch

Automatic Transmission with Mode Select System

This operator-controlled system allows the operator to select manual shifting or two levels of automatic shifting (low, and high). Auto L mode is for fuel-saving operation with the gear-shift timing set at lower speeds than Auto H mode.

CLSS Variable Displacement Piston Pump

The Closed-Center Load Sensing System (CLSS), with variable displacement piston pump, delivers precise hydraulic flow just as the operator demands. This prevents wasted hydraulic flow, which minimizes loss and contributes to better fuel efficiency.

Komatsu Auto Idle Shutdown

In order to reduce unwanted idle time, Komatsu offers Komatsu auto idle shutdown. This function will shut the engine off and apply the parking brake and hydraulic lock after a preset idle time limit. This time limit can be set by the operator or service technician and may range from three to 60 minutes.



OPERATOR ENVIRONMENT

WA380-8



New Operator Seat with Electronic Pilot Control (EPC) Levers

A new standard, heated, air-suspension seat provides enhanced support on rough roads and dampens machine vibrations, providing a more comfortable ride for the operator. An EPC-lever console is built into and moves with the seat. The angle of the armrest is fully adjustable for optimum operator comfort. A secondary F-N-R switch is incorporated in to work equipment lever configurations.



Tiltable / Telescopic Steering Wheel

The operator can tilt and telescope the steering wheel to allow maximum comfort and control. The two-spoke steering wheel allows maximum visibility of the monitor panel and the forward work environment.



Low Noise Design

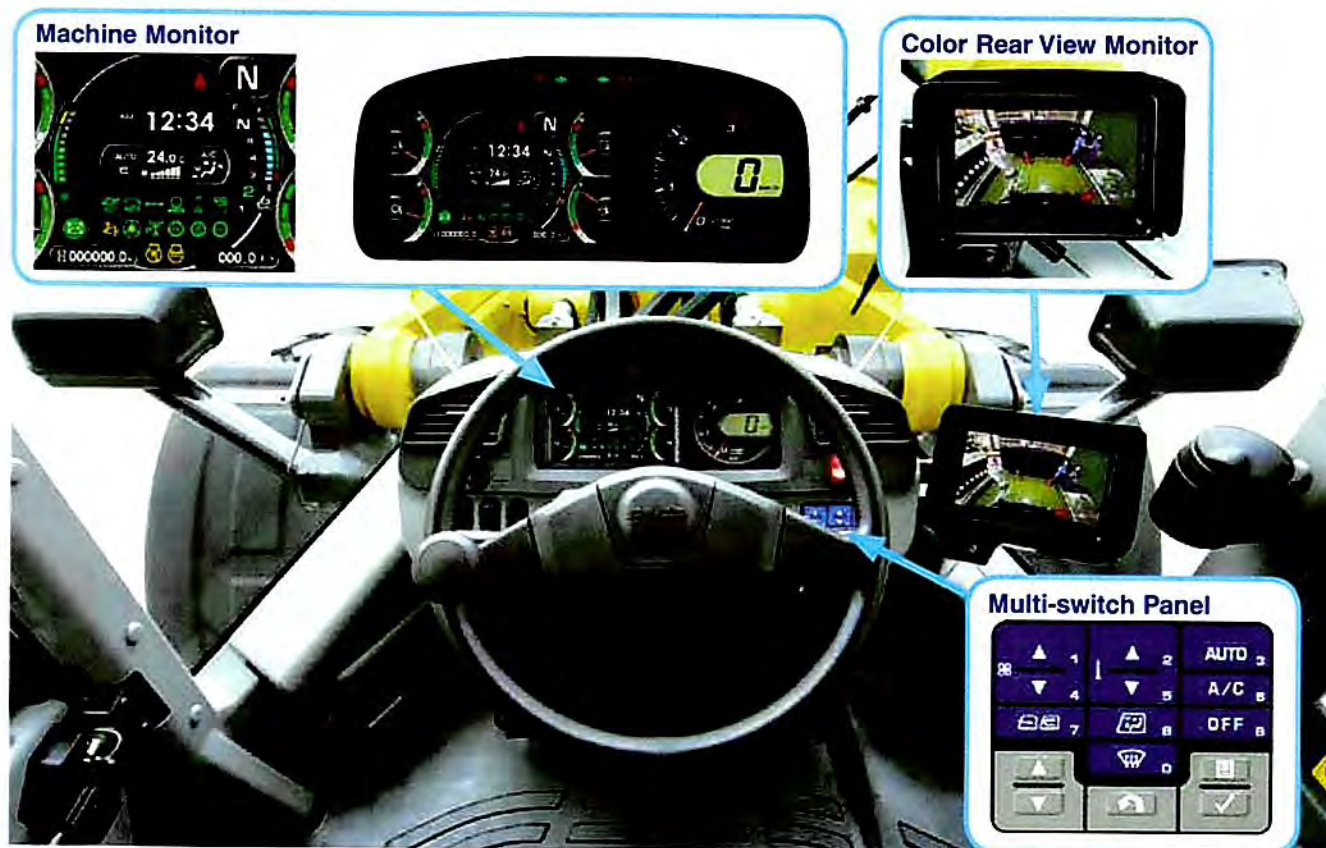
Operator's ear noise level : 72 dB(A)
Dynamic noise level (outside): 108 dB(A)



The large ROPS/FOPS cab is mounted with Komatsu's unique viscous mounts. The low-noise engine, hydraulically-driven fan, and hydraulic pumps are mounted with rubber cushions, and the cab sealing is improved to provide a quiet, low-vibration, dustproof and comfortable operating environment.

Mono-lever with Integrated 3rd Spool Control (Optional)

The mono-lever allows the operator to control work equipment and the optional 3rd spool for the thumb increases ease of operation. The 3rd spool valve operates in either continuous or proportional flow modes. The mono-lever also includes a F-N-R switch.



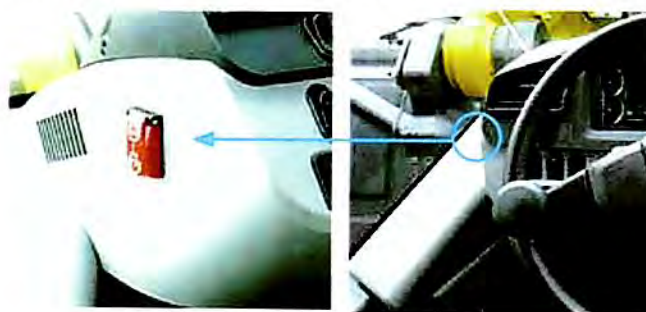
Rear View Monitoring System (standard)

The dedicated full-color monitor on the right side of the cab provides the operator with a rear view from the machine. This monitor can be always on or only on when the loader shifts into reverse. Guidelines provide the operator with visual cues for the width of the loader.



Engine Shutdown Secondary Switch

The engine stop switch enables machine shutdown when accessing the key switch is not possible.



Auxiliary Input (MP3 Jack) 12 V Outlets

An Aux input for audio devices is standard as well as two 12 volt outlets. These are all located on the front of the right-hand console.



WORKING ENVIRONMENT

WA380-8



Easy Entry and Exit

The WA380-8 has an inclined ladder with wide steps and hand holds to ease entry and exit from the cab.

Remote Bucket & Boom Positioner

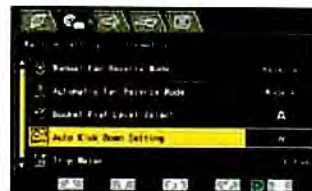
The operator can set the bucket angle and remote boom positioner from the cab. Both upper and lower boom kick-outs are adjustable in the cab with the push of a button. The bucket positioner can store three horizontal settings, allowing the operator to easily change attachments without resetting the bucket level.

Remote positioner switch
Boom / Bucket



Automatic Kick-down

The WA380-8 has the ability to automatically downshift to F1, eliminating the need for the operator to manually downshift when entering the pile. This can be activated through the monitor.



Electronically Controlled Suspension System

The electronically controlled suspension system, or ride control system, uses an accumulator to minimize boom arm shock, giving the operator a much smoother ride. This reduces operator fatigue and material spillage during load and carry operations. The electronically controlled suspension system is speed sensitive, meaning the boom won't move during low speed digging. This feature is standard on the WA380-8.

Mono Lever With Integrated 3rd Spool Control (option)

The mono lever option has been designed for improved ergonomics and comfort. When equipped with the optional 3rd spool valve, it allows the operator to control the 3rd spool with the thumb. The 3rd spool valve can be operated in either continuous or proportional flow modes. The mono lever also includes a F-N-R switch.

High Resolution 7-inch Color LCD Monitor

The 7-inch color TFT-LCD monitor can display maintenance information, operational records, ecology-guidance records and other machine data. The switch panel is used to select screens and adjust air conditioner and environmental controls.

Machine monitor

- | | |
|---------------------------|---|
| 1 LCD unit | 8 Engine coolant temperature gauge |
| 2 LED unit | 9 Hydraulic oil temperature gauge |
| 3 Engine tachometer | 10 Torque converter oil temperature gauge |
| 4 Speedometer | 11 Fuel gauge |
| 5 Ecology gauge | 12 Message pilot lamp |
| 6 Air conditioner display | 13 Pilot lamps |
| 7 Shift indicator | 14 DEF level gauge |

Switch panel

- 1 Air conditioner switches / Numeral key pad 2 Function switches

Visual user menu

Pressing the menu button on the switch panel accesses the user-menu screen. The menus are grouped by function, with easy-to-understand, intuitive icons for easier machine operation.



- 1 Energy saving guidance
2 Load-meter setting (optional)
3 Machine settings
4 Aftertreatment devices regeneration
5 SCR information
6 Maintenance
7 Monitor setting
8 Mail check



Operator identification function

An operator identification (ID) code can be set for each operator, and used to manage operation information of individual machines through KOMTRAX. Data sent from KOMTRAX can be used to analyze operation status by operator job, as well as by machine.



Monitor Panel with troubleshooting function minimizes downtime

Various meters, gauges and warning functions are centrally arranged on the monitor panel. The monitor simplifies start-up inspection and warns the operator with a lamp and buzzer if any abnormalities occur. Warnings are indicated in four levels, which the operator must acknowledge and clear. Replacement times for oil and filters are also indicated.



MAINTENANCE FEATURES

WA380-8



Side-opening Gull-wing Engine Doors

The large, gull-wing-type engine doors require minimal effort to open and close, thanks to gas assisted struts. The doors make access and daily maintenance easy. Large steps on each side of the frame also enhance accessibility.



Auto Reversing Fan

The engine cooling fan is hydraulically driven. It can be set to reverse automatically during operation. Fan reverse mode and timing can be controlled through the monitor.



Swing-Out Type Cooling Fan and Wide Core Radiator

The cooling fan swings out for easier cleaning. The coolers feature wide-spaced cooling fins to reduce clogging.



DEF Tank

The DEF tank is easily accessed behind the RH side ladder. An external sight gauge helps prevent overflow and spillage while refilling.



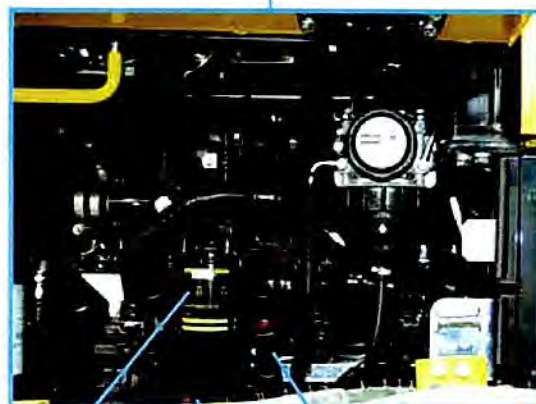
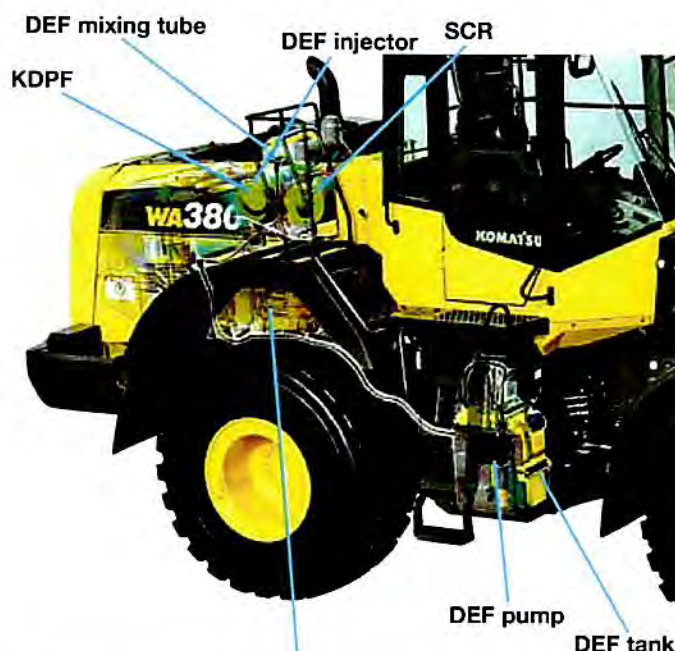
Battery Disconnect Switch

The battery disconnect switch is located on the right side of the machine. This can be used to disconnect power when performing service work on the machine.



Engine Compartment

The WA380-8 engine compartment is designed for easy serviceability. Placement of maintenance items, such as filters, dipsticks, and oil-fill locations are laid out for easy-to-reach ground level access.



Fuel filter
Engine oil dipstick

Rear Full Fenders (Standard)

Full rear fenders are standard on the WA380-8. The plastic rear fenders open outward, keeping the force required to open them low, even when covered with mud or snow. The fenders swing out of the way to give technicians easy access to the engine compartment. Mud flaps are also included on the fenders for additional machine protection.



Cab Air Filter

The inside and outside air filters can be replaced easily without the need for tools. The outside filter is located behind a lockable door for security.



Inside air filter

Outside air filter

LED Taillights

LED brake lights and reverse lights provide long bulb life, and excellent visibility.



Engine Air Cleaner

The air cleaner is located on the left-side platform for easy access.



Maintenance Information

"Maintenance time caution lamp" display

When the time before required maintenance dips below 30 hours*, the maintenance-time monitor appears. Pressing the menu switch displays the maintenance screen.

* : The setting can be changed within the range between 10 and 200 hours.



Maintenance screen

Supports DEF level and refill timing

The DEF level gauge is displayed continuously on the monitor panel. In addition, when the refill timing is reached, the DEF-low-level icon appears to alert the operator.



DEF level gauge



DEF low level guidance

KOMATSU PARTS & SERVICE SUPPORT



KOMATSU CARE

Program Includes:

*The WA380-8 comes standard with complimentary factory scheduled maintenance for the first 3 Years or 2,000 Hours, whichever comes first.

Planned Maintenance Intervals at:

500/1000/1500/2000 hour intervals. (250 hr. initial interval for some products) Complimentary Maintenance Interval includes: Replacement of Oils & Fluid Filters with genuine Komatsu Parts, 50-Point inspection, Komatsu Oil & Wear Analysis Sampling (KOWA) / Travel & Mileage (distance set by distributor; additional charges may apply)

Benefits of Using Komatsu CARE

- Assurance of Proper Maintenance with OEM Parts & Service
- Increased Uptime & Efficiency
- Factory Certified Technicians Performing Work
- Cost of Ownership Savings
- Transferable Upon Resale

Complimentary KDPF Exchanges

The WA380-8 comes standard with 2 Complimentary KDPF Exchange units for the first 5 Years or 9000 hours whichever comes first. The suggested KDPF Exchange unit service intervals are 4500 hours & 9000 hours. End user must have authorized Komatsu distributor perform the removal & installation of the KDPF.

Complimentary SCR Maintenance

The WA380-8 also includes 2 factory recommended services of the Selective Catalytic Reduction (SCR) Diesel Exhaust Fluid (DEF) system during the first 5 Years or 9000 hours whichever comes first. The service includes factory recommended DEF tank flush & strainer cleaning at the suggested service intervals of 4500 hours & 9000 hours.

| Interval PM | i250 | 500 | 1000 | 1500 | 2000 |
|---|------|-----|------|------|------|
| PERFORM KOWA SAMPLING (5 samples) – engine, transmission, hydraulics, front & rear axle | ✓ | ✓ | ✓ | ✓ | ✓ |
| CLEAN AC FRESH AND RECIRC AIR FILTERS | ✓ | | | | |
| REPLACE HYDRAULIC OIL FILTER ELEMENT | ✓ | | | | ✓ |
| REPLACE TRANSMISSION OIL FILTER | ✓ | | ✓ | | ✓ |
| CHECK AND CLEAN AIR CLEANER | ✓ | ✓ | ✓ | ✓ | ✓ |
| CHECK AND CLEAN FUEL BREATHING ELEMENT | ✓ | ✓ | ✓ | ✓ | ✓ |
| LUBRICATE REAR AXLE PIVOT PIN | ✓ | ✓ | ✓ | ✓ | ✓ |
| LUBRICATE WORK EQUIPMENT | ✓ | ✓ | ✓ | ✓ | ✓ |
| CHECK PARKING BRAKE | ✓ | ✓ | ✓ | ✓ | ✓ |
| CHECK WHEEL HUB BOLTS AND RETIGHTEN AS NECESSARY | ✓ | ✓ | ✓ | ✓ | ✓ |
| DRAIN SEDIMENT FROM FUEL TANK | ✓ | ✓ | ✓ | ✓ | ✓ |
| COMPLETE 50 POINT INSPECTION FORM; LEAVE PINK COPY WITH CUSTOMER OR IN CAB | ✓ | ✓ | ✓ | ✓ | ✓ |
| RESET MONITOR PANEL MAINTENANCE COUNTER FOR APPROPRIATE ITEMS | ✓ | ✓ | ✓ | ✓ | ✓ |
| CHANGE ENGINE OIL | | ✓ | ✓ | ✓ | ✓ |
| REPLACE ENGINE OIL FILTER | | ✓ | ✓ | ✓ | ✓ |
| REPLACE AC FRESH & RECIRC AIR FILTERS | | ✓ | ✓ | ✓ | ✓ |
| REPLACE FUEL PRE-FILTER | | ✓ | ✓ | ✓ | ✓ |
| REPLACE FUEL MAIN FILTER | | | ✓ | | ✓ |
| REPLACE DEF TANK BREATHING | | | ✓ | | ✓ |
| CLEAN TRANSMISSION BREATHING ELEMENT | | | ✓ | | ✓ |
| REPLACE TRANSMISSION OIL STRAINER | | | ✓ | | ✓ |
| LUBRICATE CENTER HINGE PIN | | | ✓ | | ✓ |
| LUBRICATE DRIVE SHAFT CENTER SUPPORT | | | | | ✓ |
| CHANGE TRANSMISSION OIL | | | | | ✓ |
| CHANGE FRONT AND REAR AXLE OIL | | | | | ✓ |
| REPLACE HYDRAULIC TANK BREATHING ELEMENT | | | | | ✓ |
| CLEAN HYDRAULIC OIL STRAINER | | | | | ✓ |
| CHANGE HYDRAULIC OIL | | | | | ✓ |
| REPLACE DEF PUMP FILTER | | | | | ✓ |
| REPLACE KCCV FILTER | | | | | ✓ |
| FACTORY TRAINED TECHNICIAN LABOR | ✓ | ✓ | ✓ | ✓ | ✓ |
| 2 KDPF Exchanges at 4,500 Hrs and 9,000 Hrs. | | | | | |
| 2 SCR System Maintenance Services at 4,500 Hrs. and 9000 Hrs. | | | | | |

Komatsu CARE® – Extended Coverage

- Extended Coverage can provide peace of mind by protecting customers from unplanned expenses that effect cash flow
- Purchasing extended coverage locks-in the cost of covered parts and labor for the coverage period and helps turn these into fixed costs



Komatsu Parts Support

- 24/7/365 to fulfill your parts needs
- 9 parts Distribution Centers strategically located across the U.S. and Canada
- Distributor network of more than 300 locations across U.S. and Canada to serve you
- Online part ordering through Komatsu eParts
- Remanufactured components with same-as-new warranties at a significant cost reduction



Komatsu Oil and Wear Analysis (KOWA)

- KOWA detects fuel dilution, coolant leaks, and measures wear metals
- Proactively maintain your equipment
- Maximize availability and performance
- Can identify potential problems before they lead to major repairs
- Reduce life cycle cost by extending component life

* Certain exclusions and limitations apply. Refer to the customer certificate for complete program details and eligibility. Komatsu® and Komatsu Care® are registered trademarks of Komatsu Ltd. Copyright 2017 Komatsu America Corp.

KOMTRAX EQUIPMENT MONITORING

GET THE WHOLE STORY WITH
KOMTRAX®

✓ WHAT

- KOMTRAX is Komatsu's remote equipment monitoring and management system
- KOMTRAX **continuously monitors and records** machine health and operational data
- Information such as fuel consumption, utilization, and a detailed history **lowering owning and operating cost**

✓ WHEN

- Know when your machines are **running or idling** and make decisions that will improve your fleet utilization
- Detailed movement records ensure you know when and where your equipment is moved
- Up to date records allow you to **know when maintenance is due** and help you plan for future maintenance needs

✓ WHERE

- KOMTRAX data **can be accessed virtually anywhere** through your computer, the web or your smart phone
- Automatic alerts keep fleet managers up to date on the latest machine notifications

✓ WHY

- Knowledge is power - **make informed decisions** to manage your fleet better
- Knowing your idle time and fuel consumption will help maximize your machine efficiency
- **Take control of your equipment** - any time, anywhere

✓ WHO

- KOMTRAX is **standard** equipment on all Komatsu construction products



KOMTRAX®

For construction and compact equipment.

KOMTRAX Plus®

For production and mining class machines.

ENGINE

*EPA Tier 4 Final emissions certified

TRANSMISSION

| Travel speed | Forward* | Reverse* |
|--------------|---|---|
| 1st | 6.6 km/h 4.1 mph | 7.1 km/h 4.4 mph |
| 2nd | 11.7 km/h 7.3 mph (12.4 km/h 7.7 mph) | 12.4 km/h 7.7 mph (13.3 km/h 8.3 mph) |
| 3rd | 20.9 km/h 13.0 mph (22.4 km/h 13.9 mph) | 22.3 km/h 13.9 mph (24.1 km/h 15.0 mph) |
| 4th | 36.1 km/h 22.4 mph (37.5 km/h 23.3 mph) | 38.6 km/h 24.0 mph (37.5 km/h 23.3 mph) |

AXLES AND FINAL DRIVES

BRAKES

STEERING SYSTEM

HYDRAULIC SYSTEM

Loader control:
 Hydraulic pump..... Piston pump
 Capacity..... 205 ltr/min **54.15 U.S. gal/min**
 Relief valve setting..... 31.4 MPa 320 kgf/cm² **4,550 psi**
Hydraulic cylinders:
 Type..... Double-acting, piston type
 Number of cylinders—bore x stroke:
 Boom cylinder..... 2- 130 mm x 713 mm **5.1" x 28.1"**
 Bucket cylinder..... 1- 150 mm x 535 mm **5.9" x 21.1"**
 Control valve..... 2-spool type
Control positions:
 Boom..... Raise, hold, lower, and float
 Bucket..... Tilt-back, hold, and dump
Hydraulic cycle time (rated load in bucket)
 Raise..... 5.9 s
 Dump..... 1.8 s
 Lower (Empty)..... 3.3 s

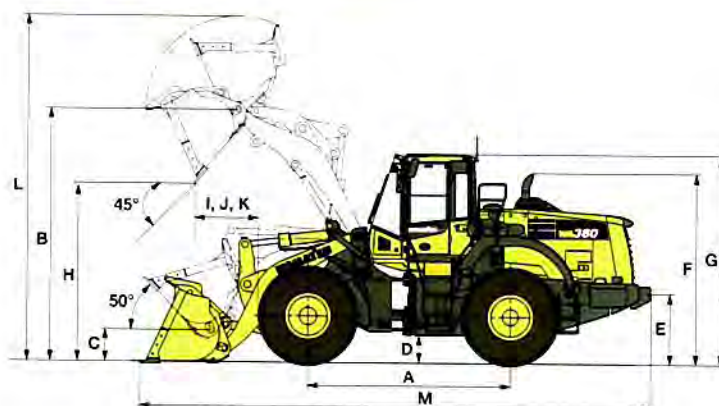
SERVICE REFILL CAPACITIES

BUCKET SELECTION GUIDE





DIMENSIONS



| | | |
|------------------------------------|----------------|---------------|
| Tread | 2160 mm | 7'1" |
| Width over tires | 2780 mm | 9'1" |
| A Wheelbase | 3300 mm | 10'10" |
| B Hinge pin height, | Standard Boom | 4095 mm 13'5" |
| max. height | High Lift Boom | 4625 mm 15'2" |
| C Hinge pin height, | Standard Boom | 520 mm 1'8" |
| carry position | High Lift Boom | 680 mm 2'3" |
| D Ground clearance | | 455 mm 1'6" |
| E Hitch height | | 1150 mm 3'9" |
| F Overall height, top of the stack | | 3100 mm 10'2" |
| G Overall height, ROPS cab | | 3390 mm 11'1" |

Measured with 23.5R25 (L3) tires, ROPS/FOPS cab

| | Standard Boom | | | | High Lift Boom |
|---|----------------------------------|----------------------------------|-----------------------------|-----------------------------|----------------------------------|
| | General Purpose Bucket Pin On | General Purpose Bucket Pin On | Excavating Bucket Pin On | Excavating Bucket Pin On | General Purpose Bucket Pin On |
| | Bolt-on Cutting Edge | Teeth | Bolt-on Cutting Edge | Teeth | Bolt-on Cutting Edge |
| Bucket capacity: heaped | 3.3 m ³ | 3.1 m ³ | 2.9 m ³ | 2.7 m ³ | 2.9 m ³ |
| | 4.3 yd ³ | 4.0 yd ³ | 3.8 yd ³ | 3.5 yd ³ | 3.8 yd ³ |
| struck | 2.9 m ³ | 2.7 m ³ | 2.4 m ³ | 2.3 m ³ | 2.4 m ³ |
| | 3.8 yd ³ | 3.5 yd ³ | 3.1 yd ³ | 3.0 yd ³ | 3.1 yd ³ |
| Bucket width | 2905 mm | 2920 mm | 2905 mm | 2920 mm | 2905 mm |
| | 9'6" | 9'7" | 9'6" | 9'7" | 9'6" |
| Bucket weight | 1610 kg | 1540 kg | 1720 kg | 1650 kg | 1720 kg |
| | 3,549 lb | 3,395 lb | 3,792 lb | 3,638 lb | 3,792 lb |
| H Dumping clearance, max. height | 2950 mm | 2815 mm | 3045 mm | 2910 mm | 3575 mm |
| and 45° dump angle* | 9'8" | 9'3" | 10'0" | 9'7" | 11'9" |
| I Reach at max. height and | 1150 mm | 1265 mm | 1045 mm | 1160 mm | 1185 mm |
| 45° dump angle* | 3'9" | 4'2" | 3'5" | 3'10" | 3'11" |
| J Reach at 2130 mm 7' clearance | 1735 mm | 1845 mm | 1630 mm | 1745 mm | 2205 mm |
| and 45° dump angle* | 5'8" | 6'1" | 5'4" | 5'9" | 7'3" |
| K Reach with arm horizontal and | 2590 mm | 2768 mm | 2450 mm | 2630 mm | 2940 mm |
| bucket level* | 8'6" | 9'1" | 8'1" | 8'8" | 9'8" |
| L Operating height (fully raised) | 5600 mm | 5600 mm | 5450 mm | 5450 mm | 5985 mm |
| | 18'4" | 18'4" | 17'11" | 17'11" | 19'8" |
| M Overall length (bucket on ground) | 8310 mm | 8490 mm | 8170 mm | 8350 mm | 8810 mm |
| | 27'3" | 27'10" | 26'10" | 27'5" | 28'11" |
| Loader clearance circle (bucket at carry, | 14440 mm | 14540 mm | 14370 mm | 14470 mm | 14850 mm |
| outside corner of bucket) | 47'5" | 47'8" | 47'2" | 47'6" | 48'9" |
| Digging depth: 0° | 60 mm | 75 mm | 60 mm | 75 mm | 110 mm |
| | 2" | 3" | 2" | 3" | 4" |
| 10° | 290 mm | 335 mm | 265 mm | 310 mm | 320 mm |
| | 11" | 13" | 10" | 12" | 13" |
| Static tipping load: straight | 15440 kg | 15545 kg | 15335 kg | 15435 kg | 12055 kg |
| | 34,039 lb | 34,271 lb | 33,808 lb | 34,028 lb | 26,577 lb |
| 40° full turn | 13440 kg | 13540 kg | 13325 kg | 13430 kg | 10407 kg |
| | 29,630 lb | 29,851 lb | 29,377 lb | 29,608 lb | 22,943 lb |
| Breakout force | 158 kN | 170 kN | 175 kN | 190 kN | 183 kN |
| | 16100 kgf | 17300 kgf | 17850 kgf | 19335 kgf | 18661 kgf |
| | 35,494 lbf | 38,140 lbf | 39,353 lbf | 42,626 lbf | 41,140 lbf |
| Operating weight | 18455 kg | 18385 kg | 18565 kg | 18495 kg | 19020 kg |
| | 40,686 lb | 40,532 lb | 40,929 lb | 40,774 lb | 41,932 lb |

* At the end of tooth or B.O.C.E. (Bolt on cutting edge)

All dimensions, weights, and performance values based on ISO 7131, ISO 14397-1 and ISO 7546 standards.

Static tipping load and operating weight shown include lubricant, coolant, full fuel tank, ROPS cab, and operator. Machine stability and operating weight affected by counterweight, tire size, and other attachments.



WEIGHT CHANGES

| Tires or attachments | Operating weight | | Tipping load straight | | Tipping load full turn | |
|---------------------------------|------------------|------|-----------------------|-------|------------------------|-------|
| | kg | lb | kg | lb | kg | lb |
| Remove additional counterweight | -325 | -716 | -840 | -1852 | -700 | -1543 |



STANDARD EQUIPMENT

- 2-spool valve for boom and bucket control
- Alternator, 90 A, 24 V
- Auto shift transmission with mode select system
- Automatic hydraulic-driven fan with automatic reverse rotation
- Back-up alarm
- Batteries, 140 Ah/12V (2), 1050 CCA
- Battery disconnect
- Boom kick-out, in-cab adjustable
- Bucket positioner, in-cab adjustable, 3 positions
- Color rear view camera and monitor
- Counterweight, standard and additional
- Electronically Controlled Suspension System
- Engine, Komatsu SAA6D107E-3 diesel
- Engine shut-off system, electric
- EPC fingertip controls with F-N-R switch, two levers
- Equipment Management Monitoring System (EMMS)
 - Lights (central warning, brake oil pressure, engine oil pressure, parking brake, cooling fan reverse, KDPF restriction, seat belt caution, Komtrax message)
- Gauges (engine water temperature, ecology, fuel level, hydraulic oil, DEF level temperature, speedometer/tachometer)
 - Front fenders
 - Fuel pre-filter with water separator
 - Horn, electric
 - Komatsu SmartLoader Logic
 - Komatsu Auto Idle Shutdown
 - KOMTRAX® Level 5.0
 - Lift cylinders and bucket cylinder
 - Lights
 - Back-up light, LED
 - Stop and tail light, LED
 - Turn signal lamps, 2 front and 2 rear with hazard switch
 - Working lights, halogen, 2 front cab mount
 - Working lights, halogen, 2 front fender mount
 - Working lights, halogen, 2 rear grill mount
 - Loader linkage with standard lift arm
 - Lock-up torque converter
 - Parking brake, electric
 - Radiator, wider core
 - Radiator mask, swing out
 - Rear full fenders
 - Rear view mirrors, outside (2) inside (2)
 - Rims for 23.5-25 tires
- ROPS/FOPS Cab Level 2
 - 2 x DC12V electrical outlets
 - Ashtray
 - Auto air conditioner
 - Cigarette lighter, 24V
 - Color LCD/TFT multi-monitor
 - Cup holder
 - Floor mat
 - Operator seat, reclining, air suspension type, heated
 - Radio, AM/FM with AUX input jack
 - Rear defroster, electric
 - Seatbelt, 2-point retractable, 76mm 3" width
 - Space for lunch box
 - Steering wheel, tilt and telescopic
 - Sun visor, front window
 - Windshield washer and wiper, front with intermittent
 - Windshield washer and wiper, rear
- Service brakes, wet disc type
- Starting motor, 5.5 kW
- Transmission, 4 forward and 4 reverse
- Vandalism protection kit, padlocks for battery box (2)



OPTIONAL EQUIPMENT

- 3-spool valve with lever and piping
- Auxiliary steering (SAE)
- Cutting edge (bolt-on type)
- Engine pre-cleaner with extension
- High-lift boom
- Limited slip differential (F&R)
- Monolever loader control with transmission F-N-R switch
- Various tire options, radial and bias
- Various bucket options

AESS882-04

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Note: All comparisons and claims of improved performance made herein are made with respect to the prior Komatsu model unless otherwise specifically stated.

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Title: EXPENDITURE AND DISBURSEMENT POLICY

Policy No: 1018

Effective Date: June 8, 2020

Motion Number: 20.06.339

Supersedes Policy No: NONE

Review Date: June 8, 2023



Purpose: To establish expenditure control guidelines by identifying processes for the efficient procurement and payment of goods and services for Greenview in support of effective operations based on the following principles:

- Council recognizes the need for the prompt payment of accounts and delegates the authority to disperse funds for all budget-approved expenditures to the CAO and designates to the levels authorized under Procedure Section 2.
- Greenview is subject to two trade agreements, the New West Partnership Trade Agreement (NWPTA) and the Agreement on Canadian Free Trade Agreement (CFTA). These two agreements must be adhered to for all expenditures that occur within their respective limits.

Greenview will not consider purchasing or procuring goods or services from any contractor or supplier that is involved in litigation against Greenview. No consideration will be given for a period of five years from the conclusion of the litigation unless otherwise directed by Council.

DEFINITIONS

ACAO means the Assistant Chief Administrative Officer.

Administration means Greenview's Chief Administrative Officer and employees of Greenview

Associated Expenditure Officers means the individuals that are identified by the respective department's General Manager or Manager. These officers are delegated a limited amount of expenditure on behalf of the responsible Department Budget Manager. The Chief Administrative Officer or any General Manager or CFO, or Manager providing this delegation to their staff is responsible to provide, in writing, to the Finance and Administration Manager; the name of the employee, the expenditure limit, and a copy of the employees' signature.

Accounting Officer means an individual that is a member of the finance team, such as the Manager of Finance and Administration, Manager of Financial Reporting, Staff Accountant and CFO and any version of these titles.

Capital Budget means the annual Greenview capital budget as approved by Council.

Capital Expenditure means the purchase of an item identified in the Capital Budget.

CFTA means the Canadian Free Trade Agreement and any amendments thereto.

CAO means the person appointed as the Chief Administrative Officer of Greenview in accordance with the *Municipal Government Act*.

CFO means the Chief Financial Officer for Greenview.

Council means council for the Municipal District of Greenview No. 16.

Department Budget Manager means the manager who is ultimately responsible for the department's budget. The individual who creates and presents the department's proposed budget to Council.

Emergencies means when the lack of immediate action would jeopardize operations or equipment, disrupt critical public services or involve public or staff safety.

Expenditure Officer means the individual that has the authority to sign contracts, ~~purchase orders~~ and invoices for payment. Typically, an Expenditure Officer will be the Chief Administrative Officer, General Manager, Manager or Assistant Manager responsible for a department, who is accountable for the department's budget control and administration.

Generally Accepted Accounting Principles means a common set of accepted accounting principles, standards, and procedures that organizations (public and private) and their accountants follow when they compile their financial statements. GAAP improves the clarity of the communication of financial information.

Goods means a manufactured item.

Litigation means the filing of an action in a court of law.

Nepotism means the practice among those with power or influence of favouring relatives or friends.

NWPTA means the New West Partnership Trade Agreement and any amendments thereto.

Operating Budget means the annual Greenview operating budget as approved by Council.

Purchase Card means a Greenview issued gas or credit card.

Quote means the price bid obtained in writing from a supplier of goods or services, but does not include a tender.

Service means any work or duties performed, including any materials provided.

POLICY

1. Greenview Council hereby establishes a policy for consistent, fair, and transparent purchasing practices while ensuring efficient allocation of available resources in accordance with the *Municipal Government Act*, the NWPTA, and the CFTA. Council realizes that they have a responsibility to its ratepayers to maximize the value of the tax revenue when purchasing Greenview goods and services.
2. The overall responsibility for implementing and monitoring the annual budget rests with the CAO. The CFO has the overall responsibility for budget reporting and to ensure that all

expenditures are a legitimate claim against Greenview, are within established authorities, and have been either authorized in the annual budget or approved by resolution of Council.

PROCEDURE

1. Responsibilities

1.1. *Expenditure Officers responsibilities include:*

- 1.1.1. Authorizing a proposed expenditure or disbursement within the financial limits established in this policy.
- 1.1.2. Abiding by the NWPTA and CFTA when conducting tender calls, request for proposals or request for Quotes.
- 1.1.3. Certifying that the amount of a proposed expenditure or disbursement is fair and just; and within applicable policies.
- 1.1.4. Initiating a disbursement that is consistent with the purpose for which the money is available.
- 1.1.5. Managing program or service delivery within Council approved budget allocation.
- 1.1.6. Verifying that the goods and services have been received or the work has been performed satisfactorily.
- 1.1.7. Verifying that a request for cheque is supported by adequate documentation.
- 1.1.8. Verifying the accurate coding of invoices related to their financial budget responsibility.
- 1.1.9. Verifying that purchase card (credit and gas) procedures are followed.
- 1.1.10. Verifying all invoices and/or receipts are submitted to Accounts Payables.
- 1.1.11. Delegating limited expenditure approval to their department's staff, as the Department's Budget Manager sees fit, and ensuring that all related documentation is submitted to Finance.

1.2. *Associated Expenditure Officers responsibilities include:*

- 1.2.1. Authorizing expenditures or disbursements within the expenditure limit delegated by their manager.
- 1.2.2. Signing and receiving a copy of every invoice for the items they have purchased on behalf of Greenview.
- 1.2.3. Ensuring invoices are authorized, signed and goods or services are received.

1.3. *Accounting Officers responsibilities include:*

- 1.3.1. Creating and verifying that adequate processes and controls are in place to safeguard against any material accounting misstatement and following the guidelines outlined within this policy.
- 1.3.2. Verifying that a proposed expenditure or disbursement has been properly authorized by an Expenditure Officer.
- 1.3.3. Verifying that a proposed expenditure or disbursement is for the purpose authorized by the approved budget, and is consistent with the purpose for which the money is available.
- 1.3.4. Verifying that the expenditure is recorded in the appropriate fiscal and reporting period.
- 1.3.5. Verifying that the required supporting documentation is complete and readily available.

- 1.3.6. Verifying that the expenditure is charged to the appropriate general ledger account.
- 1.3.7. Verifying that the proposed expenditure or disbursement does not contravene any applicable policy or other legislative authority.
- 1.3.8. Arranging pre-authorized payments to be made directly from Greenview's bank account with authorization from the CFO.
- 1.3.9. Arranging direct deposits to be made to Greenview's bank account with the authorization from the CFO.
- 1.3.10. Ensuring that the CFO and any applicable staff are made aware of any budget to actual concerns that the accounting officer may become aware of during their daily duties.
- 1.3.11. Ensuring that the accounting practices are acceptable under the Generally Accepted Accounting Principles.
- 1.3.12. Preparing monthly department budget to actual reports.
- 1.3.13. Preparing and presenting to Council the organizational quarterly budget to actual report.

2. General Provisions

- 2.1. All expenditures shall be included in the current year's budget or be approved by a resolution of Council.
- 2.2. Greenview's Expenditure Officers may make an expenditure that is included in the approved operating and capital budgets up to the financial limits established in this policy or as otherwise approved by resolution of Council.
- 2.3. A resolution of Council is required for all unbudgeted expenses and all unbudgeted capital expenditures over \$200,000.
- 2.4. Expenditure Officers are authorized to commit Greenview for all purchases that have been approved in the annual budget as follows:
 - 2.4.1. CAO up to the maximum budget allocation for operational expenses;
 - 2.4.2. ACAO, General Managers, CFO, up to \$500,000;
 - 2.4.3. Department Managers up to \$50,000;
 - 2.4.4. Assistant Managers up to \$10,000;
 - 2.4.5. Executive Assistants-up to \$5,000;
 - 2.4.6. All other designated staff up to \$1,000.
 - 2.4.7. Other staff as delegated in writing by the Expenditure Officers.
- 2.5. Operating expenditures that exceed the Council approved operating budget by less than \$10,000.00 but still remain within the overall department budget may be approved by the CAO or designate. If the over expenditure does not remain within the total department budget, the expenditure shall be presented to Council for approval.
- 2.6. Capital expenditure for equipment or vehicles that exceeds Council's approved budget by less than \$10,000.00 or 10% and will remain within the department's overall capital budget, may be approved by the CAO provided that such capital expenditure does not exceed the financial approval limits in this policy.

- 2.7. Any operational expenditure approved by Council by resolution may be awarded and/or actioned by Administration, excepting Request for Proposals, which must be awarded by Council.
- 2.8. Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Requests for Proposals, which must be awarded by Council. Purchases greater than \$200,000 on a capital expenditure that is not part of a tendered project must be approved by resolution of Council.
- 2.9. Any capital expenditures awarded or actioned by Administration will be reported to Council via the monthly manager's reports and will include: Budgeted amount, Company name and values of compliant bids received, the name of the successful bidder, a list of bidders submitting non-compliant bids.
- 2.10. Staff will not engage in nepotism and will make any conflict of interest (actual or perceived) known to the CAO. If the staff person in question is the CAO, they will make any conflict of interest known to Council.
- 2.11. Expenditure Officers shall not authorize an expenditure or disbursement where they are directly involved in the transaction, except in the case of attending training, conferences, travel and accommodations associated with work. The expenditure claim or credit card receipt/invoice should clearly state the reason for the expenditure or claim.
- 2.12. Expenditure authority may be delegated in the absence of the responsible Expenditure Officer. The CFO and Manager of Finance and Administration must be notified in writing prior to the delegation of the Expenditure authority.
- 2.13. A current listing of approved Expenditure Officers or associated Expenditure Officers, with specimen signature and applicable expenditure authority shall be maintained by the Manager of Finance and Administration and copied to Accounts Payable.
- 2.14. Due to reasons of standardizations, economies of scale, vendor familiarity or required expertise, the following types of expenditures are coordinated by the manager or department as identified below:
 - 2.14.1. Stationery and office supplies by Administration Office Reception;
 - 2.14.2. Office furnishings by Facility Maintenance;
 - 2.14.3. Office equipment by Information Technology;
 - 2.14.4. All electronic equipment and software purchases for use in conjunction with Greenview's Network Infrastructure must first be reviewed by Information Systems Staff for compatibility and compliance with information Technology Standards employed throughout the organization;
 - 2.14.5. Vehicles (non-emergency) and heavy equipment by the Manager of Operations with input from the Fleet Coordinator and the receiving department's manager;
 - 2.14.6. Emergency vehicles by the Manager of Protective Services and Sergeant, Enforcement Services;
 - 2.14.7. All Greenview insurance by Corporate Services.
- 2.15. Reacquisitions, purchases, expenditures or contracts may not be divided in order to avoid the financial limits of this policy or the limits established in the NWPTA or the CFTA.

3. Marketing and Media Placement

- 3.1. Advertising, signage, print and marketing materials must be approved by the Communications Manager.

4. Emergency Expenditures

- 4.1. Unbudgeted expenditures may be undertaken in the event of an emergency situation where the Expenditure Officer must make purchase decisions efficiently to bring the emergency situation under control.
 - 4.1.1. Emergency expenditures may be authorized by the CAO or designates.
 - 4.1.2. All such expenditures shall be reported to Greenview Council at the next available opportunity.
 - 4.1.3. Proper documentation of all emergency expenditures is required.

5. Contracts

- 5.1. Written contracts should be used in situations where there is a need to specify in writing the requirements for supply or continuing supply of goods or services, and the need to identify each party's degree of responsibility and or liability in the case of damage, default or loss.
 - 5.1.1. The Expenditure Officer must ensure that the necessary holdback percentage is withheld from progress payments where there is a holdback charge to compensate for potential defective work or claims from third parties. Progress payment or invoices related to contracts should be approved only after the person responsible for the contract certifies performance of services or receipt of goods or confirmed the percentage of work completed. Generally, this performance certificate is supplied by an engineering firm or project contract manager.
 - 5.1.2. A statutory declaration and WCB declaration must be obtained from the contractor and the third parties where required to discharge all claims and obligations against Greenview before payment is made and before any holdback or deposit is released. All defects must be corrected before the final payment is approved and security deposits are returned.

6. Cheque Requisitions

- 6.1. Cheque requisitions are required for:
 - 6.1.1. All grant expenditures; and
 - 6.1.2. All expenditures where an invoice is not available such as the School Requisitions, etc., except for personal expense claims, these will be paid based on the personal expense claim and the manager's approval of the claim.

7. Expenditure Approval

- 7.1. The ACAO may approve expenditures up to the CAO limit while serving as the designated Acting CAO. When the Acting CAO signs in the absence of the CAO, they shall include ACAO after signature to indicate to the Accounts Payables department their authority to sign higher expenditure limits.

- 7.2. To avoid penalty charges the CAO, Manager of Finance and Administration or the CFO may approve an invoice related to ongoing operations, such as gas, electric or utility invoices, with a copy being shared with the responsible Expenditure Officer.

8. Purchasing Methods

- 8.1. Direct purchases from a supplier paid by credit card must comply with the provisions of this policy. Employees who occupy positions with delegated low dollar value purchasing authority in accordance with section 1.1.12 of this policy may be eligible for a purchase card upon approval by the CAO. Every card holder shall be informed of and must agree to the responsibilities and restrictions regarding the use of the purchase card.
- 8.2. Greenview's Expenditure Officers may sole source items that are equal to or less than \$10,000.00 if it is beneficial to the organization to do so.
- 8.3. Purchases between \$10,000.00 and \$74,999.99:
 - 8.3.1. Expenditure Officers must attempt to obtain a minimum of three Quotes. Quotes must be documented and include the date, name of the supplier and contact person, total cost of quote, and must be signed by the individual requesting the quote. Purchase must be initiated contract. In the event that the vendor provides a unique good, service, or software not readily available on the open market this must be noted in the contract.
 - 8.3.2. The use of Day Labour from service providers who have responded to Greenview's advertisement for Day Labour services and are included in Greenview's Day Labour Source Book, are considered to meet this requirement.
- 8.4. Purchases over \$75,000.00:
 - 8.4.1. Expenditure Officers must abide by the NWPTA for purchases over \$75,000.00 both the NWPTA and CFTA for purchases over \$100,000.00 (see table in Section 9.1). A written contract must be signed for all purchases over this limit. The written contract may be a sales agreement for vehicle and equipment purchases. All written contracts shall clearly indicate each party's responsibilities, date, duration of contract, and have the supplier's authorized agent's signature, and the appropriate Greenview signatures.

9. Tendering/ Requests for Proposals

- 9.1. Tenders or Request for Proposals must be issued in compliance with the NWTA and CFTA in accordance with the financial thresholds established in those agreements, unless such purchase is an excluded procurement as defined by the agreements.

| Type | NWPTA | CFTA |
|--------------|--------------|--------------|
| Goods | \$75,000.00 | \$100,000.00 |
| Services | \$75,000.00 | \$100,000.00 |
| Construction | \$200,000.00 | \$250,000.00 |

- 9.2. All tender or request for proposal notices must be posted on the Alberta Purchasing Connection Website www.purchasingconnection.ca. Additional means of tendering notices may also be used.
- 9.3. Greenview will use a weighted criteria to evaluate tender submissions over the NWPTA thresholds. The lowest bid meeting the tender or request for proposal requirements and/or specifications will normally be accepted. Justification in writing along with recommendation must be submitted if the lowest bidder is not selected. Normally the only acceptable reasons for selecting bidder that is not the lowest bidder would be:
 - 9.3.1. Low bidder does not meet specifications;
 - 9.3.2. Low bidder cannot deliver within the required time;
 - 9.3.3. The quality of performance of previous contracts or services may be in question;
 - 9.3.4. The acceptance of the low bid would result in higher overall end costs (such as operating or life cycle costs);
 - 9.3.5. The ability, capacity, experience and efficiency of the bidder.
10. The opening of tenders or requests for proposal must be completed in the advertised public setting.

Title: Vehicle and Equipment Replacement

Policy No: 4006

Effective Date: May 11, 2020

Motion Number: 20.05.279

Supersedes Policy No: NONE

Review Date: May 11, 2023



Purpose: To ensure Greenview maintains a modern and reliable vehicle and equipment pool, at the lowest overall cost, through establishing a standard of equipment procurement, disposal, replacement and sustainable funding. Fire services equipment will be evaluated separately.

DEFINITIONS

ACAO means the Assistance Chief Administrative Officer.

CAO means Chief Administrative Officer.

CFO means the Chief Financial Officer.

GM means General Manager of one of the major departments and includes the Chief Financial Officer.

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

Heavy Duty means a vehicle with a gross vehicle weight of greater than 10,000 lbs, including 1- ton trucks.

Life Cycle means the useful life of a vehicle or piece of equipment based on the average years, kilometres (km), or engine hours a vehicle or piece of equipment operates before maintenance becomes cost prohibitive.

Light/Medium Duty means vehicles with a gross vehicle weight of less than 8,500 lbs, including SUV's, minivans, ½ ton trucks.

Medium Duty means vehicles with a gross vehicle weight of between 8,500 and 10,000 lbs, including ¾ ton trucks.

SLT means Senior Leadership Team comprised of the GMs, CFO, ACAO and CAO.

POLICY

General Principles

1. Administration will recommend the type of equipment and vehicles that will be required to be replaced on a regular basis, to ensure the services of Greenview are provided as directed by Council.
2. Administration will endeavor to purchase the most economical and fuel efficient vehicles and pieces of equipment available and will recommend for purchase the most basic vehicle to suit the department's needs
3. Used vehicles and pieces of equipment may be considered for purchase.
4. Administration may consider leasing vehicles or equipment when economically feasible.
5. All fleet acquisition and disposal will be conducted through the legislated procurement processes and in accordance with Greenview purchasing policies.
6. In circumstances where a vehicle or piece of equipment becomes cost prohibitive to maintain or operate, before the end of its established life cycle, it may be considered for early replacement.
7. Upon review, if a vehicle or piece of equipment has continually performed at a high level, with a satisfactory maintenance record, that vehicle or piece of equipment may be considered for a life cycle extension.
8. Vehicles and equipment will be evaluated for replacement based on the following criteria:

| VEHICLE/EQUIPMENT TYPE | TIME IN SERVICE (years/kms/engine hours/condition) |
|--|--|
| Light/Medium Duty Vehicles | 10 years / 200,000 kms |
| Medium Duty Diesel Vehicles | 10 years / 300,000 kms |
| Heavy Duty Vehicles | 10 years / 300,000 kms |
| Graders | 10 years / 7,500 hours |
| Loaders | 10 years / 7,500 hours |
| Backhoes | 10 years / 7,500 hours |
| Track Excavators | 7,500 hours |
| ATV's/UTV's | 15 years |
| Tractors (all types) | 7,500 hours |
| Zambonis | 10 years |
| Light Duty Mowers (zero -turn, self-propelled) | 5 years |
| Gang Mowers | 10 year |
| Water Tankers | 20 years |

Administrative Responsibilities:

9. Fleet Coordinator and Managers are responsible to recommend replacement of vehicles and equipment in accordance with this policy.
10. Vehicle accessories must be approved by the GM.

11. Vehicle replacement requests must be approved by the GM.
12. SLT must sign off on department requests for fleet vehicles above light/medium duty.

Equipment and Vehicle Fleet Reserve

13. Administration will establish an Equipment and Vehicle Fleet Reserve.
14. Administration will establish a Capital Reserve Replacement rate, taking into consideration the life span of the equipment and vehicle(s) and the estimated replacement cost.
15. Equipment and Vehicle Fleet Reserve replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
16. Fleet replacement and due to obsolescence or end of life cycle will be financed through the Equipment and Vehicle Fleet Reserve.
17. Fleet replacement due to physical damage will be financed through appropriate insurance procedures, with the balance for replacement coming from the vehicle replacement reserve.
18. Proceeds from the disposal of vehicles or equipment will be allocated to the Equipment and Vehicle Fleet Reserve.
19. Interest earned from the Equipment and Vehicle Fleet Reserve will be allocated to the reserve at year end.
20. Council shall authorize the transfer of funds to and from the reserve.



REQUEST FOR DECISION

SUBJECT: 2021 Sunset House/Sweathouse Grader Beat Contract

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 13, 2021 CAO: DT MANAGER: JF

DEPARTMENT: OPERATIONS GM: RA PRESENTER: JF

STRATEGIC PLAN: Level of Service LEG: DL

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 532(1) “Repair of roads, public places and public works”

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council award a service contract for road maintenance grading services in the Sunset House/Sweathouse area to Rutt Busters Road Maintenance for 3 years beginning on May 1, 2021 with funds to come from ‘Operations’ Operational Budget.

BACKGROUND/PROPOSAL:

On Thursday, March 4, 2021, an RFQ was posted for grading services for a 3-year term for a service contract in the Sunset House/Sweathouse area to commence on May 1, 2021 upon the expiry of the contract presently in place. 4 bids were received which are listed in the following table from the lowest hourly rate to highest:

| Contractor | Hourly Quote Not Including GST | Comments |
|-------------------------------|--------------------------------|--|
| Rutt Busters Road Maintenance | \$132.00 | Based in the DeBolt area. Presently has Sunset House/Sweathouse contract |
| Vinette Ventures | \$140.00 | Based in the Sunset House/Sweathouse area |
| NRG Oilfield | \$150.00 | Based in the Valleyview area |
| J. Moody Grader Services | \$154.23 | Based in the DeBolt area |

BENEFITS OF THE RECOMMENDED ACTION:

1. A benefit of Council accepting the recommended motion is that the residents and ratepayers in the Sunset House and Sweathouse areas will have continued grading services for road maintenance at the lowest quoted rate.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The Contractor is not local to the Sunset House/Sweathouse area. This can add to response times and operators who may be unfamiliar with the area. Additionally, the current Contractor has needed Greenview's assistance regularly in order for policy and/or expectations to be met in regard to snowplowing and road grading services.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to award a contract to any other contractor.

Alternative #2: Council has the alternative to not award a contract to any bidder. This is not recommended by Administration as it would have unanticipated financial and staffing implications.

FINANCIAL IMPLICATION:

Funding will come from Operations' Road Maintenance and Inspection budget.

Direct Costs: N/A

Ongoing / Future Costs:

Ongoing costs will be based upon hours worked at the hourly rate quoted which is anticipated to be \$320,000.00 annually

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Upon Council's decision, all interested bidders will be notified and the successful bidder will be contacted to make arrangements for entering into a service contract.

ATTACHMENT(S):

- Municipal Government Act Section 532 (1)

Inspections and maintenance

530(1) A municipality is not liable for damage caused by

- (a) a system of inspection, or the manner in which inspections are to be performed, or the frequency, infrequency or absence of inspections, and
- (b) a system of maintenance, or the manner in which maintenance is to be performed, or the frequency, infrequency or absence of maintenance.

(2) Repealed 1995 c24 s80.

1994 cM-26.1 s530;1995 c24 s80

Snow on roads

531(1) A municipality is only liable for an injury to a person or damage to property caused by snow, ice or slush on roads or sidewalks in the municipality if the municipality is grossly negligent.

(2) A person who brings an action claiming gross negligence described in subsection (1) must notify the municipality of the event that gives rise to the action within 21 days after the occurrence of the event.

(3) Failure to notify the municipality bars the action unless

- (a) there is a reasonable excuse for the lack of notice, and the municipality is not prejudiced by the lack of notice,
- (b) death is the result of the event complained of, or
- (c) the municipality waives in writing the requirement for notice.

1994 cM-26.1 s531;1996 c30 s49

Repair of roads, public places and public works

532(1) Every road or other public place that is subject to the direction, control and management of the municipality, including all public works in, on or above the roads or public place put there by the municipality or by any other person with the permission of the municipality, must be kept in a reasonable state of repair by the municipality, having regard to

- (a) the character of the road, public place or public work, and
- (b) the area of the municipality in which it is located.

(2) The municipality is liable for damage caused by the municipality failing to perform its duty under subsection (1).



REQUEST FOR DECISION

SUBJECT: **Evergreens Foundation Requisitions**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 13, 2021

DEPARTMENT: COMMUNITY SERVICES

STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM: DM

LEG: DL

MANAGER:

PRESENTER: DM

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve a capital contribution in the amount of \$1,304,194.15 with funds to come from the Community Services Budget.

MOTION: That Council approve an operating requisition contribution of \$896,865.63 to Evergreens Foundation with funds to come from Community Service Budget.

BACKGROUND/PROPOSAL:

Evergreens Foundation has submitted the operating and capital requisition for the 2020 calendar year. The amount requisitioned represented an increase due to operational costs and Greenview's increased assessment.

Evergreens Foundation's operating requisition presented was \$896,865.63 and Greenview's budget was \$820,000.00, a shortfall of \$76,865.63. Evergreens Foundation's capital request presented was \$1,304,194.15 and Greenview's budget was \$1,270,000.00, a shortfall of \$34,194.15. Administration is tasked annually with predicting the budget impact of Greenview's proposed allocation to Evergreens Foundation, upon receiving the Evergreen requisition it has been determined that there is an unallocated amount of \$111,059.78 in the 2021 proposed budget.

Evergreens has identified an increase to the operating requisition due to the increased costs associated with food, housekeeping and COVID-19 sanitation, utility costs and additional staff requirements for the newly opened Parkland Lodge. The increase is also attributed to the additional 41 units now online with the opening of the Parkland Lodge and the overall per unit deficit due to the subsidizing provided to the seniors rents as per legislation. In addition, Evergreens is in the second year of the union contract that includes a 2% increase in June. Rates of insurance, along with skyrocketed health and dental benefits have also contributed. Greenview had an increase in the capital requisition due to an increase in assessment.

Greenview presently supports three housing foundations, Heart River Housing, Grande Spirit Foundation and Evergreens Foundation making substantial financial contributions for both operating and capital expenditures. The operating requisitions are legislated as per the Alberta Housing Act, while the capital

requests may be subject to legislative interpretation. Greenview has historically contributed to all Foundation capital funding requests. According to 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.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Greenview will be fiscally supporting a seniors housing foundation.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended action is that additional funding will be required as to meet the housing foundation's requisition.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may have the alternative to approve, alter or deny the capital contribution, however, the operating requisition is a legislated contribution.

FINANCIAL IMPLICATION:

Direct Costs: \$1,304,194.15 capital and \$896,865.63 operating
Ongoing / Future Costs:

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform Evergreens Foundation regarding Council's recommended action.

ATTACHMENT(S):

- Evergreens Foundation - Requisitions



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Fox Creek Greenview Multiplex – Recreation Funding Agreement | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | January 7, 2021 | CAO: DT | MANAGER: |
| DEPARTMENT: | COMMUNITY SERVICES | GM: DM | PRESENTER: DM |
| STRATEGIC PLAN: | Regional Cooperation | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve funding in the amount of \$1,435,870.29 to the Town of Fox Creek, which represents 50% of the Fox Creek Greenview Multiplex facility deficits in the 2019 and 2020 calendar years, with funding to come from Community Service Budget.

MOTION: That Council authorize Administration to enter into a three-year Fox Creek Greenview Multiplex facility agreement with the Town of Fox Creek whereby Greenview will contribute operational funding in the amount of \$1,000,000.00 annually, funding in the amount of 59.37% of an approved capital project, in addition to include the establishment of a joint facility Advisory Board and regularly scheduled facility inspections.

MOTION: That Council assume 59.37% ownership of the Community Resource Centre located in the Fox Creek Greenview Multiplex for the sum of zero dollars.

MOTION: That Council authorize Administration to terminate the Memorandum of Agreement regarding Fox Creek recreation services with the Town of Fox Creek.

BACKGROUND/PROPOSAL:

Administration has previously presented a report to Council as to the various fiscal options regarding the operations and capital requirements of the Fox Creek Greenview Multiplex. The consensus of Council was to proceed with the options that have been described in the aforementioned recommended motions.

- Provide funding in the amount of \$1,435,870.29 which represents the operational deficits in the 2019 and 2020 calendar years.
- Enter into a three-year agreement with the Town of Fox Creek providing operational funding in the amount of \$1,000,000.00 annually, contributing 59.37% of approved capital projects, establish a joint advisory board and regularly scheduled facility inspections.
- Greenview to assume 59.37% ownership of the Community Resource Centre located in the Fox Creek Greenview Multiplex.

- Greenview terminate the existing Fox Creek recreation services agreement.

Administration is recommending the above noted actions as this will represent a fair and equitable contribution to the success of the Fox Creek Greenview Multiplex.

The proposed approximate 1.5-million-dollar snow canopy project was discussed with the consensus of Council agreeing to contribute 59.37% of the project cost. Administration will be bringing this matter back to Council for their consideration upon receiving confirmed project costs from the Town of Fox Creek.

Administration will be in communications with the Town of Fox Creek with regards to entering into an agreement to include the approved recommendations of Council.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended actions is that a three-year funding agreement will be in place with the Town of Fox Creek allowing for fiscal stability regarding the operations and capital requirements of the Fox Creek Greenview Multiplex.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended actions is that Greenview will be making a large fiscal contribution to the Fox Creek Greenview Multiplex, however Greenview does own 59.37% of the facility.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or deny the recommended actions.

FINANCIAL IMPLICATION:

Direct Costs: \$1,435,870.29 combined operating deficit Greenview contribution for the 2019 and 2020 calendar years.

Ongoing / Future Costs: \$1,000,000.00 per year for the next three years.

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 inform the Town of Fox Creek with regards to Council's decisions.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Grande Cache Campground – Contract Caretaker Tender Award | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: KG |
| DEPARTMENT: | RECREATION | GM: DM | PRESENTER: KG |
| STRATEGIC PLAN: | Level of Service | LEG: DL | |

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – Policy 1018 “Expenditure and Disbursement”.

RECOMMENDED ACTION:

MOTION: That Council award a three-year contract in the amount of \$51,993.36 annually plus GST for the Grande Cache Campground Caretaker services to H.Y. Cleaning Services, Wainwright, AB, with funds to come from the Recreation Services Budget.

BACKGROUND/PROPOSAL:

Greenview requested interested parties to submit a Request for Proposal to include all aspects in the maintenance and operation of the Grande Cache Municipal Campground for the 2021 – 2023 calendar years, with the possibility of a contract extension of the contract into the 2024 season based on the performance of services. Administration has only received one response being H.Y. Cleaning Services in the amount of \$51,993.36 annually plus GST. The proposed contract amount is approximately \$6,000.00 lower than the previous contract.

The Grande Cache Campground includes 77 large, treed sites (56 full service, 21 partial service, and 1 open tenting area), laundry facilities, shower, and washroom facilities, as well as free Wi-Fi, fire pits and picnic tables. Located onsite is a playground, individual cook shack, wood containment area, and living quarters for the Contract Operator. The contract operator’s scope of work will include all maintenance and operational functions required to successfully operate the Grande Cache Campground.

Administration has done due diligence in confirming the proposed contractor’s credentials and is recommending that the contract be awarded to H.Y. Cleaning Services.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that a professional caretaking service will oversee the general operation of the Grande Cache Campground.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to accept, alter or deny the recommended motion.

FINANCIAL IMPLICATION:

N/A

STAFFING IMPLICATION:

There are no staffing implications.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will proceed in accordance with Council's decision.

ATTACHMENT(S):

- H.Y. Cleaning Services



H.Y. Cleaning Services
Hanan Yehia
A1215-2nd Ave
Wainwright, AB T9W 1G8
PH: 780-842-9575
Email: admin11@hycleaningservices.com

Grande Cache Municipal Campground Contractor

Municipal District of Greenview No. 16
Att: Kevin Gramm, Manager, Recreation Services
Box 1079, Valleyview, AB T0H 3N0

March 18, 2021

Attention Kevin Gramm,

It is the intent of H.Y. Cleaning Services (2193206 Alberta Ltd.) to enter into a formal Agreement with Municipal District of Greenview No. 16, based on the requirements of this RFP. Municipal District of Greenview No. 16 has a reputation for quality service and a well-maintained campground. Our goal is to surpass the previous caretaker standards to earn trust and confidence with exceptional caretaking services.

H.Y. Cleaning Services is made up of a group of industry professionals with years of experience in the cleaning and caretaking industry. We are a **Green Cleaning** company which is 100% Canadian owned and operated. We are a group of humble people who believe in the work we do. We work within a strong loyalty to our values as a company, such as accountability, importance of clients needs, safety, action, and integrity. Our fully trained and uniformed caretaking crews maintain a top-notch professional image that will complement your campground. All caretaking personnel are bonded and insured. In addition, all staff are security checked with the local police authorities ensuring that your buildings and inventory are always safe and secure.

Our Mission

It is our mission at H.Y. Cleaning Services to change the game of custodial and caretaking services forever, by being more than just a cleaning/caretaker company. We are a dedicated team, who ensures the safety and satisfaction of our employees, clients, and public by providing our staff with the appropriate training to succeed in their profession.

We only hire the best of the best out in the field and here in our office. H.Y. Cleaning is a team of hard workers who take pride in their work, which fosters great client relationship.

We have:

- Competent and caring team
- Hands-on Extensive training program for all employees
- High Standards, Code of Conduct and Work Ethics
- Team members all obtain R.C.M.P. Vulnerable Sector checks
- Team Members routinely pass evaluations.
- We perform weekly, biweekly, and monthly scheduled and unscheduled site inspections to ensure quality control.
- Always prompt communications with employees and clients

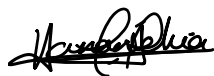
Specialized Duties:

- General Office Areas
- Restrooms
- Planting Flowers
- Ground Keeping
- Painting
- Fire Pit cleaning / Rake Campsites
- Split and Cut Firewood
- Shower Facilities
- Garbage Removal
- Powered Site Breaker Checks
- Nightly Security Rounds
- Address Campers Concerns
- Inventory Orders
- Picnic Table Maintenance
- Campground Security
- Pressure Wash
- Cook House Cleaning
- Clean Laundry Facilities

We understand that any unsafe situation caused by H.Y. Cleaning will result in immediate correction, and if we find anything that is unsafe on site, we will notify Municipal District of Greenview No. 16 immediately. If we need to outsource work, we will arrange for this to happen, and notify Municipal District of Greenview No. 16 as soon as we are aware of timing. At all times, H.Y. Cleaning Services will provide a safe, clean, and environmentally sound environment for all employees, customers, and visitors.

We have prepared this proposal for Municipal District of Greenview No. 16 Grande Cache Campsite specific needs. We look forward to partnering with you.

Leave the dirty work to us,



Hanan Yehia
Founder and President
admin11@hycleaningservices.com

| Name | Title and Position | Detailed Duties | Certifications | Training | Years in Service |
|---------------------|-------------------------------------|---|--|--|------------------|
| Hanan Yehia | Owner | Employee Management Hiring Product Purchasing Product Delivery Payroll Scheduling Job Bids Marketing | WHMIS TDG Leadership in Safety Supervisors Role Hazard ID, Assessment, and Control Formal Workplace Inspections Accident / Incident Investigations | On the Job Training, COVID Training, Safety Training | 6 |
| Cristian Betancourt | Human Resource Manager / Supervisor | Employee Management Interviews Marketing IT Product Purchasing Product Delivery Training | WHMIS TDG Leadership in Safety Supervisors Role Hazard ID, Assessment, and Control Formal Workplace Inspections Accident / Incident Investigations | On the Job Training, COVID Training, Safety Training | 5 |
| Charlene Fields | Health and Safety Coordinator | Site Specific Training Safety of all Workers Inspections Investigations Audits Safety / Toolbox Meetings Training | Auditor Training Program Basic Instructional Techniques Confined Space CSTS ESTS HAS Leadership for Safety Excellence Prime Contractor Safety Culture 1 st Aid WHMIS Worksite Investigation Basics CSA Legislation PHSM Communication and Ethics for the Safety Leader | On the Job Training, COVID Training, Safety Training | 5 |
| TBD | Campground Caretaker | Site Specific Training Safety of all Workers | WHMIS TDG Leadership in Safety | On the Job Training, COVID Training, | TBD |

| | | | | | |
|-----|------------|---|--|--|-----|
| | | Inspections Investigations Safety / Toolbox Meetings Training | Supervisors Role Hazard ID, Assessment, and Control Formal Workplace Inspections Accident / Incident Investigations | Safety Training | |
| TBD | Custodians | Wiping/ Disinfecting Sweeping Mopping Vacuuming Trash Removal Toilets/Urinals Windows/ Mirrors Dusting | WHMIS TDG Standard 1 st Aid | General Cleaning Hard Floor Care Carpet Care Restroom Care General Safety Health Care Value of Clean Customer Service Green Cleaning Personal Development | TBD |

Quality Control, Customer Service & Training / Safety

In addition, we have a Health and Safety Coordinator and Head Supervisor. They will be visiting your location weekly and ensure all staff are working safely and following all OH&S Regulations and COVID-19 Protocols. They will provide training for all staff, conduct site inspections, and a walk through with H.Y. Cleaning Services site representative to address all needs of the facility.

We are currently in the process of receiving our COR Certificate which will help ensure our company is following all OH&S Regulations and COVID-19 protocols, that we are continually growing, and our staff are staying healthy and safe.

Once awarded this contract, we will require our staff to be professionally trained for Campground booking software and protocols required by The Md. of Greenview. We ensure our customers receive the best of the best in all tasks which we complete.

Skills we look for in our employees include:

- High school diploma preferred but not required.
- Experience in a janitorial or custodian capacity
- Good experience of operating industrial cleaning equipment
- Knowledge of safe disposal of chemical liquids as per laid out in our processes.
- Good physical strength
- Professional attitude with attention to detail

H.Y. Cleaning Services ensures that all new hires are trained with all cleaning products, equipment, and materials. We do quarterly Performance Reviews in which we discuss employees' strengths, and where they can improve. At this time, we encourage them to ask questions, give suggestions as to how each location can improve and any issues or concerns, they may have.

Contingency Plan

H.Y. Cleaning Services will ensure each new hire has the proper training to be successful in every position they are hired within the company. We look for job seekers who have the aptitude and personality to do well at there jobs. By providing job specific inhouse training, our candidates will have the tools and qualifications to provide the service we take pride in as a company. We will be using online apps to search for our job seekers such as Indeed, Job Recruiter and Linked in. We will also ask our employees to spread the word that our business is growing, this way they can tell their family and friends, and post on social media stating that we are looking for new hires.

Customer Service Response Process

Hanan Yehia (Wainwright) (780) 842-9575, Cristian Betancourt (Edmonton) (780) 806-9923, and Charlene Fields (Alberta Beach) (780) 257-2168 can be contacted 24/7 to address deficient work. If we have a customer complaint, we will first listen to your concerns to fully understand where you are coming from and what the issue is. H.Y Cleaning Services will respond professionally and not challenge the complaint. But instead, ask questions and figure out how we can fix the issue on good terms between both parties. After we have come to an agreement on how to resolve the issue, we will ensure that the problem is taken care of within the hour.

Project Understanding

It is our understanding that our Caretaker/ Grounds Keeper would be in charge of taking care of the entire campground including 77 camping sites, laundry facilities, shower and washrooms, fire pits, picnic tables, playground, individual cook shack, and wood containment area during the months of May Long weekend – October Long Weekend 24 hours a day, 7 days a week and for the months of November – April we are to monitor and maintain the property as required during regular business hours. We would be required to order any inventory needed and do all the scheduling and planning for booking the campsites, and for events such as special activities and cross-country events. H.Y. Cleaning would ensure that all campsites and facility grounds are maintained and ready for each new customer.

Certification/ Accreditation and Associations

ACSA Membership # 264403
TLC Issued November 25, 2020 Expiry May 25, 2021
COR Audit completed
WCB # 8846868
CIMS/ ISSA # 494169
Comply Works ID# 1998411

References

3 years
East Central Catholic
Schools
Glenn Nowosad
Assistant
Superintendent of
Schools
glenn.nowosad@ecacs16.ab.ca
1018-1st Avenue
Wainwright, Alberta,
T9W 1G9
Phone: 780-842-3992
Cell: 780-201-7575
Fax: 780-842-5322

1 year
Northern Gateway
School Division
Cheryl Lovich
Health & Safety
Coordinator
cheryl.loovich@ngps.ca
Box 279, 5112-53
Avenue
Sangudo, Alberta, T0E
2A0
Phone: 780-284-8101

1 year
Municipal District of
GreenView No.16
Gayla Arams
Recreation Facility
Manager
Valleyview, AB
Phone : 780-524-7600
Direct : 780-524-2256

Cost

Pricing in lump sum form, price for proposed work for Grande Cache Campground for standard proposed work

Amount per year for standard proposed work \$ 51,993.36 + GST



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Sheep Creek & Smoky River South – Proposed Camping Fees | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: KG |
| DEPARTMENT: | RECREATION | GM: DM | PRESENTER: DW |
| STRATEGIC PLAN: | Level of Service | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to implement a \$20.00 per night camping fee for Sheep Creek Provincial Recreation Area (NW – 32 – 58 – 7 – W6M).

MOTION: That Council authorize Administration to implement a \$20.00 per night camping fee for Smoky River South Provincial Recreation Area (N 1/2 – 32 – 56 – 8 – W6M, S 1/2 – 5 – 57 – 8 – W6M).

BACKGROUND/PROPOSAL:

Administration has finalized leases with Alberta Parks for the operation of Sheep Creek Provincial Recreation Area and Smoky River South Provincial Recreation Area as per Council's direction. Greenview will assume operations of the two recreation areas as of April 1st, 2021, with Administration presently finalizing operation plans.

Alberta Parks has been utilizing a first-come, first-served self-registration system which includes a \$29 per night fee for camping at both locations. Council has previously given direction to charge a \$20.00 per night camping fee (to be included in the Schedule of Fees) for the Johnson Park and Moody's Crossing recreation areas. Administration is recommending that Greenview implement a \$20.00 per night camping fee for the Sheep Creek and Smoky River South recreation areas to offset the operation and maintenance costs associated for the sites.

It should be noted that the general public may be more receptive to Greenview implementing a camping fee initially as they have been accustomed to the camping fee system, rather than implementing a fee at a later date.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that by implementing camping fees it will allow Greenview the opportunity to recuperate some of the costs associated with the operation and maintenance of the recreation areas.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion as there previously was a camping fee associated with these sites.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve, alter or deny the recommended motion.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

Staff will collect registration fees from vaults and track registrations.

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:

User fee to be included in the Schedule of Fees presentation to Council on April 27th.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Shuttler Flats Provincial Recreation Area – Proposed User Fee | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: KG |
| DEPARTMENT: | RECREATION | GM: DM | PRESENTER: DW |
| STRATEGIC PLAN: | Level of Service | LEG: DL | |

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to implement a \$100.00 per night user fee for Shuttler Flats Provincial Recreation Area (2- 67 – 11- W6M).

BACKGROUND/PROPOSAL:

Greenview began operating Shuttler Flats Provincial Recreation Area in 2020. However, the site was closed for most of the 2020 season due to the Recreation Department mirroring Alberta Parks' response to COVID – 19. The site was utilized for the September long weekend, with no user fees implemented.

Historically, Alberta Parks operated the site with a user fee of \$100 per night, which included the exclusive use of the recreation area and up to 25 sleeping accommodations (campers, tents, etc.). Administration is proposing to follow the \$100 per night fee that Alberta Parks had been charging as users are already used to paying this user fee.

Administration is recommending that Council authorize the implementation of a \$100.00 per night user fee for Shuttler Flats Provincial Recreation Area to offset operation and maintenance costs.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that implementing user fees will allow Greenview to recuperate some of the cost of operating the recreation area.
2. The benefit of Council accepting the recommended motion is that a user fee will deter one group from monopolizing the recreation area throughout the summer.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve, alter or deny the recommended motion.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

Staff will collect user fees at the time of booking.

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:

User fee to be included in the Schedule of Fees presentation to Council on April 27th.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Peace Country Beef & Forage Association | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: SK |
| DEPARTMENT: | COMMUNITY SERVICES | GM: DM | PRESENTER: SK |
| STRATEGIC PLAN: | Level of Service | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve an upset limit of \$25,510.00 be included in the 2021 Agricultural Services budget to fund PCBFA forage and pulse trials in the DeBolt and Fairview areas.

BACKGROUND/PROPOSAL:

The Agricultural Service Board has made the following motion:

MOTION:

That the Agricultural Service Board award funding in the upset limit of \$25,510.00 to the Peace Country Beef and Forage Association for a forage trial in the DeBolt area, subject to budget approval.

CARRIED

MOTION:

That the Agricultural Service Board recommend to Greenview Council that an additional \$25,510.00 be included in the 2021 Agricultural Services budget.

CARRIED

Greenview currently supports Peace Country Beef and Forage Association through grant funding annually, which has been beneficial to our residents with the trial plots, research data and workshops that are hosted within Greenview.

The Alberta Provincial Government along with Alberta Agriculture and Forestry have recently cut funding to a number of research associations and created the Results Driven Agriculture Research (RDAR) which has created more competition for funding.

The Peace Country Beef and Forage Association is requesting \$25,510.00 to initiate a project within Greenview in the DeBolt area, further informed by plots in Fairview. The project will consist of perennial forage varieties and mixtures which will be replicated three times. The project will be able to showcase various varieties under local growing conditions which will assist local producers in determining forages that will be an asset to their operation.

The key deliverables of these projects will include:

1. Establishment, winter survival, yield, and quality information for new and recognized perennial forages – **DeBolt**.
2. Distribution of perennial forage establishment and yield and feed quality information by several means, including postings on MD of Greenview website, presentations, and discussions at workshops, fact sheets and newsletters - **Peace Region**.
3. Agronomic performance of peas following seed treatments, phosphorus application, and rhizobia inoculation – **Fairview**.
4. Final project results will also be shared with producers across the Peace Country Region.

Administration is recommending that funding be awarded to the Peace Country Beef and Forage Association as the proposed project may be of great assistance to Greenview's producers.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motions is that Greenview will be supporting an initiative that will aid Greenview producers in selecting forage crops that may enhance their operation.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motions is that additional funding will be required in the Agricultural Services 2021 Budget.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to accept, alter or deny the recommended motions.

FINANCIAL IMPLICATION:

Direct Costs: \$25,510.00 in 2021 budget

Ongoing / Future Costs: Project is multi-year and additional funding will be requested, should the project move forward.

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 be notifying the Peace Country Beef and Forage Association as to the outcome.

ATTACHMENT(S):

- PCBFA 2021 DeBolt Project Site Proposal



Peace Country Beef & Forage Association 2021 DeBolt Project Site Proposal

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Project I: Perennial Forage Trial

The majority of the annual feed requirements of Alberta's cow herd come from perennial forages, including both grasses and legumes. According to Alberta Agriculture's Agriprofits Benchmarks, two thirds of the total cost of maintaining the cow herd is comprised of pasture, stored feed, and bedding. Therefore, managing the supply of perennial forage is very important. New forage varieties with better agronomic features are regularly released by scientists in Canada. One such variety is AAC Trueman alfalfa. AAC Trueman is more resilient in extreme weather and can withstand extended periods of dryness, wetness, or flooding.

Identification of high yielding forage varieties for DeBolt and area will contribute to a positive economic return. This project will test cultivars which have been developed in recent years but have had limited evaluation in the Peace Country region. This project is intended to bridge the information gap by evaluating a number of grass and legume species and varieties in monocultures and mixtures.

The purpose and objectives of the perennial forage trial include: a) to provide unbiased, current, and comprehensive data regarding the establishment, winter survival, yield, and economics of specific species and varieties of perennial forage crops, b) to identify perennial crop species/varieties that demonstrate superior establishment, hardiness, forage yield, and nutritional quality characteristics in DeBolt and areas, and c) to assess any agronomic and economic benefits from growing mixtures of selected species.

The project site will be at DeBolt (preferably along Highway 43 for easy access by producers). The perennial forage varieties and mixtures will be replicated 3 times. Three treatment blocks will be used for this project as indicated below:

1. Pure grass stands, including new varieties - 15 grasses will be tested.
2. Pure legume stands (including AAC Trueman alfalfa, AAC Glenview sainfoin) - 15 legumes will be tested.

3. Mixed grass and legume stands -10 grass/legume mixtures will be tested (to include simple to complex mixtures for improved forage productivity, soil health, and provision of ecosystems services).

Recommended seeding rates and establishment procedures will be used. Seeded plots will be a minimum 2.0 m wide by 10 m in length. Alley space (2 – 3 meters) will be left between replications to allow movement of harvest and site maintenance machinery and to avoid traffic on the plots.

Measurements will include:

1. Weather – precipitation and daily temperature will be recorded from the closest ACIS station to the site.
2. Emergence plant counts, botanical composition at harvest (percent of grasses and legumes in the mixes), forage dry matter yield and quality, winter hardiness, longevity, and potential for double cuts.
3. Forage samples will be submitted to Nutrilytical in Calgary for feed quality analysis using standard laboratory procedures. The following trace minerals will also be analyzed: zinc, iron, manganese, selenium, and boron. Nitrates will be assessed in the second cut.
4. The top 4-5 varieties and mixtures will be evaluated using Cowbytes ration balancing software.
5. Economic analysis – an economic analysis consisting of cost of production and economic return of each variety will be conducted from 2 years after establishment. Dry matter yield will be assigned economic value based on current AFSC forage survey data.

Project Duration: Long-term (5 years or more – budget includes establishment year only).

Project II: Testing seed treatment, inoculant response, and phosphorus fertilizer application on pea production and residual soil nitrogen

Peas can fix atmospheric nitrogen due to their symbiosis with soil bacteria. To increase pulse crop performance, producers are still encouraged to inoculate their pea seed before or at seeding. Pea is a great crop to include in rotation. Phosphorus is an important plant nutrient for peas. Phosphorus promotes the development of extensive root systems and vigorous seedlings. Access to phosphorus in the soil through high soil phosphorus levels, or in combination with applications of fertilizer, is important for balancing nutrient management. However, pulse crops such as peas are sensitive to seed-placed phosphorous fertilizer. Chemical seed treatments before seeding have also been shown to have positive effects on peas and other pulse crops. The use of a registered fungicide seed treatment is important, particularly when seeding early into wet, cool soils as witnessed in the 2020 growing season across most parts of the MD of Greenview. Cool surface soils encourage more wireworm population in the top soil where wireworms are a concern in the field. Seed treatment is recommended for control of wireworms.

Our objective is to demonstrate the importance of seed treatments, rhizobia inoculation, and the use of bio-stimulants, as well as phosphorus application at seeding on pea crop growth and production, and soil N levels.

The project site will be at DeBolt (preferably along Highway 43 for easy access by producers). The following treatments will be tested in 3 replications:

1. Peas alone (control)
2. Peas + seed treatment
3. Peas + seed treatment (dual-purpose seed treatment) + 30 lbs phosphorus /acre
4. Peas + seed treatment (dual-purpose seed treatment) + 30 lbs phosphorus /acre + rhizobia inoculation
5. Peas + seed treatment (dual-purpose seed treatment) + 60 lbs phosphorus /acre
6. Peas + rhizobia inoculation + 60 lbs phosphorus/acre
7. Peas + rhizobia inoculation
8. Peas + 60 lbs phosphorus/acre
9. Peas + bio-stimulant (e.g., Ecotea seed treatment + foliar application)
10. Peas + rhizobia inoculation + bio-stimulant (e.g., Ecotea seed treatment + foliar application)

Recommended seeding rates and seeding management procedures will be used. Seeded plots will be 2.0 m wide by 8 m in length. Alley space (2 – 3 meters) will be left between replications.

Measurements will include:

1. Weather – precipitation and daily temperature will be recorded from the closest ACIS station to the site.
2. Emergence plant counts, plant growth, seed production, bushel weight, thousand seed weight.
3. Quality of pea residues.
4. Assessment of nodulation at the early flowering stage.
5. Residual soil N after combining the peas for seed.
6. Notes on pests and diseases.
7. Economic analysis – an economic analysis consisting of cost of production and economic return of each treatment will be conducted.

Project Duration: One year

Project III: Cover crop cocktails and forage-type cereal crops

Cover crops can be used to provide several ecosystem services such as building soil organic matter, reducing nitrogen leaching, and conserving soil moisture. They can also improve soil health, promote subsequent crop yields, and improve farm profitability. Cover crop mixtures (commonly known as cocktails) have become popular among beef cattle producers as a means of improving soil biology and forage productivity. A cover crop cocktail may include crops on a gradient of complexity from 4-6

species, or even far more. Producers have expressed concerns about the increased seed costs, challenges in planting (due to varying seed sizes), and difficulty determining the correct seeding rates for optimum forage production. It is therefore important to test and demonstrate beneficial effects of cover crop cocktails that are easy to implement for producers in the Peace Country region.

The objective of this project is to evaluate cover crop cocktails for forage yield and quality in comparison to commonly grown cool season forage-type cereal crops.

This will be designed as a randomized complete block design with 3 replicates for each treatment. A total of 12 treatments will be tested. The treatments will consist of 5 samples of cover crop cocktails that producers grow in area, 3 commercial cover crop cocktails, and 4 cool season cereal monocultures (CDC Maverick barley, CDC Haymaker oats, AAC Awesome soft white wheat, and Bunker triticale). The 4 cereal monocultures will serve as controls.

Each of the cover crop cocktails will consist of 4-9 annual crop species. The cover crop cocktails will have crops from 4 different plant categories (grasses, legumes, brassicas, and forbs).

Measurements will include forage dry matter yield and quality (including trace minerals), and determination of levels of nitrates in the feed samples for beef cattle production.

Project Duration: One year

Extension Activities for All Projects

The key deliverables of these projects will include:

- 1) Establishment, winter survival, yield, and quality information for new and recognized perennial forages;
- 2) Distribution of perennial forage establishment and yield and feed quality information by several means, including postings on MD of Greenview website, presentations, and discussions at workshops, fact sheets and newsletters;
- 3) Agronomic performance of peas following seed treatments, phosphorus application, and rhizobia inoculation;
- 4) Final project results will also be shared with producers across the Peace Country Region.

Other extension activities will include:

- One-on-one discussions with producers.
- Formulation, design, and advice on cover crop cocktails for individual producers.
- Annual progress report to MD of Greenview ASB.
- Field day at project site – Summer 2021.
- Update in PCBFA Annual Report 2021

Budget – DeBolt Project Site 2021-22 Fiscal Year

| Budget Item | Amount |
|--|--------------------|
| Feed Testing | \$8,106 |
| Soil Testing | \$144 |
| Plot Supplies | \$150 |
| Manpower – Summer Students (site prep, plot layout, seeding, plot maintenance, data collection, harvest, processing samples, prep samples for shipping, etc. – includes travel time) | \$9,600 |
| Manpower – Research Program Manager (project management, data compilation and analysis, report writing) | \$3,500 |
| Mileage – 12 trips to project site | \$1,830.12 |
| Equipment | \$2,176.20 |
| Extension Expenses (materials, advertising, etc.) | \$0* |
| Extension Manpower (producer one-on-ones, giving presentations, planning events, writing articles/factsheets, etc.) | \$0* |
| | |
| TOTAL | \$25,506.32 |

*we are able to cover these extension expenses through other grants



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Appointment of Agricultural Fieldman | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: SK |
| DEPARTMENT: | COMMUNITY SERVICES | GM: DM | PRESENTER: SK |
| STRATEGIC PLAN: | Level of Service | LEG: DL | |

RELEVANT LEGISLATION:

Provincial – Agricultural Service Board Act (RSA 2000, C. A-10)

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint Sheila Kaus as Agricultural Fieldman for the Municipal District of Greenview No. 16 under Section 8 of the Agricultural Service Board Act.

BACKGROUND/PROPOSAL:

Section 8 of the Agricultural Service Board Act provides as follows:

Agricultural Fieldman

8(1) If a council has established a board, the council, in consultation with the board, must appoint a qualified person as Agricultural Fieldman to implement agricultural policies and programs and to manage the agricultural resources of the municipality.

- (2) The agricultural fieldman shall act as a designated officer of the municipality
 - (a) in carrying out the functions, duties and powers of the municipality under any Act relating to agriculture, and
 - (b) in implementing projects respecting agriculture agreed on between the council and the Minister.
- (3) An agricultural fieldman is, in the municipality employing that fieldman,
 - (a) a municipal inspector under the Weed Control Act,
 - (b) an inspector of the municipality under the Agricultural Pests Act, and
 - (c) a soil conservation officer.

The ASB recommended Sheila Kaus be appointed by Council at the March 24 meeting. Greenview senior administration strongly recommends that Sheila Kaus be appointed as the Agricultural Fieldman for Greenview in accordance with the Act.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Greenview will be compliant with the Agricultural Service Board Act of Alberta.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to not to the appoint Sheila Kaus, however Greenview would be non-compliant with the Agricultural Service Board Act.

FINANCIAL IMPLICATION:

N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow-up actions to the recommended motion.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Maskwa Medical Centre Grant & Letter of Support Request | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: KK |
| DEPARTMENT: | ECONOMIC DEVELOPMENT | GM: DM | PRESENTER: LL |
| STRATEGIC PLAN: | Quality of Life | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 2002 Community Grants

RECOMMENDED ACTION:

MOTION: That Council approve a \$25,000.00 grant to the Maskwa Medical Centre Inc. to conduct a cost benefit analysis business plan, with funds to come from the Miscellaneous Grant to Organizations Budget.

MOTION: That Council authorize Administration to provide a letter of support to the Maskwa Medical Centre Inc. in support of the cost benefit analysis business plan submission.

BACKGROUND/PROPOSAL:

The Maskwa Medical Centre (Canada) Inc. is a not-for-profit Medical Clinic with a volunteer board made up of eleven business and focused citizens from the Grande Prairie, County of Grande Prairie and Municipal District of Greenview regions. The mission of the Maskwa Clinic is to “provide public health care designed to meet the specific needs of the people of the Peace Country by connecting patients to the right expertise at the exact right time”. This project began in late 2017 and was put on hold in February 2020 while the province dealt with COVID-19. In November 2020, the Maskwa Medical Centre continued development.

The Maskwa Medical Centre is in the process of developing a tool for the overworked General Practitioners in the northern regions of Alberta and British Columbia to bring better timelines for diagnosis and treatment plans of complex cases. The goal is to reduce or eliminate medical trips to Edmonton or Calgary and keep families together during what is often the most difficult time of their lives. The Maskwa patient pathway (see attached) will provide a faster diagnosis and will assist in keeping families in the region during diagnosis and treatment plan states.

The Provincial Minister of Finance has directed the Maskwa Medical Centre to provide a cost benefit analysis business plan. It has been requested to present this business plan to the Provincial Minister of Health and his Ministry colleagues at Alberta Health by mid-May 2021. The next step will be to obtain a clinical license and make the Maskwa Medical Centre a reality. Nichols Consulting has been hired to assist in submitting a Cost Benefit Analysis business plan that aligns with the expectations of Alberta Health with the help of the

Mayo Clinic's expertise RedBrick will complete a business plan. The estimated cost of the cost benefit analysis business plan is \$100,000.00.

The Maskwa Medical Centre is requesting financial support for this business plan from the local regions to have the business plan completed in a short timeline. To-date the City of Grande Prairie has committed to 50% and the County of Grande Prairie has committed 25% of the business plan cost. The Maskwa Medical Centre is requesting support from the Municipal District of Greenview for 25% of the business plan cost, a value of \$25,000.00 and a letter of support to submit with their business plan.

The Miscellaneous Grants to Organizations budget as of April 12, 2021 totals \$360,249.38.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview would be providing support for an impactful regional healthcare initiative.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve, alter or deny the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$25,000.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Maskwa Medical Centre of Council's decisions.

ATTACHMENT(S):

- Maskwa Medical Centre Grant Application
- Maskwa Medical Centre Brochure
- Maskwa Medical Centre Business Plan Cost Budget
- Maskwa Patient Pathway

2021 Grant Applications (April 15/21 Deadline)

Received March 29/21

Row 4

| | |
|---|--|
| Name of Organization | Maskwa Medical Centre (Canada) Inc. |
| Address of Organization | 401, 10514 - 67 Avenue Grande Prairie AB T8W 0K8 |
| Form Date Field | 38 |
| Contact Name | Ken Drysdale/Rhonda Side |
| Phone Number | 780-831-0796/780518-5731 |
| Purpose of Organization | <p>Working within the existing health care system, Maskwa Medical Centre's purpose is to provide timely diagnosis and treatment plans for complex and difficult cases here in this region. At the outset Maskwa will utilizing existing resources from the world renowned Mayo Clinic while it establishes a network of specialists within the Province of Alberta and the rest of Canada.</p> <p>This is a tool for our over worked General Practitioners. Not concierge health care for those who can pay but rather concierge health care for any and all complex and difficult cases. Not 2 tiered health care but timely health care for those of us who do not live in a major centre.</p> <p>This model will first get a faster diagnosis so the outcome will be improved but it also will assist in keeping families of the region in the region during the diagnosis and treatment plan stage. Our goal is to reduce or eliminate costly and disruptive trips to Edmonton or Calgary. Keeping families together during what is often the most difficult times of their lives.</p> |
| Purpose Continued | |
| Position of Contact Person | Chair/Vice Chair |
| What act are you registered under? | Registered under the Not for Profit's Act |
| Registration No. | 1246131-5 |
| Grant Type | Operating Grant |
| Total Amount Requested | \$25,000.00 |
| Proposed Project | We have been directed by the Provincial Minister of Finance to provide a Business Plan with a Cost Benefit Analysis to advance |

Maskwa to funding with in Alberta Health.

To that end, we have engaged Nichols Consulting, with the help of Mayo Clinic, to provide the Cost Benefit Analysis, and RedBrick to put the Business Plan together.

Mayo will provide their case history but Nichols will have to source pertinent Albert data that correlates.

**Have you
previously applied
for a grant from
MD**

No

**Previous Grant
App from MD**

No

**Final Completion
Report Provided to
MD**

**Grant funds
applied for from
other sources?**

Yes

**Grant Funds
Received from
other sources?**

No

**Have you
performed any
other fundraising
projects?**

No

Agreement

Grant Purpose

**Year Grant
Received**

Amount of Grant

List the donae, purpose and amount We have applied through the City of Grande Prairie Economic Development for 50% funding for this business plan and for 25% from the County of Grande Prairie.

**What type of
fundraising & how
much did you
raise?**

Signature Rhonda Side

Date 03/29/21

**Financial
Statement**

**Administration
Recommendations****Email**

kendal@telus.net/rhonda.side@sidemanagement.ca



MASKWA MEDICAL CENTER

1

We are a Not For Profit Medical Clinic that will deliver timely diagnosis for complex health cases in Alberta's Peace Country.

MISSION

The Maskwa Clinic provides public health care designed to meet the specific needs of the people of the Peace Country by connecting patients to the right expertise at the exact right time.

VISION

To keep every family whole for as long as possible

CORE VALUES

The Maskwa Clinic will be a fully publicly accessible health care clinic to access innovative and inclusive medical care that is informed by intercultural understandings of health and wellness.

- **Equal:** Providing publicly funded, accessible, and inclusive healthcare to the Peace Country and northern regions of Western Canada.
- **Patient-Centered:** Focusing on healthcare, not sick care, by providing patient-focused service that meets the specific diagnostic and treatment needs of the person.
- **Community-Oriented:** This clinic is designed to be a tailor-made solution to the healthcare problems in the region, with a focus on local needs and conditions and leveraging local resources and institutions.

- **Culturally informed:** Incorporating an intercultural view of healthcare, one that elevates Indigenous knowledge and medicines as the traditional healthcare of this land.
- **Tech-enabled:** Adopting innovative technological approaches to connect us with the best medical experts and systems in the world, and the right software to stay connected with our patients and their Family Physicians.
- **Innovative:** Always striving toward continuous improvement in healthcare provision and to learn from the best in the world to get the best outcomes for our patients and their families.
- **Inspiring:** The clinic will be a force for change, not only in the region, but in northern parts of Western Canada by providing an inspiring example of excellence in service delivery and patient-centred care.

WHAT DOES MASKWA MEAN?

Many thousands of years ago in the lands now known as northern Alberta and Saskatchewan, a mythical bear roamed the landscape. One day, in his travels, he came across a young child who was lost. Taking the child into his care, the bear taught the child about medicines, and in doing so, enriched all the communities that the child shared this knowledge with when he returned back home.

This legend is known as the Mistahi-Maskwa legend, and is what many Indigenous medicine men and women refer to as the source of countless teachings about medicines to this day.

Bringing to light this powerful symbol of the sharing of knowledge about medicine can be a powerful method of promoting the local culture of the north, and of finding the deeper spirit of the history of health and healing.

PATIENT PATHWAY

We want to demonstrate the ways the Maskwa Clinic could begin to address the complex medical cases experienced by the people of the Peace Region. In each case, we understand that time is of the essence - our priorities are on reducing diagnostic wait times and maintaining open lines of communication. No matter what your diagnosis is, if a condition is affecting your quality of life, there's no time to waste in getting answers and a treatment plan that works for you. The Maskwa Clinic model would give the patients and medical professionals of the Peace Region a responsive, connected way to address critical health issues from within their own community.

WHAT MASKWA PATIENTS WILL EXPERIENCE

The Maskwa Path

The patient arrives at the Maskwa Clinic within days and goes through the intake process to understand their profile and needs. They meet with the Maskwa Physician who collects information, reviews the test results and provides the patient with an expected timeline for diagnosis and care. The Maskwa Physician then convenes a telehealth panel of other specialists from Alberta and the Mayo Clinic to review the case and make recommendations while keeping the patient's Family Physician informed.

Throughout the process, the Maskwa Clinic staff and team lead maintain communication with the patient and their Family Physician as the specialist panel is reviewing the material to provide updates on progress.

The patient has an immediate follow-up appointment at the Maskwa Clinic. This appointment will either feature diagnosis or requests for additional testing, which will be done expediently through accessible testing and diagnostic facilities linked to the Maskwa Clinic - such as the Grande Prairie Hospital, and other diagnostic partners in the region.

The specialist panel renews their examination with the new testing results and provides a diagnosis and recommendations for the treatment plan. The treatment plan will be quarterbacked by the local specialist working out of the Maskwa Clinic while keeping the Family Physician informed of the results and addressing any concerns they may have.

This process removes months and sometimes years from the average complex case process in the Peace Region for treatment of similar conditions, while providing a high standard of care and access to the best domestic and international specialists.

WORKING WITH GPRC

Through the patient's time in the clinic, they see local nursing and medical students working with the Maskwa Physicians. These students can access opportunities to learn from some of the best medical teams in the world, under the supervision of the local physician teams. This helps to bolster the reputation and outcome of the region of Grande Prairie and the Grande Prairie Regional College's post-secondary education in the healthcare field, which is among the fastest growing and most employable sectors globally.

WORKING WITH ALBERTA HEALTH AND AHS

The Maskwa patient pathway described here illustrates the key goals we have for this clinic. Delivering public health care under this model will help ensure the people of our region get the health care outcomes that our system has always intended for every Albertan.

The Maskwa Board of Directors are currently in the process of obtaining approval from both Alberta Health and Alberta Health Services over the next few months.

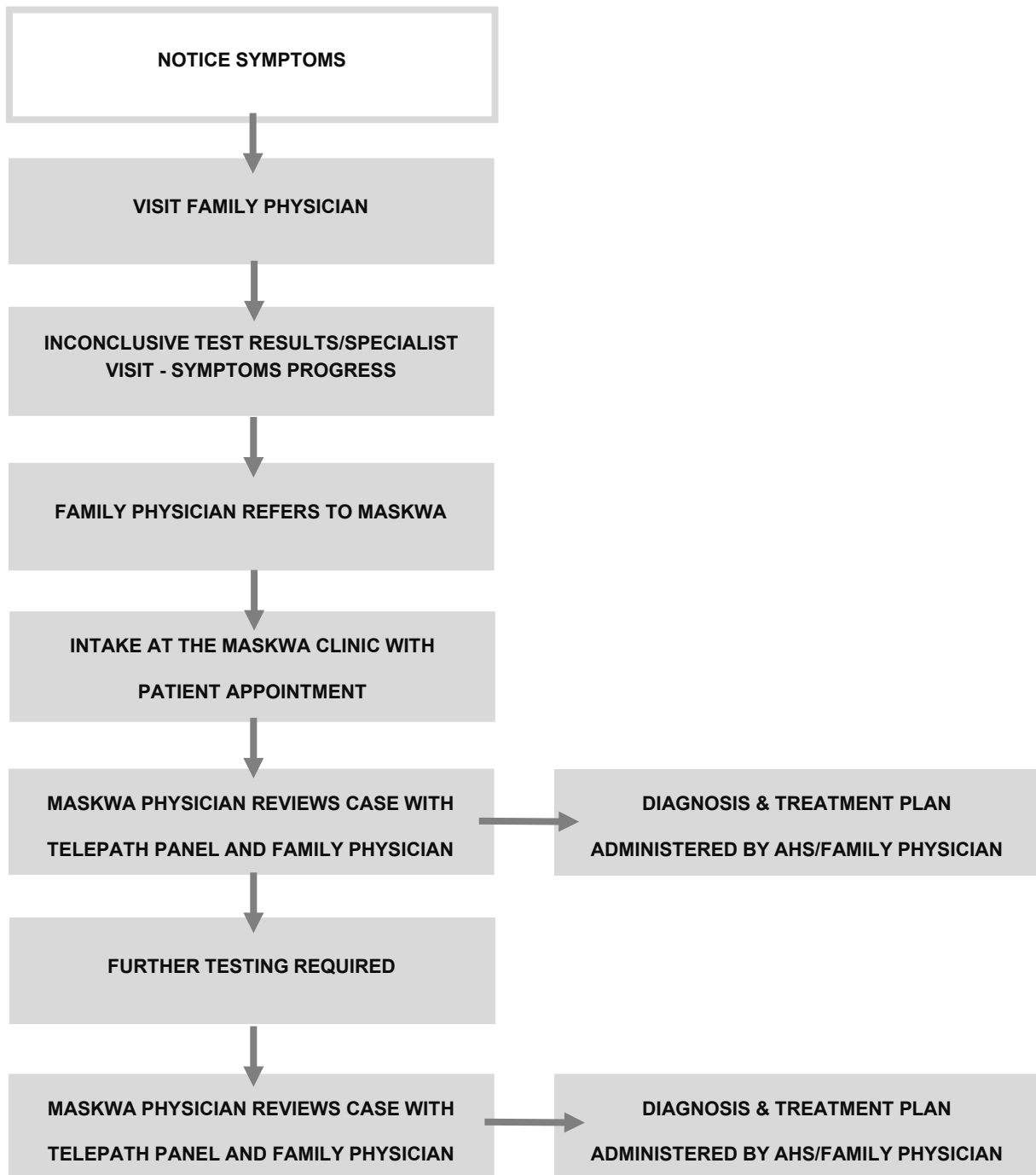
Maskwa Medical Center (Canada) Inc.
Buiness Plan Cost Budget to May 2021

| | |
|--|-------------------|
| Nichols Consulting Group Cost Benefit analysis | \$ 52,000 |
| RedBrick for consulting staff and Plan writing | \$ 30,000 |
| Bookkeeping Services | \$ 3,000 |
| Mayo Foundation - supply info to support Nichols for business plan | \$ 10,000 |
| Estimated travel costs to attend meetings in Edmonton with AB Health and AHS | \$ 5,000 |
| Total Estimated Cash Needs | \$ 100,000 |



MASKWA MEDICAL CENTER

THE MASKWA PATIENT PATHWAY





REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Grovedale Community Club Agricultural Society | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: | MANAGER: |
| DEPARTMENT: | INFRASTRUCTURE & PLANNING | GM: RA | PRESENTER: RA |
| STRATEGIC PLAN: | Infrastructure | LEG: DL | |

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – Policy No: 4010 - Road Access Approaches and Bylaw No: 20-854 – Schedule of Fees Bylaw.

RECOMMENDED ACTION:

MOTION: That Council approve the request from the Grovedale Community Club Agriculture Society to waive the following fees; \$175.00 for the Approach Application; \$5000.00 for the installation of the paved approach; \$12,500.00 for the municipal water connection; \$12,500.00 for the municipal sewer connection for a total amount of \$30,175.00, for a child care facility.

BACKGROUND/PROPOSAL:

The Grovedale Community Club Agricultural Society has applied for a Child Care Facility in the Hamlet of Grovedale on Plan 8720364 Lot G, owned by Greenview. The Grovedale Community Club Agricultural Society is requesting Greenview to waive the following fees of \$175.00 for the Approach Application, \$5,000.00 for the installation of the paved approach, \$12,500.00 for municipal water connection, \$12,500.00 for municipal sewer connection, for a total amount of \$30,175.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Grovedale Community Club Agricultural Society would not have to request additional monies from Greenview to complete the project.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. Greenview's revenue will be reduced.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the recommended motion and have the Grovedale Community Club Agricultural Society pay for all the fees in accordance with Bylaw No: 20-854 – Schedule of Fees Bylaw.

FINANCIAL IMPLICATION:

Direct Costs: \$30,175.00

Ongoing / Future Costs: Regular ongoing maintenance.

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:

A letter will be sent to Grovedale Community Club Agricultural Society advising of Council's decision.

ATTACHMENT(S):

- Schedule of Fees – Approach
- Schedule of Fees – Water
- Schedule of Fees - Sewer



Schedules of Fees Bylaw 20-854

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

Schedule 'F'

Infrastructure and Planning General

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



Schedules of Fees Bylaw 20-854

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



Schedules of Fees Bylaw 20-854

| | Description | GST Status | Fee in \$ |
|---|--|------------|--|
| ii. | Potable Water Points Commercial | E | \$8.50 per m ³ |
| iii. | Non-Potable Water Points | E | \$2.00 per m ³ |
| 7. Gravity Wastewater Collection System (DeBolt, Grande Cache & Ridgevalley) | | | |
| i. | Sanitary Service Installation Fee | E | \$8,000.00 deposit (based on actual invoice) |
| ii. | Connection Fee | E | \$500.00 per service |
| 8. Gravity Wastewater Collection System (Grovedale) | | | |
| i. | Sanitary Service Installation Fee | E | \$8,000.00 deposit (based on actual invoice) |
| ii. | Connection Fee | E | \$12,500.00 per service |
| 9. Low Pressure Wastewater Collection System (Little Smoky, Grovedale & Ridgevalley) | | | |
| i. | Sanitary Service Installation Fee | E | \$8,000.00 deposit (based on actual invoice) |
| ii. | Connection Fee | E | \$500.00 per service |
| 10. Septage Classification | | | |
| i. | Residential – Single Family Dwelling | E | \$1.00 per m ³ (minimum \$24.00) |
| ii. | Residential – Duplex (per dwelling unit) | E | \$1.00 per m ³ (minimum \$24.00) |
| iii. | Residential – Multi Family Dwelling (per Self-Contained Dwelling Unit) | E | \$1.00 per m ³ (minimum \$24.00) |
| iv. | Commercial – General Store | E | \$1.00 per m ³ (minimum \$36.00) |



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Driveways Built in Undeveloped Road Allowances | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | March 23, 2021 | CAO: DT | MANAGER: LT |
| DEPARTMENT: | CONSTRUCTION & ENGINEERING | GM: RA | PRESENTER: LT |
| STRATEGIC PLAN: | Infrastructure | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to upgrade the undeveloped road allowances that are being used as driveways and include them into the Greenview road networking system.

BACKGROUND/PROPOSAL:

Administration is starting to plan for the 2022 construction season. Recently it has been brought to the attention of Administration that some landowner driveways were developed on the undeveloped road allowance. The driveways are not part of Greenview's road network but are on public land. During the winter months these types of areas do not get cleared regularly unless the landowner puts up a driveway snow clearing sign. In some cases, these driveways could be up to 100m in length. The construction will be performed by day labour with funding to come from the 2022 Block funding Operational budget.

Administration has investigated 2 areas that are of concern;

Location 1: Township Road 692 North on Range Road 82. Approximately 5m wide access road at 100m in length. Administration would require purchasing land from the east side to build a road to standard with a turnaround within a 30m right of way.

Location 2: Hwy 666 North on Range Road 63. Approximately 5m wide access road at 40m in length. Administration would require purchasing land to build a standard road with a turnaround in a 30m right of way.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the driveways would be included in our road network and maintained as a standard Greenview road.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the recommended motion, and leave the accesses “as is”.

Alternative #2: Council has the alternative to choose which accesses to upgrade as complaints are put forth.

FINANCIAL IMPLICATION:

Direct Costs: \$300,000 to purchase land, upgrade to standard width with ditches.

Ongoing / Future Costs: Ongoing gravel maintenance and snow removal.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once decision is made administration will contact the landowners to determine if they are cooperative to sell land to upgrade the road, start the process of upgrading the road.

ATTACHMENT(S):

- Map of Location 1
- Map of Location 2



M.D. of Greenview Construction

Road Request: RGE RD 63

Road Type: Gravel

Location: Grovedale Area

157

Legend

Road Request

Road

Gravel

Other

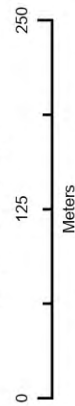
Paved

Base Features

Township Grid

Cadastre

30cm Imagery, 2016

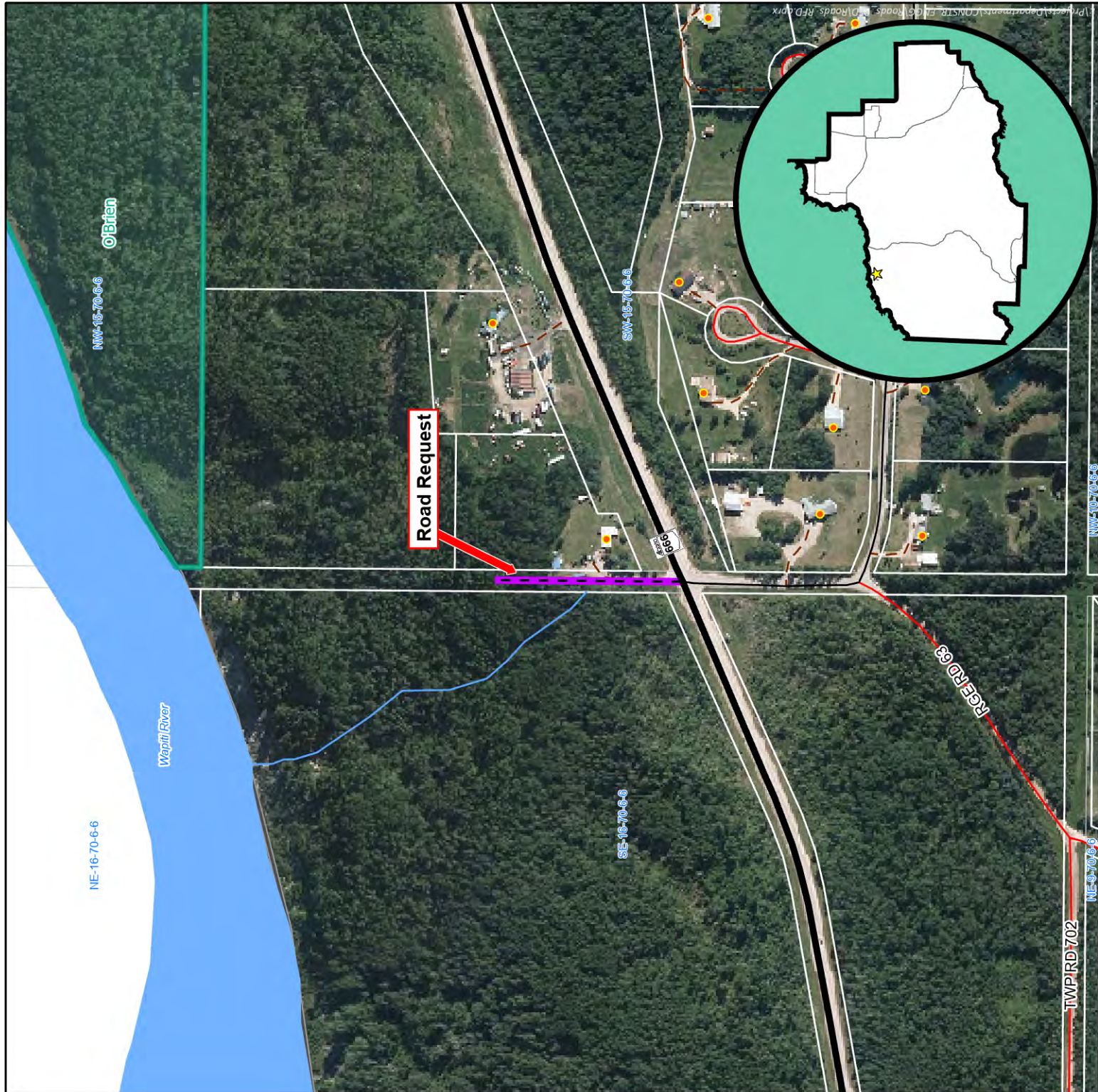


Produced: March, 2021 **Projection:** UTM Zone 11N NAD 83

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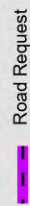


M.D. of Greenview Construction

Road Request : RGE RD 82
Road Type: Gravel
Location: Grovedale Area

158

Legend



Road Request

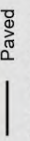
Road



Gravel



Other



Paved

Base Features

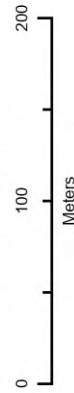


Township Grid



Cadastre

30cm Imagery, 2016

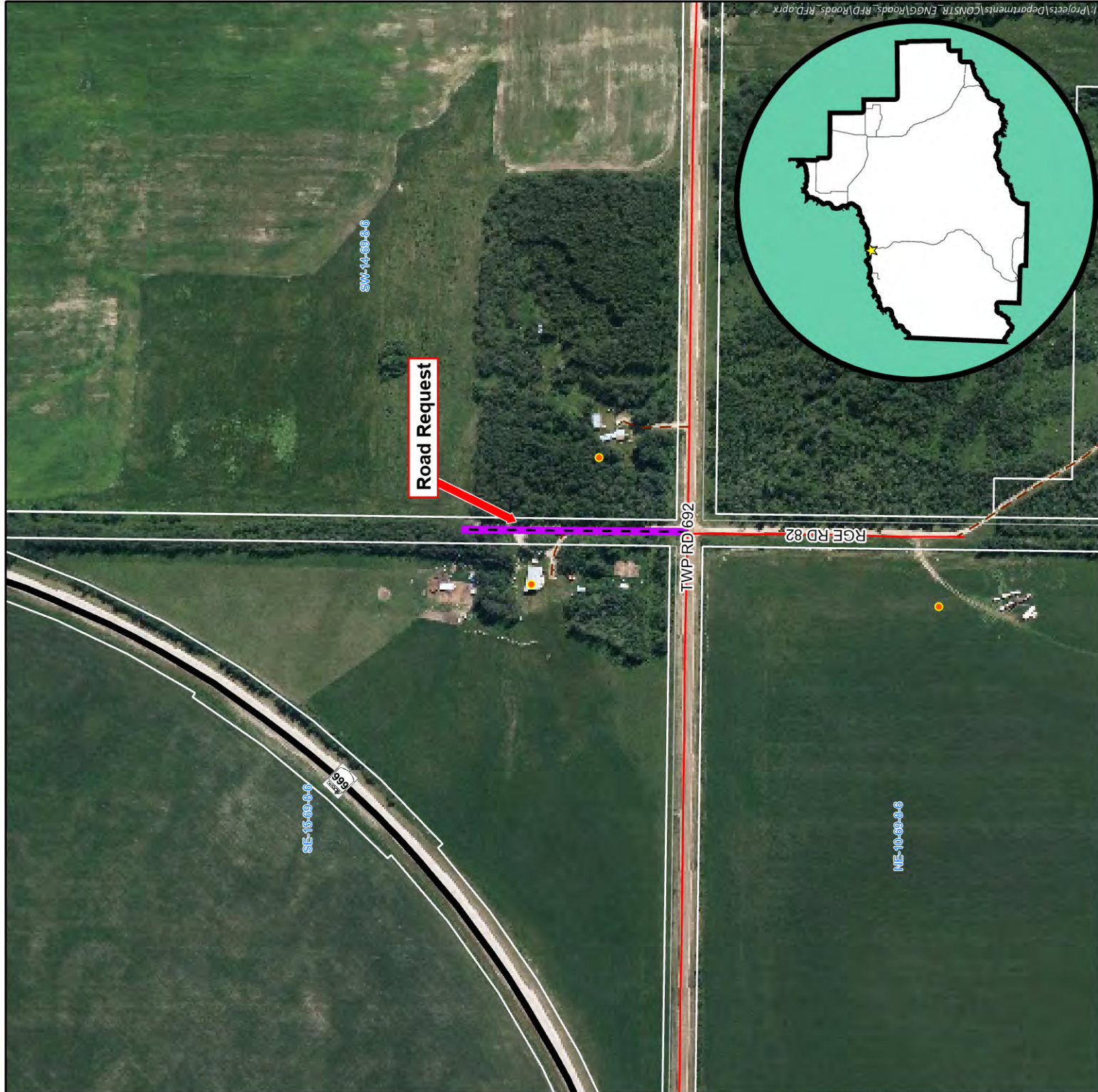


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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





REQUEST FOR DECISION

| | | | |
|-----------------|---------------------------------|--------------------------------------|---------------|
| SUBJECT: | Farmland Access Requests | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | February 23, 2021 | CAO: DT | MANAGER: LT |
| DEPARTMENT: | CONSTRUCTION & ENGINEERING | GM: RA | PRESENTER: LT |
| STRATEGIC PLAN: | Level of Service | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4002 Farmland Access Roads

RECOMMENDED ACTION:

MOTION: That Council approve the farmland access request to access NW 20-73-21 W5M to be constructed in 2021, with funds to come from the 2021 Construction Budget.

MOTION: That Council approve the farmland access request to access SW 31-74-24 W5 to be constructed in 2021, with funds to come from the 2021 Construction Budget.

BACKGROUND/PROPOSAL:

Administration has received two (2) farmland access requests.

NW 20-73-21 W5M – Applicant Darren Cote is in the process of purchasing this quarter and is requesting approx. 830m of new road built south of Twp. Road 734 for the purpose of farming. This balance is currently accessed through the current subdivision. This road location does not register as wetland in the area that would impede the construction and within the undeveloped road allowance. This road would provide one other landowner access to titled property. Administration will not proceed if the purchase isn't finalized.

SW 31-74-24 W5 – Applicant Claude Laflamme is requesting approx. 830m of new road built within proximity of wetlands and through undeveloped road allowance right of way. The proposed construction is to provide access to titled property for the purpose of farming. Although this land is not cleared for farming purposes the landowner states this is their intent. There are a couple of outbuildings located on the far south east corner of this quarter. This road will benefit one landowner within the area as it leads to one titled property and the rest is crown land.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is providing access to titled property for access of farming and for selling of property.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council could provide direct recommendation to each location and not provide approval for all two applications.

FINANCIAL IMPLICATION:

Direct Costs:

NW 20-73-21 W5M - \$450,000

SW 31-74-22 W5M - \$750,000

Ongoing / Future Costs:

Yearly maintenance costs, gravel costs, grading, snow removal, and other required maintenance costs.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

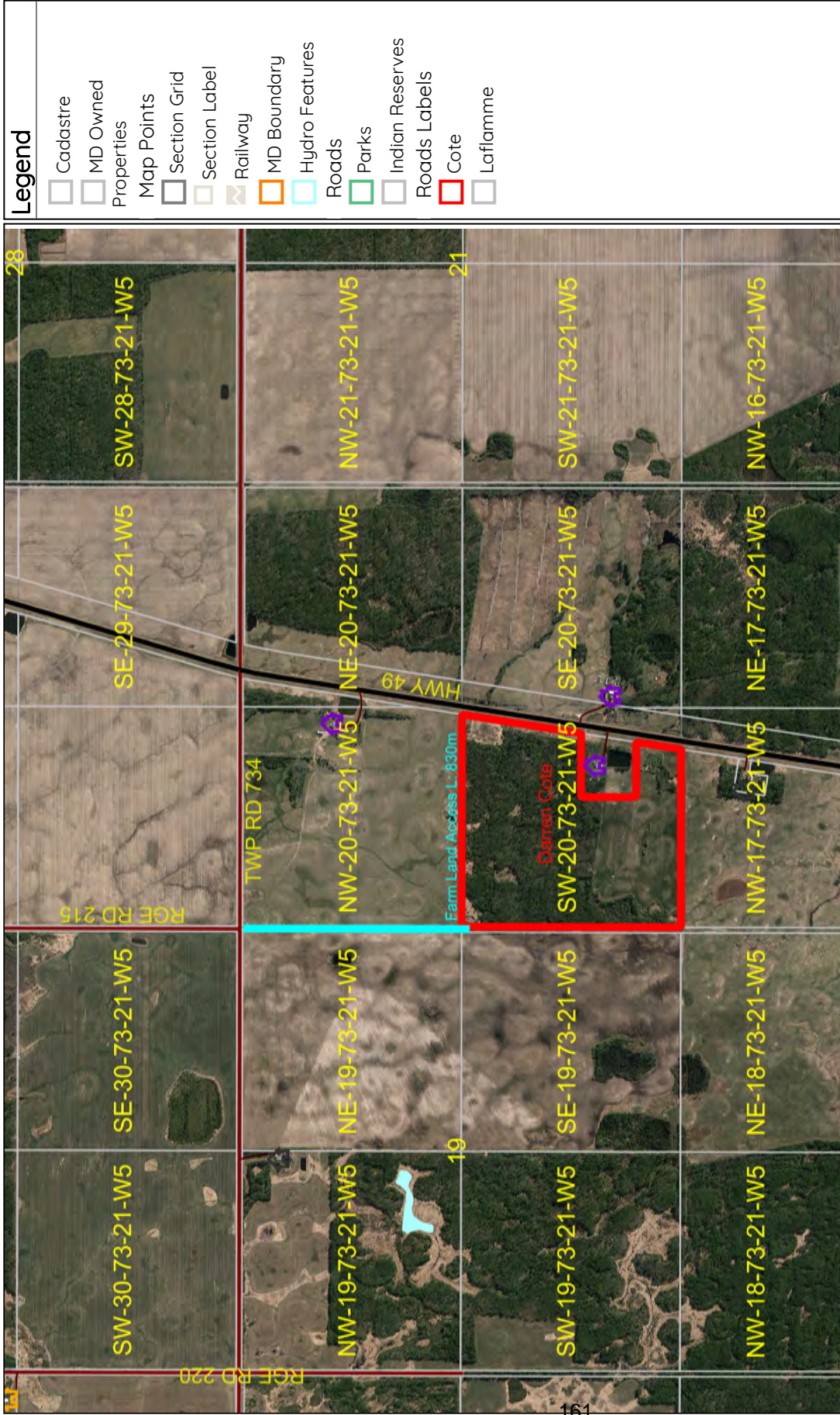
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

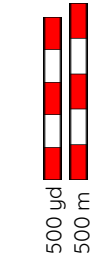
Administration will advise the applicants of Council's decision and proceed to put into the schedule as time sees fit.

ATTACHMENT(S):

- Application and map for SW 31-74-24 W5M – Laflamme
- Application and map for NW 20-73-21 W5M – Cote
- Policy 4002 Farmland Access Roads



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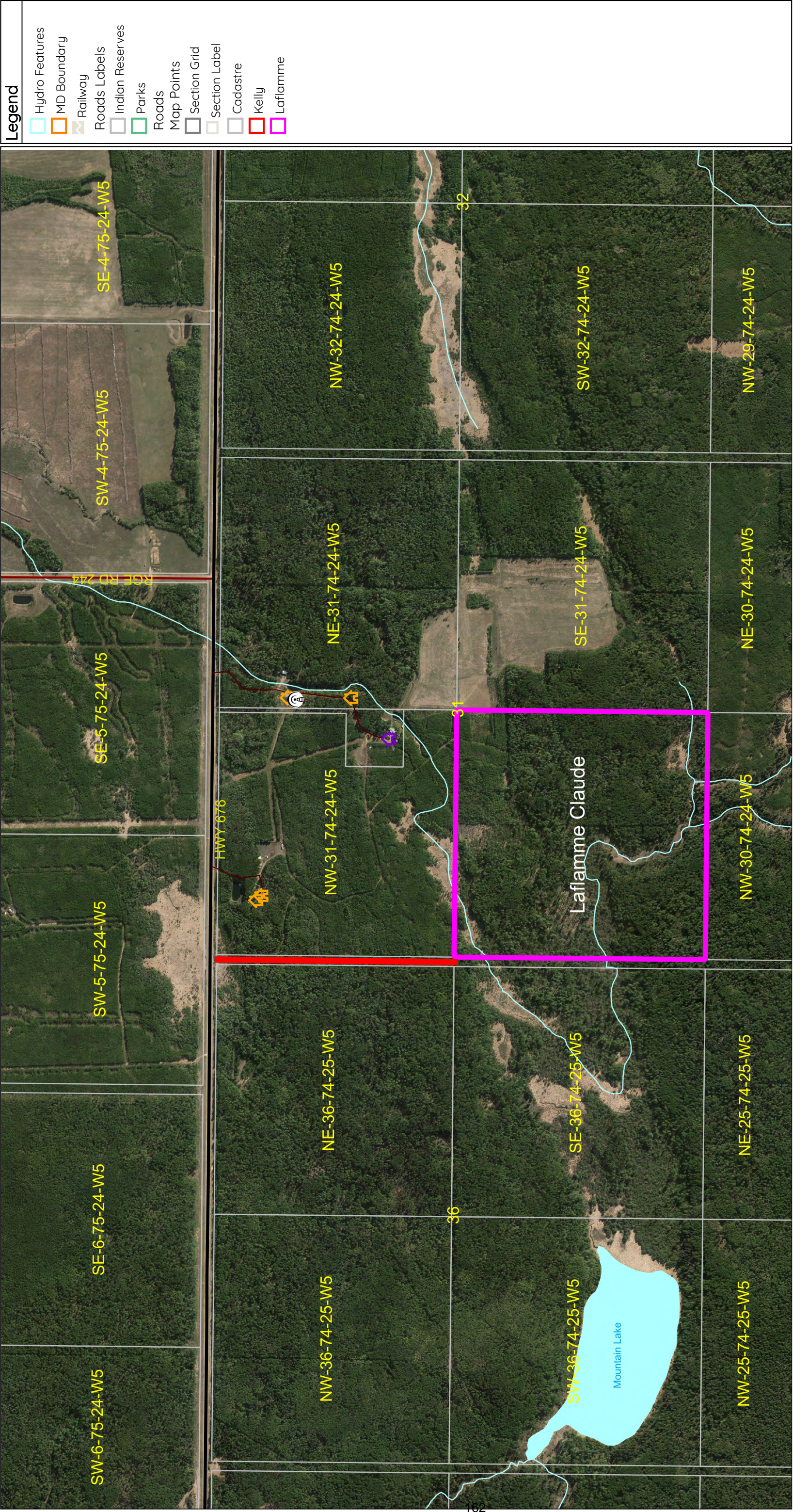
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Date Created: 3/31/2021

MD of Greenview

MD of Greenview



Legend

Hydro Features

MD Boundary

Railway

Roads Labels

Indian Reserves

Parks

Roads

Map Points

Section Grid

Section Label

Cadastre

Kelly

Laflamme

Scale 1: 11,606

500 yd
500 m

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Title: Farmland Access Roads

Policy No: 4002

Approval: Council

Effective Date: February 25, 2014

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) will construct farmland access roads to give access to any cultivated lands, which includes land cleared for grazing, which have no accessible access through a developed/undeveloped Road Allowance(s) and/or any applicant owned adjoining lands.

Purpose: The purpose of the Policy is to provide physical access to cultivated land(s) having no accessibility.

Principles:

1. Greenview will provide an economical form of farmland access for agricultural purposes.
2. Under this policy, Greenview staff will review the submitted application and bring forward a recommendation utilizing a rating system approved by Council.
3. Council will annually consider allocating funds for farmland access roads.
4. In determining a recommendation for Council on which farmland access roads, if any to construct, Greenview staff will review criteria based upon the current application(s).
5. Notwithstanding any recommendation from Greenview staff, Council at all times maintain the authority to determine which roads, if any are to be constructed and in which order.
6. In determining the most economical route for a potential farmland access road, Greenview staff will consider a number of factors including, but not limited to, physical land barriers such as hills, swamps and water bodies, soil conditions and any other man-made constraints such as pipelines, power lines, building and other structures.
7. No farmland access roads will be constructed where there is currently adequate access to the parcel whether through an existing road way or through the applicant's immediately adjacent parcel.
8. If any applications are received after August 1, Council may decide to accept the application in the current year or defer to the following year.
9. Despite anything in this policy, it is recognized and understood that this policy does not replace the necessity to look at individual access circumstances and challenges which must be considered on an individual basis.

Approved: 14.02.97



REQUEST FOR DECISION

SUBJECT: **Council Stakeholder Event 2021 Donation Recipient**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 13, 2021 CAO: DT MANAGER: SS
DEPARTMENT: CAO SERVICES GM: PRESENTER: NK
STRATEGIC PLAN: Intergovernmental Relations

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the 5 Food Banks within Greenview as the recipient(s) for the 2021 Stakeholder Event fundraiser.

BACKGROUND/PROPOSAL:

To clearly identify to the stakeholders and participants of the 2021 Stakeholder Event what the intention of the fundraising effort is for, we are asking Council to choose the recipient(s) of the money raised from the event prior to commencing with invitations and sponsorships.

To ensure that this event benefits multiple areas within Greenview, we recommend splitting the amount fundraised between the 5 Food Banks within Greenview (Fox Creek, Valleyview, DeBolt, Grande Prairie and Grande Cache).

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council choosing the recipient(s) prior to the event will inform stakeholders where their sponsorships and donations will be allotted.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to select other charity(ies) to be the recipient(s) of the 2021 Stakeholder Event fundraiser.

FINANCIAL IMPLICATION:

Direct Costs: N/A

STAFFING IMPLICATION:

N/A

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If Council approves the motion, the recipients of the fundraising will be advertised in the sponsorship packages and donation requests.

ATTACHMENT:

- N/A



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Host Senate Election and Referendum Vote on behalf of Sturgeon Lake Cree Nation | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: |
| DEPARTMENT: | CAO SERVICES | GM: | PRESENTER: DL |
| STRATEGIC PLAN: | Regional Cooperation | | |

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council direct administration to enter into an agreement with Municipal Affairs to conduct the senate election and referenda vote on behalf of Sturgeon Lake Cree Nation.

BACKGROUND/PROPOSAL:

The Government of Alberta plans to conduct senate election and referenda votes in conjunction with the municipal elections October 18, 2021. As ID's, special areas, summer villages and First Nations do not hold elections at this time, the Government of Alberta is asking neighbouring municipalities to conduct the votes on their behalf.

Greenview received a request to enter into an agreement with Municipal Affairs to conduct the senate and referenda votes on behalf of Sturgeon Lake Cree Nation.

Elections Alberta will provide ballots for the voters of Sturgeon Lake Cree Nation, along with a grant to assist with additional costs. So long as Greenview does not have any acclamations, the additional costs to accommodate SLCN voters will be limited to the costs of additional materials. If there are acclamations, costs will include the booking of polling stations, and election workers. It is Administration's understanding that the grant provided will be adjusted if these are the circumstances. Under normal circumstances, the grant is predicted to be about \$2.00 per capita. If there is an acclamation, the grant will be approximately \$4.00 per capita for the ward where there is an acclamation.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will act as a partner for the Sturgeon Lake Cree Nation in the conduct of the senate and referenda vote.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. Greenview will be responsible to cover additional materials (although the majority of these costs are anticipated to be covered by the grant).

March 24, 2021

Ms. Denise Thompson
Chief Administrative Officer
Municipal District of Greenview No. 16
PO Box 1079
Valleyview, AB T0H 3N0



Dear Ms. Thompson:

As you may be aware, the Government of Alberta has indicated the intent to conduct province wide Senate selection as well as referenda votes on issues of concern to Albertans in conjunction with the October 18, 2021 general municipal election.

Alberta Municipal Affairs is responsible for ensuring the conduct of the vote for electors residing in improvement districts, summer villages, special areas, the City of Lloydminster (Alberta side) and Indian Reserves (First Nations) as these communities do not hold municipal elections on October 18, 2021, the date when the senate and referenda votes must take place. As the department does not have sufficient resources to directly conduct these votes, we will be partnering with neighboring municipalities to ensure all Albertans have the ability to participate in the vote. Accordingly, Municipal Affairs would like to enter into an agreement with your municipality to conduct the Senate selection and referenda votes as you are the nearest municipality to the First Nations communities listed in the attached table.

In accepting this request, electors from the neighbouring jurisdiction would vote at your polling stations for the provincial ballots only, in conjunction with the election in your own local jurisdiction. There will be no need for separate ballot boxes for the ballots. Elections Alberta will provide ballots to your municipality, or if you use a tabulator they will provide the information to be printed on the ballot for your tabulator vendor. Elections Alberta has compiled an information sheet you may wish to review for further information, which can be accessed at www.elections.ab.ca/wp-content/uploads/Senate-Information-for-Municipalities-October-2020.pdf.

In exchange for your support of this important voting opportunity, a payment will be made to your municipality to assist with any additional costs incurred. This payment will be in addition to any payments your municipality is entitled to for conducting the provincial votes for your municipal electors. All payments will be in accordance with the provisions of the *Senate Elections Grant Regulation* and *Referendum Payments Regulation*.

.../2

Please respond to Andrew Wood at Andrew.Wood@gov.ab.ca by April 9, 2021 to confirm your willingness to hold the Senate selection and referenda votes for the attached communities.

Thank you for supporting the democratic process by helping to ensure all Albertans can participate in these important decisions.

Thank you,



Cathy Maniego
Executive Director
Municipal Capacity and Sustainability Branch

Attachment – First Nation Communities

| First Nation | Reservation |
|---------------------------|----------------------|
| Sturgeon Lake Cree Nation | • Sturgeon Lake 154 |
| Sturgeon Lake Cree Nation | • Sturgeon Lake 154A |
| Sturgeon Lake Cree Nation | • Sturgeon Lake 154B |

ALTERNATIVES CONSIDERED:

Alternative #1: Council may decide not to partner with Municipal Affairs for the senate and referenda vote.

FINANCIAL IMPLICATION:

Costs of materials for vote not covered by the grant (advertisements, pencils, ballot boxes, etc).

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify Municipal Affairs of Council's decision.

ATTACHMENT(S):

- Correspondence from Municipal Affairs



REQUEST FOR DECISION

SUBJECT: **Western Canadian “FCM” Committee**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 13, 2021

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Infrastructure

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM:

LEG: DL

MANAGER:

PRESENTER:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to research the concept of polling the rural and small urban municipalities in British Columbia, Alberta, Saskatchewan and Manitoba to form an association as a federal voice similar to FCM.

BACKGROUND/PROPOSAL:

At the March 23, 2021 Regular Council Meeting, Councillor Les Urness made the following Notice of Motion: “for administration to research the concept of polling the rural and small urban municipalities to form an association as a federal voice similar to FCM.”

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is allowing Administration to gather and present information to Council on the interest and feedback from other Municipalities regarding forming an association similar to FCM.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not perform a poll of the rural and small urban municipalities and to continue to be part of the overall FCM voice.

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:

Upon Council's approval Administration will move forward on the feasibility study.

ATTACHMENT(S):

- None



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Feasibility Study on Road Systems in the Co-operatives and Enterprises | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | April 13, 2021 | CAO: DT | MANAGER: |
| DEPARTMENT: | INFRASTRUCTURE & PLANNING | GM: RA | PRESENTER: RA |
| STRATEGIC PLAN: | Infrastructure | LEG: DL | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to engage in a feasibility study into acquiring the road systems in the Co-operatives and Enterprises to create a registered road right-of-way and registered road plans.

BACKGROUND/PROPOSAL:

At the March 23, 2021 Regular Council Meeting, Councillor Winston Delorme made the following Notice of Motion; *Councillor Delorme put forth a Notice of Motion for Administration to bring back an RFD for Council's consideration to engage in a feasibility study into acquiring the road systems in the Co-ops to create registered road right of way/register road plans.*

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is allowing Administration to gather and present information to Council on the options and costs anticipated to create registered road rights-of-way and registered road plans in the Co-operatives and Enterprises.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not perform a feasibility study at this time, however Administration believes that commitment to the feasibility study contributes to the overall strength in Greenview's future project development.

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:

Upon Council's approval Administration will move forward on the feasibility study.

ATTACHMENT(S):

- None



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: CAO Services

Submitted by: Denise Thompson, CAO and Stacey Wabick, Deputy CAO

Date: 3/9/2021

Chief and Deputy Chief Administration Officer, Denise Thompson, Stacey Wabick

March is often a month where a renewed buzz throughout all of the Administrative functions starts to build. Runoff begins, which often is accompanied with more interactions with landowners and related staff. Even though this years runoff has been fairly tempered by less snow and accomondating weather, CAO Services has still been engaged on a number of fronts in this regard.

Greenview's annual Audit is another focal point in March. The Finance team works hard and puts in long hours preparing for this annual task. It also provides an opportunity to reflect on all of the work every Greenview department did in 2020. While some departments were greatly affected by the COVID19 pandemic, for the most part Greenview was able to meeting their goals.

The final touches on the 2021 budget has been another focal point in March. Proposed changes are minimal and are almost all a reflection of past discussions and decisions made in Council. However, one change that has not yet been discussed is the forthcoming change to the Alberta Disaster Recovery Programs. Administration has been in ongoing discussions with the Province regarding this and while anticipated changes are minimal, budget implications may result. Greenview has a Disaster Reserve in place, however ongoing funding of that reserve is being reviewed by Administration.

Preparing for and attending key meetings also filled up the March schedule. Attending the annual Rual Municipalities of Alberta conference was completed virtually this year and CAO Thompson and Deputy CAO Wabick participated along with Council members. They also attended two different joint municipal meetings, one with the Town of Fox Creek to discuss ongoing partnered projects and one with the Town of Valleyview to discuss the Intermunicipal Development Plan. Other meetings that took place included the Agriculture Service Board, Greenview Industrial Gateway and Alberta Health Service updates for COVID.



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

“A Great Place to Live, Work and Play”

Manager's Report

Function: Information Systems

Period: March 1 – March 31, 2021

Submitted by: Peter Stoodley, Manager Information Systems

Internal IT Projects

- New Technician started six weeks ago, working out great. He seems to have a good grasp on our environment already and has made suggestions and has taken initiative.
- Network hardware clean-up, hardware organized and inventoried. All that is left are two closets in VV. This will be completed by Yardstick April 10 (Saturday).
- Employee office moves have concluded. All went well.
- COTW meeting rooms have been designed by Inland Audio/Video and project to install, test and dry-runs are to be completed in April. Exact week to be finalized ASAP. All other meeting rooms will be standardize at the same time so there will be no old and new meeting rooms.
- NOTE: Ordering electronics today means it is difficult providing ETAs on delivery and some projects. Be gentle.
- Canadian Fibre is moving along with the fibre installations in Grande Cache and have reached out to me to provide updates. They are ready to light-up TIC then the Operations. Once all five locations have been terminated with fibre, CISCO firewalls will be installed to secure communication with the PSB in GC.
- CPOs have new mobile printers installed in each cruiser. Printers purchased through Hi Tech. They will also provide maintenance.
- Continue Working with AP to create an itemized Bell cost. Kim Jenkins is help AP put together an accurate spreadsheet to provide managers with real cost associated with mobile devices.

- CAO Meeting room is in the process of having new technology installed. I meet with Hi Tech for an onsite demonstration of this set up. Reviewed equipment before purchase.
- TIC renovation is completed with IT equipment moved to the back room.
- Completed grant submission with Lisa Lenentine. Notice to successful candidates to occur in May.
-

Monthly Happenings

- New users are being setup each month. This process does not stall or stop. Multiple updates to user's accounts. This is an ongoing process the IS Dept works on each day.
- MICR printers for Finance have arrived and were installed in VV/GC prior to the next training session so Central Square can configure, and the team can begin using.
- Setup and rollout of new cell phones, laptops, desktops, deskphone are occurring each month.
- Council approved Inland Audio/Video to upgrade the technology in the Chambers.
- Two revised policies have been adopted by Council.
- Weekly team huddle continues within the IS department.
- Site visits to GC, VV as needed for technical/hardware issues.
- Continue removing Telus cell plans from GC plan to MD Bell plan. There are approximately 6 left. Contracts on those are up this summer. At that time Bell subscriptions will be implanted to those staff members.
- Penny Upgrade is ongoing but near completion.
- Attended Protection Services meeting in DeBolt to present Smartsheet and IS information.
- Online training for staff for First Aid, OHS, ETC.
- Attended PEASI demo with Wayne Brown. Another meeting with Stacy S and Wayne regarding if our current phone app can be used for this and not purchase another plan.
- CISCO meeting to discuss our current/live inventory.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: Protective Services

Submitted by: Deputy CAO, Stacey Wabick

Date: 4/13/2021

Regional Fire Chief, Wayne Brown

Administration:

A partnership with GP County has been approved by Greenview Council. This approval will allow Greenview Fire-Rescue Services (GFRS) to jointly fund (provincial grant), manage, and utilize a state-of-the-art firefighting training structure. This ensures safe, economical, and realistic firefighting training for GFRS firefighters and its' contracted fire departments.

A Fire Training Centre located at Station 33 – Grande Cache has been approved by Greenview Council. The construction of the Fire Training Centre will be jointly funded by Greenview and the Grande Cache Firefighters Association. Once built this training center will be accessible to all GFRS firefighters and will provide the building and props to train and practice all emergency skills except live fire. Thanks again to the Grande Cache Firefighters Association for their support.

Safety Codes Activities:

Regional Fire Chief completed a fire inspection at SUREWAY Logging Ltd in Grovedale. This site is in proximity to #32 Fire Station. The site storage of a large volume of logs was found to be in non-compliance with the fire code. Sureway Logging Ltd has now removed the large volume of logs and is now in compliance.

Agreements/Bylaws/Policies:

The draft Fire-Rescue Services Bylaw has been amended and will go before Council for the third reading in April.

A draft Mutual Aid Agreement has been prepared by the Regional Fire Chief between GFRS and Grande Cache Search & Rescue. The agreement is currently with Grande Cache Search & Rescue leadership for review and comment.

Regional Fire Chief recently met with a representative of the Civil Air Search and Rescue Association (CASARA) to look at ways to optimize our working relationship.

A Mutual Aid Agreement has been signed by the Reeve and CAO of GP County and the Reeve and CAO of Greenview.

The Fire Services Contract between Greenview and Fox Creek expired July 1st, 2015. Regional Fire Chief has prepared a DRAFT – Memorandum of Understanding (MOU) that will be presented to Fox Creek Council for acceptance on April 6, 2021.

A draft copy of the Fire Apparatus Replacement Policy was approved by Council.

Fire Stations update:

In March, our three Fire Stations combined were called out 30 times for emergency responses. Station 31 DeBolt - 12, Station 32 Grovedale - 7, and Station 33 Grande Cache - 11.

Meetings are permitted however strict COVID precautions must be followed. These include temperature checks, the wearing of masks, sanitizing, and social distancing.

Station 32 Grovedale Deputy Fire Chief is continuing Fire Safety Codes training, once completed he will be a Safety Codes Officer and be able to apply the fire code in the Grovedale area.

Station 33 Grande Cache responded to a fire involving two houses and a shed. The total loss was approximately \$750,000.00. The fire began at/near the shed, the cause was careless disposal of a cigarette.

Applications to the OFC have been approved for future NFPA training to commence in June for all stations

Station 31 DeBolt will begin training members in-house through the AHS – Medical First Responder (MFR) Program to an advanced medical level. This is beneficial for the community in providing quicker medical treatment to those in need. Station 31 is working on a training schedule and is hoping to launch in May.

Equipment and Apparatus:

Preparations are being made at Station 31 DeBolt and Station 32 Grovedale for the installation of the new Extractor (washer) and the Dryer Cabinet. These units will ensure that turnout gear is properly cleaned allowing for increased safety for the wearer and maximum longevity.

All Chiefs continue to compile a complete inventory of all equipment.

F11 Tender truck (joint share with Ops) has been deployed at Station 32 after a retrofit. This joint use gives Station 32 increased water supply and water shuttle capability without the purchase of a new Tender, a potential saving to Greenview of over \$300,000.00.

Training:

NFPA 1001 training has been suspended until further notice per the Alberta Government state of public health emergency measures. Station #32 – Grovedale will be completing the 1001 course on April 17-18 weekend, three firefighters from the Central Peace Region will also be attending.

There is a tentative date in May to complete the practical portion of the 1001 Level 1 for Station 31. Practical training is expected to be completed in July. All training contingent on progress in managing the pandemic.

Applications to the Office of the Fire Commissioner (OFC) have been approved for future NFPA training to commence in June for all stations.

The Training Committee, Apparatus Committee, and Small Equipment Committee continue to meet, these committees create consistency and synergies between the three stations.

Station 32 Grovedale has 3 members enrolled into FF101 in March with the Grande Prairie County Fire Service. This course is at no cost to GFRS as one of our firefighters is helping instruct. It will teach basic firefighter skills and open relationships with our mutual aid partner.

Sergeant, George Ferraby

Administration

March was a busy month for Enforcement Services. CPO Schultz and Sgt. Ferraby alternated spending 3 days a week in Valleyview and then 3 days the following week in Grovedale assisting the new Peace Officers. Several one-day trips were also made to assist the officers in Grovedale and Valleyview.

Several hauls were checked throughout the month.

Road bans began in early March and officers have conducted regular patrols on all MD roadways. The FTR is relatively slow now that the road bans are in place.

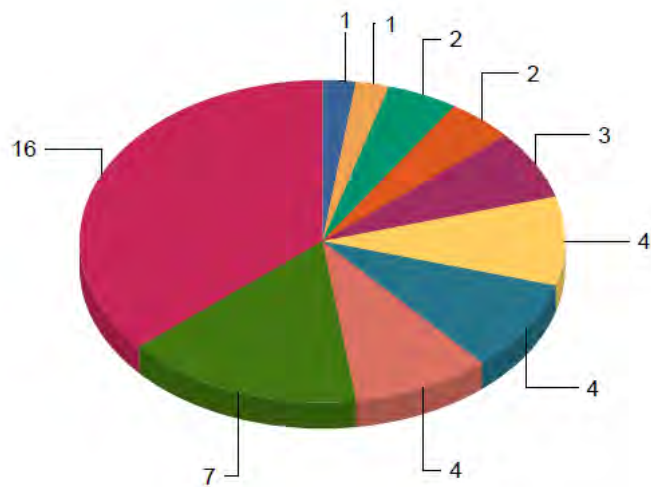
Enforcement Services fielded 81 calls for service during March. 19 were from the Grovedale area, 24 were from the Grande Cache area, 11 were from the DeBolt/Ridgevalley area, and 15 were from the Valleyview area. The remaining 12 were highway calls. Officers wrote a total of 118 Violation tickets and responded to 81 calls for service.

Training

Bradley Thibeault received his level 2 Peace Officer Appointment.

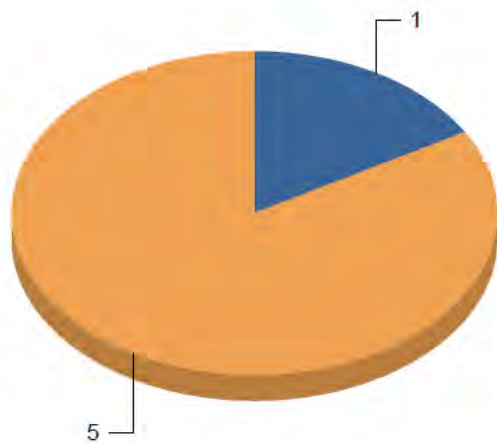
Sgt. Ferraby is expecting Thibeault and King to attend their level 1 training in Lac La Biche in May/June of this year. After completing this course, they will be fully operational.

Count of Incident Types



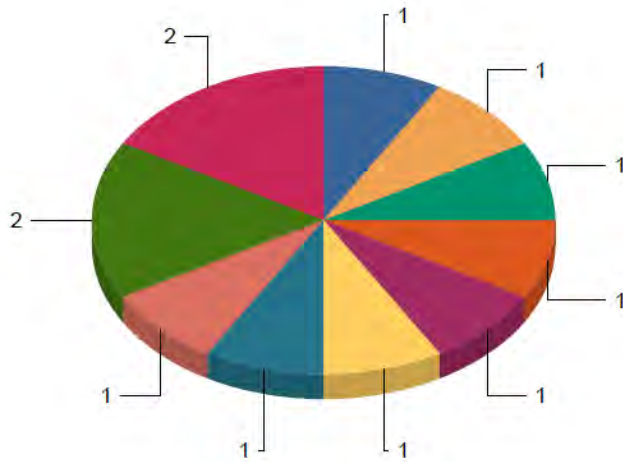
| | | |
|---|----|--------|
| CRIMINAL CODE : MISCHIEF | 1 | 2.3% |
| MUNICIPAL BYLAW | 1 | 2.3% |
| ASSIST RCMP | 2 | 4.5% |
| MUNICIPAL BYLAW : PARKING | 2 | 4.5% |
| ASSIST GENERAL PUBLIC | 3 | 6.8% |
| CRIMINAL CODE | 4 | 9.1% |
| MUNICIPAL BYLAW : PARKS AND RECREATION PROTECTION BYLAW | 4 | 9.1% |
| MUNICIPAL BYLAW : SNOW REMOVAL | 4 | 9.1% |
| MUNICIPAL BYLAW : ANIMAL CONTROL : IMPOUNDED ANIMAL | 7 | 15.9% |
| MUNICIPAL BYLAW : ANIMAL CONTROL | 16 | 36.4% |
| Total: | 44 | 100.0% |

Count of Incident Types



| | | |
|-----------------------------------|---|--------|
| TRAFFIC : RADAR/LIDAR ENFORCEMENT | 1 | 16.7% |
| TRAFFIC : OTHER TRAFFIC | 5 | 83.3% |
| Total: | 6 | 100.0% |

Count of Incident Types



| | | |
|--|-----------|---------------|
| DRIVE MV W/O LIC PLATE PROPERLY DISPLAYED 53(1)(A) | 1 | 8.3% |
| DRIVE UNINSURED MV ON HWY 54(1)(A) | 1 | 8.3% |
| DRIVER FAIL TO PRODUCE TRIP INSPECTION REPORT 12(6) | 1 | 8.3% |
| EXHAUST MUFFLER PRODUCE EXCESSIVE NOISE FLASH FLAMES/FLASH SPARKS 61(1) | 1 | 8.3% |
| FAIL TO OBEY TRAFFIC CONTROL DEVICE 57 | 1 | 8.3% |
| FAILURE TO PROVIDE PO W/ FIN RESP CARD 167(1)(C) | 1 | 8.3% |
| IMPROPERLY CROSS DOUBLE SOLID LINES 15(1)(A) | 1 | 8.3% |
| OPERATE COM VEH ON HWY IF ANY PORTION/PART EXCEEDS PRESCRIBED DIMENSIONS 131(1)(M) | 1 | 8.3% |
| DRIVE/PARK MV/TRAILER W/ EXPIRED LIC PLATE 53(1)(C) | 2 | 16.7% |
| FAILURE TO PROVIDE PO W/ CERT OF REG 167(1)(B) | 2 | 16.7% |
| Total: | 12 | 100.0% |

Count of Incident Types



| | | |
|--|------------|---------------|
| OPERATE SINGLE STEER TRIDEM DRIVE TRUCK AND FULL TRAILER COMBINATION W/O PERMIT - MAX GROSS WEIGHT > 61300KG 9(1)(G)(II 2) | 1 | 0.9% |
| OPERATE TRIDEM DRIVE COM VEH. OTHER THAN TWIN STEER TRUCK ON PRDARY HWY W/O PERMIT - GROSS WEIGHT ON TRIDEM DRIVE AXLE GROUP > 23 000 KG 9(1)(F 1) | 1 | 0.9% |
| PERMIT DOG TO RUN AT LARGE 3.5(A)(I) | 1 | 0.9% |
| SPEED WHEN PASSING STOPPED EMERGENCY VEHICLE 115(2)(T) | 1 | 0.9% |
| SPEEDING CONSTRUCTION 115(2)(P 1) | 1 | 0.9% |
| UNREGISTERED VEHICLE 52(1)(A) | 1 | 0.9% |
| OPERATE MV W/O LIC IN POSSESSION 51(D) | 3 | 2.8% |
| SPEEDING CONSTRUCTION PERSONS PRESENT 115(2)(P 2) | 8 | 7.5% |
| SPEEDING 115(2)(P) | 89 | 84.0% |
| Total: | 106 | 100.0% |



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: CAO Services

Submitted by: Stacey Sevilla, Manager Communications & Marketing

Date: 3/25/2021

General Communications

The communications department continues to produce regular external communications for ratepayers, stakeholders and the general public. Throughout the month, digital communications efforts continue to be dominated by putting out timely and accurate information for ratepayers and stakeholders on upcoming meetings, facility hours or operations changes, COVID updates, etc. The Greenview entrance signs and Grande Cache LED Digital Sign capital projects are underway and the Communications Officer is working closely with the project manager to manage both projects.

Projects completed or underway:

- Greenview Corporate Website updates and refinements as well as error checking
- Recreation Department website section created, adding a side menu with links to department sub-pages
- Working with Enforcement Services team to create a possible positive ticketing program, educational material (OHV safe use, Play in our Backyard initiative, education on point of contacts for campgrounds), CPO spotlights on social media etc. Provided promotional items geared to youth and provided to CPOs. Took photos of team for 2020 Annual Report
- Working with Fire-Rescue to do shoutouts for Fire Stations. Met with Grovedale station team at end of February and working to support them with some posting ideas for their Facebook page. Sharing Firefighter Fridays on main social channels
- Working with Health and Safety team to create a "Safe Workplace for Everyone" staff photo contest and poster for upcoming Safety Week internal communications initiative
- Working with Outdoor Recreation on a marketing plan to launch the "Passport to the Parks" campaign. Created and ordered printed coil-bound booklets, custom stickers, and a wristband as a giveaway to encourage tourism to Greenview parks, Rec Centres, campgrounds and day-use areas. Campaign to launch May long weekend
- Created and scheduled Ag Safe Week social media posts March 14-20 for Ag Services social pages. Very well received.
- Created a marketing plan for Rural Crime Prevention and education. Posts running once per week on main social channels. Working with CPOs also

- Annual Report planning and design underway. Department Managers compiling statistical data for department sections
- Greenview Gateway Entrance Signs project underway. Kickoff Meeting scheduled with Blanchett Neon Ltd., project manager and Communications team. Will be working on design comps for Council review next
- RFP – Grande Cache LED Sign in process and posted to APC for bidding on March 19, 2021. Bidding concludes: April 8
- 2-page spread layout ad updates for Edson, Yellowhead, Grande Prairie Regional Tourism Assoc, and Alaska Highway Visitor Guides in process for Economic Development and Tourism
- Created and scheduled Grants, Scholarships and fundraising workshop posts to main social channels and website
- Custom instructional video for Greenview App in pre-production
- Regular review and proofing of Monthly Safety Bulletins and all documentation for Health and Safety (ongoing)
- HR Recruitment social advertising support
- Regular updates to Grovedale electronic sign and VV administration building screens
- Designed new Greenview Greenbucks and sent to printers for production
- Poster and social media post creation for Grande Cache Tourism and Interpretive Centre COVID-friendly Easter Family activities (Egg hunt, colouring contest, and scavenger hunt)
- 2021 Updated Strategic Plan created and sent to printers

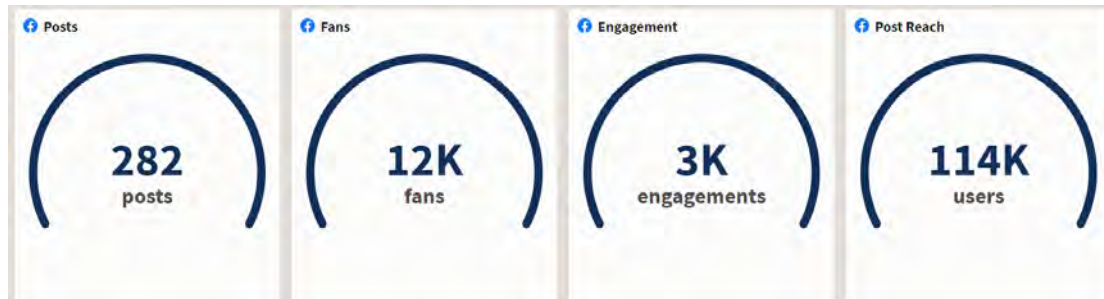
Digital presence statistics

Website (March 2021)

Greenview's website has seen 34,925 pageviews on the website through March. We have seen a slight increase in the monthly average site traffic of approximately 2,167+ pageviews. The Greenview website has gained 11,169 new website users. Website access from mobile devices increased slightly in March to about 48% of users. We attribute some change to users accessing information via the Greenview App.



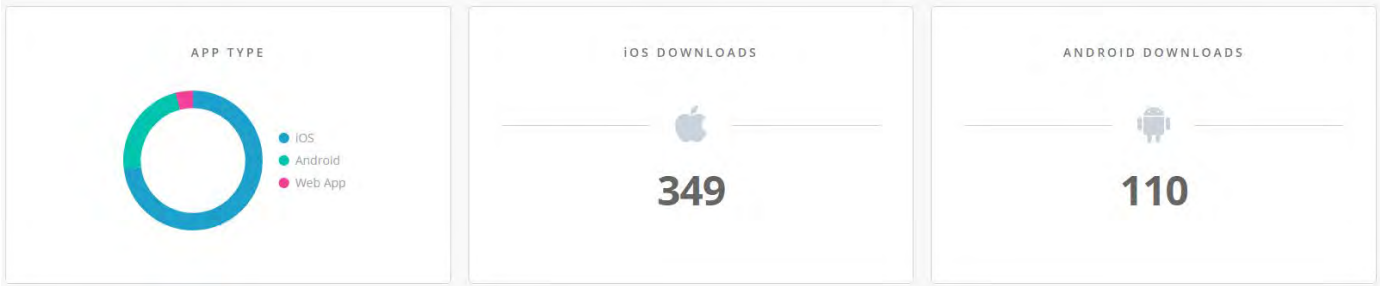
Facebook (March 2021)



Efforts continue to build our Twitter and Instagram presence continue. Twitter followers as of March 25, 2021, = 1,801. Instagram followers as of March 25, 2021, = 504.

Greenview APP (March 2021)

The app is being downloaded 1-4 times per day on average, with users accessing the “Notifications” section the most often as push notifications are sent out for Council Meetings, etc. Approx 480 Users to date.





MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: Community Services

Submitted by: Dennis Mueller, Interim Director

Date: 4/13/2021

Interim Director Community Services, Dennis Mueller

Administration has met with community organizations regarding various options as to the future operation of the Grande Cache community bus. Administration will present a report and recommendations to Council later this year.

Administration has met with a Grande Cache Golf Course representative as to the current status, needs and future vision of the facility. The Golf Club will be forwarding a complete internal evaluation of the facility and assets in which Administration will meet with the Golf Club and provide administrative guidance.

Senior Administration will be attending the next Grande Cache Tourism Committee meeting as to establish clear goals and direction in moving forward with tourism opportunities.

Administration has reviewed the proposed site (old swimming pool) for a community hall/event centre in Grande Cache and will be providing a complete report and recommendation to Council in the near future.

Agricultural Services Manager, Sheila Kaus

Administration has concluded interviewing seasonal positions. We had excellent candidates that have accepted position offers and will be joining our Agriculture Services seasonal team. Interviews are scheduled for the Problem Wildlife Officer and the position of Administrative Assistant has been publicly posted.

Administration has been preparing for the upcoming control season, including administrative streamlining, organization of the main office and shop, and servicing of rental and seasonal equipment. Moving forward, Agriculture Services will be portrayed in an increasingly professional manner.

Administration will be collaborating with the Communications Department regarding media campaigns focusing on Greenview's procedures and protocols related to crop pests and diseases, which will assist with bringing awareness about municipal inspections, the Acts and the Regulations regarding them.

Greenview senior Administration has been working with the Grande Cache Beautification Coordinator as to refine and improve all of the operations and practices in order to provide a very timely and efficient program for the hamlet of Grande Cache.

Administration learned the Resource Management Funding portion of the Agricultural Service Board Grant, formerly known as the Environmental Funding Stream, was approved for 2020-2024 in the amount of \$75,000 per year, \$150,000 will be received in 2021; \$75,000 for the 2020 fiscal year ending March 31st, 2021, and \$75,000 for the 2021 fiscal year. As a member of a three-municipality partnership, this totals a \$25,000 contribution per municipality per year. Added to funding provided to Greenview independent of this grant, this represents an annual contribution of \$85,000 to SARDA.

PEST AND NUISANCE CONTROL

As of March 29th, 35 wolves have been presented for payment in 2021.

| YEAR | WOLVES | AMOUNT |
|--------------|------------|--------------------|
| 2019 | 56 | \$16,800.00 |
| 2020 | 114 | \$34,200.00 |
| 2021 | 35 | \$10,500.00 |
| | | |
| Total | 185 | \$61,500.00 |

As of March 29th, 30 beavers have been presented for payment in 2021.

| YEAR | BEAVER | AMOUNT |
|--------------|------------|-------------------|
| 2020 | 102 | \$3060.00 |
| 2021 | 30 | \$900.00 |
| | | |
| Total | 132 | \$3,960.00 |

As of March 29th, there has been no quarterly report for VSI 2021.

| | Q1 | Q2 | Q3 | Q4 | TOTAL |
|-------------|-------------|-------------|------------|-------------|--------------|
| 2019 | \$23,601.95 | \$28,434.47 | \$4,462.31 | \$40,241.32 | \$93,159.73 |
| 2020 | \$21,172.35 | \$28,434.47 | \$8,342.09 | \$34,001.80 | \$100,085.64 |
| 2021 | | | | | |

Economic Development Manager, Kevin Keller

Community:

To assist in creating awareness of the upcoming Greenview Community Grant application deadlines, advertising was posted on Greenview's website and social media streams. The grant application deadline is April 15, 2021.

Administration updated the scholarship application form, which can now be completed and submitted electronically on Greenview's website. New advertising for the scholarship application and its related deadline was posted on social media and Greenview's website, the application deadline is May 14, 2021.

The necessary agreements between Greenview and Grovedale Community Club & Agricultural Society have been reviewed by legal and are awaiting signatures. Additionally, groundwork has commenced as to prepare the site for construction of the daycare building.

Administration, in partnership with the Province of Alberta is hosting two virtual Fund Development Workshops on April 21st and 28th. Workshops will be open to not-for-profit organizations within Greenview and will address fundraising and fund development planning. The advertisement of this workshop is currently on Greenview's social media and website pages.

Business:

Administration facilitated the February Grande Cache Business Support Network (BSN) session. Topics included how to best align BSN deliverables to the needs of Grande Cache Business. The most common response was training and a session on marketing. March's session has presentations on how to market your business. Administration is taking steps to ensure the Grande Cache BSN stay focused on the needs of the community businesses, as other regions have taken a regional approach to meetings (with less of a target to each business centre).

With the anticipated activity around business retention and expansion research, Administration has developed, posted, and is advertising a "smartsheet for business" to allow Administration to collect relevant data. Throughout summer 2021, Administration will conduct a study of all businesses located within Greenview to understand who is operating in Greenview and what their unique needs may be. Administration will then have an "Open for Business, Business Listing" on the "Expand your Vision" website, then will help create a where to start point for the business walk and talk for the summer project.

Tourism:

Grande Cache Tourism Centre is preparing for the upcoming summer season with new summer merchandise stock purchased. With last year's visitor numbers higher than anticipated, Administration is preparing for a very busy season.

Having received approval from Alberta Health Services an Easter Egg Scavenger Hunt and colouring contest was held the weekend of March 27th and 28th, with participation from local businesses. Participating businesses placed completed colouring contest designs in their business windows for the children to find and count. Additionally, an Easter Egg Hunt was held at Bird's Eye Park for families who pre-registered. Easter events were held on Saturday, March 27th and Sunday, March 28th. Over 40 colouring submissions and seven families have registered for the Easter Egg Hunt prior to March 20th.

Administration attended a meeting with a consulting firm, RC Strategies, and the Government of Alberta to determine recreational tourism needs and wants on local crown lands in the greater Grande Cache area. This initiative is part and parcel of the outdoor recreation committee and the Provincial governments initiatives, whereby funding has been committed by the Province.

Administration is coordinating a number of “community focused” tourism events within the Grande Cache hamlet region, including:

- A North Pole Holiday season event (December 2021) to be held at Bird’s Eye Park in Grande Cache.
- Trail mapping of hamlet trails and affiliated crown land trails to be available on an app known as “Trail Forks”. This will be another valuable tool as to assist the numerous outdoor enthusiasts that visit the various trail networks throughout Greenview.
- Administration is preparing a report regarding the economic impact and available options as to the reopening of a functional registered landing strip (airport) in Grande Cache.
- Administration is in the process of acquiring various highway signage along highway 40 as to promote tourist attractions.

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

A meeting with Minister Travis Toews and MLA Tracy Allard was held on March 30th as to provide an opportunity for FCSS Directors in Greenview, County of Grande Prairie, City of Grande Prairie, Wembley, Hythe and Beaverlodge to follow up on the advocacy infographic document. Both Minister Travis Toews and MLA Tracy Allard were very impressed with the work FCSS is doing in the region and were not aware of the many programs and services offered to constituents. They have requested that each jurisdiction submit “good news stories” so they can share these with their colleagues.

FCSS Administration in conjunction with the Regional Fire Chief will meet with stakeholders of Cooperatives and Enterprises to develop an emergency response plan for residents living outside of the hamlet of Grande Cache. The meeting will be held in Grande Cache on the evening of April 7th and will provide an opportunity to meet with key individuals and explain the role FCSS plays in emergency social services.

The Green View FCSS Volunteer Appreciation event in 2021 will take place on April 23rd and 24th at the Grande Sunset Theatre in Grande Prairie. This drive-in movie night will provide a safe, socially distanced opportunity for volunteers and their families to gather in a central location. This event has been approved by the Green View FCSS Board and will be hosted in partnership with the City and County of Grande Prairie FCSS, Hythe, Wembley, Beaverlodge and Sexsmith. A different film will be shown each night, and all volunteers from participating municipalities will be encouraged to attend. The Grande Sunset House Theatre is located at Evergreen Park and can accommodate over 200 vehicles per screening. Some Council members from participating municipalities will be assisting at this event, so if you would like to help please contact FCSS administration and a role will be assigned.

The community volunteer income tax program (CVITP) is in full swing during the months of March and April. The public can drop off their tax papers at the secured bin located outside of the Community Resource

Centre. Volunteers who complete the taxes arrive at staggered times to decrease the amount of people in the building. Last year 631 taxes were filed bringing over 3.1 million dollars back into the community. The FCSS Spring Regional meeting will be held virtually on May 5th, and both staff and board members will be invited to attend.

Recreation Services Manager, Kevin Gramm

Grande Cache Combined Heat & Power (CHP) Project Update

Council approved capital funding for the installation of a combined heat and power generation system in Grande Cache. Recreation Services received funding from the Municipal Climate Change Action Centre towards the cost of the installation and the associated project process is being conducted by ATCO. On Thursday, March 4th representatives from ATCO and several interested bidders on the project conducted a facility walk-through, question period, and assessment of potential locations for the installation and connection of the combined heat and power (CHP) unit. Administration anticipates a successful provider will be selected and contract negotiations for the project agreement between ATCO and Greenview will be complete and ready for authorization to proceed.

Grande Cache Recreation and Trails Masterplan

Administration in partnership with Economic Development have held several joint meetings regarding implementation of various identified projects within the hamlet of Grande Cache (former corporate boundaries of the Town of Grande Cache). Originally identified in the Grande Cache Recreation & Trails Masterplan trail mapping was completed and an inventory created of viewpoints, trail marker locations, and route identification signage. On March 15th Administration toured the identified map routes and connectors to firm up the masterplans identified locations and to conduct a viewing location test on each route marker. Next steps to this plan will be to meet with key groups regarding updates to trail names and information sharing.

Recreation Services Equipment Replacement

Administration has received authorization from the insurance company as to proceed with the replacement of items stolen from Grande Cache in early January. This replacement includes a specialized crane and equipment as well as a supporting trailer designed to accommodate this mobile crane / lift unit.

Indoor and Outdoor Programming Opportunities

Administration has created programming opportunities for residents in Grande Cache at the Grande Cache Recreation Centre (GCRC). Planning within the current provincial restrictions and Alberta Health Services (AHS) guidelines, our teams have implemented fitness and activity programming for children and youth, outdoor fitness activities and specialized aquatic programming for families. Currently, facilities offer a modified booking procedure, indoor fitness centre use and aquatics facility rental bookings. As we receive new information, updates and guidelines, we adapt or create new or updated offerings to residents and patrons.

Greenview Regional Multiplex (GRM)

Nordic Mechanical Services

Administration and Nordic Mechanical Services are meeting in Valleyview at the Greenview Regional Multiplex (GRM) April 6th to perform a start up meeting, planning, and introduction session. Administration is looking forward to working with this company as to provide a more efficient mechanical function service.

Indoor Programming Opportunities

Administration has created programming opportunities at the Greenview Regional Multiplex. Planning within the current provincial restrictions and Alberta Health Services (AHS) guidelines our teams have implemented fitness and activity programming for children and youth, outdoor fitness activities and specialized aquatic programming for families. Currently, facilities offer a modified booking procedure, indoor fitness centre use and aquatics facility rental bookings. The Greenview Regional Multiplex (GRM) supports bookings in the field houses and indoor walking track. As we receive new information, updates and guidelines, we adapt or create new or updated offerings to residents and patrons.

Outdoor Recreation Services

Opening of Campgrounds

Administration is currently planning for all Greenview operated campgrounds to open, on or before, May 14th. During the 2020 season, Administration followed Alberta Park's response to COVID-19 restrictions and intends to do so entering into another camping season. Therefore, if restrictions do not lift, Shuttler Flats Provincial Recreation Area may remain closed until later in the year.

Grande Cache Campground Caretaker Services

On March 19th, 2021 a Request for Proposal (RFP) closed for the Contract Caretaker Services at the Grande Cache Campground. Administration is evaluating the received proposal and will be presenting a Request for Decision (RFD) to Council on April 13th for tender awarding.

Sheep Creek Provincial Recreation Area & Smoky River South Provincial Recreation Area

The leases for Sheep Creek Provincial Recreation Area and Smoky River South Provincial Recreation Area have been finalized and will go into effect on April 1st. Administration will be receiving keys to the applicable Parks shortly and will assess any tasks that will need to be completed prior to opening.

Grande Cache Trails Working Group (Alberta Environment & Parks and Greenview)

The Recipient Agreement with the Province of Alberta regarding grant funding for recreation trail development within the Grande Cache Area has been signed and submitted to the Province. Administration is now waiting for funding to be received so the recreation group can begin moving forward on the various outlined tasks. The recreation group has developed a Terms of Reference which will aid in the functionality of the group moving forward.



Manager's Report

Department: Infrastructure & Planning

Submitted by: Roger Autio, Director Infrastructure & Planning

Date: 4/13/2021

Director, Infrastructure & Planning, Roger Autio

- Attended training courses Leadership for Safety Excellence
Occupational Health and Safety
- Policy / Bylaw reviews
- Review of the SLASP and the LUB (Grande Cache and Greenview)
- Working with Lawyers on Slip and fall claim
Grande Cache Water Treatment Plant
Grovedale infrastructure claims
- Dealing with rate payer concerns

Manager, Construction & Engineering, Leah Thompson

- The ditching from Range Road 210 meeting Township Road 724A has been delayed again due to interference. Administration has demobilized equipment until clear direction.
- Ditch re-establishment along Range Road 215 south is being completed.
- The Grovedale daycare location has been cleared and stripping is being completed. Building of pad site will commence after stripping.
- Administration has completed the tender for the Crack Sealing and Line Painting tenders, will be posted by the end of the week.
- Reviewed policies
- Administration has started completing speed limit sign change out as per Council on the local asphalt roads.

- Administration received quotes for the Grovedale Arena and Cemetery, progressing with contractor for scheduling.
- Quotes have been received for the asphalt approaches located in the Sunset House (Gordey) and Little Smoky area (Nichols). These to be completed in 2021.
- Contracts for capital project Range Road 260 have been signed.
- Range Road 215 Residential road has been cleared and currently working on the utility setback for the power pole installation.
- Range Road 214 south clearing of approx. 450m of the undeveloped road allowance to prevent the drifting and snow packing within the ditch.
- Administration is still on culvert watch to ensure the areas that are freezing are being taken care of.
- Administration is investigating some drainage concerns located at RR 195 and Township Road 691, Ward 4.
- Sat in on update of the Development Guidelines and Municipal Servicing Standards review and combination of Grande Cache Standards.

Manager, Operation, Josh Friesen

- RFQ posted and bids opened for Sunset House/Sweathouse Grader Beat
- Road Bans implemented
- Road Bond Agreements entered into for road ban season
- Sandy Bay drainage improvements are underway

Operations East

- Crews have been focusing on digging out culvert ends, pushing back snowbanks, and addressing immediate culvert concerns for spring runoff
- Gravel stockpiling began February 16 and will continue, weather permitting, until completed. Stockpiles have been filled in the following order:
 1. 8 Mile Stockpile (Sunset House) - Completed February 24, 2021
 2. Hunke Stockpile (New Fish Creek) - Completed March 6, 2021
 3. Little Smoky Stockpile – Completed March 29, 2021
 4. Valleyview Stockpile – Started March 30, 2021

Operations Central

- Crews have been focusing on digging out culvert ends, pushing back snowbanks, and addressing immediate culvert concerns for spring runoff
- Brushing was done on RGE RD 10
- Emergency gravelling was done on the Forestry Truck Road to preserve the GeoTech placed on each side of the Simonette hill

Operations West

- Worked on drainage issues, brushing along drainage course and removal of dams/blockages

- 70 beaver dams and multiple dead fall trees have been removed downstream of the Hamlet of Grovedale
- 110 beaver dams and multiple dead fall trees have been removed on Bridge Creek downstream of the Bald Mountain Tower Road
- MD crews repaired over a dozen potholes during the warm weather using the infrared/hotbox asphalt trailer
- Ledcor requested snowplowing on HWY 666 for 2 days

Operations South

- Crews have been focusing on sanding, hauling snow off boulevards to snow dumps, opening catch basins, and clearing sidewalks
- Assisted Environmental Services with 3 water breaks. Broke up and hauled fill material to digs, supplied a loader, provided shoring and a bobcat/hammer for working on digs
- Supplied an operator for the garbage truck while Perry Lewenza was off
- Fill the cistern at the Sewage Treatment Plant

Fleet Specialist

- Windsor Ford was awarded the 2021 Light Vehicle Purchase. An order has been placed
- Unit A104 plow truck will be going to the Richie Bros. auction on April 13, 2021
- The M21 Schulte mower will be listed for one last time on Gov Deals. If unit does not sell it will be sold at auction as per Council's motion
- New Plow Trucks were delivered (Units A280 & A281). They have been rigged up and are ready for use.
- Unit G39 grader engine was replaced on warranty and returned to service. In the interim, Brandt Tractor provided a new loaner unit until the warranty work was completed

| Road Concerns Received - 31 | Valleyview | Grovedale | DeBolt | Grande Cache |
|-----------------------------|------------|-----------|--------|--------------|
| Brushing | | | | |
| Culverts | | | | |
| Ditching & Drainage | 3 | 2 | | |
| Safety Concern | 4 | 1 | | |
| Flooding | 2 | | | |
| Gravel Request | 1 | | | |
| Signs | 1 | | | |
| Road Condition | 1 | 1 | | |
| Snow & Ice | 10 | | | |
| Snowplowing, Driveway | 4 | 1 | | |
| TOTAL | 26 | 5 | | |

| Fleet & Shop Work Order Requests for Current Reporting Period | |
|---|----|
| Grande Cache Shop | 25 |
| Grovedale Shop | 14 |
| Valleyview Shop | 54 |

| | |
|--------------|-----------|
| TOTAL | 93 |
|--------------|-----------|

Development Officer, Planning & Development, Leona Dixon

- The Joint Valleyview Intermunicipal Development Plan scheduled on March 9, was well received with no public comments or concerns identified.
- The Sturgeon Lake Area Structure Plan Public Hearing was held on March 23, there were letters of concern regarding lake quality were addressed by ISL Engineering. Other follow-up questions will be addressed with Council later.
- Planning Staff continue to review the Land Use Bylaw.
- Special Council meeting required for review of the Land Use Bylaw from incorporation of the Hamlet of Grande Cache Bylaw into one document.
- Telus lease land agreement on Greenview's property in the Hamlet of Grande Cache. The Development Permit is forthcoming, requiring a variance on tower height.
- New Road Allowance Licensing Application/Agreement and process has been created and letters are being sent by March 31 to all leaseholders of Road Allowance Licenses that expired December 31, 2020.
- Grande Cache Enforcement backup is being conducted.

GIS Staff have worked on various activities including the following:

- Large Sheet 9 Map finalized and printed to Facilities Maintenance for installation at Greenview Administration Buildings.
- Working with Economic Development Manager to create and supply the updated data to EDS Group that are working on Grande Cache trail signage.
- Working with Grande Cache Roads Supervisor to add Grande Cache cadastre and map points.
- Cancelled GeoMedia Licenses that are no longer being utilized.
- Staff are working with Agriculture Department for updates to the Agriculture program.
- Met with the Grande Cache Environmental Services staff to review and update the underground assets.
- Use python script to standardize the naming convention of landowners in preparation and update of the electoral division maps.

The following information provides a summary of the new applications received in the various development categories:

Monthly Summary of Activity in March 2021

| Type of Planning & Development Activity | Number of Applications |
|--|------------------------|
| Business Licenses: | 77 |
| Development Permit Applications: | 15 |
| Lease Referrals: | 2 |
| Land Use Amendments (Re-designation): | 0 |
| Subdivision Applications: | 1 |

| | |
|-----------------------------------|------------------|
| Approach Applications: | 1 Gravel/Asphalt |
| Road Closure Applications: | 0 |

Planning staff continue to receive a variety of inquiries regarding possible subdivision and development proposals.

Breakdown of the applications are outlined as follows:

Business Licenses: 77

B21-046 / PLAN 8321826 BLK 43 LOT 7 / ELLERT MECHANICAL / DIV 9
 B21-047 / NW-13-69-7-W6 / ENERGY 44 SERVICES INC. / WARD 8
 B21-048 / PLAN 0220039 BLK 38 LOT 7 / ATCO ELECTRIC LTD / DIV 9
 B21-050 / NW-5-69-22-W5 / SHOT SHELL SPORTING CLAY RANGE / WARD 3
 B21-051 / NE-28-70-24-W5 / EDSON TRAIL DEVELOPMENTS / WARD 7
 B21-052 / PLAN 3698RS BLK30 LOT 21 / 11248907 ALBERTA LTD. O/A MAC VAC / DIV 9
 B21-051 / NW-33-70-25-W5 / HILLTOP KENNELS / WARD 7
 B21-055 / SW-5-70-6-W6 / DAYLIGHT LEASE MAINTENANCE INC. / WARD 8
 B21-056 / PLAN 0226161 BLK 38 LOT 9 / CHAMPION X CANADA / DIV 9
 B21-057 / NE-17-70-22-W5 / LOW IMPACT INC. / WARD 3
 B21-058 / NW-33-65-21-W5 / POPLAR RIDGE RV PARK & CAMPGROUND / WARD 2
 B21-059 / PLAN 7621701 LOT 10 / BOURKES MECHANICAL LTD. / WARD 8
 B21-060 / PLAN 0227252 BLK 1 LOT 3 / SOLO CONTRACTING / WARD 8
 B21-061 / SW-33-70-24-W5 / GREENVIEW GOLF RESORT LTD. / WARD 7
 B21-062 / SW-11-72-2-W6 / KLASSEN BROTHERS NORTHERN LTD. / WARD 6
 B21-063 / NE-16-69-5-W6 / MID-KNIGHT CONTRACTORS LTD. / WARD 8
 B21-064 / PLAN 4355RS BLK 26 LOT 80 / MARGARET A. ABRAHAM / DIV 9
 B21-065 / SW-28-73-22-W5 / GHOST BUSTERS MECHANICAL / WARD 5
 B21-066 / SE-12-72-1-W6 / DEBOLT CONTRACTING LTD. / WARD 6
 B21-067 / PLAN 2787RS BLK 9C LOT 16 / RED APPLE STORES INC. / DIV 9
 B21-068 / PLAN 0220030 BLK 35 LOT 12 / GRANDE CENTRAL STATION AB LTD. / DIV 9
 B21-069 / PLAN 1321380 BLK 2 LOT 1 / SUREWAY LOGGING LTD. / WARD 8
 B21-070 / SW-14-65-21-W5 / FOR-SITE ENVIRONMENTAL SERVICES LTD. / WARD 2
 B21-071 / PLAN 4978RS BLK 9B LOT 27 & 28 / 924675 ALBERTA LTD. O/A SR ELECTRONICS / DIV 9
 B21-072 / PLAN 858TR BLK 9 LOT 13A / CIBC / DIV 9
 B21-075 / PLAN 5117RS BLK 32 LOT 14 / JACK PINE TRANSPORT LTD. / DIV 9
 B21-076 / PLAN 1436RS BLK 13 LOT 2 / PHOENIX AUTO SALES / DIV 9
 B21-077 / PLAN 2650RS BLK 30 LOT 8 / CHUBBY LAB GC LTD. O/A A & W / DIV 9
 B21-078 / PLAN 1621352 BLK 1 LOT 1 / DEBOLT AG LTD. WARINGA / WARD 6
 B21-079 / PLAN 9524317 LOT 1 / 1257766 ALBERTA CORP. O/A DR. SPARKIE'S ELECTRIC / WARD 7
 B21-080 / PLAN 4978RS BLK 9B LOT 45 / MANE ATTRACTIONS / DIV 9
 B21-081 / PLAN 0721179 BLK 1 LOT 1 / GUNBY RANCH GOLF COURSE / WARD 6
 B21-082 / PLAN 5117RS BLK 31 LOT 16 / 1686841 ALBERTA LTD. / DIV 9
 B21-083 / PLAN 5117RS BLK 31 LOT 17 & 18 / SNB STEAMERS LTD / DIV 9
 B21-084 / SW-1-69-6-W6 / D. HARMS CONTRACTING 2010 LTD. / WARD 9
 B21-085 / PLAN 1125681 BLK 39 LOT 5 / BLACK TIGER FUELS / DIV 9

B21-086 / PLAN 2650RS BLK 35 LOT 2 / 2229337 AB LTD. O/A GRANDE MOUNTAIN LODGE / DIV 9
 B21-088 / PLAN 1983KS LOT C / R.B. CURRY AUTO TRANSPORT LTD. / WARD 3
 B21-089 / SE-3-71-25-W5 / SANDERSON MEATS / WARD 7
 B21-090 / PLAN 2021796 BLK 1 LOT 1 / BW EMBROIDERY SOLUTIONS / WARD 8
 B21-091 / PLAN 1523531 BLK 1 LOT 2 / CK VETERINARY SERVICES / WARD 3
 B21-092 / PLAN 9724298 LOT 3 / ALTRAX CONTRACTING LTD. / WARD 8
 B21-093 / SE-4-69-6-W6 / SOUTH WAPITI MEATS / WARD 8
 B21-094 / SE-5-73-26-W5 / TINMAN METAL WORKS / WARD 6
 B21-095 / PLAN 1967RS BLK 4 LOT 4A / NANA'S GRANDE SHINE / DIV 9
 B21-097 / PLAN 1824KS LOT 1 / CROOKED CREEK GENERAL STORE 2017 LTD. / WARD 7
 B21-098 / PLAN 2879MC BLK 4 LOT 10 / EAST SMOKY GAS CO-OP LTD. / WARD 7
 B21-099 / PLAN 1296KS BLK 2 LOT 1 / WHEELERS ROUNDABOUT LTD. / WARD 2
 B21-100 / PLAN 2769RS BLK 16 LOT 9 / COLOR SHIFT HEAVY EQUIPMENT OPERATIONS LTD. / DIV 9
 B21-101 / PLAN 1224802 BLK 1 LOT 2 / GROVEDALE GOLF & COUNTRY CLUB / WARD 8
 B21-102 / SW-11-72-2-W6 / TRAPPER GORD INC. / WARD 6
 B21-103 / PLAN 2502RS BLK 9 LOT 3 / SERVUS CREDIT UNION / DIV 9
 B21-104 / PLAN 4978RS BLK 9B LOT 43, 43, 44 / SOBEY'S LIQUOR / DIV 9
 B21-105 / PLAN 9722089 BLK 37 LOT 11 / ASENIWUCHE DEVELOPMENT CORPORATION / DIV 9
 B21-106 / PLAN 5117RS BLK 31 LOT 12 / APEX UTILITIES INC. / DIV 9
 B21-107 / PLAN 1620250 BLK 11A LOT 6A / MACRO PROPERTIES / DIV 9
 B21-108 / PLAN 9620277 LOT 2 / SPURS TRANSPORT LTD. / WARD 8
 B21-110 / PLAN 0426473 BLK 34 LOT 15 / SHAND TRAILER COURT / DIV 9
 B21-111 / SE-4-67-22-W5 / BRAD SAVILLE ENTERPRISES LTD. / WARD 2
 B21-112 / PLAN 1620244 BLK 1 LOT 18 / VORTEX ENERGY SERVICES LTD. / DIV 9
 B21-113 / PLAN 9924980 LOT 1 / MR. T'S GARAGE / WARD 5
 B21-116 / PLAN 7621723 BLK 30 LOT 25 / 360892 ALBERTA LTD. O/A RANGER TRUCKING / DIV 9
 B21-117 / PLAN 2650RS BLK 30 LOT 1 / BIG HORN MOTOR INN / DIV 9
 B21-118 / PLAN 9721289 BLK 11A LOT 1 / 594735 AB LTD O/A PROSPERITAS MANAGEMENT / DIV 9
 B21-119 / PLAN 858TR BLK 9 LOT 13A / FOURNIER DRUGS / DIV 9
 B21-129 / PLAN 2769RS BLK 15 LOT 13 / FREE SPIRIT TATTOO / DIV 9
 B21-138 / SW-33-70-24-W5 / 1948334 AB LTD. O/A GV GOLF RESORT RESTAURANT / WARD 7
 B21-143 / PLAN 2502RS BLK 9 LOT 2 / PRITPAL SINGH CORP O/A SUBWAY / DIV 9
 B21-144 / NE-10-71-26-W5 / COUNTRY STITCHES / WARD 7
 B21-145 / PLAN 5117RS BLK 31 LOT 17 & 18 / MCNEIL CONSTRUCTION LTD. / DIV 9
 B21-146 / PLAN 5117RS BLK 31 LOT 17 & 18 / SUMMIT TRANSPORT & HAULING LTD. / DIV 9
 B21-147 / PLAN 2650RS BLK 30 LOT 5 / MOUNTAINVIEW BULK FOODS & DELIVERY INC. / DIV 9
 B21-148 / NE-27-69-26-W5 / GLACIER ROCK RESOURCES INC. / WARD 7
 B21-149 / PLAN 858TR BLK 9 LOT 13A / LABYRINTH CANNABIS / DIV 9
 B21-150 / PLAN 2650RS BLK 35 LOT 1 / DARS BROTHERS LTD O/A FAS GAS STATION & STORE / DIV 9
 B21-155 / PLAN 2650RS BLK 30 LOT 6 & 7 / AURORA SUSHI / DIV 9
 B21-156 / PLAN 5117RS BLK 32 LOT 4 & 5 / KYTON PRESSURE TRUCK SERVICES LTD. / DIV 9

Development Permits: 15

D21-096 / PLAN 9825734 BLK 4 LOT 6 / DWELL MODU-\$264000 / HATCH, LANCE & SALLY / WD 8
 D21-135 / SW-12-57-5-W6 DMS730449 / NAT RES EXT & PROCSS-\$100000 / RO-DAR CONTR / WD 1

D21-136 / SW-12-57-5-W6 DMS730449 / ACC BLDG SHIP CONTRS-\$250000 / RO-DAR CONT / WD 1
 D21-137 / NE-27-70-24-W5 / CABIN-\$600000 / WRZOSEK, GARY / WD 7
 D21-140 / PLAN 4355RS BLK 24 LOT 11 / DET GRG-\$35000 / DEZAN, ALLAN & JULIE / DIV 9
 D21-141 / PLAN 4355RS BLK 24 LOT 11 / FRT ENTR MUDRM-\$10000 / DEZAN, ALLAN & JULIE / DIV 9
 D21-142 / 10-36-61-24-W5 / 280HP COMPR-\$54400 / CHEVRON RESOURCES / WARD 7
 D21-151 / NE-33-69-7-W6 / DWELL SNG DET REPL FNDTN-\$73000 / CORDERY, REBECCA / WD 8
 D21-152 / PLAN 2835RS BLK 20 LOT 30 / MINOR HOME OCC-\$150000 / LEMLEY, JINKY / DIV 9
 D21-153 / PLAN 2021690 BLK 2 LOT 1 / DWEL SNG DET & SHOP-\$250000 / ACHEN, TERRY / WD 5
 D21-157 / PLAN 8720364 LOT G / CHILD CARE FAC-\$535000 / GC COMM CLUB AG SOC / WD 8
 D21-158 / NW-8-62-3-W6 DML800136 / WRK CMP-\$500000 / STRATHCONA RES / WD 7
 D21-159 / SE-17-61-3-W6 DML140099 / WRK CMP-\$11230222 / STRATHCONA RES / WD 7
 D21-160 / PLAN 9821252 LOT 1 / ACC BLDG SHOP-\$25000 / JANS, NORBERT / WD 8
 D21-161 / SW-32-66-21-W5 / ACC BLDG SHOP-\$95000 / ARNAULT, JOSEPH / WD 2

Lease Referrals: 2

L21-139 / NW-20-64-11-W6 DML160001 / COMM TWR / ALTAWIND POWER CORP. / WD 8
 L21-154 / NE-20-66-5-W6 DLO200168 / ACCESS CLASS III ALL WTHR DRY / INTEGRITY LAND / WD 8

Land Use Amendments: No applications were received in March.

Subdivisions: Total: 1

S21-002 / SW-24-72-20-W5 / FIRST PARCEL OUT / STURT / WARD 4

Gravel Approaches: 1

APPR21-01 / SW-21-69-6-W6 / GD OBSRV WTR WELL / GREENVIEW / WARD 8

Asphalt Approaches: No were received in March.

Road Closures: No applications were received in March.

Manager, Facility Maintenance, Wayne Perry

Task List

| | | | |
|-----------|-----|---------------|-----|
| Completed | 106 | New Additions | 107 |
|-----------|-----|---------------|-----|

Valleyview

- Admin.- Finished renovations to the meeting room next to the CAO office and began the renovations on the downstairs meeting room next to the Councillor's lounge. We have also begun to secure the material and complete the design phase for the council chamber modifications.
- I&P Shop – Continuing to look for solutions to the roof condensation problem. It appears the cheapest best option is to install insulation over the existing roof and then install a roofing membrane over the insulation. We are still analyzing the options and reviewing references.

Grovedale & DeBolt

- Public Service Building –Continuing the prep work for the installation of heavy -duty washers and dryers for bunker gear in both Fire Station. The hot water tank and plumbing has been completed for the Grovedale PSB. We are now focusing on getting the plumbing done in DeBolt. Plans are to be ready when the machines are available in April.

Grande Cache

- Capital project FM200003 – Work has been completed on the lunchroom in the Ag. Services building. While we were completing the work we also roughed in a washer and dryer connection in the shop and repaired a lot of the electrical for the building.
- Capital project FM 19004 – The generator at Victor Lake was installed in the month along with being commissioned and training conducted for Environmental and FM team members.
- Tourism Centre – The project was awarded, and construction of the renovations have started. The load-bearing wall was removed with the building shutdown, the building has re-opened to the public. The renovation should be completed by early April. While the building was shutdown, we also took the opportunity to repair some water damage to the roof.

Security

- Met with the Greenview Security Committee and set a direction moving forward for security initiatives. Wayne will work with Apex utilizing their and Harbour securities recommendations to improve the camera technology and effectiveness. The committee believed that in the future we will need to move to a more active system response from our current situation. This will be something we begin phasing in following the camera upgrades and will include both live video monitoring and active evening patrols. The other keys focus areas the committee will be adopting include developing better communication around Greenview's response and reporting objectives.

Interim Manager, Environmental Services, Doug Brown

Overall

- Completing Performance Reviews for all staff.
- Management and Supervisors participated in the Leadership Safety Excellence, Occupational Health and Safety Act, Regulations, and Code Overview safety courses that were provided.
- Safety courses have been completed within the department including Workplace Harassment and Violence Prevention, TDG, WHMIS, First Aid, and Defensive driving.
- Utility Operator Trainee Brent Matchim has completed his Entry Level Water/ Wastewater Training course (MELT).
- Interviewed and selected a N.A.I.T student for Grande Cache term position.
- Applied for MSI Funding for the Emergency Grande Cache Clarifier Repair project.
- Reviewed and revised Bylaw 20-854 Schedule of Fees.
- Victor Lake Raw Waterline Replacement tender closes April 8th. An addendum has been issued to the tender regarding the supply of pipe. Due to the current market Greenview has chosen to purchase the pipeline material prior to the market price increasing.

- Attended kick off meetings for the Valleyview Rural Water Line Study.
- Attended the Grande Cache - Water, Sewer and Storm GIS and Hydraulic Modeling Workshop.
- All Grovedale liens placed on the resident's properties have been removed.

Water

- Grovedale Water Project Updates
 - 70% of the pipeline will be inspected in April 2021 (original directional drill profile submitted found not to be accurate).
 - Overall deficiency list now with Clark and they are currently aiming to have all items addressed by May 2021.
 - Training anticipated to take place in May 2021.
 - O&M manuals anticipated to be delivered in May 2021.
- Flushing of Valleyview Rural waterline has been taking place bi-weekly to maintain chlorine residuals.
- Developed flushing sheet for record keeping.
- Reviewed Lead Management program
 - Shared the AEP Lead Management Program documents with communications.
 - Had all operators review the lead management program.
 - Developed a Sampling form
 - Planning and Development made maps up of our distribution sites for the program.
- Rebuilt Little Smoky raw chlorine pump.
- Changed out injection valves on raw and potable chlorine in Little Smoky WTP.
- Repaired chlorine line in Debolt WTP.
- Changed O-ring seals on Little Smoky RO.
- Isolated service lines to 2 homes in Grande Cache on 105 St that had caught fire.
- Repaired PRV that is crucial for fire flows and adjusted pressure accordingly.
- Victor Lake generator commissioning began March 4th.
- March 3rd QQR was on site at the Grande Cache WTP to addresses the final deficiencies.
- Contractors finished brushing for Victor Lake Raw Water Pipeline Project.
- Frozen service line 10609 Hoppe Ave, repaired CC as valve in basement could not be operated.
- Dairy Queen service line broke due to poor compaction; reported to AEP loss of pressure and 7-day letter completed.
- Emailed contractor regarding exposing the Dairy Queen service line so that we can get a proper inspection and ensure everything is to our standards and guidelines.

Wastewater

- Emptied the Grande Cache digested sludge to the lagoon for disposal.
- Residential sewer back up 9501 Hamel St in Grande Cache. Mains were checked and the problem was in the resident service line. Resident provided camera footage which showed a clear sag in the pipe on the MD property, but the video also showed the shared service with a neighbor. We are planning to split the services and fix the sagged pipe.
- Grande Cache Emergency Grande Cache Clarifier Repair project update. Everything is moving along great and with the warmer weather we should be able to start the work within a few weeks.
 - The internals should be arriving on site soon.

- Speaking with the vendor yesterday they were sorting out delivery addresses for the trucking company.
- The geotechnical report for the temporary pond will be available next week to finalize pond plans.
- The environmental team has completed their initial assessment of the river and sent some clarification questions.
 - Assessment should be done by early next week.
 - Once environmental report is complete. We will send to AEP for review and comment.

Solid Waste

- Transfer station pits pushed in at New Fish Creek, DeBolt & Sunset house.
- Cleaned up burn pit at South Wapiti with 30-yard rental bin.
- Picked up bulbs, batteries, propane tanks, etc. from sites.
- Completed replacement of stolen tools from the Greenview Regional landfill break in.
- A garbage truck has been rented in Grande Cache as a result of maintenance repairs to A-246
- Arrangements made for cleaning inside and out of A-246 (Grande Cache garbage truck)
- Arranged transport of A-246 from Grande Cache to Grand Prairie for repairs.
- Cleanup of the cardboard bales that are currently located at the Grande Cache ball diamonds is scheduled for April.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: Corporate Services

Submitted by: Aleks Nelson, Chief Financial Officer

Date: 2/1/2021

Chief Financial Officer, Aleks Nelson
Manager Finance & Administration, Ed Kaemingh
Manager of Financial Reporting, Deb Welsh

March has been a very busy month for everyone involved in Finance, preparing for the annual audit. Carolyn Ferraby has been working in the Valleyview office for 5 of the past 6 weeks. Her background and experience have proven to be very helpful. The auditors arrived on site March 29, 2021 and will be here for the week. At this point, I expect the 2020 draft financial statements to be presented to Council on April 27, 2021.

You may have noticed Sheryl is "missing" from the front desk. She was the successful candidate to fill the vacant Finance Coordinator position and is busy learning the AP function. Sophie Major, formerly from Operations, has joined the Finance team on a permanent basis. Sophie's experience with Operations is very helpful in the year end processes especially those that relate to Operations. Sophie is also working towards her CPA designation.

Ed Kaemingh has returned to Valleyview following his hip surgery. He will be on a modified return to work schedule for the next several weeks.

Throughout the busy season, staff has found time for some training and are continuing to work on system enhancements to improve processes.

Respectfully submitted,

Aleks Nelson CPA, CGA



Employee # : _____
Department: Council

Claimant

Date

Approved

Date



Council

| | | |
|--|-----------------|------------|
| | Claimant | |
| | Date _____ | |
| | Approved _____ | Date _____ |



Employee # : 378
Department: Council

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Employee # : _____
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| Approved | _____ |
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Employee # : _____
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Claimant



Council

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