



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

February 8, 2022

Administration Building
Valleyview, AB

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
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	3.2 Business Arising from the Minutes	
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	<ul style="list-style-type: none"> • Ward 1 • Ward 2 • Ward 3 • Ward 4 • Ward 5 • Ward 6 • Ward 7 • Ward 8 • Ward 9 	
#11	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, January 25, 2022

**#1
CALL TO ORDER
PRESENT**

Deputy Reeve Bill Smith called the meeting to order at 9:00 a.m.

Ward 9	Reeve Tyler Olsen (virtual)
Ward 8	Deputy Reeve Bill Smith
Ward 1	Councillor Winston Delorme
Ward 2	Councillor Ryan Ratzlaff
Ward 3	Councillor Sally Rosson
Ward 4	Councillor Dave Berry
Ward 5	Councillor Dale Smith
Ward 6	Councillor Tom Burton
Ward 7	Councillor Jennifer Scott (virtual)
Ward 8	Councillor Christine Schlieff
Ward 9	Councillor Duane Didow

ATTENDING

Chief Administrative Officer	Stacey Wabick
Director, Infrastructure and Planning	Roger Autio
Director, Corporate Services	Ed Kaemingh (virtual)
Director, Community Services	Michelle Honeyman
Communications and Marketing Manager	Stacey Sevilla
Recording Secretary	Wendy Holscher
Legislative Services Officer	Sarah Sebo

ABSENT

**#2
AGENDA**

MOTION: 22.01.35 Moved by: COUNCILLOR SALLY ROSSON

That Council adopt the Agenda of the January 25, 2022, Regular Council Meeting as amended.

- Addition of Agenda Item 9.3 Disclosure Harmful to Personal Privacy

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Berry, Councillor Burton

CARRIED

**#3
MINUTES**

MOTION: 22.01.36 Moved by: COUNCILLOR TOM BURTON

That Council adopt the minutes of January 11, 2022 Regular Meeting as presented.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Berry, Councillor Burton

CARRIED

**3.2 BUSINESS
ARISING
FROM THE MINUTES**

3.2 BUSINESS ARISING FROM MINUTES

- Have the owners been contacted on the Land Bylaws in Grande Cache.

#4 PUBLIC HEARING

4.0 PUBLIC HEARING

There were no Public Hearings presented.

#5 DELEGATIONS

5.0 DELEGATIONS

**#6
BYLAWS**

6.0 BYLAWS

BYLAW 22-889

6.1 BYLAW 21-889 TAX PAYMENT PLAN

MOTION: 22.01.37 Moved by: COUNCILLOR DALE SMITH

That Council give first reading to Bylaw 22-889 "Tax Payment Plan".

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Berry, Councillor Burton

CARRIED

MOTION: 22.01.38 Moved by: COUNCILLOR DALE SMITH

That Council give second reading to Bylaw 22-889 "Tax Payment Plan".

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Berry, Councillor Burton

CARRIED

6.2 BYLAW 22-900

BYLAW 22-900

MOTION: 22.01.39 Moved by: COUNCILLOR WINSTON DELORME
That Council give first reading to Bylaw 22-900 "Schedules of Fees".
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Berry
Against: Councillor Burton

CARRIED

Councillor Scott exited the meeting at 9:51 a.m.
Councillor Burton exited the meeting at 9:56 a.m.

7.0 NEW BUSINESS

REGIONAL WASTE MANAGEMENT

7.1 WEST YELLOWHEAD REGIONAL WASTE MANAGEMENT AUTHORITY

MOTION: 22.01.40 Moved by: COUNCILLOR SALLY ROSSON
That Council direct administration to enter into an agreement to join the West Yellowhead Regional Waste Management Authority, to facilitate the diversion of solid waste from the Hamlet of Grande Cache with a capital investment of \$270,000.00, funds to come from the 2022 Capital Budget.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry
Absent: Councillor Scott, Councillor Burton

CARRIED

VV RURAL WATER LINE

7.2 VALLEYVIEW RURAL WATER LINE

MOTION: 22.01.41 Moved by: COUNCILLOR SALLY ROSSON
That Council accepts the Valleyview Rural Water Line Study Update with options and cost projections for information, as presented.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry
Absent: Councillor Scott, Councillor Burton

CARRIED

Deputy Reeve Bill Smith recessed the meeting at 10:25 a.m.
Deputy Reeve Bill Smith reconvened the meeting at 10:31 a.m.

7.3 ENFORCEMENT PROCEEDINGS ON SW 22-68-22 W5M

DEEP VALLEY POWER

MOTION: 22.01.42 Moved by: COUNCILLOR SALLY ROSSON

That Council direct Administration to continue enforcement proceedings requiring Deep Valley Power Systems Ltd. to remove the fence from Range Road 223 service road right-of-way on plan 1246RS Lot A by July 31, 2022.

For: Reeve Olsen, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Against: Deputy Reeve Bill Smith

Absent: Councillor Scott, Councillor Burton

CARRIED

RESCIND MOTION

MOTION: 22.01.43 Moved by: COUNCILLOR DAVE BERRY

That Council rescind motion 20.01.13, directing Administration to enter into a road lease / licence agreement.

For: Reeve Olsen, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Against: Deputy Reeve Bill Smith

Absent: Councillor Scott, Councillor Burton

CARRIED

7.4 FARMLAND REQUEST RETRACTION

RESCIND MOTION

MOTION: 22.01.44 Moved by: COUNCILLOR DALE SMITH

That Council rescind motion 21.04.190 – Farmland Access to NW 20-73-21 W5M.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

7.5 SURPLUS ASSETS

SURPLUS ASSETS

MOTION: 22.01.45 Moved by: REEVE TYLER OLSEN

That Council authorize Administration to sell surplus Fire Truck F9 to Foothills Forest Products, located in the Grande Cache area of Alberta in the amount of \$7500.00.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff

Against: Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

**INTERMUNICIPAL
APPEAL COMMITTEE**

7.6 INTERMUNICIPAL APPEAL COMMITTEE

MOTION: 22.01.46 Moved by: COUNCILLOR DALE SMITH

That Council appoint the following individuals to the Intermunicipal Weed and Pest Appeal Board as members for the 2022 calendar year: Richard Brochu, Shelley Morrison, Mark Pellerin, Larry Smith, Warren Wohlgemuth, Doug Meneice, Duane Nichols, George Blackhurst, Brianne Brault, Terry Ungarian, Linda Halabisky, Kayln Schug, Gary These, Brenda Yasinski, Brent Reese, Gloria Dechant, Simon Lavoie, Kristy Belzile, and Megan Allard.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

**2022 COMMUNITY
GRANTS**

7.7 2022 COMMUNITY GRANT REQUESTS

MOTION: 22.01.47 Moved by: COUNCILLOR WINSTON DELORME

That Council authorize funding to the grant recipients in the amount of \$681, 505.37 as indicated on the attached 2022 Approved Grant Listing, with funds to come from the 2022 Community Service Miscellaneous Grant Budget.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

GP SPORT CONNECT

7.8 GP REGIONAL SPORT CONNECT SPONSORSHIP REQUEST

MOTION: 22.01.48 Moved by: COUNCILLOR RYAN RATZLAFF

That Council provide sponsorship in the amount of \$1,200.00 to the Grande Prairie Regional Sport Connection to host the Alberta North Sport Conference, at Evergreen Park on March 18-19, 2022, with funds to come from the 2022 Community Services Miscellaneous Grants Budget.

For: Reeve Olsen, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Against: Deputy Reeve Bill Smith

Absent: Councillor Scott, Councillor Burton

CARRIED

**GC RECREATION
BOARD**

7.9 GRANDE CACHE RECREATION BOARD

MOTION: 22.01.49 Moved by: COUNCILLOR DUANE DIDOW

That Council accept the Grande Cache Recreation Board Report for information, as amended.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

**FOOTHILLS FOREST
PRODUCTS**

7.10 FOOTHILLS FOREST PRODUCTS LETTER OF SUPPORT

MOTION: 22.01.50 Moved by: COUNCILLOR DALE SMITH

That Council direct Administration to send two letters of support to Foothills Forest Products, one for a Forest Management Agreement and one for obtaining a Timber Permit.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

**POLICY 1013 CREDIT
CARD**

7.11 POLICY 1013 CREDIT CARDS

MOTION: 22.01.51 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council approve Policy 1013 "Credit Cards" as presented.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

POLICY 3015

7.12 POLICY 3015 CORPORATE HEALTH AND SAFETY

MOTION: 22.01.52 Moved by: COUNCILLOR DUANE DIDOW

That Council approve Policy 3015 "Corporate Health and Safety" as presented.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

**#8
NOTICE OF MOTION**

8.0 NOTICE OF MOTION

CLOSED SESSION

MOTION: 22.01.53 Moved by: COUNCILLOR SALLY ROSSON

That the meeting go to Closed Session, at 11:43 a.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

9.1 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS

Deputy Reeve Bill Smith recessed the meeting at 12:12 p.m.

Deputy Reeve Bill Smith reconvened the meeting at 12:40 p.m.

9.2 DISCLOSURE HARMFUL TO PERSONAL PRIVACY

9.3 DISCLOSURE HARMFUL TO PERSONAL PRIVACY

OPEN SESSION

OPEN SESSION

MOTION: 22.01.54 Moved by: COUNCILLOR DALE SMITH

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 12:51 p.m.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

MOTION: 22.01.55 Moved by: DEPUTY REEVE BILL SMITH

That Council direct Administration to acquire quotes for a renovation design of the Eagles Nest Hall in Grande Cache, Alberta for the purpose of establishing a professional services building.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

MOTION: 22.01.56 Moved by: COUNCILLOR DALE SMITH

That Council direct administration to send in a vote in support of hiring Jim Rennie for a one-year contract commencing February 1, 2022, as Executive Director for Northern Area Elected Leaders.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

MOTION: 22.01.57 Moved by: COUNCILLOR WINSTON DELORME

That Council approve Evergreens Foundation Capital Grant Funding Agreement for \$2,000,000.00 for the elders' lodge at the Victor Lake Co-operative.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

MOTION: 22.01.58 Moved by: COUNCILLOR RYAN RATZLAFF

That Council direct Administration to write Alberta Transportation a letter regarding the maintenance and cleaning of intersections along HWY 43 within Greenview after snow events, CC local MLAs and contractors.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry

Absent: Councillor Scott, Councillor Burton

CARRIED

**#10 MEMBER
REPORTS AND
EXPENSE CLAIMS
WARD 1**

10.0 MEMBERS BUSINESS

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

- January 11, 2022 Regular Council Meeting
- January 18, 2022 Committee of the Whole
- Municipal Planning Commission Training
- Media Training

WARD 2

COUNCILLOR RYAN RATZLAFF updated Council on recent activities, which include;

- January 11, 2022 Regular Council Meeting
- Policy Review Committee
- January 18, 2022, Committee of the Whole
- Municipal Planning Commission Training
- Media Training

WARD 3

COUNCILLOR SALLY ROSSON updated Council on recent activities, which include;

- January 11, 2022 Regular Council Meeting
- Policy Review Committee
- January 18, 2022 Committee of the Whole
- Municipal Planning Commission Training
- Media Training
- Little Smoky Ski Meeting
- FCSS Board Meeting

WARD 4

COUNCILLOR DAVE BERRY updated Council on recent activities, which include;

- January 11, 2022 Regular Council Meeting
- Policy Review Committee
- January 18, 2022 Committee of the Whole
- Municipal Planning Commission Training
- Media Training
- Golden Triangle Meeting via Zoom

Councillor Burton entered the meeting at 1:05 p.m.

WARD 5

COUNCILLOR DALE SMITH updated Council on recent activities, which include;

- January 11, 2022 Regular Council Meeting
- Policy Review Committee
- January 18, 2022 Committee of the Whole
- Municipal Planning Commission Training
- Little Smoky Ski Hill Meeting
- Peace Region Economic Development Alliance
- Heart River Housing Meeting

WARD 6

COUNCILLOR TOM BURTON updated Council on recent activities, which include;

- January 11, 2022 Regular Council Meeting
- January 18, 2022 Committee of the Whole
- Media Training
- MD Greenview Library Board Meeting
- East Smoky Recreation Board Meeting
- Fox Creek Library Board Meeting

WARD 7

COUNCILLOR JENNIFER SCOTT updated Council on recent activities, which include;

- January 11, 2022 Regular Council Meeting
- Policy Review Committee

WARD 8

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

- January 11, Regular Council Meeting
- January 18, Committee of the Whole
- Municipal Planning Commission Training
- Media Training
- Policy Review
- Community Futures Regular Board Meeting

WARD 8

COUNCILLOR CHRISTINE SCHLIEF updated Council on recent activities, which include;

- January 11, Regular Council Meeting
- January 18, Committee of the Whole
- Municipal Planning Commission Training
- Media Training
- Policy Review Committee

WARD 9

COUNCILLOR DUANE DIDOW updated Council on recent activities, which include;

- January 11, Regular Council Meeting
- January 18, Committee of the Whole
- Municipal Planning Commission Training
- Media Training
- FCSS Board Meeting

WARD 9

COUNCILLOR TYLER OLSEN updated Council on recent activities, which include;

- January 11, Regular Council Meeting
- Policy Review
- Community Futures IRC
- Greenview Library Board
- Finance Committee Meeting – River of Death
- COTW
- Community Futures
- MPC Training
- Dino Board Meeting
- Media Training

Councillor Dale Smith exited the meeting at 1:29 p.m.

MEMBERS BUSINESS

MOTION: 22.01.60 Moved by: **COUNCILLOR DUANE DIDOW**

That Council accept the Members Business Reports for information as presented.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry, Councillor Burton

Absent: Councillor Scott, Councillor Dale Smith

CARRIED

**#11
ADJOURNMENT**

11.0 ADJOURNMENT

MOTION: 22.01.61 Moved by: **COUNCILLOR SALLY ROSSON**

That Council adjourn this Regular Council Meeting at 1:33 p.m.

For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Ratzlaff, Councillor Berry, Councillor Burton

Absent: Councillor Scott, Councillor Dale Smith

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT:	Bylaw No. 22-922 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-1) District		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER:
DEPARTMENT:	PLANNING & DEVELOPMENT	DIR: RA	PRESENTER: CC
STRATEGIC PLAN:	Development	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – *Municipal Government Act, RSA 2000*

Council Bylaw/Policy (cite) – *Municipal Development Plan No. 15-742; Land Use Bylaw No. 18-800*

RECOMMENDED ACTION:

MOTION: That Council give First Reading to Bylaw No. 22-922, to re-designate a **4.00-hectare ±** area from **Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-12-72-2-W6.**

BACKGROUND/PROPOSAL:

The application for land use amendment A21-008 has been submitted by the homeowner, on behalf of the registered landowners, to redesignate a **4.00-hectare** (9.88-acre) ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-12-72-02-W6, in the DeBolt area, Ward 6. The re-designation would allow for the subsequent subdivision of the existing residence.

The small area where the existing dwelling unit is located, has a Farmland Assessment Rating (FAR) of 33.0%, with most of the proposal consisting of treed area rated at 6% and 2%, therefore meeting the requirements of the Municipal Development Plan. A small wetland (swamp) exists at the south boundary but do not affect the building site.

Dedication of Road widening of 5.03-metres along the north side of the future parcel adjacent to Township Road 722 was requested by Construction and Engineering at the subdivision stage. Access exists to the proposed lot, but an approach to the balance will be required at the subdivision stage. An existing cistern and holding tank provide services to the existing dwelling. All other referral agencies responded with no concerns.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Country Residential One (CR-1) District. The application meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from a subdivision at this location as the proposed amendment will be compatible with existing surrounding residential developments.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the re-designation would allow the Landowner to increase the residential opportunities available in Greenview through a future subdivision.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is that rural residential is not a cost effective method of housing when Council considers costs of servicing, servicing levels, as well as service delivery.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw No. 22-922 for further discussion or information.

Alternative #2: Council has the alternative to deny the request completely and not allow the rezoning. However, the proposed amendment is contemplated by the existing legislation and does not, in and of itself, represent an issue from Administration's perspective.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the landowner of the decision of Council and send an advertisement for the Public Hearing preceding Second and Third reading.

ATTACHMENT(S):

- Schedule 'A' – Bylaw No. 22-922
- Schedule 'B' – Proposed Land Use Amendment Maps



BYLAW No. 22-922

of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw No. 18-800, being the Land Use Bylaw for the Municipal District of Greenview No. 16

PURSUANT TO Section 692 of the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as Amended, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. That Map No. 13 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to reclassify the following area:

All that Portion of the
Northeast (NE) Quarter of Section Twelve (12)
Within Township Seventy-Two (72)
Range Two (2) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

Read a first time this ____ day of February, A.D., 2022.

Read a second time this ____ day of _____, A.D., 2022.

Read a third time and passed this ____ day of _____, A.D., 2022.

REEVE

CHIEF ADMINISTRATIVE OFFICER

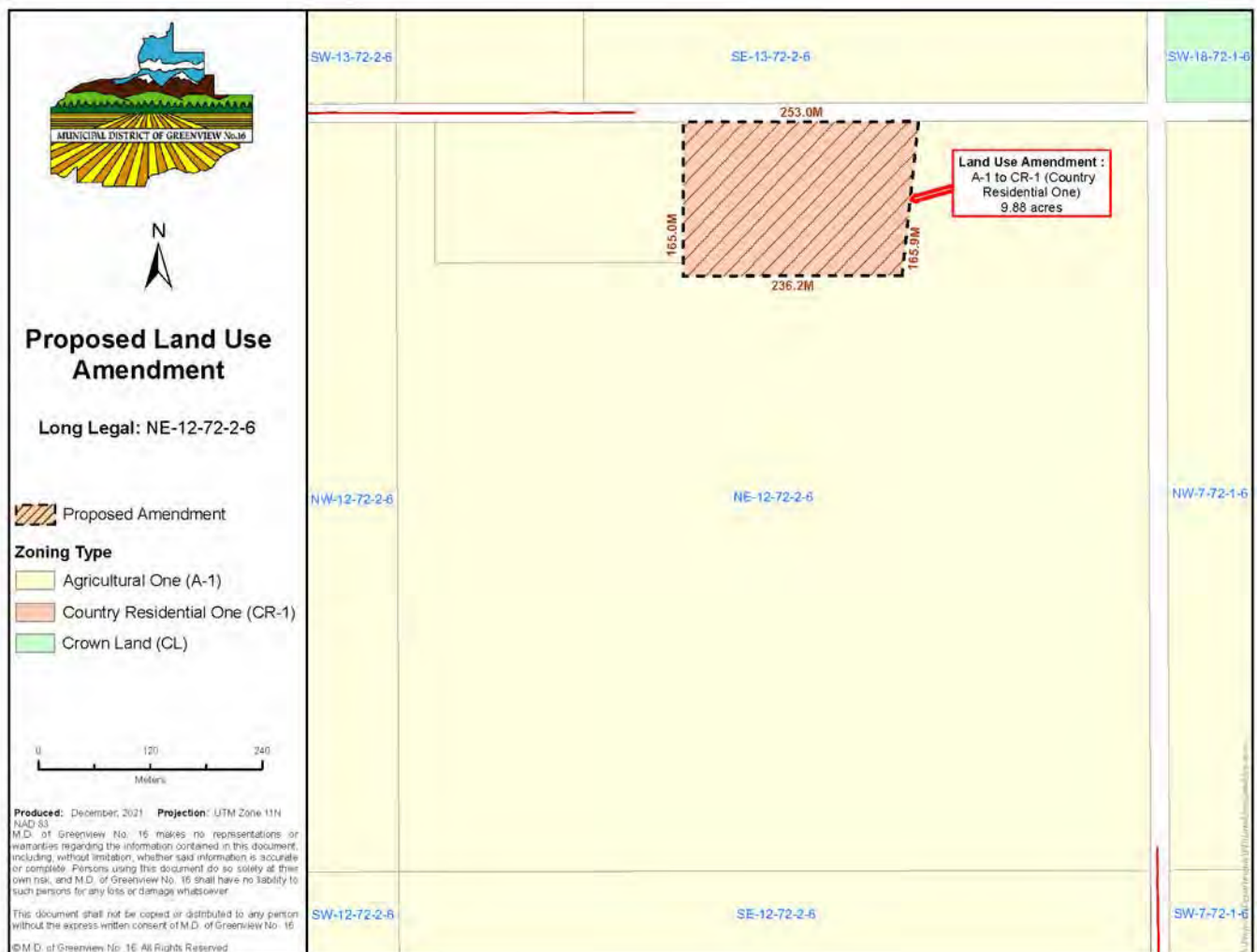
SCHEDULE "A"

To Bylaw No. 22-922

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
Northeast (NE) Quarter of Section Twelve (12)
Within Township Seventy-Two (72)
Range Two (2) West of the Sixth Meridian (W6M)


Is reclassified from Agricultural One (A-1) District to Country Residential One (CR-1) District as identified below:








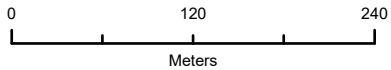
Proposed Land Use Amendment

Long Legal: NE-12-72-2-6

 Proposed Amendment

Zoning Type

-  Agricultural One (A-1)
-  Country Residential One (CR-1)
-  Crown Land (CL)



Produced: December, 2021 **Projection:** UTM Zone 11N
NAD 83
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SW-13-72-2-6

SE-13-72-2-6

SW-18-72-1-6

253.0M

165.0M

236.2M

165.9M

Land Use Amendment :
A-1 to CR-1 (Country
Residential One)
9.88 acres

NW-12-72-2-6

NE-12-72-2-6

NW-7-72-1-6

SW-12-72-2-6

SE-12-72-2-6

SW-7-72-1-6

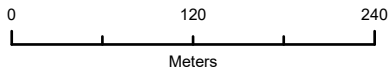


Proposed Land Use Amendment

Long Legal: NE-12-72-2-6

 Proposed Amendment

30cm Imagery, 2016



Produced: December, 2021 **Projection:** UTM Zone 11N
NAD 83
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
Proposed Land Use Amendment

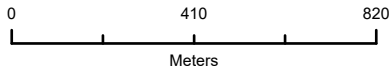
Long Legal: NE-12-72-2-6

 Proposed Amendment

Zoning Type

 Agricultural One (A-1)

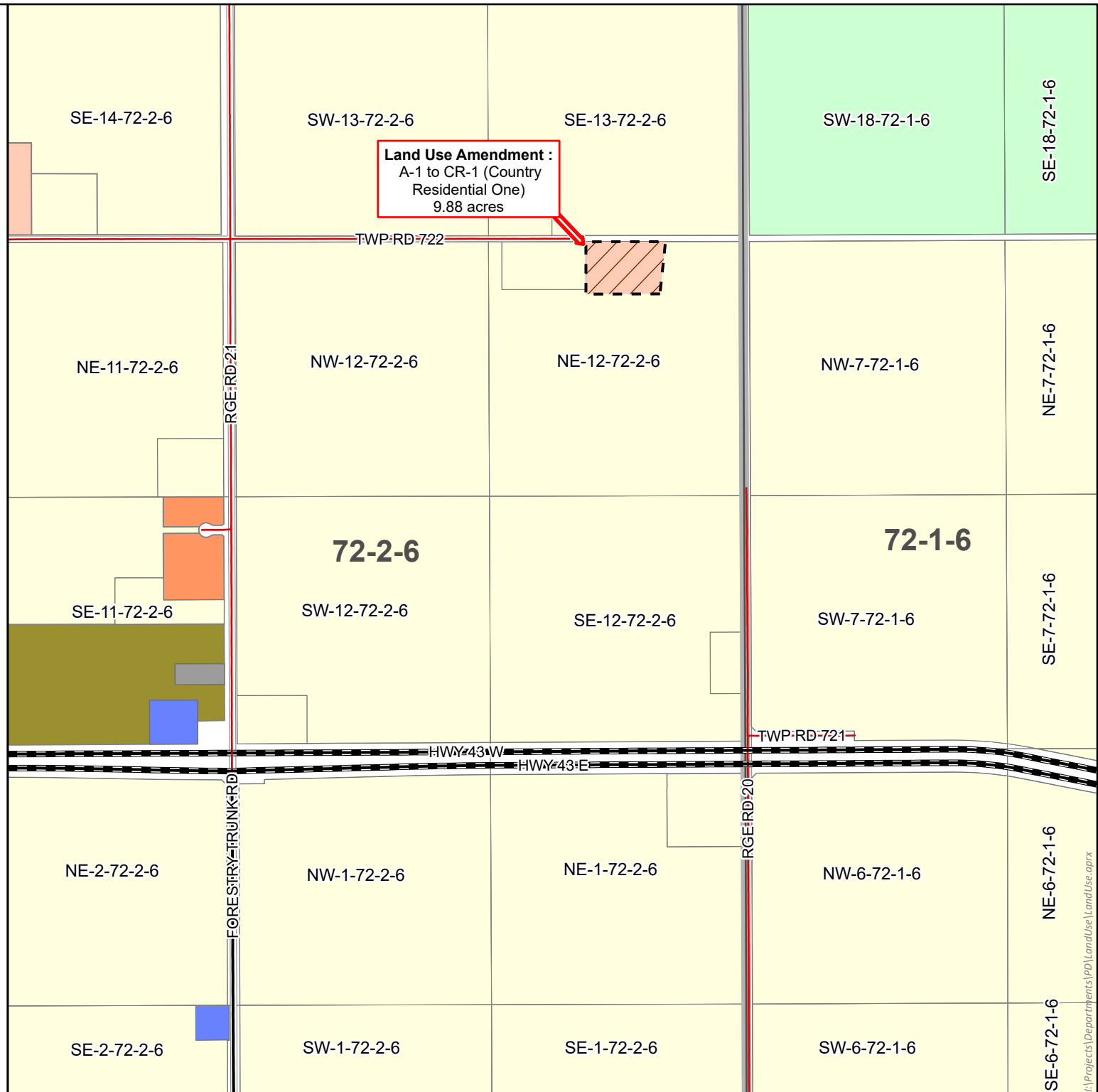
 Country Residential One (CR-1)



Produced: December, 2021 **Projection:** UTM Zone 11N
NAD 83
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NE-12-72-2-6

Legend

- Property
- Hamlet Boundaries
- MD of Greenview
- Cadastre (Land Parcels)
- Township Grid
- Indian Reserve**
 - Reserve
 - Hydro Area
 - Hydro Line
- Roads By Jurisdiction**
 - Municipal
 - Provincial
 - Private
- Highways By Surface**
 - Paved Highways

Landry Heights

DeBolt

Ridgevalley

Sturgeon Lake

Snipe Lake

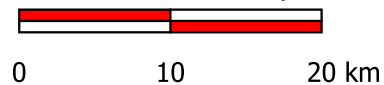
Little Smoky



MD Greenview Parcel Overview

- NE-12-72-2-W6

UTM Zone 11 NAD83
1:500,000
January-28,2022



The MD of Greenview makes no representations 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 solely at their own risk, and the MD of Greenview shall have no liability to such persons for any loss or damage whatsoever.

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REQUEST FOR DECISION

SUBJECT:	2021 Q4 Capital and Operating Year to Date		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER: CG
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: CG
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act 268.1 (b)

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accepts the year to date Operating and Capital Budget reports for the period ending December 31, 2021, for information, as presented.

BACKGROUND/PROPOSAL:

Section 268.1 (b) of the Municipal Government Act stipulates actual revenues and expenses compared with the budget are provided to the Council as often as the Council directs.

Finance is in the process of reviewing and identifying opportunities to enhance Quarterly Financial Reporting to Council.

The 4th Quarter report is preliminary to the year end and audit, there will be changes as these reviews take place.

Administration will bring a more detailed analysis to present at Council.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council can review revenues, expenses, and capital project spending to the end of December 31, 2021 (Q4). This data is presented in its current state before all Q4 entries and audit adjustments.
 2. Council has the opportunity to ask questions regarding the financial information.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: None

FINANCIAL IMPLICATION:

Direct Costs: None

Ongoing / Future Costs: None

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: None

ATTACHMENT(S):

- Summary of Operating Revenues and Expenses to December 31, 2021
- Summary of Capital Budget to December 31, 2021
- MGA Sec 268.1 (b)

Financial records and receipts

268.1 A municipality must ensure that

- (a) accurate records and accounts are kept of the municipality's financial affairs, including the things on which a municipality's debt limit is based and the things included in the definition of debt for that municipality;
- (b) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs;
- (c) the revenues of the municipality are collected and controlled and receipts issued in the manner directed by council.

Municipal District of Greenview No.16

Income Statement
12 months ending December 31st, 2021

	2020 Actuals	2021 Budget	2021 Actuals	\$ Variance	% of Budget
Revenues					
MD of Greenview					
11 - CAO SERVICES	12,000	-	66,124	(66,124)	100.0
22 - ENVIRONMENTAL SERVICES	1,493,672	-	-	-	
35 - PROTECTIVE SERVICES	(33,451)	-	33,549	(33,549)	100%
51 - REVENUE FROM LOCAL TAXES	127,736,772	122,345,976	123,529,071	(1,183,095)	101%
53 - SALE OF MUNICIPAL SERVICES	6,448,320	5,837,359	6,456,656	(619,297)	111%
54 - REVENUE - OTHER	9,002,962	6,987,033	7,970,638	(983,605)	114%
55 - CONDITIONAL GRANTS	2,259,541	3,511,068	581,657	2,929,411	17%
55 - GRANTS AND SHARED FUNDING REVENUE	10,544,398	1,534,006	461,841	1,072,165	30%
Total MD of Greenview	157,464,216	140,215,442	139,099,536	1,115,906	99%
Total Revenues	157,464,216	140,215,442	139,099,536	1,115,906	99%
Expenses	157,265,997	174,073,629	124,686,702	49,386,928	72%
MD of Greenview	157,265,997	174,073,629	124,686,702	49,386,928	72%
10 - COUNCIL	1,007,141	1,472,482	1,045,837	426,645	71%
11 - CAO SERVICES	65,548,165	64,904,909	39,528,960	25,375,949	61%
20 - INFRASTRUCTURE & PLANNING	4,858,467	6,441,908	6,500,254	(58,346)	101%
21 - PLANNING & DEVELOPMENT	1,112,586	1,562,708	1,224,615	338,093	78%
22 - ENVIRONMENTAL SERVICES	7,741,462	6,041,957	5,140,549	901,408	85%
23 - OPERATIONS	7,555,527	8,653,425	7,119,586	1,533,839	82%
24 - ROAD MAINTENANCE & SERVICES	20,723,092	22,205,605	18,739,632	3,465,973	84%
25 - FACILITY MAINTENANCE	2,663,112	3,373,654	2,732,402	641,252	81%
30 - COMMUNITY SERVICES	3,793,980	4,489,969	4,283,699	206,270	95%
31 - ECONOMIC DEVELOPMENT	24,254,688	31,491,449	30,997,595	493,854	98%
32 - COMMUNITY SERVICES GRANT PROGRAM	5,310,000	6,203,870	3,805,000	2,013,000	61%
33 - CULTURAL & HISTORICAL BUILDINGS	638,268	638,500	636,239	6,411	100%
34 - RECREATION ENHANCEMENT PROGRAM (REP)	3,999,081	5,001,760	3,376,995	1,632,012	68%
35 - PROTECTIVE SERVICES	2,799,643	3,247,499	2,586,467	661,032	80%
36 - FAMILY & COMMUNITY SERVICES	1,409,697	2,054,853	1,649,379	405,636	80%
37 - AGRICULTURAL SERVICES	1,594,952	2,619,128	1,785,836	834,303	68%
38 - GREENVIEW REGIONAL MULTIPLEX	1,935,603	2,650,188	1,653,117	997,522	62%
45 - COMMUNITY PEACE OFFICER PROGRAM	320,534	1,019,765	662,243	358,653	65%
Total MD of Greenview	157,265,997	174,073,629	133,493,451	49,386,928	77%
Total Expenses	157,265,997	174,073,629	133,493,451	49,386,928	77%
Surplus/(Deficit)	198,219	(33,858,187)	(5,606,084)	(48,051,043)	17%

MD OF GREENVIEW NO.16
QUARTERLY CAPITAL REPORT TO COUNCIL
CAPITAL PROJECTS
ENDING DECEMBER 31, 2021

Sub-Department Project ID	Description	2021 Budget	2021 Actuals	Variances Percentage	Dollar value
Information Systems					
IT20001	Firewall Network Replacement VV	25,000.00	1,500.00	6.00%	23,500.00
IT21001	Council Chambers Refit/Upgrade	150,000.00	111,966.96	74.64%	38,033.04
IT21002	Grande Cache Network Routers	12,000.00	12,521.60	104.35%	-521.60
IT21003	Installation of Fibre Network in Grande Cache	75,000.00	83,182.58	110.91%	-8,182.58
IT22001	Host Server and SAN Cluster	100,000.00	0.00	0.00%	100,000.00
IT22002	Network Switch Infrastructure	40,000.00	0.00	0.00%	40,000.00
IT23001	Disaster Recovery Host Server	40,000.00	0.00	0.00%	40,000.00
Total Information Systems		442,000.00	209,171.14	47.32%	232,828.86
CAO & Corporate Services					
CAO21001	Vehicle (SUV)	48,000.00	47,366.25	98.68%	633.75
CM21001	MD Entrance & Hamlet Signs	550,000.00	432,540.00	78.64%	117,460.00
CM21002	Grande Cache Digital Sign	175,000.00	46,308.50	26.46%	128,691.50
Total CAO Services		773,000.00	526,214.75	68.07%	246,785.25
CPO Programm					
PO21001	E-ticketing	13,000.00	12,097.60	93.06%	902.40
Total CPO Programm		13,000.00	12,097.60	93.06%	902.40
Agricultural Services					
AG21001	3 PT Hitch Reclamation Seeder (New)	13,500.00	0.00	0.00%	13,500.00
AG21002	Pull type Dozer Blade Replacement (SOIL3099)	40,000.00	22,508.00	56.27%	17,492.00
AG21003	ATV Trailer Replacement (T70)	8,000.00	0.00	0.00%	8,000.00
AG21004	Bale Hauler Replacement (ASB0007)	53,000.00	53,500.00	100.94%	-500.00
AG19012	AG Building Improvements	188,284.00	4,228.41	2.25%	184,055.59
BT21001	Z15B 72" Mower Repalcement (T82)	13,000.00	12,869.95	99.00%	130.05
Total Agricultural Services		315,784.00	93,106.36	29.48%	222,677.64
Economic Development					
ED21001	Electric Car Charging Stations	60,000.00	0.00	0.00%	60,000.00
ED21002	Tourism Centre Exhibits & Interactive Features	100,000.00	28,702.05	28.70%	71,297.95
ED21003	Community Bulletin Boards	40,000.00	32,015.50	80.04%	7,984.50
Total Economic Development		200,000.00	60,717.55	30.36%	139,282.45
Protectives Services					
PS19001	Greenview AFRRCS	66,231.00	60,792.22	91.79%	5,438.78
PS19002	GC Public Service Building w/ Fire Hall	1,727,500.00	4,854.09	0.28%	1,722,645.91
PS20003	Heavy Rescue Engine - Grande Cache	1,250,000.00	1,199,037.06	95.92%	50,962.94
PS21001	Washer / Dryer - Debolt	40,000.00	31,563.01	78.91%	8,436.99
PS21002	Washer / Dryer - Grovedale	40,000.00	34,340.63	85.85%	5,659.37
PS21003	Grande Cache Fire Training Centre	125,000.00	58,640.93	46.91%	66,359.07
Total Protectives Services		3,248,731.00	1,389,227.94	42.76%	1,859,503.06

Sub-Department Project ID	Description	2021 Budget	2021 Actuals	Variances Percentage	Dollar value
Recreation Services					
RE20002	Curling Rink Retaining Wall	200,000.00	164,425.00	82.21%	35,575.00
RE21002	Little Smoky Recreation Area	200,000.00	88,104.80	44.05%	111,895.20
RE21003	GRM Parking Lot Approach	150,000.00	149,600.00	99.73%	400.00
RE21004	Aquam Wibit Bridge	10,500.00	10,499.00	99.99%	1.00
RE21005	Building Management System	245,700.00	245,700.00	100.00%	0.00
RE21006	Filtration Circulation Piping	58,240.00	58,240.00	100.00%	0.00
RE21007	Community Facility	200,000.00	65,625.01	32.81%	134,374.99
RE21008	Heat & Power Generation System	336,735.00	329,535.00	97.86%	7,200.00
RE21009	Cross Tandem Trailer - Replace stolen unit	21,000.00	20,930.00	99.67%	70.00
RE21010	Spyder Crane - Replace Stolen Unit	111,000.00	111,320.00	100.29%	-320.00
Total Recreation Services		1,533,175.00	1,243,978.81	81.14%	289,196.19
Facilities Maintenance					
FM19004	Sewage Treatment Plant Genset- GC	145,000.00	172,395.00	118.89%	-27,395.00
FM20003	Facilities & Maintenance Shop In GC	150,000.00	140,969.92	93.98%	9,030.08
FM20004	I & P New Building	700,000.00	487,565.50	69.65%	212,434.50
FM20013	DeBolt PSB Addition (FM21010)	435,000.00	59,030.18	13.57%	375,969.82
FM21001	Used Scissor Lift for Valleyview	18,000.00	0.00	0.00%	18,000.00
FM21002	Zero Turn Mower Replacement - T30	10,000.00	8,016.11	80.16%	1,983.89
FM21003	Sander Truck Replacement	8,000.00	8,511.00	106.39%	-511.00
FM21004	Fencing Water Treatment Plant GC	11,000.00	10,855.98	98.69%	144.02
FM21005	Council Chambers Renovations	40,000.00	52,692.82	131.73%	-12,692.82
FM21006	1/2 Ton Truck Replacement A232	47,500.00	0.00	0.00%	47,500.00
FM21007	Replace Tube heaters in GC OPS Building	25,000.00	20,957.85	83.83%	4,042.15
FM21008	Security Improvement 5 year plan	160,000.00	77,753.90	48.60%	82,246.10
FM21009	Bobcat for Grande Cache	70,000.00	65,333.00	93.33%	4,667.00
Total Facilities Maintenance		1,819,500.00	1,104,081.26	60.68%	715,418.74
Operations					
OP2001	Plow Truck Replacement A104	325,000.00	307,999.02	94.77%	17,000.98
OP2019	Plow Truck Replacement A136 VV	325,000.00	307,812.73	94.71%	17,187.27
OP21001	Loader Replacement L 7 GD	450,000.00	345,299.87	76.73%	104,700.13
OP21002	Used Vac Truck/Flusher	400,000.00	418,636.64	104.66%	-18,636.64
Total Operations		1,500,000.00	1,379,748.26	91.98%	120,251.74
Environmental Services					
ES21001	1/2 Ton Truck Replacement A197	47,200.00	0.00	0.00%	47,200.00
SW19003	GC Landfill & Recycling Modifications	42,966.00	9,396.35	21.87%	33,569.65
SW19004	GC Landfill & Recycling Land Purchase	57,848.00	0.00	0.00%	57,848.00
SW20001	GC Transfer Station Development	50,000.00	13,751.38	27.50%	36,248.62
WD15002	Grovedale Water Treatment Plant Upgrade	4,475,093.00	1,400,403.63	31.29%	3,074,689.37
WD16004	Landry Heights Water Distribution System	1,203,875.00	21,440.85	1.78%	1,182,434.15
WD17002	SCADA Upgrade to WWTP and WPS	25,000.00	0.00	0.00%	25,000.00
WD17009	Grovedale Water Distribution System	2,170,667.00	430,180.38	19.82%	1,740,486.62
WD19003	Grande Cache Waterline Intake Upgrade	3,348,100.00	1,912,923.92	57.13%	1,435,176.08
WD19004	Grande Cache Water Treatment Plant	243,613.00	188,533.03	77.39%	55,079.97
WD20005	VV Rural Water Line Expansion South	60,000.00	34,998.05	58.33%	25,001.95
WD20006	Sturgeon Heights Water Treatment Plant	23,751.00	15,613.41	65.74%	8,137.59
WD21001	New Sunset House Well	200,000.00	77,300.00	38.65%	122,700.00
WW17001	GD (Gravity) Wastewater Collection System	6,774,270.00	324,845.43	4.80%	6,449,424.57
WW18001	DeBolt RV Dumping Station Construction	50,000.00	0.00	0.00%	50,000.00
WW19001	Grovedale Floating Liner	150,000.00	78.30	0.05%	149,921.70
WW19002	Grande Cache Sewer Treatment Plant	4,890,124.00	422,805.54	8.65%	4,467,318.46
WW20005	DeBolt Lift Station Forcemain Upgrades	60,000.00	45,951.66	76.59%	14,048.34
WW20007	GC STP Manhole B Upgrade & Control Structure	190,000.00	14,738.61	7.76%	175,261.39
WW21001	Ridgevalley Lagoon Expansion	60,000.00	8,649.70	14.42%	51,350.30
Total Environmental Services		24,122,507.00	4,921,610.24	20.40%	19,200,896.76

Sub-Department Project ID	Description	2021 Budget	2021 Actuals	Variances Percentage	Dollar value
Bridges & Drainages					
BF75355	Tributary to DeBolt Creek	770,000.00	685,265.31	89.00%	84,734.69
BF76902	Tributary to Clouston Creek	16,000.00	15,547.40	97.17%	452.60
BF77244	Tributary to Sweathouse Creek	625,000.00	22,700.80	3.63%	602,299.20
BF77441	Tributary to Smoky River	450,000.00	252,809.14	56.18%	197,190.86
BF78838	Tributary to Little Smoky River	400,000.00	321,003.41	80.25%	78,996.59
BF79713	Tributary to Simonette River	428,965.00	331,158.30	77.20%	97,806.70
DR19001	Sunset House Flood Control	1,052,366.00	187,217.27	17.79%	865,148.73
DR21001	NFC Line 1C	500,000.00	0.00	0.00%	500,000.00
DR21002	Chapman Drainage West	450,000.00	487,618.79	108.36%	-37,618.79
DR21003	Puskwaskau East Flood Control	360,000.00	290,802.52	80.78%	69,197.48
DR21004	Chapman Drainage East	200,000.00	181,118.69	90.56%	18,881.31
Total Bridges & Drainages		5,252,331.00	2,775,241.63	52.84%	2,477,089.37
Roads & Pavings					
RD15005	Goodwin Road (RGE RD 21) and TWP RD 741 - P2	558,978.00	214,313.64	38.34%	344,664.36
RD18007	RGE 260 Swan Lake Road	2,000,000.00	1,038,017.33	51.90%	961,982.67
RD20006	FTR Pullout KM 70-73	357,024.00	69,907.24	19.58%	287,116.76
RD20007	Range Road 230 from Hwy 43 S to Twp Rd 700	175,364.00	8,240.55	4.70%	167,123.45
RD20008	Twp 692 - Grovedale Industry Road West of 666	200,000.00	15,233.50	7.62%	184,766.50
RD21001	FTR Phase 5	4,780,000.00	3,784,122.36	79.17%	995,877.64
RD21002	Block Funding - Roads	1,350,000.00	683,527.97	50.63%	666,472.03
RD21002A	Multiplex (Sub job)	200,000.00	91,414.98	45.71%	108,585.02
RD21002B	Wirth Residential - RGE RD 215	450,000.00	265,157.46	58.92%	184,842.54
RD21003	FTR Improvements - Block Funding	1,000,000.00	507,930.76	50.79%	492,069.24
PV20001	FTR SOUTH END-BASE PAVEMENT	1,600,000.00	1,369,800.81	85.61%	230,199.19
PV21001	RGE RD 85 - Two Lakes Road (TWP 691 to 4K S)	410,000.00	1,064,148.36	259.55%	-654,148.36
PV21002	Grovedale Community Hall Paving Project	442,926.00	436,704.10	98.60%	6,221.90
Total Roads & Pavings		13,524,292.00	9,548,519.06	70.60%	3,975,772.94
Total Capital Projects		52,744,320.00	23,263,714.60	44.11%	29,480,605.40
Added Capital Projects					
ES21002	1/2 Ton Truck Lease Buy out (A248)	22,000.00	20,950.00	95.23%	1,050.00
ES21003	1/2 Ton Truck Lease Buy out (A250)	22,000.00	20,950.00	95.23%	1,050.00
RE21011	GC Artificial Ice Plant (Motion 21.07.384 - 07/27)	155,145.00	158,644.83	102.26%	-3,499.83
Adj. Total Capital Projects		\$ 52,943,465.00	\$ 23,464,259.43	44.32%	\$ 29,479,205.57



REQUEST FOR DECISION

SUBJECT: **Policy 1500 Financial Reporting**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 8, 2022
DEPARTMENT: FINANCE
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: SW MANAGER: CG
DIR: EK PRESENTER: SS
LEG: SS

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1500 “Financial Reporting” as presented.

BACKGROUND/PROPOSAL:

Administration is requesting financial reporting for the Operational Budget, Capital Budget and Restricted Surplus for each quarter ending March, June, September, and December be moved from the Committee of the Whole meeting to the second Regular Council meeting of the month to better allow Finance time to prepare all of the relevant reports.

Policy Review Committee did not recommend any additional changes.

BENEFITS OF THE RECOMMENDED ACTION:

1. Finance will be able to prepare additional information for Council.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the policy register.

ATTACHMENT(S):

- Policy 1500 – Current
- Policy 1500 - Revised

Title: Financial Reporting

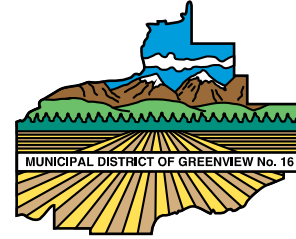
Policy No: 1500

Effective Date: March 9, 2021

Motion Number: 21.03.090

Supersedes Policy No: NONE

Review Date: March 9, 2024



Purpose: This policy outlines financial reporting requirements for Greenview. Administration will provide Council with quarterly financial reports in order to promote stewardship of Greenview resources, to support decision-making, and to provide transparent communication to the public.

1. DEFINITIONS

- 1.1. **Act** means the Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26 and any amendments.
- 1.2. **Capital Budget** means the approved budget for the current year covering purchases of tangible capital assets.
- 1.3. **Council** means the Reeve and Councillors of the Municipal District of Greenview No. 16 duly elected pursuant to the provisions of the Local Authorities Election Act, R.S.A 2000, Chapter L-21, and who are eligible to hold office under the terms of the Municipal Government Act, R.S.A 2000, Chapter M-26.
- 1.4. **Greenview** means the Municipal District of Greenview No. 16.
- 1.5. **Operating Budget** means the approved budget for the current year covering annual operating expenditures such as wages, supplies, equipment, etc.
- 1.6. **Restricted Surplus** means amounts Council has designated towards a specific purpose.
- 1.7. **Restricted Surplus Report** means a report on restricted surplus balances and will include balance forwards from prior years, estimated reductions and estimated increases in the current year.
- 1.8. **Variance Report** means a report showing the budgeted amounts, actual amounts and the difference between the two reported as both dollar and percentage variances.

2. POLICY STATEMENT

- 2.1 Council must be made aware of certain aspects of the financial operations of Greenview as often as Council directs in accordance with the Act.

- 2.2 Council should be made aware of other aspects respecting the financial position of Greenview on a regular basis.

3. PROCEDURE

- 3.1. Variance reports on the Operating Budget shall be provided to Council at the Committee of the Whole meeting following the calendar quarters ending March, June, September, and December and will report on year to date information for those period end dates. Financial information provided will be on a summarized basis by department.
- 3.2. Variance reports on the Capital Budget shall be provided to Council at the Committee of the Whole meeting following the calendar quarters ending March, June, September, and December and will report on year to date information for those period end dates. Financial information provided will be on a summarized basis by department.
- 3.3. A Restricted Surplus report shall be provided to Council at the Committee of the Whole meeting following the calendar quarters ending March, June, September, and December and will report on year to date information on those periods.
- 3.4. December quarter-end reports will be preliminary as year end reports will not be complete.
- 3.5. Audited Financial Statements for the year will be presented by the Auditor to Council following the completion of the annual audit, normally in April of the year following the year for which the audit has been prepared.

4. COUNCIL RESPONSIBILITIES

- 4.1 Council will review the reports as presented to ensure a general familiarity with the financial information provided.

5. ADMINISTRATION RESPONSIBILITIES

- 5.1 Administration shall prepare the reports and respond to any questions on the information contained in the reports.

Title: Financial Reporting

Policy No: 1500

Effective Date:

Motion Number:

Supersedes Policy No: NONE

Review Date:



Purpose: This policy outlines financial reporting requirements for Greenview. Administration will provide Council with quarterly financial reports in order to promote stewardship of Greenview resources, to support decision-making, and to provide transparent communication to the public.

1. DEFINITIONS

- 1.1. **Act** means the Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26 and any amendments.
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- 2.1 Council must be made aware of certain aspects of the financial operations of Greenview as often as Council directs in accordance with the Act.

- 2.2 Council should be made aware of other aspects respecting the financial position of Greenview on a regular basis.

3. PROCEDURE

- 3.1. Variance reports on the Operating Budget shall be provided to Council at the ~~Committee of the Whole~~ **second Regular Council** meeting **of the month** following the calendar quarters ending March, June, September, and December and will report on year to date information for those period end dates. Financial information provided will be on a summarized basis by department.
- 3.2. Variance reports on the Capital Budget shall be provided to Council at the ~~Committee of the Whole~~ **second Regular Council** meeting **of the month** following the calendar quarters ending March, June, September, and December and will report on year to date information for those period end dates. Financial information provided will be on a summarized basis by department.
- 3.3. A Restricted Surplus report shall be provided to Council at the ~~Committee of the Whole~~ **second Regular Council** meeting **of the month** following the calendar quarters ending March, June, September, and December and will report on year to date information on those periods.
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- 3.5. Audited Financial Statements for the year will be presented by the Auditor to Council following the completion of the annual audit, normally in April of the year following the year for which the audit has been prepared.

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- 4.1 Council will review the reports as presented to ensure a general familiarity with the financial information provided.

5. ADMINISTRATION RESPONSIBILITIES

- 5.1 Administration shall prepare the reports and respond to any questions on the information contained in the reports.



REQUEST FOR DECISION

SUBJECT:	Policy 1008 Council and Board Remuneration		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER:
DEPARTMENT:	CAO SERVICES	DIR: EK	PRESENTER: SS
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1008 “Council and Board Remuneration” as presented.

BACKGROUND/PROPOSAL:

Council directed administration to bring this policy back to PRC.

Motion: 21.11.622 Moved by: Bill Smith

That Council bring Policy 1008 Council and Board Member Remuneration to the next upcoming Policy Review Committee.

For: Councillor Dale Smith, Councillor Didow, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Deputy Reeve Bill Smith, Councillor Berry

CARRIED

Following discussion in Council, a provision has been added to the policy that deems a special event include instances where all Councillors are invited and expected to attend.

Policy Review Committee recommended the following changes:

- 2.5 Special events also constitute an event requesting or requiring the attendance of members of Council
- 2.10 If a Councillor, due to time restraints, is not able to obtain prior approval to attend a meeting or event in which they were invited, approval may be granted retroactively by Council.

BENEFITS OF THE RECOMMENDED ACTION:

1. Council will have an updated remuneration policy.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

FINANCIAL IMPLICATION:

Council will receive a per diem rate of pay in accordance with this policy.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the policy register.

ATTACHMENT(S):

- Current Policy 1008
- Revised Policy 1008

Title: Council and Board Remuneration

Policy No: 1008

Effective Date: October 12, 2021

Motion Number: 21.10.502

Supersedes Policy No: NONE

Review Date: October 12, 2024



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

1. DEFINITIONS

- 1.1. **Meeting Per Diem** means the rate-of-pay for each meeting attended on behalf of Greenview as appointed by Council. Unless otherwise approved by Council, this refers to Council appointed Boards and Committees.
- 1.2. **Monthly Honorarium** means the monthly flat-rate of pay to account for the time each member of Council spends representing Greenview and conducting the day-to-day business of a Council Member, including meetings with ratepayers, phone calls, ward-specific community meetings, social events, etc.
- 1.3. **Special Event** means any special event or meeting to which Greenview is sent an invitation for the Reeve, or other designate appointed by Council, to attend as a representative of Greenview Council or the Municipality.

2. PROCEDURE

- 2.1. Starting November 1, 2021, Council members, other than the Reeve, will be paid a monthly flat-rate honorarium of \$2,340.00 per month; the Reeve will be paid \$3,681.00 per month
- 2.2. The monthly honorarium is compensation for the time a Council Member spends representing Greenview and conducting the day-to-day business of a Councillor, including meetings with ratepayers and appearances at community events.
- 2.3. Starting with the first meeting of the new Council in 2021, Council members and Greenview appointed at-large Board and Committee members will be paid for all meetings and travel in a day, using the meeting per diem rates as follows:
 - A. \$257.00 for meetings (and travel) in a day of 0-4 hours;
 - B. \$302.00 for meetings (and travel) in a day of 4-8 hours;
 - C. \$438.00 for meetings (and travel) in a day of 8-12 hours.
 - D. \$500.00 for meetings (and travel) in a day over 12 hours.

- 2.4. A meeting per diem is compensation for attendance at Council appointed Boards and Committees.
- 2.5. Councillors and the Reeve may also receive meeting per diem compensation for attendance at Special Events. Special Events are those that Greenview receives an invitation for the Reeve to attend on behalf of Greenview, or that Council has appointed a member to attend as a designate.
- 2.6. Notwithstanding provisions 3, for conference attendance, conference attendees will be paid a per diem rate of \$438.00.
- 2.7. Annually, established rates of honoraria will be adjusted for a cost of living allowance, at the same time, in the same manner and for the same amount (if any) as the salary grid of Greenview. All rates under this policy will be rounded to the closest dollar for ease of processing.
- 2.8. Council members and appointed Board and Committee members will be paid for attending a meeting through electronic means (teleconference, Skype and such similar methods), so long as the meeting exceeds fifteen (15) minutes.
- 2.9. In accordance with Section 154(2) of the Municipal Government Act, the Reeve, by nature of the position, is a member of all council committees and all bodies to which council has the right to appoint members. The Reeve may choose to attend any committee or board meeting, and will be eligible to receive the meeting per diem compensation for this attendance as outlined in this policy.
- 2.10. Should a Councillor receive an invitation to attend meeting on behalf of Greenview and there is not time for Council to make a motion to approve attendance at the meeting or function, the Councillor must make a request to the Reeve for approval prior to attending the meeting or function in order to receive compensation for attending the meeting.
- 2.11. All honoraria paid under this policy is subject to the taxation requirements of the Canada Revenue Agency.
- 2.12. Greenview will compensate Council Members for mileage to all events attended as a Councillor.
- 2.13. All per diem claims are to be submitted every two weeks and will correspond with the payroll cycle determined by the payroll and benefits department of Greenview.
- 2.14. Expense claims for Board and Committee members will be reviewed by the most senior Greenview employee directly involved in the Board and Committee in question.
- 2.15. All Council Member expense claims, other than the expense claim for the Reeve, will be submitted to the Reeve (or in his or her absence, the Deputy Reeve) for review and approval. The Reeve will submit his or her expense claim to the Deputy Reeve for review and approval. If the Reeve is absent then the Deputy Reeve will submit his or her expense claim to another member of Council for review and approval.
- 2.16. Greenview will engage an external party to conduct a compensation review for Council and Board remuneration to be complete and approved by Council prior to each Municipal Election.

Title: Council and Board Remuneration

Policy No: 1008

Effective Date:

Motion Number:

Supersedes Policy No: NONE

Review Date:



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

1. DEFINITIONS

- 1.1. **Meeting Per Diem** means the rate-of-pay for each meeting attended on behalf of Greenview as appointed by Council. Unless otherwise approved by Council, this refers to Council appointed Boards and Committees.
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- 2.6. Notwithstanding provisions 3, for conference attendance, conference attendees will be paid a per diem rate of \$438.00.
- 2.7. Annually, established rates of honoraria will be adjusted for a cost of living allowance, at the same time, in the same manner and for the same amount (if any) as the salary grid of Greenview. All rates under this policy will be rounded to the closest dollar for ease of processing.
- 2.8. Council members and appointed Board and Committee members will be paid for attending a meeting through electronic means (teleconference, Skype and such similar methods), so long as the meeting exceeds fifteen (15) minutes.
- 2.9. In accordance with Section 154(2) of the Municipal Government Act, the Reeve, by nature of the position, is a member of all council committees and all bodies to which council has the right to appoint members. The Reeve may choose to attend any committee or board meeting, and will be eligible to receive the meeting per diem compensation for this attendance as outlined in this policy.
- 2.10. Should a Councillor receive an invitation to attend a meeting on behalf of Greenview and there is not time for Council to make a motion to approve attendance at the meeting or function, **approval may be granted retroactively at the next Council meeting after the event in order to receive compensation for attendance.** ~~the Councillor must make a request to the Reeve for approval prior to attending the meeting or function in order to receive compensation for attending the meeting.~~
- 2.11. All honoraria paid under this policy is subject to the taxation requirements of the Canada Revenue Agency.
- 2.12. Greenview will compensate Council Members for mileage to all events attended as a Councillor.
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- 2.15. All Council Member expense claims, other than the expense claim for the Reeve, will be submitted to the Reeve (or in his or her absence, the Deputy Reeve) for review and approval. The Reeve will submit his or her expense claim to the Deputy Reeve for review and approval. If the Reeve is absent then the Deputy Reeve will submit his or her expense claim to another member of Council for review and approval.

- 2.16. Greenview will engage an external party to conduct a compensation review for Council and Board remuneration to be complete and approved by Council prior to each Municipal Election.

UNAPPROVED



REQUEST FOR DECISION

SUBJECT:	Request to Waive the November 16th, 2021 Penalty on Tax Roll 182258		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER: CG
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: MJ
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Sections 347(1) of the Municipal Government Act

Council Bylaw/Policy (cite) – Bylaw 21-874

RECOMMENDED ACTION:

MOTION: That Council take no action on the request to waive the November 16, 2021, penalty in the amount of \$88.48 on tax roll 182258.

BACKGROUND/PROPOSAL:

As per the attached letter, the owners of tax roll 182258 are requesting that the November 16th, 2021, penalty be waived. The owners have always mailed their property tax payment on November 1st. This year their envelope was returned to them twice, the first time it was returned was due to them having Greenview's street address not the mailing address. There is no explanation as to why it was returned the second time.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will have upheld Council's bylaw and will have treated all ratepayers equally.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to waive the penalties however, due to the precedence this may set Administration does not recommend this action.

FINANCIAL IMPLICATION:

The Financial implication would be \$88.48 due reduction of revenues.

Direct Costs: None

Ongoing / Future Costs: None

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 a letter to the Ratepayer advising him of Council's decision.

ATTACHMENT(S):

- Request from the Ratepayer
- MGA 347(1)
- Bylaw 21-874

To Council MD of Greenville

We have been mailing our tax payments in for the last 25 years: always on November 1. The problem is this year the envelope has been returned to us 2 times. We are forwarding it to you in original as you can see. We are requesting a reprieve on the extra penalties charged as thru no fault of ours it has not reached you.

Please let us know asap if the penalties will be waived.

email [REDACTED]



**MUNICIPAL DISTRICT OF
GREENVIEW No. 16**

4806 - 36 Avenue, Box 1079
Valleyview, AB, T0H 3N0

Telephone: (780) 524-7600
Facsimile: (780) 524-4307

ROLL NUMBER
182258

TAX YEAR
2021

CUSTOMER NUMBER
172212

**COMBINED PROPERTY
ASSESSMENT & TAX NOTICE**

Residential amount due on or before	NOV 15, 2021	>	\$1,106.06
Residential amount due if paid AFTER residential due date but BEFORE DEC 31		>	\$1,194.54
Non-Residential amount due on or before		>	
Non-Residential amount due if paid AFTER non-residential due date but BEFORE DEC 31		>	
Amount due if paid AFTER DEC 31		>	\$1,313.99
Amount of payment			> 1,106.06

MUNICIPAL DISTRICT
OF GREENVIEW No. 16
RECEIVED

DEC - 8 2021

VALLEYVIEW

CANADA

ADDRESS INCOMPLETE // ADRESSE INCOMP
 RETURN TO SENDER
 RENVOI A L'EXPEDITEUR
 18X 1HS

Valleyview St.

Box 1079

Municipal Dist of Kananaskis #16
~~*#58636 the 7H 3ND*~~



437

DATE 20 28 - 11 - 05
 Y Y Y Y M M D D

PAY TO THE ORDER OF *Municipal Dist of Kananaskis #16* \$ *1,106.06*
one thousand one hundred & six 06 100 DOLLARS

THE BANK OF NOVA SCOTIA
 www.scotiabank.com 1-800-4-SCOTIA
 9834 - 100 AVENUE
 GRANDE PRAIRIE, ALBERTA T2V 0T8

20289

MEMO *Scott Day*



11 4 3 7 11



Penalties

346 A penalty imposed under section 344 or 345 is part of the tax in respect of which it is imposed.

1994 cM-26.1 s346

Cancellation, reduction, refund or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

1994 cM-26.1 s347

Tax becomes debt to municipality

348 Taxes due to a municipality

- (a) are an amount owing to the municipality,
- (b) are recoverable as a debt due to the municipality,
- (c) take priority over the claims of every person except the Crown, and
- (d) are a special lien
 - (i) on land and any improvements to the land, if the tax is a property tax, a community revitalization levy, a special tax, a clean energy improvement tax, a local improvement tax or a community aggregate payment levy, or
 - (ii) on goods, if the tax is a business tax, a community revitalization levy, a well drilling equipment tax, a community aggregate payment levy or a property tax imposed in respect of a designated manufactured home in a manufactured home community.

RSA 2000 cM-26 s348;2005 c14 s12;2018 c6 s5

Fire insurance proceeds

349(1) Taxes that have been imposed in respect of improvements are a first charge on any money payable under a fire insurance policy for loss or damage to those improvements.



BYLAW NO. 21-874 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to authorize the rates of taxation to be levied against assessable property within the Municipal District of Greenview No. 16 for the 2021 taxation year.

Whereas, the Municipal District of Greenview No. 16 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 27, 2021; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Municipality of Greenview No. 16 for 2021 total \$ 196,381,505 and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$ 104,477,789 and the balance of \$ 91,903,716 is to be raised by general municipal taxation; and

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	2,544,748
Non-Residential	24,838,526
Opted Out School Boards	
Residential/Farmland	104,775
Non-Residential	1,168
Requisition Allowance MGA (359(2))	150,000
Seniors Foundation	1,816,324
Designated Industrial Properties Requisition	980,903

Whereas, the Council of the Municipality is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

Whereas, the assessed value of all property in the Municipal District of Greenview No. 16 as shown on the assessment roll is:

	<u>Assessment</u>
Residential/Farmland	778,052,970
Residential Muni Only	4,090,100
Residential Grande Cache	270,665,610
Residential Grande Cache Muni Only	3,830,420
DIP Residential/Farmland	100,680
Non-Residential	217,968,760
Non-Residential Muni Only	1,697,440
Non-Residential Grande Cache	119,305,900
DIP Non-Residential	6,726,613,460
Machinery & Equipment	16,377,420
DIP Machinery & Equipment	5,972,174,830
DIP- Power Generation	<u>106,737,540</u>
Total	14,217,615,130

Therefore, under the authority of the Municipal Government Act, the Council of the Municipal District of Greenview, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipal District of Greenview No. 16:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential/Farmland	1,953,810	782,243,750	2.4977
Residential GC	1,969,454	274,496,030	7.1748
Non-Residential	87,980,452	13,160,875,350	6.6850
Grande Cache Properties Special Tax (Borrowing)			
Residential/Non-Residential	487,670	393,801,930	1.2384
ASFF/Opted-Out School Boards			
Residential/Farm land	2,649,524	1,048,819,260	2.5262
Non-residential	24,839,694	7,063,888,120	3.5164

Requisition Allowance	150,000	8,112,707,380	.0185
Seniors Foundations	1,816,324	14,207,997,170	0.1278
Designated Industrial Properties	980,903	12,805,525,830	0.0766

2. The minimum amount payable as property tax for general municipal purposes shall be \$20.00.
 - a) Non-Residential taxes are due and payable on September 30th, 2021.
 - b) Residential/Farmland taxes are due and payable on November 15th, 2021.
3. In the event of any current taxes remaining unpaid for Non-Residential after September 30th, 2021, there shall be levied a penalty of 8%, on October 1st, 2021.
4. In the event of any current taxes remaining unpaid for Residential/Farmland after November 15th, 2021, there shall be levied a penalty of 8%, on November 16, 2021
 - a) In the event of any current taxes remaining unpaid after December 31st, 2021, there shall be levied a penalty of 10% on January 1st, 2022.
 - b) In the event of any arrears taxes remaining unpaid after December 31st, 2021, there shall be levied a penalty of 18% on January 1st, 2022 and in each succeeding year thereafter, so long as the taxes remain unpaid.
5. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.
6. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 27th day of April, A.D., 2021.

Read a second time this 27th day of April, A.D., 2021.

Read a third time and passed this 11th day of May, A.D., 2021.


REEVE


CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	Provincial Education Requisition Credit & Designated Industrial Requisition Credit		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER: CG
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: MJ
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – In accordance with Sections 437 of the Municipal Government Act

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to apply to the Province of Alberta for the Provincial Education Requisition Credit for Uncollected Education Property Taxes, totaling \$9,140.36 and the Uncollected Designated Industrial Program Requisition on Oil and Gas properties, totaling \$1,031.53.

BACKGROUND/PROPOSAL:

The recent economic downturn in the oil and gas industry has caused hardship for municipalities across Alberta. These economic circumstances have resulted in some oil and gas companies going bankrupt and not paying property taxes. The province has established two programs to assist municipalities where taxes related to requisitioned amounts cannot be collected from property owners.

The PERC program provides affected municipalities with a credit, equal to the provincial education requisition associated with taxable properties that are delinquent in payment of education property taxes. The term of PERC extends to the 2023 tax year and may be applied retroactively to the 2015 tax year.

Additionally, the total education property tax credits provided to municipalities for the purpose of uncollectable education property taxes on delinquent oil and gas properties will be no more than \$30 million for the 2021/22 application intake year and \$15 million each year for the 2022/23 and 2023/24 application intake years (pending annual budget approval).

The DIRC program provides affected municipalities with a credit, equal to the DI Property Tax Requisition associated with taxable properties that are delinquent in payment of the requisition. The term of DIRC does not have an expiration date and can be applied retroactively to the 2018 tax year.

To qualify for the program the property must be an oil and gas property assessed to a company that does not exist, cannot be located, or does not have the financial means to pay outstanding property taxes owing to the municipality due to significant amounts of debt and therefore may be undertaking receivership or bankruptcy proceedings. The property must be coded in ASSET as taxable and non-residential for the purpose

of the education property tax requisition and the Municipality must have considered its options under section 437 of the Municipal Government Act to collect the property taxes owing.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will be eligible to apply for the PERC/DIRC program and be reimbursed for the education taxes and designated industrial requisition taxes that have been submitted to the Province but have not been collected due to the downturn in the oil and gas industry.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to accept the recommended motion; however, Administration does not recommend this action as Greenview would not be eligible to apply for the PERC/DIRC program and would not be able to recoup the uncollected education and designated industrial requisition taxes that have been submitted to the Province.

Alternative #2: Council has the alternative not to accept the recommended motion and direct Administration to proceed with section 437 of the Municipal Government Act, Recovery of Taxes Not Related to Land; however, Administration does not recommend this action as the costs could end up being more than what might be collected or seized and Greenview may end up with machinery, equipment and or buildings and structures that Greenview would have no use for or be able to sell

FINANCIAL IMPLICATION:

Direct Costs: None

Ongoing / Future Costs: None

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 submit Council's Motion to the Tax Program in support of the PERC/DIRC application for reimbursement of the uncollected education property taxes and designated industrial program requisition for the qualified property.

ATTACHMENT(S):

- MGA s437
- Provincial Education Requisition Credit Guidelines
- Provincial Education Requisition Credit Application

incurred by the original municipality in connection with the tax recovery proceedings.

1998 c24 s40

Regulations

436.23 The Minister may make regulations

- (a) respecting the rights and obligations of a municipality in relation to its possession of a designated manufactured home under this Division;
- (b) respecting any other matter related to the recovery of taxes under this Division that the Minister considers necessary to carry out the intent of this Division.

1998 c24 s40

Reporting requirements

436.24(1) Unless a municipality passes a bylaw to the contrary, the owner of a manufactured home community must provide monthly reports to the chief administrative officer or a designated officer of the municipality regarding

- (a) the ownership of all designated manufactured homes in the manufactured home community, including the serial numbers of the designated manufactured homes, and
- (b) the movement of all designated manufactured homes in and out of the manufactured home community.

(2) Despite subsection (1), a municipality may pass a bylaw requiring the owner of the manufactured home community to provide the reports required under subsection (1) to the municipality on the dates specified by the municipality, but not more than once a month.

1998 c24 s40

Division 9 Recovery of Taxes Not Related to Land

Definitions

437 In this Division,

- (a) “distress warrant” means a written instruction to seize goods of the person named in the warrant;
- (b) “period for payment” means,
 - (i) in respect of tax imposed on linear property, machinery and equipment or property referred to in section

304(1)(f), the 120 days following the sending of the tax notice by the municipality, or

(ii) in respect of tax imposed on any other property,

(A) if the person liable to pay the tax is a resident of the municipality, the 14 days following the sending of the tax notice by the municipality, or

(B) if the person liable to pay the tax is not a resident of the municipality, the 30 days following the sending of the tax notice by the municipality;

(c) “tax” means

(i) a business tax,

(ii) a well drilling equipment tax,

(ii.1) a community aggregate payment levy, or

(iii) a property tax or community revitalization levy imposed in respect of property referred to in section 304(1)(c), (f), (g), (h), (i), (j)(i) or (k);

(d) “tax arrears” means taxes that remain unpaid after the expiry of the period for payment.

RSA 2000 cM-26 s437;2005 c14 s18;2021 c22 s7

Methods of recovering taxes in arrears

438(1) A municipality may attempt to recover tax arrears

(a) in accordance with this Division, and

(b) subject to subsection (2), in accordance with any other Act or common law right.

(2) A municipality may start an action under subsection (1)(b) at any time before the goods are sold at a public auction or the municipality becomes the owner of the goods under section 448, whichever occurs first.

1994 cM-26.1 s438

Right to issue distress warrant

439(1) A municipality wishing to recover tax arrears pursuant to this Division may issue a distress warrant.

(2) Each municipality may, in writing, authorize a designated officer or appoint a person to the position of designated officer to



Property tax credit guidelines

Provincial Education Requisition Credit
Designated Industrial Requisition Credit

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1) Guidelines

These guidelines will assist municipalities in applying to the:

Provincial Education Requisition Credit (PERC) for uncollectable Education Property Taxes on oil and gas properties and; Designated Industrial Requisition Credit (DIRC) for any uncollectable Designated Industrial (DI) Property Tax Requisition.

2) Program objective and term

With the downturn in the energy industry in recent years, municipalities are finding it increasingly difficult to collect property taxes, often due to insolvency or receivership of oil and gas and other industrial properties.

The province has established two programs to assist municipalities where taxes related to requisitioned amounts cannot be collected from property owners.

The PERC program provides affected municipalities with a credit, equal to the provincial education requisition associated with taxable properties that are delinquent in payment of education property taxes. The term of PERC extends to the 2023 tax year and may be applied retroactively to the 2015 tax year.

Additionally, the total education property tax credits provided to municipalities for the purpose of uncollectable education property taxes on delinquent oil and gas properties will be no more than \$30 million for the 2021/22 application intake year and \$15 million each year for the 2022/23 and 2023/24 application intake years (pending annual budget approval).

The DIRC program provides affected municipalities with a credit, equal to the DI Property Tax Requisition associated with taxable properties that are delinquent in payment of the requisition. The term of DIRC does not have an expiration date and can be applied retroactively to the 2018 tax year.

If the total Designated Industrial property tax requisition is less than \$1000 for 2020 and subsequent tax years, there will be no requirement to remit the amount collected to the province. As such, no application for a reduction/cancellation will be accepted for any municipality with a DI property requisition under the \$1000 threshold.

If the total Designated Industrial property tax requisition is less than \$50 for 2019, there will be no requirement to remit the amount collected to the province. As such, no application for a reduction/cancellation will be accepted for any municipality with a DI property requisition under the \$50 threshold. There was no threshold for the 2018 DI property requisition.

3) Key dates

Activity	Timeline
PERC & DIRC Application Intake	Application due to Municipal Affairs by January 15th, for the previous year(s) uncollectable taxes.
Receipt of Credit	If your application is successful, a credit will be applied to your next ASFF invoice (PERC) and to your following year's requisition notice for DI properties (DIRC).

4) Contact

If you have any PERC questions, call a program advisor at 780-422-7125 (toll-free 310-0000), or email TaxProgramDelivery@gov.ab.ca. For DIRC questions, call 780-422-1377 (toll free 310-0000) or email ma.asbcia.asmt@gov.ab.ca.

5) Submission method

Signed application forms and supporting documentation must be submitted by email to TaxProgramDelivery@gov.ab.ca.

6) Eligibility requirements

6.1) Eligible applicants

All municipalities in Alberta are eligible applicants. For program purposes, an eligible applicant includes any city, town, village, summer village, specialized municipality, municipal district, improvement district, special area, or the Townsite of Redwood Meadows Administration Society.

6.2) Eligible properties

Municipalities are eligible to apply to PERC for uncollectable education property taxes related to the following types of properties:

- The property is an oil and gas property assessed to a company that does not exist, cannot be located or does not have the financial means to pay outstanding property taxes owing to the municipality due to significant amounts of debt (and therefore may be undertaking receivership or bankruptcy proceedings).
- The property is coded in ASSET as taxable and non-residential for the purpose of the education property tax requisition. (Education property tax is levied on specific properties, and not others. For example, education property tax is not levied on machinery and equipment.)
- The property may be subject to a tax agreement where the property tax payer has defaulted on repayment of the tax agreement.

Municipalities are eligible to apply to DIRC for uncollectable DI Property Tax Requisitions related to the following types of properties:

- The DI property is assessed to a company that does not exist, cannot be located or does not have the financial means to pay outstanding property taxes owing to the municipality due to significant amounts of debt (and therefore may be undertaking receivership or bankruptcy proceedings).
- The property is taxable for the purpose of the DI Property Tax Requisition.

6.3) Ineligible properties

Aside from the properties described in 6.2, taxes levied against all other properties are excluded from PERC eligibility. Examples include:

- Properties owned by insolvent companies outside the oil and gas industry
- Residential properties
- Farmland
- Vacant non-residential land as the Municipal Government Act provides municipalities with other options for recovering unpaid taxes on such lands.
- Properties that are subject to a tax agreement where property taxes have been either cancelled or deferred and the tax agreement is in good standing.

Aside from the properties described in 6.2, taxes levied against all other properties are excluded from DIRC eligibility. Examples include:

- Properties owned by insolvent companies that are not DI property and the DI Property Tax Requisition was not applied.

7) Application and review process

7.1) Submission to Municipal Affairs and review of applications

- Your submission must include a completed application form and supporting documents submitted by email to Municipal Affairs (MA) for processing.
 - The application form is available online under Provincial Education Requisition Credit: <https://www.alberta.ca/provincial-education-requisition-credit.aspx>.
 - The application form requires you to provide detailed information on each property and to certify that the information provided is correct.
- Supporting documentation to be attached with the application include:
 - If the property tax has been expensed as bad debt, a motion from council confirming this.
 - If the property tax has not been expensed as bad debt, a motion from council confirming submission of the PERC application.

8) Provincial credit process and municipal document retention

8.1) Credits

PERC credits to municipalities will be reflected on a future education property tax requisition invoice and DIRC credits will be reflected in the following year's DI Property Tax Requisition.

Applying for PERC credits does not affect the quarterly remittance of the education property tax requisition by your municipality.

8.2) Future tax recovery

In cases where the unpaid taxes have not been written off, the municipality will be required to report the status of tax recovery on an annual basis.

If the uncollectable taxes are eventually recovered in whole or in part, this must be reported to MA and the recovered amounts must be remitted to the ASFF (PERC) or MA/Provincial Assessor (DIRC).

Please contact a Municipal Affairs program advisor at TaxProgramDelivery@gov.ab.ca if this is the case.

8.3) Document retention

Any documentation related to your application should be retained for three years after submitting your application as they may be requested by Municipal Affairs in the future. This may include a journal entry showing an expense of bad debt, tax notices and documents related to attempted tax recovery.

9) 2019 Shallow gas tax relief initiative (SGTRI)

9.1) SGTRI and DIRC

All properties for which a SGTRI credit was received are eligible for an unadjusted DIRC credit.

9.2) SGTRI and PERC

If property taxes owing on a qualifying property under the SGTRI are subsequently cancelled for the purposes of the PERC program, an adjusted PERC claim may be processed.

SGTRI uses the mechanism of the education property tax requisition process to provide a credit for 35 per cent of the total property taxes owing on qualifying properties for municipalities with qualifying properties. This ensures the affected municipalities are credited for the total amount of tax relief they provided to the qualifying properties. A subsequent PERC claim on a SGTRI qualifying property would provide a credit equal to the provincial education property tax requisition less the

SGTRI credit. Where a SGTRI credit is greater than or equal to the municipality's education property tax requisition, there would be no PERC claim remaining. The following two examples are provided to illustrate this.

Property 1

Property 1 receives \$630 in tax relief through SGTRI. If the property meets the program parameters of PERC, it would be eligible for the remaining education property taxes.

Municipal Tax	\$1000
Education Tax	\$800
Total	\$1800
SGTRI Credit (35 per cent of total)	\$630
Municipal tax remaining	\$1000
Education tax remaining	\$170
Potential PERC Claim	\$170

Property 2

Property 2 receives \$525 in tax relief through SGTRI. If the property meets the program parameters of PERC, it would be eligible for the remaining education property taxes.

Municipal Tax	\$1000
Education Tax	\$500
Total	\$1500
SGTRI Credit (35 per cent of total)	\$525
Municipal tax remaining	\$1000
Education tax remaining	\$ (25)
Potential PERC Claim	\$0

For more information on the SGTRI, please visit <https://www.alberta.ca/shallow-gas-tax-relief.aspx>.

Provincial Education Requisition Credit (PERC)

for Uncollectable Education Property Taxes on Oil and Gas Properties and

Designated Industrial Requisition Credit (DIRC)

for any Uncollectable Designated Industrial Property Tax Requisition

Application Form

Municipality

Municipal District of Greenview No.16

Program Details

In any fiscal year, the total PERC provided to municipalities for the purpose of uncollectable education property taxes on delinquent oil and gas properties will be no more than \$30 million for the 2021 tax year and \$15 million for each of the 2022 and 2023 tax years.

As part of your PERC/DIRC application, remember to submit all supporting documentation, including:

- the Property Details Form, saved as an Excel document;
- a motion from council:
 - confirming that the municipal and education property taxes associated with these properties has been expensed as a bad debt or;
 - confirming that council acknowledges submission of a PERC application.

Summary of Uncollectable Property Tax

Total Education Property Tax Eligible for PERC: \$9,140.36

(Less) Amount Collected:

Total Designated Industrial Requisition Tax Amount: \$1,031.53

(Less) Amount Collected:

Total Provincial Education Requisition Credit: \$9,140.36

Total Designated Industrial Requisition Credit: \$1,031.53

Prepared by

Marilyn Jensen

Print Name

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Title

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Email

Provincial Education Requisition Credit (PERC)

for Uncollectable Education Property Taxes on Oil and Gas Properties and Designated Industrial Requisition Credit (DIRC)

for any Uncollectable Designated Industrial Property Tax Requisition

Application Form

Certification

☒ I certify that the information contained in this application form is correct in accordance with the PERC & DIRC guidelines; that my municipality has determined the collection of education property taxes and/or Designated Industrial Property Tax Requisition on these roll numbers to be doubtful and, that if uncollectable taxes are eventually recovered in whole or in part, this must be reported to Municipal Affairs and the recovered amounts must be remitted to the ASFF (PERC) or Municipal Affairs/Provincial Assessor (DIRC).

Printed Name

Signature of Chief Administrative Officer

Telephone Number

Date of Signature

Return Completed Form by January 15

Submit the signed application, including all supporting documentation to: TaxProgramDelivery@gov.ab.ca.

If you have any questions regarding this form or PERC, please contact an advisor by calling 780-422-7125 (toll free dial 310-0000 first).
For DIRC questions, call 780-422-1377 (toll free dial 310-0000 first).

Save a Copy

Submit by Email

Print a Copy

Reset All Fields

Legal Statement

The personal information that is being collected on this form or on any attachments is required to administer the Provincial Education Requisition Credit for Uncollectable Requisitions on Oil and Gas Properties and the Designated Industrial Requisition Credit for any Uncollectable Designated Industrial Property Tax Requisition programs. The collection is authorized under section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be managed in accordance with the privacy provisions of the Act. The name of your municipality and any credit provided under this program may be published on the ministry's website. Should you have any questions about the collection, use or disclosure of this information, please contact the Tax Programs and Assessment Audit Unit at 780-422-7125, toll free by first dialing 310-0000, or by email at TaxProgramDelivery@gov.ab.ca.

Provincial Education Requisition Credit (PERC)
for Uncollectable Education Property Taxes on Oil and Gas Properties
and Designated Industrial Requisition Credit (DIRC)
for Uncollectable DI Property Tax Requisitions
Property Details Form

Municipality
MUNICIPAL DISTRICT OF GREENVEIW NO. 16

Property Details Form Instructions

Information for each individual property should be listed on a separate row.
For linear properties, detailed information on all wells or pipelines associated with each company should be reported separately.

Complete the Fields Below for Each Individual Property

Tax Year	Roll #	DIPAUID/ LPAUID #	Company Name	Non-Residential Property Type	Assessment Value	Local ASFF Tax Rate	Total Education Property Tax Notice Amount	SGTRI Credit	Total Education Property Tax Eligible for PERC	Education Property Tax Amount Collected	Education Property Tax Uncollectable Amount	DI Requisition Tax Rate	Total DI Requisition Tax Amount	DI Amount Collected	DI Uncollectable Amount	Has this tax been written off?	Reason for Uncollectable Property Taxes
2021	309535		ANTERRA ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,220.00	3.5164	\$14.84		\$14.84		\$14.84		\$0.00		\$0.00		Company does not have have financial means to pay outstanding property taxes owing
2021	312724		ANTERRA ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 3,340.00	3.5164	\$11.74		\$11.74		\$11.74	0.0766	\$0.26		\$0.26		Company does not have have financial means to pay outstanding property taxes owing
2018	312814		ANTERRA ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 136,920.00		\$0.00		\$0.00		\$0.00	0.034178	\$4.68		\$4.68	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	312814		ANTERRA ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 531,840.00		\$0.00		\$0.00		\$0.00	0.0786	\$41.80		\$41.80	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	315104		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 149,670.00		\$0.00		\$0.00		\$0.00	0.034178	\$5.12		\$5.12	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	316708		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 193,210.00		\$0.00		\$0.00		\$0.00	0.034178	\$6.60		\$6.60	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	320949		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 134,030.00		\$0.00		\$0.00		\$0.00	0.034178	\$4.58		\$4.58	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	315104		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 144,870.00		\$0.00		\$0.00		\$0.00	0.0786	\$11.39		\$11.39	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316708		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 184,240.00		\$0.00		\$0.00		\$0.00	0.0786	\$14.48		\$14.48	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	320949		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 128,400.00		\$0.00		\$0.00		\$0.00	0.0786	\$10.09		\$10.09	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316417		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 160,460.00		\$0.00		\$0.00		\$0.00	0.0786	\$12.61		\$12.61	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316930		CANADIAN OIL & GAS INTERNATIO	DIP-Non-Linear(Mach & Equip)	\$ 179,810.00		\$0.00		\$0.00		\$0.00	0.0786	\$14.13		\$14.13	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	316422		CANADIAN OIL & GAS INTERNATIO	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 2,820.00	3.5164	\$9.92		\$9.92		\$9.92	0.0766	\$0.22		\$0.22	No	Company does not have have financial means to pay outstanding property taxes owing
2021	316708		CANADIAN OIL & GAS INTERNATIO	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,300.00	3.5164	\$18.64		\$18.64		\$18.64	0.0766	\$0.41		\$0.41	No	Company does not have have financial means to pay outstanding property taxes owing
2021	320949		CANADIAN OIL & GAS INTERNATIO	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,360.00	3.5164	\$18.85		\$18.85		\$18.85	0.0766	\$0.41		\$0.41	No	Company does not have have financial means to pay outstanding property taxes owing
2021	315104		CANADIAN OIL & GAS INTERNATIO	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,540.00	3.5164	\$19.48		\$19.48		\$19.48	0.0766	\$0.42		\$0.42	No	Company does not have have financial means to pay outstanding property taxes owing
2021	309414		PETROWEST CORPORATION	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,510.00	3.5164	\$15.86		\$15.86		\$15.86		\$0.00		\$0.00	No	Company does not have have financial means to pay outstanding property taxes owing
2018	301498		POINT LOMA RESOURCES LTD	DIP-Non-Linear(Mach & Equip)	\$ 95,090.00		\$0.00		\$0.00		\$0.00	0.034178	\$3.25		\$3.25	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	301498		POINT LOMA RESOURCES LTD	DIP-Non-Linear(Mach & Equip)	\$ 92,320.00		\$0.00		\$0.00		\$0.00	0.0786	\$7.26		\$7.26	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	301498		POINT LOMA RESOURCES LTD	DIP-Non-Linear(Mach & Equip)	\$ 90,190.00		\$0.00		\$0.00		\$0.00	0.0760	\$6.85		\$6.85	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	301498		POINT LOMA RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,640.00	3.5164	\$40.93		\$40.93		\$40.93	0.0766	\$0.89		\$0.89	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	312510		QUATTRO EXPLORATION AND PR	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 10,180.00	3.5164	\$35.80		\$35.80		\$35.80	0.0766	\$0.78		\$0.78	No	Company does not have have financial means to pay outstanding property taxes owing
2021	312773		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,530.00	3.5164	\$15.93		\$15.93		\$15.93	0.0766	\$0.35		\$0.35	No	Company does not have have financial means to pay outstanding property taxes owing
2021	313082		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,720.00	3.5164	\$16.60		\$16.60		\$16.60	0.0766	\$0.36		\$0.36	No	Company does not have have financial means to pay outstanding property taxes owing
2021	313526		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,820.00	3.5164	\$20.47		\$20.47		\$20.47	0.0766	\$0.45		\$0.45	No	Company does not have have financial means to pay outstanding property taxes owing
2021	314044		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,910.00	3.5164	\$20.78		\$20.78		\$20.78	0.0766	\$0.45		\$0.45	No	Company does not have have financial means to pay outstanding property taxes owing
2021	313086		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 10,510.00	3.5164	\$36.96		\$36.96		\$36.96	0.0766	\$0.81		\$0.81	No	Company does not have have financial means to pay outstanding property taxes owing
2021	313083		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 35,940.00	3.5164	\$126.38		\$126.38		\$126.38	0.0766	\$2.75		\$2.75	No	Company does not have have financial means to pay outstanding property taxes owing
2018	295509		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 332,000.00		\$0.00		\$0.00		\$0.00	0.034178	\$11.35		\$11.35	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	295511		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 87,510.00		\$0.00		\$0.00		\$0.00	0.034178	\$2.99		\$2.99	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	300292		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 15,560.00		\$0.00		\$0.00		\$0.00	0.034178	\$0.53		\$0.53	No	Company does not have have financial means to pay outstanding property taxes owing
2018	308810		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 26,710.00		\$0.00		\$0.00		\$0.00	0.034178	\$0.91		\$0.91	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	310257		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 15,660.00		\$0.00		\$0.00		\$0.00	0.034178	\$0.54		\$0.54	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	310258		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 145,180.00		\$0.00		\$0.00		\$0.00	0.034178	\$4.96		\$4.96	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	310259		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 147,780.00		\$0.00		\$0.00		\$0.00	0.034178	\$5.05		\$5.05	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	311339		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 57,840.00		\$0.00		\$0.00		\$0.00	0.034178	\$1.98		\$1.98	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	311341		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 119,700.00		\$0.00		\$0.00		\$0.00	0.034178	\$4.09		\$4.09	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	313058		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 74,050.00		\$0.00		\$0.00		\$0.00	0.034178	\$2.53		\$2.53	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	315630		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 95,840.00		\$0.00		\$0.00		\$0.00	0.034178	\$3.28		\$3.28	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	315920		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 195,240.00		\$0.00		\$0.00		\$0.00	0.034178	\$6.67		\$6.67	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	316094		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 139,280.00		\$0.00		\$0.00		\$0.00	0.034178	\$4.76		\$4.76	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	316114		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 382,360.00		\$0.00		\$0.00		\$0.00	0.034178	\$13.07		\$13.07	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	316228		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 338,900.00		\$0.00		\$0.00		\$0.00	0.034178	\$11.58		\$11.58	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	316296		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 152,400.00		\$0.00		\$0.00		\$0.00	0.034178	\$5.21		\$5.21	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	319867		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 693,250.00		\$0.00		\$0.00		\$0.00	0.034178	\$23.69		\$23.69	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	295509		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 321,700.00		\$0.00		\$0.00		\$0.00	0.0786	\$25.29		\$25.29	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	295511		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 85,730.00		\$0.00		\$0.00		\$0.00	0.0786	\$6.74		\$6.74	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	300292		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 15,560.00		\$0.00		\$0.00		\$0.00	0.0786	\$1.22		\$1.22	No	Company does not have have financial means to pay outstanding property taxes owing
2019	308810		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 26,710.00		\$0.00		\$0.00		\$0.00	0.0786	\$2.10		\$2.10	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	310257		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 15,660.00		\$0.00		\$0.00		\$0.00	0.0786	\$1.23		\$1.23	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	310258		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 137,510.00		\$0.00		\$0.00		\$0.00	0.0786	\$10.81		\$10.81	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	310259		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 138,200.00		\$0.00		\$0.00		\$0.00	0.0786	\$10.86		\$10.86	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	311339		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 57,840.00		\$0.00		\$0.00		\$0.00	0.0786	\$4.55		\$4.55	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	311341		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 112,260.00		\$0.00		\$0.00		\$0.00	0.0786	\$8.82		\$8.82	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	313058		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 72,590.00		\$0.00		\$0.00		\$0.00	0.0786	\$5.71		\$5.71	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	315630		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 90,580.00		\$0.00		\$0.00		\$0.00	0.0786	\$7.12		\$7.12	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	315920		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 185,920.00		\$0.00		\$0.00		\$0.00	0.0786	\$14.61		\$14.61	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316094		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 131,950.00		\$0.00		\$0.00		\$0.00	0.0786	\$10.37		\$10.37	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316114		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 362,530.00		\$0.00		\$0.00		\$0.00	0.0786	\$28.49		\$28.49	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316228		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 322,830.00		\$0.00		\$0.00		\$0.00	0.0786	\$25.37		\$25.37	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316296		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$ 145,140.00		\$0.00		\$0.00		\$0.00	0.0786	\$11.41		\$11.41	Yes	Company does not have have financial means to pay outstanding property taxes owing

2019	319867		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	664,910.00		\$0.00		\$0.00	0.0786	\$52.26		\$52.26	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	295511		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	84,550.00		\$0.00		\$0.00	0.076	\$6.43		\$6.43	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	315630		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	86,160.00		\$0.00		\$0.00	0.076	\$6.55		\$6.55	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	315920		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	177,880.00		\$0.00		\$0.00	0.076	\$13.52		\$13.52	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	316094		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	125,530.00		\$0.00		\$0.00	0.076	\$9.54		\$9.54	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	316228		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	309,740.00		\$0.00		\$0.00	0.076	\$23.54		\$23.54	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	316296		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	138,880.00		\$0.00		\$0.00	0.076	\$10.55		\$10.55	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	319867		RAIMOUNT ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	641,750.00		\$0.00		\$0.00	0.076	\$48.77		\$48.77	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	238546		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	3,810.00	3.5164	\$13.40		\$13.40	0.0766	\$0.29		\$0.29	No	Company does not have have financial means to pay outstanding property taxes owing
2021	314532		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	4,100.00	3.5164	\$14.42		\$14.42	0.0766	\$0.31		\$0.31	No	Company does not have have financial means to pay outstanding property taxes owing
2021	317906		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	4,720.00	3.5164	\$16.60		\$16.60	0.0766	\$0.36		\$0.36	No	Company does not have have financial means to pay outstanding property taxes owing
2021	314145		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	4,730.00	3.5164	\$16.63		\$16.63	0.0766	\$0.36		\$0.36	No	Company does not have have financial means to pay outstanding property taxes owing
2021	317905		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	4,780.00	3.5164	\$16.81		\$16.81	0.0766	\$0.37		\$0.37	No	Company does not have have financial means to pay outstanding property taxes owing
2021	317906		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	4,720.00	3.5164	\$16.60		\$16.60	0.0766	\$0.36		\$0.36	No	Company does not have have financial means to pay outstanding property taxes owing
2021	315317		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	5,050.00	3.5164	\$17.76		\$17.76	0.0766	\$0.39		\$0.39	No	Company does not have have financial means to pay outstanding property taxes owing
2021	315319		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	5,050.00	3.5164	\$17.76		\$17.76	0.0766	\$0.39		\$0.39	No	Company does not have have financial means to pay outstanding property taxes owing
2021	314503		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	6,140.00	3.5164	\$21.59		\$21.59	0.0766	\$0.47		\$0.47	No	Company does not have have financial means to pay outstanding property taxes owing
2021	312140		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	17,930.00	3.5164	\$63.05		\$63.05	0.0766	\$1.37		\$1.37	No	Company does not have have financial means to pay outstanding property taxes owing
2021	315633		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	23,470.00	3.5164	\$82.53		\$82.53	0.0766	\$1.80		\$1.80	No	Company does not have have financial means to pay outstanding property taxes owing
2021	295511		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	6,790.00	3.5164	\$23.88		\$23.88	0.0766	\$0.52		\$0.52	No	Company does not have have financial means to pay outstanding property taxes owing
2021	315630		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	5,540.00	3.5164	\$19.48		\$19.48	0.0766	\$0.42		\$0.42	No	Company does not have have financial means to pay outstanding property taxes owing
2021	314988		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	47,890.00	3.5164	\$168.40		\$168.40	0.0766	\$3.67		\$3.67	No	Company does not have have financial means to pay outstanding property taxes owing
2021	316094		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	13,860.00	3.5164	\$48.74		\$48.74	0.0766	\$1.06		\$1.06	No	Company does not have have financial means to pay outstanding property taxes owing
2021	316296		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	14,580.00	3.5164	\$51.27		\$51.27	0.0766	\$1.12		\$1.12	No	Company does not have have financial means to pay outstanding property taxes owing
2021	315920		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	13,860.00	3.5164	\$48.74		\$48.74	0.0766	\$1.06		\$1.06	No	Company does not have have financial means to pay outstanding property taxes owing
2021	313788		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	95,630.00	3.5164	\$336.27		\$336.27	0.0766	\$7.33		\$7.33	No	Company does not have have financial means to pay outstanding property taxes owing
2021	316228		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	103,300.00	3.5164	\$363.24		\$363.24	0.0766	\$7.91		\$7.91	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319867		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	193,940.00	3.5164	\$681.97		\$681.97	0.0766	\$14.86		\$14.86	No	Company does not have have financial means to pay outstanding property taxes owing
2021	310813		SCOLLARD ENERGY LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$	6,200.00	3.5164	\$18.29		\$18.29	0.0766	\$0.40		\$0.40	No	Company does not have have financial means to pay outstanding property taxes owing
2018	315060		SEQUOIA RESOURCES CORP	DIP-Non-Linear(Mach & Equip)	\$	113,610.00		\$0.00		\$0.00	0.034178	\$3.89		\$3.89	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	315060		SEQUOIA RESOURCES CORP	DIP-Non-Linear(Mach & Equip)	\$	107,940.00		\$0.00		\$0.00	0.0786	\$8.48		\$8.48	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	315060		SEQUOIA RESOURCES CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	4,020.00	3.5164	\$14.14		\$14.14	0.0766	\$0.31		\$0.31	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	312865		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	47,290.00		\$0.00		\$0.00	0.034178	\$1.62		\$1.62	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	313115		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	76,920.00		\$0.00		\$0.00	0.034178	\$2.63		\$2.63	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	314533		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	141,330.00		\$0.00		\$0.00	0.034178	\$4.83		\$4.83	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	312865		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	47,290.00		\$0.00		\$0.00	0.0786	\$3.72		\$3.72	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	313115		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	73,050.00		\$0.00		\$0.00	0.0786	\$5.74		\$5.74	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	314533		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	141,330.00		\$0.00		\$0.00	0.0786	\$11.11		\$11.11	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	312865		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	47,640.00		\$0.00		\$0.00	0.076	\$3.62		\$3.62	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	313115		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	72,670.00		\$0.00		\$0.00	0.076	\$5.52		\$5.52	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	314533		SHORELINE ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	142,360.00		\$0.00		\$0.00	0.076	\$10.82		\$10.82	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	307563		SHORELINE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	9,970.00	3.5164	\$35.06		\$35.06	0.0766	\$0.76		\$0.76	No	Company does not have have financial means to pay outstanding property taxes owing
2021	313115		SHORELINE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	9,820.00	3.5164	\$34.53		\$34.53	0.0766	\$0.75		\$0.75	No	Company does not have have financial means to pay outstanding property taxes owing
2018	314638		SUMMERFIELD ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	94,640.00		\$0.00		\$0.00	0.034178	\$3.23		\$3.23	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	314638		SUMMERFIELD ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	89,670.00		\$0.00		\$0.00	0.0786	\$7.05		\$7.05	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	314638		SUMMERFIELD ENERGY CORP	DIP-Non-Linear(Mach & Equip)	\$	85,310.00		\$0.00		\$0.00	0.076	\$6.48		\$6.48	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	314638		SUMMERFIELD ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$	16,210.00	3.5164	\$57.00		\$57.00	0.0766	\$1.24		\$1.24	No	Company does not have have financial means to pay outstanding property taxes owing
2018	314637		WESTHILL RESOURCES LIMITED	DIP-Non-Linear(Mach & Equip)	\$	226,470.00		\$0.00		\$0.00	0.034178	\$7.74		\$7.74	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	314637		WESTHILL RESOURCES LIMITED	DIP-Non-Linear(Mach & Equip)	\$	317,400.00		\$0.00		\$0.00	0.0786	\$24.95		\$24.95	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	314637		WESTHILL RESOURCES LIMITED	DIP-Non-Linear(Mach & Equip)	\$	303,670.00		\$0.00		\$0.00	0.076	\$23.08		\$23.08	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	314637		WESTHILL RESOURCES LIMITED	DIP-non-Linear(non-res. Bldgs&Structures)	\$	53,470.00	3.5164	\$188.02		\$188.02	0.0766	\$4.10		\$4.10	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319300	2754304	WESTHILL RESOURCES LIMITED	DIP-Linear(well or pipe)	\$	14,940.00	3.5164	\$52.54		\$52.54	0.0766	\$1.14		\$1.14	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319300	3729583	WESTHILL RESOURCES LIMITED	DIP-Linear(well or pipe)	\$	101,370.00	3.5164	\$356.46		\$356.46	0.0766	\$7.76		\$7.76	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319300	3732380	WESTHILL RESOURCES LIMITED	DIP-Linear(well or pipe)	\$	14,800.00	3.5164	\$52.04		\$52.04	0.0766	\$1.13		\$1.13	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319300	4064679	WESTHILL RESOURCES LIMITED	DIP-Linear(well or pipe)	\$	15,670.00	3.5164	\$55.10		\$55.10	0.0766	\$1.20		\$1.20	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319300	4698202	WESTHILL RESOURCES LIMITED	DIP-Linear(well or pipe)	\$	46,270.00	3.5164	\$162.70		\$162.70	0.0766	\$3.54		\$3.54	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319300	4741914	WESTHILL RESOURCES LIMITED	DIP-Linear(well or pipe)	\$	24,700.00	3.5164	\$86.86		\$86.86	0.0766	\$1.89		\$1.89	No	Company does not have have financial means to pay outstanding property taxes owing
2018	316738		CANADIAN COYOTE ENERGY LTD	DIP-Non-Linear(Mach & Equip)	\$	290,500.00		\$0.00		\$0.00	0.034178	\$9.93		\$9.93	Yes	Company does not have have financial means to pay outstanding property taxes owing
2018	320411		CANADIAN COYOTE ENERGY LTD	DIP-Non-Linear(Mach & Equip)	\$	111,550.00		\$0.00		\$0.00	0.034178	\$3.81		\$3.81	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	316738		CANADIAN COYOTE ENERGY LTD	DIP-Non-Linear(Mach & Equip)	\$	275,780.00		\$0.00		\$0.00	0.0786	\$21.68		\$21.68	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	320411		CANADIAN COYOTE ENERGY LTD	DIP-Non-Linear(Mach & Equip)	\$	106,250.00		\$0.00		\$0.00	0.0786	\$8.35		\$8.35	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	316738		CANADIAN COYOTE ENERGY LTD	DIP-Non-Linear(Mach & Equip)	\$	264,760.00		\$0.00		\$0.00	0.076	\$20.12		\$20.12	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	320411		CANADIAN COYOTE ENERGY LTD	DIP-Non-Linear(Mach & Equip)	\$	101,660.00		\$0.00		\$0.00	0.076	\$7.73		\$7.73	Yes	Company does not have have financial means to pay outstanding property taxes owing
2021	317032		MANITOK ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$	5,910.00	3.5164	\$20.78		\$20.78	0.0766	\$0.45		\$0.45	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	308879		DELEK RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$	31,090.00	3.8001	\$118.15		\$118.15	0.076	\$2.36		\$2.36	No	Company does not have have financial means to pay outstanding property taxes owing
2021	308879		DELEK RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$	12,250.00	3.5164	\$43.08		\$43.08	0.0766	\$0.94		\$0.94	No	Company does not have have financial means to pay outstanding property taxes owing
2020	310237		DELEK RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$	8,660.00	3.8001	\$32.91		\$32.91	0.076	\$0.66		\$0.66	No	Company does not have have financial means to pay outstanding property taxes owing
2021	310237		DELEK RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$	3,410.00	3.5164	\$11.99		\$11.99	0.0766	\$0.26		\$0.26	No	Company does not have have financial means to pay outstanding property taxes owing
2018	312862		TOPANGA RESOURCES LTD	DIP-Non-Linear(Mach & Equip)	\$	369,800.00		\$0.00		\$0.00	0.034178	\$12.64		\$12.64	Yes	Company does not have have financial means to pay outstanding property taxes owing
2019	312862		TOPANGA RESOURCES LTD	DIP-Non-Linear(Mach & Equip)	\$	354,730.00		\$0.00		\$0.00	0.0786	\$27.88		\$27.88	Yes	Company does not have have financial means to pay outstanding property taxes owing
2020	312862		TOPANGA RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$	424,790.00	3.8001	\$1,614.24		\$1,614.24	0.076	\$32.28		\$32.28	No	Company does not have have financial means to pay outstanding property taxes owing
2021	312862		TOPANGA RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$	411,070.00	3.5164	\$1,445.49		\$1,445.49	0.0766	\$31.49		\$31.49	No	Company does not have have financial means to pay outstanding property taxes owing
2020	319309	1241318	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$	74,280.00	3.8001	\$282.27		\$282.27	0.076	\$5.65		\$5.65	No	Company does not have have financial means to pay outstanding property taxes owing
2020	319309	1241319	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$	40,630.00	3.8001	\$154.40		\$154.40	0.076	\$3.09		\$3.09	No	Company does not have have financial means to pay outstanding property taxes owing
2020	319309	1998259	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$	19,570.00	3.8001	\$74.37		\$74.37	0.076	\$1.49		\$1.49	No	Company

2021	319309	2049656	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 14,890.00	3.5164	\$52.36		\$52.36		\$52.36	0.0766	\$1.14		\$1.14	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319309	7641478	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 27,370.00	3.5164	\$96.24		\$96.24		\$96.24	0.0766	\$2.10		\$2.10	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319309	7641480	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 16,280.00	3.5164	\$57.25		\$57.25		\$57.25	0.0766	\$1.25		\$1.25	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319309	7884963	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 10,590.00	3.5164	\$37.24		\$37.24		\$37.24	0.0766	\$0.81		\$0.81	No	Company does not have have financial means to pay outstanding property taxes owing
2021	319309	7884964	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 54,500.00	3.5164	\$191.64		\$191.64		\$191.64	0.0766	\$4.17		\$4.17	No	Company does not have have financial means to pay outstanding property taxes owing
2020	317606		SUN STAR ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 13,980.00	3.8001	\$53.13		\$53.13		\$53.13	0.076	\$1.06		\$1.06	No	Company does not have have financial means to pay outstanding property taxes owing
2021	317606		SUN STAR ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,540.00	3.5164	\$19.48		\$19.48		\$19.48	0.0766	\$0.42		\$0.42	No	Company does not have have financial means to pay outstanding property taxes owing
					Totals	\$9,140.36			\$9,140.36	\$0.00	\$9,140.36		\$1,031.53	\$0.00	\$1,031.53		

*Insert rows if needed

Total Provincial Education Requisition Credit	\$9,140.36	Total DI Property Requisition Credit	\$1,031.53
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Return Completed Form by January 15

Submit the signed application with this form saved as an excel file, including supporting council motions to: TaxProgramDelivery@gov.ab.ca
If you have any questions regarding this form or PERC, please contact an advisor by calling 780-422-7125 (toll free dial 310-0000 first).
If you have any questions regarding DIRC, please contact an advisor by calling 780-422-1377 (toll free dial 310-0000 first).

Glossary

Tax Year: The calendar year that taxes are levied on properties in your municipality. This follows the assessment year.
Roll #: A unique number that corresponds to a physical property location or business, as set by your municipality and reported into ASSET.
DIPAUID/LPAUID #: A unique number that corresponds to a linear property, as set by the Municipal Assessment and Grants division of Municipal Affairs.
Assessment Value: The total assessed value for each property included in your application.
Local ASFF Tax Rate: The tax rate applied to properties in your municipality for the purpose of collecting the education property tax requisition.
SGTRI Credit: Credits received for the affected property under the Shallow Gas Tax Relief Initiative. *This initiative applied to only the 2019 tax year.*
DI Requisition Tax Rate: The tax rate applied to properties in your municipality for the purpose of collecting the DI Property Tax Requisition.
Machinery & Equipment (M&E): The assessment for M&E is not eligible for PERC as M&E does not pay education property tax. However, the DI requisition does apply to industrial property M&E.
Reason for Write-off: Reason why bad debt is considered uncollectable (use drop-down menu).

Legal Statement

The personal information that is being collected on this form or any attachments is required to administer the Provincial Education Requisition Credit for Uncollectible Requisitions on Oil and Gas Properties program. The collection is authorized under section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be managed in accordance with the privacy provisions of the Act. The name of your municipality and any credit provided under this program may be published on the ministry's website. Should you have any questions about the collection, use or disclosure of this information, please contact the Tax Programs and Assessment Audit Unit at 780-422-7125, toll free by first dialing 310-0000, or by email at TaxProgramDelivery@gov.ab.ca.

Sample of Reporting for DIP-Linear and DIP-Non-Linear

Municipality
Municipality of Loneville

Property Details Form Instructions

Information for each individual property should be listed on a separate row.
For linear properties, detailed information on all wells or pipelines associated with each company should be reported separately.

Complete the Fields Below for Each Individual Property																
Tax Year	Roll #	DIPAUID/ LPAUID #	Company Name	Non-Residential Property Type	Assessment Value	Local ASFF Tax Rate	Total Education Property Tax Notice Amount	SGTRI Credit	Total Education Property Tax Eligible for PERC	Education Property Tax Amount Collected	Education Property Tax Uncollectable Amount	DI Requisition Tax Rate	Total DI Requisition Tax Amount	DI Amount Collected	DI Uncollectable Amount	Has this tax been written off?
2020	316177		ABC EXPLORATION LTD	DIP-Linear(well or pipe)	\$ 25,227,760.00	3.6433	\$91,912.30	\$0.00	\$91,912.30	\$0.00	\$91,912.30	0.076	\$1,917.31	\$0.00	\$1,917.31	No
2020	317870		UVW ENERGY LTD.	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 150,000.00	3.6433	\$546.50	\$0.00	\$546.50	\$0.00	\$546.50	0.076	\$11.40	\$0.00	\$11.40	Yes
2020	317870		UVW ENERGY LTD.	DIP-Non-Linear(Mach & Equip)	\$ 500,640.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.076	\$38.05	\$0.00	\$38.05	Yes
							\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	
							\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	
						Totals	\$92,458.79		\$92,458.79	\$0.00	\$92,458.79		\$1,966.76	\$0.00	\$1,966.76	

*Insert rows if needed

Total Provincial Education Requisition Credit	\$92,458.79	Total DI Property Requisition Credit	\$1,966.76
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Return Completed Form by January 15

Submit the signed application with this form saved as an excel file, including supporting council motions expensing the doubtful accounts to: TaxProgramDelivery@gov.ab.ca
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REQUEST FOR DECISION

SUBJECT:	Expected Benefits for Drainage Ditch East of NE 12-70-22 W5M Report		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2021	CAO: SW	MANAGER: LT
DEPARTMENT:	INFRASTRUCTURE & PLANNING	DIR: RA	PRESENTER: LT
STRATEGIC PLAN:	Development	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accepts the report on the drainage work completed on the undeveloped road allowance east of NE 12-70-22 W5M for information, as presented.

BACKGROUND/PROPOSAL:

December 14, 2021, Councillor Rosson put forth a notice of motion That Council direct Administration to provide a report regarding the drainage work completed on the undeveloped road allowance and the expected benefits for the drainage ditch east of NE-12-70-22 W5M.

The report (see attached) is so that Council is aware of the circumstances surrounding the objective to protect Greenview infrastructure and the landowners in the area.

Administration has included a timeline from 1974 to present, to the best of the available information, when the drainage first became a concern and brought forward to Council.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council is informed on the purpose of the drainage system.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to accept the report as presented and provide further direction.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Report of expected benefits of drainage ditch.
- Lidar Map
- VV East & Undeveloped Road Drainage Map
- Timeline



MUNICIPAL DISTRICT OF GREENVIEW

Expected benefits of Drainage on NE 12-70-22 W5M

History

Since 1989 there have been water issues within this area. Greenview previously received a petition asking to investigate a control measure of surplus water in the affected areas. In 1990 Council motioned a feasibility study for the Valleyview East Drainage project. There were 3-line options that were provided in which Alberta Environment and the Municipality determined that Line 1 named Valleyview East Erosion was registered the most efficient. This was the line authorized and completed. Lines 2 and 3 have since been completed but not registered.

Through farmland ditching, development of the area and clearing of land the water has continually caused havoc. In a bad flood year, the North ditch of Township Road 702 could see the water from up to twelve ¼ sections that have been substantially cleared. Township Road 702 is a dead-end road that ends on Range Road 215 past an oxbow that is holding water due to the level of the road.

There are 8 residences east of where the major erosion and flooding would continually take place with the possibility to be stranded. In the past Greenview employees had been dispatched to alert residences on TWP 702 and RR15 to imminent danger of being stranded. Advising residents to park a vehicle at the top of the hill away from the oxbow to allow egress.

The amount of water is the main cause of the erosion along Greenview's roadway placing our infrastructure at risk. The Greenview operations department has spent thousands of dollars to try to rectify these issues every time situations arose. Flooding can be caused by beaver dams, inadequate culvert capacity, and extra water being diverted towards the oxbow from farmland.

Therefore, with the flooding events of 2020, administration deemed it necessary for the safety of our residents that were continually at stake along with our infrastructure was to reduce the hazard. Administration looked at the drainage within Range Road 221, Township Road 701, Township Road 702 and the drainage ditch within Greenview's undeveloped road allowance located in Range Road 221.

The scope of work for Range Road 221 was to re-establish the ditch bottom on both sides of the road and slopes from Township Road 702 to Township Road 701. Increased the culvert sizes

and ensured the water and the elevations were re-established to the existing Valleyview East Drainage. We hand cleaned the top and the bottom end of the existing culvert within that drainage ditch to ensure the water would not negatively affect landowners as it had done in the past.

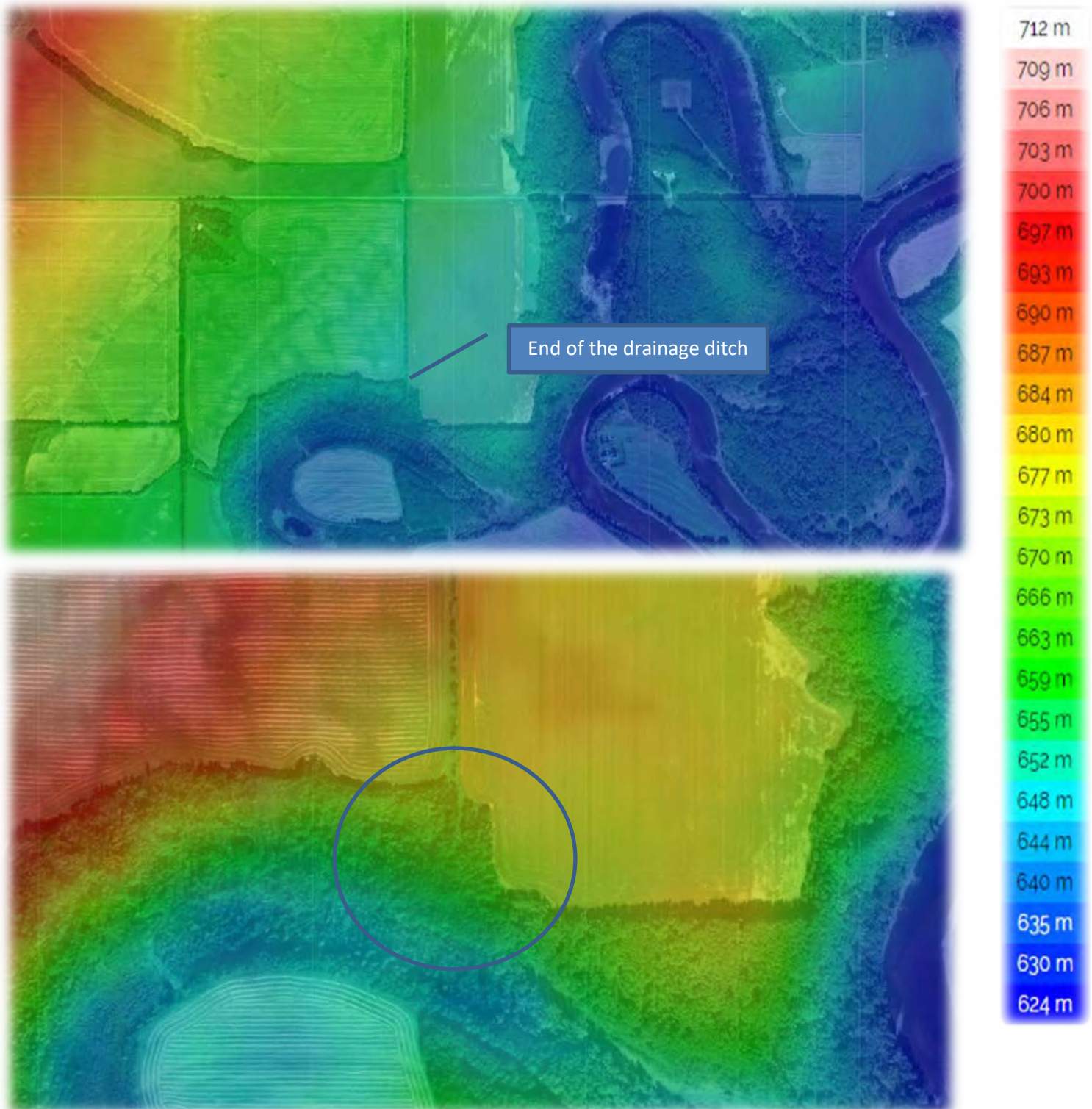
The scope of work for Township Road 701 was to re-establish the ditch bottom and slopes on the north side, adding a berm as requested by the landowners, erosion control measures to slow down the water and protect the infrastructure. This was complete.

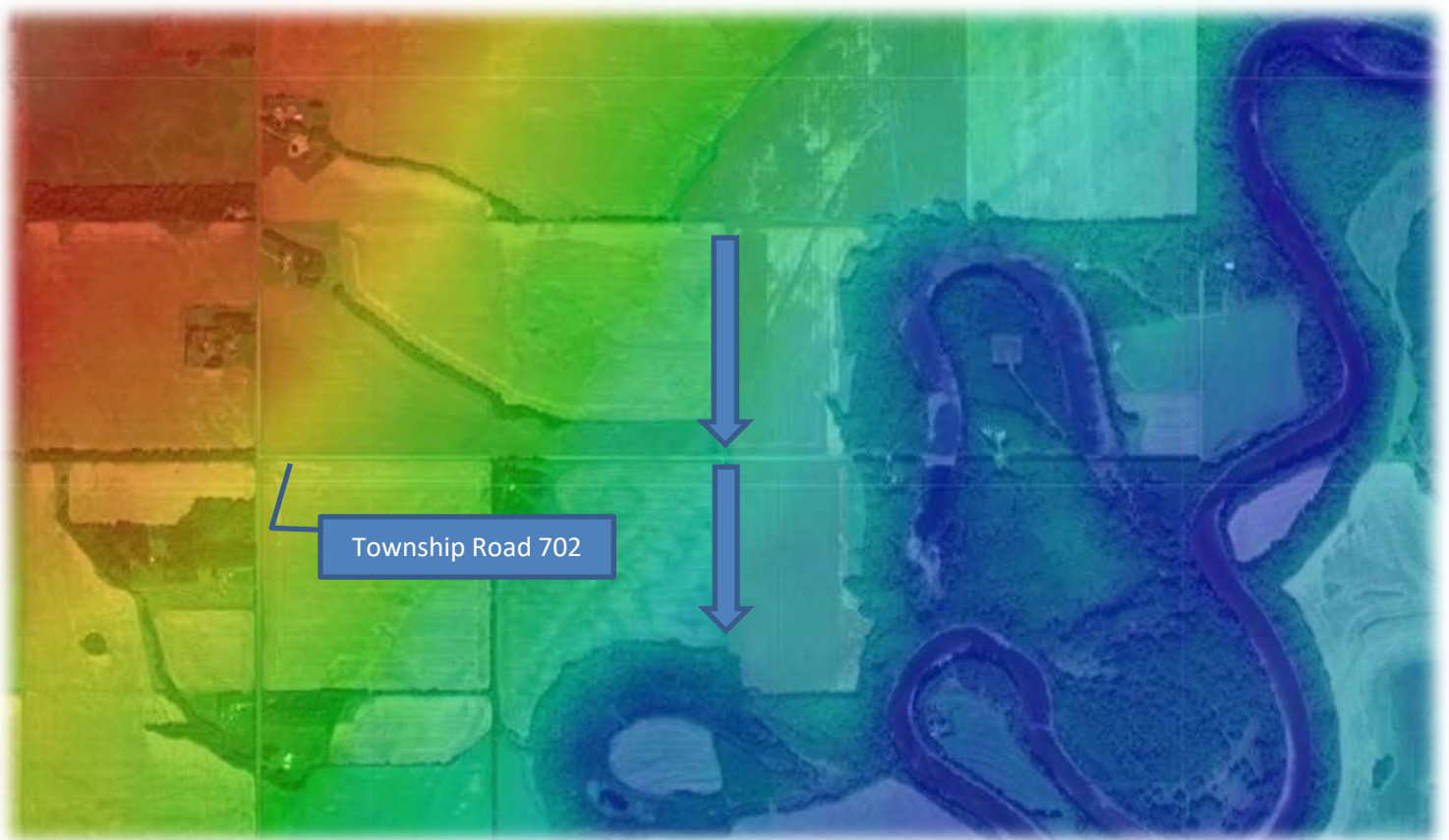
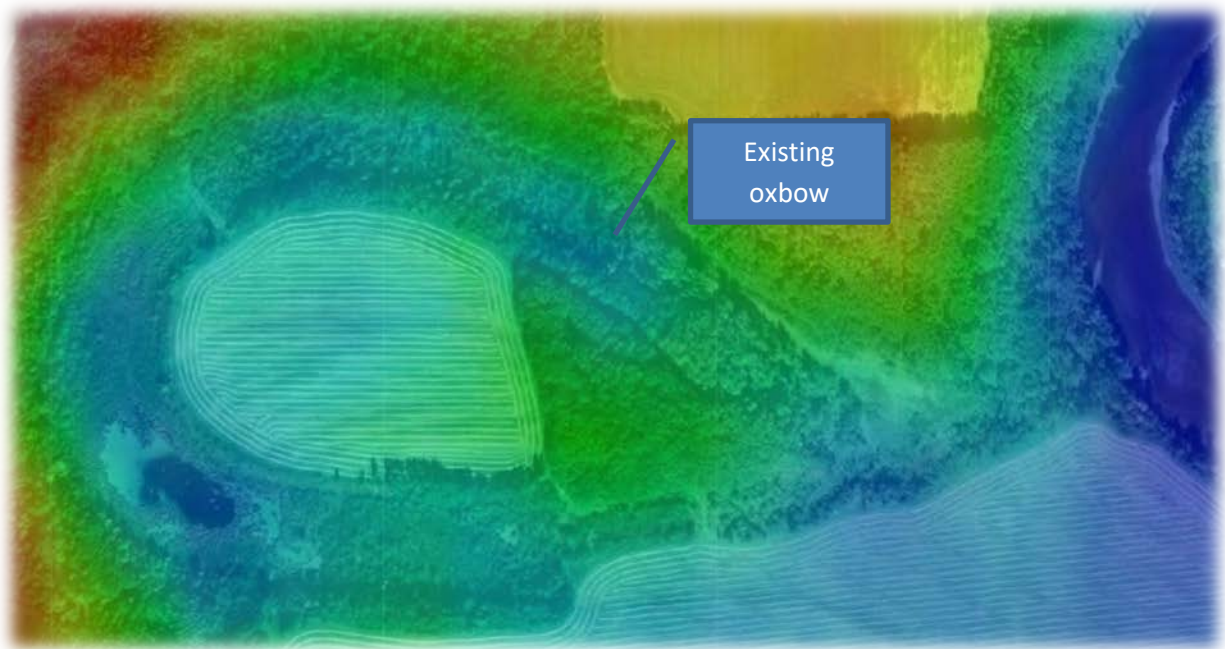
The scope of work for Township Road 702 was to re-establish the ditch bottom and slopes on the north side including recontouring the ditch, install erosion control measures to slow down the water that enters the oxbow. This was complete.

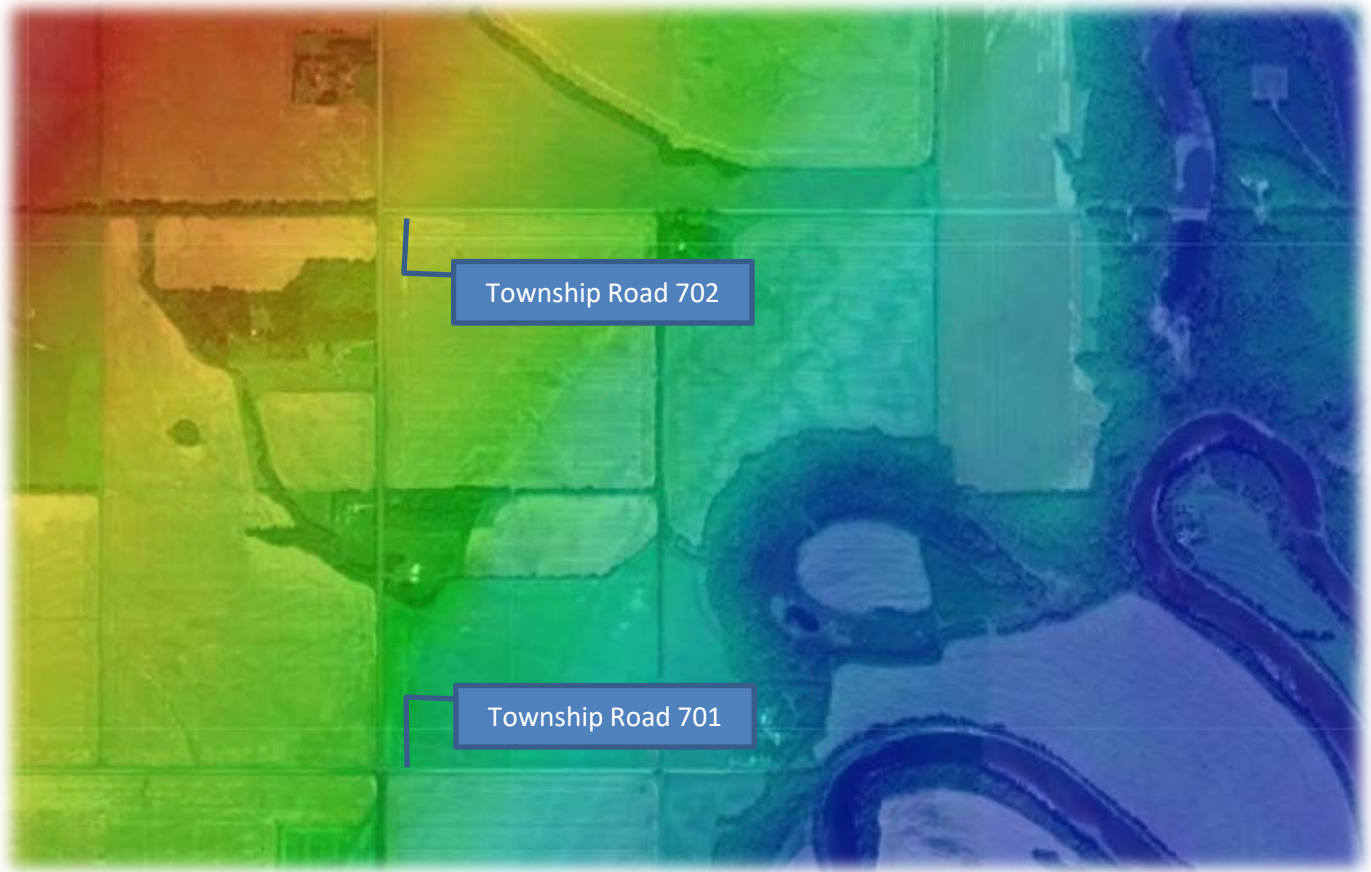
The scope of work for Range Road 220 drainage ditch was to establish a ditch that would a significant amount of water releasing it slower. The ditch is approx. 14m across, 4m flat bottom with 3:1 side slope with a less 1% decline from the start of the ditch to the end. The ditch has drop structures to help mitigate the speed of the water. This was complete.

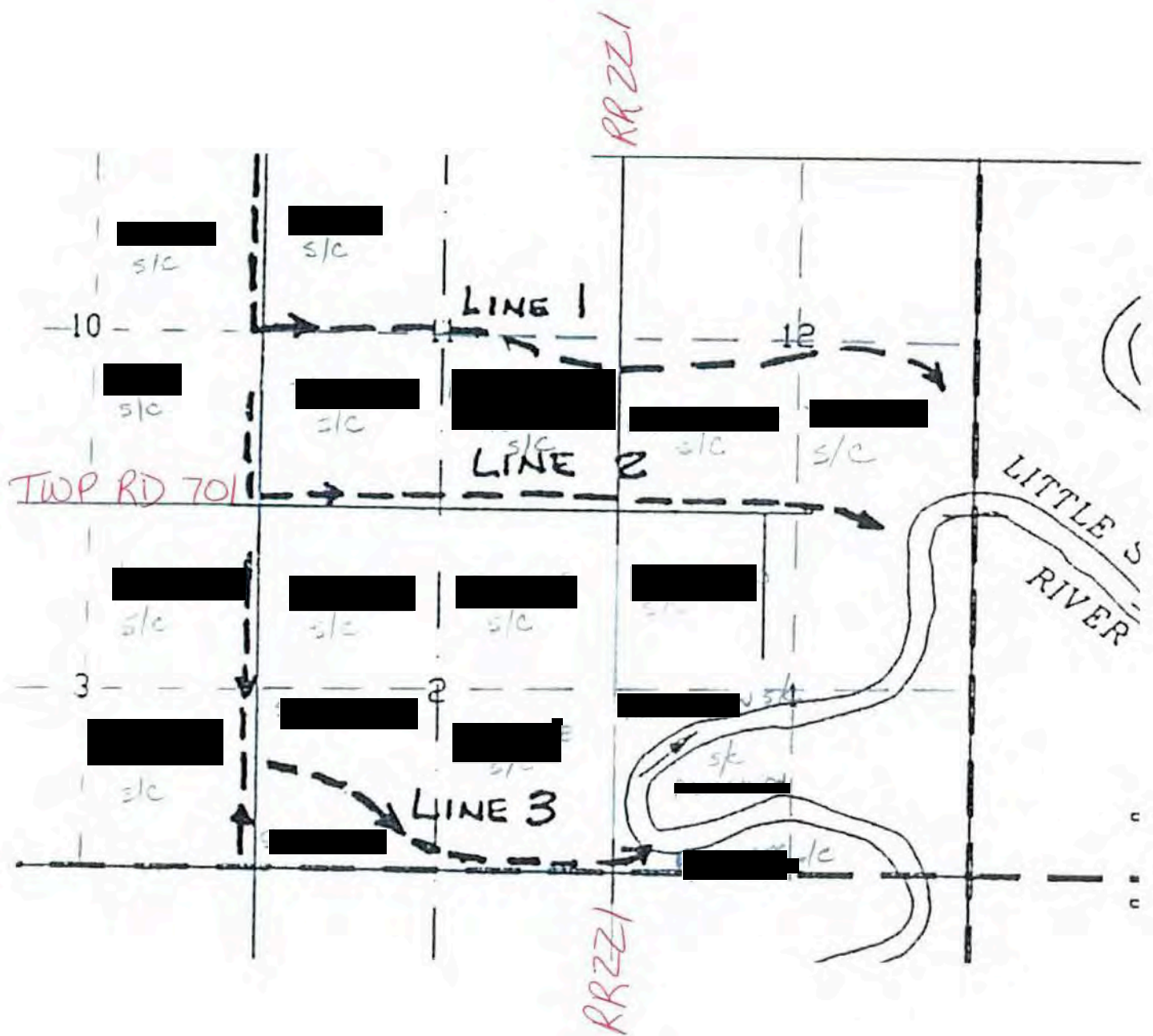
With the improvements within the area pertaining to the drainage and increased culvert sizes the expected benefits are to hold and allow the water to continue in the direction of the natural slope of the land as opposed to large amounts of water at one time. This ditch also shares the amount of water that travels east on Township Road 702 reducing the risk of infrastructure failure and the safety of the landowners that live within the area.

The photos below from a website of topographic images in Alberta. There are also photos attached regarding the infrastructure damage along Township Road 702.









Township Road 702 facing west



Township Road 702 facing East



Township Road 702 facing west



Township Road 702 facing west



Range Road 220 Drainage Ditch within the undeveloped road allowance
facing south



Facing South at the end of the ditch



Facing South at the end of the ditch



Facing South at the end of the ditch

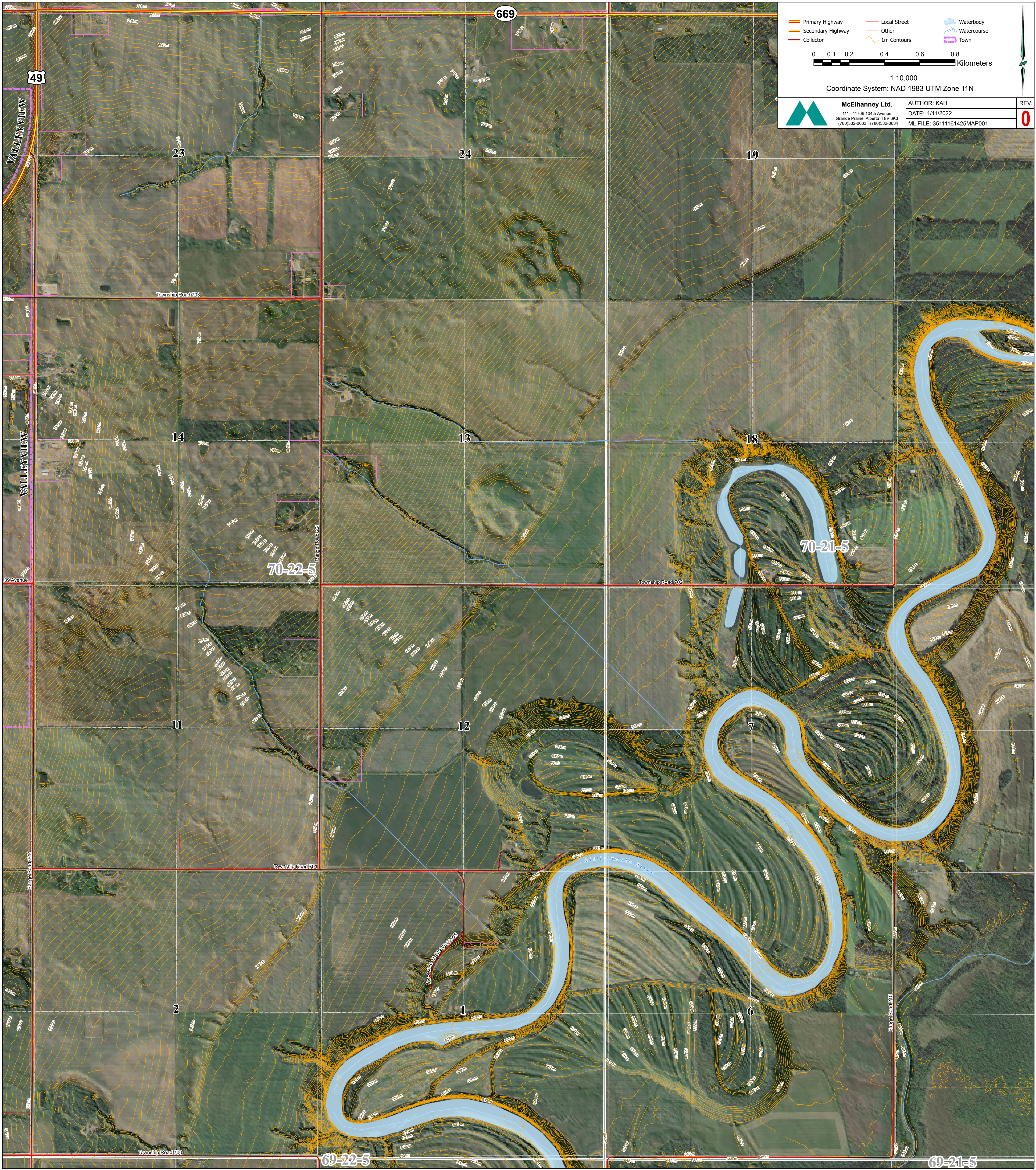


Township Road 702 ditch upgrade



Start of the ditch on the north end





0 0.1 0.2 0.4 0.6 0.8 Kilometers

1:10,000
Coordinate System: NAD 1983 UTM Zone 11N

McElhanney Ltd.
111 - 11708 104th Avenue
Grande Prairie, Alberta T8V 6K3
T(780)532-0633 F(780)532-0634

AUTHOR: KAH	REV.
DATE: 1/11/2022	0
ML FILE: 35111161425MAP001	

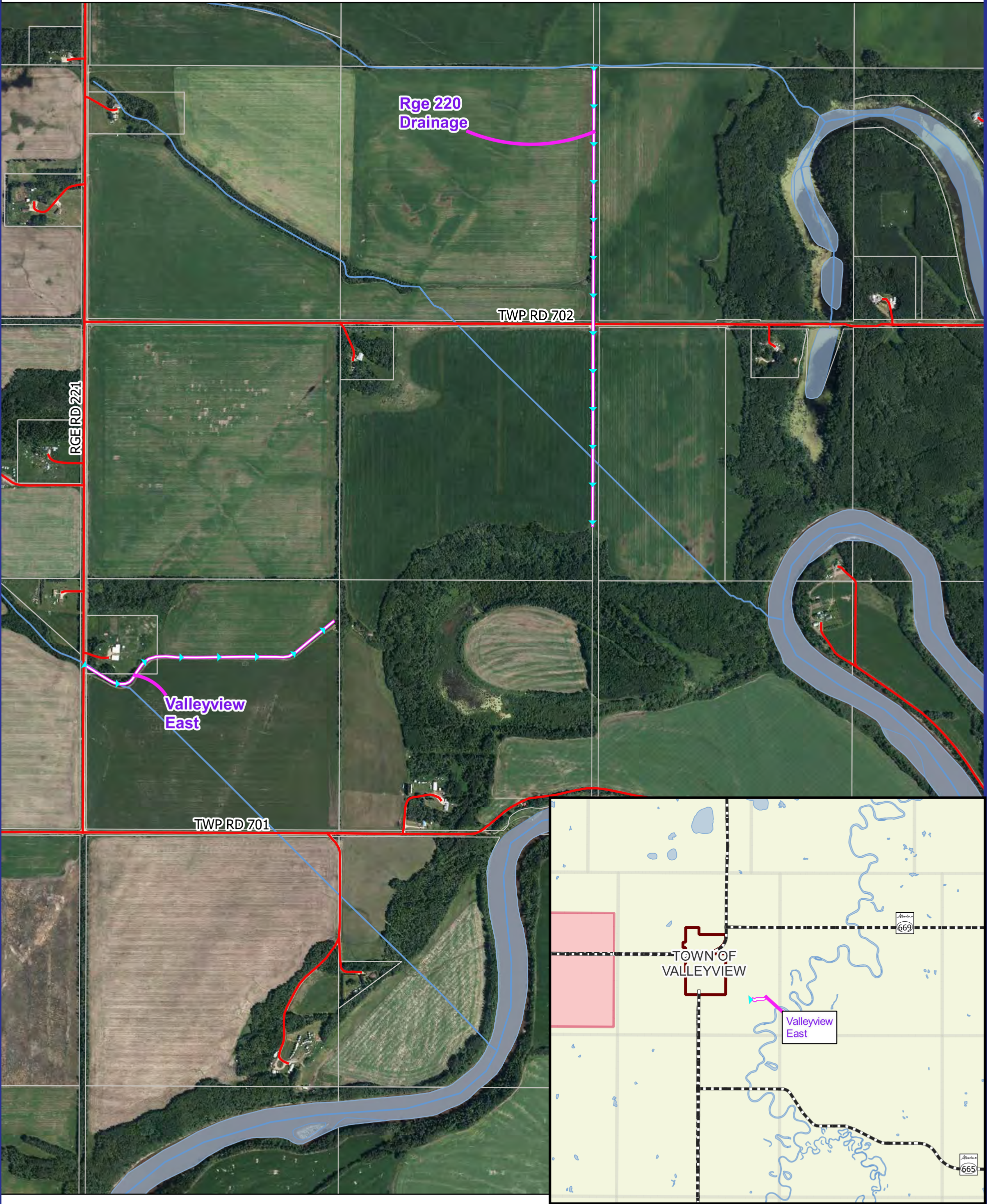


Valleyview East Drainage

UTM Zone 11 NAD83

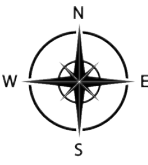
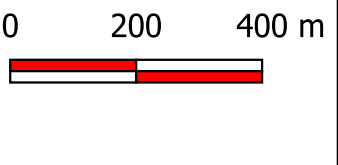
1:12,000

Date: January 28, 2022



Legend

- Drainage Ditch
- Road Surface
- GRAVEL
- Water_Features
- Hydro Line
- Hydro Area
- cadastre



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REQUEST FOR DECISION

SUBJECT: **DeBolt Creek Stabilization**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 8, 2022
DEPARTMENT: INFRASTRUCTURE & PLANNING
STRATEGIC PLAN: Infrastructure

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MANAGER: LT
DIR: RA PRESENTER: LT
LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the DeBolt Creek Stabilization report for information, as presented.

BACKGROUND/PROPOSAL:

Administration had been notified of erosion happening along the creek within the Hamlet of DeBolt, an initial investigation gave merit to having a detailed study done on creek bank stabilization.

On July 26, 2021, a proposal was advertised on APC with a closing date of August 11, 2021. Greenview received three proposals, with MPE Engineering being the successful bidder.

MPE Engineering Ltd was engaged to prepare the study on slope stability/stabilization. Administration received the completed study on November 30, 2021 (see attached).

The creek stabilization within the Hamlet of DeBolt affects approximately 38 properties, and directly effects approximately 22 properties. Properties entail residential, a community centre, water treatment plant, hotel, and municipal pumping station. Greenview has 3 properties that are directly affected by the sloughing along the creek bank.

Administration has submitted a grant funding application that falls under Disaster Mitigation & Adaption Fund (DMAF) through the Government of Canada that is used for significant water related events or disasters triggered by climate change for the sum of \$7,000,000.00.

Administration supports the installation of Slope monitoring devices that should be installed and monitored from 2022 to 2027 for activity. The area's of 7, 8, and 10 (Greenview owned or supported infrastructure) are critical spots that may be affecting the integrity of the building foundations and is supported for immediate action. Administration supports looking at further options before the full extent of suggested work is started.

The study suggests engaging in monitoring 6 sites within specific areas identified within the report for approximately \$50,000.00. This would include the installation of the slope inclinometer (monitoring instrument) and 3 site visits per location/year to monitor the slope structure.

The areas of 7,8, and 10 (Greenview owned or supported infrastructure) are critical spots that may be affecting the integrity of the building foundations and is supported for immediate action. Administration supports looking at further options before the full extent of suggested work is started.

- To engage in mitigation of 5 sites (sites 7,8,9,10 and 11) within the specific areas identified within the report for approximately \$7,900,00.00. This would include the full design, tender, earthworks, mob, demob, soil nail contractor, environmental studies and permitting and environmental turbidity (water quality) monitoring during construction.
- To engage in the full stabilization recommendation in the areas identified within the report for approximately \$12,500,000.00. This would include full design, tender, earthworks and mob, demob, soil nail contractor, environmental studies and permitting and environmental and turbidity (water quality) monitoring during construction.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be informed on the future effects and costs on the DeBolt Creek Stabilization.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to provide direction to administration on proceeding with the DeBolt Creek Stabilization.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Engineering Report for DeBolt Stabilization

Draft Report for:

MD OF GREENVIEW NO. 16

DEBOLT CREEK STABILIZATION

SLOPE STABILITY/STABILIZATION STUDY

Date: November 30, 2021

Project #: 5254-002-02

Prepared By:

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Respectfully submitted,
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1.0 INTRODUCTION

1.1 PROJECT OVERVIEW

This report presents the results of the geotechnical slope stabilization evaluation conducted by MPE Engineering Ltd. (MPE), for the DeBolt Creek Stabilization project located in the Hamlet of DeBolt, AB (the Hamlet). The work was performed at the request of the MD of Greenview No. 16 (the MD). The general project area and orthophoto are presented on Figure 1 included in **Appendix B**.

The objective of the work was to better identify the risks the Hamlet is facing with respect to slope instability and evaluate options for mitigation. This was accomplished by collecting and reviewing historical information, conducting a detailed inspection, performing engineering analysis based upon the findings, and formulation of design concepts and cost estimates for stabilization.

1.2 SCOPE OF WORK

The scope of work for this evaluation included four components: (1) A desktop historical resource review consisting of the collection and review of historical information, (2) a field program comprising two boreholes and a detailed inspection of the project area including a visual assessment and topographic survey, (3) testing of recovered soil samples in MPE's laboratory, and (4) engineering analysis/reporting. This report presents the results of the desktop review, field, and laboratory work and provides recommendations and design concepts for the slope stabilization measures.

2.0 HISTORICAL RESOURCES REVIEW

MPE conducted a historical resources review by the collection of three previous geotechnical reports for sites in the Hamlet of DeBolt which are listed below:

- ✦ Slope Stability Assessment, Proposed Firehall Addition, DeBolt, Alberta – Hoggan Engineering & Testing Ltd., January 2010 (Hoggan 2010)
- ✦ Geotechnical Investigation, DeBolt Manor Slope Failure, DeBolt, Alberta – Parkland Geotechnical Ltd., September 2016 (Parkland 2016)
- ✦ Geotechnical Investigation, Proposed Fourplex Relocation & Slope Stability Assessment, DeBolt, Alberta – Hoggan Engineering & Testing Ltd., July 2020 (Hoggan 2020)

A brief review of notable information from each report and MPE's comments are presented below.

Hoggan 2010

- ✦ Soil stratigraphy generally comprises thin high plastic clay deposits underlain by medium to high plastic clay till.
- ✦ No groundwater within a depth of 22 m from ground surface.
- ✦ Unconfined compression testing of clay till samples indicated undrained strengths ranging from 282 kPa to 339 kPa.
- ✦ Factors of Safety (FS) for the natural slopes near the firehall range between 1.72 to 2.23.

The factors of safety for the slopes appear to be high when taking into account the existing failure surfaces and slope creep observed nearby, which suggests that the slopes may be in marginal states of stability, i.e., $FS \leq 1.0$. Slope stability did not account for a higher groundwater table compared to the standpipe measurements. The standpipes were installed and read during winter months, thus equalization of the groundwater within the standpipe may not have occurred, leading to an erroneous account of the groundwater level.

Parkland 2016

- ✦ Soil stratigraphy generally comprises high plastic clay underlain by high plastic clay till.
- ✦ Groundwater within a depth of 4.3 m from ground surface. Previously installed monitoring wells in the area indicated groundwater as shallow as 0.6 m from ground surface, but installation details are not available to confirm the quality of the well installation.
- ✦ Moisture contents indicate that the high plastic clays near the surface are high in moisture content.
- ✦ Direct shear testing of clay till samples indicated a peak cohesion and friction angle of 59 kPa and 29.9°, respectively, and residual cohesion and friction angle of 6 kPa and 35.3°, respectively.
- ✦ Factors of Safety for the natural slopes near the residences range between 0.55 to 1.01.

The factors of safety of the slopes appear reasonable given the slope failure that preceded the investigation. The groundwater information from the previously installed monitoring wells may be erroneous and should not be relied upon as installation details for they are not available to confirm the quality of the well installation. However, the high moisture content in the surficial high plastic clays may indicate a source of water infiltration into the soils other than spring run-off, e.g., a broken water main (possibly from slope movement). The strength properties derived from direct shear testing appear erroneous as the residual friction angle is significantly higher than the peak friction angle. A review of the direct shear testing report indicated that the test was conducted improperly as the loading rate for the specimen was too fast for the material type.

Hoggan 2020

- ✦ Soil stratigraphy generally comprises high plastic clay underlain by high plastic clay till.
- ✦ Groundwater further away from the slope is as shallow as 2.34 m from ground surface, and as deep as 9.40 m from ground surface near the slope.
- ✦ Moisture contents indicate that the high plastic clays near the surface are consistent and near the plastic limit.
- ✦ Unconfined compression testing of high plastic clay samples indicated undrained strengths ranging from 178 kPa to 207 kPa.
- ✦ The Factors of Safety for the natural slopes near the proposed development is 1.90.

The factors of safety for the slopes appear to be high when taking into account the existing failure surfaces nearby or a change in groundwater level.

3.0 FIELDWORK

The fieldwork for this project consisted of three separate components, (1) a subsurface drilling investigation to gather soil stratigraphy and material strength information, (2) a visual assessment, and (3) topographic survey.

3.1 SUBSURFACE EXPLORATION AND SAMPLING

The subsurface exploration field program was carried out on October 4 and 5, 2021, using a drill rig contracted from Mobile Augers and Research Ltd. of Edmonton, AB. The drill rig was equipped with hollow stem augers and a Laskey style core barrel. Continuous core sampling was performed in approximately 0.75 m increments. The soil was classified and logged by MPE's field representative, Mr. Reid Huculak, P.Eng. Standard Penetration Testing was generally performed at regular intervals of 1.5 m. Three Shelby Tube samples were also advanced during drilling to collect undisturbed specimens for advanced laboratory testing. Standpipes were installed in each borehole after drilling. Two nested standpipes were installed in Borehole 21BH001, and one standpipe was installed in Borehole 21BH002. Water levels were measured 8 days following completion of the drilling but had not yet equalized.

The site is depicted on Figure 1 in **Appendix B**, with borehole locations shown. The borehole locations were obtained by RTK GPS and the coordinates are shown on the borehole logs included in **Appendix C**.

3.2 VISUAL ASSESSMENT

A walkthrough visual assessment of the creek valley was conducted on October 6, 2021, by MPE's field representative, Mr. Reid Huculak P.Eng. General observations made during the visual assessment are as follows:

- ✦ Generally, existing landslides observed do not initially go past the slope crest, but are retrogressive in nature, i.e., surficial shallow depth landslides within the lower and mid slope trigger instability further upslope and into the crest.
- ✦ Landslide scarps in the lower slope appear to be caused by creek erosion, likely exacerbated by spring runoff. These scarps can be near vertical and exceed 3 m in height.
- ✦ Tension cracks were observed just below the crest on steeper slopes (approximately 27°). Curvature at the base of trees was also observed in these areas suggesting slow movement or "creep" of the slopes.
- ✦ Areas where creep was observed had a lower vegetation and tree density compared to other seemingly stable slopes. Signs of beaver activity, i.e., chewed down trees and beaver dams suggest that beavers are exacerbating slope instability. During the initial project walkthrough with the MD, it was mentioned that the beavers will dam sections of the creek and burrow into the slope, causing further erosion and undermining of the valley slopes.
- ✦ Generally, it was observed that the north-west slopes show more surface indicators of slope instability than the south-east slopes. This may be accounted for by the difference in vegetation and development. The north-west slopes are generally populated by lower density deciduous trees and shrubs, whereas the south-east slope comprises a denser mix of coniferous and

deciduous trees. Beavers are known to have preference for deciduous trees rather than conifers, which may explain the relative lower density of trees on the north-west slope. As well, the north-west slopes were developed earlier than the south-east slopes and have minimal setback with clearing limits extending almost to the slope crest.

Only a few of the overall number of landslides were documented during the visual assessment as tree cover and vegetation hindered access and visibility. A more detailed assessment of inferred landslides is included in Section 6.0 - Topographic and Geomorphological Analysis. A summary of select photographs of the project area is included in **Appendix D**.

3.3 TOPOGRAPHIC SURVEY

On October 12, 2021 a topographic survey was conducted at the borehole locations. A detailed survey of the valley slopes was attempted but deemed infeasible due to diminished signal strength in the valley caused by thick vegetation and poor sight lines. As an alternative to the conventional handheld GPS topographic survey, an airborne Light detection and ranging (LiDAR) survey was conducted by the subconsultant Vieworx Geophoto based out of Grande Prairie, Alberta. The LiDAR survey was collected with a Riegl VQ-480i sensor at an 8-12 points per square meter density for an overall accuracy of +/- 50 cm. The LiDAR survey was then tied into the local Alberta Survey Control Marker (ASCM) ID# 80838.

4.0 LABORATORY ANALYSIS

Laboratory testing was completed within MPE's Accredited Soils Laboratories, to aid in the determination of engineering properties. Testing included: 40 Natural Moisture Contents (ASTM D2216); 3 Atterberg Limits (ASTM D4318); 1 Hydrometer Grain Size Analysis (AASHTO T 88); and 1 Direct Shear Test (ASTM D3080/3080M-11). The test results are summarized on the borehole logs with individual test reports included in **Appendix E**.

5.0 SUBSURFACE SITE CONDITIONS

5.1 LOCAL GEOLOGY

MPE reviewed surface geology and glacial landform mapping published by the Alberta Geological Survey (AGS). According to the maps, the site is located on surficial geology deposits classified as glaciolacustrine deposits with no glacial landforms nearby. The AGS defines glaciolacustrine deposits as follows:

"Glaciolacustrine Deposits: Sediments deposited in or along the margins of glacial lakes; includes a) offshore sediment; rhythmically laminated to massive fine sand, silt, and clay, locally containing debris released by the melting of floating ice; and b) littoral (nearshore) sediments; massive to stratified, well-sorted silty sand, pebbly sand, and minor gravel; occurs in beaches, bars, and deltas."

Note that the geology mapping is done at a scale of 1,000,000:1, and does not capture variations that can occur at the site level.

5.2 SOIL STRATIGRAPHY

Based upon the historical resources review and the borehole conducted for this project, the soil conditions in the Hamlet of DeBolt generally comprise topsoil over glaciolacustrine clay, underlain by clay till. At MPE's borehole locations, the soil conditions generally comprised gravel fill or topsoil, underlain by clay till to termination depths. Based upon all collected data, it is assumed that surficial glaciolacustrine clay deposits are thicker in the north-east of DeBolt and are thinner or non-existent in the south-west.

A summary of the soil layers encountered during MPE's investigation is provided below. For a more detailed view of the soil conditions, refer to the borehole logs attached in **Appendix C**. A description of the terms and symbols used on the borehole logs is also included in **Appendix C**.

5.2.1 Gravel Fill

Gravel fill was encountered in Borehole 21BH001 at surface and extended to a depth of 1.1 m. The gravel fill was described as sandy, sub-angular to sub-rounded, well graded, sizes to 40 mm, damp, compact, and brown.

A moisture content of 2.8% was taken from a gravel fill sample. No Standard Penetration Testing was performed on the gravel fill.

5.2.2 Clay Fill

Clay fill was encountered in Borehole 21BH002 below the topsoil and extended to a depth of 0.6 m. The clay fill was described as some silt, trace sand, trace gravel, moist, firm to stiff, high plastic, brown mixed with black organics, and contained rootlets.

A moisture content of 30.6% was taken from a clay fill sample. No Standard Penetration Testing was performed on the clay fill.

5.2.3 Clay Till

Clay till was encountered beneath the gravel fill and/or clay fill in both boreholes and extended to borehole termination depths. The clay till was generally described as some silt to silty, trace to sandy, trace to some gravel, moist, firm to hard, medium to high plastic, and brown, greyish-brown, or dark brown some reddish mottling in Borehole 21BH002. Till textured features such as coal fragments, oxides, silt and sand pockets, bedrock fragments, and high plastic clay inclusions were encountered within the clay till.

Moisture contents taken from clay till samples ranged between 20.3% and 29.3%. Atterberg Limits testing of clay till samples indicated a Liquid Limit ranging between of 48% and 52%, and a Plastic Limit ranging between 13.5% and 14.4%, indicative of medium to high plasticity. A grain size analyses performed on a clay till sample indicated a composition of 34.3% clay, 31.0% silt, 31.5% sand, and 3.1% gravel. Direct shear testing performed on a clay till sample indicated a peak apparent cohesion of 23 kPa, peak friction angle of 25.5°, residual cohesion of 0 kPa, and a residual friction angle of 23.6°. Standard Penetration Testing within the clay till indicated 'N' values between 14 and 43 blows per 300 mm of penetration, indicative of a stiff to hard consistency.

5.3 GROUNDWATER CONDITIONS

At the time of drilling, seepage or sloughing was not observed in any boreholes. Groundwater readings from the standpipes were taken on October 12, 2021 and are summarized in **Table A** below. The standpipes were found to be dry and are assumed to have not yet equalized due to the relative impermeability of the clay till soils.

Table A – Groundwater Elevations

Borehole Locations	Depth of Standpipe (m)	Depth to Groundwater (Oct. 12, 2021) (m)	Elevation of Borehole (m)	Elevation of Groundwater (Oct. 12, 2021) (m)
21BH001-1	6.2	Dry to 6.2	640.85	Dry to 634.65
21BH001-2	12.3	Dry to 12.3	640.85	Dry to 628.55
21BH002	15.2	Dry to 15.2	637.85	Dry to 622.65

Groundwater levels are expected to fluctuate seasonally and in response to climatic conditions. If groundwater is observed to be drastically different from this report, MPE should be notified so that the implications of the changes can be reviewed.

6.0 TOPOGRAPHIC AND GEOMORPHOLOGICAL ANALYSIS

Utilizing the bare earth LiDAR survey and Autodesk Civil 3D, a 3D surface of the project area was created. A shaded terrain map of the project area surface is presented in Figure 2 in **Appendix B**. A topographic and geomorphological analysis was performed on the 3D surface to assess and understand the natural landform processes in the DeBolt Creek Valley:

General observations made during the analyses are as follows:

- ✦ The formation of the DeBolt Creek Valley has been a post-glacial process where run-off has eroded through the surficial glaciolacustrine clay and upper clay till deposits.
- ✦ Higher percentages of larger gravel were found in the boreholes near the current elevation of the creek bottom suggesting that this erosion may have slowed down when the process reached less erodible soils.
- ✦ In the creek valley, relatively flat areas are present throughout which may comprise previous stages of the creek bed during formation of the creek valley.
- ✦ The valley sideslopes generally have inclinations that range between 22° and 34°. However, there are exceptions where slopes are greater than 34° or are near vertical.
- ✦ There are indicators of historical landslide activity where the head scarp retrogressed back into the slope crest with an overall final slope of 16°.
- ✦ Where the slope is experiencing significant toe erosion, there is generally historical upslope landslide activity.
- ✦ Where toe erosion is minimal there are still upslope indicators of slope creep and potential for landslide activity.

Based upon the topographic and morphological analysis, interpreted historical landslides and areas of potential landslide activity were inferred and are presented on Figures 3, 4, and 5 included in **Appendix B**.

7.0 SLOPE STABILITY ANALYSES

The intended goals of the slope stability analyses were to assess the in-situ stability of the natural slopes and develop a landslide hazard setback for public and private assets along the creek valley, as well as develop slope stabilization options for assets within the landslide hazard setback.

The stability of slopes is typically represented as a Factor of Safety (FS). FS is the ratio of soil shear strength to shear stress along a plane within the slope. A FS of 1.0 is defined as reaching limit equilibrium and therefore is in a state of imminent failure or deformation. An FS greater than 1.0 indicates that the slope is currently stable. For this project, an FS of 1.5 is recommended to develop a landslide hazard setback, i.e., new and existing assets should not be intercepted by landslide limits (slip surfaces) with a FS of 1.5, and existing assets that are, may require stabilization of the slope beneath them. A second FS of 1.3 was used for slip surfaces that are wholly contained within the slope boundaries and do not extend past the crest.

The strength properties used are based on the conditions of the analysis. Two sets of material strength models are often used, the short-term undrained case (total stress analysis), or the long-term drained case (effective stress analysis). The total stress analyses relies on the undrained shear strength generated by pore pressures within the soil, rather than the angle of friction and apparent cohesion used in effective stress analysis. The ability for the soil to redistribute the porewater pressure is based on the permeability of the soil unit and time. For this project, effective stress analysis will govern the stability. The following sections discuss individual components of the stability analysis.

7.1 STABILITY CROSS SECTIONS

Due to the complexity of geometries throughout the creek valley, a generalized model of representative slope geometries was used in the evaluation. The minimum and maximum slope heights and angles were broken into increments as shown below in **Table B**, and combined in 36 possible combinations.

Table B – Slope Height and Angle Increments

Property	Increments					
Slope Height (m)	7	9	11	12	13	14
Slope Angle (°)	16	18	22	27	34	45
Slope Angle (H:V)	3.5H:1V	3.0H:1V	2.5H:1V	2H:1V	1.5H:1V	1H:1V

7.2 SOIL AND SUPPORT STRENGTH PARAMETERS

Soil strength parameters were based on field testing, laboratory testing, and laboratory results obtained on similar soil types to that encountered at the subject site. Effective internal friction angles of the clay till were determined by direct shear testing. The effective internal friction angle of the crushed granular fill and Class 2 riprap were assumed based on correlations in literature for a 40 mm crushed aggregate and large 500 mm nominal diameter angular rock. Soil strength parameters selected for the analyses contained within this report are shown in **Table C**. Parameters chosen for the supports i.e., soil nails and geo-grid, were selected from the SLIDE2 support manufacturer database and are shown in **Tables D and E**.

Table C – Soil Strength Parameters

Soil Unit	Bulk Unit Weight (kN/m ³)	Effective Cohesion (kPa)	Effective Internal Friction Angle (°)
Clay Till – Minimal Cohesion	19.5	3	25
Clay Till – Moderate Cohesion	19.5	13	25
Clay Till - Residual	19.5	0	23
Crushed Granular Fill	21	0	40
Compacted Clay Liner	19	5	25
Class 2 Riprap	21	0	45

Table D – Soil Nail Support Parameters

Property	Dextra GEOTEC Self Drilling Anchor R32
Force Application	Passive
Vertical Spacing (m)	1.5
Out-of-Plane Spacing (m)	1.5
Tensile Capacity (kN)	365
Plate Capacity (kN)	180
Bond Strength (kN/m)	50
Bond Percent of Length (%)	100

Table E – Geo-grid Support Parameters

Property	Tencate Miragrid 8XT
Force Application	Passive
Long Term Design Strength (kN/m)	65

Cohesion parameters used in the model are significantly lower than those measured directly in laboratory tests; this is typical in slopes where wide variation in moisture content of the soils over the long term often occur, resulting in soil softening, and reduced cohesion.

7.3 STABILITY MODEL

The geotechnical modeling computer program SLIDE2, by RocScience, was used to complete the limit equilibrium analyses for this project. The geometry, material properties, and piezometric conditions for the stability model were based on information discussed in the previous sections. The strength parameters (friction angle and cohesion) were varied to review the impact on the FS for a range of potential strength parameters. The soil layers for the slopes were generalized and comprise a softened clay till at surface with minimal cohesion to a 2.5 m depth, underlain by a clay till with moderate cohesion. the material contained wholly within the slope crest and toe was assigned residual effective stress parameters to represent material that may have already undergone landslide movement to a 2.5 m depth. The piezometric surface utilized in the analyses, was based upon the groundwater data in Parkland (2016), and was set at 4 m below ground surface on the upper slope.

7.4 STABILITY ANALYSIS RESULTS

7.4.1 Setback Criteria Development

For this project, the analyses for assessing the in-situ stability of the natural slopes (prior to any slope failure) were performed on the 36 possible combinations of slope heights and angles. The minimum global FS (non-surficial failures extending past the valley crest), the extent of the 1.5 FS slip surface past the crest, and the angle formed between the slope toe and the extent of 1.5 FS slip surface, for each combination is presented in **Tables 7.1, 7.2, and 7.3** on Figure 7 included in **Appendix B**. An example of the natural slope geometry, slip surfaces, and setback angle are also shown on Figure 7 included in **Appendix B**.

Based upon the results of the natural slope in-situ stability analysis and the topographic and geomorphological analysis, a landslide hazard setback was developed by projecting a 16-degree angle from the toe of the creek valley slope upwards and intersecting with the 3D topographic surface as shown on Figures 3, 4, and 5 included in **Appendix B**. As a contingency, an additional minimum 6 m setback from the inferred valley crest was incorporated into the overall landslide hazard setback.

7.4.2 Landslide Hazard Affected Assets

Shown on Figures 3, 4, and 5 included in **Appendix B** are the potentially affected public and private assets within the landslide hazard setback and denoted areas. An approximate list of the assets, the denoted area, and recommendation on course of action is presented in **Table F**.

Table F – Potentially Affected Assets

Asset Area	Asset	Owned By	Recommended Action
1	Highway 43	Alberta Transportation	Mitigate
2	Highway 736	Alberta Transportation	Monitor
3	Private Residences	Privately Owned	Mitigate
4	Private Residences	Privately Owned	Monitor
5	Highway 736/Gas Line/Water Main	Alberta Transportation/East Smoky Gas Co-op/ MD of Greenview No. 16	Monitor
6	Wireless Communication Antenna	I Want Wireless.ca Ltd	Mitigate
7	DeBolt Agricultural Society Building/ Gas Line	DeBolt Agricultural Society/ East Smoky Gas Co-op	Mitigate
8	Water Supply Building	MD of Greenview No. 16	Mitigate
9	DeBolt Hotel and Restaurant	Privately Owned	Mitigate
10	DeBolt Municipal Building	MD of Greenview No. 16	Mitigate
11	Township Road 721A/Water main	MD of Greenview No. 16	Mitigate
12	Private Residences	Privately Owned	Monitor
13	Private Residences/ DeBolt Pioneer Centre	Privately Owned	Mitigate
14	Private Residences	Privately Owned	Monitor
15	Private Residences	Privately Owned	Monitor
16	Private Residences/Gas Line	Privately Owned/East Smoky Gas Co-op	Mitigate

Mitigation of landslide hazards may comprise either re-location of the asset, or mechanical stabilization of the slope. Monitoring of asset areas may comprise the installation and monitoring of slope inclinometers, which measure ground movement along the depth of a borehole. To assist in which approach is a more feasible and economical solution, a summary of the stabilization costs is presented in Section 8.0.

7.4.3 Stabilization Measures

To stabilize the slopes below the potentially affected assets and provide a FS of 1.5 globally (non-surficial failures extending past the valley crest) and a FS of 1.3 below the slope crest, several options were considered. Some were deemed un-economical and exceedingly costly compared to the assets they would protect, e.g., secant pile walls and other forms of retaining walls, thus were not assessed in detail nor presented in this assessment. To simplify the stabilization design during the preliminary engineering phase, the average section height of 12 m from the asset hazard mitigation areas was used. However, analyses were still performed for each angle increment from natural slope analysis.

Throughout the analyses, it was found that a progressive method of stabilization based on slope angle could be implemented. The method follows the steps detailed below and is summarized in **Table G**.

- ✦ Flatten the overall slope angle when possible.
- ✦ Install horizontal drains extending into the slope to control/lower the groundwater level.
- ✦ Replace softened and/or failed soils along the slope with a crushed granular material including toe shear key.
- ✦ When slope angles require it, reinforce crushed granular with geo-grid.
- ✦ When slope angles require it, extend shear horizontally.
- ✦ When slope angles require it, install soil nails in the upper 5 m of the slope.

Table G – Stabilization Measure Implementation

Slope Angle	Horizontal Drain	Granular Replace	Geo-grid	Soil Nails	Extended Shear Key	Additional Geo-grid	Figure
≤ 16°	No	Half Slope	No	No	No	No	8
≤ 18°	No	Half Slope	No	No	No	No	9
≤ 22°	Yes	Full Slope	No	No	No	No	10
≤ 27°	Yes	Full Slope	Yes	Yes	No	No	11
≤ 34°	Yes	Full Slope	Yes	Yes	No	No	12
≤ 45°	Yes	Full Slope	Yes	Yes	Yes	Yes	13

Stability analysis figures for each stabilized slope angle are included in **Appendix B**. Further details regarding the stabilization measures and geometry are presented on Figure 6 included in **Appendix B**. For asset areas selected to undergo stabilization, the stabilization method should be tailored for each individual area during the detailed engineering design phase. A detailed design of the soil nail wall system and horizontal drains should also be included during the detailed engineering design phase.

8.0 ESTIMATED PROJECT COSTS

Estimated costs for stabilization work were based upon MPE's previous experience, stabilization contractor input, and the Alberta Transportation Unit Price Averages Report. These estimates are meant for budgetary purposes only. A summary of the costs per individual asset area and other associated costs with construction are presented in **Table H and I**, respectively. A detailed breakdown of the costs for the individual asset areas is included in **Appendix F**.

The costs were developed under the following assumptions:

- ✦ Mobilization and demobilization costs assume one construction period for all sites.
- ✦ A Phase 1 Environmental Site Assessment is required prior to construction.
- ✦ Turbidity monitoring is required during construction when performing work in the creek.
- ✦ A suitable stockpile location for common excavation from the slopes is nearby (within 1 km of DeBolt).
- ✦ Installation of slope monitoring instrumentation for each area will be done in one mobilization, and one set of initial baseline readings will be provided. Further monitoring is subject to additional costs.

Table H – Individual Asset Area Stabilization Costs

Asset Area	Action	Cost
1	Mitigate	\$407,350
2	Monitor	\$5,000
3	Mitigate	\$1,826,300
4	Monitor	\$5,000
5	Monitor	\$5,000
6	Mitigate	\$256,800
7	Mitigate	\$2,122,400
8	Mitigate	\$791,450
9	Mitigate	\$1,381,550
10	Mitigate	\$1,254,450
11	Mitigate	\$228,350
12	Monitor	\$5,000
13	Mitigate	\$804,650
14	Monitor	\$5,000
15	Monitor	\$5,000
16	Mitigate	\$647,550
Subtotal (excluding GST)		\$9,750,850
Contingency (20%)		\$1,950,170
Total (excluding GST)		\$11,701,020

Table I – Other Associated Costs

Item	Cost
Detailed Design and Tendering	\$150,000
Earthworks Contractor Mob-Demob	\$500,000
Soil Nail Contractor Mob-Demob	\$30,000
Environmental Studies and Permitting	\$15,000
Environmental and Turbidity Monitoring During Construction	\$30,000
Engineering Supervision During Construction (Assuming 90 Day Construction Period)	\$115,000
Subtotal (excluding GST)	\$795,000
Contingency (20%)	\$159,000
Total (excluding GST)	\$954,000

As potential cost saving measures, the following options are presented.

- ✦ If structures and underground utilities south of the water supply building (asset area 8) can be re-located, the slope may be flattened, allowing for a less costly method of stabilization and may present a potential 60% cost savings.
- ✦ If structures and underground utilities south of the DeBolt Hotel (asset area 9) can be re-located, the slope may be flattened, allowing for a less costly method of stabilization and may present a potential 50% cost savings.
- ✦ If underground utilities south of the DeBolt Agricultural Society Building can be re-located, the slope may be flattened, allowing for a less costly method of stabilization and may present a potential 50% cost savings.

APPENDIX A:
TERMS OF REFERENCE

TERMS OF REFERENCE FOR GEOTECHNICAL REPORTS ISSUED BY MPE ENGINEERING LTD.

MPE has prepared the following Terms of Reference to assist in the interpretation and use of MPE's Geotechnical Reports. Note that the information contained herein is considered supplemental to the body of the report. In case of any discrepancy between this appendix and the body of the report, the report will take precedence.

1.1 USE OF THE REPORT

This geotechnical report has been prepared for and tailored to the needs of a specific client, project, site, and purpose. Any party relying on this report other than the client for which it was prepared does so at their own risk.

In order to properly understand the suggestions, recommendations, and opinions expressed in the Report, reference must be made to the whole of the report. MPE cannot be responsible for improper use of portions of the report without reference to the whole report.

1.2 CHANGING PROJECT DETAILS

Important changes to project details which are made after this report has been prepared could render this report obsolete, or reduce its relevancy. MPE's geotechnical engineer should be retained to review project changes. Examples of important changes may include but are not limited to the following:

- Site layout.
- Function of a proposed structure.
- Type of structure or materials used.
- Elevations, design grades, or drainage.
- Project ownership or design team.

1.3 NATURE AND EXACTNESS OF DESCRIPTIONS

Classification and identification of soils and rocks are based upon commonly accepted systems and methods used in professional geotechnical practice. Classification and identification of geological units are judgemental in nature as to their type, condition, or characteristics. MPE does not warrant conditions represented in the Report as being exact.

Changes from one geological zone to another may be indicated on the logs as a distinct line, but may in fact be transitional. Any circumstance which requires precise definition of soil or rock zone transition elevations may require further investigation and review.

1.4 CHANGES IN SUBSURFACE CONDITIONS

This report has been prepared based on conditions that existed at the time the work scope was undertaken. Do not rely on this report if it is judged that the reliability of the report has been affected by:

- The passage of time;
- Man made events such as construction on or adjacent to the site;
- Natural events such as flood, drought, seismic activity, erosion, groundwater fluctuations, slope instability, etc;

Please contact MPE to confirm that this report is still reliable following any changes to the site or if the passage of time raises any question whether changes may have occurred.

1.5 FINDINGS AND RECOMMENDATIONS ARE PROFESSIONAL OPINION

Site exploration and testing are performed only at specific locations. The exploration provides a valuable yet incomplete picture of the site. In many cases, MPE will review regional geology alongside borehole and laboratory data. Engineering judgement has been applied in the interpretation of the data in order to render an opinion about the rest of the site. Actual subsurface conditions may differ significantly from those identified in the report. MPE should be retained to provide geotechnical design review and construction monitoring in order to manage the risks associated with unanticipated conditions.

1.6 RECOMMENDATIONS ARE NOT FINAL

Many of the recommendations presented in this report are considered confirmation-dependent, as they are developed on engineering judgement and opinion based on an incomplete investigation of site conditions. As such, they should not be considered final.

MPE's recommendations can be finalized only after the actual site conditions are revealed during construction. MPE cannot assume responsibility or liability for this report's recommendations if MPE has not been retained to perform the necessary construction monitoring.

1.7 DO NOT REDRAW BOREHOLE LOGS

MPE has prepared the final borehole logs based on interpretation of field logs and lab data. To prevent errors and omissions, the logs included in this report should not be redrawn for inclusion in other design drawings. Only photographic or complete electronic reproduction of the original is acceptable. Note that separating logs from the report can elevate risk.

1.8 DESIGN PARAMETERS

Where MPE's Report includes design parameters which have been derived from a site investigation, those recommended parameters are based on engineering judgement and may take into account multiple factors. Third party designers who apply their own interpretation to MPE's borehole logs do so at their own risk. MPE cannot be liable for third party interpretations.

1.9 PROTECTION OF EXPOSED GROUND

Weathering and disturbance can substantially alter the physical properties of soil or rock. In circumstances where the strength of soil or rock is to be relied upon (such as for foundation support, floor slabs, roads, excavation or embankment sideslopes, etc.), it must be protected against weathering and disturbance at all times. Weathering includes freezing, wetting, or drying conditions.

1.10 GROUNDWATER FLUCTUATION

MPE's site investigation should not be considered an exhaustive study of groundwater conditions. Groundwater levels will fluctuate, and MPE's boreholes may not have penetrated all natural flow paths. Groundwater conditions encountered during construction may differ dramatically from this report. Local experience and sound judgement will be required in the development of care-of-water procedures.

1.11 SUPPORT OF ADJACENT STRUCTURES

The influence that construction activity can have on adjacent structures or facilities should be considered by the owner, architect, prime engineer, contractor, or developer. MPE's geotechnical engineers should be consulted if adverse conditions are suspected.

Support of ground and structures adjacent to the proposed construction, which may be impacted by construction, is required.

APPENDIX B:

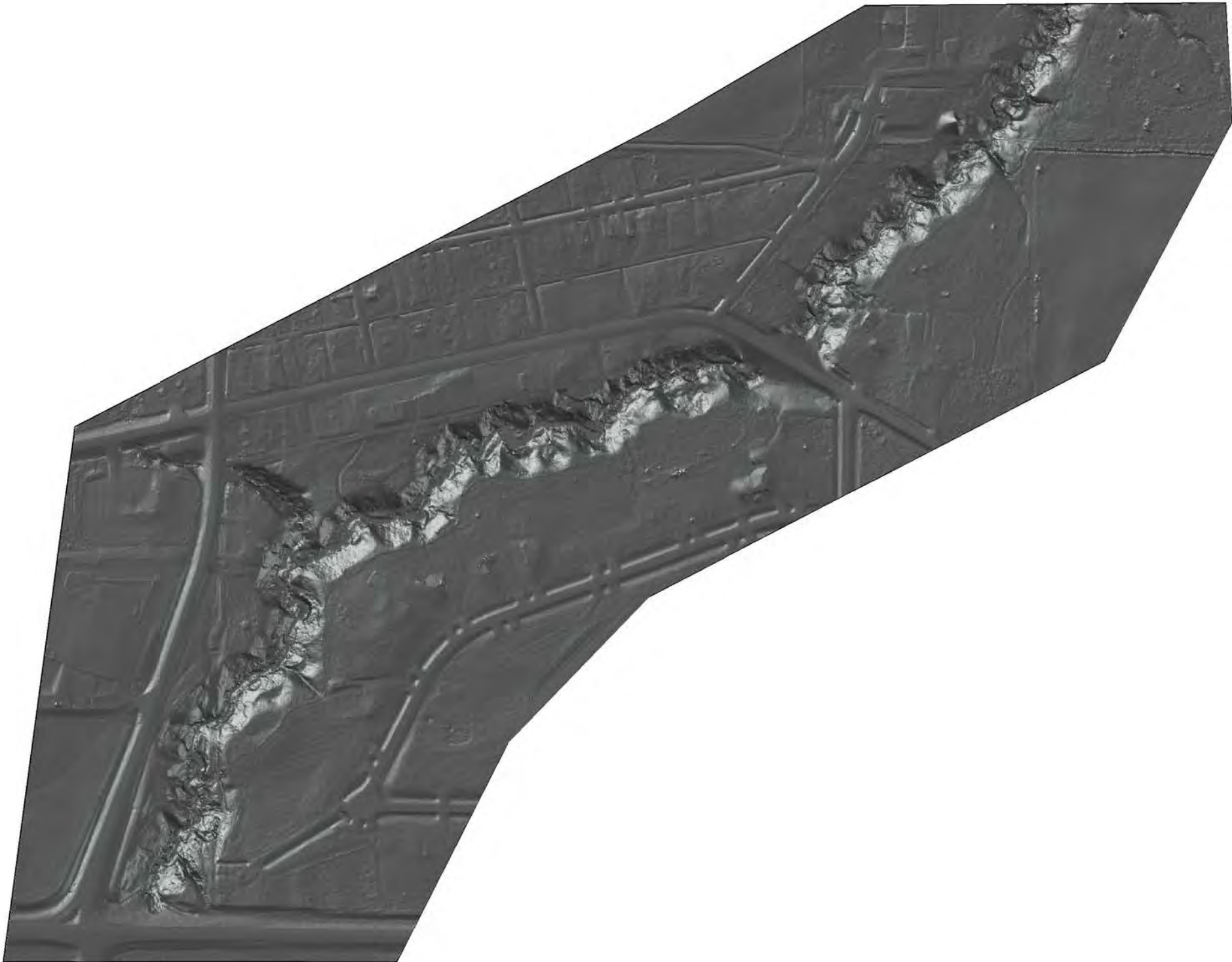
FIGURES

BOREHOLE LOCATION (NAD83 UTM11 COORDINATES)			
BH ID	NORTHING	EASTING	ELEVATION
21BH001	6119659.0	435016.3	640.85
21BH002	6119374.9	434706.9	637.85



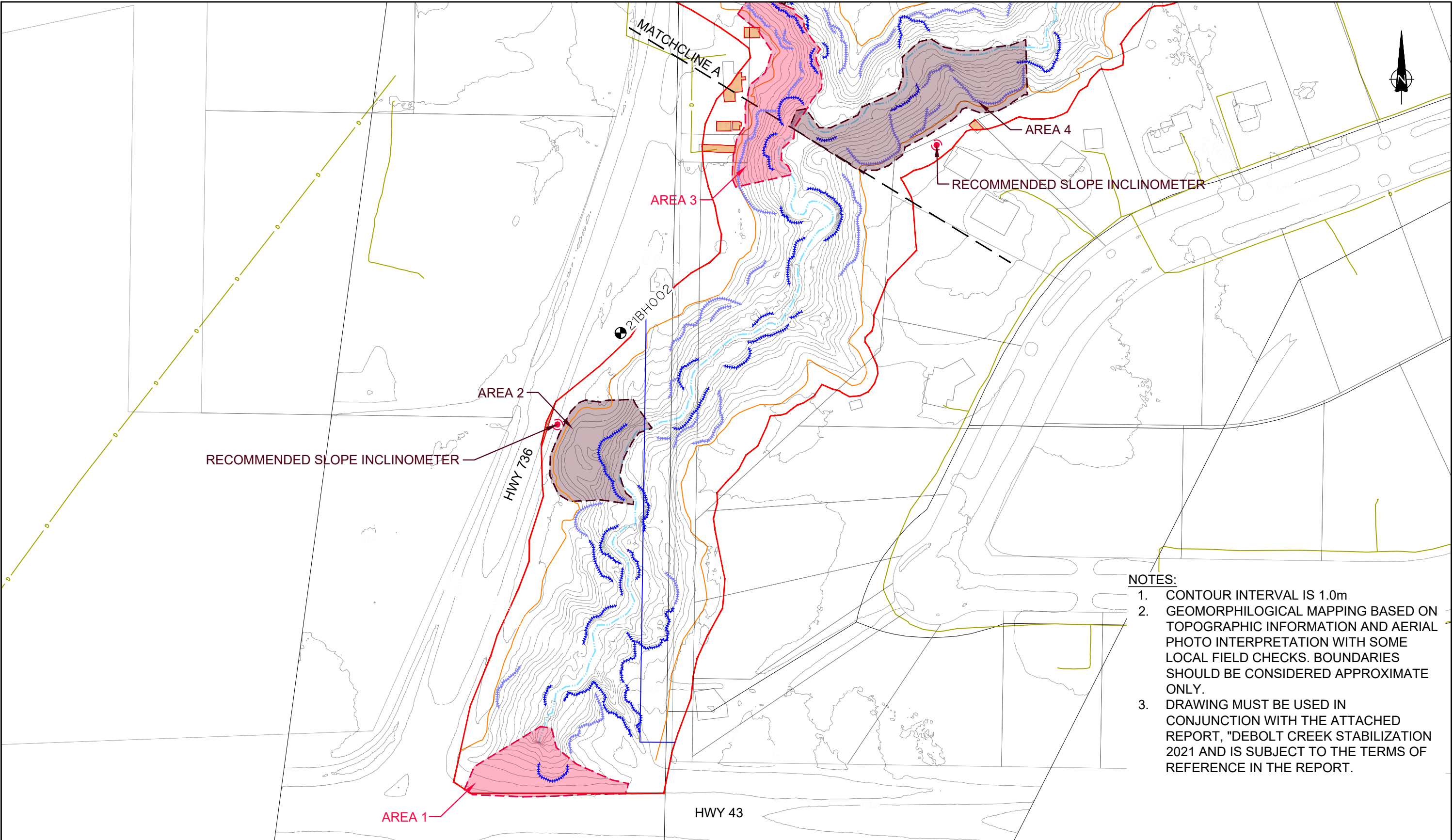
MD GREENVIEW NO 16

DEBOLT CREEK STABILIZATION
OVERALL PLAN - ORTHOPHOTO, PROJECT AREA,
AND BOREHOLE LOCATIONS



MD GREENVIEW NO 16

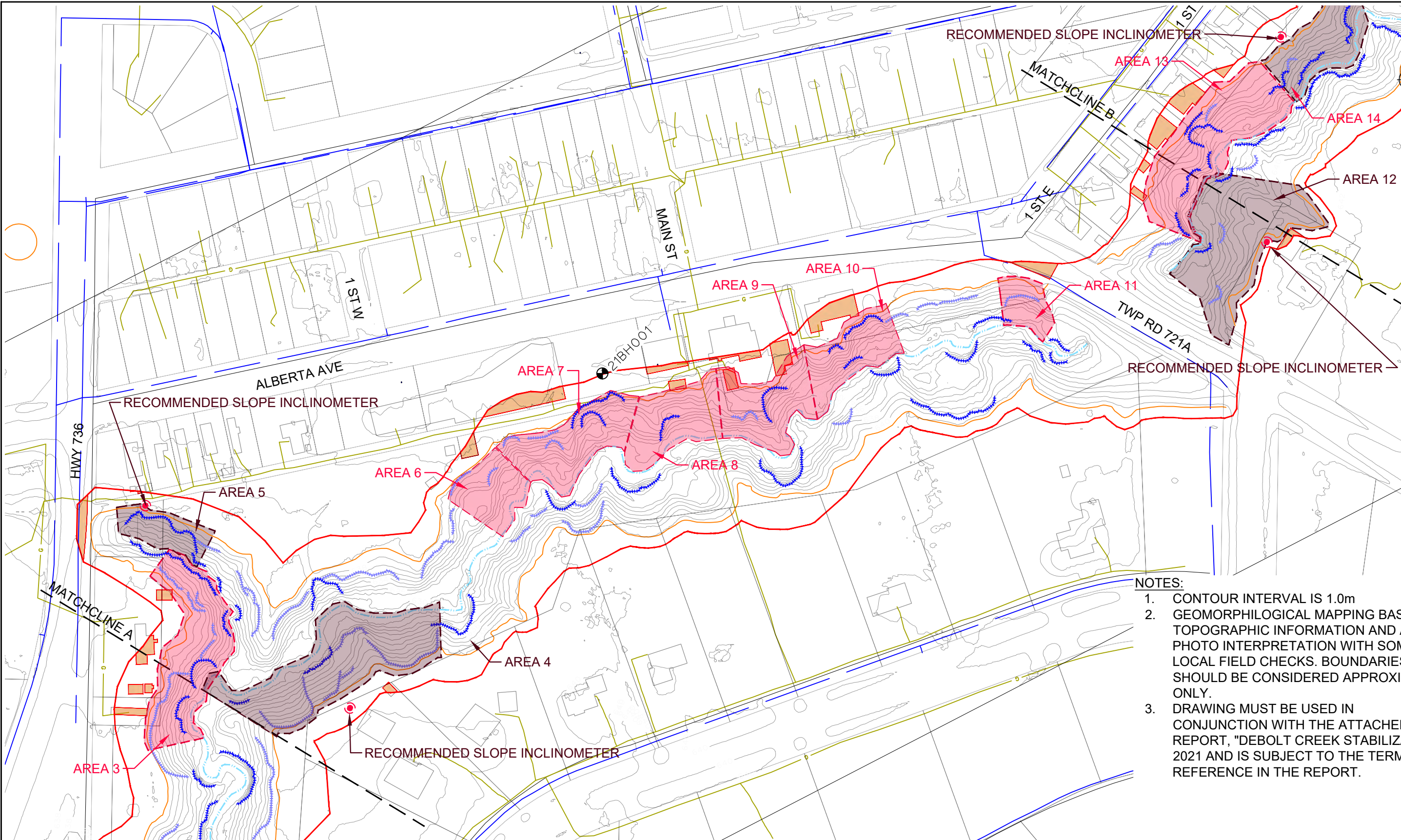
DEBOLT CREEK STABILIZATION
OVERALL PLAN - SHADED TERRAIN MAP



- NOTES:
- 1. CONTOUR INTERVAL IS 1.0m
 - 2. GEOMORPHOLOGICAL MAPPING BASED ON TOPOGRAPHIC INFORMATION AND AERIAL PHOTO INTERPRETATION WITH SOME LOCAL FIELD CHECKS. BOUNDARIES SHOULD BE CONSIDERED APPROXIMATE ONLY.
 - 3. DRAWING MUST BE USED IN CONJUNCTION WITH THE ATTACHED REPORT, "DEBOLT CREEK STABILIZATION 2021 AND IS SUBJECT TO THE TERMS OF REFERENCE IN THE REPORT.

LEGEND	
	LANDSLIDE HAZARD SETBACK
	INTERPRETED HISTORICAL LANDSLIDE
	POTENTIAL FOR LANDSLIDE ACTIVITY
	CREEK THALWEG
	STABILIZATION AREA-MONITOR
	STABILIZATION AREA-MITIGATION
	INTERPRETED VALLEY CREST
	STRUCTURES INSIDE SETBACK
	GAS PIPELINES
	SANITARY MAIN
	WATER MAIN

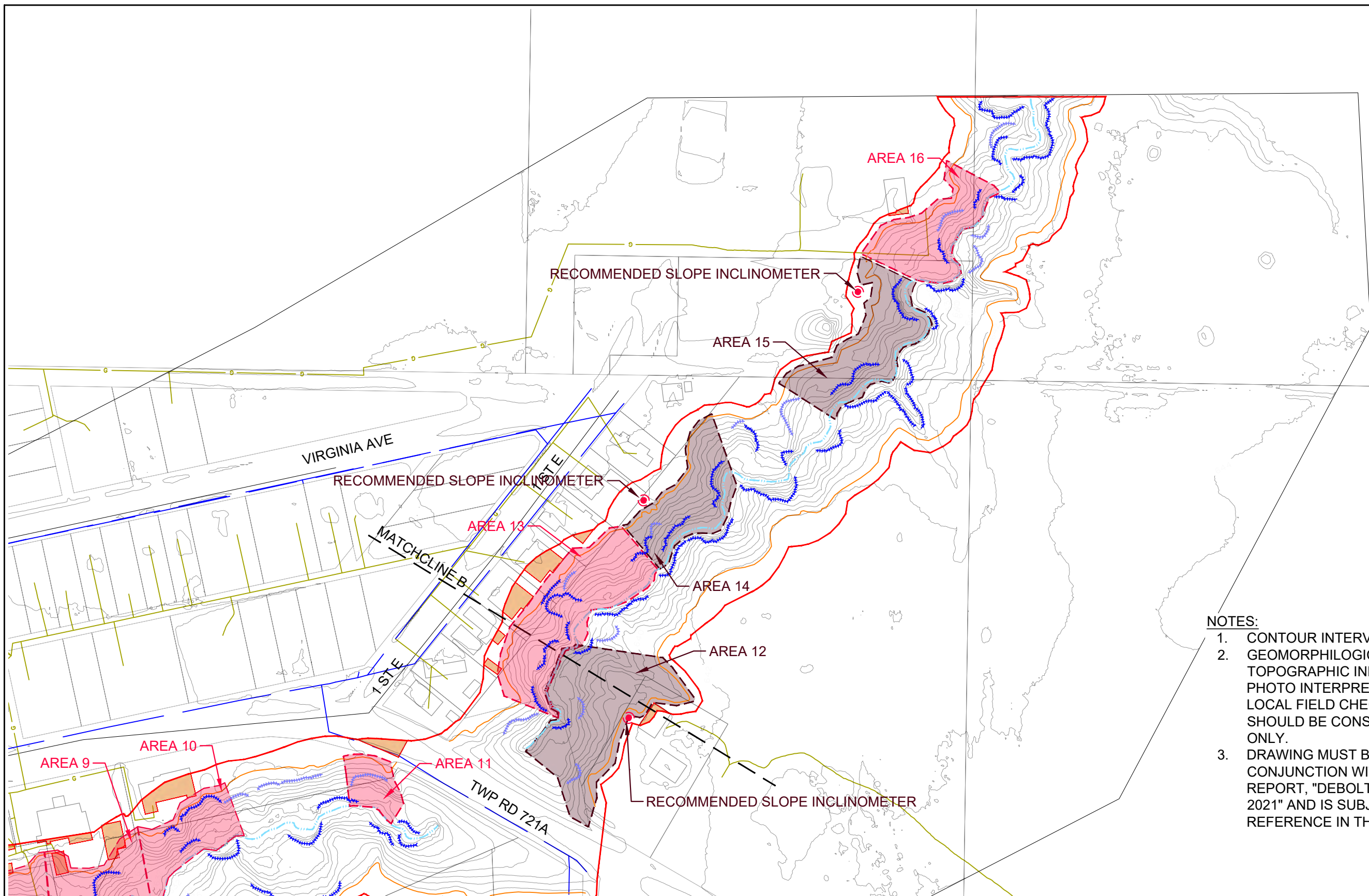
	MD GREENVIEW NO 16	
	DEBOLT CREEK STABILIZATION LANDSLIDE INVENTORY AND AFFECTED ASSETS AREA 1	
SCALE: 1:2000	DATE: NOVEMBER 2021	JOB: 5254-002-00
		FIGURE: 3



- NOTES:
- 1. CONTOUR INTERVAL IS 1.0m
 - 2. GEOMORPHOLOGICAL MAPPING BASED ON TOPOGRAPHIC INFORMATION AND AERIAL PHOTO INTERPRETATION WITH SOME LOCAL FIELD CHECKS. BOUNDARIES SHOULD BE CONSIDERED APPROXIMATE ONLY.
 - 3. DRAWING MUST BE USED IN CONJUNCTION WITH THE ATTACHED REPORT, "DEBOLT CREEK STABILIZATION 2021 AND IS SUBJECT TO THE TERMS OF REFERENCE IN THE REPORT.

LEGEND	
	LANDSLIDE HAZARD SETBACK
	INTERPRETED HISTORICAL LANDSLIDE
	POTENTIAL FOR LANDSLIDE ACTIVITY
	CREEK THALWEG
	STABILIZATION AREA-MONITOR
	STABILIZATION AREA-MITIGATION
	INTERPRETED VALLEY CREST
	STRUCTURES INSIDE SETBACK
	GAS PIPELINES
	SANITARY MAIN
	WATER MAIN


	MD GREENVIEW NO 16		
	DEBOLT CREEK STABILIZATION LANDSLIDE INVENTORY AND AFFECTED ASSETS AREA 2		
SCALE: 1:2000	DATE: NOVEMBER 2021	JOB: 5254-002-00	FIGURE: 4

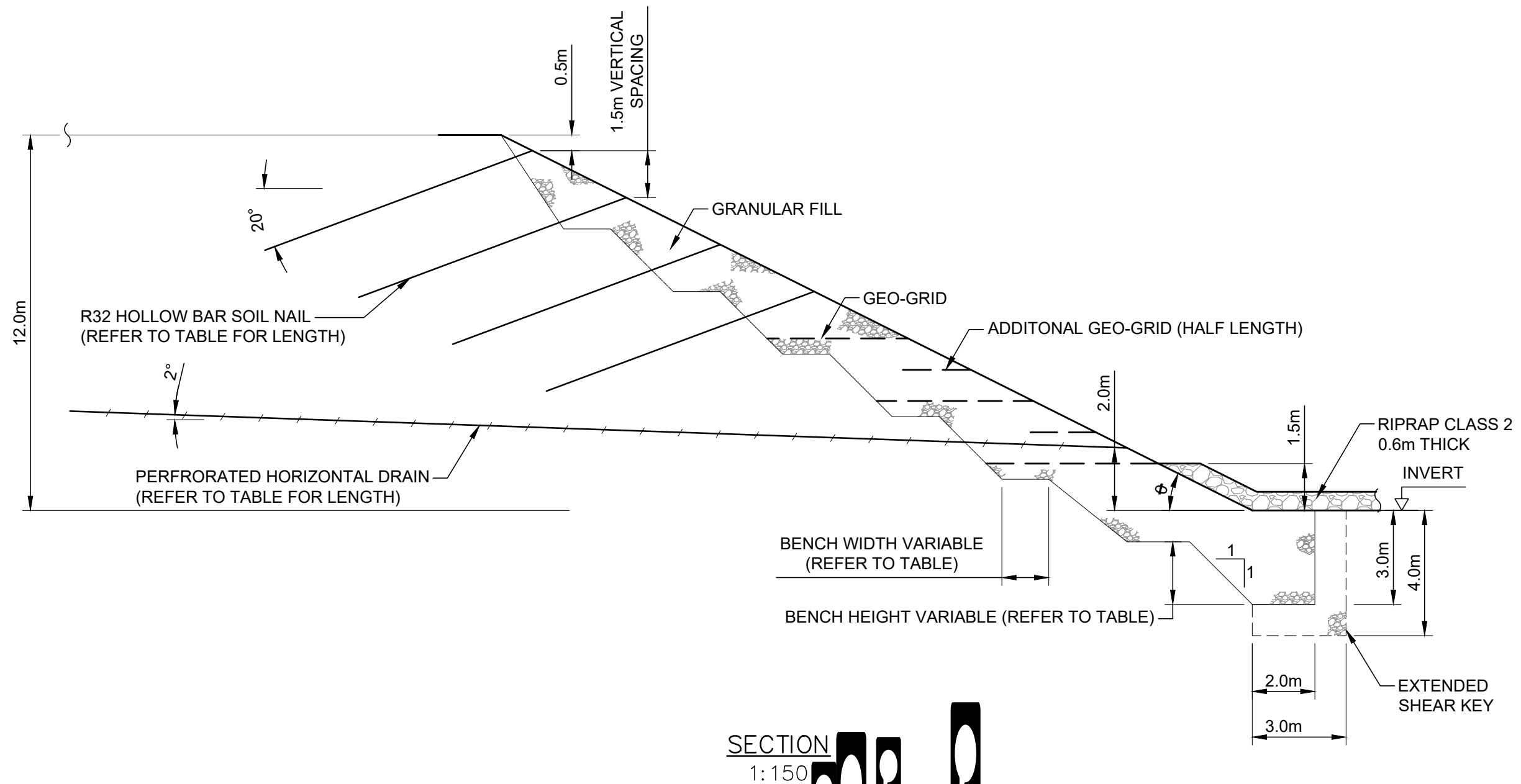


- NOTES:
- 1. CONTOUR INTERVAL IS 1.0m
 - 2. GEOMORPHOLOGICAL MAPPING BASED ON TOPOGRAPHIC INFORMATION AND AERIAL PHOTO INTERPRETATION WITH SOME LOCAL FIELD CHECKS. BOUNDARIES SHOULD BE CONSIDERED APPROXIMATE ONLY.
 - 3. DRAWING MUST BE USED IN CONJUNCTION WITH THE ATTACHED REPORT, "DEBOLT CREEK STABILIZATION 2021" AND IS SUBJECT TO THE TERMS OF REFERENCE IN THE REPORT.

LEGEND			
	LANDSLIDE HAZARD SETBACK		INTERPRETED VALLEY CREST
	INTERPRETED HISTORICAL LANDSLIDE		STRUCTURES INSIDE SETBACK
	POTENTIAL FOR LANDSLIDE ACTIVITY		GAS PIPELINES
	CREEK THALWEG		SANITARY MAIN
	STABILIZATION AREA-MONITOR		WATER MAIN
	STABILIZATION AREA-MITIGATION		



 MPE Engineering Ltd.		MD GREENVIEW NO 16	
		DEBOLT CREEK STABILIZATION LANDSLIDE INVENTORY AND AFFECTED ASSETS AREA 3	
SCALE: 1:2000	DATE: NOVEMBER 2021	JOB: 5254-002-00	FIGURE: 5



SLOPE ANGLE (°)	HORIZONTAL DRAIN	GRANULAR REPLACE	BENCH WIDTH	BENCH HEIGHT	SOIL NAILS	GEOGRID	ADDITIONAL GEOGRID	EXTENDED SHEAR KEY
≤16	NO	HALF SLOPE	4.0m MAX	2.0m MAX	NA	NO	NO	NO
≤18	NO	HALF SLOPE	3.0m MAX	2.0m MAX	NA	NO	NO	NO
≤22	YES, 35m	YES	2.5m MAX	2.0m MAX	NA	NO	NO	NO
≤27	YES, 30m	YES	1.5m MAX	2.0m MAX	7.0m	YES	NO	NO
≤34	YES, 30m	YES	1.0m MAX	2.0m MAX	11.0m	YES	NO	NO
≤45	YES, 30m	YES	1.0m MAX	3.0m MAX	14.0m	YES	YES	YES



MD GREENVIEW NO 16
DEBOLT CREEK STABILIZATION
STABILIZATION SECTION VIEW



Municipal District of Greenview No. 16 **DeBolt Creek Stabilization** **Slope Stability/Stabilization Study**



Figure 7 - Setback Criteria Development

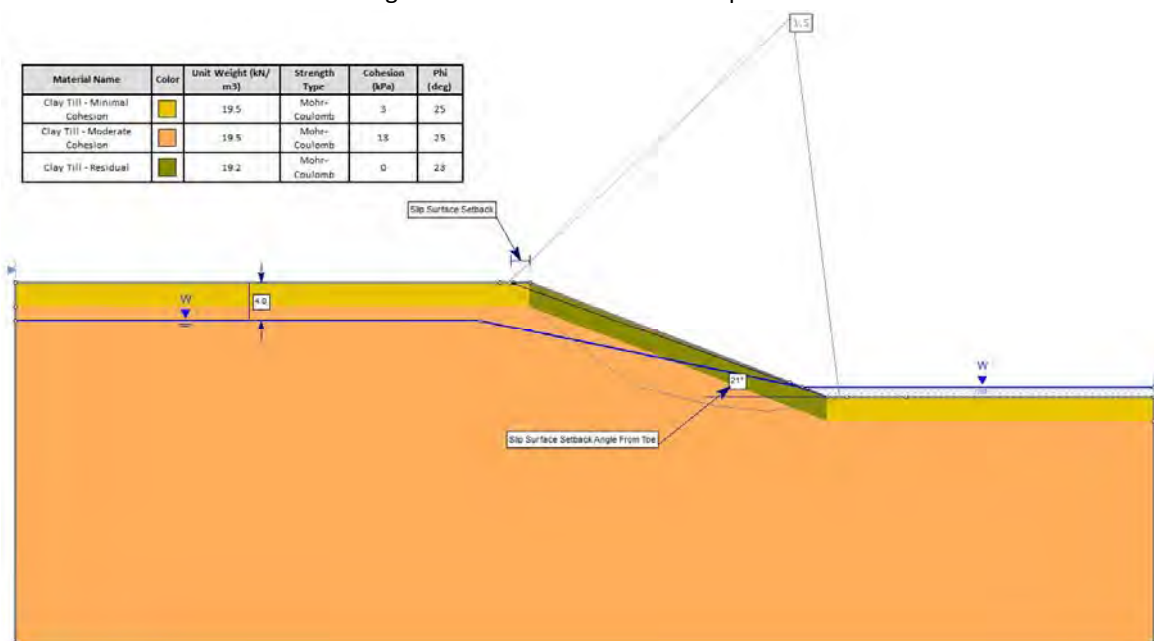


Table 7.1 – Natural Slope Minimum Global Factors of Safety

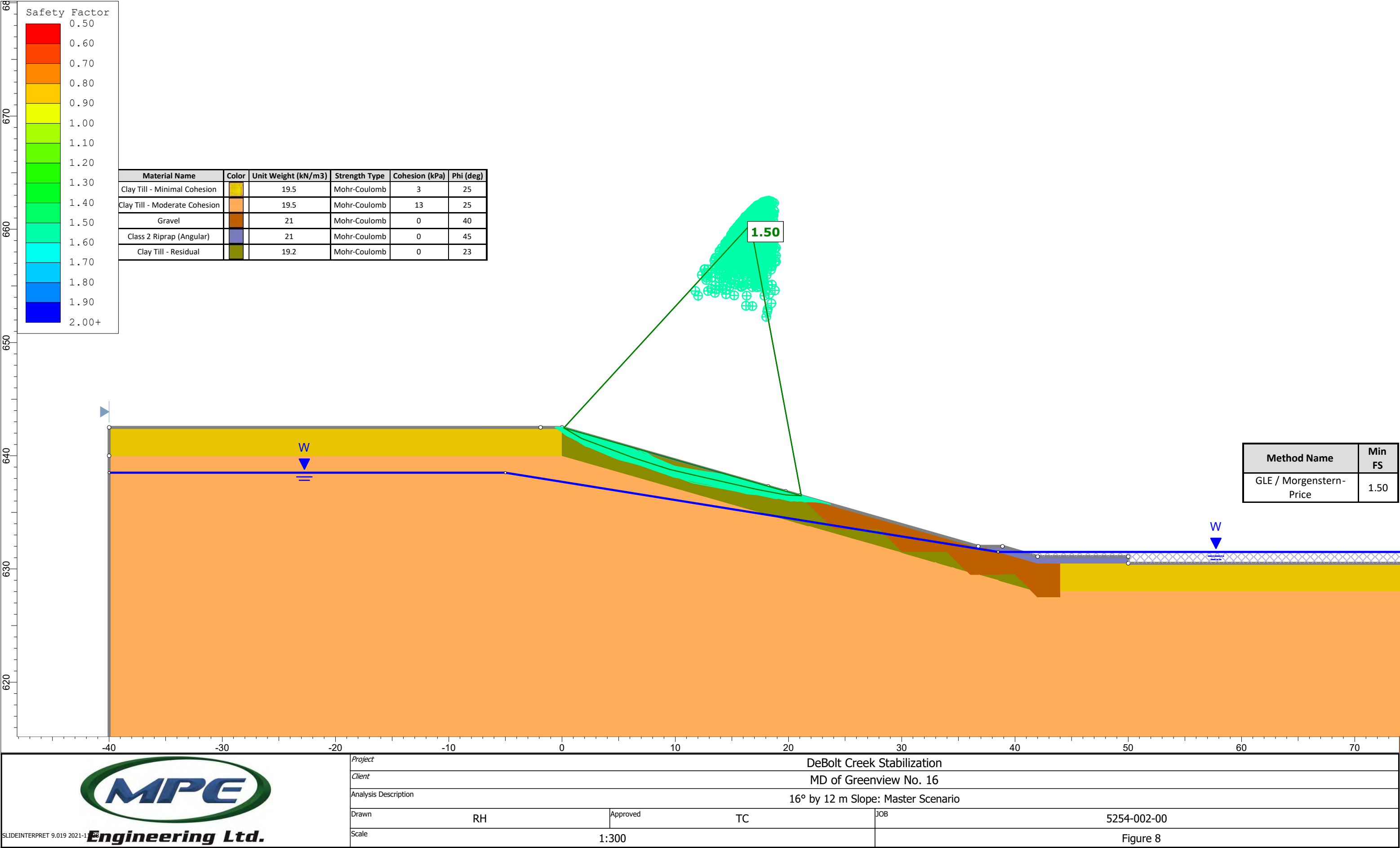
Slope Height/Slope Angle	16°	18°	22°	27°	34°	45°
7 m	1.6	1.4	1.1	0.9	0.7	0.5
9 m	1.5	1.4	1.1	0.9	0.7	0.5
11 m	1.5	1.3	1.1	0.9	0.7	0.5
12 m	1.6	1.4	1.1	0.9	0.7	0.5
13 m	1.5	1.4	1.1	0.9	0.7	0.5
14 m	1.5	1.4	1.2	0.9	0.7	0.5

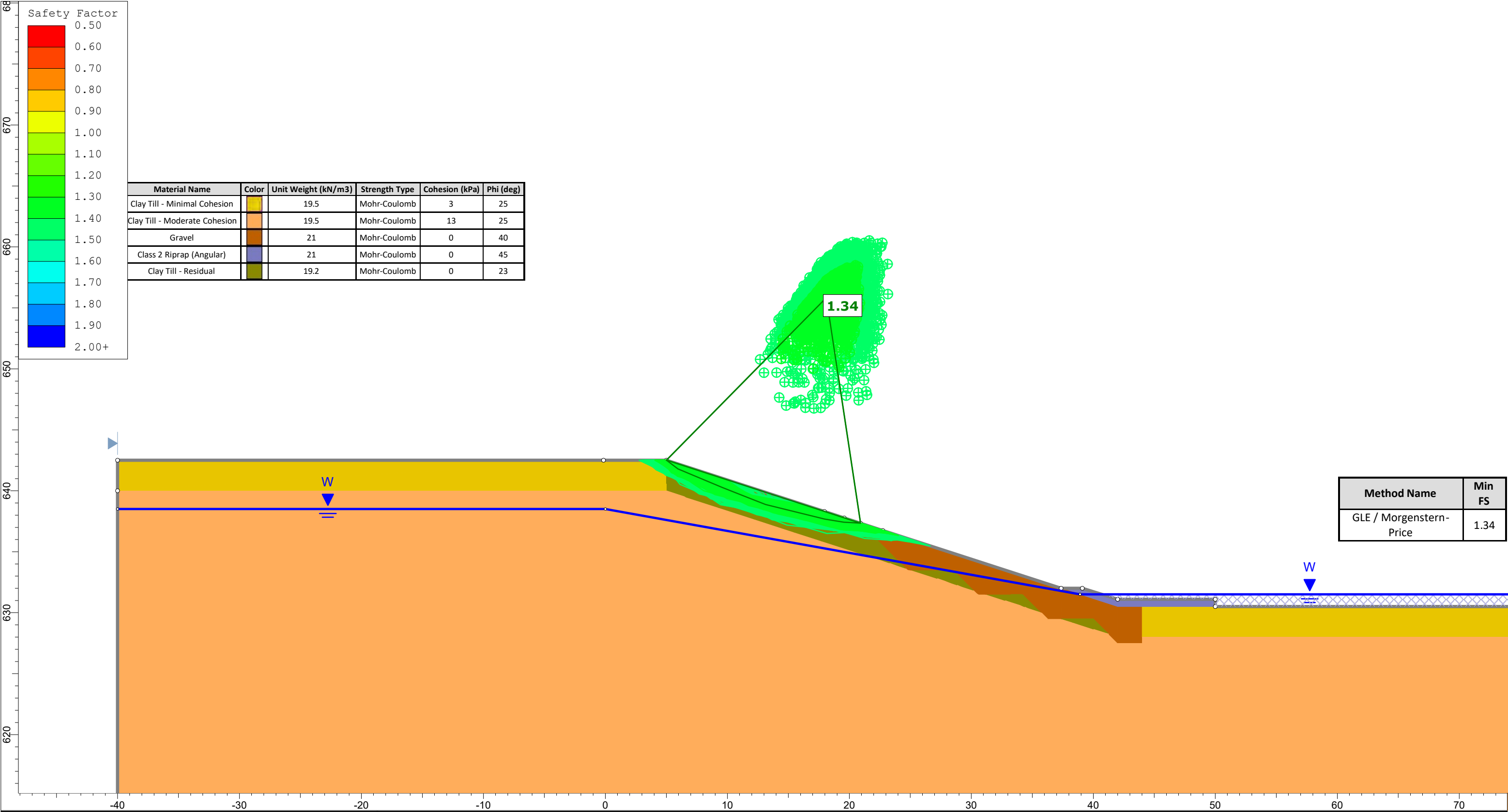
Table 7.2 – 1.5 FS Slip Surface Setback Extent from Crest

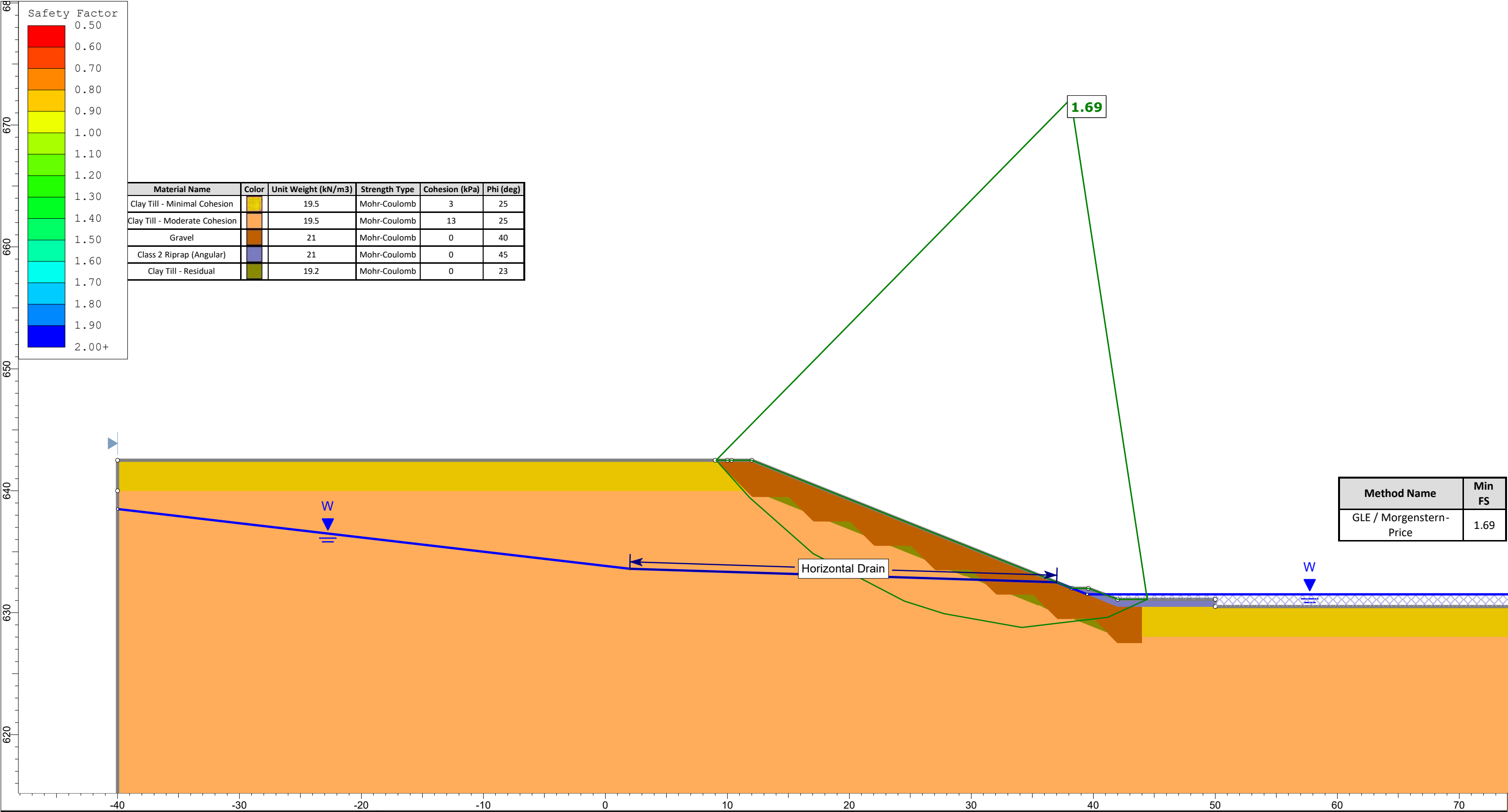
Slope Height/Slope Angle	16°	18°	22°	27°	34°	45°
7 m	0 m	3 m	5 m	6 m	7 m	9 m
9 m	3 m	2 m	6 m	6 m	12 m	17 m
11 m	2 m	4 m	7 m	12 m	17 m	23 m
12 m	0 m	3 m	6 m	15 m	22 m	24 m
13 m	0 m	5 m	7 m	20 m	27 m	28 m
14 m	2 m	4 m	10 m	23 m	27 m	32 m


Table 7.3 – 1.5 FS Slip Surface Setback Angle from Toe

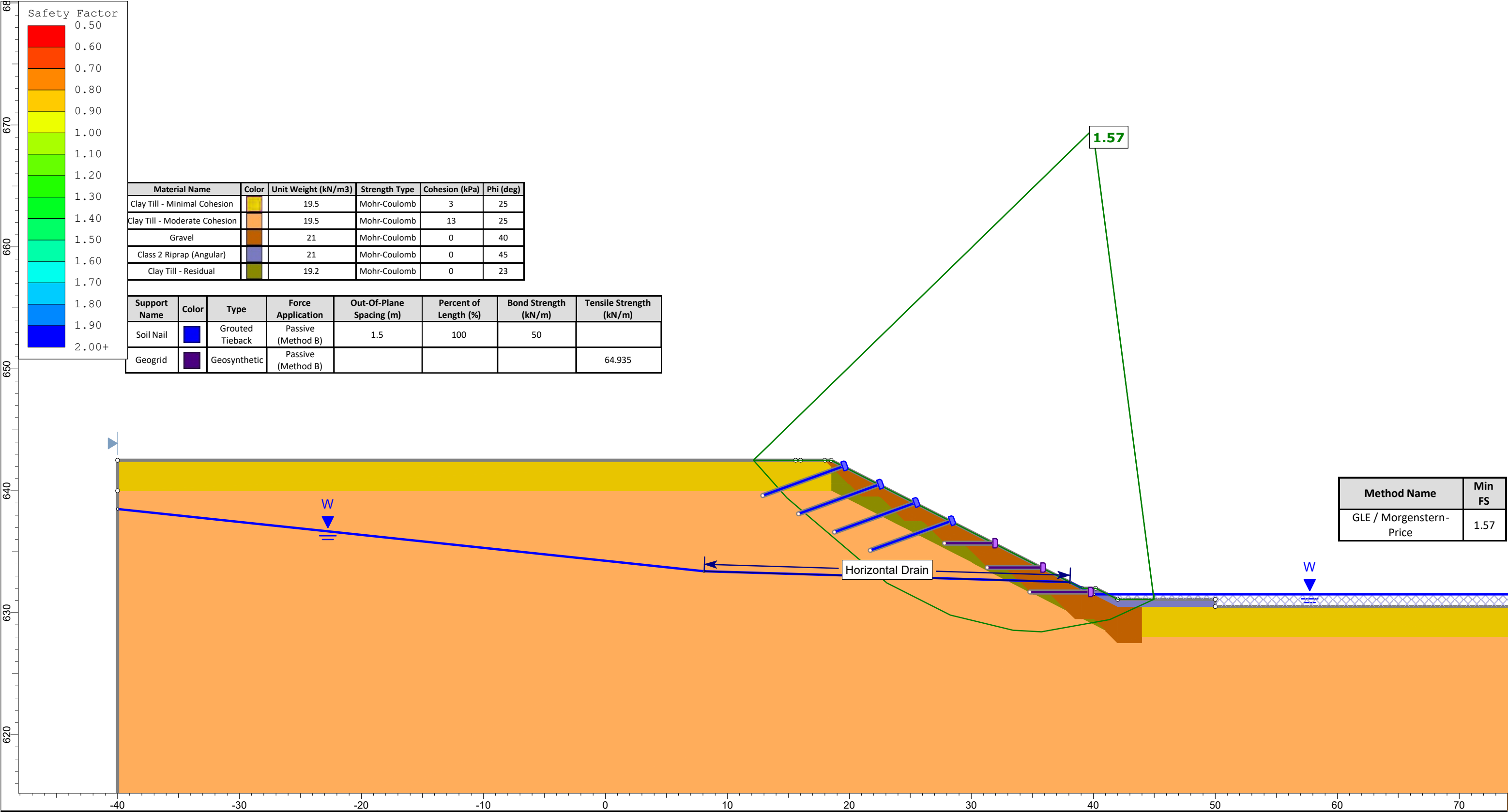
Slope Height/Slope Angle	16°	18°	22°	27°	34°	45°
7 m	16°	16°	17°	20°	22°	24°
9 m	15°	17°	18°	21°	20°	19°
11 m	15°	16°	18°	18°	18°	18°
12 m	16°	17°	19°	17°	17°	18°
13 m	16°	16°	18°	16°	16°	18°
14 m	15°	17°	17°	16°	16°	17°

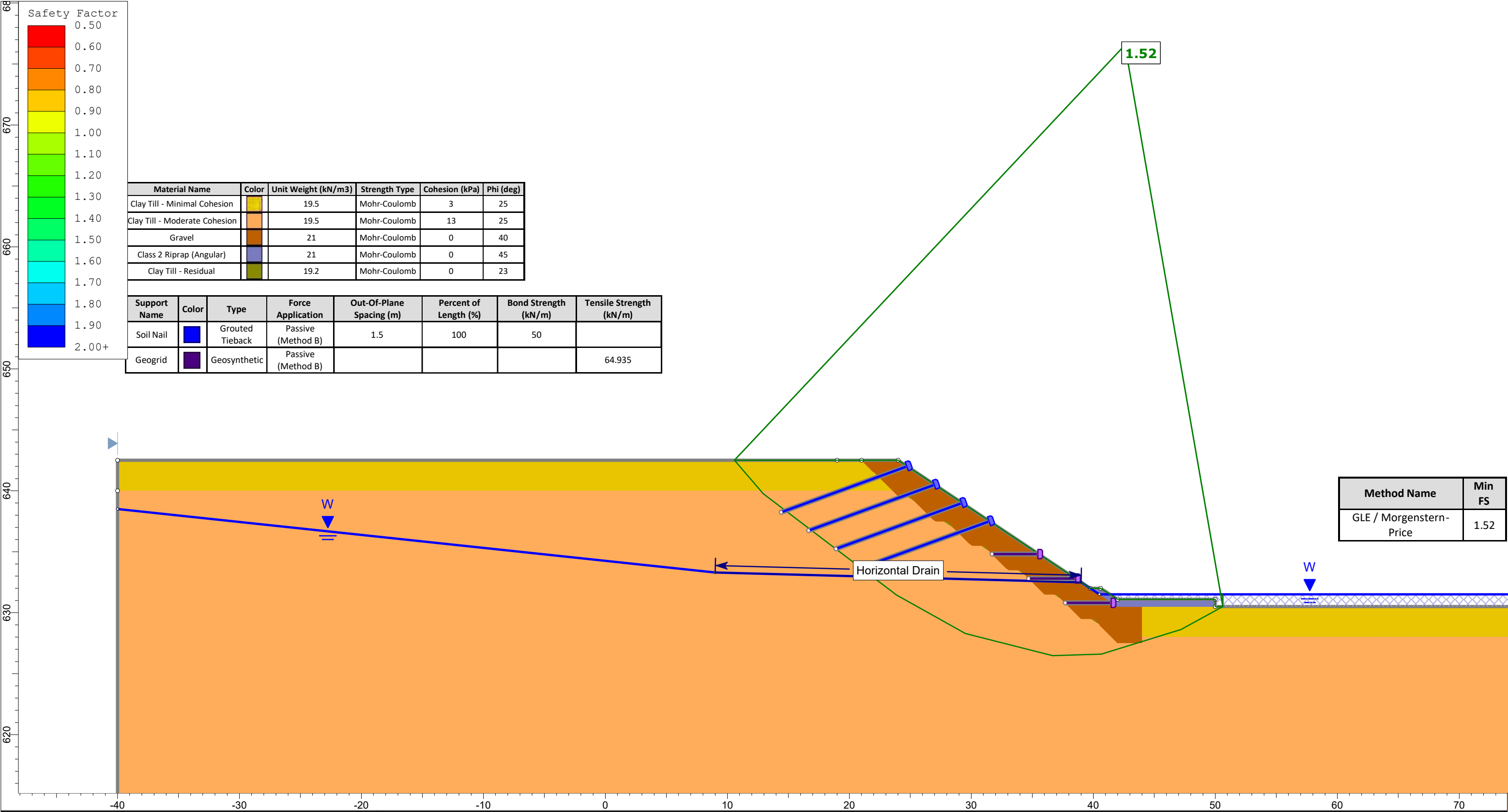


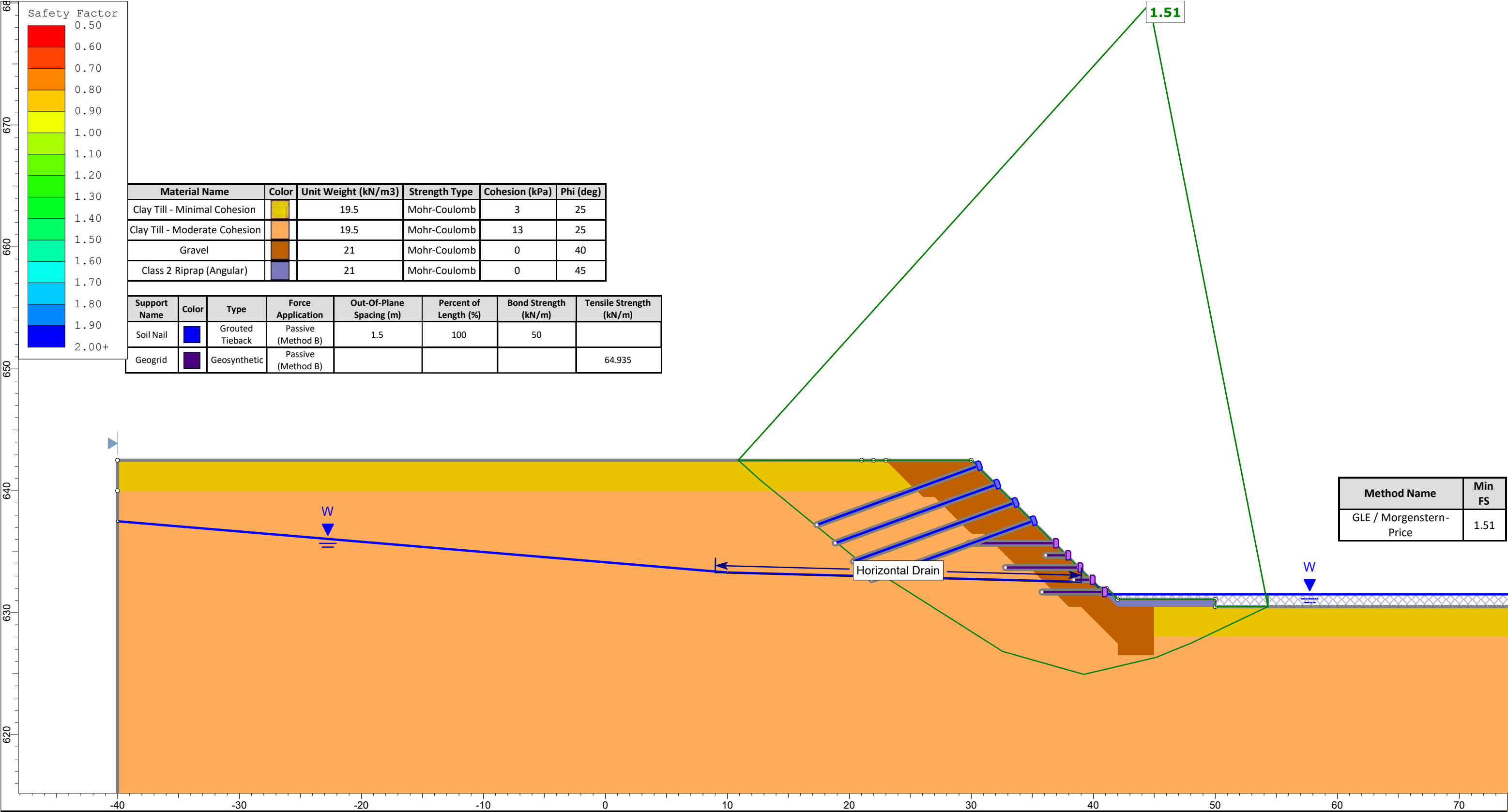




	ProjectDeBolt Creek Stabilization		
	ClientMD of Greenview No. 16		
	Analysis Description22° by 12 m Slope: Master Scenario		
	DrawnRH	ApprovedTC	JOB5254-002-00
	Scale1:300		Figure 10







APPENDIX C:

BOREHOLE LOGS

TEST HOLE LOGS

EXPLANATION OF SYMBOLS AND TERMS

The symbols and terms used on the test hole logs to summarize the results of the field investigation and the laboratory testing are described on the following sheets.

Soils are classified and described according to their engineering properties and behaviour. The descriptions applied to the various soil units as shown on the logs follow the Unified Soil Classification system with slight modification to recognize inorganic clays to medium plasticity (CI). Such descriptions are judgmental in nature and may differ in detail from that actually encountered in the field. The descriptions noted in the logs from test holes are based solely on inspections of soil and rock samples recovered or cuttings observed. The actual nature of the materials between samples may vary.

Laboratory tests have been performed on the various samples noted, following standard testing procedures or protocol unless otherwise noted. The test results are intended to provide a general indication of some of the engineering properties of the material.

ABBREVIATIONS

w or MC	Moisture content (ASTM D2216)	PP	Pocket Penetrometer
W _p or PL	Plastic limit (ASTM D4318)	γ	Unit weight
W _L or LL	Liquid limit (ASTM D4318)	γ_d	Dry unit weight
I _p or PI	Plasticity Index	ρ	Density
NP	Non-plastic soil	ρ_d	Dry density
SY	Shelby tube sample	q _u	Unconfined compressive strength
GB	Grab sample	C _u	Undrained shear strength
SPT	Standard Penetration Test	SO ₄	Concentration of water-soluble sulphate
VST	Vane Shear Test	RQD	Rock Quality Designation

SIZE RANGES OF SOIL COMPONENTS	
Component	Size Range mm (US Sieve)
Boulders	Over 300 (12 inch)
Cobbles	75 (3 inch) to 300 (12 inch)
Gravel:	
Coarse	19 (3/4 inch) to 75 (3 inch)
Fine	5 (#4) to 19 (3/4 inch)
Sand:	
Coarse	2 (#10) to 5 (#4)
Medium	0.4 (#40) to 2 (#10)
Fine	0.08 (#200) to 0.4 (#40)
Clay and Silt	Less than 0.08 (#200)

SECONDARY CONSTITUENTS	
Term	Percentage
and	35% - 50%
y/ey	20% - 35%
some	10% - 20%
trace	0 - 10%

CONSISTENCY OF FINE GRAINED SOILS			
Term	Undrained Shear Strength (kPa)	SPT N	Description
Very soft	< 12	< 2	Easily penetrated with fist
Soft	12 - 25	2 - 4	Easily penetrated with thumb
Firm	25 - 50	4 - 8	Moderate effort to penetrate with thumb
Stiff	50 - 100	8 - 15	Great effort to indent with thumb
Very Stiff	100 - 200	15 - 30	Easily indented with thumbnail
Hard	> 200	> 30	Effort required to indent with thumbnail

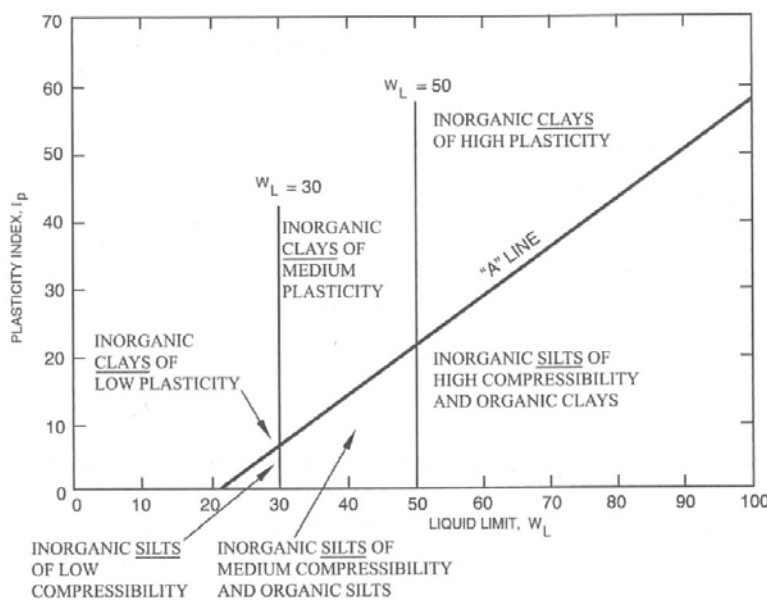
DENSITY OF COARSE GRAINED SOILS		
Term	SPT N	Approx. Relative Density (%)
Very loose	0 - 4	0 - 15
Loose	4 - 10	15 - 35
Compact	10 - 30	35 - 65
Dense	30 - 50	65 - 85
Very Dense	> 50	85 - 100

TEST HOLE LOGS

EXPLANATION OF SYMBOLS AND TERMS

UNIFIED SOIL CLASSIFICATION SYSTEM (MODIFIED)

MAJOR DIVISION			GROUP SYMBOL	TYPICAL DESCRIPTION	LABORATORY CLASSIFICATION CRITERIA	
HIGHLY ORGANIC SOILS			PT	Peat and other highly organic soils	Strong colour or odor and fibrous texture	
COARSE-GRAINED SOILS MORE THAN HALF BY WEIGHT LARGER THAN 75 µm	GRAVELS MORE THAN HALF THE COARSE FRACTION LARGER THAN 4.75 mm	CLEAN GRAVELS (LESS THAN 5% FINES)	GW	Well-graded gravels, gravel-sand mixtures	$C_u = D_{60}/D_{10} > 4$	$C_c = (D_{30})^2/D_{10} \times D_{60}$ 1 to 3
			GP	Poorly graded gravels, gravel-sand mixtures	Not meeting all above requirements	
		GRAVELS WITH FINES (MORE THAN 12% FINES)	GM	Silty gravels, gravel-sand-silt mixtures	Atterberg limits below "A" line or $PI < 4$	
			GC	Clayey gravels, gravel-sand-clay mixtures	Atterberg limits above "A" line or $PI > 7$	
	SANDS MORE THAN HALF THE COARSE FRACTION LARGER THAN 4.75 mm	CLEAN SANDS (LESS THAN 5% FINES)	SW	Well-graded sands, gravelly sands	$C_u = D_{60}/D_{10} > 6$	$C_c = (D_{30})^2/D_{10} \times D_{60}$ 1 to 3
			SP	Poorly graded sands or gravelly sands	Not meeting all above requirements	
		SANDS WITH FINES (MORE THAN 12% FINES)	SM	Silty sands, sand-silt mixtures	Atterberg limits below "A" line or $PI < 4$	
			SC	Clayey sands, sand-clay mixtures	Atterberg limits above "A" line or $PI > 7$	
FINE-GRAINED SOILS MORE THAN HALF BY WEIGHT SMALLER THAN 75 µm	SILTS BELOW "A" LINE ON PLASTICITY CHART; NEGLIGIBLE ORGANIC CONTENT		ML	Inorganic silts and very fine sands, rock flour, silty sands of slight plasticity	$LL < 50$	SEE PLASTICITY CHART BELOW
			MH	Inorganic silts, micaceous or diatomaceous, fine sandy or silty soils	$LL > 50$	
	CLAYS ABOVE "A" LINE ON PLASTICITY CHART; NEGLIGIBLE ORGANIC CONTENT		CL	Inorganic clays of low plasticity, gravelly, sandy, or silty clays	$LL < 30$	
			CI	Inorganic clays of medium plasticity, silty clays	$30 < LL < 50$	
			CH	Inorganic clays of high plasticity	$LL > 50$	
	ORGANIC SILTS AND CLAYS BELOW "A" LINE ON PLASTICITY CHART		OL	Organic silts and organic silty clays of low plasticity	$LL < 50$	
			OH	Organic clays of high plasticity	$LL > 50$	





Engineering Ltd.

BOREHOLE No : 21BH001

PAGE 1 OF 2

CLIENT	Municipal District of Greenview	PROJECT NAME	DeBolt Creek Stabilization
PROJECT NUMBER	5254-002-00	PROJECT LOCATION	DeBolt, AB
DATE STARTED	10-04-2021	COMPLETED	10-04-2021
GROUND ELEVATION	640.85m	N	6119659.000 E 435016.300
DRILLING CONTRACTOR	Mobile Augers and Research Ltd.	GROUND WATER LEVEL:	
DRILLING METHOD	Laskey		



Notes:

No Seepage or Sloughing Upon Completion. Nested Slotted 25 mm PVC Standpipes installed to 6.2 m and 12.3 m. Borehole Water Level Measured Dry on October 12, 2021.

Logged By: Reid Huculak

Reviewed By: Trevor Curtis

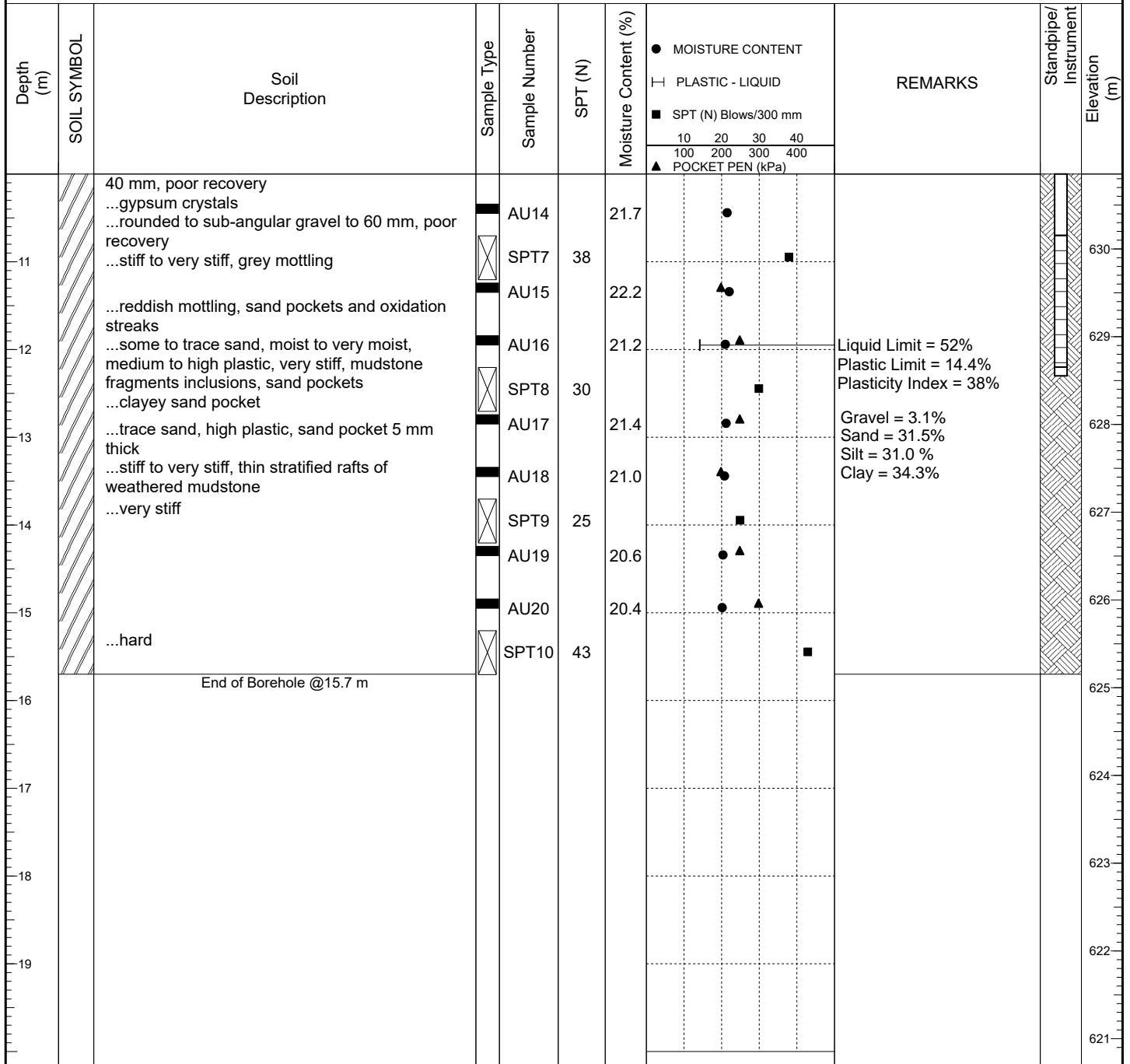


Engineering Ltd.

BOREHOLE No : 21BH001

PAGE 2 OF 2

CLIENT	Municipal District of Greenview	PROJECT NAME	DeBolt Creek Stabilization
PROJECT NUMBER	5254-002-00	PROJECT LOCATION	DeBolt, AB
DATE STARTED	10-04-2021	COMPLETED	10-04-2021
DRILLING CONTRACTOR	Mobile Augers and Research Ltd.	GROUND ELEVATION	640.85m N 6119659.000 E 435016.300
DRILLING METHOD	Laskey	GROUND WATER LEVEL:	



Notes:

No Seepage or Sloughing Upon Completion. Nested Slotted 25 mm PVC Standpipes installed to 6.2 m and 12.3 m. Borehole Water Level Measured Dry on October 12, 2021.

Logged By: Reid Huculak

Reviewed By: Trevor Curtis

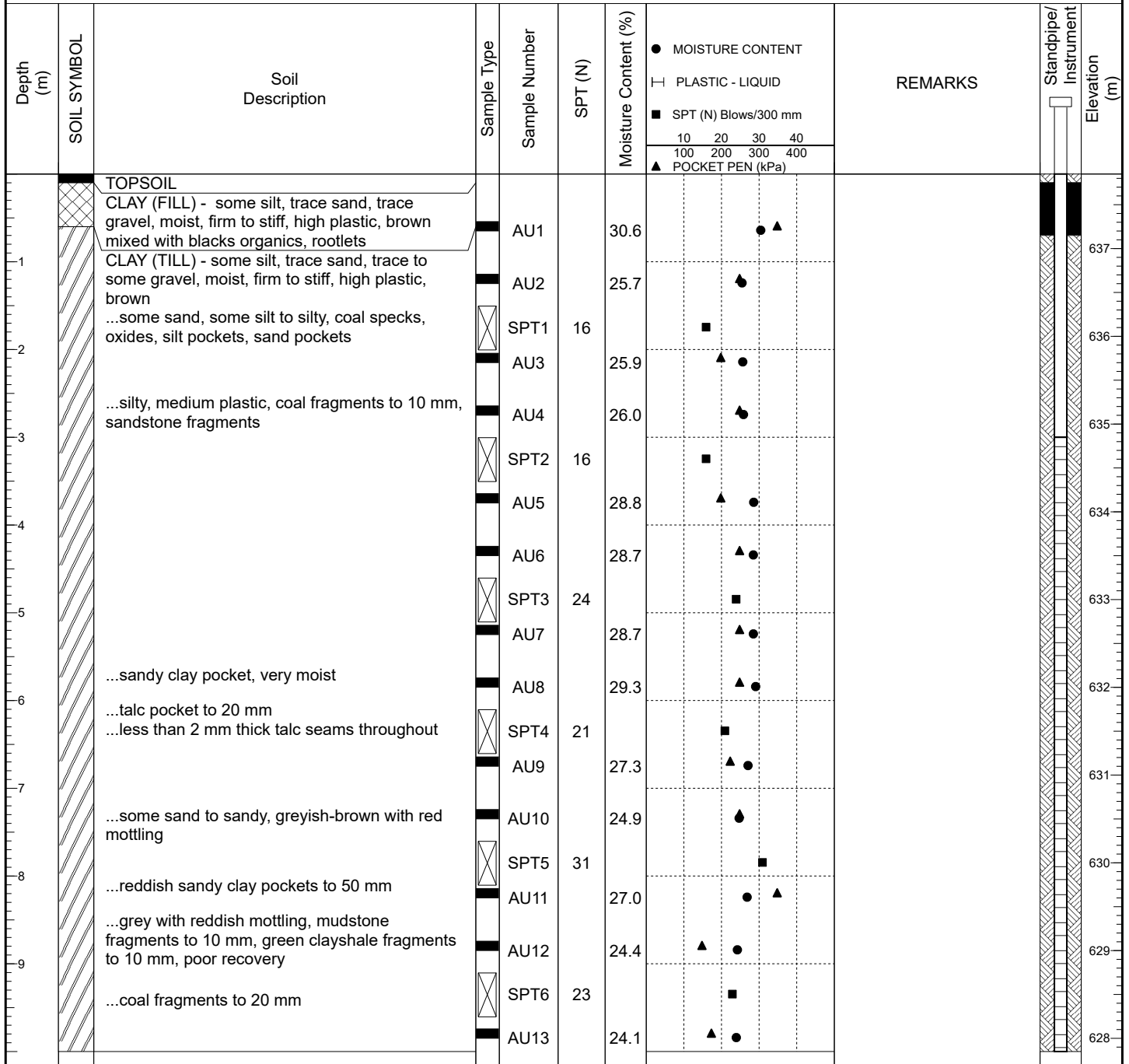


Engineering Ltd.

BOREHOLE No : 21BH002

PAGE 1 OF 2

CLIENT	Municipal District of Greenview	PROJECT NAME	DeBolt Creek Stabilization
PROJECT NUMBER	5254-002-00	PROJECT LOCATION	DeBolt, AB
DATE STARTED	10-05-2021	COMPLETED	10-05-2021
GROUND ELEVATION	637.85m	N	6119374.858
E	434706.939		
DRILLING CONTRACTOR	Mobile Augers and Research Ltd.	GROUND WATER LEVEL:	
DRILLING METHOD	Laskey		



Notes:

No Seepage or Sloughing Upon Completion. Slotted 25 mm PVC Standpipe installed to 15.2 m. Borehole Water Level Measured Dry on October 12, 2021.

Logged By: RH
Reviewed By: Trevor Curtis



Engineering Ltd.

BOREHOLE No : 21BH002

PAGE 2 OF 2

CLIENT	Municipal District of Greenview	PROJECT NAME	DeBolt Creek Stabilization
PROJECT NUMBER	5254-002-00	PROJECT LOCATION	DeBolt, AB
DATE STARTED	10-05-2021	COMPLETED	10-05-2021
DRILLING CONTRACTOR	Mobile Augers and Research Ltd.	GROUND ELEVATION	637.85m N 6119374.858 E 434706.939
DRILLING METHOD	Laskey	GROUND WATER LEVEL:	

Depth (m)	SOIL SYMBOL	Soil Description	Sample Type	Sample Number	SPT (N)	Moisture Content (%)	REMARKS	Standpipe/Instrument	Elevation (m)
						● MOISTURE CONTENT — PLASTIC - LIQUID ■ SPT (N) Blows/300 mm ▲ POCKET PEN (kPa)			
		...anthracite coal fragments to 10 mm, dark brown clay shale fragments to 10 mm		AU14		25.5			
11			⊗	SPT7	24				627
		...grey mudstone fragments to 30 mm		AU15		25.0			
12				AU16		25.2			626
			⊗	SPT8	24				
13				AU17		23.3			625
				AU18		26.0			
14		...grey mudstone fragments to 20 mm	⊗	SPT9	24				624
		...reddish mottling		AU19		25.0			
15		...grey clayey sand pocket to 30 mm		AU20		25.5			623
			⊗	SPT10	28				
16		End of Borehole @15.7 m							622
17									621
18									620
19									619
									618

Notes:

No Seepage or Sloughing Upon Completion. Slotted 25 mm PVC Standpipe installed to 15.2 m.
Borehole Water Level Measured Dry on October 12, 2021.

Logged By: RH

Reviewed By: Trevor Curtis

APPENDIX D:

SITE PHOTOS



Photo 1 – Crest of landslide scarp near Water Supply Building.



Photo 2 – Looking up towards landslide near Water Supply Building.



Photo 3 – Hummocky northern slope terrain with deciduous trees and grasses.



Photo 4 – Slope below Old Firehall Building. Willows showing curvature near base from slope creep.



Photo 5 – Landslide below DeBolt Manor Seniors Residences.



Photo 6 – Landslide below Highway 43 in embankment fill



Photo 7 – Beaver activity signs on northern slope.



Photo 8 – Trees showing curvature near base due to slope creep immediately south of the DeBolt Agricultural Society Building.



Photo 9 – Example of typical erosion scarp (2 m high) that borders the DeBolt Creek.



Photo 10 – Example of typical erosion scarp (3 m high) that borders the DeBolt Creek.

APPENDIX E:

LABORATORY TEST RESULTS

ATTERBERG LIMITS

Project: DeBolt Creek Stabilization
Project No.: 5254-002-00
Owner: MD of Greenview No. 16
File No.: AL - 01

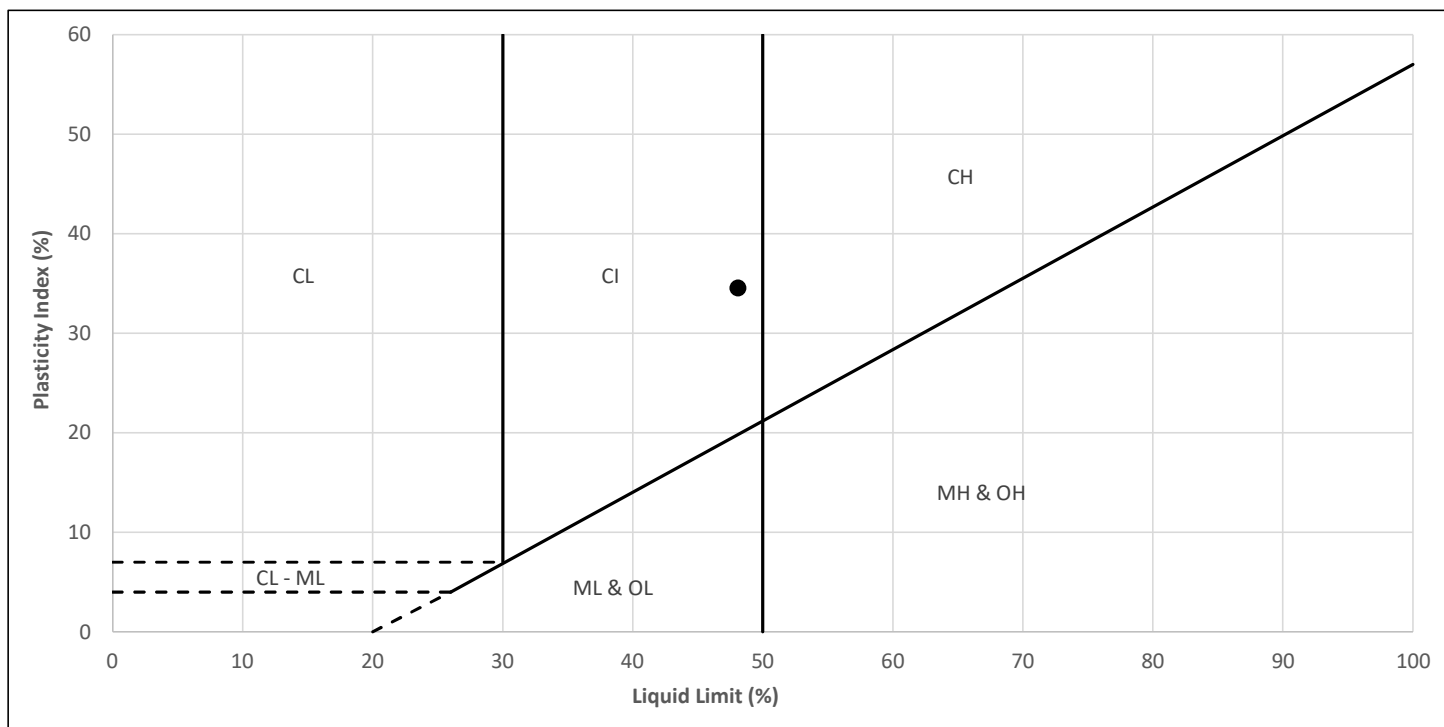
Sample #: 1AU5
Source: 21BH001
Sample By: RH
Date: October 7, 2021

Tested in accordance with ASTM D4318 (Liquid Limit, Plastic Limit, and Plasticity of Soils)

Sample Description: Inorganic clays of medium plasticity, silty clays

Liquid Limit (LL)	48.1
Plastic Limit (PL)	13.5
Plasticity Index (PI)	34.6

Soil Plasticity	Medium
Soil Classification	CI



Comments:

ATTERBERG LIMITS

Project: DeBolt Creek Stabilization
Project No.: 5254-002-00
Owner: MD of Greenview No. 16
File No.: AL - 02

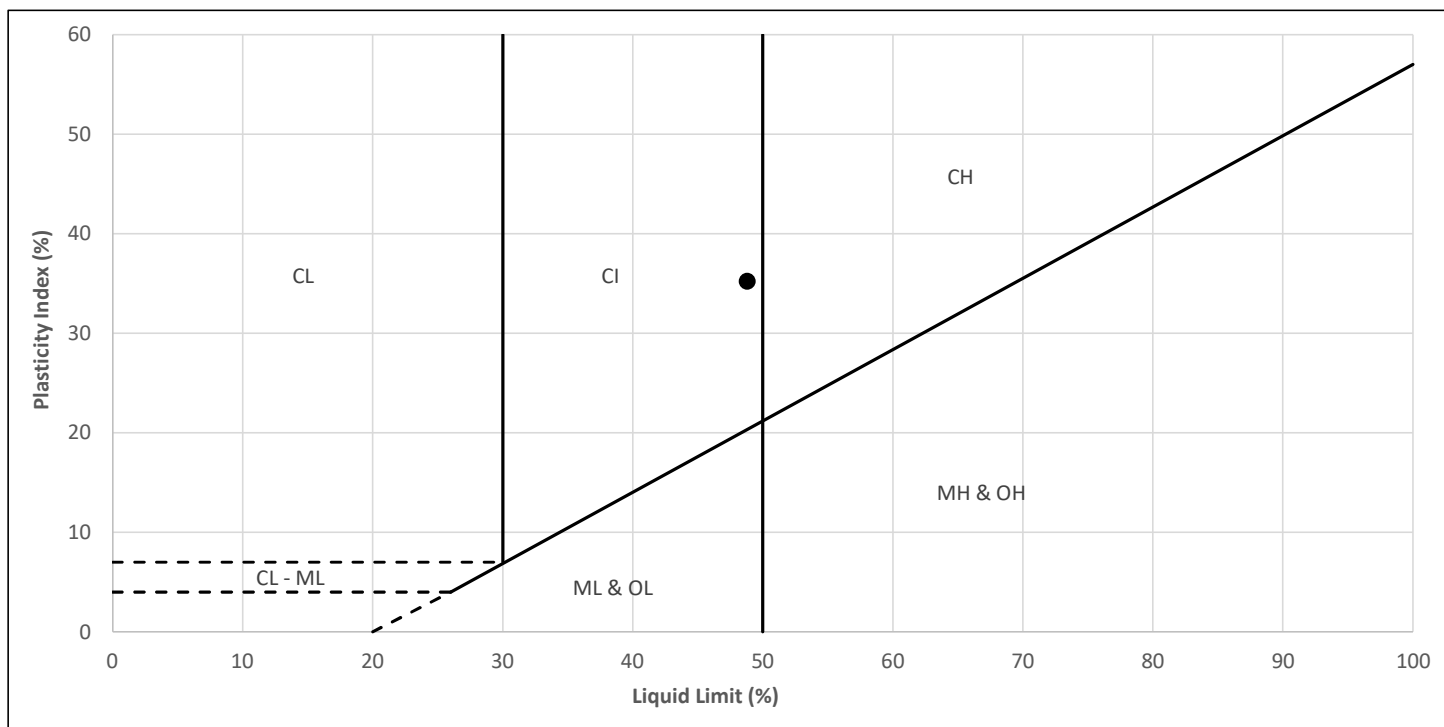
Sample #: 1AU10
Source: 21BH001
Sample By: RH
Date: October 7, 2021

Tested in accordance with ASTM D4318 (Liquid Limit, Plastic Limit, and Plasticity of Soils)

Sample Description: Inorganic clays of medium plasticity, silty clays

Liquid Limit (LL)	48.8
Plastic Limit (PL)	13.6
Plasticity Index (PI)	35.2

Soil Plasticity	Medium
Soil Classification	CI



Comments:

ATTERBERG LIMITS

Project: DeBolt Creek Stabilization
Project No.: 5254-002-00
Owner: MD of Greenview No. 16
File No.: AL - 03

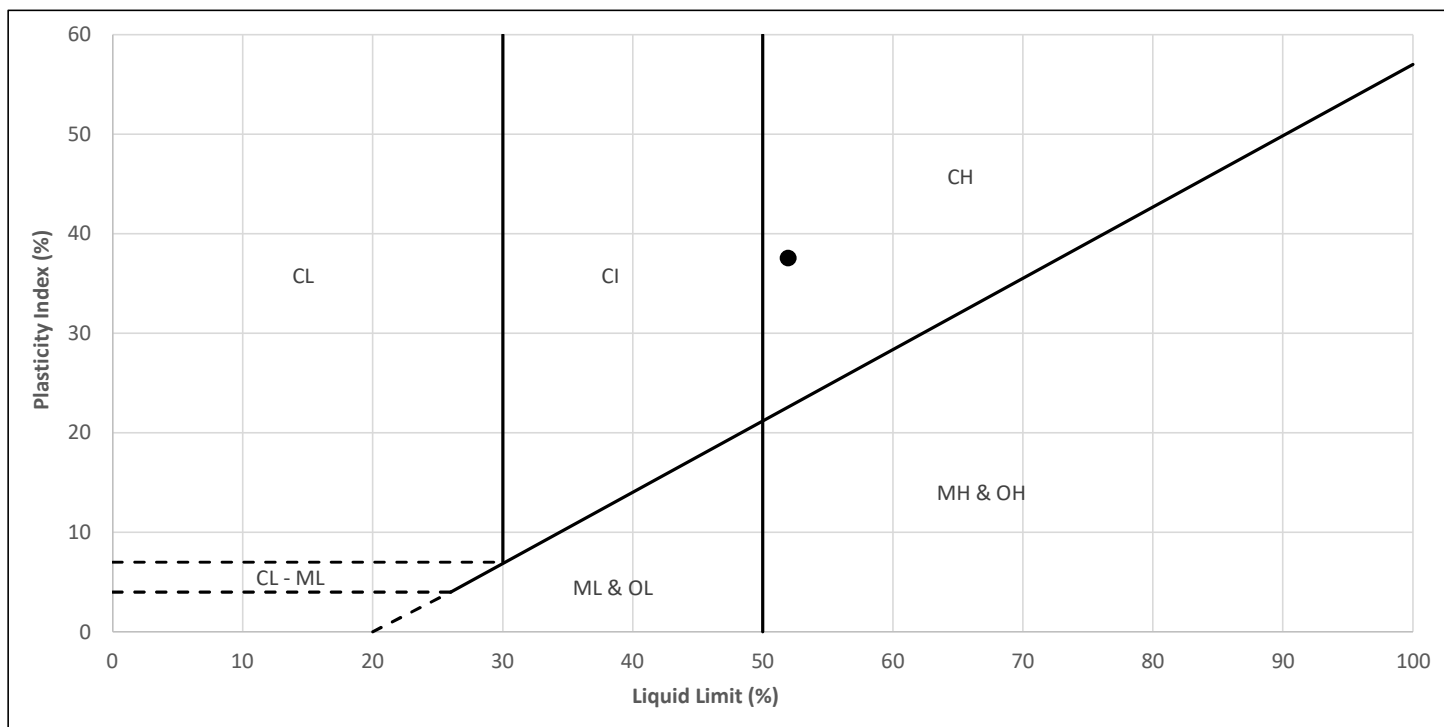
Sample #: 1AU16
Source: 21BH001
Sample By: RH
Date: October 7, 2021

Tested in accordance with ASTM D4318 (Liquid Limit, Plastic Limit, and Plasticity of Soils)

Sample Description: Inorganic clays of high plasticity, fat clays

Liquid Limit (LL)	51.9
Plastic Limit (PL)	14.4
Plasticity Index (PI)	37.6

Soil Plasticity	High
Soil Classification	CH



Comments:

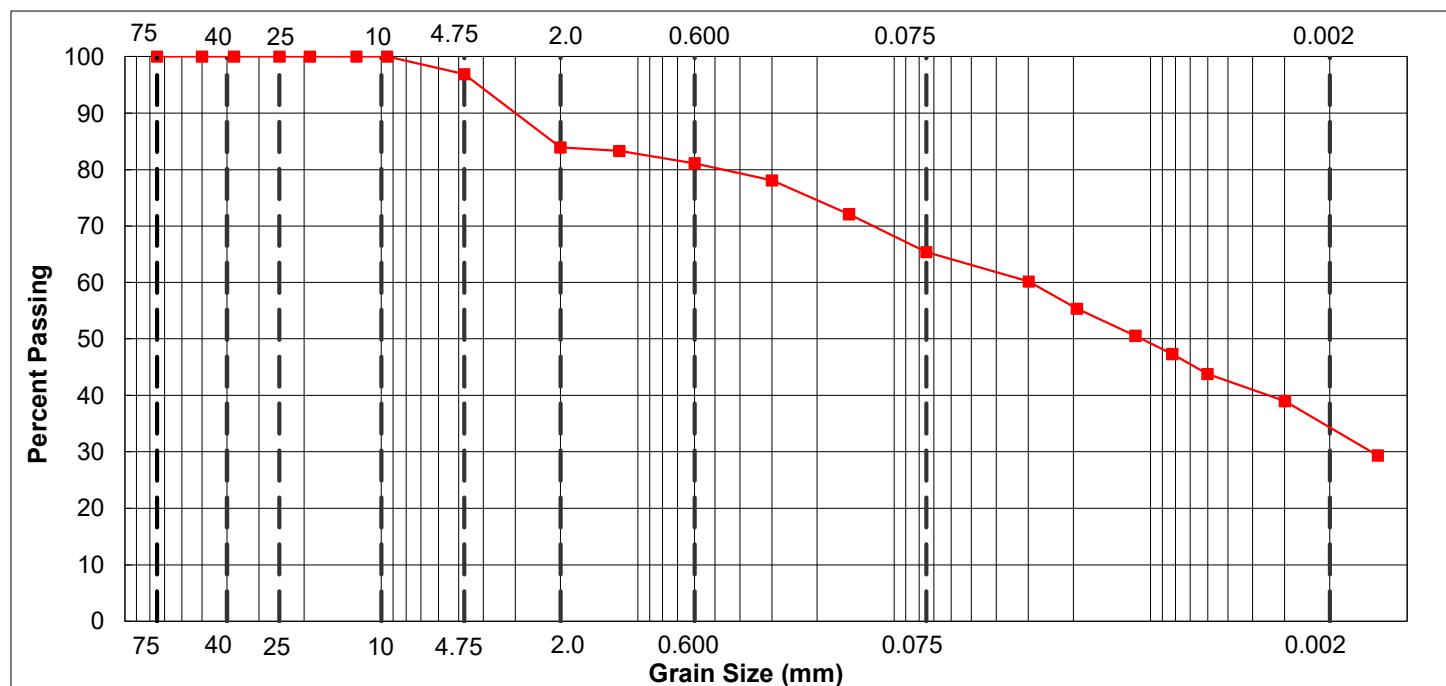
GRAIN SIZE ANALYSIS REPORT

Project: DeBolt Creek Stabilization
Project No.: 5254-002-00
Owner: MD of Greenview No. 16
File No.: GSA - 01

Sample No.: 1AU16
Source: 21BH001
Sample By: RH
Date: October 12, 2021

Tested in accordance with AASHTO T 88 (Particle Size Analysis of Soils)

Grain Size (mm)	Percent Finer	Grain Size (mm)	Percent Finer	Material Description Proportion		
		0.600	81.1	Type	%	Particle Size Range
75.0	100.0	0.300	78.1	Boulders	0	>300 mm
50.0	100.0	0.150	72.1	Cobbles	0	300 mm to 75 mm
37.5	100.0	0.075	65.4	Coarse Gravel	0.0	80 mm to 20 mm
25.0	100.0	0.0299	60.2	Fine Gravel	3.1	20 mm to 4.75 mm
19.0	100.0	0.0194	55.4	Coarse Sand	13.0	4.75 mm to 2.00 mm
12.5	100.0	0.0115	50.5	Medium Sand	2.8	2.00 mm to 425 µm
9.5	100.0	0.0082	47.3	Fine Sand	15.7	425 µm to 75 µm
4.75	96.9	0.0060	43.8	Silt	31.0	75 µm to 2 µm
2.00	83.9	0.0030	39.0	Clay	34.3	<2 µm
1.180	83.3	0.0013	29.4			



DIRECT SHEAR TEST SUMMARY

Project: DeBolt Creek Stabilization

Sample ID: 1SH4

Project No.: 5254-002-00

Source: 21BH001

Owner: MD of Greenview No. 16

Sampled By: S. Smith

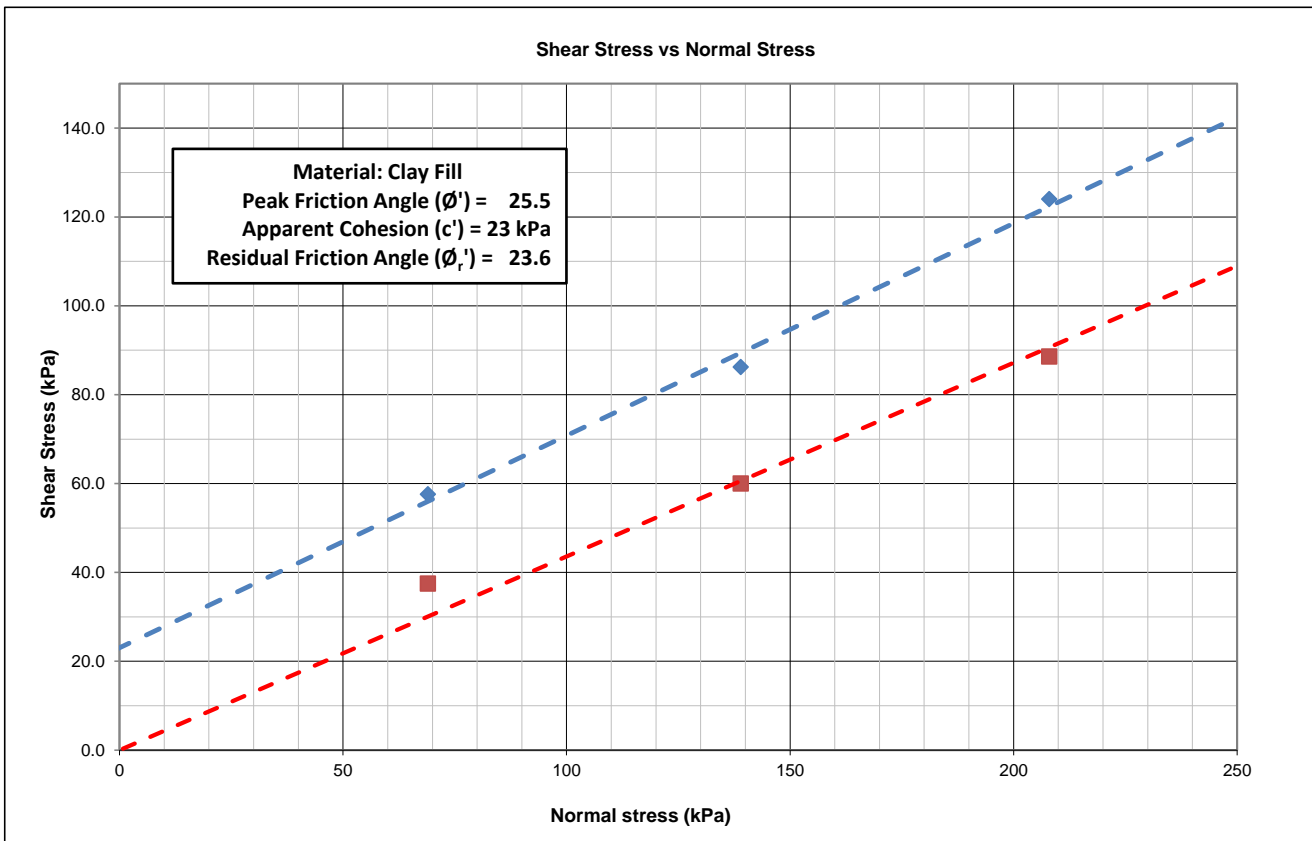
Material Type: Clay Till

Date Sampled: 04-Oct-21

Tested in accordance with ASTM D3080/D3080M-11 (Standard test Method for Direct Shear Test of Soil Under Consolidated Drained Conditions).

Area correction not applied unless requested by client.

Test ID	Normal Stress (kPa)	Peak Shear Stress (kPa)	Residual Shear Stress (kPa)	Notes
DS-01	69.0	57.6	37.5	See Comments
DS-02	139.0	86.2	60.0	
DS-03	208.0	124.0	88.6	
-				
-				
-				
-				
-				
-				



Comments:

- All samples inundated with tap water during testing.
- DS-01 was terminated early due to power failure. Residual friction angle result may be lower.

Prepared By:

Chris McRae
Chris McRae B.Sc., P.Eng.

DIRECT SHEAR AND RESIDUAL TEST REPORT

(Page 1 of 2)

Project: DeBolt Creek Stabilization
Project No.: 5254-002-00
Owner: MD of Greenview No. 16
File No.: DS-01

Sample ID: 1SH4
Source: 21BH001
Sampled By: S. Smith
Date Sampled: 04-Oct-21

*Tested in accordance with ASTM D3080/D3080M-11 (Standard test Method for Direct Shear Test of Soil Under Consolidated Drained Conditions).
Area correction not applied unless requested by client.*

Equipment ID: 21/000184	Test Date: 12-Oct-21	Soil Structure: Undisturbed
Device Type: UTS-2060	Tested By: B. Tataryn	Sample Depth: 9.1 m - 9.6 m
Sample Type: Clay Till	Direct Shear Test #: 182	Consolidation Test #: 62
Soil Description: CI Inorganic clays of medium plasticity, silty clays		

Sample Parameters

	Initial	Pre-Shear
Moisture Content (%)	23.02	26.65
Weight (g)	112.65	115.98
Thickness (mm)	20.10	19.43
Area (m²)	0.002827	0.002827
Dry Density (kg/m³)	1612	1667
Wet Density (kg/m³)	1982	2111
Void Ratio (e)	0.71	0.65
Deg. Of Saturation (%)	89.59	112.81
Specific Gravity* (g/cm³)	2.750	

*Assumed value

Direct Shear Parameters

Normal Load at Peak (kN)	0.196
Normal Stress at Peak (kPa)	69.0
Shear Load at Peak (kN)	0.163
Shear Stress at Peak (kPa)	57.6
Displacement at Peak (mm)	0.81
Residual Load at Failure (kN)	0.106
Residual Stress at Failure (kPa)	37.5
Displacement at Residual (mm)	22.6
Shear Rate (mm/min)	0.00350
Total Lateral Displacement (mm)	22.6

Comments:

- Sample inundated with tap water during consolidation and shearing.
- Degree of Saturation exceeds 100% due to assumed specific gravity and shape of direct shear box.
- Test terminated early due to power failure. Residual stress at failure may be lower.
- Sample began to swell proceeding initial consolidation.

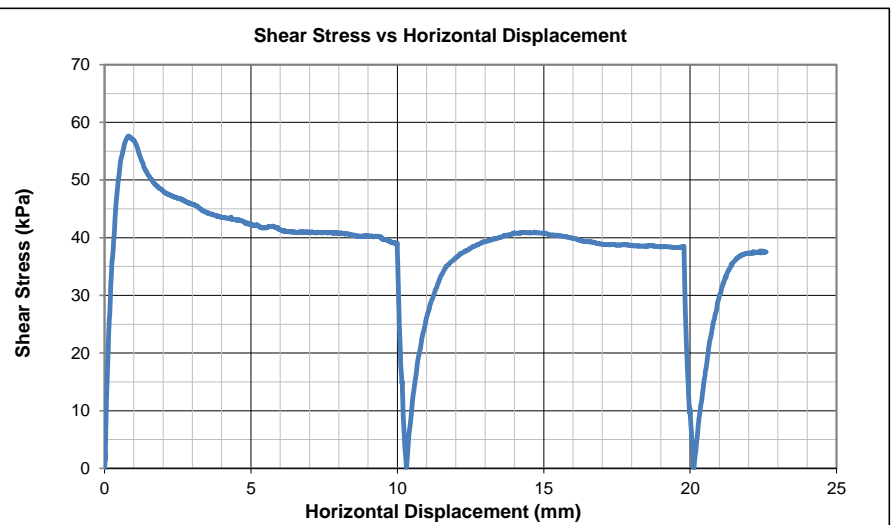


Photo Description



Checked By:

Chris McRae
Chris McRae B.Sc, P.Eng.

DIRECT SHEAR AND RESIDUAL TEST REPORT

(Page 2 of 2)

Project: DeBolt Creek Stabilization

Project No.: 5254-002-00

Owner: MD of Greenview No. 16

File No.: DS-01

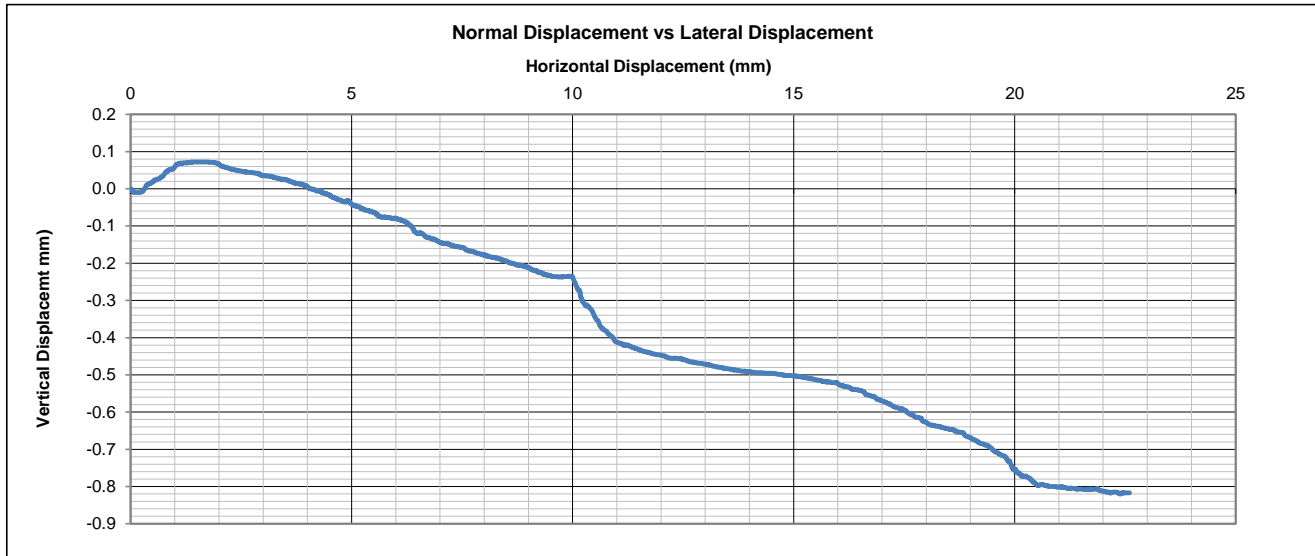
Sample ID: 1SH4

Source: 21BH001

Sampled By: S. Smith

Date Sampled: 04-Oct-21

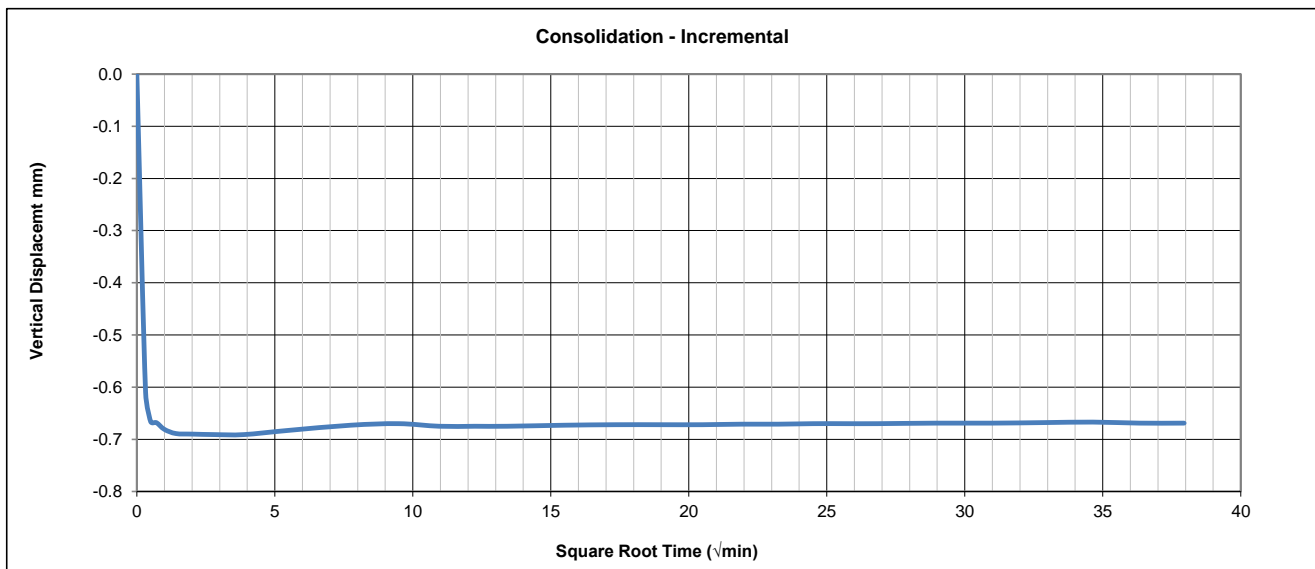
*Tested in accordance with ASTM D3080/D3080M-11 (Standard test Method for Direct Shear Test of Soil Under Consolidated Drained Conditions).
Area correction not applied unless requested by client.*



Consolidation Test Parameters

Normal Load (kN)	0.196
Normal Stress (kPa)	69.0

Total Normal Displacement (mm)	0.669
Duration of Applied Load (hrs)	24



Checked By: _____

Chris McRae B.Sc, P.Eng.

DIRECT SHEAR AND RESIDUAL TEST REPORT

(Page 1 of 2)

Project: DeBolt Creek Stabilization

Project No.: 5254-002-00

Owner: MD of Greenview No. 16

File No.: DS-02

Sample ID: 1SH4

Source: 21BH001

Sampled By: S. Smith

Date Sampled: 04-Oct-21

*Tested in accordance with ASTM D3080/D3080M-11 (Standard test Method for Direct Shear Test of Soil Under Consolidated Drained Conditions).
Area correction not applied unless requested by client.*

Equipment ID: 21/000184

Test Date: 19-Oct-21

Soil Structure: Undisturbed

Device Type: UTS-2060

Tested By: B. Tataryn

Sample Depth: 9.1 m - 9.6 m

Sample Type: Clay Till

Direct Shear Test #: 184

Consolidation Test #: 63

Soil Description: CI Inorganic clays of medium plasticity, silty clays

Sample Parameters

	Initial	Pre-Shear
Moisture Content (%)	23.11	27.67
Weight (g)	107.54	111.53
Thickness (mm)	19.50	18.02
Area (m²)	0.002827	0.002827
Dry Density (kg/m³)	1584	1714
Wet Density (kg/m³)	1950	2189
Void Ratio (e)	0.74	0.60
Deg. Of Saturation (%)	86.34	125.95
Specific Gravity* (g/cm³)	2.750	

*Assumed value

Direct Shear Parameters

Normal Load at Peak (kN)	0.397
Normal Stress at Peak (kPa)	139
Shear Load at Peak (kN)	0.244
Shear Stress at Peak (kPa)	86.2
Displacement at Peak (mm)	1.83
Residual Load at Failure (kN)	0.170
Residual Stress at Failure (kPa)	60.0
Displacement at Residual (mm)	37.9
Shear Rate (mm/min)	0.00350
Total Lateral Displacement (mm)	40.0

Comments:

- Sample inundated with tap water during consolidation and shearing.
- Degree of Saturation exceeds 100% due to assumed specific gravity and shape of direct shear box.
- 7mm coal clast within sample.

Shear Stress vs Horizontal Displacement

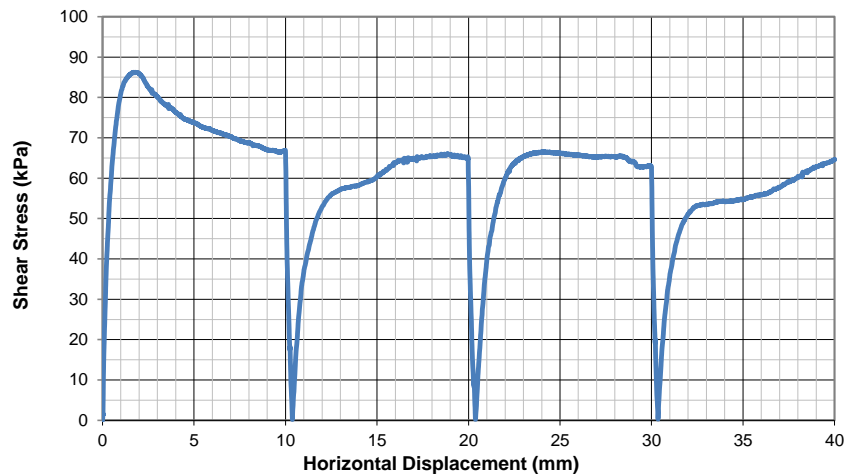


Photo Description


Checked By:

Chris McRae B.Sc, P.Eng.

DIRECT SHEAR AND RESIDUAL TEST REPORT

(Page 2 of 2)

Project: DeBolt Creek Stabilization

Project No.: 5254-002-00

Owner: MD of Greenview No. 16

File No.: DS-02

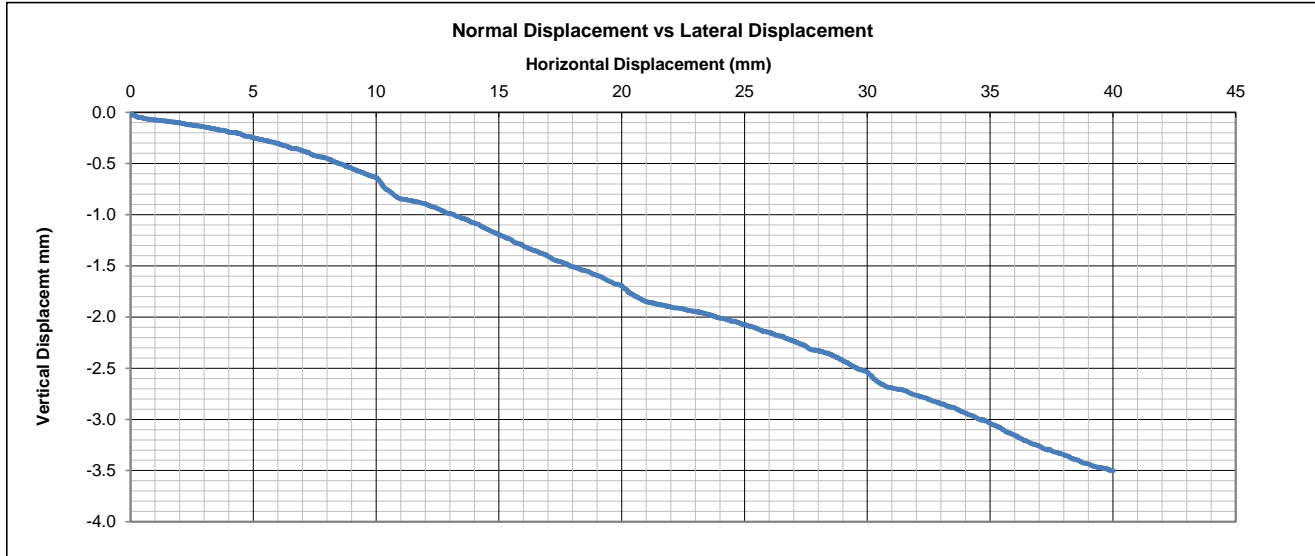
Sample ID: 1SH4

Source: 21BH001

Sampled By: S. Smith

Date Sampled: 04-Oct-21

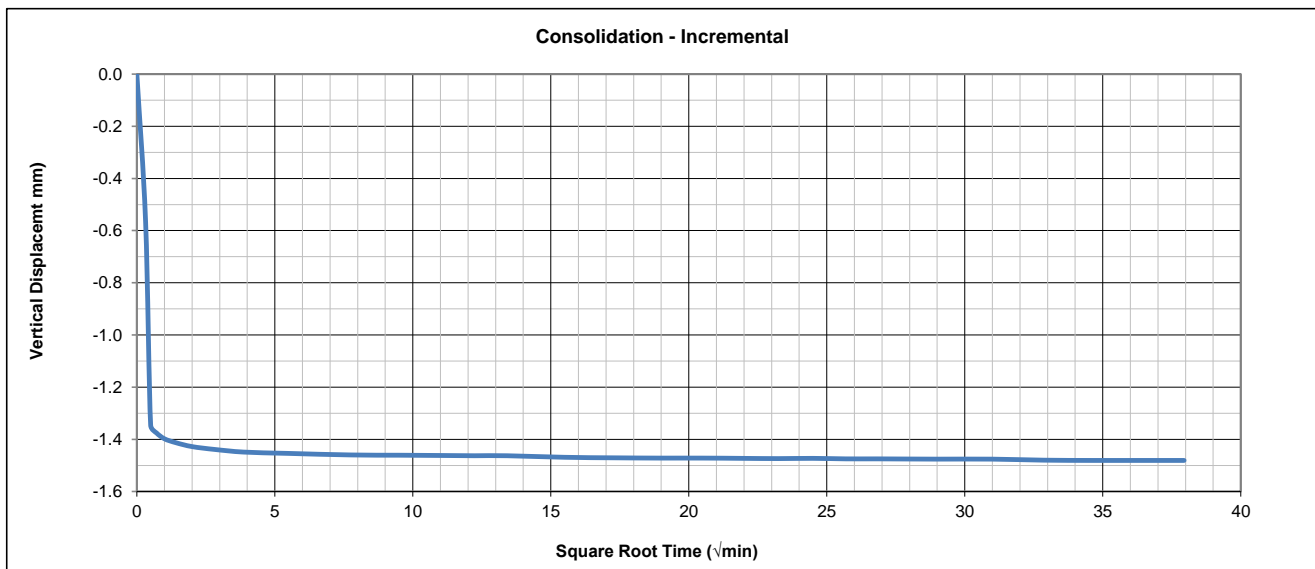
*Tested in accordance with ASTM D3080/D3080M-11 (Standard test Method for Direct Shear Test of Soil Under Consolidated Drained Conditions).
Area correction not applied unless requested by client.*



Consolidation Test Parameters

Normal Load (kN)	0.397
Normal Stress (kPa)	139

Total Normal Displacement (mm)	1.48
Duration of Applied Load (hrs)	24



Checked By: 

Chris McRae B.Sc, P.Eng.

DIRECT SHEAR AND RESIDUAL TEST REPORT

(Page 1 of 2)

Project: DeBolt Creek Stabilization
Project No.: 5254-002-00
Owner: MD of Greenview No. 16
File No.: DS-03

Sample ID: 1SH4
Source: 21BH001
Sampled By: S. Smith
Date Sampled: 04-Oct-21

*Tested in accordance with ASTM D3080/D3080M-11 (Standard test Method for Direct Shear Test of Soil Under Consolidated Drained Conditions).
Area correction not applied unless requested by client.*

Equipment ID: 21/000184	Test Date: 28-Oct-21	Soil Structure: Undisturbed
Device Type: UTS-2060	Tested By: B. Tataryn	Sample Depth: 9.1 m - 9.6 m
Sample Type: Clay Till	Direct Shear Test #: 186	Consolidation Test #: 64
Soil Description: CI Inorganic clays of medium plasticity, silty clays		

Sample Parameters

	Initial	Pre-Shear
Moisture Content (%)	22.36	25.10
Weight (g)	110.60	113.08
Thickness (mm)	19.70	18.88
Area (m²)	0.002827	0.002827
Dry Density (kg/m³)	1623	1693
Wet Density (kg/m³)	1985	2118
Void Ratio (e)	0.69	0.62
Deg. Of Saturation (%)	88.49	110.56
Specific Gravity* (g/cm³)	2.750	

*Assumed value

Direct Shear Parameters

Normal Load at Peak (kN)	0.588
Normal Stress at Peak (kPa)	208
Shear Load at Peak (kN)	0.350
Shear Stress at Peak (kPa)	124
Displacement at Peak (mm)	1.22
Residual Load at Failure (kN)	0.251
Residual Stress at Failure (kPa)	88.6
Displacement at Residual (mm)	37.5
Shear Rate (mm/min)	0.00350
Total Lateral Displacement (mm)	39.9

Comments:

- Sample inundated with tap water during consolidation and shearing.
- Degree of Saturation exceeds 100% due to assumed specific gravity and shape of direct shear box.

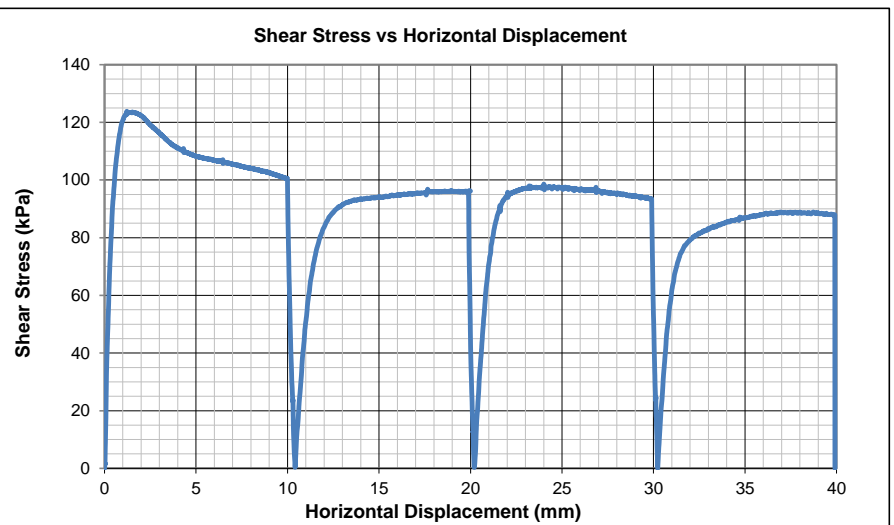


Photo Description



Checked By:

Chris McRae
Chris McRae B.Sc, P.Eng.

DIRECT SHEAR AND RESIDUAL TEST REPORT

(Page 2 of 2)

Project: DeBolt Creek Stabilization

Project No.: 5254-002-00

Owner: MD of Greenview No. 16

File No.: DS-03

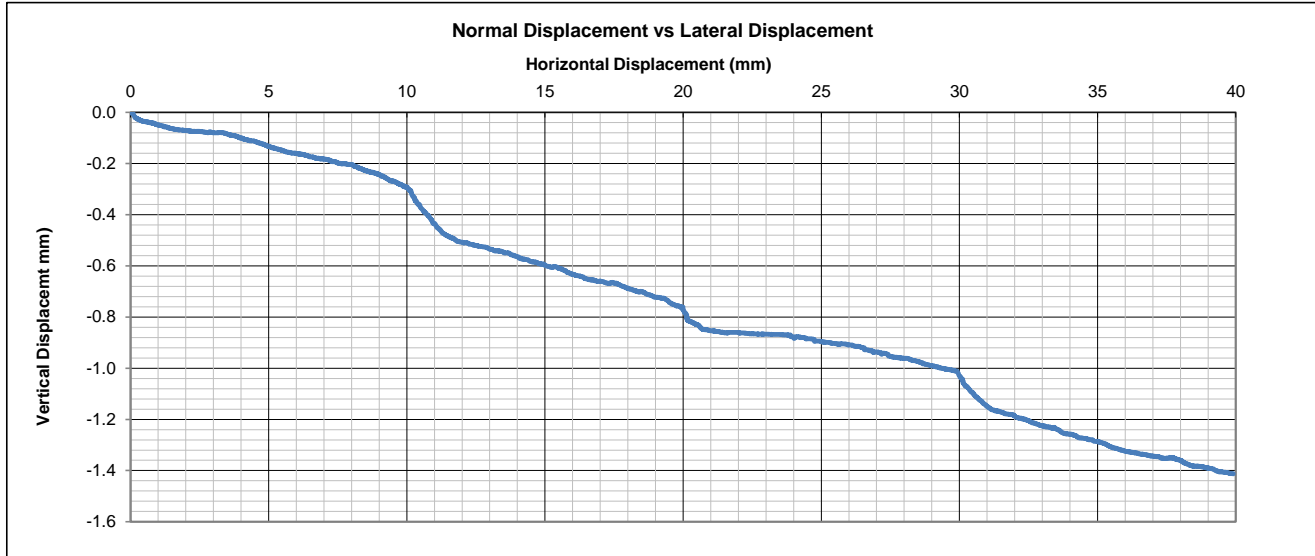
Sample ID: 1SH4

Source: 21BH001

Sampled By: S. Smith

Date Sampled: 04-Oct-21

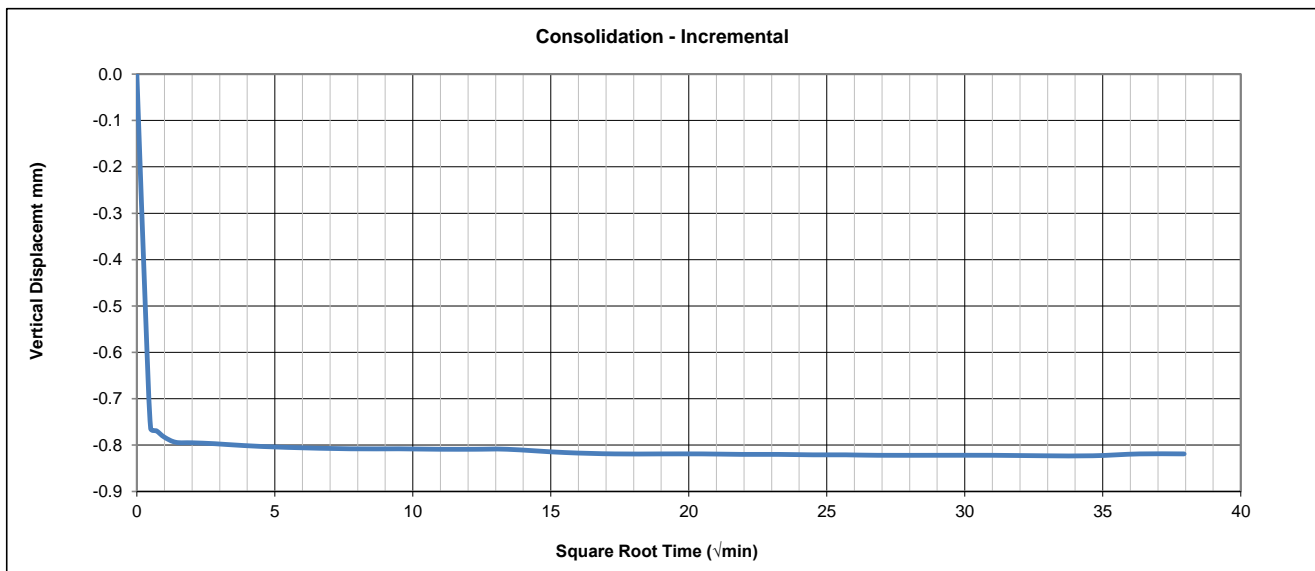
*Tested in accordance with ASTM D3080/D3080M-11 (Standard test Method for Direct Shear Test of Soil Under Consolidated Drained Conditions).
Area correction not applied unless requested by client.*



Consolidation Test Parameters

Normal Load (kN)	0.588
Normal Stress (kPa)	208

Total Normal Displacement (mm)	0.819
Duration of Applied Load (hrs)	24



Checked By: _____

Chris McRae B.Sc, P.Eng.

APPENDIX F:

QUANTITY AND COST ESTIMATES



Municipal District of Greenview No. 16

DeBolt Creek Stabilization

Slope Stability/Stabilization Study

Asset Area Quantity and Cost Estimates



Description	Unit	Unit Rate	Asset Area 1		Asset Area 2		Asset Area 3		Asset Area 4		Asset Area 5		Asset Area 6		Asset Area 7		Asset Area 8	
			Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended
Care of Water	L.S.	\$	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00
Hydroseeding	sq. meter	\$	1,190.00	\$ 1,451.80	1,786.00	\$ 2,178.92	1,835.00	\$ 2,238.70	2,530.00	\$ 3,086.60	784.00	\$ 956.48	1,055.00	\$ 1,287.10	1,855.00	\$ 2,263.10	587.00	\$ 716.14
Backfill - Non-Granular	cu. meter	\$	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Backfill - Crushed Granular Supply and Install	cu. meter	\$	2,487.00	\$ 323,310.00	2,045.00	\$ 265,850.00	4,478.00	\$ 582,140.00	5,445.00	\$ 707,850.00	1,638.00	\$ 212,940.00	1,207.00	\$ 156,910.00	3,993.00	\$ 519,090.00	1,262.00	\$ 164,060.00
Common and/or Borrow Excavation Loaded to Trucks	cu. meter	\$	2,487.00	\$ 18,055.62	2,045.00	\$ 14,846.70	4,478.00	\$ 32,510.28	5,445.00	\$ 39,530.70	1,638.00	\$ 11,891.88	1,207.00	\$ 8,762.82	3,993.00	\$ 28,989.18	1,262.00	\$ 9,162.12
Truck Haul of Common and/or Borrow Excavation	cu. metre km	\$	2,487.00	\$ 7,834.05	2,045.00	\$ 6,441.75	4,478.00	\$ 14,105.70	5,445.00	\$ 17,151.75	1,638.00	\$ 5,159.70	1,207.00	\$ 3,802.05	3,993.00	\$ 12,577.95	1,262.00	\$ 3,975.30
Geotextile for Stabilization - Supply and Install (Geogrid)	sq. meter	\$	-	-	-	-	1,323.60	\$ 5,532.65	1,782.00	\$ 7,448.76	-	-	-	-	1,306.80	\$ 5,462.42	412.80	\$ 1,725.50
Geotextile for Materials Separation - Supply and Install (Non-woven)	sq. meter	\$	2,142.00	\$ 8,032.50	1,692.00	\$ 6,345.00	3,498.00	\$ 13,117.50	4,620.00	\$ 17,325.00	1,411.20	\$ 5,292.00	999.60	\$ 3,748.50	3,387.60	\$ 12,703.50	1,071.60	\$ 4,018.50
Class 2 Riprap	cu. meter	\$	105.33	\$ 28,649.61	291.00	\$ 79,149.09	620.00	\$ 168,633.80	744.00	\$ 202,360.56	298.00	\$ 81,053.02	229.00	\$ 62,285.71	546.00	\$ 148,506.54	211.00	\$ 57,389.89
Soil Nails 7 m long (27")	sq. meter	\$	-	-	-	-	720.00	\$ 468,000.00	-	-	-	-	-	-	-	-	-	-
Soil Nails 11 m long (34")	cu. meter	\$	-	-	-	-	400.00	\$ 520,000.00	1,440.00	\$ 1,872,000.00	-	-	-	-	1,056.00	\$ 1,372,800.00	408.00	\$ 530,400.00
Soil Nails 14 m long (45")	sq. meter	\$	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
				\$ 407,333.58		\$ 394,811.46		\$ 1,826,278.63		\$ 2,886,753.37		\$ 337,293.08		\$ 256,796.18		\$ 2,122,392.69		\$ 791,447.45
				STABILIZATION SUBTOTALS														
Slope inclinometer Installation	15 m install	\$	-	\$ -	1.00	\$ 4,000.00	-	\$ -	1.00	\$ 4,000.00	1.00	\$ 4,000.00	-	\$ -	-	\$ -	-	\$ -
Slope inclinometer Monitoring + Report	Yearly	\$	-	\$ -	1.00	\$ 1,000.00	-	\$ -	1.00	\$ 1,000.00	1.00	\$ 1,000.00	-	\$ -	-	\$ -	-	\$ -
				\$ -		\$ 5,000.00		\$ -		\$ 5,000.00		\$ 5,000.00		\$ -		\$ -		\$ -
				MONITORING SUBTOTALS														

Description	Unit	Unit Rate	Asset Area 9		Asset Area 10		Asset Area 11		Asset Area 12		Asset Area 13		Asset Area 14		Asset Area 15		Asset Area 16	
			Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended	Quantity	Extended
Care of Water	L.S.	\$	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00	1.00	20,000.00
Hydroseeding	sq. meter	\$	1,202.00	\$ 1,466.44	1,016.00	\$ 1,239.52	543.00	\$ 662.46	2,787.00	\$ 3,400.14	2,100.00	\$ 2,562.00	1,785.00	\$ 2,177.70	1,484.00	\$ 1,810.48	1,680.00	\$ 2,049.60
Backfill - Non-Granular	cu. meter	\$	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Backfill - Crushed Granular Supply and Install	cu. meter	\$	2,586.00	\$ 336,180.00	2,186.00	\$ 284,180.00	1,141.00	\$ 148,330.00	3,190.00	\$ 414,700.00	4,388.00	\$ 570,440.00	3,729.00	\$ 484,770.00	3,193.00	\$ 415,090.00	3,510.00	\$ 456,300.00
Common and/or Borrow Excavation Loaded to Trucks	cu. meter	\$	2,586.00	\$ 18,774.36	2,186.00	\$ 15,870.36	1,141.00	\$ 8,283.66	3,190.00	\$ 23,159.40	4,388.00	\$ 31,856.88	3,729.00	\$ 27,072.54	3,193.00	\$ 23,181.18	3,510.00	\$ 25,482.60
Truck Haul of Common and/or Borrow Excavation	cu. metre km	\$	2,586.00	\$ 8,145.90	2,186.00	\$ 6,885.90	1,141.00	\$ 3,594.15	3,190.00	\$ 10,048.50	4,388.00	\$ 13,822.20	3,729.00	\$ 11,746.35	3,193.00	\$ 10,057.95	3,510.00	\$ 11,056.50
Geotextile for Stabilization - Supply and Install (Geogrid)	sq. meter	\$	846.00	\$ 3,536.28	715.20	\$ 2,989.54	-	\$ -	-	\$ -	-	\$ -	-	\$ -	1,045.20	\$ 4,368.94	-	\$ -
Geotextile for Materials Separation - Supply and Install (Non-woven)	sq. meter	\$	2,194.80	\$ 8,230.50	1,855.20	\$ 6,957.00	982.80	\$ 3,685.50	2,640.00	\$ 9,900.00	3,780.00	\$ 14,175.00	3,213.60	\$ 12,051.00	2,709.60	\$ 10,161.00	3,024.00	\$ 11,340.00
Class 2 Riprap	cu. meter	\$	353.00	\$ 96,012.47	329.00	\$ 89,484.71	161.00	\$ 43,790.39	496.00	\$ 134,907.04	558.00	\$ 151,770.42	527.00	\$ 143,338.73	533.00	\$ 144,970.67	446.00	\$ 121,307.54
Soil Nails 7 m long (27")	sq. meter	\$	-	-	-	-	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Soil Nails 11 m long (34")	cu. meter	\$	684.00	\$ 889,200.00	636.00	\$ 826,800.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	1,032.00	\$ 1,341,600.00	-	\$ -
Soil Nails 14 m long (45")	sq. meter	\$	-	-	-	-	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
				\$ 1,381,545.95		\$ 1,254,407.03		\$ 228,346.16		\$ 616,115.08		\$ 804,626.50		\$ 701,156.32		\$ 1,971,240.22		\$ 647,536.24
				STABILIZATION SUBTOTALS														
Slope inclinometer Installation	15 m install	\$	-	\$ -	-	\$ -	-	\$ -	1.00	\$ 4,000.00	-	\$ -	1.00	\$ 4,000.00	1.00	\$ 4,000.00	-	\$ -
Slope inclinometer Monitoring + Report	Yearly	\$	-	\$ -	-	\$ -	-	\$ -	1.00	\$ 1,000.00	-	\$ -	1.00	\$ 1,000.00	1.00	\$ 1,000.00	-	\$ -
				\$ -		\$ -		\$ -		\$ 5,000.00		\$ -		\$ 5,000.00		\$ 5,000.00		\$ -
				MONITORING SUBTOTALS														

TOTAL \$ 16,628,079.94

TOTAL \$ 9,750,710.42

STABILIZATION OF ALL AREAS

STABILIZATION OF SELECT AREAS AND MONITORING OF RECOMMENDED AREAS



REQUEST FOR DECISION

SUBJECT:	Residential Driveway Snow Plow Service – Landry Heights/Hamlet of Grovedale		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER: JF
DEPARTMENT:	INFRASTRUCTURE & PLANNING	DIR: RA	PRESENTER: JF
STRATEGIC PLAN:	Infrastructure	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4020

RECOMMENDED ACTION:

MOTION: That Council direct Administration to draft letter to the homeowners in the subdivision of Landry Heights and the Hamlet of Grovedale stating that Greenview will no longer be providing residential driveway snow-plow service as of June 1, 2022.

BACKGROUND/PROPOSAL:

At the January 18, 2022 Committee of the Whole meeting Committee of the Whole made the following motion;

That Committee of the Whole recommend to Council that Administration draft letters to the homeowners in the subdivision of Landry Heights and the Hamlet of Grovedale stating that Greenview will no longer be providing residential driveway snow-plow service as of June 1, 2022.

Driveway clearing is a level of service provided by Council for the rural residents of Greenview. Hamlet Residential property including Little Smoky, Ridgevalley, DeBolt, Landry Heights, Grovedale and Grande Cache do not apply as per number 4 in Policy 4020.

Recently Administration has been made aware that a few residents in both the subdivision of Landry heights and the Hamlet of Grovedale have entered into an agreement for this service. Administration recommends that Council supports the decision to draft a letter to the homeowners stating that the snow plow service will end as of June 1, 2022.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that all hamlets/subdivisions in Greenview will have the same level of service.
2. The benefit of Council accepting the recommended motion is that Council will be following Policy 4020.

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 recommend that Administration draft a letter to the landowners, however, Administration does not recommend this action as it will set a precedence to all other subdivisions.

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:

Dependent on Council's decision, Administration will send letters to the affected homeowners.

ATTACHMENT(S):

- Draft Letter



MUNICIPAL DISTRICT OF GREENVIEW

January 12, 2022

RE: Residential Driveway Snow Plow Service

Please be advised that Greenview Council has adopted the following motion at the February 8, 2022, Regular Council meeting;

That Council direct Administration to draft letter to the homeowners in the subdivision of Landry Heights and the Hamlet of Grovedale stating that Greenview will no longer be providing residential driveway snow plow service as of June 1, 2022.

Driveway clearing is a level of service provided by Council for the rural residents of Greenview. Hamlet Residential property including Little Smoky, Ridgevalley, DeBolt, Landry Heights, Grovedale and Grande Cache do not apply as per Council Policy 4020.

Policy 4020 Section 4, states *"This policy does not apply to non-residential property and hamlet residential property."* Greenview will continue to clear your driveways until June 1, 2022, as per Council motion above.

Should you have any questions or concerns please do not hesitate to contact Administration at 780.524.7600.

Respectfully,

Josh Friesen
Manager of Operations

cc: File Management
Greenview Council



REQUEST FOR DECISION

SUBJECT: **DeBolt Senior Housing Report**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 8, 2022
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION
CAO: SW
DIR: MH
LEG: SS
MANAGER:
PRESENTER: MH

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the DeBolt Senior Housing Report for information, as presented.

BACKGROUND/PROPOSAL:

A letter was received in November 2021 from the DeBolt Pioneer Centre with regards to senior housing concerns. The letter was received as Council correspondence at that time and the Community Service Department received the letter in January 2022. Administration followed up with Grande Spirit Foundation to acquire the status of the senior housing project supported by Greenview with the donated land and to acquire the expected occupancy.

Grande Spirit Foundation informed that the majority of the senior housing development site work was completed late fall of 2021. The project is expected to be completed in 2022 with available occupancy expected in the mid to later portion of the year. Grande Spirit Foundation established a waitlist for the units, to-date, January 26, 2022, twelve (12) applications have been received, of which four (4) of the requests are from couples. Grande Spirit Foundation reported two units will be available for occupancy this year.

The DeBolt Pioneer Centre Vice President stated that several seniors have left the community during the four-and-half-year span due to the unavailability of senior housing. She further noted that most seniors prefer to remain within their own community amongst their friends.

The former senior housing located in DeBolt owned by Grande Spirit Foundation was vacated due to the instability of the adjacent creek bank. Greenview purchased land near DeBolt and leased the property at no cost to Grande Spirit Foundation for the purpose of establishing new senior housing development. Greenview Infrastructure and Planning provided infrastructure services to the development project.

The president is appreciative of the new Grande Spirit Foundation senior housing development and Greenview's contribution to the project. The group's communication included a request for Greenview to consider financing one double unit for DeBolt this year.

A Senior Housing Survey was conducted by Greenview in 2016, in total, 251 individuals completed the survey with the majority of the respondents from DeBolt, Grovedale and the Valleyview areas. The questions and response report are included for Council's review. Senior Housing meetings were subsequently held in the 2017 calendar year to review the results and explore possible future senior housing options.

Grande Spirit Foundation has provided Greenview with their 2021-2026 Strategic Plan, within the plan DeBolt units are listed under opportunities reviewed. The plan includes four strategic pillars that guide the Foundation's commitment to providing quality services and innovative supportive housing options, these include: advocacy, governance and reorganization, partnerships, and sustainable growth.

Administration has prepared this report for Council to ascertain if they wish for Administration to continue to pursue the financing of a double unit senior housing project for DeBolt in partnership with Grande Spirit Foundation or take no action on this request. However, it should be noted that Administration would be required to explore whether Grande Spirit Foundation would have the capacity at this time to include the development and operation of the double unit housing project within their portfolio.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will have the history and current status of DeBolt's senior housing in responding to the request for Greenview to finance a double unit.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct Administration to investigate Grande Spirit Foundation's willingness to operate and manage the development of an additional double unit senior housing complex in the 2022 calendar year.

Alternative #2: Council has the alternative to take no action regarding the request for Greenview to fund a double unit senior housing project for DeBolt in partnership with Grande Spirit Foundation.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion, however if Council wishes to pursue the double unit complex for DeBolt a future estimated \$350,000.00 may result, plus potential installation 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:

There are no follow up actions to the recommended motion, however if Council wishes Administration to investigate the development of one double unit for DeBolt this year, contact will be made with Grande Spirit Foundation to evaluate the possibility.

ATTACHMENT(S):

- DeBolt Pioneer Centre – Senior Housing Development Request
- Grande Spirit Foundation Strategic Plan
- 2016 Senior Housing Survey Questions and Results

November 16. 2021

DeBolt Pioneer Centre

Box 503, DeBolt, Alberta

TOH 1B0

Municipal of Greenview #16

Valleyview , Alberta

To Whom It May Concern,

DeBolt has been without a senior home now for four and a half years...will be 5 years in the spring of 2022. We have quite a number of seniors here patiently waiting to retire in their own community. We have lost a good number of seniors in the last few years because of no place to retire here. Most of them would prefer to remain in their own community amongst their friends. Please, can you help us?

Thanks to you and the Grand Spirit Foundation, we are making some progress. We have the sight, the infrastructure , all set up and expecting one double unit in the spring. Thanks to all involved.

We understand the estimated cost of these double units is approximately \$350,000.00, installed. This price has dropped since last year. Seems to be somewhat reasonable for two households. There is such a large demand , I am sure there would be no problem filling them.

Do you think the Municipal of Greenview #16 could finance one double unit for DeBolt this year?

We await your reply.

Sincerely, 
Gale Mellon, Vice President,DPC

Cc: Mr. Steve Madden Grand Spirit Foundation

Mr. Tom Burton, local Councilor



GRANDE SPIRIT FOUNDATION

STRATEGIC PLAN

2021–2026
STRATEGIES

2021–2024
OBJECTIVES, GOALS, ACTIONS

TABLE OF CONTENTS

- 01** Why Plan?
- 02** Our Mission
- 03** Our Values
- 05** Our Services and Facilities
- 06** Strengths, Weaknesses,
Opportunities and Threats
(S.W.O.T.)
- 07** Our Strategic Pillars
- 09** Our Strategic Pillars:
Implementation
- 14** Under Development



WHY PLAN?



In 2020 the Grande Spirit Foundation Board of Directors met in Grande Prairie to establish the Foundation's Strategic Plan.

This Plan is the result of these meetings and this will guide the Foundation's direction for the next several years.

This Plan forms the basis for the operating and capital plans plus the needs of our residents, our staff, our volunteers, our visitors and our numerous stakeholders.

Strategic Planning is a process of reviewing an organization's Mission, Vision and Values plus defining its Strategies, Goals and Plans for years to come. This assists in allocating human and financial resources in pursuit of the direction agreed to.

Such planning is an opportunity to review and establish appropriate tracking mechanisms such as Key Performance Indicators to ensure the Foundation is tracking against the Plan plus adhering to the best practices in Alberta and Canada.

The Board is pleased to be able to share this Plan with everyone.



OUR MISSION



We provide quality housing that serves the needs of our seniors, families and individuals.



OUR VALUES



We believe everyone should be treated with dignity, compassion and respect.

We aspire to the highest standard of integrity, honesty and professionalism.

Our common-sense approach encourages a positive, safe environment for all residents, staff, volunteers and visitors.





OUR SERVICES AND FACILITIES

RURAL AND NATIVE HOUSING

Spirit River
Beaverlodge
Wembley
Clairmont
Sexsmith

GRANDE PRAIRIE HOUSING

Grande Prairie (102 Ave.)

SUPPORTIVE HOUSING FOR SENIORS

Full-Service Lodge and Enhanced Apartments

Clairmont

SENIORS SELF-CONTAINED APARTMENT

(Independent Living)

Aurora Court,
Grande Prairie
James Manor,
Grande Prairie
Dieppe Manor,
Grande Prairie
Amisk Courts,
Beaverlodge
Dr. Law Manor,
Spirit River
Rosehaven Manor,
Spirit River
Potter Villa, Rycroft
Poplar Ridge, Wanham
Summerset Manor,
Eaglesham

Sunset Homes,
Sexsmith

Sunshine Plaza,
La Glace

Martin Hein Court,
Wembley

Bezanson Cottages,
Bezanson

SENIORS ENHANCED APARTMENTS

(Limited Support Services)

Wild Rose Villas,
Grande Prairie

Amisk Court,
Beaverlodge

Aurora Court,
Grande Prairie

SENIORS LODGES

(Full Support Services)

Pioneer Lodge,
Grande Prairie

Heritage Lodge,
Grande Prairie

Wild Rose Manor,
Grande Prairie

Pleasant View Lodge,
Spirit River



STRENGTHS, WEAKNESSES, OPPORTUNITIES AND THREATS (S.W.O.T.)

STRENGTHS

- > Staff skill and compassion
- > Quality of service
- > Strong leadership
- > Board diversity
- > Transparency
- > Respectfulness
- > Staff and Board longevity
- > Financial position
- > Partnerships
- > No fear of challenges
- > Planning
- > Compassion
- > Empathetic
- > Passionate
- > United
- > Fiduciary responsibilities

WEAKNESSES

- > Capacity of staff
- > Changing environment due to:
 - COVID
 - Municipal revenues
 - Oil and Gas industry (economy)
 - Aging population
- > Changing service requirements
- > Aging infrastructure
- > Increasing needs and demands
- > Keeping up with changes
- > Inadequate technology
- > Not enough facilities to meet needs
- > Internet service

OPPORTUNITIES

- > City of Grande Prairie family housing (including single parents)
- > Beaverlodge Seniors Continuing Care
- > Spirit River Seniors Independent Apartments
- > Federal funding available
- > Expand mandate to include homelessness
- > Land banking for future growth
- > Redefine Grande Spirit Foundation's "Mission"
- > Debolt units
- > Reorganization
- > Provincial Ministers within the region

THREATS

- > Mandate too broad – spreading focus too thin
- > Understanding each members' needs (communications)
- > Possible Provincial mandate change to deliver more family housing
- > Additional Provincial downloading with inadequate resources
- > Provincial understanding of being north and rural
- > Large region low population density (delivery distance)
- > Provincial policy changes
- > Provincial government changes
- > Lack of and out of date policies – operational and governance

OUR STRATEGIC PILLARS

2021–2026 STRATEGIES



Our Plan has four Strategic Pillars that guide us in our commitment to providing quality services and innovative supportive housing options.

Strategy 1: Advocacy

We plan to advocate for the Grande Spirit Foundation with our neighbours, the business community, our region, the Province of Alberta and the Federal Government.

Strategy 2: Governance and Reorganization

We plan to improve our governance and delivery of services through reorganizing the management structure, improving our policy development and better monitoring of performance through such tools as employee and resident satisfaction surveys.

Strategy 3: Partnerships

We plan to strengthen our partnerships with numerous stakeholders that will result in growth of the Foundation to meet the increasing demands.

Strategy 4: Sustainable Growth

We plan to grow the Grande Spirit Foundation through numerous planning approaches including land planning, asset planning and financial planning.



OUR STRATEGIC PILLARS

2021–2024 IMPLEMENTATION



Strategy 1: Advocacy

We plan to advocate for the Grande Spirit Foundation with our neighbours, the business community, our region, the Province of Alberta and the Federal Government.

Key Objective:

The Grande Spirit Foundation will develop an advocacy strategy which will include:

- Advocating for a Grande Prairie Affordable Housing project
- Advocating for additional long-term care beds (150)
- Strengthening relationships with Ministers and MLAs
- Strengthening relationships with Provincial ministry staff
- Communicating with the business communities and business organizations
- A plan to communicate, educate and advocate with all 12 member Councils



OUR STRATEGIC PILLARS

2021–2024 IMPLEMENTATION

(Continued)



Strategy 2: Governance and Reorganization

We plan to improve our governance and delivery of services through reorganizing the management structure, improving our policy development and better monitoring of performance through such tools as employee and resident satisfaction.

Key Objectives:

The Grande Spirit Foundation will improve its governance which will include:

- Board member orientation planning
- Continual policy renewal as opportunities arise
- Perform regular employee satisfaction surveys
- Perform regular resident satisfaction surveys
- Review the CAO and Board performance review processes

The Grande Spirit Foundation will assess a reorganization to help address:

- Reporting ratios and reporting relationships
- Growth opportunities for staff
- Succession planning
- Matters such as growth and operating efficiencies



OUR STRATEGIC PILLARS

2021–2024 IMPLEMENTATION

(Continued)



Strategy 3: Partnerships

We plan to strengthen our partnerships with numerous stakeholders that will result in growth of the Foundation to meet the increasing demands.

Key Objective:

The Grande Spirit Foundation will explore partnerships which will include:

- Opportunities with the Private Sector
- Public Private Partnerships
- Other health or housing providers
- Industry Associations



OUR STRATEGIC PILLARS

2021–2024 IMPLEMENTATION

(Continued)



Strategy 4: Sustainable Growth

We plan to grow the Grande Spirit Foundation through numerous planning approaches including land planning, asset planning and financial planning.

Key Objective:

The Grande Spirit Foundation will develop a Growth Plan which will include:

- A land plan
- A financial plan
- An advocacy plan
- An assessment of current assets and future needs





UNDER DEVELOPMENT

2021–2024 Goals, Actions

A series of Goals and Action plans will be developed in 2021 to accomplish the Strategies and Objectives outlined in this Plan.

Key Performance Indicators

A comprehensive scorecard will be developed in 2021 to track progress against this Plan. Such factors such as regular staff and resident survey data, safety, occupancy and vacancy rates, plus financial metrics will form the Key Performance Indicator scorecard.



Senior Housing Questionnaire

Greenview Council recognizes that our population is aging, and as a result we are gathering information about current and future seniors' housing needs in the municipality. This needs assessment will be in the form of surveys and focus groups. Information and access to the needs assessment survey will take place through the Greenview website at www.mdgreenview.ab.ca; social media; newsletters; Administration offices and Home Support Workers. If you would like to fill out the survey on paper you are welcome to submit these pages to your nearest Greenview or Green View FCSS office. For your convenience, the survey will also be available in an online format accessible through our website.

The survey is anonymous, and results will be posted in the specified distribution areas. If you would like to be entered in a raffle prize, there is an optional section for providing your contact information at the end of the survey. The survey will close on May 23, 2016. Raffle will be drawn in June 2016.

1. What is your age category?

- | | | |
|-----------------------------------|---------------------------------|-------------------------------|
| <input type="checkbox"/> Under 50 | <input type="checkbox"/> 71-80 | <input type="checkbox"/> 100+ |
| <input type="checkbox"/> 50-60 | <input type="checkbox"/> 81-90 | |
| <input type="checkbox"/> 61-70 | <input type="checkbox"/> 91-100 | |

2. Which of these communities do you reside in or are located closest to you?

- | | | |
|---------------------------------------|---|---|
| <input type="checkbox"/> Grovedale | <input type="checkbox"/> Sweathouse | <input type="checkbox"/> Grande Cache Area (including Cooperatives and Enterprises) |
| <input type="checkbox"/> DeBolt | <input type="checkbox"/> Little Smoky | <input type="checkbox"/> Valleyview |
| <input type="checkbox"/> Ridgevalley | <input type="checkbox"/> New Fish Creek | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> Sunset House | <input type="checkbox"/> Fox Creek Area | |

3. How long have you resided in the area?

- | | | |
|--|-------------------------------------|--|
| <input type="checkbox"/> Less than 3 years | <input type="checkbox"/> 5-10 years | <input type="checkbox"/> Over 10 years |
|--|-------------------------------------|--|

4. What is your current marital status?

- | | | |
|---------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> Single | <input type="checkbox"/> Married | <input type="checkbox"/> Other |
|---------------------------------|----------------------------------|--------------------------------|

5. Please indicate your current living status?

- | | | |
|-------------------------------------|---|--|
| <input type="checkbox"/> Renting | <input type="checkbox"/> Living in subsidized housing | <input type="checkbox"/> Living in a senior facility |
| <input type="checkbox"/> Home Owner | <input type="checkbox"/> Living with relatives | <input type="checkbox"/> Other (specify) _____ |

6. If you were to relocate to senior housing/facility, where would be your preference?

- | | | |
|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Nearby City | <input type="checkbox"/> Nearby Town | <input type="checkbox"/> Neighboring Community |
|--------------------------------------|--------------------------------------|--|

7. Are you aware of the senior housing options available in your area?

- ☐ Yes ☐ No

8. Please rate the necessity for senior housing options in your community?

- | | |
|---|--|
| <input type="checkbox"/> Not required | <input type="checkbox"/> Required, somewhat urgent |
| <input type="checkbox"/> Required, not urgent | <input type="checkbox"/> Required, urgently |

9. Are you or someone in your family currently on a waiting list for a seniors housing facility?

- ☐ Yes ☐ No

Senior Housing Questionnaire - continued

10. Would you prefer to rent or own independent senior housing? ☐ Rent ☐ Own

11. How would you rate your current knowledge of monthly fees for senior housing costs?

- | | |
|---|---|
| <input type="checkbox"/> Poor | <input type="checkbox"/> Very knowledgeable |
| <input type="checkbox"/> Somewhat knowledgeable | <input type="checkbox"/> Expert |

12. How would you rate your knowledge on current wait times to access senior housing?

- | | |
|---|---|
| <input type="checkbox"/> Poor | <input type="checkbox"/> Very knowledgeable |
| <input type="checkbox"/> Somewhat knowledgeable | <input type="checkbox"/> Expert |

13. Would you require your living arrangements to be subsidized? ☐ Yes ☐ No

14. If a senior's housing development was established in your area, what would be your preference?

- | | |
|---|--|
| <input type="checkbox"/> Age friendly apartment/
condominium/house | <input type="checkbox"/> Facility for couples with different
care needs |
| <input type="checkbox"/> Lodge | <input type="checkbox"/> Other (specify) _____ |

15. What community senior services are most important to you?

- | | | |
|---|--|--|
| <input type="checkbox"/> Meals on Wheels | <input type="checkbox"/> Access to 24/7 nurses aid | <input type="checkbox"/> Meal preparation |
| <input type="checkbox"/> Home Support | <input type="checkbox"/> Covered parking | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> Medical services | <input type="checkbox"/> Transportation | |

Please provide any additional comments to assist us with understanding your current or future senior housing needs.

Contact Information: (OPTIONAL – to be used for raffle draw)

Name: _____

Mailing Address: _____

Ward (if known): _____

Phone Number: _____

E-mail: _____

FOIP Disclosure/Collection Statement

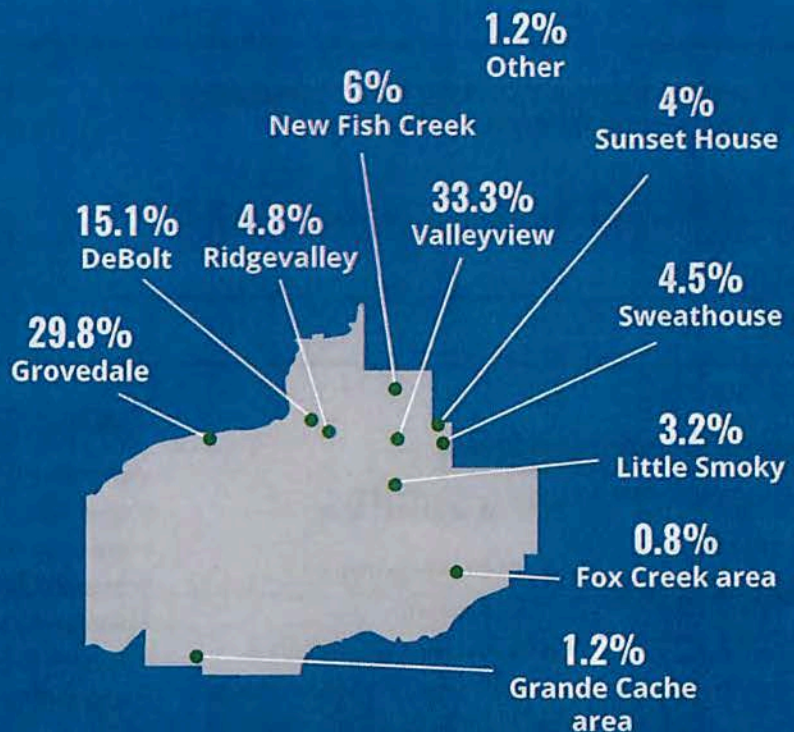
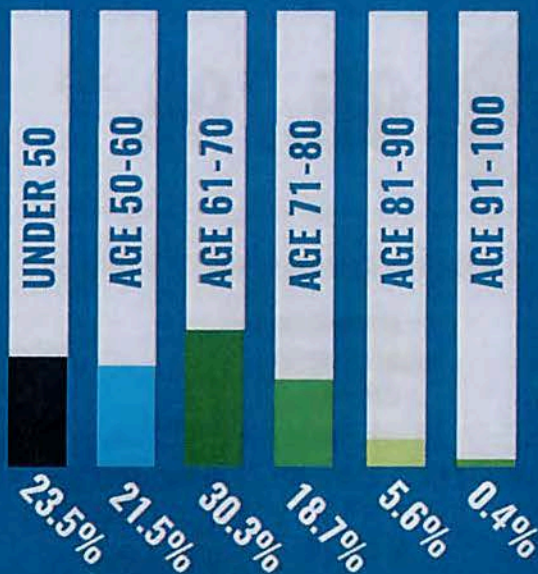
Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33 of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of the Seniors Housing Survey. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780.524.7600.



2016 MD OF GREENVIEW SENIORS HOUSING SURVEY

The 2016 Municipal District of Greenview's Seniors Housing Survey provides a snapshot into seniors housing needs within different areas of the MD. In total 251 individuals completed the survey. The majority of respondents were from the DeBolt, Grovedale and Valleyview areas.

RESPONDENT'S AGE CATEGORY



SURVEY RESPONDENTS BY COMMUNITY



WE WANT TO STAY TOGETHER

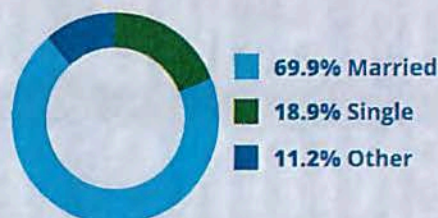
AS A COUPLE REGARDLESS OF CARE NEEDED, WE WANT TO STAY CLOSE TO OUR CHURCH AND COMMUNITY."

- Survey respondent

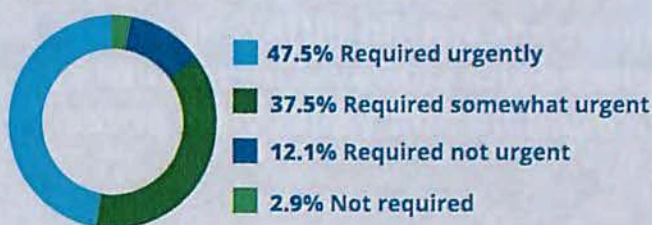
CURRENT KNOWLEDGE OF MONTHLY FEES FOR SENIOR HOUSING COSTS



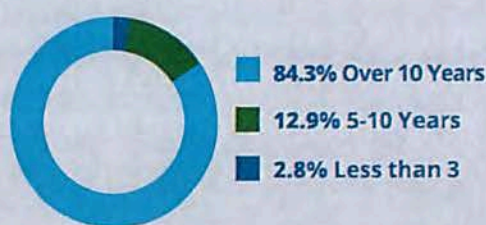
CURRENT MARITAL STATUS



NECESSITY FOR SENIOR HOUSING OPTIONS IN COMMUNITY



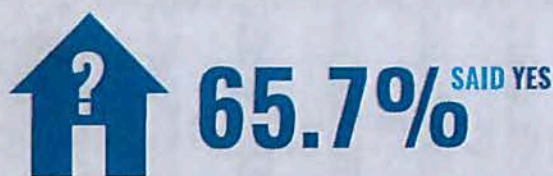
HOW LONG HAVE YOU RESIDED IN THE AREA?



IF A SENIORS HOUSING DEVELOPMENT WAS ESTABLISHED IN YOUR AREA, WHAT WOULD BE YOUR PREFERENCE?

37.2%	FACILITY FOR COUPLES WITH DIFFERENT CARE NEEDS
36.8%	AGE FRIENDLY APARTMENT/CONDOMINIUM/HOUSE
22.7%	LODGE
3.2%	OTHER

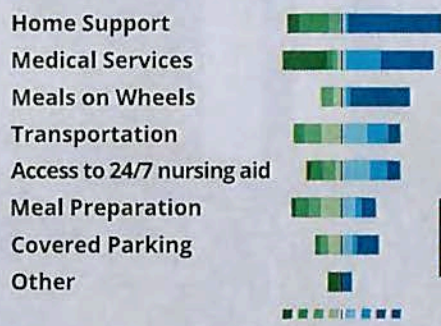
ARE YOU AWARE OF THE SENIOR HOUSING OPTIONS AVAILABLE IN YOUR AREA?



CURRENT LIVING STATUS

85.7%	Home owner
6.0%	Renting
3.2%	Living with relatives
2.4%	Living in subsidized housing
1.6%	Living in a senior facility
1.2%	Other

COMMUNITY SENIOR SERVICES RANKED MOST IMPORTANT



LOWEST RANK | HIGHEST RANK





REQUEST FOR DECISION

SUBJECT:	Bighorn Golden Age Club Grant Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER: KK
DEPARTMENT:	ECONOMIC DEVELOPMENT	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Quality of Life	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy 8002, Community Grants

RECOMMENDED ACTION:

MOTION: That Council lift motion #22.01.14, Bighorn Golden Age.

MOTION 22.01.14: That Council approve a capital grant in the amount of \$27,666.89 to the Bighorn Golden Age Club for the engineering costs for phase 3 of the renovation project, with funds to come from the Community Services Miscellaneous Grants.

BACKGROUND/PROPOSAL:

The Bighorn Golden Age Club Grant request was first presented at the January 11, 2022, Regular Council meeting and was deferred giving Administration the opportunity to gather additional information. Administration has determined the Bighorn Golden Age Club building is owned by the Bighorn Golden Age Club and the land is owned by Greenview. There is a land lease agreement in place that originated between the Town of Grande Cache and the Bighorn Golden Age Club. The termination date of the current lease agreement is August 2025, at which time the tenant has the option of negotiating a renewal of the lease for another 10-year period. Administration has confirmed the Bighorn Golden Age Club has proper liability insurance in place as per the agreement. It is stated in the lease that “Any improvements required for said Big Horn Golden Age Club shall be at the sole expense of the Tenant” and that the Landlord shall be responsible for property taxes. The 2020 assessment value of the land is \$314,900.00, Big Horn Golden Age Club is \$767,020.00 and the 20x36 warehouse is \$19,500.00 for a total assessment value of \$1,101,420.00.

The Bighorn Golden Age Club is a not-for-profit organization that has operated a Senior’s Club in Grande Cache for the past 30 years. This club is a “drop-in” facility welcoming all seniors in the Grande Cache area. They provide activities, events, opportunities for senior interaction, learning, health, lifestyles and general well being.

The Bighorn Golden Age Club submitted a capital grant application in October 2021 requesting funds for phase 3 in the amount of \$27,666.89 for the balance of the engineering costs for the construction phase, disbursements for travel inspections, all engineering GST costs that were not previously accounted for and

electrical repairs required prior to construction commencing. The estimated construction cost has not yet been determined. Administration has provided contacts for provincial and federal grant opportunities to the Bighorn Golden Age Club and have offered to assist the organization in completing the grant applications to assist in future construction costs.

There have never been any major renovations in the past done to this facility, however major renovations are now required to repair existing structural problems, meet code standards, create functionality in the existing space and make the facility wheelchair accessible.

This request did not go through the grant process because the Bighorn Golden Age Club is not eligible to apply for another grant until April 2022, per Policy 8002- Community Grants. The Bighorn Golden Age Club is applying for funding at this time because the final blueprints have been received and this would help to expedite the construction in the spring of 2022. With COVID-19 still looming, spring construction would not affect the operations of the Bighorn Golden Age Club.

Greenview has previously contributed to this project by awarding the Bighorn Golden Age Club two capital grants of \$26,700.00 for the schematic design (phase 1) and \$27,500.00 for the end of the construction drawing (phase 2).

Administration recommends the Bighorn Golden Age Club continue to seek additional funding from other granting bodies and fundraising opportunities to assist in covering anticipated capital costs. Administration is concerned that Greenview has funded all phases/planning to-date and will be requested to contribute to construction costs in the near future.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Bighorn Golden Age Club will not have to defer phase 3 of the renovation project.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that the community grant funding is outside of the policy guidelines, due to the timing of the request.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter the amount of grant funds or to take non action to the recommended motion.

Alternative #2: Council has the alternative to request the Bighorn Golden Age Club present to a Committee of the Whole meeting.

Alternative #3: Council has the alternative to request this grant application be postponed until the April 15, 2022 grant deadline.

Alternative #4: Council has the alternative to grant the funding and deem the Club ineligible to apply for any additional funding until 2023.

FINANCIAL IMPLICATION:

Direct Costs: \$27,666.89

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

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 Bighorn Golden Age Club of Council's decision.

ATTACHMENT(S):

- Bighorn Golden Age Club Grant Application
- Lease Agreement
- 2020 Assessment Summary

2022 Grant Application (October 15, 2021 Deadline)

Row 35

Name of Organization	Bighorn Golden Age Club
Address of Organization	PO Box 1709 Grande Cache, Alberta T0E 0Y0
Form Date Field	85
Contact Name	Alberta Alexander and/or Marilyn Gramlick
Phone Number	780-827-2414/780-827-2197
Purpose of Organization	Senior social club, providing a "drop in" or meeting facility to all seniors, in the community and surrounding area of Grande Cache. It provides activities, events, opportunities for seniors interaction and learning, and health, lifestyles, general well-being and COVID-19.
Purpose Continued	
Position of Contact Person	President of the Bighorn Golden Age Club/Chairperson of the BHGAC Reno Committee
What act are you registered under?	Societies
Registration No.	503979098
Grant Type	Capital Grant
Total Amount Requested	\$27,666.89
Proposed Project	The intent of the proposed project, is to further upgrade the existing Clubhouse, renovate serious existing structural problems to meet code standards, and make the existing space more functional and finally upgrade to meet the needs of the handicapped (wheelchair accessibility). A committee of five was formed to address the process. The engineering firm of Beairsto Associates Engineering Ltd. has been hired to design, provide all drawings and hire and oversee the final construction of the project. Enclosed please find a copy of what we feel is the final blueprint of the proposed project provided by Beairsto. At this time we are applying for phase 3 of our renovation project. This phase covers the engineering costs for the "construction phase". We are applying now as the final blueprints have been received. This will help expediate the construction to the spring of 2022. With COVID-19 still looming over us it would be the perfect time to move forward. Please find enclosed an email from Lori

Theissen of Beairsto, of a recommendation for us, and what we should apply for at this time. Also finding enclosed their fee proposal. We would like to send our sincerest thanks to the District of Greenview for their consideration and for the support which we have received for this new project. We have been in existence for 30 years and have not had any major renovations done. We are extremely excited about the project and I'm hoping it will bring many more new members into our club. Thank you. Please be advised that the grants we applied for in 2020 (operational) 2021 (capital) have not had a final completion report completed as these are still on going. All other grants have their reports completed. Enclosed please find financial reports.

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

**Previous Grant
App from MD** Yes

**Final Completion
Report Provided to
MD** No

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

**Grant Funds
Received from
other sources?**

**Have you
performed any
other fundraising
projects?** No

Agreement

Grant Purpose 1. Support club, heating, insulation and renovation maintenance (2017) 2. Appliances (2019) 3. Operating (2020) 4. Phase 2, Renovations Project

**Year Grant
Received** 2017 2019 2020 2021

Amount of Grant \$50,000.00(2017) \$23,883.18(2019) \$75,000.00(2020) rec'd \$37,500.00, \$27,500.00(2021)

**List the donaee,
purpose and
amount** New Horizon's grant for roof replacement (2015) New Horizon's Grant for seniors 'Social Media Workshop' and equipment (2016-2017)

**What type of
fundraising & how
much did you
raise?** Unable to due to COVID-19 Have been accepted to work a Casino in March 2022, but unsure if this will come about due to COVID-19.

Signature Marilyn Gramlick

Date 10/07/21

**Financial
Statement**

**Administration
Recommendations**

Email grampaalenxander@gmail.com/unique1@telusplanet.net

Column41

1861 Horn Section/Airport/Gates - Building Expansion Engineering, Survey, and Construction					
Task	Details	Rate	Amount	Fee	
Schematic Design	Consultation & Pre-Design Meetings	Lump Sum	\$2,400	\$2,400	
	Topographic Survey	Lump Sum	\$3,000	\$3,000	
	Drafting (Site Plan)	Lump Sum	\$1,000	\$1,000	
	Existing Building Analysis	Lump Sum	\$4,200	\$4,200	
	Geotechnical Report	Lump Sum	\$8,800	\$8,800	
	Site Measure and Draft Existing Building	Lump Sum	\$1,800	\$1,800	
Construction Drawings	Preliminary Design	Lump Sum	\$5,500	\$5,500	
			Sub-Total	\$26,700	
	Architectural	Lump Sum	\$9,600	\$9,600	
	Structural	Lump Sum	\$4,800	\$4,800	
	Mechanical	Lump Sum	\$3,600	\$3,600	
	Electrical	Lump Sum	\$3,200	\$3,200	
Construction Phase	Lot Grading Plan	Lump Sum	\$4,500	\$4,500	
	Energy Modelling	Lump Sum	\$1,800	\$1,800	
			Sub-Total	\$27,500	
	Tendering	Lump Sum	\$4,500	\$4,500	
	Contract administration	Lump Sum	\$2,400	\$2,400	
	Inspections & Meetings (8 Total)	Lump Sum	\$2,400	\$2,400	
Disbursements			Sub-Total	\$9,300	
	Travel for Inspections / Meetings	Ea.	\$750	\$10,500	
				Sub-Total	\$10,500
				Total	\$74,000

Note 1: All costs submitted are not inclusive of GST. The client will be responsible for all fees and disbursements that are required by others as part of this project.

} apply.

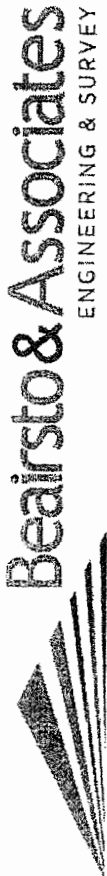
Original Proposal(w/o GST)

DESCRIPTION	Budget	Claims to Date	Balance Remaining
Schematic Design Services			
Consultation & Pre-Design Meetings	2,400	2,400	0
Topographic Survey	3,000	3,000	0
Existing Building Analysis	4,200	4,200	0
Drafting of Existing Site/Building Plan	1,000	1,000	0
Geo Tech Report	8,800	0	8,800
Site Measure & Draft Existing Building	1,800	1,800	0
Preliminay Design	5,500	2,888	2,612
\$	26,700	15,288	11,412
Construction Drawings			
Architectural Construction Drawings	9,600		
Structural Construction Drawings	4,800		
Mechanical Construction Drawings	3,600		
Electrical Construction Drawings	3,200		
Lot grading Plan	4,500		
Energy Modeling	1,800		
\$	27,500	0	0
Construction Phase			
Tendering	4,500	} Not applied for.	
Contract Administration	2,400		
Inspections and Meetings	2,400		
Disbursements - Travel for inspections	10,500		
	19,800	0	0
Totals	74,000	15,288	11,412

With GST

Budget	Claims to Date	Balance Remaining
2,520	2,520	0
3,150	3,150	0
4,410	4,410	0
1,050	1,050	0
9,240	0	9,240
1,890	1,890	0
5,775	3,032	2,743
28,035	16,052	11,983
10,080		
5,040		
3,780		
3,360		
4,725		
1,890		
28,875	0	0
4,725		
2,520		
2,520		
11,025		
20,790	0	0
77,700	16,052	61,648

18505



INVOICE

10940 - 92 Avenue Grande Prairie, AB T8V 6B5
Phone: 780-532-4919 or 1-855-879-5973

Date	Invoice #	Job #
1/31/2020	59629	19GEBD5027

INVOICE TO		PROJECT DETAILS			
BIG HORN GOLDEN AGE CLUB 9702 104 Avenue GRANDE CACHE AB T0E 0Y0 Attn: Marilyn Gramlick	Project Name	Big Horn Golden Age Club			
	Service Description				
	Client Ref	RFP#:	PO#:		
	Project Contact				
DESCRIPTION	BUDGET	PREVIOUSLY CLAIMED	CLAIM THIS MONTH		
Schematic Design Services					
Consultation & Pre-Design Meetings	2,400.00	0.00		0.00	
Topographic Survey	3,000.00	0.00		3,000.00	
Existing Building Analysis	4,200.00	0.00		0.00	
Drafting of Existing Site/Building Plan	1,000.00	0.00		1,000.00	
Geo Tech Report	8,800.00	0.00		0.00	
Site Measure & Draft Existing Building	1,800.00	0.00		0.00	
Preliminary Design	5,500.00	0.00		0.00	
26,700.00					
Construction Drawings					
Architectural Construction Drawing	9,600.00	0.00		0.00	
Structural Construction Drawing	4,800.00	0.00		0.00	
Mechanical Design	3,600.00	0.00		0.00	
Electrical Design Construction Drawing	3,200.00	0.00		0.00	
Lot Grading Plan	4,500.00	0.00		0.00	
Energy Modelling	1,800.00	0.00		0.00	

entire April 24
Pch. April 26/2
2442
Chg

INVOICE

10940 - 92 Avenue Grande Prairie, AB T8V 6B5
Phone: 780-532-4919 or 1-855-879-5973

Date	Invoice #	Job #
10/31/2020	61464	19GEBD5027

INVOICE TO		PROJECT DETAILS	
BIG HORN GOLDEN AGE CLUB 9702 104 Avenue GRANDE CACHE AB T0E 0Y0 Attn: Marilyn Gramlick unique1@telusplanet.net	Project Name	Big Horn Golden Age Club	
	Service Description		
	Client Ref	RFP#:	PO#:
Project Contact			

DESCRIPTION	BUDGET	PREVIOUSLY CLAIMED	CLAIM THIS MONTH
Schematic Design Services			
Consultation & Pre-Design Meetings	2,400.00	0.00	2,400.00
Topographic Survey	3,000.00	3,000.00	0.00
Existing Building Analysis	4,200.00	0.00	250.00
Drafting of Existing Site/Building Plan	1,000.00	1,000.00	0.00
Geo Tech Report	8,800.00	0.00	0.00
Site Measure & Draft Existing Building	1,800.00	0.00	0.00
Preliminary Design	5,500.00	0.00	0.00
Construction Drawings			
Architectural Construction Drawing	9,600.00	0.00	0.00
Structural Construction Drawing	4,800.00	0.00	0.00
Mechanical Design	3,600.00	0.00	0.00
Electrical Design Construction Drawing	3,200.00	0.00	0.00
Lot Grading Plan	4,500.00	0.00	0.00
Energy Modelling	1,800.00	0.00	0.00
Construction Phase			
Tendering	4,500.00	0.00	0.00
Contract administration	2,400.00	0.00	0.00
Inspections & Meetings	2,400.00	0.00	0.00

INVOICE

10940 - 92 Avenue Grande Prairie, AB T8V 6B5
Phone: 780-532-4919 or 1-855-879-5973

Date	Invoice #	Job #
11/30/2020	61578	19GEBD5027

INVOICE TO	PROJECT DETAILS		
BIG HORN GOLDEN AGE CLUB 9702 104 Avenue GRANDE CACHE AB T0E 0Y0 Attn: Marilyn Gramlick unique1@telusplanet.net	Project Name	Big Horn Golden Age Club	
	Service Description		
	Client Ref	RFP#:	PO#:
	Project Contact		

DESCRIPTION	BUDGET	PREVIOUSLY CLAIMED	CLAIM THIS MONTH
Schematic Design Services			
Consultation & Pre-Design Meetings	2,400.00	2,400.00	0.00
Topographic Survey	3,000.00	3,000.00	0.00
Existing Building Analysis	4,200.00	250.00	3,110.00
Drafting of Existing Site/Building Plan	1,000.00	1,000.00	0.00
Geo Tech Report	8,800.00	0.00	0.00
Site Measure & Draft Existing Building	1,800.00	0.00	600.00
Preliminary Design	5,500.00	0.00	0.00
Construction Drawings			
Architectural Construction Drawing	9,600.00	0.00	0.00
Structural Construction Drawing	4,800.00	0.00	0.00
Mechanical Design	3,600.00	0.00	0.00
Electrical Design Construction Drawing	3,200.00	0.00	0.00
Lot Grading Plan	4,500.00	0.00	0.00
Energy Modelling	1,800.00	0.00	0.00
Construction Phase			
Tendering	4,500.00	0.00	0.00
Contract administration	2,400.00	0.00	0.00
Inspections & Meetings	2,400.00	0.00	0.00

INVOICE

10940 - 92 Avenue Grande Prairie, AB T8V 6B5
Phone: 780-532-4919 or 1-855-879-5973

Date	Invoice #	Job #
12/31/2020	61817	19GEBD5027

INVOICE TO		PROJECT DETAILS		
BIG HORN GOLDEN AGE CLUB 9702 104 Avenue GRANDE CACHE AB T0E 0Y0 Attn: Marilyn Gramlick unique1@telusplanet.net		Project Name	Big Horn Golden Age Club	
		Service Description		
		Client Ref	RFP#:	PO#:
		Project Contact		

DESCRIPTION	BUDGET	PREVIOUSLY CLAIMED	CLAIM THIS MONTH
Schematic Design Services			
Consultation & Pre-Design Meetings	2,400.00	2,400.00	0.00
Topographic Survey	3,000.00	3,000.00	0.00
Existing Building Analysis	4,200.00	3,360.00	0.00
Drafting of Existing Site/Building Plan	1,000.00	1,000.00	0.00
Geo Tech Report	8,800.00	0.00	0.00
Site Measure & Draft Existing Building	1,800.00	600.00	1,200.00
Preliminary Design	5,500.00	0.00	1,100.00
Construction Drawings			
Architectural Construction Drawing	9,600.00	0.00	0.00
Structural Construction Drawing	4,800.00	0.00	0.00
Mechanical Design	3,600.00	0.00	0.00
Electrical Design Construction Drawing	3,200.00	0.00	0.00
Lot Grading Plan	4,500.00	0.00	0.00
Energy Modelling	1,800.00	0.00	0.00
Construction Phase			
Tendering	4,500.00	0.00	0.00
Contract administration	2,400.00	0.00	0.00
Inspections & Meetings	2,400.00	0.00	0.00



INVOICE

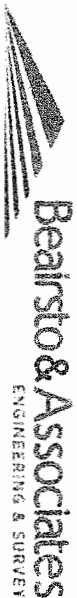
10940 - 92 Avenue Grande Prairie, AB T8V 6B5
Phone: 780-532-4919 or 1-855-879-5973

Date	Invoice #	Job #
1/31/2021	61923	19GED5027

INVOICE TO		PROJECT DETAILS		
BIG HORN GOLDEN AGE CLUB 9702 104 Avenue GRANDE CACHE AB T0E 0Y0 Attn: Marilyn Granitz unique1@telusplanet.net	Project Name	Big Horn Golden Age Club		
	Service Description			
	Client Ref	REF#	PO#	
Project Contact				

DESCRIPTION	BUDGET	PREVIOUSLY CLAIMED	CLAIM THIS MONTH
Schematic Design Services			
Consultation & Pre-Design Meetings	2,400.00	2,400.00	0.00
Topographic Survey	3,000.00	3,000.00	0.00
Existing Building Analysis	4,200.00	3,360.00	0.00
Drafting of Existing Site/Building Plan	1,000.00	1,000.00	0.00
Geo Tech Report	8,800.00	0.00	0.00
Site Measure & Draft Existing Building	1,800.00	1,800.00	0.00
Preliminary Design	5,500.00	1,100.00	650.00
Construction Drawings			
Architectural Construction Drawings	9,600.00	0.00	0.00
Structural Construction Drawings	4,800.00	0.00	0.00
Mechanical Construction Drawings	3,600.00	0.00	0.00
Electrical Construction Drawings	3,200.00	0.00	0.00
Lot Grading Plan	4,500.00	0.00	0.00
Energy Modelling	1,800.00	0.00	0.00
Construction Phase			
Tendering	4,500.00	0.00	0.00
Contract Administration	2,400.00	0.00	0.00
Inspections & Meetings	2,400.00	0.00	0.00
Disbursements - Travel for inspections / meetings	10,500.00	0.00	0.00
Totals	\$74,000.00	\$12,660.00	\$650.00

Notes:	Subtotal	\$650.00
	GST # 100438217	\$32.50
	Balance Owning	\$682.50
	Terms: Net 30 days	



INVOICE

Date	Invoice #	Job #
8/31/2021	63517	19GEBPC5027

10940 - 92 Avenue Grande Prairie, AB T6V 6B6
Phone: 780-532-4919 or 1-855-878-5973
Invoices can be paid by SFT
Transfer notification sent to BL20595903.02

INVOICE TO

BIG HORN GOLDEN AGE CLUB
9702 104 Avenue
GRANDE PRAIRIE AB T6E 0Y0
Attn: Marilyn Grentick
unique1@shawcable.net

PROJECT DETAILS

Project Name	Big Horn Golden Age Club
Service Description	
Client Ref	RFP#
Project Contact	PO#

DESCRIPTION	BUDGET	PREVIOUSLY CLAIMED	CLAIM THIS MONTH
Schematic Design Services			
Consultation & Pre-Design Meetings	2,400.00	2,400.00	0.00
Topographic Survey	3,000.00	3,000.00	0.00
Existing Building Analysis	4,200.00	3,360.00	840.00
Drafting of Existing Shop Building Plan	1,000.00	1,000.00	0.00
Geo Tech Report	6,800.00	0.00	0.00
Silo Measure & Draft Existing Building	1,800.00	1,800.00	0.00
Preliminary Design	5,900.00	1,750.00	1,137.96
Construction Drawings			
Architectural Construction Drawings	9,600.00	0.00	0.00
Structural Construction Drawings	4,800.00	0.00	0.00
Mechanical Construction Drawings	3,600.00	0.00	0.00
Electrical Construction Drawings	3,200.00	0.00	0.00
Lot Grading Plan	4,500.00	0.00	0.00
Energy Modeling	1,800.00	0.00	0.00
Construction Phase			
Trailering	4,500.00	0.00	0.00
Contract Administration	2,400.00	0.00	0.00
Inspections & Meetings	2,400.00	0.00	0.00
Disturbments - Travel for Inspectors / meetings	10,500.00	0.00	0.00
Totals	\$74,000.00	\$13,310.00	\$1,877.96

Notes:	Subtotal	\$1,977.96
	GST # 100438217	\$68.90
	Balance Owning	\$2,076.85
	Terms: Net 30 days	

PAID 2021
mailed Sept 16/21

New Maccane

INCOME	
Category	2020-03-01- 2021-02-28
Club Functions Income	
Alcohol & Bars	474.60
Learn At Lunch	255.00
Suppers & Entertainment	550.00
Yoga Classes	40.00
TOTAL Club Functions Income	1,319.60
Gift Received-Gift Received	1,500.00
Grants	37,500.00
Hall Rental	250.00
Interest Inc-Interest Income	673.41
Memberships	2,280.00
Other Inc-Other Income	63.00
TOTAL INCOME	43,586.01

EXPENSES	
Bills & Utilities-Bills & Utilities	
Electric-Direct Energy	2,686.14
Internet Phone-Telus	1,770.60
Natural Gas-Altagas	3,500.37
Snow Removal	1,277.33
Waste Removal-MD of Greenview	1,239.35
Water Sewer-MD of Greenview	596.41
TOTAL Bills & Utilities-Bills & Utilities	11,070.20
Business-Business	
Insurance-Property & Liability	3,822.00
Licenses and Permits-License and ...	77.00
Office Expenses-Office Expenses f...	125.99
Office Supplies	124.81
Postage & Shipping	21.35
TOTAL Office Expenses-Office E...	272.15
TOTAL Business-Business	4,171.15
Club Functions	55.07
Alcohol & Bars-Alcohol & Bars	334.17
Entertainment-Restaurants	231.86
Groceries-Groceries	1,432.69
Stretch In Motion	120.00
Tai Chi	225.00
Yoga Classes	300.00
TOTAL Club Functions	2,698.79
Clubhouse Expansion	13,975.50
Covid	40.99
Fees & Charges-Fees & Charges	
Late Fee-Late Fee	3.67
Service Fee-Service Fee	5.00
TOTAL Fees & Charges-Fees & Ch...	8.67
Float	0.00
Gifts & Donations-Gifts & Donations	
Gift-Gift	57.95
TOTAL Gifts & Donations-Gifts & D...	57.95
Interest	3.90

Category	2020-03-01- 2021-02-28
Site Maintenance-Home	246.54
Building Improvement-Home Impro...	7,412.81
Inspections	946.05
Janitorial	1,937.50
Supplies	63.70
TOTAL Janitorial	2,001.20
Supplies Other	37.36
TOTAL Site Maintenance-Home	10,643.96
TOTAL EXPENSES	42,671.11
OVERALL TOTAL	914.90

Account	2021-02-28 Balance
ASSETS	
Cash and Bank Accounts	
Gaming Account	54.09
Operating Account-Community Spirit	1,324.29
T-Bill Savings Account	65,552.34
Bar Float	50.00
Front Door Float	100.00
Petty Cash	168.50
TOTAL Cash and Bank Accounts	67,249.22
Other Assets	
Customer Invoices	0.00
TOTAL Other Assets	0.00
Investments	
GIC July 17, 2021	8,438.44
GIC June 21, 2021	5,787.99
June 21, 2021 (2)	5,787.99
June 21, 2021(3)	9,260.80
November 6, 2022	5,319.96
TOTAL Investments	34,595.18
TOTAL ASSETS	101,844.40
LIABILITIES	
Other Liabilities	
Vendor Invoices	269.00
TOTAL Other Liabilities	269.00
TOTAL LIABILITIES	269.00
OVERALL TOTAL	101,575.40

Account	2021-02-28 Balance
Bank Accounts	
Gaming Account	54.09
GIC July11 2020	0.00
GIC June 21, 2020	0.00
GIC June 21, 2020(2)	0.00
GIC June 21, 2020(3)	0.00
GIC June 5, 2020	0.00
GIC Nov 6, 2022-Springobard	0.00
Operating Account-Community Spirit	1,324.29
T-Bill Savings Account	65,552.34
TOTAL Bank Accounts	66,930.72
Cash Accounts	
Bar Float	50.00
Front Door Float	100.00
Petty Cash	168.50
TOTAL Cash Accounts	318.50
Asset Accounts	
Customer Invoices	0.00
TOTAL Asset Accounts	0.00
Liability Accounts	
Vendor Invoices	-269.00
TOTAL Liability Accounts	-269.00
Investment Accounts	
GIC July 17, 2021	8,438.44
GIC June 21, 2021	5,787.99
June 21, 2021 (2)	5,787.99
June 21, 2021(3)	9,260.80
November 6, 2022	5,319.96
TOTAL Investment Accounts	34,595.18
OVERALL TOTAL	101,575.40

Bighorn Golden Age Club
Proposed Renovation Project
Budget Costs

Initial cost (Engineering scope of Cost:	\$74,000.00	
Initial revenues:		
Allocated by Greenview from 2016 grant:		9520.27
Allocated by Green view from 2018 Grant:		9598.96
Allocated from GIC in February 2019:		10,000.00
(Fundraiser revenue)		190.00
Interest from GIC		
Electrical upgrade(originally proposed For phase 3 construction)	6,776.12	
Greenview Capital grant rec'd 2021:		27,500.00
GST on initial engineering scope: (not previously applied for).	<u>3,700.00.</u>	<u> </u>
	\$84,476.12	\$56,809.23
Application balance:		<u>\$27,666.89</u>

Bighorn Golden Age Club
Proposed Renovation Project
Budget Costs

Initial cost (Engineering scope of Cost:	\$74,000.00	
Initial revenues:		
Allocated by Greenview from 2016 grant:		9520.27
Allocated by Green view from 2018 Grant:		9598.96
Allocated from GIC in February 2019:		10,000.00
(Fundraiser revenue)		190.00
Interest from GIC		
Electrical upgrade(originally proposed For phase 3 construction)	6,776.12	
Greenview Capital grant rec'd 2021:		27,500.00
GST on initial engineering scope: (not previously applied for).	<u>3,700.00.</u>	
	\$84,476.12	\$56,809.23
Application balance:		<u>\$27,666.89</u>

Bealsto & Associates
ENGINEERING & SURVEY

Grande Prairie
10445-22 Ave. Grande Prairie, AB T8V 2S3
403-261-2154
403-261-2155 S.S. SE, Calgary, AB T2G 2H8
Fort St. John
1307-257 Ave. Fort St. John, BC V1J 3P3
1307-257-1100
P: 780-533-0439 F: 780-533-4799

**BIG HORN GOLDEN
AGE CLUB**

SEAL

PROJECT

Building Upgrade

No.	Description	Date
5	REVISED AS PER MEETING	2014-09-27
4	REVISED AS PER MEETING	2014-09-23
3	REVISED AS PER DISCUSSION	2014-08-16
2	BAA ADDED	2014-01-20
1	ISSUED FOR DISCUSSION	2014-01-18

DRAWN BY:	LATHIESSEN C.E.T.
CHECKED BY:	
ARCHITECT:	HEATHER L. JOHNSTON, AIA, AISC
PROJECT No:	
DATE:	SEPTEMBER 2021
SCALE:	1/8" = 1'-0"

Main Floor Plan

DRAWING NO.

A2.0

SHEET

2 / 10

BUILDING CODE ANALYSIS:

NOTE: THESE COMMENTS ARE PREPARED FOR THE PURPOSE OF THE APPROVAL AUTHORITIES REVIEW. CONTRACTORS ARE CAUTIONED NOT TO USE THESE FIGURES FOR CONSTRUCTION. REFER TO FULL DOCUMENT ASSET FOR EXACT CONSTRUCTION TYPES AND QUANTITIES.

MAJOR OCCUPANCY CLASSIFICATION: GROUP A DIVISION 2

- NUMBER OF STOREYS = 1
FACING 1 STREET
TOTAL BUILDING AREA = 98 m² × 1,030 m²
SPRINKLERED, NO
COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
FLOOR ASSEMBLIES: FIRE SEPARATIONS WITH 45 MIN. F.R.R.
ROOF ASSEMBLIES: FIRE SEPARATIONS WITH 45 MIN. F.R.R.
LOAD BEARING WALLS, COLUMNS & ARCHES SUPPORTING AN ASSEMBLY REQUIRED TO HAVE A
F.R. = 45 MIN. F.R. OR NONCOMBUSTIBLE CONSTRUCTION

DESIGN OCCUPANT LOAD:

3.1.171 DINING & BEVERAGE 144.0 m² @ 1.7 = 242 PERSONS = 120 PERSONS
3.1.172 LOUNGE AREA 74.3 m² @ 1.85 = 137 PERSONS = 40.2 PERSONS
3.1.173 BILLIARDS AREA 74.3 m² @ 0.3 = 22 PERSONS = 8 PERSONS
3.1.174 LIBRARY 26.0 m² @ 1.35 = 35 PERSONS = 14 PERSONS
3.1.175 OFFICE 9.8 m² @ 0.3 = 3 PERSONS = 1 PERSONS
3.1.176 KITCHEN 43.8 m² @ 0.3 = 13 PERSONS = 3.6 PERSONS
3.1.177 STORAGE 37.3 m² @ 0.46 = 17 PERSONS = 0.8 PERSONS
TOTAL DESIGN OCCUPANT LOAD = 187.9 PERSONS

WATER CLOSETS:

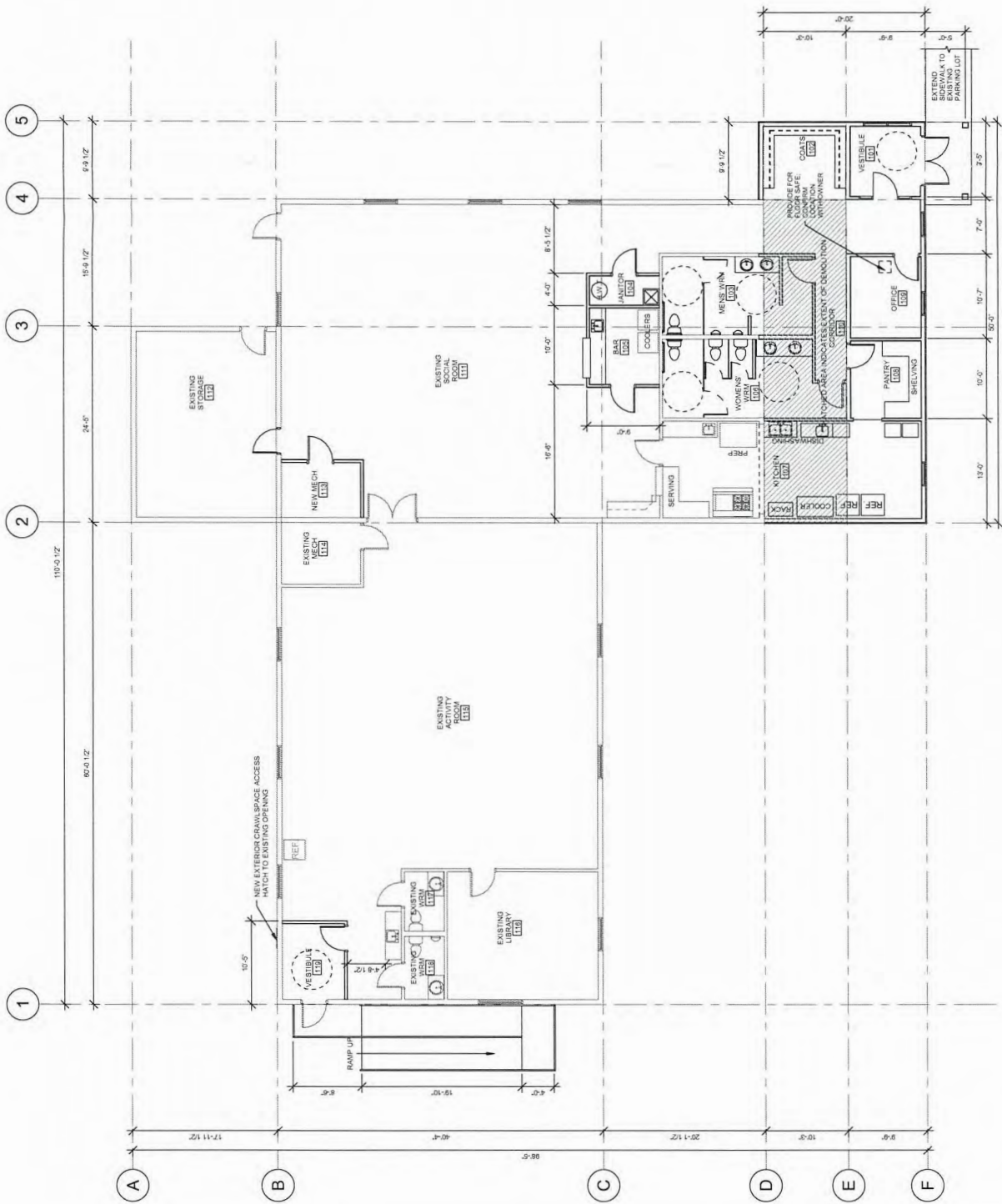
3.7.2.2 A OCCUPANT LOAD OF 188 PERSONS = 94 PERSONS/SEX
TOTAL W.C'S REQ'D = 2 MALE & 4 FEMALE
TOTAL W.C'S PROVIDED = 4 MALE & 4 FEMALE

NUMBER OF EXITS REQD.

3.4.2.1 (1) GROUP A, DIVISION 2 NON-SPRINKLERED

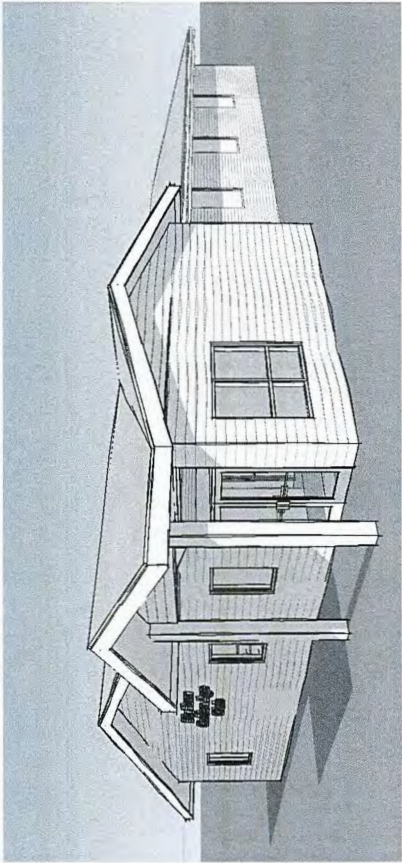
TRAVEL DISTANCE
3.42.5 (1) 30 m MAX.
ACTUAL TRAVEL DISTANCE = 13.4 m

DISTANCE BETWEEN 2 EXITS
3.4.2.3 (b) LEAST DISTANCE IS 1/2 MAX DIAGONAL DISTANCE OF FLOOR AREA = $41.6\text{m} / 2 = 20.8\text{m}$,
BUT NOT LESS THAN 9m



1
A2.0
Main Floor Plan
1/8" = 1'-0"

AREA OF EXISTING BUILDING = ±5,703 SQ. FT.
AREA TO BE DEMOLISHED = ±412 SQ. FT.
AREA OF NEW ADDITION = 1,000 SQ. FT.
TOTAL AREA = ±6,291 SQ. FT.



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From: Marilyn Gramlick unique1@telusplanet.net
Subject: Fwd: GC Big Horn Golden Age Center - Grant Application for Engineering Fees

Date: Sep 28, 2021 at 3:31:26 PM

To: Albert Alexander albert.alexander@csc-scc.gc.ca, Albert Alexander grampaalexander@gmail.com, kdavidge@telus.net, spencerj@telus.net, Jack Spencer spencerj@telus.net

Lori Thiessen of Beirsto has replied to our questions concerning upcoming grant proposal. Please find enclosed!

Sent from my iPhone

From: Lori Thiessen <lorit@baseng.ca>
Date: September 28, 2021 at 10:28:33 AM MDT
To: Marilyn Gramlick <unique1@telusplanet.net>
Cc: Desmond McGrath <desmondm@baseng.ca>
Subject: GC Big Horn Golden Age Center - Grant Application for Engineering Fees

Hi Marilyn,

I had a look at the proposal with regards to the amount you should request from the MD for this grant application cycle. The MD has already awarded you the money for the Schematic Design (\$26,700) and to the end of the Construction Drawing Phase (\$27,500). I would recommend that you ask for the balance which includes Construction Phase (\$9,300) and the Disbursements for travel for inspections (\$10,500). That would be a total request of \$19,800 and would provide you with the funds to tender the project, and our supervision of the project during construction. That would leave you with only the actual costs of construction still to be requested, and that amount has not been estimated yet.

I've attached a copy of the Fee Proposal for your reference. Let me know if you have questions.

Thanks,
Lori

Lori A. Thiessen, C.E.T., Arch. Tech.
Building Design Engineering Department

Beirsto Associates
ENGINEERING LTD.

[780.532.4919](tel:780.532.4919)

MEMBER OF THE ASSOCIATION OF ENGINEERS AND ARCHITECTS OF ALBERTA
LoriT@baseng.ca
10940 - 92 Avenue
Grande Prairie, AB T8V 6B5
<http://www.baseng.ca>

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Big Horn Estates, New City - Heritage Farmstead Architectural Services and Construction				
Task	Details	Rate	Amount	Fee
Schematic Design	Consultation & Pre-Design Meetings	Lump Sum	\$2,400	\$2,400
	Topographic Survey	Lump Sum	\$3,000	\$3,000
	Drafting (Site Plan)	Lump Sum	\$1,000	\$1,000
	Existing Building Analysis	Lump Sum	\$4,200	\$4,200
	Geotechnical Report	Lump Sum	\$8,800	\$8,800
	Site Measure and Draft Existing Building	Lump Sum	\$1,800	\$1,800
	Preliminary Design	Lump Sum	\$5,500	\$5,500
			Sub-Total	\$26,700
Construction Drawings	Architectural	Lump Sum	\$9,600	\$9,600
	Structural	Lump Sum	\$4,800	\$4,800
	Mechanical	Lump Sum	\$3,600	\$3,600
	Electrical	Lump Sum	\$3,200	\$3,200
	Lot Grading Plan	Lump Sum	\$4,500	\$4,500
	Energy Modelling	Lump Sum	\$1,800	\$1,800
			Sub-Total	\$27,500
Construction Phase	Tendering	Lump Sum	\$4,500	\$4,500
	Contract administration	Lump Sum	\$2,400	\$2,400
	Inspections & Meetings (8 Total)	Lump Sum	\$2,400	\$2,400
			Sub-Total	\$9,300
Disbursements	Travel for Inspections / Meetings	Ea.	\$750	\$10,500
			Sub-Total	\$10,500
			Total	\$74,000

✓ } apply.

Note 1: All costs stipulated are not inclusive of GST. The client will be responsible for all fees and disbursements that are required by others as part of this project.

LEASE AGREEMENT

THE TOWN OF GRANDE CACHE

A municipal corporation duly incorporated under the laws of the Province of Alberta
(the "landlord"), of the first part

- and -

BIG HORN GOLDEN AGE CLUB

(the "Tenant", of the second part)

WHEREAS the Landlord is the owner of Lots 8, 9, 10 and 11, Block 34, Plan 7822523 located in the Town of Grande Cache and more particularly described in the attached Schedule "A";

AND WHEREAS the Landlord has agreed to lease to the Tenant, the land identified in Schedule "A" (The "Leased Land") for the exclusive purpose of the operation of the Big Horn Golden Age Club (the Club);

NOW THEREFORE, THIS AGREEMENT WITNESSES that for, and in consideration of, the rents, covenants and agreements hereinafter reserved and contained on the part of the Tenant to be paid, rendered, performed and fulfilled, the Landlord does demise and lease unto the Tenant the Leased Premises, on the terms and conditions set out below:

1.0 TERM

The term of this Lease shall be ten (10) years, commencing on the first day of September, 2015 (the "Commencement Date") and terminating on the 31st day of August, 2025 (the "Termination Date"), unless earlier terminated as provided herein. The Tenant will have the option of negotiating a renewal of the Lease for a further ten (10) year period prior to the Termination Date of each Lease Period.

2.0 RENT

The Tenant shall yield and pay unto the Landlord as rent, the sum of \$1.00 per year, receipt acknowledged with the signing of this Agreement, for each of the years of the Agreement.

3.0 IMPROVEMENTS

Any improvements required for said Big Horn Golden Age Club shall be at the sole expense of the Tenant.

4.0 UTILITIES

The Tenant shall be responsible for the cost of heat, power, natural gas, water and sewer, telephone service and any other utilities that the Tenant may require. The Landlord shall be responsible for property taxes.

5.0 LANDLORD'S COVENANTS

The Landlord covenants and agrees as follows:

5.01 Quiet Enjoyment

For quiet enjoyment, save as hereinafter provided.

6.0 TENANT'S COVENANTS

The tenant covenants and agrees as follows:

6.01 Maintenance and Repair

The Tenant shall, during the said term, keep and maintain the Leased Land.

6.02 Inspection

The Tenant shall permit the Landlord and its agents, at all reasonable times during the term, to enter the Leased Land to examine the condition thereof.

6.03 Use of Lands

The Leased Land is leased to the Tenant for the exclusive purpose of the Club. It is expressly understood and agreed that if the Tenant ceases to require the land, the land shall be surrendered to the Landlord and this Lease shall thereupon cease.

6.04 Alterations and Tenant's Fixtures

The Tenant shall not make or permit to be made, any alterations to the Leased Land without first having submitted a written plan thereof to the Landlord, and having obtained the written approval of the Landlord. Any alterations or improvements to the Leased Land made by the Tenant during the term of this Lease shall be removed by the Tenant at the expiration of the said the Land to the condition in which they existed as at the commencement date, with normal wear and tear expected. If the Tenant fails to remove any such alterations or improvements to the Leased Land on the expiration of the said term, the same shall become the property of the Landlord absolutely, and the Landlord shall have the right to so remove them and any costs incurred by the Landlord with regard to such removal shall be paid by the Tenant forthwith on demand.

6.05 Subletting

The Tenant shall not assign this Lease or sublet without the Landlord's written consent, which consent may be arbitrarily withheld.

6.06 Liability Insurance

The Tenant shall at all times during the term of this Lease, maintain in force at its sole cost and expense, public liability insurance to cover the following risks, namely:

- a) General public Liability Insurance against claims for personal injury; and
- b) Death or property damage occurring upon, in or about the Leased Land, such insurance to afford protection to the limit of not less than \$2,000,000 for personal injury or death, in respect of any one accident, and to the limit of not less than \$75,000 for property damage, in respect of any one accident.

6.07 Signs

The Tenant shall not erect or install any exterior signs without the written consent of the Landlord (excluding existing signs). The Tenant shall indemnify and save harmless the Landlord from all claims, demands, loss or damage to any person or property arising from any such signs.

6.08 Damage to Tenant's Property

The Landlord shall not be liable for any damage to any personal property of the Tenant, its servants, agents, invitees or licensees at any time or under any circumstances whatsoever, nor liable for any claim for damages for any loss or business or otherwise, arising from the escape or leaking of any steam, gas, electricity, water, rain or snow, or arising from the failure of any equipment, apparatus or installation concerning the use of such substances, unless such damage is due to the willful act or gross negligence of the Landlord. The Tenant shall indemnify and save harmless the Landlord from any claim or liability whatsoever arising other than from willful acts or gross negligence of the Landlord.

6.09 Personal Injury

If the tenant or any servant, agent, invitee or licensee of the Tenant suffers death, injury or damage on the Leased Land, the Landlord shall not be liable therefore, under any circumstances whatsoever. The Tenant shall indemnify and save harmless the landlord from any claim or liability whatsoever which may result therefrom.

6.10 Landlord's Regulations

The Tenant shall observe and perform such reasonable regulations as may be established by the Landlord for assisting in the wholesome, safe and efficient operation of the land. If the Tenant fails to comply with such regulations, or violates them, the Landlord shall have the right to take such action as it deems necessary to ensure that the regulations are complied with, and any moneys expended by the Landlord in relation thereto, shall be paid by the Tenant on demand, and if not paid, shall be construed as rent-in-arrears.

7.0 Expropriation

If title to the whole, or a portion of the Landlord's property, whether or not including the Leased Land, is taken by expropriation, this Lease shall, at the option of the Landlord, forthwith cease and terminate, and in such case, the rent shall abate and be apportioned to the date of termination. The Tenant shall have no claims upon the Landlord for the value of the unexpired term of this Lease, but the parties shall each be entitled to separately advance their claims for compensation for the loss of their respective interest in the demised premises, and the parties shall each be entitled to receive and retain such compensation as may be awarded to each respectively.

8.0 Breaches by Tenant

If any of the following events occurs, that is:

- a) If rent, or any part thereof, is not paid when due, in the case of nonpayment of any other sum or sums which the Tenant is obligated to pay under any provisions of this Lease; or
- b) If the Leased Land become vacant or remain unoccupied for six (6) months, or are used for any purpose other than as permitted by this Lease; or
- c) If the term hereby granted or any goods, chattels, or equipment of the Tenant are taken or in attachment; or
- d) If the Tenant becomes insolvent or commits an act of bankruptcy or becomes bankrupt or takes the benefit of any Act that may be in force for bankrupt or insolvent debtors or becomes involved in voluntary or involuntary winding-up proceedings; or
- e) If the Tenant violates any of the covenants, agreements, provisions, stipulations and conditions herein contained,

then and in any such case, at the option of the Landlord, the full amount of the current year's rent shall immediately become due and payable, and the Landlord may immediately distrain for the same, together with any arrears then unpaid, and the said term shall immediately, at the option of the Landlord, become forfeited and determined, and the Landlord may without notice or any form of legal process, forthwith re-enter upon and take possession of the Leased Land,

or any part thereof in the name of the whole, and remove and sell the Tenant's goods and equipment, any rule of law or equity to the contrary notwithstanding, and in addition to any remedy otherwise provided, the Landlord may follow the goods and equipment of the Tenant to any place to which the Tenant or any other person may have removed them in the same manner, as if they had remained and had been distrained upon the demised Land.

9.0 Early Termination

Notwithstanding anything contained herein, the Tenant may terminate this Lease at any time upon six (6) month's written notice to the Landlord.

10.0 No Agency Created

It is expressly understood and agreed between the parties that no agency relationship is created between the Landlord and the Tenant by this Lease. The Tenant shall not pledge the credit of the Landlord and hereby agrees to indemnify and save harmless the Landlord from any claims whatsoever by third parties arising against the Landlord by reason of this Lease.

11.0 Tenant's Interest Not to be Pledged

The Tenant shall not pledge its interest under this Lease as security for any loan.

12.0 Notices

12.01 Notices may be given by either party to the other in writing, and either delivered in person or sent by registered or certified mail, to the following addresses:

Landlord
Box 300
10001 Hoppe Avenue
Grande Cache, Alberta
T0E 0Y0

Tenant
Box 1709

Grande Cache, Alberta
T0E 0Y0

12.02 Notices sent by regular mail shall be conclusively deemed to have been received by the addressee on the day following the date on which they are posted.

13.0 Effect of Agreement

13.01 This Lease shall ensure to the benefit of and be binding upon the parties and their respective heirs, executors, administrators, successors and assigns, as the case may be.

13.02 This Lease may not be modified or amended, except by an instrument in writing, signed by the parties or by their respective successors or assigns.

13.03 This Lease contains the entire agreement between the parties, and it is admitted (so that the parties shall be forever estopped from asserting the contrary) that there is no condition precedent or warranty of any nature whatsoever, nor any collateral warranty or covenant whatsoever to the within Lease, except as expressly set out herein.

13.04 Time shall be of the essence.

13.05 This Lease shall be governed by, and interpreted according to the laws of Canada and of the Province of Alberta.

IN WITNESS of which the parties have executed these presents this 11 day of Sept., 2015.

On behalf of the Landlord
Town of Grande Cache

Neil L. Cath

Scott Thompson

On behalf of the Tenant
Big Horn Golden Age Club

B. C. Bambrick

H. Jones

LOT A
6285 NY

A
782 2521

Schedule "A"

LOT A
6285 NY

832 0414

LOT 13PUL

34
082 5607

34
14

34

782 2523

104 AVE

104 AVE

37

972 2089

33

37

LOT
OPUL

02:49PM Tuesday March 17, 2015



Assessment Summary

Year of General Assessment: 2020

Roll: 1380000
Legal: 7822523 34 8-10
Address: 9702 104 Avenue

Land Area: 2.10 Acres
Subdivision:
Zoning: C/M-1 Comm/Indust
Actual Use: Improved Public Service / Institutional / Public Assembly



Market Land Valuation

Site Area: 2.10 Acres

Asmt	Code	Value
90	100%	314,900

Marshall & Swift

		Area (Ft2)	Built	Asmt	Code	Value
Main Level Structure	Big Horn Golden Age Club	5,840 Sq Feet	1993	90	100%	767,020
Main Level Structure	20x36 Warehouse	720 Sq Feet	1993	90	100%	19,500

Assessment Totals

Tax Status	Code	Description	Assessment
E	90	TOWN OWNED IMPROVED	1,101,420
Grand Totals For 2020			1,101,420



REQUEST FOR DECISION

SUBJECT: **Grande Cache Recreation Board**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: February 8, 2022
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: SW
GM: MH
LEG: SS
MANAGER:
PRESENTER: MH

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Bylaw 21-898, for the purpose of establishing a Grande Cache Recreation Board, for first reading as presented.

MOTION: That Council approve Bylaw 21-898, for the purpose of establishing a Grande Cache Recreation Board, for second reading as presented.

MOTION: That Council give unanimous consent to give third reading to Bylaw 21-898 Grande Cache Recreation Board.

MOTION: That Council approve Bylaw 21-898, for the purpose of establishing a Grande Cache Recreation Board, for third and final reading.

BACKGROUND/PROPOSAL:

At the October 26, 2021, Council Meeting, Councillor Didow made the following Notice of Motion:

Councillor Didow makes a Notice of Motion that Administration investigate a Recreation board in Grande Cache.

Administration has investigated the establishment of a Recreation Board in Grande Cache and determined that a bylaw would be required, a draft has been prepared for Council's review and consideration.

At the January 25, 2022, Council meeting Council reviewed the draft bylaw and asked for some minor changes which have been included in the final version.

Greenview normally does not complete 3 readings of a bylaw within a single Council sitting, however, exceptions have been made in the past. Given this topic has formally been discussed previously in Council and has been mentioned on other occasions, Administration is asking if Council will entertain a same day 3rd reading to reduce administrative backlog.

Highlights of the Bylaw are listed below:

Composition

- The board shall be comprised of seven voting members: two - Greenview elected officials and four members-at-large representing recreation Committee groups in Ward 9 and 1 member-at-large representing Ward 1 (appointed by Greenview Council).
- The Chair shall be selected from among the Board members.

Duties

- Acts as an advisory Board to Council on all matters relating to recreation within Grande Cache.
- Establish an operational recreation service group grants budget annually for Council's consideration.
- Review recreation service group grant requests and award funding as per Greenview's established Grande Cache recreation grant funding policy.
- Recommend a recreation capital infrastructure plan and budget to Council.
- Recommend the adoption of a Grande Cache Recreation Strategic Business Plan to Council.
- Ensure that an annual report on all Grande Cache recreation activities is presented to Council.
- The Recreation Board will not have oversight in the Grande Cache Recreation Complex operations and maintenance, however, may act in an advisory capacity.

Principles:

- The Board will operate in a governance and oversight capacity and will not engage in the administrative tasks of Grande Cache recreation.
- Board members will serve as positive ambassadors in all matters relating to recreation within Grande Cache.

Conduct:

- Board meetings will be held 4 times per year as established at their organizational meeting.
- The Board will be governed by the governance procedures as outlined in Greenview's Procedural Bylaw.

Greenview currently has the following recreation board bylaws:

- East Smoky Recreation Board Authority – Bylaw 94-028
- Grovedale Recreation Board Authority – Bylaw 94-027
- Valleyview Regional Recreation Board – Bylaw 94-045

This Grande Cache Recreation Bylaw was reviewed at the January 25th Council Meeting and all recommended changes have been incorporated.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will establish a Grande Cache Recreation Board.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to amend the bylaw or take no further action at this time.

FINANCIAL IMPLICATION:

Financial implications to the recommended motion, if Council wishes to proceed with establishing a Grande Cache Recreation Board costs will include the honorariums paid to the members-at-large.

STAFFING IMPLICATION:

There are staffing implications to the recommended motion. Greenview will be required to provide administrative support to the board.

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 implement the bylaw and develop a Grande Cache Recreation Board if the recommended motions are approved as presented.

ATTACHMENT(S):

- Draft Bylaw No. 21-898



BYLAW No. 22-898 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to provide for the establishment of the Grande Cache Recreation Board.

Whereas, pursuant to Section 145 and 146 of the Municipal Government Act, Chapter M-26, R.S.A. 2000, and amendments thereto, Council may pass a bylaw in relation to the establishment and functions of Council Committees;

Whereas, the Council of the Municipal District of Greenview No 16, deems it appropriate to establish a Recreation Board;

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

1. **TITLE**
 - 1.1. This Bylaw shall be cited as the “Grande Cache Recreation Board Bylaw”.
2. **DEFINITIONS**
 - 2.1. **Board** means Grande Cache Recreation Board.
 - 2.2. **Chair** means the Member of the Board who has been given authority to direct the conduct of the meeting.
 - 2.3. **Greenview** means the Municipal District of Greenview No 16.
 - 2.4. **Member** means either Council, Council Committee or Board Member.
3. **COMPOSITION**
 - 3.1. The Board shall be comprised of seven voting members.
 - 3.2. The Board shall be comprised of the following:
 - A) Two Greenview elected officials.
 - B) Four members-at-large representing recreation groups in Ward 8.
 - C) One member-at-large representing Ward 1
 - D) Greenview non-voting Administration.
 - 3.3. The Chair shall be selected from among the Board members.
 - 3.4. Quorum of the Committee shall be designated as a majority of the Board Members.

4. **DUTIES**

4.1. The Board shall have following duties:

- A) Acts as an advisory Board to Council on all matters relating to recreation within Grande Cache.
- B) Establish an operational recreation service group grants budget annually for Council's consideration.
- C) Review recreation service group grant requests and award funding as per Greenview's established Grande Cache recreation grant funding policy.
- D) Recommend a recreation capital infrastructure plan and budget to Council.
- E) Recommend the adoption of a Grande Cache Recreation Strategic Business Plan to Council.
- F) Ensure that an annual report on all Grande Cache recreation activities is presented to Council.
- G) The Recreation Board will not have oversight in the Grande Cache Recreation Complex operations and maintenance, however, may act in an advisory capacity.

5. **PRINCIPLES**

5.1. The Board will operate and incorporate the following principles:

- A) The Board will operate in a governance and oversight capacity and will not engage in the administrative tasks of Grande Cache recreation.
- B) Board members will serve as positive ambassadors in all matters relating to recreation within Grande Cache.

6. **CONDUCT**

6.1. Board meetings will be held four (4) times per year and established at the organizational meeting.

6.2. The Board will be governed by the governance procedures as outlined in Greenview's Procedural Bylaw.

7. **COMING INTO FORCE**

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

Read a first time this ____ day of ____, 2022.

Read a second time this ____ day of ____, 2022.

Read a third time this ____ day of ____, 2022.

REEVE

CHIEF ADMINISTRATION



REQUEST FOR DECISION

SUBJECT:	Greenview Regional Multiplex Board Member Appointment		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	February 8, 2022	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: MH
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint Cindy Soderquist as a Member at Large to the Greenview Regional Multiplex Board.

BACKGROUND/PROPOSAL:

The Greenview Regional Multiplex Board Terms of Reference specifies that the board shall consist of seven voting members. The following is the board's voting membership: two elected officials from Greenview Council and five (5) members at large appointed by Greenview. At the organizational meeting four (4) members at large were appointed and this additional appointment will fill the remaining spot.

Administration has reviewed the applications and selected Cindy Soderquist due to her prior eight (8) years management experience of a fitness facility.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that the Greenview Regional Multiplex Board will have the required quantity of members appointed as specified in Bylaw 20-861, titled "Greenview Regional Multiplex Advisory Board".

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. A perceived disadvantage of the recommended motion is that the other members may feel their contribution would benefit the Greenview Regional Multiplex.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to appoint an alternate member applicant.

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the successful applicant of their appointment to the Greenview Regional Multiplex Board.

ATTACHMENT(S):

- Applications



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal
Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Greenview Regional Multiplex Advisory Board

Are you a resident of Greenview?



Yes



No

Are you currently serving on a Municipal Board or Committee?



Yes



No

Which Board or Committee are you serving on and when does your term expire?

Have you served on a Municipal Board or Committee in the past?



Yes



No

What Municipal Board or Committee have you served on and what year did you last serve?

Personal Resume

Name: Cindy Soderquist

Home/Mailing Address: _____

City: _____ Postal Code: _____

Phone (home): _____ Phone (work): _____

Email: _____

Qualifications:



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal
Board/Committee

Please Print

Experience

[Redacted area for Experience]

How do you feel you could contribute to your chosen Board or Committee?

[Redacted area for contribution statement]

Gloderquist

Applicant's Signature

Dec 7 2021

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Wendy.Holscher@mdgreenview.ab.ca

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Greenview Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.



MD OF GREENVIEW

APPLICATION

Appointment to a Municipal
Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on? **Please complete a separate form for each board you are applying for.**

Greenview Regional Multiplex Advisory Board

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☐ Yes

☒ No

Which Board or Committee are you serving on and when does your term expire?

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

Inter municipal Development Plan

Personal Resume

Name: Travis Werkkumel

Home/Mailing Address:

City: _____ Postal Code: _____

Phone _____ Phone (work): _____

Email: _____

Qualifications:

[Redacted]

Please Print

What Municipal Board or Committee are you interested in serving on? Please complete a separate form for each board you are applying for.

Greenville Regional Multiplex

Are you a resident of Greenville?

☐ Yes ☒ No

Are you currently serving on a Municipal Board or Committee?

☐ Yes ☒ No

Which Board or Committee are you serving on and when does your term expire?

Have you served on a Municipal Board or Committee in the past?

☐ Yes ☒ No


What Municipal Board or Committee have you served on and what year did you last serve?

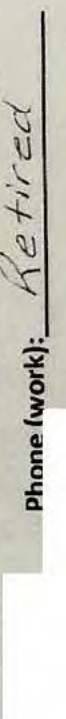
Personal Resume

Name: Margy Bassarab

Home/Mailing Address: 

City: 

Postal Code: 

Phone (home): 

Phone (work): Retired

Please Print

and Oscar Adolphson Primary

Margo Bassarab
Margo Bassarab

Applicant's Signature

December 6, 2021

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview
4806 – 36th Avenue
PO Box 1079
Valleyview, AB T0H 3N0
Email: Wendy.Holscher@mdgreenview.ab.ca

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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 1/28/2022

Director, Corporate Services, Ed Kaemingh

This month has been busy working with various initiatives that Corporate Services has.

I am pleased to welcome back Erin Klimp, Manager of Human Resources, I look forward to working with her as we develop key strategies in Human Resources

Asset management plans and project plans are being developed to identify and address gaps in process and software functionality. The Asset Management Officer presented these to SLT and will be presenting to the next Committee of the Whole to report on progress. There are policies under review that have strong ties to Asset Management that will be coming to PRC specific ones of interest are the Tangible Capital Asset Policy, Asset Management Policy, the Reserve Policy, and the Procurement Policy. Updating these policies in synchronization with the Asset Management Plans are critical to the foundation and success of the program.

The job duties for the procurement officer have been finalized, this position will report to Corporate Services and work closely with all departments to assist the organization in procurement strategies, policy development, inventory management and compliance to policy and purchasing legislation.

The interim audit is underway, at the interim the auditors do the controls testing and sample collections looking for areas to focus on when they do the full audit in March. This is a busy time for Finance, our new Finance and Administration Managers education as a CPA and experience in audits at a provincial, federal, and private sector level elevates the team's expertise and I look forward to the coaching development that this brings to all members of the Finance team. Finance has been developing plans to roll out a business partner model to the organization, this model will provide each manager a single point of contact in Finance to help them with their budgets, costs, and variances throughout the year.

Financial Reporting currently has a manager vacancy which we are hoping to fill with similar skill sets to the Manager of Finance and Administration. The vision is that Financial Reporting team will focus on the budget and long-term financial planning process, while assisting in the Business Partner model. Our focus will be to improve on the financial reporting to SLT and Council, linking variance reporting, budget presentations and annual audit reporting to public sector accounting standards. As we build these linkages we will see improvement in controls, process efficiencies, organizational financial awareness, and long-term financial planning.

We have been evaluating the efficiency, customer support and functionality of the financial systems we use. We have been addressing these issues for some time, we had been making progress however that progress has stalled. We are at the point where our evaluation moves to wondering if the time, effort, and money spent to get the systems to work properly would be better spent on implementing new software that meets our needs.

As a team we are developing performance goals and business plans that align with Councils strategic plan, the initiatives of Senior Leadership, and the operational needs of the organization.

Finance & Administration Manager, Cara Garret

December 31 is Fiscal Yearend, and most entries are expected to be completed by January 31. This does mean that we are currently processing 2021 and 2022 items. As we process the year end adjustments and accruals will take place to prepare for the audit. The auditors are expected to begin in March and the goal is to make this a smoother process than previous years.

The Asset Management Officer has been working with Finance and managers to identify areas of where asset management plans assist with the recording of tangible capital assets.

The Great Plains Financial System update from last month has continued to have some impact as server updates and other items have been identified. We continue to work with Yardstick and Central Square to get these items dealt with.

Accounts payable processed 1,824 invoices since the last reporting. Of those invoices 1,067 of them were related to the 2021 fiscal year. Accounts payable staff continue to contact vendors to switch over to electronic payment of funds. There are currently 858 Vendors set up for Electronic Funds Transfer (EFT), approximately 27% of our Active vendors.

Accounts Payable:

The statistics below show 155 cheques issued in January versus 343 electronic funds transferred for payment of services.

Method of Payment	Month	# of Payments	# of invoices	\$ Value of Payment
EFT	Dec 2021	102	249	\$977,190
Cheque	Dec 2021	198	284	\$9,151,121
EFT	Jan 2022	343	809	\$4,466,787
Cheque	Jan 2022	155	482	\$1,028,312

Property Taxes:

Non-Residential were due Sept 30, 2021, and Residential were due Nov 15, 2021.

As of Jan 26, 2022, the following is a summary of taxes paid for 2021 thus far. Of the amounts still outstanding 75% are Non-residential and 25% are Residential.

2021 Tax Levy	\$ Amount Paid YTD	% Of taxes paid YTD
\$122,827,831	\$120,619,521	98.2% (previous month 98.1%)

Asset Management Officer, Jamie Hallett

Drafting and getting the team reviewing the following 8 asset management policies:

- ❖ Tangible Capital Asset Policy
- ❖ Asset Management Policy
- ❖ Asset Retirement Obligation Policy (ps3280)
- ❖ Reserves Policy
- ❖ Fleet Replacement Policy
- ❖ Fire-Rescue Services Apparatus Policy
- ❖ Equipment Replacement Policy
- ❖ Purchase Policy

Starting the development of Asset Management Advisory Committee and applicable Terms of Reference - with full intention to have approval for the second quarter.

Jamie has been working along side the GIS staff on asset recording in the GIS mapping system.

Attended the last Senior Leadership Team meeting of the month with a presentation on Asset Management Corporate Overview. Completed Alberta Purchasing Connection reporting January 24.

Ongoing discussions with multiple departments regarding asset management, looking at all asset information quality for tasks.

Begun to create a “Best Management Practice” (BMP) document for Asset Management and systems currently working, and the completion of existing Asset Management documentation.

Continue to work on the Fixed Assets, sorting out the Asset ownership, amounts, land etc., started working on the review of gravel inventory.

Working in tandem with finance for year end work.

Systems Manager, Peter Stoodley

Internal IT Projects

Nutanix Server Upgrade Request for Proposal has been prepared and will be posted by Jan 28, 2022.

Purchasing of all new switches to replace old switches in Valleyview Administration office and Greenview Multiplex is complete, configuration is required. The replacement will not occur until mid March, at that time deskside phones will also be swapped at the Multiplex with our standard Mitel equipment.

Interview and job offer for a new technician in DeBolt has concluded. As of the time this was being written there was no confirmation of acceptance.

Interviewing other support service companies for our deskside phones (Mitel).

Monthly Happenings

- New users are being setup each month. This process does not stall or stop. Multiple updates to user’s accounts.
- Setup and rollout of new cell phones, laptops, desktops, deskside phones are occurring each month.
- Meetings with Yardstick on monthly happenings, projects, and security.
- Met with Canadian Fibre for status updates and developing a plan for fibre installation in other parts of the district.
- Weekly team huddle within the IS department.
- Site visits to GC, VV as needed for technical/hardware issues.
- Monthly meeting with Corporate Services and the director ongoing monthly.

Service Tickets

Approximately 208 incidents tickets were opened in January 2022 and actioned either internally or by Yardstick. The MD of Greenview IS Team responded to 31 percent of those, consider the IS team was short staffed over the holidays, Yardstick intercepted many of the calls that the MD Information Systems team would normally handle.

11 IS eForms were submitted to Information Systems and actioned internally.

6 Onboarding/Offboarding eForms were submitted to Information Systems and actioned. Expect this number to increase once the summer season begins.

Although there were plenty, there is no data for office visits, phone calls, emails, and text for support by out staff.

Legislative Services Officer, Sarah Sebo

Policies/Bylaws

Bylaw 22-889 Tax Payment Plan went for first and second reading on January 25th.

Bylaw 22-900 Schedule of Fees went for first reading on January 25th.

Policy 3015 Corporate Health and Safety came to Council for approval from Policy Review Committee.

Policy 1012 Credit Cards came to Council for approval from Policy Review Committee.

Legislative Services continues to work with various departments to finalize bylaws and policies.

Policy Review Committee

Policy Review Committee was held on January 12. PRC reviewed and made recommendations on Policy 1027 Signing Authority, Policy 1500 Financial Reporting, Policy 3015 Corporate Health and Safety, Policy 4011 Snow Clearing and Ice Control of Greenview Roadways and Public Buildings. As well, Bylaw 22-900 Schedule of Fees was received for information.

Records Management

The 2021-year end destruction of records, disposition of records that Greenview is no longer required to keep, was completed and 103 boxes were destroyed.

Election

Form 26 Campaign Disclosure and Financial Statement have been sent to all Greenview Municipal Election candidates, the deadline for them to be returned to Greenview is March 1st.



Manager's Report

Department: Community Services

Submitted by: Michelle Honeyman, Director Community Services

Date: 2/8/2022

Community Services: Director, Michelle Honeyman

Administration continues to work on establishing a medical services building in Grande Cache. Staff will continue to move forward to ensure the needs of the community are met in a timely fashion.

Another focus for administration has been developing and reviewing funding agreements and ensuring both outstanding reporting requirements and funding payments are completed and up to date. This is a large task and ensuring that there are consistent methods to record, track and ensure funding conditions are met will provide better record management for the department overall.

Agricultural Services: Manager, Sheila Kaus

In July of 2021, the Pests Regulatory Management Agency (PMRA) launched a regularly scheduled review of Compound 1080 as a toxicant to control canid species. While the results of this review have not been finalized, changes are expected. All M44 devices must be returned to Alberta Agriculture, Forestry and Rural Economic Development. A new requirement of confirmed coyote predation within the last 30 days has been added to the criteria for Administration to release Compound 1080. Additionally, PMRA is considering adding the requirement to ensure baited carcasses are disposed of properly, recording the number of coyotes controlled and if there were any secondary poisonings. Administration has developed a policy for the Boards review within this agenda package.

Administration has received two new forage probes, and the two RFID tag readers have been ordered, with an arrival expected in March 2022. Work has begun on the administrative backend

for both units to be used by ratepayers shortly. Request For Quotation was sent to RMA Vendors and Flaman for the 14 ft heavy disk, the fertilizer spreader and the grain vac with a closing date of January 31. The results of this effort are included within this agenda package. Two (2) skid-mounted sprayers, a tree seedling planter and a plastic mulch applicator have been sourced, and Administration is investigating the next steps to procuring the equipment.

Seasonal positions have been advertised, with six positions requiring recruitment after confirmation of returning staff. Administration anticipates having all seasonal hiring complete before the end of March, and the Landcare Coordinator position has been posted with a closing date of March 14.

Agricultural Services has completed the necessary regulatory steps to offer Greenview residents the Rural Acreage Owner Program and sale of Range and Pasture herbicides in 2022. Currently, Administration is finalizing communications and processes for these two new offerings. Additionally, Administration is working with ratepayers to set up a herbicide demonstration site along Highway 43. This site will utilize the herbicides approved in the Weed Incentive Program, which Administration hopes will result in more program participants.

The Greenview shelterbelt program launched with sales being accepted in all Greenview Public Service Buildings and at the Agricultural Services office. Orders will be distributed at the Public Service Buildings in Grovedale, DeBolt, and Grande Cache, with the Agricultural Services office acting as pick-up point in Valleyview.

Rental Equipment finished the year at 597 rental days for 2021.

In 2021, 64 wolves were submitted for incentive, totalling \$19,200, and 456 beavers have been submitted for incentive, totalling \$13,680—total hunting incentive payments for 2021 stand at \$32,880.

Problem Wildlife Work Orders, up to October 21

File Status	Beaver-MD	Beaver-Ratepayer	Customer Service	Predation	TOTAL
In Queue					
Open	0	0	0	2	2
Closed	25	27	19	12	83
TOTALS	25	29	19	14	85

PWO Culls: Over 300 beaver, 17 skunks, 19 muskrats.

Other highlights: Solved multiple black bear and roadkill issues.

The Problem Wildlife Officer has been focusing on depredation- working with producers and all relevant parties to implement long-term solutions in problem areas, including coordinating wolf bait locations with Fish and Wildlife utilizing roadkill. Other activities have included training, equipment maintenance and repair, and catching up on office work.

VSI Quarterly Reports and Service Breakdown- 3rd quarter

	# Services	2021	2020	+/- (%)
Total 1st Quarter	99	\$19,269.77	\$21,172.35	-8.99%
Total 2nd Quarter	231	\$33,953.33	\$36,569.40	-7.15%
Total 3rd Quarter	53	\$ 8,382.80	\$ 8,342.09	+0.50%
2021 Claims	383	\$61,605.90	\$66,083.84	-6.80%

Semen Testing: 614 claims; \$24,809.71

Preg Checks: 2389 claims; \$6,689.20

C-Sections: 22 claims; \$5,893.25

Exams: 108 claims; \$5,367.00

Economic Development: **Manager, Kevin Keller**

Community:

Administration met with corporate services and the asset manager to discuss the many unique situations in Greenview regarding assets, agreements, insurance when working with non-profit organizations and discussed the best way to move forward with identifying and insuring assets owned & managed by the MD.

Staff attended a presentation from Grant Advance Solutions, a program designed to assist with creating and managing fundraising campaigns. This would provide access to a grant search engine, a document generator for grant proposals and, budget documents. This may be an opportunity to efficiently assist Greenview not-for-profit organizations when applying for corporate or government funding.

Business:

Administration is collaborating with the Executive Director of the Greenview Industrial Gateway (GIG) on projects, conferences and tradeshows for 2022 that will advance not only the GIG but also business initiatives within Greenview.

Work has begun on identifying regions within Greenview for development that will support the anticipated growth of the GIG. Industrial lands and potential lands for subdivision development in western Greenview.

Administration has been advised that the Regional Economic Development Specialist for the Province of Alberta is leaving the position in February 2022 to take a position with Prairies West (formerly WED - federal agency) as the northwest Alberta representative.

Attended the County of Grande Prairie's networking opportunity at the Alberta Curling Championships. This was a great opportunity to network, meet new industry personal within the region and grow some relationships. Had great conversations with former Councillor Wayne Drysdale, Secure Energy representatives, and the County of Grande Prairie's Economic Development department. Administration reviewed opportunities for collaboration with the County of Grande Prairie counterparts, going forward.

Tourism:

Walking With Dinosaurs Virtual Reality Experience Media Release- CBC News, Medicine Hat News, Lethbridge News references the Grande Cache Tourism Interpretive Centre in their stories. This media coverage will provide awareness of the unique offering coming to the Centre in late Spring 2022.

Staff has been finalizing the Augmented Reality portion of Dino Tracks project with the Lethbridge College.

Part of the final components for the VR project include meeting with Virtual Reality enclosure provider (VRX) to discuss custom VR Display that will ensure the experience is contained and safe for participants.

A #SkiNorthAB Campaign is in the final editing stages. This project involves video footage at Young's Point (cross country), Nitehawk & Little Smoky Ski Hill complete. The video footage was captured by drone and will contribute to an overall campaign to encourage tourism in the North.

The year-end retail inventory count was completed at Tourism Interpretive Centre.

Visitor Statistics and Revenue

- Total December Visitors: 648
- Total December Giftshop Revenue Sales: \$7,067.35
- Total January Visitors (Jan 1- Jan 26): 293
- Total January Revenue (Jan 1-Jan 26): \$1682.26

Total Visitors

2019 19,168

2020 9025

2021 15,779

Total Revenue

2019 \$76,247.40

2020 \$56,401.48

2021 \$120,651.03

Greenview will be represented at the following spring tradeshows: Edmonton Boat & Outdoor Show (Mar 17-20), Calgary Outdoor & Adventure Show (Mar 19-20), (Edmonton Adventure Travel Expo TBD – May 21-22)

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

At the Committee of Whole meeting on February 18, several questions were raised about services offered to youth in Grande Cache. Green View FCSS has a full-time youth coordinator in both Valleyview and Grande Cache, who facilitate preventive programming in school and community. Programs may include emotional regulation, life skills, healthy relationship education, cultural awareness, and integration.

Recreational and academic programs for youth are not eligible activities through FCSS funding and are provided by other groups in the Grande Cache area.

The monthly Grande Cache Interagency meeting took place on Tuesday January 25, 2022. Green View FCSS hosts Interagency meetings that create a venue for human services providers to connect, share, and learn. Members benefitted from a presentation on the Disclosure to Protect Against domestic Violence Act (Clare's Law). The Act came into effect on April 1, 2021 and provides a framework for disclosure of a person's history of violence to their intimate partners as well as opportunity to connect with social support services across Alberta. A similar presentation will be provided to the Valleyview interagency group on February 1st.

The Babysitting Course ran in Grande Cache January 12 - 14 and had 10 youth participate. Low literacy youth were provided a reader for the exam and the parents were impressed that Green View FCSS would provide that level of understanding and service. One parent stated their child, who normally avoids experiences with peers, felt confident after completion of the course.

The evening of January 13th administration delivered the Just in Case workshop in Grande Cache. Six people were in attendance, and surveys indicated that all participants gained knowledge and feel more confident in their ability to plan ahead. One participant went on to say they feel less anxiety because of the workshop.

The Valleyview Family Literacy Program has partnered with Green View FCSS to host Rhyme Time Sessions out of the Community Resource Center through-out the month of January. This program provides an opportunity for families with young children to connect.

Green View FCSS is partnering with the Greenview Multiplex to host the Empathy Program followed by Tumble Time out of the Community Resource Center beginning Friday February 4th. This program will run in Grande Cache in February.

Other youth programming delivered in the Valleyview and Ridgevalley area include:

I Can Handle Anger - a 6-week program where grade 2 and 3 students will learn how to handle their anger in a socially acceptable way and how to deal with difficult emotions.

Hands are Not for Hitting – a 4-week program where grade 1 students will learn how to use their bodies appropriately when experiencing difficult emotions.

the grade 8 class will take part in the SKILLS program. Content will include healthy relationships, how to resist peer pressure to become sexually involved before they are ready or able to cope with the consequences. A presentation from Northreach Centre in Grande Prairie on sexually transmitted infections and contraception, dating violence and the effects of pornography on the brain.

Boys Council -the grade 4 and 7 students will take part in structured programs for boys that aim to promote boys' natural strengths. Youth are given the opportunity to address masculine definitions and behaviors, learn about healthy relationships and positive friendships.

The evening of January 13th administration delivered the Just in Case workshop in Grande Cache. Six people were in attendance, and surveys indicated that all participants gained knowledge and feel more confident in their ability to plan ahead. One participant went on to say they feel less anxiety because of the workshop.

The Balance Program, which offers exercises for fall prevention, will resume in Debolt and Valleyview late January, early February.

Administration is collaborating with Valleyview Victims Assistance to begin work on the Men's Mental Health calendar. The goal is to have the 2023 calendar ready for distribution at the Breakfast With the Guys event November 4 of 2022.

At the January FCSS meeting, the Board received a presentation from the Assistant Superintendent of the Peace Wapiti School Division who provided an update on the FCSS funded School Liaison Worker in Ridgevalley and Penson school in Grovedale.

If any Board or Council member is interested in attending a FCSS 101 workshop, a virtual presentation will be held on February 24 @ 6:00p.m. This workshop is geared for new Board members and will provide a general overview of the program from a provincial perspective. Please let me know if you wish to attend this presentation.

Recreation Administration: Manager, Kevin Gramm

The Recreation Services Department has been working hard to continue to provide consistent levels of service to our patrons and customers both internal and external. The Department has struggled with consistent COVID related situations and reduced staffing numbers related to the

current pandemic. However, on a good note, attendance in our facilities has increased, we are selling more memberships and we are seeing positive feedback for the level of safety and security patrons feel when using the Grande Cache Recreation Centre and the Greenview Regional Multiplex. Recreation Services Administration has a goal for 2022 to have all Capital projects as approved by Council complete with no carryover. Lingered projects create a disconnect at times and in an effort to reduce future project involvement we aim to have these all completed.

Greenview has received notification that through the Forest Renewal Initiative (FRIAA), Canadian Forest Products (CANFOR) will be completing a proposal to support trail project initiatives in the Grande Cache area with \$300,000 towards two trail projects. These details will come before council for joint project approval in early 2022.

Administration is working with residents of Nose Creek to establish a maintenance contract for Shuttler Flats for the 2022 camping season.

Administration will be posting a Request for Proposal to retain a consultant for the Kakwa Trail corridor (Motion 21.05.246) in early February pending review from the province.

Administration will also be posting the Request for Quotes for the Johnson Park playground and Little Smoky Recreation Area outhouses in February.

Administration is continuing to make great sides with the planning of the Grande Cache Events Centre. We are anticipating project numbers within the coming month. This will then be brought forward for council review and approval at a later council meeting.

The Grande Cache Recreation Centre arena has seen an increase in the number of bookings. Utilization of the ice has gone up considerably during the weekend that we are struggling to find times for private sessions. User groups are having to ask leaseholders if they could utilize their changeroom to address the increased need for more change rooms, due to COVID regulations, ice scheduling and the increased requirements with the increased number of females playing on teams.

Administration is preparing for a Grande Cache Recreation Board and is looking into the set-up process as it relates to board governance, guidelines, and board member recruitment. Grande Cache originally had a Community Services Board that was shut down due to lack of participation while operating as the Town of Grande Cache and looks forward to attracting new members and positive outcomes.

Administration completed all final inventory counts for December year-end reporting. Administration has also confirmed that all vendors and suppliers have submitted all 2021 invoices for processing in the 2021 budget prior to deadline date provided from the Finance Department.

Administration is excited to announce that the Member of the Month program launched January 1st. The Greenview Regional Multiplex Member of the Month program was created to support and celebrate our patrons. The member of the month will be awarded to the person who checks into the facility the most frequently throughout the month. Member of the Month will be awarded a designated parking space, t-shirt, water bottle, certificate and celebrated on our social platforms.

Administration at the Greenview Regional Multiplex (GRM) met with Family and Community Support Services (F.C.S.S.) to discuss the opportunities to partner together to offer programming in the community. Our Senior Programmer will be co-facilitating a program geared to ages 3-5yr old children that will have a component on the topic of Empathy as well as an activity component - Tumble Time. By creating partnerships with other like-minded organizations, we can collaborate ideas, supplies, equipment, facilitators, etc. We are excited about this joint venture and will be working back and forth between facilities with F.C.S.S. in the future.

Administration has been working on the Greenview Regional Multiplex – Quarterly Newsletter. The first newsletter was distributed to all subscribers January 24th. We are working with the Communication Department to grow our subscriber list currently. The quarterly newsletter will include programming information, any facility promotions, grant application information, healthy tips and recipes, Member of the Month recognition section, user group information, member updates, etc.

Administration has reviewed previous board meeting minutes and has been unable to find indication of issues previously with the Fieldhouse floor. Further research has been conducted on proper floor care by way of visiting manufacturer details and providing this information to our current custodial provider. Administration has also requested for Communications to put a media post out to the public reminding all users the importance of wearing clean indoor footwear while utilizing the Fieldhouse. We will continue to monitor the situation as the safety of all patrons is of utmost importance.

The Recreation Programmer at the GRM is 75% complete training to become a certified Group Fitness instructor. Our goal is for members to be receiving the Free with Membership classes offered by mid February via Zoom delivery. Bodyworks and Stretch class. Under the current COVID-19 restrictions, Group Fitness will be allowed to offer to Youth in person.

Administration has been working with all staff performing cross training amongst departments. Cross training provides the team the opportunity to work better collaboratively and have a better understanding of each other's roles. Currently our Customer Service Team are adding Floater Duties to their resume. When staff are scheduled for Floater duties at the G.R.M. their responsibilities are to set up/take down of equipment in Fieldhouse, ensure sanitization bottles are full in the Fitness Centre and all equipment is stacked properly, facility guidelines are enforced, assist with minor first aid, and assist during busy times at the Customer Service Desk.

The Grande Cache combined heat and power (CHP) project has been delayed due to shipping issues with a dry condenser coming from overseas as well as project work was delayed due to contractor services and COVID 19. The project resumes the first week of February with final installation work being completed and the facility integration progressing shortly afterwards. Estimate for completion, commission and results metrics March 1st 2022.

Administration has created an Aquatic Sponsorship Program. This program has the potential to alleviate staff shortage concerns in the aquatic department. Throughout the pandemic, aquatics has been affected significantly when it comes to retaining staff. Due to facility closures and restrictions not allowing in person training the Aquatic Centre is currently understaffed. The program would assist applicants to enroll in aquatic leadership programs to qualify for open job postings in the Aquatic Centre. Applicants will work while facilitating programs, assisting with Customer Service and in a facility floater position enforcing facility guidelines, setting up, and taking down equipment in the fieldhouse. This gives the applicants that opportunity to be employed while training to transition into a Lifeguard I position upon completion of the Aquatic Leadership courses that are required.

Greenview Regional Multiplex Facility Schedule & Attendance

Attendance: ***Note: COVID Closure January 2021**

Category	Memberships Purchased - 2021	Memberships Purchased - 2022	Day Passes Purchased - 2021	Day Passes Purchased - 2022	Average Daily Use - 2021	Average Daily Use - 2022
Family	0	32	0	175	0	32
Senior	0	17	0	17	0	6
Super Senior	0	8	0	4	0	6
Adult	0	135	0	598	0	47
Youth	0	26	0	219	0	8
Child	0	25	0	375	0	5
Totals	0	243	0	1388	0	104

*Note: Average Daily Use stats collected from December 25th 2021– January 25th 2022

Programming (GRM)

Attendance of the Childmind Care offered in the Indoor Play Centre has been increasing gradually over the last couple of months. Childmind Care is available for patrons Monday – Friday, 9:00 a.m. until 11:00 a.m.

*Note: Minimum registration for programming is 6 attendees. If this is not met the program will not run and indicates cancelled on the below charts.

December 2021 Stats

Program	Days Offered	Attendees	Status
Get Cooking	Nov. 30	7	Ran
Baking for Santa	Dec. 17	9	Ran

Christmas Baking	Dec. 7	6	Ran
Christmas Crafting	Dec. 6	4	Ran
Christmas Playdough	Dec. 15	6	Ran
Christmas Break Camp	Dec. 20	2	Cancelled
Reindeer Games	Dec. 16	10	Ran
Tree Ornament Making	Dec. 9	5	Ran
Water Mat Warriors	Nov 24	6	Ran
Snowflake Making	Dec. 1	8	Ran

January 2022 Stats

Program	Days Offered	Attendees	Status
Kids Water Mat	Jan. 11	2	Cancelled
Youth Water Mat	Jan. 11	0	Cancelled
Flag Football	Jan. 13	3	Cancelled
Dodgeball	Jan. 20	3	Cancelled
Table Tennis	Jan. 27	3	Cancelled

January's low attendance and program cancellations was due to insufficient advertisement and registration time. The holidays as well as school closures the first week in January contributed to this significantly. February registration numbers are up significantly with over a week until registration closure.

Grande Cache Recreation Centre Facility Attendance

Attendance: *Note: COVID Closure January 2021

**Note: Average Daily Use stats collected from January 1 - 25th 2022*

Category	2021 Facility Closed	2022 Membership Accessed - total	Average Daily Use
Family	0	155 membership + 69 drop-ins'	9
Senior	0	73 memberships + 8 drop- ins'	3
Super Senior	0	94 memberships (No drop -ins' – FREE)	4
Adult	0	623 memberships + 284 drop-ins'	35
Youth	0	134 memberships + 253 drop -ins'	15
Total	0	1079 memberships accessed and 614 drop-ins'	66

Grande Cache Community Bus:

Destinations	Total monthly ridership	Number of days offered
Grande Prairie	4	4
Hinton	3	4

Grande Cache	51	4
Private booking	0	0

Programming (GCRC)

Program	Attendance	Days Offered
Choose your own Beading Path	5	1 class
Light up the Stone Dragon	7	1 class
Enchanted Roses	3	1 class
Lion's Den	3	1 class
Who's Stronger?	6	1 class
Dumbo's Dream	5	1 class
Day in the Life of Geppetto	6	1 class
Part of Your World	7	1 class
There's No Glitch in This Race	6	1 class
Disney Painting	8	1 class
Disney Craft Day	9	1 class
Trip to Disneyland	9	1 class

Max 12 participants per class.

Outdoor activities are going great. The weather has been on our side and more people are coming out. We had an 'Introduction to Skiing & Snowshoeing' day on Sunday, January 16. We had 22 people attend this fresh air outdoor activity. We partnered with The Smoky River Nordic Ski Club, they provided the skis, snowshoes, and instructors. Fun was had by all! The gym is welcoming all the New Year Resolutioners. Individuals are asking for guidance if they are unsure of exercises and/or equipment.

Attendance	Days Offered	
Grande Snowshoe/Hike	15	4 classes
Tails & Trails	5	3 classes
Lunch Swim	9	3 classes
Energy Refresher	7	4 classes
Indoor Walk/Cycle	13	4 classes
Stretch in Motion	3	4 classes
Ski at Lunch	4	4 classes

Outdoor recreation administration is looking to schedule four outdoor survival camps throughout the summer. The recreation center programmers and youth coordinator for FCSS will assist with the camps.



Manager's Report

Department: Infrastructure & Planning

Submitted by: Roger Autio, Director Infrastructure & Planning

Date: 2/8/2022

Director, Infrastructure & Planning, Roger Autio

- Working with Canfor on wood deck storage on FTR
- Department meetings
- Working with Environmental Services on various projects
- Filling in for Manager, Planning & Development

Manager, Construction & Engineering, Leah Thompson

- Drainage ditches that require brushing are being completed in the winter months to get ahead of the season
- Boundaries being staked and landowners being contacted regarding the Little Smoky Drainage. Brushing has started. Landowners have been notified.
- Engineering proposals to be posted on APC Monday, January 17th for the following
 - PV22001 Range Road 230
 - PV22002 Township Road 701A overlay
 - PV22003 Range Road 251 South
- BF 75535 will be entering into contingency slightly due to the cost of material increase, extra piling costs due to dept. Contingency used will be approximately \$21,000.
- Communications with Alberta Transportation regarding Bridge File 73971 regarding intentions and plans. Report to come to Council in February or March.

Manager, Operation, Josh Friesen

Operations East

- Crews have been snowplowing graveled and paved surfaces, dealing with freezing rain and icy conditions as well as running water in ditches
- Roadside brushing has been completed for this winter on TWP RD 712 West of RGE RD 210 in the Sunset House area in advance of planned ditch cleaning for 2022
- Crews have responded to multiple after-hours requests from motorists, residents, and emergency services due to freezing rain and rapidly-changing conditions

Operations Central

- Crews have been snowplowing and removing snow around the Hamlet of DeBolt and surrounding area
- Warm weather has necessitated hiring a dozer to open water runs north of DeBolt to prevent flooding

Operations West

- Brushing and beaver dam removals (17) completed along Bridge Creek from TWP RD 693 to the Bald Mountain Tower Road
- Brush burning from summer ditch cleans and tree removal has been completed
- Greenview crews responded to 6 Ledcor plowing requests to maintain HWY 666
- Crews have been steaming/opening culverts where water accumulation is present

Operations South

- Crews have been snowplowing, sanding, & removing snow from residential areas.
- Contract dozers have been working to push back heavily drifted snow from the Forestry Trunk Road around KM 145 – 157

Fleet Services

- RFQ submissions received/completed for Enforcement Services for two All Terrain Vehicles
- RFQ submissions received/completed for Protective Services for two All Terrain Vehicles
- Mechanics have responded to service calls and prioritized workloads to address snow removal equipment maintenance and repairs

Road Requests Received - 89	Operations East	Operations West	Operations Central	Operations South (Information unavailable)
Culverts	2			
Brushing				
Driveway Snowplowing	34	11	9	
Community Halls, Cemeteries, Arenas, etc.			1	
Snow & Ice	17	2	4	
Dust Control				
Flooding		2		
Gravel Request				
Safety Concerns				
Signs	2			
Road Conditions	3	2		
TOTAL	56	17	14	

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	22
Grovedale Shop	30
Valleyview Shop	56
TOTAL	108

RoaData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Services
TOTALS	35	377	21	5
RoaData-Municipal Loads		Single Trip Loads	Multiple Legal Trip Loads	
TOTALS		451	621	
Grand Total-Approval Requests/Municipal Loads		1510		

New Road Use Agreements	4
Total Road Use Agreements	844

Log Haul Route Requests		
Received	Approved with Conditions	Rejected
1	1	0

Manager, Environmental Services, Doug Brown

Overall

- Supervisors are preparing and have begun submitting the Alberta Environment annual reports for Solid waste, Water and Wastewater.
- Held Kick off meeting with consultants for approved 2022 Capital budget projects
- Assisted with Stats Canada survey for Greenview
- Completed Stats Canada survey for Greenview Regional Landfill

Water

- Contractors completed flushing and sampling on the Grovedale Water Distribution system.
- On going deficiencies with the Grovedale Water Treatment Plant project continue to hold up water connections for residents. Contractor has back flushed the raw water pipeline and continue to work on remaining deficiencies within the WTP.
- Contractor mobilizing Jan 31 to investigate and repair a leak in Landry Heights.
- Shoveled snow around hydrants DeBolt/ Creeks crossing/ Ridgevalley
- Flushed Valleyview Rural Lines
- Grande Cache Utility staff inspected and replaced 7 water meters.
- Initiated consultant on Sunset well report and options
- Entered into an agreement with Flowpoint for a cloud-based system which allows users of the water points/ truck fills to manage their accounts online.

Wastewater

- Grande Cache Sewer plant effluent pump keeps freezing due to cold temperatures and Operators are having to thaw it out regularly.
- Reviewed Ridgevalley Lagoon sludge study.
- Assisted Grande Cache Recreation Center with sewer plug.
- Installed rebuilt sewage lift station pump at Ridgevalley.
- Installed new composite sampler at Grande Cache Sewer Plant.
- Attended Grande Cache Sewer Plant design meeting
- A meeting was held regarding the Ridgevalley Lagoon design and land requirements with the consultant as well as Greenview's Stakeholder Liaison. Greenview is currently negotiating with the landowners on the balance of the quarter to purchase and addition 10 acres to the expansion.

Solid Waste

- Solid Waste/snow clearing Transfer sites
- Repairs to the air compressor system on the Grande Cache Garbage truck were completed by Nortrux in Grande Prairie
- A letter of commitment was sent to the West Yellowhead Regional Waste Management Authority. WYRWMA will prepare the agreement for Greenview's execution.
- Alberta Environment and Parks has given the go ahead for the Grande Cache Landfill land purchase.

Manager, Facility Maintenance, Wayne Perry

Task List Completed	74	Task List New Additions	103
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Valleyview

- Snow and Ice in January has kept the department busy for 1 to 3 hours each morning.
- All new 3-year term janitorial contracts were awarded and signed off, including adding the Medical Clinic.
- Awarded the guard patrol for the Valleyview area to Harbour Security.
- Began the renovations to add an extra bathroom in the I&P shop. This bathroom will be accessible from the shop.
- Began adding the Greenview logo and name to all community bulletin boards.
- Replace the shut off valves for all flush valves in the Administration building.

Grovedale

- Snow and Ice in January has kept the department busy for 1 to 3 hours each morning.
- All new 3-year term janitorial contracts were awarded and signed off, including for the new Water Treatment Plant.
- Worked with Apex to ensure security equipment is commissioned for the new Water Treatment Plant.

DeBolt

- Snow and Ice in January has kept the department busy for 3 to 5 hours each morning
- All new 3-year term janitorial contracts were awarded and signed off.

Grande Cache

- Snow and Ice in January has kept the department busy for 1 to 3 hours each morning.
- All new 3-year term janitorial contracts were awarded and signed off.
- Awarded the guard patrol for the Grande Cache area to Apex Security.
- Developed a must and wants analysis for the new Operations Building in Grande Cache. This is required as a first step to understanding the building layout requirements.

Planning & Development

The following information provides a summary of new planning and development applications received since the previous report:

Type	Applications
Business Licenses:	3
Development Permits:	11
Lease Referrals:	0

Road Allowance Licenses:	2
Land Use Amendments:	0
Subdivisions:	0
Approaches:	0
Road Closures:	0

The following provides a detailed breakdown of planning and development applications:

Business Licenses:

BUSINESS LICENSE RENEWALS – 101

B22-108 / NE-04-71-20-W5 / DANYLIUK

B22-114 / SE-03-71-25-W5 / COUSINS

B22-118 / NW-34-56-08-W6, 9720900-35-14 / PEAKS & PINES RESTO LOUNGE

Development Permits:

D22-001 / SW-2-69-6-W6, 0227252, B1, L4 / BRUVOLD / DWELLING UNIT, MANUFACTURED ADDITION

D22-002 / NW-22-64-22-W5 / HURLAND SERVICES / CRESCENT ENERGY CORP / 400 HP COMPRESSOR

D22-105 / 5-1-64-6-W6 / PEACE COUNTRY LAND LTD. / ARC RESOURCES / 2500 HP COMPRESSOR

D22-106 / NW-3-74-1-W6, 8922373, L1 / DEAN / DWELLING UNIT, MODULAR

D22-107 / NE-4-71-20-W5 DANYLIUK / HOME OCCUPATION, MINOR

D22-109 / 4-34-61-25-W5 / INTEGRITY LAND INC. / KIWETINOHK ENERGY CORP / BORROW PIT

D22-110 / 14-34-61-25-W5 / INTEGRITY LAND INC. / KIWETINOHK ENERGY CORP / BORROW PIT

D22-111 / 8-2-62-25-W5 / INTEGRITY LAND INC. / KIWETINOHK ENERGY CORP / BORROW PIT

D22-112 / NE-24-69-6-W6 / SECURE ENERGY SERVICES INC / LANDFILL CELL EXPANSION

D22-113 / SE-3-71-25-W5 / COUSINS / KENNEL, COMMERCIAL

D22-115 / SW-9-72-1-W6 , 0822151, B1, L2 / VERDECHEM TECHNOLOGIES INC. / OFFICE, TRADE

Road Allowance Licenses:

RAL22-001 / GORDON / S OF SW-28-72-21-W5

RAL22-002 / GORDON / W OF SW-29-72-21-W5



Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
Jan. 18	10:00	14:30	M	Victor Lake Elders Lodge Design Coordination meeting							308.00
Jan. 19	16:00	18:30	M	Travel to GP	200			1	50.00		262.00
Jan. 20	7:00	18:00	M	Municipal Planning Commission Training	300			1	20.00		447.00
Jan. 21	9:00	13:00	M	Media Training				1	20.00		262.00
Jan. 24	18:00	21:00	M	Travel to GP	200						262.00
Jan. 25	7:00	13:30	M	Council Meeting	150			1	20.00		308.00
Jan. 25	13:31	20:00	C	Travel to ASB Conference and Conference	350			1	50.00		447.00
Jan. 26	7:00	18:00	C	ASB Conference							447.00
Jan. 27	7:00	19:00	C	ASB Conference							447.00
Jan. 28	7:00	11:00	C	Travel to GC	400			1	20.00		447.00
NOTES:				KILOMETER CLAIM		TOTAL	180.00				3637.00
				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	1600	976.00	NET CLAIM	180.00			3637.00
				\$0.17 per km	1600	272.00					
				SUBTOTAL		1248.00					5065.00
				LESS G.S.T.							
				TOTAL		1248					\$5,065.00
Meeting Code : M for Meetings C for Conferences											

Date _____



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Council

DATE 2022	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
18-Jan	9:45	13:50	M	Committee of Whole (zoom)								302.00
19-Jan	9:00	13:00	M	FCSS	16							257.00
20-Jan	8:30	16:00	M	MPC Training	16							302.00
21-Jan	7:45	17:00	M	Media Training	220							438.00
25-Jan	8:30	14:00	M	Council	16							302.00
NOTES:				KILOMETER CLAIM			TOTAL					1601.00
				RATE	KM's	TOTAL	LESS GST					
				\$0.59 per km	268	158.12	NET CLAIM					1601.00
				\$0.17 per km	268	45.56						
				SUBTOTAL		203.68	TOTAL CLAIM					1804.68
				LESS G.S.T.			LESS ADVANCES					
Meeting Code : M for Meetings C for Conferences				TOTAL		203.68	AMOUNT DUE (OWING)					\$1,804.68

Date _____



Employee # : 378
Department: Council

[illegible]

Date _____



Department: Council

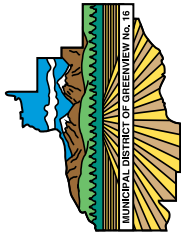
[illegible]

Claimant	Date	Approved	Date
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Department: Council

	<u>Claimant</u>	<u>Date</u>	<u>Approved</u>	<u>Date</u>
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Municipal District of Greenview No. 16

NAME: Duane Didow Employee #: _____
 ADDRESS: _____ Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM		
							B	L	D	AMOUNT				
17-Jan	15:00	17:00	M	Travel to GP	200				X	50.00		262.00		
18-Jan	8:30	17:00	M	COTW - in Debolt	100		X		X	70.00		447.00		
19-Jan	7:00	14:00	M	FCSS Board meeting - in VV	200		X	X	X	90.00		308.00		
20-Jan	7:00	17:00	M	MPC Training - in VV	200		X		X	70.00		447.00		
21-Jan	9:00	18:00	M	Media training - travel back to GC	200		X			20.00	540.60	447.00		
24-Jan	15:00	18:00	M	Travel to VV	350				X	50.00		262.00		
25-Jan	7:00	18:00	M	Regular Council meeting	350		X			20.00	135.16	447.00		
26-Jan	17:00	18:30	M	Grande Prairie Regional Tourism Assc								262.00		
27-Jan	8:00	16:00	M	Community Futures- WY in Hinton				X		20.00		308.00		
28-Jan	8:30	18:00	M	FCSSAA Reg Board meeting- in Edmonton								447.00		
NOTES:				KILOMETER CLAIM				TOTAL		390.00	675.76	3637.00		
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST							
				\$0.61 per km	1600	976.00	NET CLAIM		390.00	675.76	3637.00			
				\$0.17 per km	1600	272.00								
				SUBTOTAL		1248.00	TOTAL CLAIM		TOTAL CLAIM		5950.76			
				LESS G.S.T.			LESS ADVANCES							
				TOTAL		1248	AMOUNT DUE (OWING)				\$5,950.76			

Duane Didow Claimant Jan 31, 2021 Date Approved Date



Council

Meeting Code : M for Meetings

Date _____