



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

April 12, 2022

9:00 a.m.

Administration Building
Valleyview, AB

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
	3.1 Regular Council Meeting Minutes held March 22, 2022.	4
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
#6	BYLAWS	
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7.25 2022 Operating and Capital Budgets	281
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#8 NOTICE OF MOTION

#9 CLOSED SESSION

9.1 Disclosure Harmful to Business Interests of a Third Party
9.2 Disclosure Harmful to Business Interests of a Third Party

#10 MEMBERS
REPORTS/EXPENSE
CLAIMS

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

331

#11 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, March 22, 2022

**#1
CALL TO ORDER
PRESENT**

Reeve Olsen called the meeting to order at 9:00 a.m.

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

ATTENDING

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

ABSENT

**#2
AGENDA**

MOTION: 22.03.137 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That Council adopt the Agenda of the March 22, 2022, Regular Council Meeting as amended.

- Add Agenda item 9.2 Privileged Information to be presented at 12:00 p.m.

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

CARRIED

**#3
MINUTES**

MOTION: 22.03.138 Moved by: COUNCILLOR DALE SMITH

That Council adopt the minutes of March 8, 2022, Regular Meeting minutes 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 Burton, Councillor Berry

CARRIED

**3.2 BUSINESS
ARISING
FROM THE MINUTES**

3.2 BUSINESS ARISING FROM MINUTES

**BYLAW 22-89
THIRD READING**

6.3 BYLAW 22-899 AUDIT COMMITTEE

MOTION: 22.03.139 Moved by: COUNCILLOR JENNIFER SCOTT

That Council give third reading to Bylaw 22-899 Audit Committee 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 Burton, Councillor Berry

CARRIED

7.0 NEW BUSINESS

CLAY SHOOT

7.1 COUNCIL STAKEHOLDER EVENT 2022 DONATION RECIPIENT

MOTION: 22.03.140 Moved by: COUNCILLOR DUANE DIDOW

That Council choose the five Food Banks that serve Greenview residents (Fox Creek, Valleyview, DeBolt, Grande Prairie and Grande Cache) as the donation recipient(s) for the 2022 Clay Shoot Stakeholder Event, with the total funds raised split equally among them.

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

CARRIED

**RURAL CHICK
SPONSORSHIP**

7.2 NORTHERN RURAL CHICK SPONSORSHIP REQUEST

MOTION: 22.03.141 Moved by: COUNCILLOR TOM BURTON

That Council approve sponsorship in the amount of \$2,000.00 to the Northern Rural Chicks for the 2022 Women's Day event hosted in Falher, Alberta on April 9, 2022, with funds to come from the Community Services Miscellaneous Grant Budget.

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

CARRIED

#4 PUBLIC HEARING

4.0 PUBLIC HEARING

Chair Tyler Olsen opened the Public Hearing regarding Bylaw 22-922 at 9:15 a.m.

IN ATTENDANCE

Development Officer
Applicant

Celine Chuppa
Alex Klassen

**REFERRAL AGENCY &
ADJACENT
LANDOWNER
COMMENTS**

Development Officer, Celine Chuppa, provided a summary of the responses from referral agencies.

**APPLICANT
BACKGROUND
INFORMATION**

The application for land use amendment A21-008 has been submitted by Alex Klassen, on behalf of the registered landowners Gordon and Alison Klassen, to redesignate a 4.00-hectare (9.88-acre) ± parcel 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.

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.

**QUESTIONS FROM
COUNCIL**

The Chair called for any questions from Council.

- Councillor Dale Smith – asked if the applicant was buying the acreage from his dad. Why was there never a 2nd approach made to the balance of the quarter. When was the road put in?
- Councillor Rosson – Appears sewage system is a holding tank, is that sufficient for the residents?

IN FAVOUR

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

OPPOSED

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

**QUESTIONS FROM
THE APPLICANT OR
PRESENTER**

The Chair called for any questions form the Applicant or those that had spoke in favour or against the application.
None Heard

**FAIR & IMPARTIAL
HEARING**

The Chair asked the Applicant if they had a fair and impartial hearing.

- Applicant responded affirmatively

CLOSING BYLAW Chair Tyler Olsen closed the Public Hearing regarding Bylaw 22-922 at 9:23 a.m.

#5 DELEGATIONS **5.0 DELEGATIONS**

#6
BYLAWS **6.0 BYLAWS**

BYLAW 22-922
SECOND READING **6.1 BYLAW 22-922 BYLAW NO. 22-922 RE-DESIGNATE FROM AGRICULTURAL ONE (A-1) DISTRICT TO COUNTRY RESIDENTIAL ONE (CR-1) DISTRICT**

MOTION: 22.03.142 Moved by: COUNCILLOR DUANE DIDOW

That Council give Second Reading to Bylaw No. 22-922 to re-designate a 4.0-hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-12-72-2-W6.

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

CARRIED

BYLAW 22-922
THIRD READING

MOTION: 22.03.143 Moved by: COUNCILLOR TOM BURTON

That Council give Third Reading to Bylaw No. 22-922 to re-designate a 4.0-hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NE-12-72-2-W6

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

CARRIED

BYLAW 22-900
THIRD READING **6.2 BYLAW 22-900 SCHEDULES OF FEES**

MOTION: 22.03.144 Moved by: COUNCILLOR RYAN RATZLAFF

That Council give third reading to Bylaw 22-900 "Schedule of Fees" as amended.

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

**7.3 MILLAR WESTERN FOREST PRODUCTS / BACKWOODS ENERGY SERV. –
LETTER OF SUPPORT**

MILLAR WESTERN

MOTION: 22.03.145 Moved by: COUNCILLOR JENNIFER SCOTT

That Council authorize Administration to send a letter to Millar Western Forest Products Ltd. / Backwoods Energy Services Commercial in support of their timber permit application in the W01 and W02 Forest Management Units.

For:

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

DEFEATED

7.4 GRANDE SPIRIT FOUNDATION – LETTER OF SUPPORT

**GRANDE SPIRIT
FOUNDATION**

MOTION: 22.03.146 Moved by: COUNCILLOR TOM BURTON

That Council approve Administration provide a letter of support to Grande Spirit Foundation to borrow up to \$7,400,000.00 capital funds from the Canadian Mortgage Housing Corporation for the construction of 26 new units at Pleasantview Lodge in Spirit River, Alberta.

MOTION: 22.03.147 Moved by: COUNCILLOR WINSTON DELORME

That Council defer motion “Grande Spirit Foundation Letter of Support” until after a presentation is made at the May 17, Committee of the Whole meeting.

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

Against: Councillor Dale Smith, Councillor Burton

CARRIED

Reeve Olsen recessed the meeting at 10:16 a.m.

Reeve Olsen reconvened the meeting at 10:30 a.m.

7.5 TOWN OF FOX CREEK ALBERTA COMMUNITY PARTNERSHIP GRANT SUPPORT

FOX CREEK ACP

MOTION: 22.03.148 Moved by: COUNCILLOR SALLY ROSSON

That Council support the Town of Fox Creek submission of a 2021/22 Alberta Community Partnership Grant application for the purpose of developing a Regional Transportation Infrastructure Master Plan project, with no matching contribution required from Greenview.

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

Absent: Councillor Ratzlaff

CARRIED

Councillor Ratzlaff entered the meeting at 10:31 a.m.

Councillor Scott exited the meeting at 10:33 a.m.

Councillor Scott entered the meeting at 10:37 a.m.

7.6 2021 AGRICULTURAL SERVICE BOARD ANNUAL REPORT

ASB ANNUAL REPORT

MOTION: 22.03.149 Moved by: COUNCILLOR DAVE BERRY

That Council accept the 2021 Agricultural Service Board Annual Report, 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 Burton, Councillor Berry

CARRIED

MOTION: 22.03.150 Moved by: COUNCILLOR DAVE BERRY

That Council direct Administration to bring back the Beaver Incentive Program policy to PRC for review.

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

Against: Deputy Reeve Bill Smith, Councillor Burton

CARRIED

7.7 CASE FILE – 12-3032

CASE FILE 12-3032

MOTION: 22.03.151 Moved by: COUNCILLOR DALE SMITH

That Council approve the destruction of a crop over 20 acres in size for Case File 12-3032.

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

CARRIED

- CASE FILE 12-3297** **7.8 CASE FILE – 12-3297**
MOTION: 22.03.152 Moved by: DEPUTY REEVE BILL SMITH
That Council approve the destruction of a crop over 20 acres in size for Case File 12-3297.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry
CARRIED
- CASE FILE 12-5057** **7.9 CASE FILE – 12-5057**
MOTION: 22.03.153 Moved by: COUNCILLOR DAVE BERRY
That Council approve the destruction of a crop over 20 acres in size for Case File 12-5057.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry
CARRIED
- SENIORS HOUSING BOUNDARY REVIEW** **7.10 SENIORS HOUSING MANAGEMENT BODY BOUNDARY REVIEW**
MOTION: 22.03.154 Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to investigate the procedure on changing the Seniors Housing Management Body boundaries.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry
Against: Councillor Dale Smith, Councillor Tom Burton
CARRIED
- LAND USE OPTIONS** **7.11 LAND USE OPTIONS**
MOTION: 22.03.155 Moved by: COUNCILLOR DUANE DIDOW
That Council direct administration to come up with a plan for options for the ball diamond/RV Storage area within Grande Cache and bring back a report to the June 14, 2022, Regular Council Meeting.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry
CARRIED

7.12 GROVEDALE WATER DISTRIBUTION SYSTEM AND TREATMENT PLANT REPORT

GROVEDALE WATER REPORT

MOTION: 22.03.156 Moved by: COUNCILLOR DUANE DIDOW

That Council direct administration to provide a full written accounting and deficiency report on the Grovedale water distribution system and water treatment plant to the June 21, 2022, Committee of the Whole meeting.

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

CARRIED

7.13 COMMERCIAL LAND OPPORTUNITIES – GRANDE CACHE

COMMERCIAL LAND OPPS.

MOTION: 22.03.157 Moved by: COUNCILLOR DUANE DIDOW

That Council direct administration to investigate commercial land opportunities in Grande Cache for the purpose of Economic Development.

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

CARRIED

Reeve Olsen recessed the meeting at 11:50 a.m.

Reeve Olsen reconvened the meeting at 12:00 p.m.

9.0 CLOSED SESSION

CLOSED SESSION

MOTION: 22.03.158 Moved by: DEPUTY REEVE BILL SMITH

That the meeting go to Closed Session, at 12:00 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

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

CARRIED

OPEN SESSION

OPEN SESSION

MOTION: 22.03.159 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 12:58 p.m.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry

CARRIED

MOTION: 22.03.160 Moved by: COUNCILLOR DALE SMITH
That Council rescind MOTION: 21.12.655, with regard to the Greenview Veterinary Clinic lease to Poz and Hooves Animal Care Ltd.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry

CARRIED

MOTION: 22.03.161 Moved by: DEPUTY REEVE BILL SMITH
That Council direct Administration to develop a fair valuation sales price and investigate the feasibility of selling the Greenview Veterinary Clinic.
For: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry
Against: Councillor Dale Smith

CARRIED

Reeve Olsen recessed the meeting at 1:01 p.m.
Reeve Olsen reconvened the meeting at 1:04 p.m.

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

10.0 MEMBERS BUSINESS

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Elected Officials Education Program: Level of Service Training
- RMA Conference
- Supper with GP County
- West Yellowhead Regional Waste Management Orientation
- Evergreen Foundation Board Meeting

WARD 2

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Elected Officials Education Program: Level of Service Training
- RMA Conference
- Supper with GP County
- Enhanced Producer Responsibility Stakeholder Town Hall
- Greenview Industrial Gateway Stakeholder Event

WARD 3

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

- March 8, 2022, Regular Council Meeting
- Valleyview Recreation Board Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Community Education Committee Meeting
- Little Smoky Ski Hill Meeting
- RMA Conference
- Ministers Meeting
- Supper with GP County
- EPR Virtual Townhall

WARD 4

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Elected Officials Education Program: Level of Service Training
- RMA Conference
- Supper with GP County
- Ministers Meeting
- Sunset House Hall Board Meeting

WARD 5

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Little Smoky Ski Hill Meeting
- Board Competency for Housing Management Boards – online
- RMA Conference
- Supper with GP County
- Greenview Industrial Gateway Stakeholder event
- Pre RMA Convention Session with AEP

WARD 6

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- MD of Greenview Library Board
- RMA Spring Convention
- Supper with GP County
- AEP Enhanced Producers Responsibility Town Hall Sessions
- Grande Prairie RCMP 2022 priorities discussion
- Grande Prairie Regional Sport Connection
- Greenview Industrial Gateway Community Stakeholder Event

WARD 7

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Elected Officials Education Program: Level of Service Training
- RMA Conference
- County of GP Supper
- Enhanced Producer Responsibility Stakeholder Town Hall
- Crooked Creek Recreation Club Meeting

WARD 8

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee
- RMA Conference
- Supper with GP County
- Greenview Industrial Gateway Stakeholder event

WARD 8

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Grande Prairie Regional Recreation zoom meeting
- Art Gallery Tour
- Health Minister Meeting
- Greenview Industrial Gateway Stakeholder Event

WARD 9

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- FCSSAA Board Meetings
- Elected Officials Education Program: Level of Service Training
- RMA Conference
- Health Minister Meeting
- County of GP Supper
- Community Futures West Yellowhead
- West Yellowhead Waste Management Authority Orientation
- Greenview Industrial Gateway Stakeholder Event

WARD 9

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

- March 8, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Greenview Industrial Gateway Committee Meeting
- Art Gallery Tour
- E Ventures Mayors Meeting
- Pre RMA Convention Session with AEP

- Elected Officials Education Program: Level of Service Training
- RMA Conference
- County of GP Supper
- Health Minister Meeting
- Community Futures West Yellowhead
- Greenview Industrial Gateway Stakeholder Event

MOTION: 22.03.161 Moved by: REEVE TYLER OLSEN

That Council direct Administration to request letters of support from our Regional Partners in support of the Carbon Sequestration expression of interest proposal for the MD of Greenview.

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

CARRIED

MEMBERS BUSINESS

MOTION: 22.03.162 Moved by: COUNCILLOR TOM BURTON

That Council accept the Members Business Reports for information 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 Burton, Councillor Berry

CARRIED

**#11
ADJOURNMENT**

11.0 ADJOURNMENT

MOTION: 22.03.163 Moved by: COUNCILLOR WINSTON DELORME

That Council adjourn this Regular Council Meeting at 2:01 p.m.

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

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT: **Bylaw No. 22-907 2022 Tax Rate Bylaw**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 12, 2022
DEPARTMENT: FINANCE
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: EK
DIR: EK
LEG:

MANAGER: MH
PRESENTER: MH

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Sec 353, 354 and 355

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 22-907, the 2022 Tax Rate Bylaw.

MOTION: That Council give second reading to Bylaw 22-907, the 2022 Tax Rate Bylaw.

BACKGROUND/PROPOSAL:

Council passed interim Operating and Capital budgets on December 14, 2021. Since that time, property assessments have been finalized, and final adjustments were made to both the operating and capital budgets. The estimated municipal expenditures and transfers set out in the final budget total \$187,521,547 and the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$92,386,440. The balance of \$95,135,107 is to be raised by general municipal taxation.

Budgeted Operating Expenses	\$	162,610,435
Budgeted Capital Expenses	\$	60,478,051
Less Total Requisitions	\$	(35,566,939)
Total Municipal Expenditures	\$	187,521,547
Budgeted Operating Revenue	\$	146,789,641
Operating Budget Deficit	\$	15,820,794
Transfers for Capital	\$	60,478,051
Less Property Tax Revenue	\$	(130,702,046)
Revenue and Funding Other Than Taxation	\$	92,386,440
Municipal Tax Requirement	\$	95,135,107

In addition to collecting property taxes for municipal purposes, Greenview is also required to collect property taxes for Seniors Foundations requisitions and on behalf of the Province for designated industrial properties and education.

The amounts Greenview collects on behalf of these organizations are:

1. Seniors Foundations

Requisitions provide revenue for a portion of their 2022 operating requirements. The requisition is collected from both residential and non-residential properties.

	2022	2021	Increase/ (Decrease)
The Evergreens Foundation	\$1,233,126	\$896,866	\$336,260
Heart River Housing	\$771,003	\$732,851	\$38,152
Grande Spirit Foundation	\$214,188	\$186,607	\$27,581
Total Seniors Foundations Operating Requisitions	\$2,218,317	\$1,816,324	\$401,993

2. Province of Alberta – Alberta School Foundation

Requisition of \$31,698,594 (2021 – \$27,489,217) includes public and separate education taxes and an under levy in the amount of \$1,295,898. Of the \$31,698,594:

- 1) \$2,830,038 (9%) is collected from residential properties; and
- 2) \$28,868,556 (91%) is collected from non-residential properties

The Province determines the allocation of the education requisition between residential and non-residential properties based on an equalized assessment. Electric power generation, machinery and equipment and senior citizens housing are exempt from education taxes.

3. Province of Alberta – Designated Industrial Properties

Requisition of \$1,012,358 (2021 – \$980,903) includes the costs incurred by the Provincial assessor's office to prepare the assessment for designated industrial properties. The Province determines the requisition's uniform tax rate. This requisition is only applied to and paid by the designated industrial property owners.

The tax rate bylaw has now been prepared for Council ratification. A summary of changes from 2021 to 2022 appears below:

- The Rural Residential municipal tax rate is the same at 2.4977%
- The Grande Cache Residential municipal tax rate is the same at 7.1748%
- The Non-Residential municipal tax rate is the same at 6.6850%
- The Residential Alberta School Foundation rate has increased by 5% to 2.6594% (2021 - 2.5262%). This is due to an increase in the requisition amount from the prior year.
- The Non-Residential Alberta School Foundation requisition rate increased by 14% to 3.9972% (2021 - 3.5164%). This is due to an increase in the requisition amount, which includes an under levy from the prior year.

- The senior's foundations requisition has increased by 18% to 0.1509% (2021 - 0.1278%), reflecting an increase in the operating funding requests from these organizations.
- The Grande Cache debt repayment rate has decreased to 1.2141% (2021 - 1.2384%) reflecting an increase in assessment values.
- The Requisition Allowance has decreased to 0.0181% (2021 - 0.0185%) primarily due to increases in assessment values.
- The Designated Industrial Properties tax rate is the same at 0.0766%.

The following tables illustrate examples of the combined proposed property tax impact from 2021 to 2022:

Residential Property – Assessed Value \$250,000 (Rural)

	2021	2022	Increase (Decrease)
Municipal Tax Levy	\$624.42	\$624.42	\$0.00
Education Tax Levy	\$631.55	\$664.85	\$33.30
Requisition Allowance Levy	\$4.63	\$4.53	(\$0.10)
Seniors Foundation Levy	\$31.95	\$37.73	\$5.78
Total	\$1,292.55	\$1,331.53	\$38.98

Residential Property – Assessed Value \$250,000 (Grande Cache)

	2021	2022	Increase (Decrease)
Municipal Tax Levy	\$1,793.70	\$1,793.70	\$0.00
Special Tax Levy	\$309.60	\$303.53	(\$6.07)
Education Tax Levy	\$631.55	\$664.85	\$33.30
Requisition Allowance Levy	\$4.63	\$4.53	(\$0.10)
Seniors Foundation Levy	\$31.95	\$37.73	\$5.78
Total	\$2,771.43	\$2,804.34	\$32.91

Non-Residential Property – Assessed Value \$1,000,000

	2021	2022	Increase (Decrease)
Municipal Tax Levy	\$6,685.04	\$6,685.04	\$0.00
Education Tax Levy	\$3,516.40	\$3,817.80	\$301.40
Requisition Allowance Levy	\$18.50	\$18.10	(\$0.40)
Seniors Foundation Levy	\$127.80	\$150.90	\$23.10
Total	\$10,347.74	\$10,671.84	\$324.10

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended action is Council is required to pass a tax rate bylaw annually. By doing so Council will comply with the legislation.
2. Administration will be able to send tax notices after the bylaw is passed.
3. The bylaw supports the Operating and Capital budgets passed by Council.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not give bylaw readings however Administration does not recommend this action as there is no authorization to levy taxes to support the budget if there is no taxation bylaw.

Alternative #2: Council can choose to change the Seniors Foundations levy for 2022. In the past, only operating requisition amounts were included in the Seniors Foundations levy in the tax rate bylaw, with the capital requisition amounts being captured in the Municipal levy. Administration reviewed this with Municipal Affairs and determined both operating and capital requisition amounts can be included in the Seniors Foundations levy.

Including both operating and capital requests in the Seniors Foundation levy improves transparency and allows ratepayers to understand where their tax dollars are going. It also ensures different tax classes are being charged the appropriate tax levies.

The following table details the operating and capital requisitions for the Seniors Foundations:

	2022	2021	Increase/(Decrease)
The Evergreens Foundation			
Operating	\$1,233,126	\$896,866	\$336,260
Capital	\$1,681,409	\$1,304,194	\$377,215
Total	\$2,914,535	\$2,203,081	\$711,454
Heart River Housing			
Operating	\$771,003	\$732,851	\$38,152
Capital	\$547,005	\$530,475	\$16,530
Total	\$1,318,008	\$1,263,326	\$54,682
Grande Spirit Foundation (Operating)	\$214,188	\$186,607	\$27,581
Total Seniors Foundations Requisition	\$4,446,731	\$3,653,014	\$793,717
Total Seniors Foundations Levy*	\$2,218,317	\$1,816,324	\$401,993

*The Seniors Foundations levy only includes the operating requisitions for The Evergreens Foundation, Heart River Housing, and the Grande Spirit Foundation.

Incorporating the full Seniors Foundations Requisition into the Seniors Foundation Levy would increase the 2022 Property Tax Revenue included in the budget by \$2,228,414 (from \$130,702,046 to \$132,930,460).

The following tables illustrates the impact this change would have on the combined proposed property tax impact from 2021 to 2022:

Residential Property – Assessed Value \$250,000 (Rural)

	2021	2022	Increase (Decrease)
Municipal Tax Levy	\$624.42	\$624.42	\$0.00
Education Tax Levy	\$631.55	\$664.85	\$33.30
Requisition Allowance Levy	\$4.63	\$4.53	(\$0.10)
Seniors Foundation Levy	\$31.95	\$75.63	\$43.68
Total	\$1,292.55	\$1,369.43	\$76.88

Residential Property – Assessed Value \$250,000 (Grande Cache)

	2021	2022	Increase (Decrease)
Municipal Tax Levy	\$1,793.70	\$1,793.70	\$0.00
Special Tax Levy	\$309.60	\$303.53	(\$6.07)
Education Tax Levy	\$631.55	\$664.85	\$33.30
Requisition Allowance Levy	\$4.63	\$4.53	(\$0.10)
Seniors Foundation Levy	\$31.95	\$75.63	\$43.68
Total	\$2,771.43	\$2,842.24	\$70.81

Non-Residential Property – Assessed Value \$1,000,000

	2021	2022	Increase (Decrease)
Municipal Tax Levy	\$6,685.04	\$6,685.04	\$0.00
Education Tax Levy	\$3,516.40	\$3,817.80	\$301.40
Requisition Allowance Levy	\$18.50	\$18.10	(\$0.40)
Seniors Foundation Levy	\$127.80	\$302.50	\$174.70
Total	\$10,347.74	\$10,823.44	\$475.70

FINANCIAL IMPLICATION:

Passing the bylaw will allow administration to levy taxes and send tax notices to the ratepayers. Taxation is the principle source of revenue to sustain municipal operations.

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:

Council will need to give the bylaw third reading before it is valid.

ATTACHMENT(S):

- Municipal Government Act Sec 353, 354 and 355
- Bylaw No. 22-907

Municipal Government Act

Property tax bylaw

353(1) Each council must pass a property tax bylaw annually.

(2) The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of (a) the expenditures and transfers set out in the budget of the municipality, and (b) the requisitions.

(3) The tax must not be imposed in respect of property (a) that is exempt under section 351, 361 or 362, or (b) that is exempt under section 363 or 364, unless the bylaw passed under that section makes the property taxable.

Tax rates

354(1) The property tax bylaw must set and show separately all of the tax rates that must be imposed under this Division to raise the revenue required under section 353(2).

(2) A tax rate must be set for each assessment class or sub-class referred to in section 297

(3) The tax rate may be different for each assessment class or sub-class referred to in section 297. (3.1) Despite subsection (3), the tax rate for the class referred to in section 297(1)(d) and the tax rate for the sub-classes referred to in section 297(2.1) must be set in accordance with the regulations.

(4) The tax rates set by the property tax bylaw must not be amended after the municipality sends the tax notices to the taxpayers unless subsection (5) applies.

(5) If after sending out the tax notices the municipality discovers an error or omission that relates to the tax rates set by the property tax bylaw, the municipality may (a) amend the property tax bylaw to the extent necessary to correct the error or omission, and (b) send out amended tax notices, if required as a result of the corrections to the property tax bylaw.

(6) A municipality must, within 30 days after passing a property tax bylaw amendment under subsection (5), provide the Minister with a copy of the amended bylaw.

Calculating tax rates

355 A tax rate is calculated by dividing the amount of revenue required by the total assessment of all property on which that tax rate is to be imposed.



BYLAW NO. 22-907 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 2022 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 12, 2022; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Municipality of Greenview No. 16 for 2022 total \$ 187,521,547 and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$ 92,386,440 and the balance of \$ 95,135,107 is to be raised by general municipal taxation; and

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)

Residential/Farmland	\$ 2,757,707
Non-Residential	\$ 27,571,406
2021 Non-Residential Under Levy	<u>\$ 1,295,898</u>
	\$ 31,625,011

Opted Out School Boards

Residential/Farmland	\$ 72,331
Non-Residential	<u>\$ 1,252</u>
	\$ 73,583

Requisition Allowance MGA (359(2))	\$ 150,000
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Seniors Foundation	\$ 2,218,317
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Designated Industrial Properties Requisition	\$ 1,012,358
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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:

Residential/Farmland	\$	792,052,420
Residential Municipal Only		3,950,330
Residential Grande Cache		272,068,770
Residential Grande Cache Municipal Only		4,014,990
DIP Residential/Farmland		47,070
Non-Residential		258,944,430
Non-Residential Municipal Only		1,810,940
Non-Residential Grande Cache		125,596,040
Machinery & Equipment		34,872,950
DIP Non-Residential		6,837,670,630
DIP Machinery & Equipment		6,265,227,680
DIP Power Generation		113,269,670
Total	\$	14,709,525,920

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	\$ 1,988,294	\$ 796,049,820	2.4977
Residential Grande Cache	\$ 1,980,846	\$ 276,083,760	7.1748
Non-Residential	\$ 91,165,968	\$ 13,637,392,340	6.6850
Grande Cache Properties Special Tax (Borrowing)			
Residential/Non-Residential	\$ 487,670	\$ 401,679,800	1.2141
ASFF/Opted-Out School Boards			
Residential/Farmland	\$ 2,830,038	\$ 1,064,168,260	2.6594
Non-Residential	\$ 28,868,556	\$ 14,444,422,200	3.9972
Requisition Allowance	\$ 150,000	\$ 8,286,379,360	0.0181
Seniors Foundations	\$ 2,218,317	\$ 14,699,749,660	0.1509
Designated Industrial Properties	\$ 1,012,358	\$ 13,216,167,980	0.766

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 June 30th, 2022.
 - b) Residential/Farmland taxes are due and payable on November 15th, 2022.
3. In the event of any current taxes remaining unpaid for Non-Residential after June 30th, 2022, there shall be levied a penalty of 8%, on July 1st, 2022.
4. In the event of any current taxes remaining unpaid for Residential/Farmland after November 15th, 2022, there shall be levied a penalty of 8%, November 16, 2022.
 - a) In the event of any current taxes remaining unpaid after December 31st, 2022, there shall be levied a penalty of 10% on January 1st, 2023.
 - b) In the event of any arrear's taxes remaining unpaid after December 31st, 2023, there shall be levied a penalty of 18% on January 1st, 2024, 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.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	Fuel Prices and Contractor Rates Information		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 12, 2022	CAO: EK	MANAGER: JF
DEPARTMENT:	OPERATIONS	DIR: RA	PRESENTER: JF
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Council Motion 18.03.140, Council Motion 22.03.134

RECOMMENDED ACTION:

MOTION: That Council accept gravel hauling rates, fuel price adjustment examples, and information regarding fuel prices for information as presented.

BACKGROUND/PROPOSAL:

In 2018, Council passed motion 18.03.140 to increase the tonne/km gravel stockpiling rates from 12 cents throughout Greenview & 14 cents on the Forestry Trunk Road to 17 cents and 19 cents respectively with an additional basic loading factor (BLF) of \$1.00 per tonne. The basic loading factor has been understood to be for the purpose of helping cover load wait times and travel time to the jobsite.

The following demonstrates how payment is calculated with a 50 Km haul and a 32-tonne payload used as an example:

$\$0.17$ (stockpiling rate outside FTR) x 32 tonnes = \$5.44/tonne
 $\$5.44 \times 50 \text{ Km} = \272.00
 $\$272.00 + \$32.00 \text{ BLF} = \$304.00$ per load delivered to stockpile

$\$0.19$ (FTR Rate) x 32 tonnes = \$6.08/tonne
 $\$6.08 \times 50 \text{ Km} = \304.00
 $\$304.00 + \$32.00 \text{ BLF} = \$336.00$ per load delivered to stockpile

On a 50 Km haul, considering a turnaround of 1.5 hours per round during a 10-hour workday, a truck could reasonably expect to deliver 7 loads per day consistently. This would be calculated at \$2128.00/day throughout Greenview and \$2352.00 on the Forestry Trunk Road. The same truck would make approximately \$200/hr at Greenview's 2022 rates. In 10 hours + 1 hour of travel time, this would amount to \$2200.00.

With tonne/km payment, as the haul distance lowers, revenue per day typically decreases due to increased time spent loading/unloading although more loads are delivered to site so more can be claimed with the

basic loading factor. As the haul distance increases, revenue per day typically increases due to more time spent actively hauling. On the attached spreadsheet, the most common hauls are listed as well as some that are not typically done but involve common sites that are utilized.

With the recent rise in fuel prices, nearly every aspect of Greenview's operations is or will be impacted with rising costs both directly and indirectly. Greenview's Contractors are no exception. Listed below are various ways a fuel cost adjustment could be implemented, as well as historical information of fuel price trends in Alberta attached. Also included are excerpts from contracts that have included fuel cost adjustments and invoices from vendors who utilize a fuel surcharge in delivering goods to Greenview.

In addition to contractors hired from the EOI, contractors operating under contract agreements have expressed their concerns regarding rising fuel prices.

- In the tonne/km hauling calculation, options for consideration may be:
 - Adjusting the Basic Loading Factor
 - This is not the only potential approach, however, it may be the simplest and easiest for Administration to implement for a quick, short-term change with short notice.
 - Example: If the basic loading factor accounts for less than a set percentage of the total price per tonne delivered to site, the \$1.00 BLF increases in \$0.50 increments until it meets or exceeds the set percentage. This would be feasible for immediate and unplanned adjustments but would be difficult to implement for annual budgeting purposes or for ongoing and frequent price changes.
 - The BLF is not generally implemented to account for ongoing hauling costs but is a type of surcharge to account for load times, travel time, etc....
 - Having a Basic Loading Factor premium for shorter hauls.
 - A gravel haul with a tonne/km payment scheme that is shorter than a pre-set distance (i.e. 50 Km one-way) could have a BLF premium with an additional dollar per tonne. On a 30 Km haul this would result in approximately \$250-\$300 in revenue for the contractor per day without increasing the tonne/km rate.
 - Adjusting the tonne/km rate to account for increased fuel costs.
 - A consistent and set tonne/km rate is the most advantageous for predicting hauling costs and budgeting for contractors and administration.
 - Having contractors on the EOI list provide their proposed pricing annually
 - Local contractors could be requested to submit their rates annually or semi-annually, etc.... with an additional calculation for a fuel surcharge. A baseline price per litre could be set by Greenview with adjustments at pre-set intervals (every 4 months) and each contractor would be responsible to calculate the adjustment based on a pre-set formula with the price taken from a set vendor at a set time. An advantage would be that this would implement a free market aspect to the EOI program while still focusing on hiring local contractors.
 - Paying all hauls hourly
 - All hauls could be paid on an hourly basis, removing tonne/km considerations. This may simplify and standardize any future fuel cost adjustments should Council choose to direct Administration to implement one.

- In the hourly contractor calculation, there are various ways to implement a fluctuating fuel cost adjustment. However, as Greenview sets the rates for Contractors, frequent adjustments would take a significant amount of administrative time. Options for consideration may be:
 - A fuel cost adjustment clause added to the EOI program
 - A pre-set fuel usage amount is set (i.e. 25 litres/hour) with a baseline price per litre set along with a threshold for implementing the adjustment (example attached). This calculation is not overly complicated, however, implementing it across the entire EOI program with all contractors while jobs are ongoing would be an arduous administrative undertaking.
 - A scheduled fuel price review
 - At pre-set intervals (quarterly, semi-annually, etc....), fuel costs could be acquired from predetermined location(s), averaged, and a threshold could be set for triggering a review or adjustment to hourly rates.

Administration having to continuously adjust rates and implementing additional calculations that fluctuate will slow processes. The Administrative Assistants who work with the EOI program rarely have a moment to spare. When they aren't lining up equipment for projects, they are tracking days of work to administer the 20-day cap, coordinating with supervisors and day labour foremen, responding to inquiries from contractors, updating contractor records, etc.... Reviewing fuel rates frequently and adjusting contractor rates could have staffing implications.

If Council chooses to implement a fuel cost adjustment to contractor rates, Administration recommends a universal percentage increase with a pre-set review interval.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will have additional historical information and examples to further discuss the issue of fuel cost adjustments and/or surcharges.

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 accept the information as presented. Administration does not recommend this action as it is a timely and pertinent subject.

FINANCIAL IMPLICATION:

Direct Costs: There are no direct costs to accepting for information

Ongoing / Future Costs: TBD

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

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FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- 2022 EOI Truck Rates
- Rate Comparisons & Cost Calculations for 2022 Hauls - 1 to 4 Cent Change in tonne/km payment
- Tonne/Km Haul Distance and Rate Per Tonne Calculations
- Example of Fuel Cost Adjustment from Grader Beat RFQ
- Example of Fuel Surcharge from Sales Agreement
- Statistics Canada – Monthly Average Calgary/Edmonton 2018-2022
- Vendor – Fuel Price History November 2021-March 2022

Schedule "A" 2022 Greenview Equipment Contractor Registry Rates

Stockpile	\$0.17 tonne/km plus \$1.00 BLF
Stockpile FTR	\$0.19 tonne/km plus \$1.00 BLF
All Equipment & Trucks and Construction Graders	100% of ARHCA
Labourer	\$41.00 per hour
Chain Saw Labourer	\$45.00 per hour with saw
Crew Cab Truck	\$170.00 per day *
Service Truck	\$170.00 per day *
Small Equipment (not listed in ARHCA) Will be paid at 10% over accepted rental rates.	

BLF = Basic Loading Factor

Tandem Axle Dump Truck	\$120.00 per hour
Tri-Axle Dump Truck	\$148.00 per hour
Tandem Axle Dump Truck c/w Tandem Axle Pup	\$165.00 per hour
Tandem Axle Dump Truck c/w Tri-Axle Pup	\$172.00 per hour
Tandem Axle Dump Truck c/w Wagon	\$181.00 per hour
Tandem Axle Dump Truck c/w Quad Wagon	\$189.00 per hour
Tri-Axle Dump Truck c/w Tri-Axle Pup	\$200.00 per hour
Tandem Semi-Tractor c/w Tandem Axle End Dump	\$161.00 per hour
Tandem Semi-Tractor c/w Tri-Axle End Dump	\$170.00 per hour
Tri-Axle Semi Tractor c/w ...	Adds \$22 per hour to tandem rate
Tri-Axle Dump Truck c/w ...	Adds \$28 per hour to tandem rate
Small Equipment Trailer	\$75.00 per day
Gooseneck Trailer - (Light Trucks)	\$100.00 per day
Water/Trash Pumps – 2"	\$75.00 per day/all-inclusive
Water/Trash Pumps – 3"	\$95.00 per day/all-inclusive

Rainout days paid 3 hours maximum, and service truck paid out at ½ day rate. Equipment will only be paid for the hours worked. Contractors are not to charge for breakdowns, lunch breaks, etc....

Travel time (on trucking only) is one (1) hour per day. (i.e.) **Gravel and Water trucks**

Gravel trucks and Water trucks operating on the Forestry Trunk Road will be compensated an additional \$10.00 per hour.

All equipment rates will be taken from the 2021 ARHCA at 100% unless otherwise mentioned.

*Crew Cab Truck Rate and Service Truck Rate includes the driver, equipment operator, and/or labourers travel time.

Rate Comparisons & Cost Calculations for 2022 Hauls - 1 to 4 Cent Change in Tonne/Km Payment								
Source Gravel Pit	Destinations	Distance Between Sites (Averaged)	Amount Being Hauled	Total hauling costs to haul at current rate - (100% = \$0.17 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>1 cent increased rate</u> - (106% = \$0.18 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>2 cent increased rate</u> - (112% = \$0.19 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>3 cent increased rate</u> - (118% = \$0.20 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>4 cent increased rate</u> - (124% = \$0.21 per tonne/km + \$1.00 BLF)
Athabasca Pit (South of Fox Creek)	Valleyview Stockpile & Little Smoky Stockpile	111 Km	110,000 tonnes	\$2,185,700.00	\$2,307,800.00 Increased cost of \$122,100.00	\$2,429,900.00 Increased cost of \$244,200.00	\$2,552,000.00 Increased cost of \$366,300.00	\$2,674,100.00 Increased cost of \$488,400.00
Ridgevalley Gravel Pit	Hunke Gravel Stockpile (New Fish Creek) & 8 Mile Stockpile (Sunset House)	72 Km	50,000 tonnes	\$662,000.00	\$698,000.00 Increased cost of \$36,000.00	\$734,000.00 Increased cost of \$72,000.00	\$770,000.00 Increased cost of \$108,000.00	\$806,000.00 Increased cost of \$144,000.00
Pinto Gravel Pit	Grovedale Operations Yard	47 Km	5000 tonnes	\$44,950.00	\$47,300.00 Increased cost of \$2,350.00	\$49,650.00 Increased cost of \$4,700.00	\$52,000.00 Increased cost of \$7,050.00	\$54,350.00 Increased cost of \$9,400.00
TBD (Winter sand to be crushed in 2022)	Valleyview, DeBolt, & Grovedale Operations Yards	TBD	15,000 tonnes	\$90,000 Total Hauling Cost Estimated for all sites	\$95,400 Increased cost of \$5,400.00	\$100,800.00 Increased cost of \$10,800.00	\$106,200.00 Increased cost of \$16,200.00	\$111,600.00 Increased cost of \$21,600.00
Source Gravel Pit	Destination	Distance Between Sites	Amount Being Hauled	Total hauling costs to haul at current rate - (100% = \$0.19 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>1 cent increased rate</u> - (105% = \$0.20 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>2 cent increased rate</u> - (111% = \$0.21 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>3 cent increased rate</u> - (116% = \$0.22 per tonne/km + \$1.00 BLF)	Total hauling costs to haul at <u>4 cent increased rate</u> - (121% = \$0.23 per tonne/km + \$1.00 BLF)
Timber Pro/Murtron Gravel Pit (North end of FTR)	Lignite Stockpile (KM 27 FTR)	29 Km	50,000 tonnes	\$325,500.00	\$340,000.00 Increased cost of \$14,500	\$354,500.00 Increased cost of \$29,000	\$369,000.00 Increased cost of \$43,500.00	\$383,500.00 Increased cost of \$58,000
Totals:				\$3,173,200.00	\$3,488,500.00 Increased cost of \$180,350.00	\$3,668,850.00 Increased cost of \$360,700.00	\$3,849,200.00 Increased cost of \$676,00.00	\$4,029,550.00 Increased cost of \$721,400.00

Tonne/KM Haul Distance and Rate Per Tonne Calculations					
Source Gravel Pit	Destination	Distance Between Sites	Price per tonne to haul at current rate - (100% = \$0.17 per tonne/km + \$1.00 BLF)	Price per tonne to haul at increased rate - (106% = \$0.18 per tonne/km + \$1.00 BLF)	Price per tonne to haul at decreased rate - (94% = \$0.16 cents per tonne/km + \$1.00 BLF)
Athabasca Pit (South of Fox Creek)	8 Mile Stockpile (Sunset House)	152 Km	\$26.84	\$28.36	\$25.32
Athabasca Pit (South of Fox Creek)	Hunke Gravel Stockpile (New Fish Creek)	160 Km	\$28.20	\$29.80	\$26.60
Athabasca Pit (South of Fox Creek)	Valleyview Stockpile	124 Km	\$22.08	\$23.32	\$20.84
Athabasca Pit (South of Fox Creek)	Little Smoky Stockpile	98 Km	\$17.66	\$18.64	\$16.68
Ridgevalley Gravel Pit	8 Mile Stockpile (Sunset House)	68 Km	\$12.56	\$13.24	\$11.88
Ridgevalley Gravel Pit	Hunke Gravel Stockpile (New Fish Creek)	76 Km	\$13.92	\$14.68	\$13.16
Ridgevalley Gravel Pit	Valleyview Stockpile	53 Km	\$10.01	\$10.54	\$9.48
Smoky River Goodwin Pit (By Moody's Crossing)	Valleyview Stockpile	71 Km	\$13.07	\$13.78	\$12.36
Smoky River Goodwin Pit (By Moody's Crossing)	Hunke Gravel Stockpile (New Fish Creek)	95 Km	\$17.15	\$18.10	\$16.20
Smoky River Goodwin Pit (By Moody's Crossing)	8 Mile Stockpile (Sunset House)	86 Km	\$15.62	\$16.48	\$14.76
Pinto Gravel Pit (West of Grovedale)	Grovedale Operations Yard	47 Km	\$8.99	\$9.46	\$8.52
Source Gravel Pit	Destination	Distance Between Sites	Price per tonne to haul at current rate - (100% = \$0.19 per tonne/km + \$1.00 BLF)	Price per tonne to haul at increased rate - (105% = \$0.20 per tonne/km + \$1.00 BLF)	Price per tonne to haul at decreased rate - (95% = \$0.18 cents per tonne/km + \$1.00 BLF)
Timber Pro/Murtron Gravel Pit (North end of FTR)	Lignite Stockpile (KM 27 FTR)	29 Km	\$6.51	\$6.80	\$6.22
Highlighted Green = hauls that are most common					

Grader Beat RFQ Fuel Cost Adjustment Example (Highlighted Below)

Policies can be viewed at www.mdgreenview.ab.ca/government/policies-bylaws/

10.0

PAYMENT

10.1 Payment for work will be processed monthly upon receiving approved invoices from the Contractor covering the hours worked at the quoted rate. The following information must be supplied with each invoice:

- Dates worked
- Starting and stopping time for each day worked
- Kilometers of road graded and location (base map provided by Greenview)
- Copies of operator's daily time slips

10.2 Invoices received without this information may be returned to the Contractor for completion.

10.3 Invoices shall be emailed to accounts.payable@mdgreenview.ab.ca

10.4 Failure to provide the appropriate information may result in delay of payment.

10.5 A fuel cost component of the contract price will be adjusted on an annual basis as follows:

Beginning in 2022 and for the remainder of the term of the Agreement, the posted retail price for fuel will be obtained from the Valleyview UFA at 9:00 AM on May 1. If May 1 falls on a weekend or holiday, the price will be obtained at 9:00 AM on the following business day.

The average fuel consumption used for all motor graders on contract will be 25 liters/hour to calculate annual fuel price adjustments. The hourly contract rate will not be adjusted lower than the original contracted hourly rate. The hourly rate will not be adjusted if the price per litre change is less than \$0.10 per litre. If the fuel price change is greater than \$0.10 per litre from May 1, 2022 or from the most recent price adjustment, either increasing or decreasing, the following example calculations outline how rate changes will be calculated. Prices will be adjusted both increasing and decreasing but not below the original contracted rate.

The example calculations provided below are for clarification purposes only (fictitious numbers used):

a)	Fuel price per litre as of May 1, 2022	\$1.256
	Fuel price per litre as of May 1, 2023	<u>\$1.284</u>
	Fuel price difference	\$0.028
	Fuel price difference is less than \$0.10	no change

b)	Fuel price per litre as per May 1, 2023	\$1.284
	Fuel price per litre as per May. 1, 2024	<u>\$1.399</u>
	Fuel price difference (greater than \$0.10)	\$0.115
	25 litres/hr x \$0.115 = \$2.875/hr.	
	Hourly rate as of May 1, 2024	\$115.00
	Plus fuel price difference	<u>\$ 2.875</u>
	Adjusted hourly rate as of May. 1, 2024	\$117.88/hr
c)	Fuel price per litre as of May. 1, 2024	\$ 1.399
	Fuel price per litre as of May. 1, 2025	<u>\$ 1.185</u>
	Fuel price difference (greater than \$0.10)	\$ 0.164
	25 litres/hr x 0.164 = \$4.10/hr.	
	Hourly rate as of May 1, 2023	\$117.88
	Less fuel price difference	<u>(\$ 4.10)</u>
		\$113.78/hr
	Hourly rate as of May. 1, 2023	\$115.00/hr
	(not adjusted lower than original contract rate of \$115/hr)	

11.0 PENALTY, TERMINATION, AND ASSIGNMENT

- 11.1 Termination without cause:** This agreement may be terminated by either party upon receipt of written notice within thirty (30) days of intent to terminate.
- 11.2 Termination with cause:** Failure to provide grading services satisfactory to Greenview in its sole and unfettered discretion may result in termination of this Agreement as follows; should the Contractor fail to provide grading services satisfactory to Greenview, the Manager, Operations may terminate the Agreement at any time upon giving the Contractor seven (7) days written notice of such termination.
- 11.3 Termination with cause:** In addition to any other rights that Greenview may have hereunder, or in law, Greenview may at any time, in the exercise of its sole discretion, terminate without prior notice, this Agreement or any portion of the Agreement for



September 2, 2021

Mr. Josh Friesen
MD of Greenview #16
PO Box 1079
Valleyview, AB T0H 3N0

Dear Mr. Friesen:

RE: 2021/2022 Road Salt (Sodium Chloride) Quote

With reference to the above, please find enclosed our pricing structure for the supply and delivery of your road de-icing requirements effective until April 30, 2022. **Please note a fuel surcharge will apply to the Base Price/Tonne below and will fluctuate monthly, see table below.**

Product	Delivery Location	Truck Type	Approx. Annual Volume	Base Price/Tonne	Current FSC %	Current FSC/Tonne	SK Carbon Tax \$/tonne	Current Delivered \$/Tonne	Currency
Vanscoy Standard	Grovedale, AB	Hopper	800 tonnes		9.5%	\$12.33	\$2.00		CAD
Vanscoy Standard	Valleyview, AB	Hopper	885 tonnes		9.5%	\$11.73	\$2.00		CAD
Vanscoy Standard	Grande Cache, AB	Hopper	120 tonnes		9.5%	\$13.48	\$2.00		CAD
Vanscoy Standard	Debolt, AB	End Dump	150 tonnes		9.5%	\$12.15	\$2.00		CAD

*price will expire in 30 days, from letter date, unless signed and returned

See Attached Terms & Conditions – Truck Bulk Deliveries

Avg Rack Price Range	FSC % to Customer	Avg Rack Price Range	FSC % to Customer
28.00 - 30.49	-2.50	73.00 - 75.49	6.50
30.50 - 32.99	-2.00	75.50 - 77.99	7.00
33.00 - 35.49	-1.50	78.00 - 80.49	7.50
35.50 - 37.99	-1.00	80.50 - 82.99	8.00
38.00 - 40.49	-0.50	83.00 - 85.49	8.50
40.50 - 42.99	0.00	85.50 - 87.99	9.00
43.00 - 45.49	0.50	88.00 - 90.49	9.50
45.50 - 47.99	1.00	90.50 - 92.99	10.00
48.00 - 50.49	1.50	93.00 - 95.49	10.50

50.50 - 52.99	2.00	95.50 - 97.99	11.00
53.00 - 55.49	2.50	98.00 - 100.49	11.50
55.50 - 57.99	3.00	100.50 - 102.99	12.00
58.00 - 60.49	3.50	103.00 - 105.49	12.50
60.50 - 62.99	4.00	105.50 - 107.99	13.00
63.00 - 65.49	4.50	108.00 - 110.49	13.50
65.50 - 67.99	5.00	110.50 - 112.99	14.00
68.00 - 70.49	5.50	113.00 - 115.49	14.50
70.50 - 72.99	6.00	115.50 - 117.99	15.00

If you have any questions please feel free to contact me at [REDACTED]. We thank you for the opportunity to quote your requirements and look forward to working with you.

Sincerely,



Contracts Coordinator



By signing below, you are accepting the quoted prices and terms and conditions:

Company Name: MD of Greenview

Name: _____

Title: _____

Signature: _____

Contract Expiry Date: April 30, 2022

Statistics Canada				
Monthly average retail prices for gasoline and fuel oil, by geography				
	Edmonton, Alberta		Calgary, Alberta	
Reference Period	Regular unleaded gasoline at self service filling stations	Diesel fuel at self service filling stations	Regular unleaded gasoline at self service filling stations	Diesel fuel at self service filling stations
Year-Month	Cents per litre	Cents per litre	Cents per litre	Cents per litre
18-Oct	119.8	128.6	121.4	131.3
18-Nov	105.7	128.5	108.3	131.5
18-Dec	95	120.6	97.1	122.4
19-Jan	91.8	112.7	95.2	113.3
19-Feb	99.2	116.7	102	118.7
19-Mar	110.2	122.4	113.6	123.6
19-Apr	118.9	124	122.5	125.2
19-May	117.8	124.6	120.7	126.9
19-Jun	100.4	113.1	103.6	116.2
19-Jul	105.4	107.7	108.4	108.2
19-Aug	99.9	106.3	102.2	107.9
19-Sep	99.3	106	102.1	107.9
19-Oct	98.2	112.7	100.4	113.6
19-Nov	95.1	116.2	97.9	117.4
19-Dec	96.2	118	99	118.9
20-Jan	98.8	120	101.6	123.2
20-Feb	96.4	113.7	99	119.1
20-Mar	77	102.4	79.2	102.4
20-Apr	62.4	92.4	66.2	91.3
20-May	83.3	85.9	87.2	87.4
20-Jun	92	87	95.1	88.8
20-Jul	95	91.9	97.4	92.6
20-Aug	92.2	93.2	97.5	93.4
20-Sep	98.8	92.2	104.9	93.1
20-Oct	92	94	104.5	94.4
20-Nov	90.2	96.7	103.7	96.2
20-Dec	94.7	101.1	101.9	100.2
21-Jan	100.9	104.6	102.8	105.6
21-Feb	109	109.4	111.3	111.3
21-Mar	114.5	116.3	117.3	117.6
21-Apr	119.9	119.8	123.6	120.4
21-May	123.4	122.1	127.3	123.6
21-Jun	125.6	123.2	130.3	123.9
21-Jul	133	122.3	135.6	123.2
21-Aug	132.3	122.5	135.2	123.9
21-Sep	129.5	123.9	133.1	125.1
21-Oct	138.3	134.7	140.8	138.3
21-Nov	136	135.1	141.9	136.5
21-Dec	130.6	134	139.5	136.4
22-Jan	133.7	137.2	138.9	139.8
22-Feb	142.2	146.4	145.4	146.8

How to cite: Statistics Canada. Table 18-10-0001-01 Monthly average retail prices for gasoline and fuel oil, by geography

Vendor - Fuel Price History - November 2021 - March 2022
(prices in cents)

Start Date	End Date	Low Sulphur Diesel	+/-	Marked Diesel	+/-	Regular Unleaded Gasoline	+/-
Nov 12, 2021	Nov 18, 2021	94.66	+1.86	94.66	+1.86	91.36	-1.81
Nov 19, 2021	Nov 25, 2021	93.96	-0.70	93.96	-0.70	91.24	-0.12
Nov 26, 2021	Dec 2, 2021	91.47	-2.49	91.47	-2.49	88.41	-2.83
Dec 3, 2021	Dec 9, 2021	89	-2.47	89	-2.47	83.69	-4.72
Dec 10, 2021	Dec 16, 2021	92.04	+3.04	92.04	+3.04	80.37	-3.32
Dec 17, 2021	Dec 23, 2021	93.14	+1.10	93.14	+1.10	84.96	+4.59
Dec 24, 2021	Dec 30, 2021	90.44	-2.70	90.44	-2.70	85	+0.04
Dec 31, 2021	Jan 6, 2022	93.41	+2.97	93.41	+2.97	88.04	+3.04
Jan 7, 2022	Jan 13, 2022	94.06	+0.65	94.06	+0.65	90.47	+2.43
Jan 14, 2022	Jan 20, 2022	98.84	+4.78	98.84	+4.78	91.49	+1.02
Jan 21, 2022	Jan 27, 2022	100.47	+1.63	100.47	+1.63	91.96	+0.47
Jan 28, 2022	Feb 3, 2022	102	+1.53	102	+1.53	93.14	+1.18
Feb 4, 2022	Feb 10, 2022	106.24	+4.24	106.24	+4.24	97.66	+4.52
Feb 11, 2022	Feb 17, 2022	110.64	+4.40	110.64	+4.40	99.91	+2.25
Feb 18, 2022	Feb 24, 2022	111.49	+0.85	111.49	+0.85	98.7	-1.21
Feb 25, 2022	Mar 3, 2022	109.83	-1.66	109.83	-1.66	95.94	-2.76
Mar 4, 2022	Mar 10, 2022	114.04	+4.21	114.04	+4.21	104.33	+8.39
Mar 11, 2022	Mar 17, 2022	141.67	+27.63	141.67	+27.63	122.94	+18.61
Mar 18, 2022	Mar 24, 2022	127.93	-13.74	127.93	-13.74	119.2	-3.74
Mar 25, 2022	Mar 31, 2022	133.84	+5.91	133.84	+5.91	120.19	+0.99
Taxes to be added to price (Excluding GST/HST)		Low Sulfur Diesel		Marked Diesel		Regular Unleaded	
Federal Excise Tax		4		4		10	
Provincial Tax		13		4		13	
Carbon Tax		10.73		10.73		8.84	
Total Taxes		27.73		18.73		31.84	

Vendor - Fuel Price History - November 2021 - March 2022
(prices in cents)

Start Date	End Date	Low Sulphur Diesel	+/-	Marked Diesel	+/-	Regular Unleaded Gasoline	+/-
Nov 12, 2021	Nov 18, 2021	94.66	+1.86	94.66	+1.86	91.36	-1.81
Nov 19, 2021	Nov 25, 2021	93.96	-0.70	93.96	-0.70	91.24	-0.12
Nov 26, 2021	Dec 2, 2021	91.47	-2.49	91.47	-2.49	88.41	-2.83
Dec 3, 2021	Dec 9, 2021	89	-2.47	89	-2.47	83.69	-4.72
Dec 10, 2021	Dec 16, 2021	92.04	+3.04	92.04	+3.04	80.37	-3.32
Dec 17, 2021	Dec 23, 2021	93.14	+1.10	93.14	+1.10	84.96	+4.59
Dec 24, 2021	Dec 30, 2021	90.44	-2.70	90.44	-2.70	85	+0.04
Dec 31, 2021	Jan 6, 2022	93.41	+2.97	93.41	+2.97	88.04	+3.04
Jan 7, 2022	Jan 13, 2022	94.06	+0.65	94.06	+0.65	90.47	+2.43
Jan 14, 2022	Jan 20, 2022	98.84	+4.78	98.84	+4.78	91.49	+1.02
Jan 21, 2022	Jan 27, 2022	100.47	+1.63	100.47	+1.63	91.96	+0.47
Jan 28, 2022	Feb 3, 2022	102	+1.53	102	+1.53	93.14	+1.18
Feb 4, 2022	Feb 10, 2022	106.24	+4.24	106.24	+4.24	97.66	+4.52
Feb 11, 2022	Feb 17, 2022	110.64	+4.40	110.64	+4.40	99.91	+2.25
Feb 18, 2022	Feb 24, 2022	111.49	+0.85	111.49	+0.85	98.7	-1.21
Feb 25, 2022	Mar 3, 2022	109.83	-1.66	109.83	-1.66	95.94	-2.76
Mar 4, 2022	Mar 10, 2022	114.04	+4.21	114.04	+4.21	104.33	+8.39
Mar 11, 2022	Mar 17, 2022	141.67	+27.63	141.67	+27.63	122.94	+18.61
Mar 18, 2022	Mar 24, 2022	127.93	-13.74	127.93	-13.74	119.2	-3.74
Mar 25, 2022	Mar 31, 2022	133.84	+5.91	133.84	+5.91	120.19	+0.99
Taxes to be added to price (Excluding GST/HST)		Low Sulfur Diesel		Marked Diesel		Regular Unleaded	
Federal Excise Tax		4		4		10	
Provincial Tax		13		4		13	
Carbon Tax		10.73		10.73		8.84	
Total Taxes		27.73		18.73		31.84	



REQUEST FOR DECISION

SUBJECT: **2022-2026 Contract Grader Beats**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 12, 2022
DEPARTMENT: OPERATIONS
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 1018, Expenditure and Disbursement Policy.

RECOMMENDED ACTION:

MOTION:

1. That Council award a service contract for road maintenance grading services at the Co-ops, Enterprises, & Local Roads in the Grande Cache Area to McNeil Construction for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.
2. That Council award a service contract for road maintenance grading services in the DeBolt/Goodwin area to Down to Earth Oilfield Excavating Ltd. for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.
3. That Council award a service contract for road maintenance grading services for the Forestry Trunk Road Area 1 to Rutt Busters Road Maintenance for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.
4. That Council award a service contract for road maintenance grading services for the Forestry Trunk Road Area 2 to Rutt Busters Road Maintenance for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.
5. That Council award a service contract for road maintenance grading services for the Forestry Trunk Road Area 3 to Klassen Brothers Northern Ltd. for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.
6. That Council award a service contract for road maintenance grading services for the Forestry Trunk Road Area 4 to Klassen Brothers Northern Ltd. for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.
7. That Council award a service contract for road maintenance grading services for the Puskwaskau Area to Down to Earth Oilfield Excavating Ltd. for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.

8. That Council award a service contract for road maintenance grading services for the Sturgeon Heights/Clarkson Valley Area to Down to Earth Oilfield Excavating Ltd. for 4 years beginning on May 1, 2022 with funds to come from Operations' operational budget.

BACKGROUND/PROPOSAL:

Greenview's rural road network is divided into 14 grader beat areas with 9 being maintained by contractors and 5 being maintained by Greenview staff and equipment. 8 of 9 maintenance grading contracts expire on April 30 at 11:59 PM.

On Tuesday, March 1, 2022, an RFQ was posted for road maintenance grading services for 4-year term service contracts in 8 different areas to commence on May 1, 2021. Administration is recommending the lowest quote in all areas.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that travellers, industrial users, residents, and ratepayers in the relevant areas will have continued grading services for road maintenance at the lowest quoted rate.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

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

FINANCIAL IMPLICATION:

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

Direct Costs: N/A

Ongoing / Future Costs:

Ongoing costs will be based upon hours worked at the hourly rate quoted which is anticipated to be between \$340,000 and \$390,000 per area per year.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision, contractors will be notified, and agreements will be entered into.

ATTACHMENT(S):

- Official Results – 2022-2026 Grader Beat RFQ
- Grader Beat Rate Comparisons 2018 vs 2022
- Maps of Grader Beat Areas



MUNICIPAL DISTRICT OF GREENVIEW

Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.


Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Klassen Brothers Northern Ltd.	Co-ops, Enterprises, & Local Roads in the Grande Cache Area	\$175.00 Withdrawn
McNeil Construction	Co-ops, Enterprises, & Local Roads in the Grande Cache Area	\$205.00

We, the undersigned, having been present at the RFQ opening and having examined the documents, do hereby certify that the information as recorded above is correct.

Municipal District Representative:  Date: March 15, 2022
Brandon Murphy

Witness: 
Ilona Digby



MUNICIPAL DISTRICT OF GREENVIEW

Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.

Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Down To Earth Oilfield Excavating Ltd.	DeBolt - Goodwin	\$129.00
Rutt Busters Road Maintenance	DeBolt - Goodwin	\$142.00
J. Moody Grader Service	DeBolt - Goodwin	\$147.43
Klassen Brothers Northern Ltd.	DeBolt - Goodwin	\$175.00

We, the undersigned, having been present at the RFQ opening and having examined the documents, do hereby certify that the information as recorded above is correct.

Municipal District Representative:  _____ Date: March 15, 2022
Brandon Murphy

Witness:  _____
Ilona Digby



MUNICIPAL DISTRICT OF GREENVIEW

Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.


Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Rutt Busters Road Maintenance	Forestry Trunk Road Area 1	\$154.00
J. Moody Grader Service	Forestry Trunk Road Area 1	\$173.43
Klassen Brothers Northern Ltd.	Forestry Trunk Road Area 1	\$185.00


We, the undersigned, having been present at the RFQ opening and having examined the documents, do hereby certify that the information as recorded above is correct.

Municipal District Representative: _____


Brandon Murphy

Date: March 15, 2022

Witness: _____


Ilona Digby



MUNICIPAL DISTRICT OF GREENVIEW

Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.

Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Rutt Busters Road Maintenance	Forestry Trunk Road Area 2	\$154.00
J. Moody Grader Service	Forestry Trunk Road Area 2	\$173.43
Klassen Brothers Northern Ltd.	Forestry Trunk Road Area 2	\$185.00

We, the undersigned, having been present at the RFQ opening and having examined the documents, do hereby certify that the information as recorded above is correct.

Municipal District Representative:  Date: March 15, 2022
Brandon Murphy

Witness: 
Ilona Digby



MUNICIPAL DISTRICT OF GREENVIEW

Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.

Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Klassen Brothers Northern Ltd.	Forestry Trunk Road Area 3	\$185.00
Rutt Busters Road Maintenance	Forestry Trunk Road Area 3	\$190.00
J. Moody Grader Service	Forestry Trunk Road Area 3	\$194.23
McNeil Construction	Forestry Trunk Road Area 3	\$205.00

We, the undersigned, having been present at the RFQ opening and having examined the documents, do hereby certify that the information as recorded above is correct.

Municipal District Representative:  Date: March 15, 2022
Brandon Murphy

Witness: 
Ilona Digby



MUNICIPAL DISTRICT OF GREENVIEW

Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.


Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Klassen Brothers Northern Ltd.	Forestry Trunk Road Area 4	\$185.00
Rutt Busters Road Maintenance	Forestry Trunk Road Area 4	\$190.00
J. Moody Grader Service	Forestry Trunk Road Area 4	\$199.43
McNeil Construction	Forestry Trunk Road Area 4	\$205.00

We, the undersigned, having been present at the RFQ opening and having examined the documents, do hereby certify that the information as recorded above is correct.

Municipal District Representative: _____


Brandon Murphy

Date: March 15, 2022

Witness: _____


Ilona Digby



MUNICIPAL DISTRICT OF GREENVIEW


Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.

Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Down To Earth Oilfield Excavating Ltd.	Puskwaskau	\$134.00
Rutt Busters Road Maintenance	Puskwaskau	\$142.00
J. Moody Grader Service	Puskwaskau	\$147.43
Klassen Brothers Northern Ltd.	Puskwaskau	\$175.00

We, the undersigned, having been present at the RFQ opening and having examined the documents, hereby certify that the information as recorded above is correct.

Municipal District Representative: 
Brandon Murphy

Date: March 15, 2022

Witness: 
Ilona Digby



MUNICIPAL DISTRICT OF GREENVIEW

Operations - Tender Results
2022-2026 Grader Beat RFQ
Closed Tuesday, March 15, 2022, at 2:00 PM.

Official Results

Note: Prices do not include G.S.T.

Company Name	Area Quoted	Rate Per Hour
Down To Earth Oilfield Excavating Ltd.	Sturgeon Heights-Clarkson Valley	\$128.00
Rutt Busters Road Maintenance	Sturgeon Heights-Clarkson Valley	\$154.00
Klassen Brothers Northern Ltd.	Sturgeon Heights-Clarkson Valley	\$175.00

We, the undersigned, having been present at the RFQ opening and having examined the documents, do hereby certify that the information as recorded above is correct.

Municipal District Representative: _____

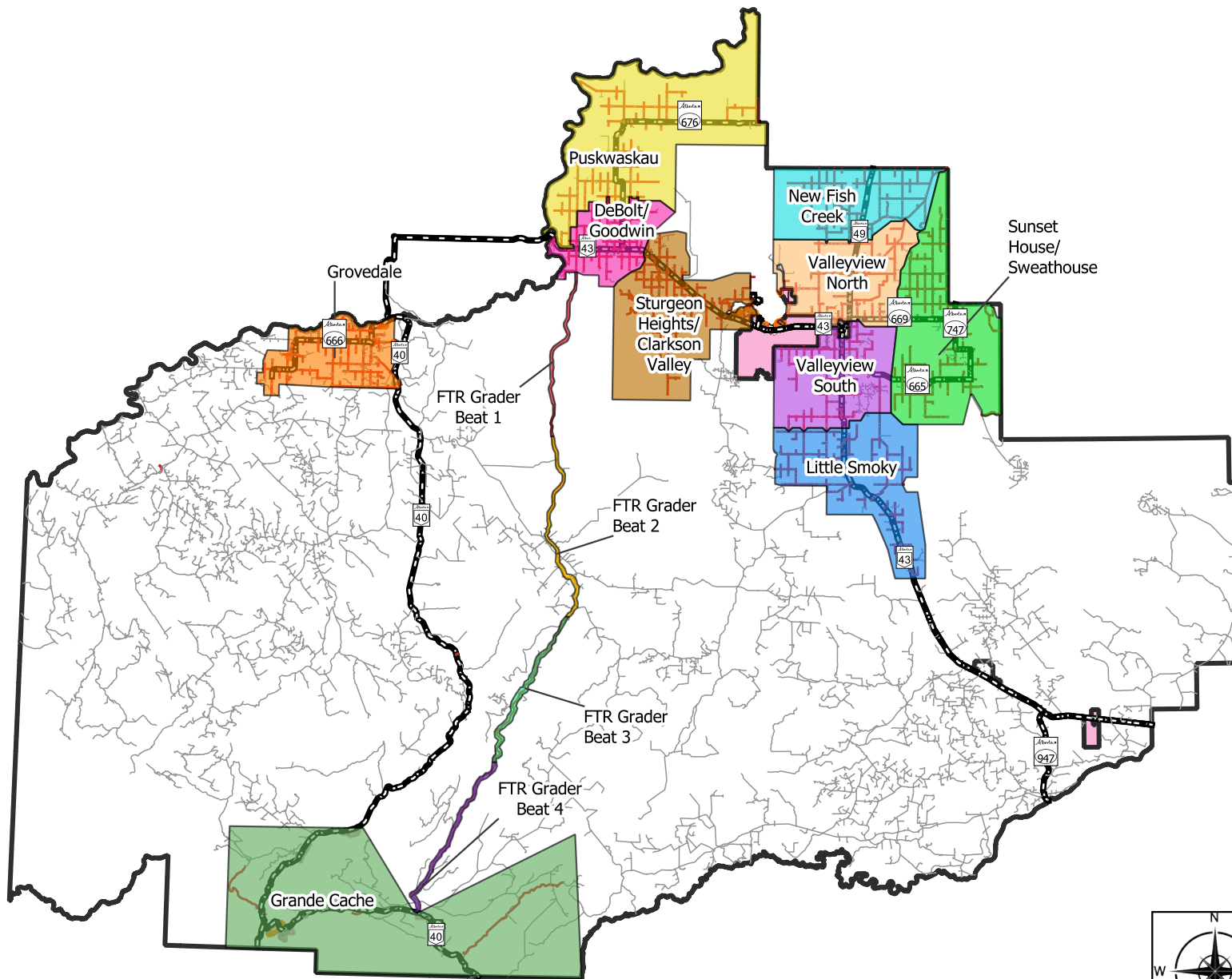
Brandon Murphy

Date: March 15, 2022

Witness: _____

Ilona Digby

Grader Beat/Area	2018 Quoted Rate/Hour	2022 Quoted Rate/Hour	Price Difference (Dollars)	Price Difference (Percentage)
Co-ops, Enterprises, & Local Roads in the Grande Cache Area	\$ 165.00	\$ 205.00	\$ 40.00	24%
DeBolt/Goodwin	\$ 120.00	\$ 129.00	\$ 9.00	8%
Forestry Trunk Road Area 1	\$ 147.43	\$ 154.00	\$ 6.57	4%
Forestry Trunk Road Area 2	\$ 147.43	\$ 154.00	\$ 6.57	4%
Forestry Trunk Road Area 3	\$ 167.43	\$ 185.00	\$ 17.57	10%
Forestry Trunk Road Area 4	\$ 174.43	\$ 185.00	\$ 10.57	6%
Puskwaskau	\$ 120.00	\$ 134.00	\$ 14.00	12%
Sturgeon Heights/Clarkson Valley	\$ 115.00	\$ 128.00	\$ 13.00	11%
Average:	\$ 144.59	\$ 159.25	\$ 14.66	10%



Legend

Municipal Boundary

Roads Jurisdiction

MUNICIPAL

PRIVATE

PROVINCIAL

Indian Reserves

Grader Beats

DeBolt/Goodwin

FTR Grader Beat 1

FTR Grader Beat 2

FTR Grader Beat 3

FTR Grader Beat 4

Grande Cache

Grovedale

Little Smoky

New Fish Creek

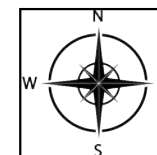
Puskwaskau

Sturgeon Heights/
Clarkson Valley

Sunset House/
Sweathouse

Valleyview North

Valleyview South



MD of Greenview Grader Beats

0 25 50 km



UTM Zone 11 NAD83

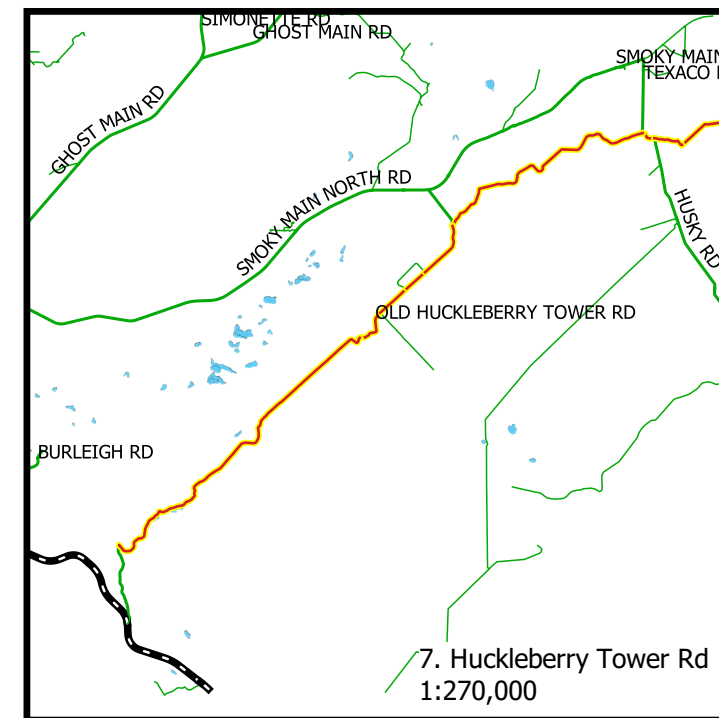
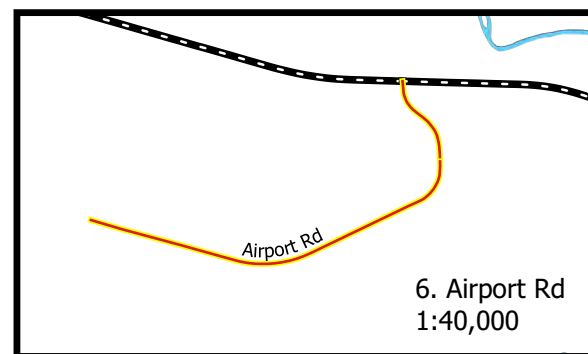
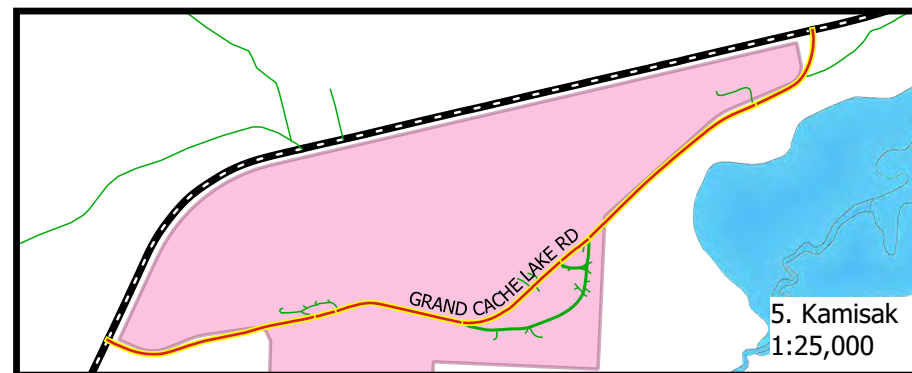
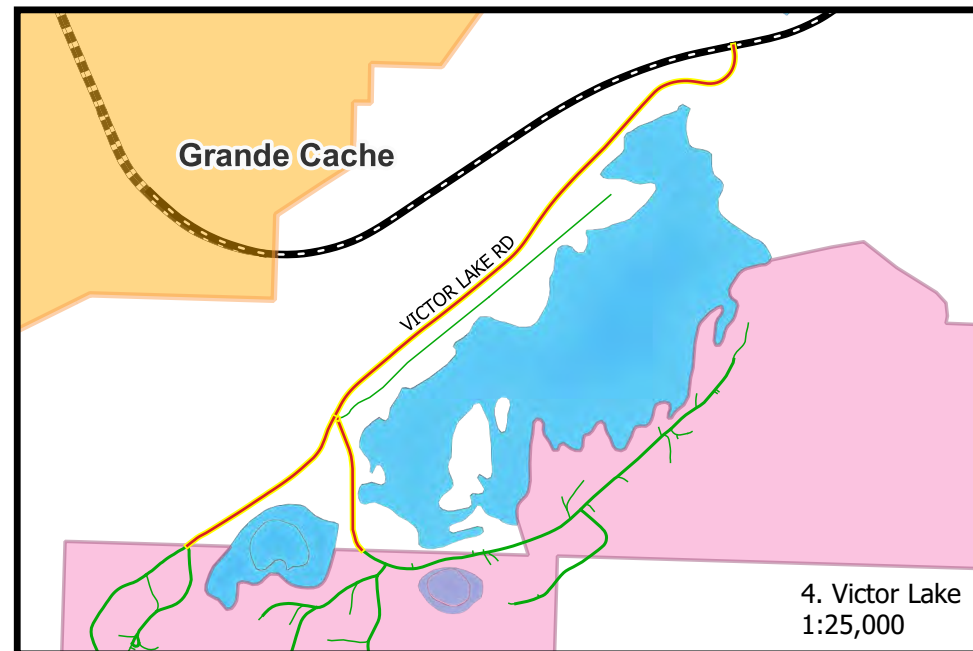
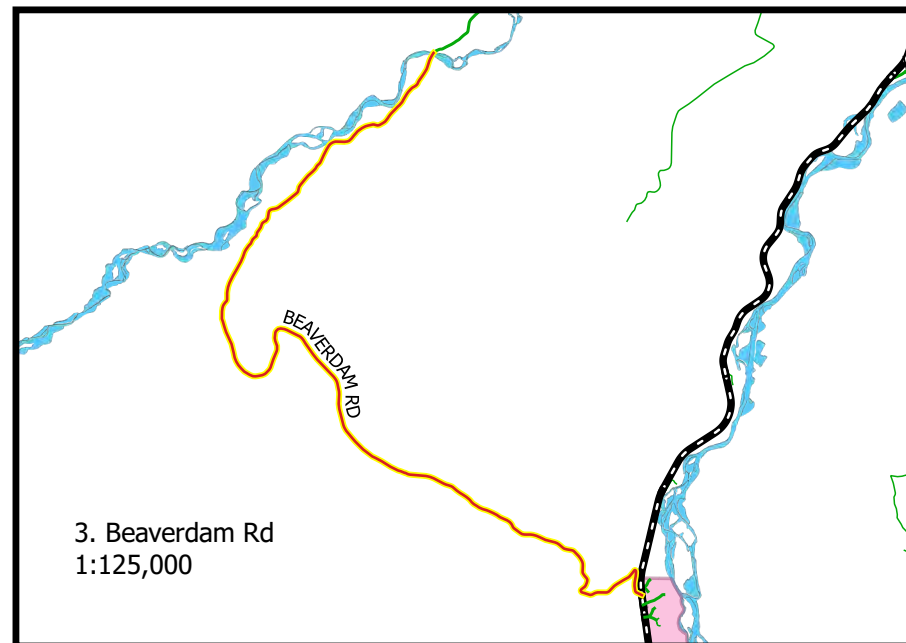
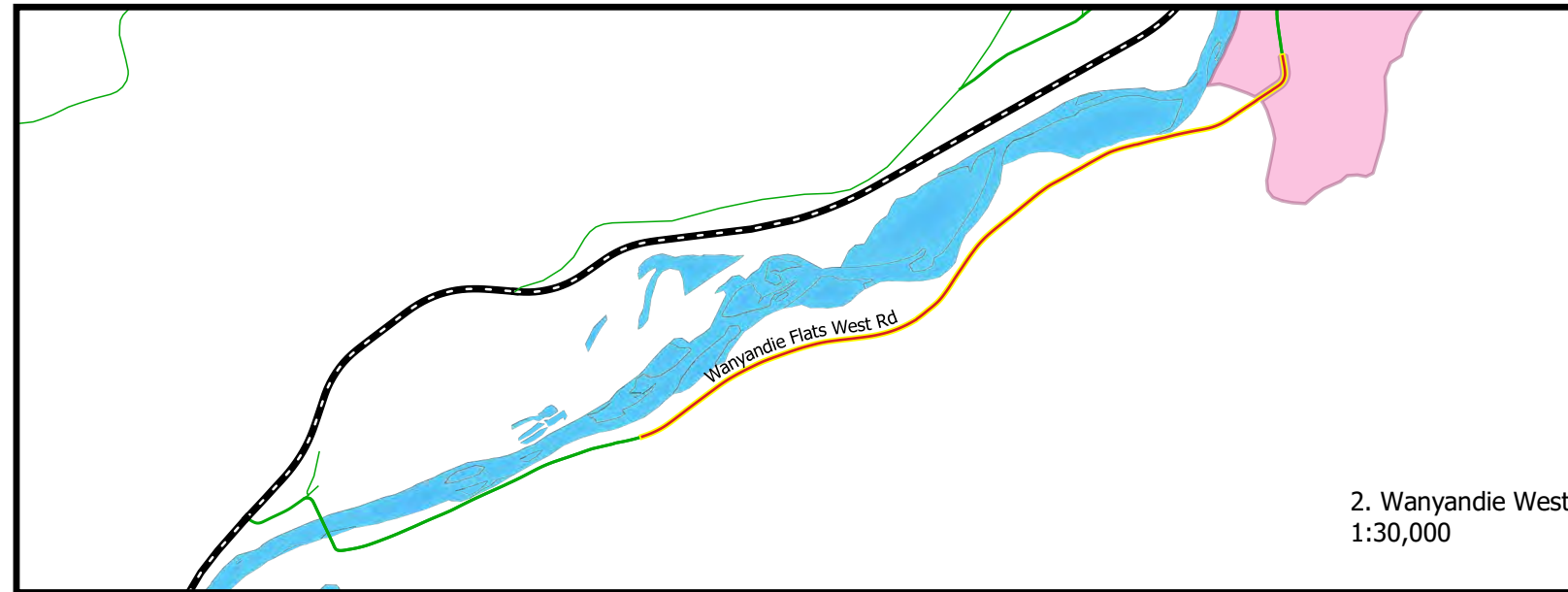
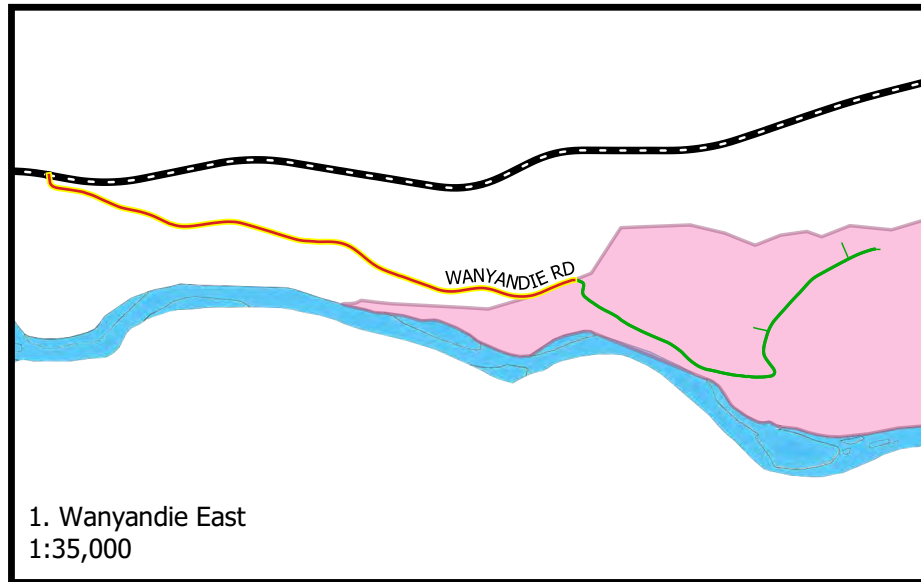
1:1,300,000

Date: 04/01/2022

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- Legend**
- Roads Jurisdiction
- MUNICIPAL
 - PRIVATE
 - - - PROVINCIAL
 - Hydro Line
 - Hydro Area
 - Co-Operatives



Rural Grande Cache and Co-Operatives Grader Maintained Roads - INSETS

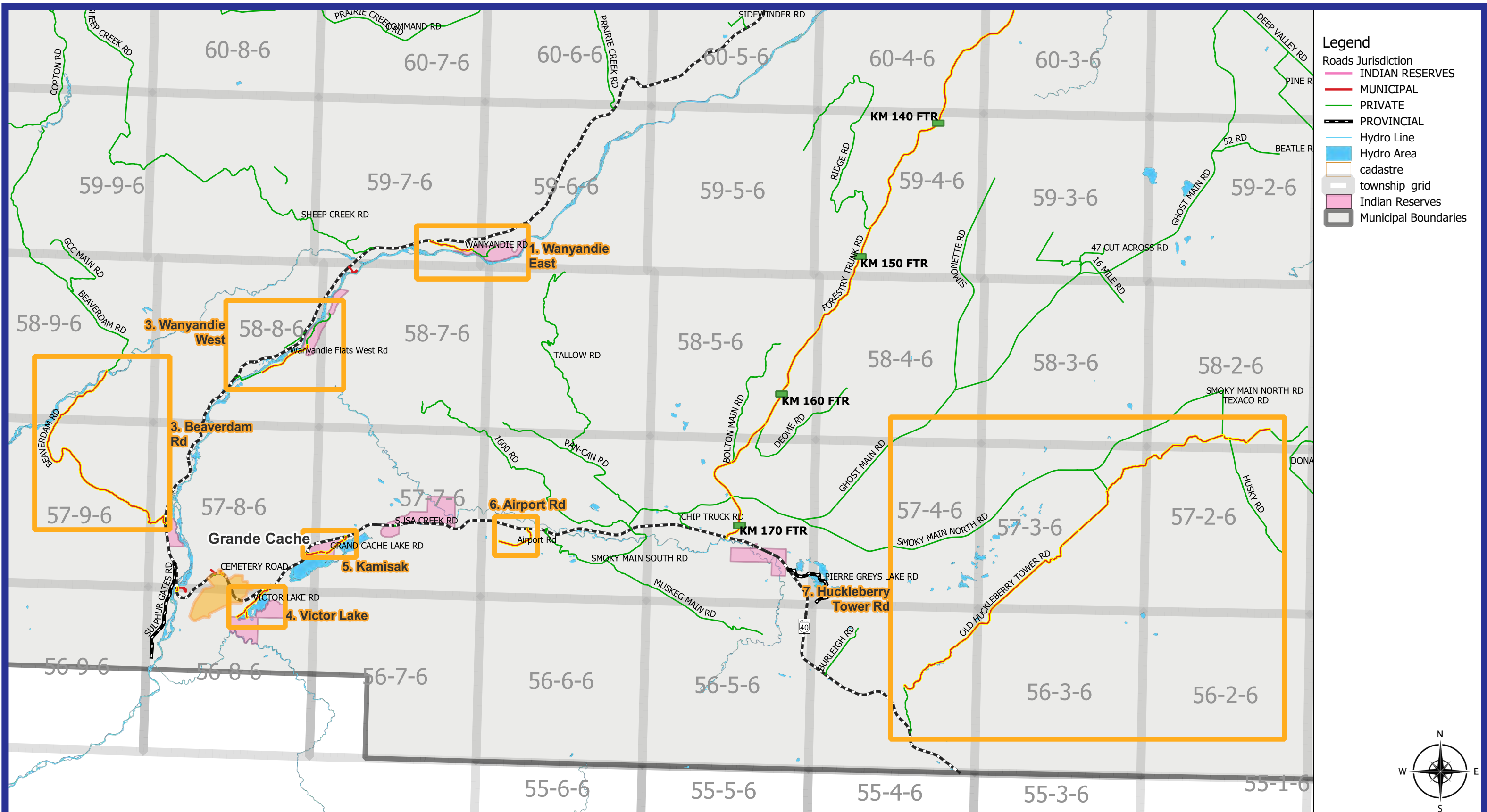
UTM Zone 11 NAD83

Date: 02/24/2022

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Rural Grande Cache and Co-Operatives Grader Maintained Roads

0 2.5 5 7.5 km

UTM Zone 11 NAD83

1:210,000

Date: 02/24/2022

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REQUEST FOR DECISION

SUBJECT:	Range Road 64 Construction		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 12, 2022	CAO: EK	MANAGER: LT
DEPARTMENT:	CONSTRUCTION & ENGINEERING	DIR: RA	PRESENTER: LT
STRATEGIC PLAN:	Infrastructure	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 1018, Expenditure and Disbursement Policy.

RECOMMENDED ACTION:

MOTION: That Council award the Range Road 64 Regrade Project to Wild West Dirt Works Ltd. for \$1,844,713.50 with funds to come from the 2022 Road Construction Capital Budget.

MOTION: That Council approve additional funding of \$283,767.50 to be transferred from reserves to the RD18008 project in the 2022 Roads Construction Capital Budget.

BACKGROUND/PROPOSAL:

The Range Road 64 Regrade project was first tasked to administration in 2018, but with all the ongoing water / waste water projects (Grovedale Raw water Line, Landry Height water Line, Water Treatment Plant and Grovedale water / sanitary lines) adjacent to Range Road 64, it was recommended to be postponed.

The tender for Range Road 64 was posted from February 7th to February 25th, on the Alberta Purchasing Connection website. The public tender opening was held online at 2:00 p.m. on February 25th. The project is approx. 3kms in total length of regrade for future surfacing.

There were 11 tenders received with no disqualifications. The results are as follows:

Wild West Dirt Works Ltd.	\$1,641,645.00	Qualified
Green Acre Ventures Ltd.	\$1,778,660.00	Qualified
Mainline Construction (2014) Ltd.	\$1,792,671.60	Qualified
Klassen Brothers Northern Ltd.	\$1,942,310.25	Qualified
Plains Constructors Canada Ltd.	\$2,010,512.85	Qualified
PME Inc.	2,100,244.23	Qualified
Cox Contractors	\$2,123,899.00	Qualified
Northern Road Builders	\$2,212,841.45	Qualified
In-Line Contracting Ltd.	\$2,414,206.00	Qualified
BTO Contracting Ltd.	\$2,649,543.60	Qualified

Kichton Contracting Ltd.	\$2,979,950.41	Qualified
--------------------------	----------------	-----------

The consultant (WSP) reviewed the tender quantities, calculations, and any anomalies along with reference checks as required.

The lowest bidder is Wild West Dirt Works Ltd. and is located out of Bezanson, Alberta.

Contract Amount (less site occ. Days)	\$1,481,645.00
Contingency (10%)	\$148,164.50
Engineering Preliminary Design, Tender, Construction and Post Construction	\$198,904.00
Overall Estimate	\$1,950,000.00
Current MD Overall Budget	\$1,560,946.00

- *Site occupancy is a contracting strategy used to help ensure that the owner receives the lowest evaluated project cost (combination of price to construct plus the number of days to complete). The contractor estimates the number of calendar days that he requires to complete the work and includes this amount in the tender price (i.e. number of days multiplied by a predetermined daily rate). A site occupancy is made to contractors who complete the work in less calendar days bid. If a contractor completes the work in exactly the number of days bid, there is no change in payment. Assuming this is the case, the actual contract cost is the total tender amount less the site occupancy (i.e., 25 days @\$2,500per day = \$62,500.00).*

Additional costs have incurred due to the project being postponed multiple times, duplicating permits, additional site days, engineering and increase of pipe sizes associated with the project.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion, is that the regrade project on Range Road 64 will be completed in the 2022 construction season.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that additional funding is required.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or deny the recommended motion, however Administration does not recommend this action as it will postpone the project again.

FINANCIAL IMPLICATION:

Direct Costs: \$1,844,713.50

Ongoing / Future Costs: Future costs include regular maintenance costs such as gravels, snow removal and potential asphalt.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council decides Administration will advise the consultant and the contractor to move forward with the planning.

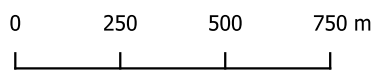
ATTACHMENT(S):

- PDF of Range Road 64 Construction Location



MD Road Projects 2022 RD18008 - Range 64

- Legend**
- 2022 Road Projects
 - cadastre
 - Hydro Area
 - Hydro Line
 - Roads-Jurisdiction
 - MUNICIPAL
 - PRIVATE
 - PROVINCIAL

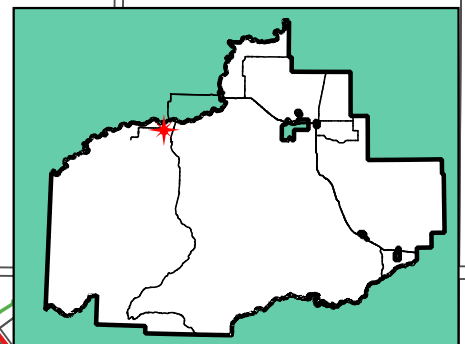
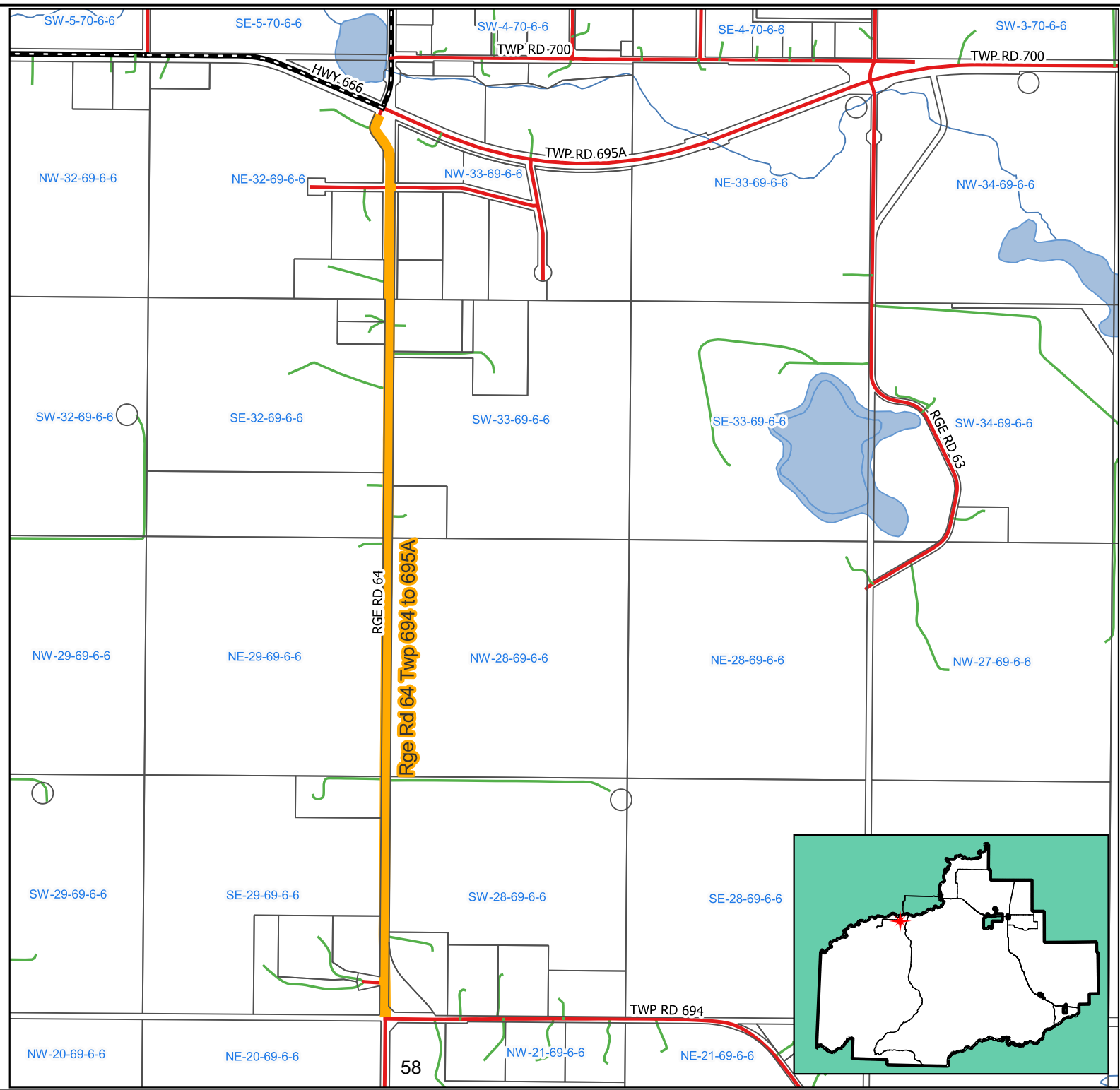


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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





REQUEST FOR DECISION

SUBJECT: **Range Road 230 Base Pave Engineering**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 12, 2022 CAO: EK MANAGER: LT
DEPARTMENT: CONSTRUCTION & ENGINEERING DIR: RA PRESENTER: LT
STRATEGIC PLAN: Infrastructure LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council award the Engineering for the Base Pave project on Range Road 230 to Beairsto & Associates Ltd. in the amount of \$134,871.54 with funds to come from the 2022 Road Surfacing Capital Budget.

BACKGROUND/PROPOSAL:

Range Road 230 is located approx. 4km west of Valleyview south of Hwy 43. This road is used by area residents and industry in the area. The road was regraded and widened in 2020 with day labour and built for future asphalt.

During 2022 budget deliberations this project was brought forward and approved in the Interim budget. Administration posted the request for proposal on January 17th, 2022, with Alberta Purchasing Connection. The proposal closed on February 22nd with the lowest bid being received by Beairsto and Associates Ltd.

Administration did the Evaluation rating of each engineering firm and rated them on the following:

• Corporate Qualifications & Experience	10% out of 100%
• Key Staff Qualifications & Experience	15% out of 100%
• Reference and Past Performance	10% out of 100%
• Project time scheduling	15% out of 100%
• Cost of Services	30% out of 100%
• Fee schedule and Project understanding	20% out of 100%
	Total out of 100%

There was a total of 8 proposals received, 2 being disqualified. The two bidders were disqualified due to the estimated days proposed were not followed in the proposal as requested. The following proposals were received.

Company	Bid Price	Rank in Order	Evaluation
Beirsto and Associates	\$134,871.54	1	91%
McIntosh Perry	\$142,927.00	2	76%
Allnorth	\$149,942.00	3	85%
Helix Engineering	\$170,140.00	4	71%
McElhanney	\$195,419.00	5	66%
Exp	\$275,298.46	6	61%
Tetra Tech	\$357,270.00	7	59%
WSP	\$74,539.92	Disqualified	68%
MPE	\$141,788.00	Disqualified	66%

The costs associated in the award include engineering for all phases of the project including preliminary engineering, detailed design, tender prep, tender and award, construction and contract supervision and post construction including warranty inspection.

Administration is bringing this motion forward as per our Policy 1018 that states:

“Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Request for Proposals, which must be awarded by Council. Purchases great that \$200,000 on a capital expenditure that is not part of the tendered project must be approved by resolution of Council.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the base pave project on RR 230 will be completed in the 2022 construction season.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to choose another engineering consultant.

FINANCIAL IMPLICATION:

Direct Costs: \$134,871.54

Ongoing / Future Costs: Ongoing overlay, maintenance, snow removal

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Upon Council's decision, administration will advise the consultant to proceed.


ATTACHMENT(S):

- Range Road 230 Base Pave Map




MD Road Projects 2022 PV22003 - Range 230

Legend

 2022 Road Projects

 cadastre

 Hydro Line

Roads-Jurisdiction

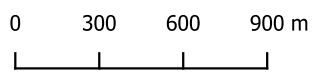
 MUNICIPAL

 PRIVATE

 PROVINCIAL

Indian Reserve

 Reserve

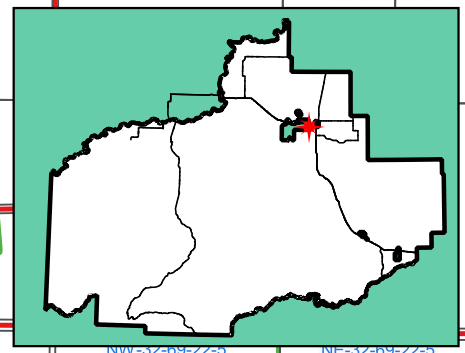
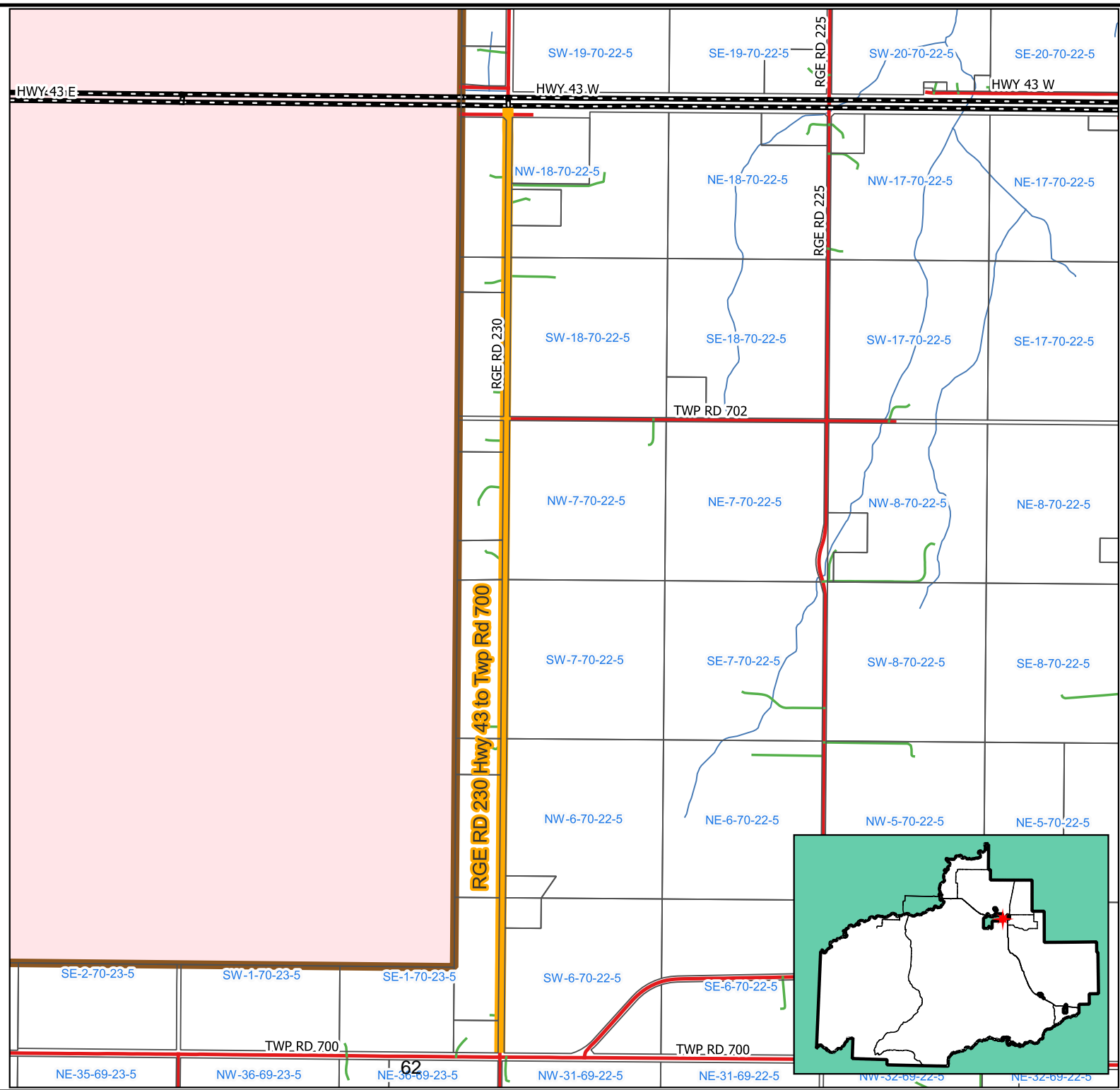


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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





REQUEST FOR DECISION

SUBJECT: **Range Road 251 Engineering Overlay Award**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 12, 2022 CAO: EK MANAGER: LT

DEPARTMENT: CONSTRUCTION & ENGINEERING DIR: RA PRESENTER: LT

STRATEGIC PLAN: Infrastructure LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council award the overlay project on Range Road 251 to WSP for engineering in the amount of \$68,302.08, with funds to come from the 2022 Road Surfacing Capital Budget.

BACKGROUND/PROPOSAL:

The project is approx. 3.5kms in total length, which includes asphalt overlay and spot repairs throughout due to sloughing in the past 2 years. Range Road 251 is located approx. 27km west of Valleyview, and south off Hwy 43. The road is used by industry, local residents and access to the Sturgeon Heights Transfer Station.

During 2022 budget deliberations this project was brought forward and approved in the Interim budget. Administration posted the Request for Proposal on January 27th, 2022, with Alberta Purchasing Connection. The proposal closed on February 14th with the lowest bid being received by WSP.

Administration did the Evaluation rating of each engineering firm and rated them in the following:

• Corporate Qualifications & Experience	10% out of 100%
• Key Staff Qualifications & Experience	15% out of 100%
• Reference and Past Performance	10% out of 100%
• Project time scheduling	15% out of 100%
• Cost of Services	30% out of 100%
• Fee schedule and Project understanding	20% out of 100%
	Total out of 100%

There was a total of 9 proposals received, 3 being disqualified due to not quoting days asked for in the proposal. The following proposals were received.

Company	Bid Price	Rank in Order	Evaluation
WSP	\$68,302.08	1	88%
Beairsto & Associates	\$71,518.76	2	88%
Allnorth	\$79,653.00	3	82%
McElhanney	\$115,951.60	4	66%
EXP	\$137,889.50	5	74%
Tetra Tech	\$268,265.00	6	66%
MPE Engineering	\$62,460.00	Disqualified	71%
McIntosh Perry	\$53,754.00	Disqualified	89%
Helix Engineering	\$47,605.00	Disqualified	91%

The costs associated in the award include engineering for all phases of the project including preliminary engineering, detailed design, tender prep, tender and award, construction and contract supervision and post construction including warranty inspection.

Administration is bringing this motion forward as per our Policy 1018 that states:

“Any capital expenditure approved by Council in budget or by resolution may be awarded and/or actioned by Administration to a maximum of \$200,000.00, excepting Request for Proposals, which must be awarded by Council. Purchases great that \$200,000 on a capital expenditure that is not part of the tendered project must be approved by resolution of Council.”

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Range Road 251 overlay project will be completed during the 2022 construction season.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or deny the recommended motion and choose another engineering consultant.

FINANCIAL IMPLICATION:

Direct Costs: \$68,302.08

Ongoing / Future Costs: Ongoing overlay, maintenance, snow removal

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Upon Council's decision, administration will advise the consultant to proceed.

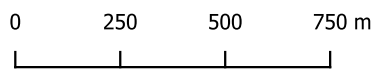
ATTACHMENT(S):

- Range Road 251 Overlay map



MD Road Projects 2022
PV22001 - Range 251

- Legend**
- 2022 Road Projects
 - cadastre
 - Hydro Area
 - Hydro Line
 - Roads-Jurisdiction
 - MUNICIPAL
 - PRIVATE
 - PROVINCIAL

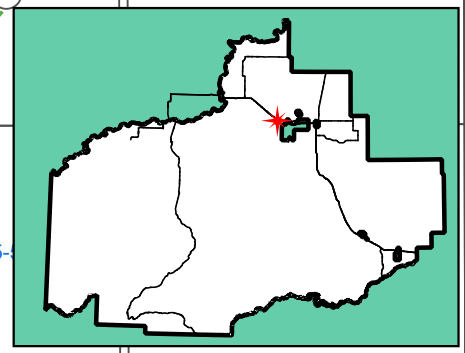
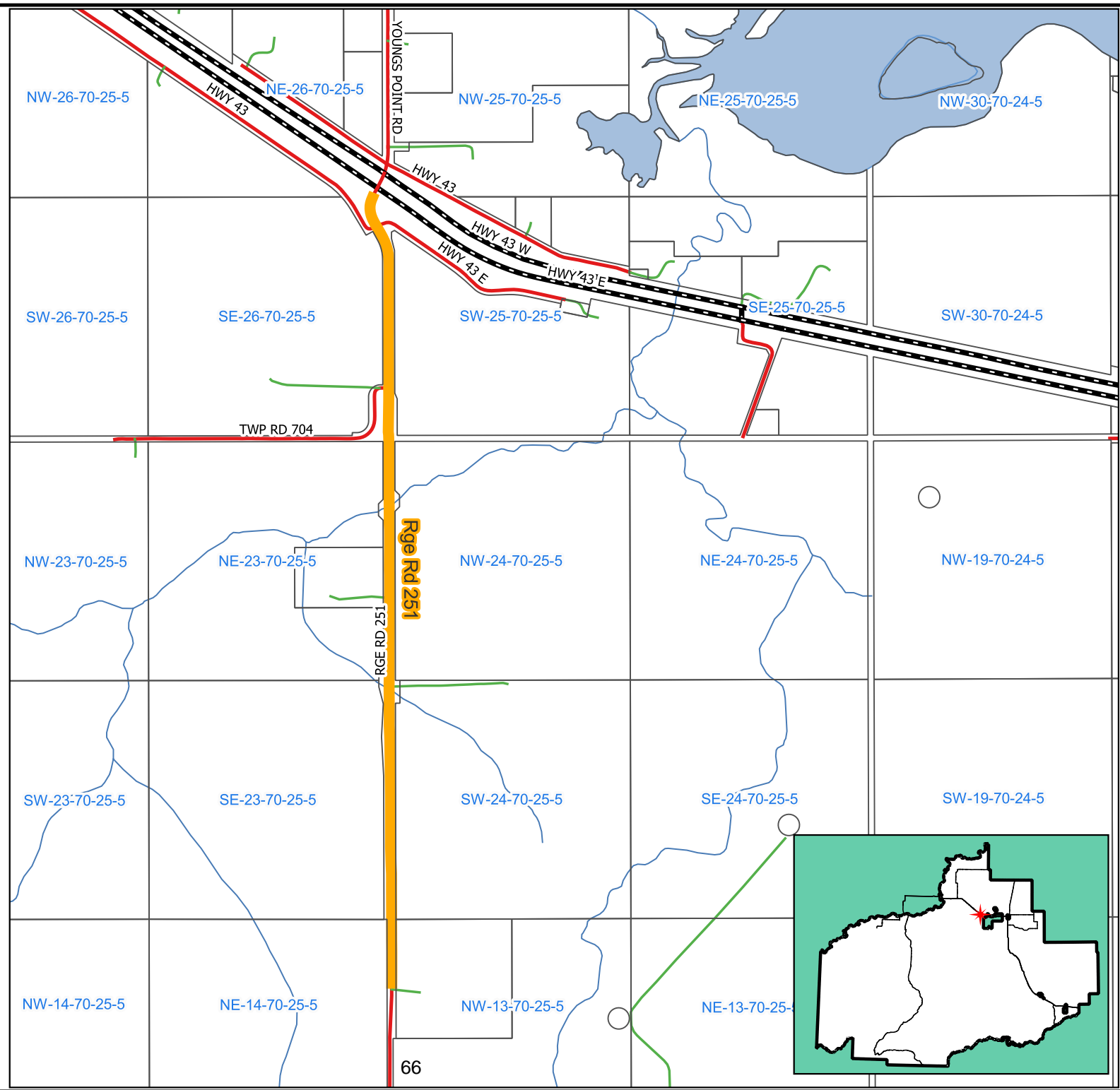


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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





REQUEST FOR DECISION

SUBJECT:	Township Road 692 Award	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: EK	MANAGER: LT
MEETING DATE:	April 12, 2022	DIR: RA	PRESENTER: LT
DEPARTMENT:	CONSTRUCTION & ENGINEERING	LEG: SS	
STRATEGIC PLAN:	Infrastructure		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 1018, Expenditure and Disbursement Policy.

RECOMMENDED ACTION:

MOTION: That Council award Township Road 692 Regrade project to PME Inc. for \$1,513,696.27 with funds to come from the 2022 Interim Capital Roads Budget.

MOTION: That Council approve additional funding of \$513,696.27 to be transferred from reserves to the RD20008 project in the 2022 Interim Road Construction Capital Budget.

BACKGROUND/PROPOSAL:

Township Road 692 Regrade project is approx. 3kms in total length. The project was brought forward during budget deliberations, because of the heavy Industrial traffic, residential traffic, and the only access to the Greenview's Pinto gravel pit.

During 2022 budget deliberations this project was brought forward and approved in the Interim budget. This tender for Township Road 692 was posted on February 18th to March 7th, on the Alberta Purchasing Connection website. The public online tender opening was held at 2:00 p.m. on March 7th, 2022.

Administration did the evaluation rating of each engineering firm and rated them in the following:

• Corporate Qualifications & Experience	10% out of 100%
• Key Staff Qualifications & Experience	15% out of 100%
• Reference and Past Performance	10% out of 100%
• Project time scheduling	15% out of 100%
• Cost of Services	30% out of 100%
• Fee schedule and Project understanding	20% out of 100%
	Total out of 100%

There were 7 tenders received with no disqualifications. The results are as follows:

PME Inc.	\$1,268,172.97	Qualified
Green Acres Ltd.	\$1,323,713.25	Qualified
Cox Contractors	\$1,412,918.65	Qualified
Mainline Construction	\$1,427,803.91	Qualified
Prairie North Group.	\$1,513,290.00	Qualified
Northern Road Builders	\$1,550,906.18	Qualified
In-Line Contracting	\$1,893,530.00	Qualified

The consultant (Allnorth) reviewed the tender quantifies, calculations, and any anomalies along with reference checks as required.

The lowest bidder is PME Inc. and is located out of Fort Saskatchewan, Alberta.

Contract Amount (less site occ. Days)	\$1,195,392.97
Contingency (10%)	\$119,539.30
Engineering Preliminary Design, Tender, Construction and Post Construction	\$198,764.00
Engineering spent to date	(Spent to date - not additional) \$55,480.00
Overall Estimate	\$1,524,982.54
Current MD Overall Budget	\$1,000,000.00

- *Site occupancy is a contracting strategy used to help ensure that the owner receives the lowest evaluated project cost (combination of price to construct plus the number of days to complete). The contractor estimates the number of calendar days that he requires to complete the work and includes this amount in the tender price (i.e. number of days multiplied by a predetermined daily rate). A site occupancy is made to contractors who complete the work in less calendar days bid. If a contractor completes the work in exactly the number of days bid, there is no change in payment. Assuming this is the case, the actual contract cost is the total tender amount less the site occupancy (i.e., 25 days @\$2,500per day = \$62,500.00).*

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion will allow the regrade project of Township Road 692 to be completed in 2022.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that additional project funding will be required.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not award, although Administration does not recommend as there have been costs incurred with prelim engineering, ATCO line moves, brushing and other agreements in place.

Alternative #2: Council has the alternative to choose a different contractor.

FINANCIAL IMPLICATION:

Direct Costs: \$1,513,696.27

Ongoing / Future Costs: Future costs include regular maintenance costs such as gravel and snow removal.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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FOLLOW UP ACTIONS:

Dependent on Council's decision, Administration will advise the consultant and the contractor to move forward with the project.

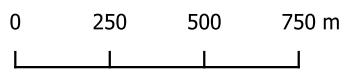
ATTACHMENT(S):

- PDF of Township Road 692 Construction Location



MD Road Projects 2022 RD20008 - Township 692

- Legend**
- 2022 Road Projects
 - cadastre
 - Hydro Area
 - Hydro Line
 - Roads-Jurisdiction**
 - MUNICIPAL
 - PRIVATE
 - PROVINCIAL

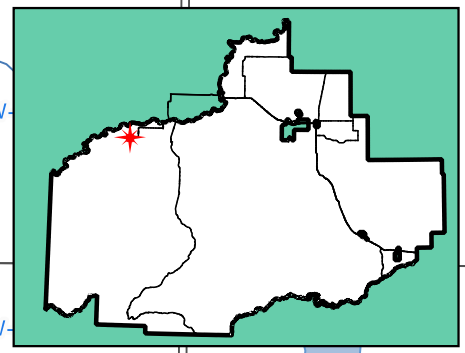
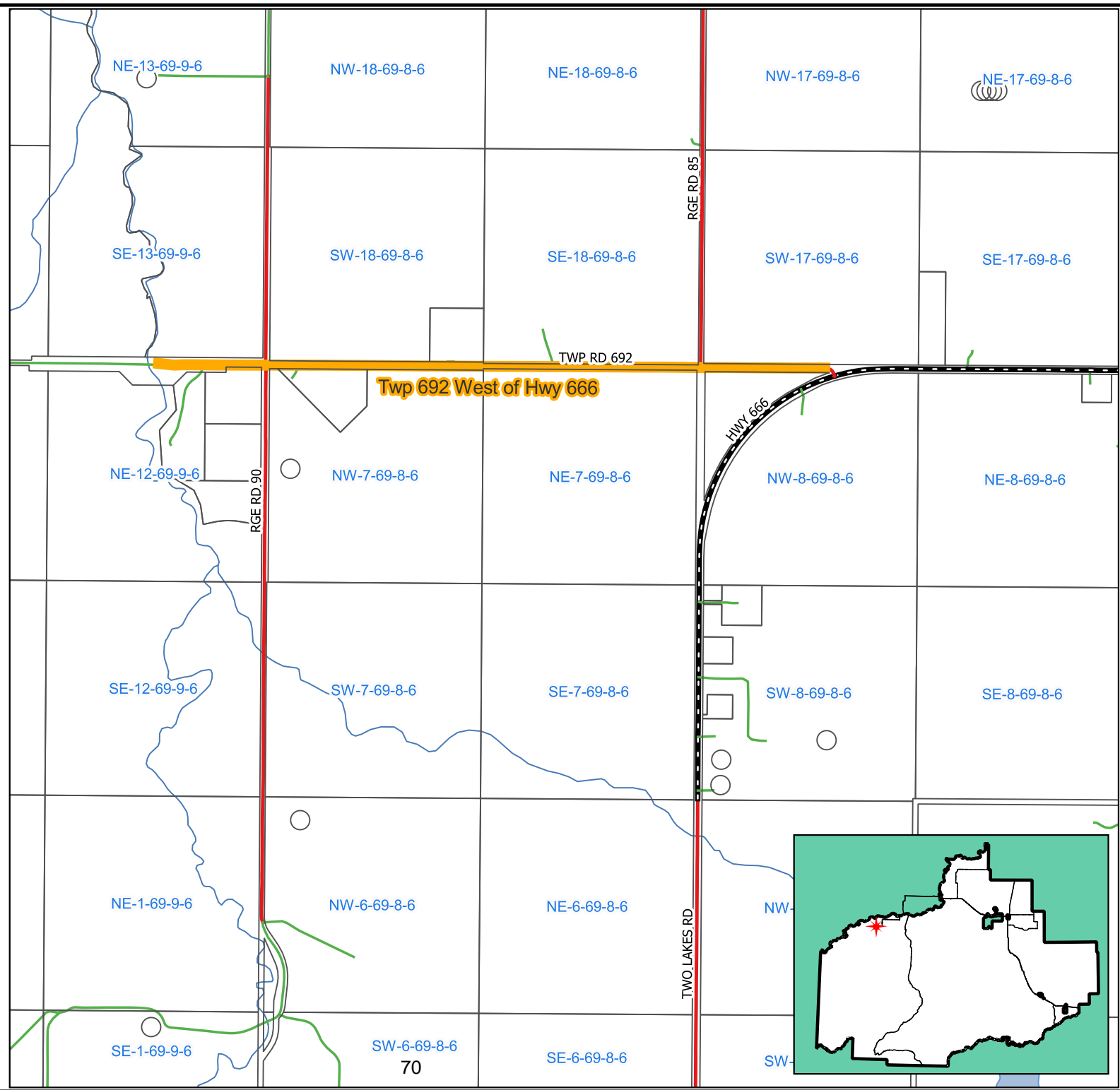


Produced: April 01, 2022 Projection UTM 11N NAD83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





REQUEST FOR DECISION

SUBJECT:	RV Dumping Station	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: EK	MANAGER: LT
MEETING DATE:	April 12, 2022	DIR: RA	PRESENTER: LT
DEPARTMENT:	CONSTRUCTION & ENGINEERING	LEG: SS	
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Greenview Land Use Bylaw

RECOMMENDED ACTION:

MOTION: That Council accept the proposed RV Sanitary Dump sites for information as presented.

MOTION: That Council approve the RV Dumping Station location _____ with funds to come from the 2022 Interim Roads Capital budget.

BACKGROUND/PROPOSAL:

In the past Administration has investigated multiple locations regarding the RV dumping station.

2018

- **DeBolt Lagoon** – high cost, no utilities, power, water or sewer
- **Lift Station in DeBolt** – Ruled out by Alberta Transportation
- **Crooked Creek Water point/recycle bins** this site is most preferred as there is a good non potable water source and power already available on site and the location is easily accessible and highly visible. Development permits have been acquired from both Alberta Transportation and Greenview to ensure the locations viability. Both development applications were approved for this land usage.

2019

- **DeBolt & District Ag Society** at the sports fields would need an amendment to the Land Use Amendment (LUA)

2020

- **DeBolt & District Ag Society** – would need a LUA, on privately owned lands, narrow streets

2021

- **Land next to the old firehall**, wider streets, Greenview owned land but limited space, access to water/waste and recycling with the potential to increase commerce of local businesses
- **Parking area at the museum site**, owned by Greenview, close to water and sewer. Challenges of narrow streets and reduction of parking at the museum.

2021 –

- **Empty lot next to the feedlot café** – water on site, gravity fed sewer, large lot, benefits businesses in the area, easy access, however would have to purchase land, sewer connection may not be on site, LUA would be required.
- **Old firehall** – Water service already on site, gravity fed sewer, Greenview owned, easy access, benefit to local business does not meet setbacks, LUA would be required, close to ravine (sloughing concerns) small site
- **DeBolt & District Ag Society** – possible future recreation at AG site, Not Greenview land, Gate would have to be left open at all times, narrow streets, any damage to driving surface would be Greenview's responsibility, higher costs of running power, forced sewer main system and water to site, LUA amendment.

Administration has been investigating locations throughout DeBolt and Ridgevalley Areas. Administration recommends a location that will benefit area businesses (Corner Store, Restaurant, Off Sale Liquor / Drinking establishment or a Hotel). The capacity / Integrity of local infrastructure was also taken into consideration.

Locations zoned as Hamlet Commercial in Greenview's Land Use Bylaw states; *"The purpose of this District is to provide a variety of commercial and tourism related developments within the Hamlets."*

Administration has investigated three potential sites that have been identified. The 4 sites Administration is recommending for discussion are;

1. Empty Lots west of the Feedlot Café (corner of Alberta Ave and Main Street West)
2. Lot west across from New Seniors Center location in the Hamlet of DeBolt
3. Crooked Creek Store Area
4. Crooked Creek Water Point

Each site has their own list of pros and cons, see below:

Option #1

Empty Lots west of the Feedlot Café

<u>Cons</u>	<u>Anticipated Cost</u>	<u>Pros</u>
• Would have to purchase land	\$200,000.00	• Water service already on site
• Sewer connection may not be on site (50/50)		• Sanitary connection will be gravity fed
• Land Use Amendment would be required		• Able to accommodate multiple units on the lot
		• Benefits to small business in the area
		• Easy Access
		• Potable water on site
		• Zoned Hamlet Commercial

Option #2

Lot west across from New Seniors Center location

<u>Cons</u>	<u>Anticipated Cost</u>	<u>Pros</u>
• Smaller area for turnaround	\$175,000.00	• Water service already on site
• Awkward lot for maneuvering		• Sanitary connection will be gravity fed
• 1 st Street East is narrow		• Benefits to small business in the area
• Land Use Amendment would be required		• Easy Access
• Negative impact on area residents		• Own the property
• Existing water well feeds the Water Treatment plant		• Potable water on site
		• Zoned Municipal Reserve

Option #3

Crooked Creek Store Area

<u>Cons</u>	<u>Anticipated Cost</u>	<u>Pros</u>
• Would have to install a holding tank	\$200,000.00	• Water service at roadway
• Would have to purchase land		• Benefits to small business in the area
• Land Use Amendment would be required		• Easily accessible
		• Power is available
		• Highly visible
		• Zoned Institutional

Option #4

Crooked Creek Water Point

<u>Cons</u>	<u>Anticipated Cost</u>	<u>Pros</u>
• Would have to install a holding tank	\$160,000.00	• Water service already on site
		• Benefits to small business in the area
		• Easily accessible
		• Power is available
		• Highly visible
		• Zoned Institutional
		• Permits were approved but expired

Options 1,2 and 3 locations would require a Land Use Amendment to properly allow a RV Sani-Dump within Greenview (has been added to the Land Use Bylaw, but has not been passed as of present date). The total budget was set at \$200,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is it would provide a service to Greenview ratepayers and surrounding area.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the recommended motion and provide further direction.

Alternative #2: Council has the alternative to not proceed with this project

FINANCIAL IMPLICATION:

Direct Costs: \$200,000

Ongoing / Future Costs: Ongoing maintenance costs associated.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

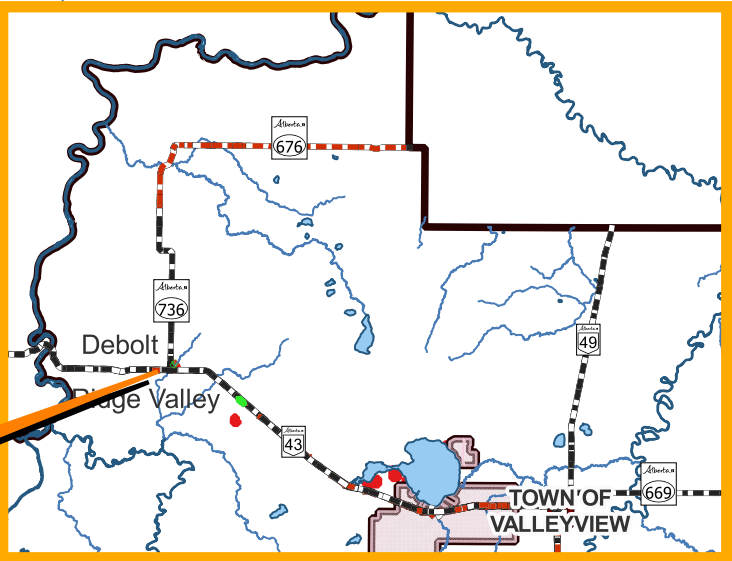
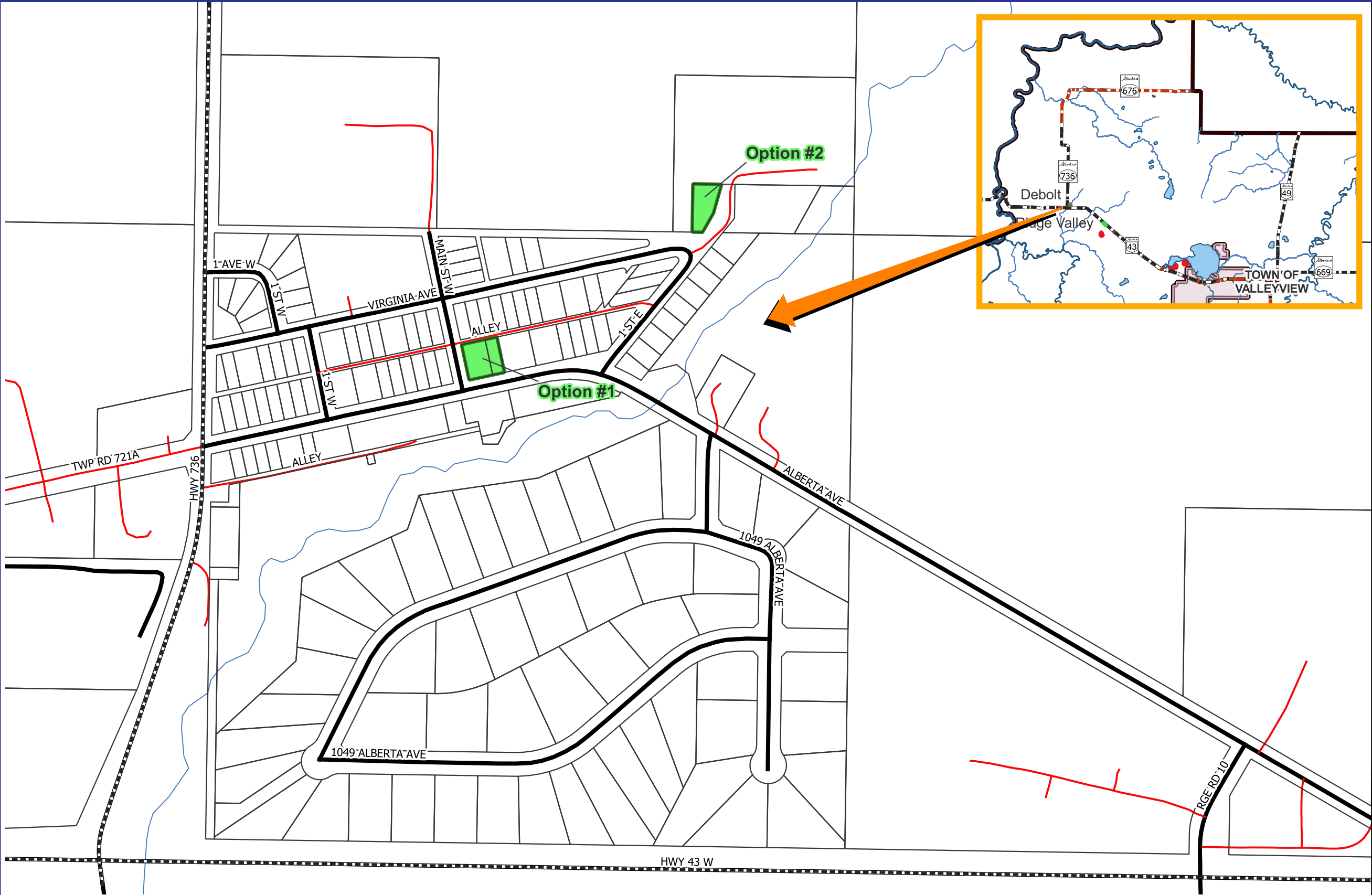
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

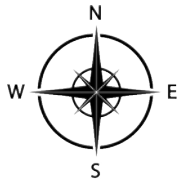
Once Council makes the decision administration will move forward with the project in purchasing the land, permits that are required, engaging in engineering and construction of the RV Dumping Station.

ATTACHMENT(S):

- Location of Option 1 and 2
- Location of Option 3 and 4



- Legend**
- DeBolt Sani Dump
 - cadastre
 - Highways By Surface
 - Paved Highways
 - roads SURFACE
 - GRAVEL
 - PAVED



DeBolt Recreational Vehicle Dumping Station Proposed

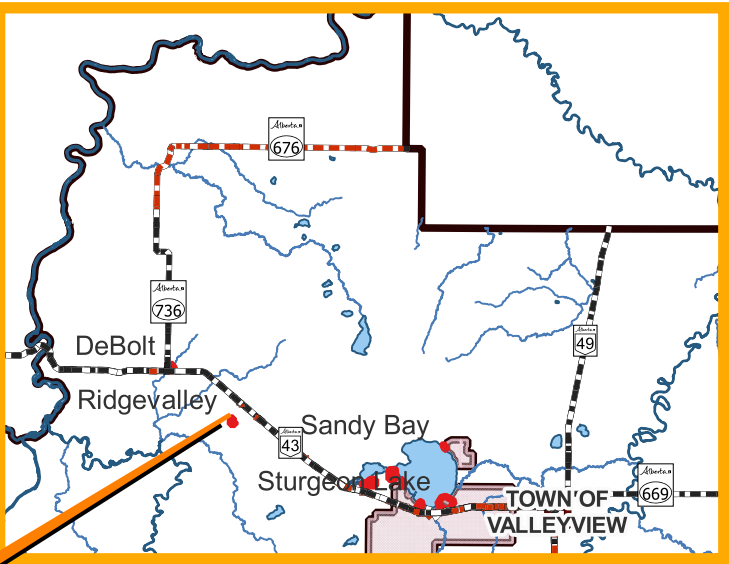
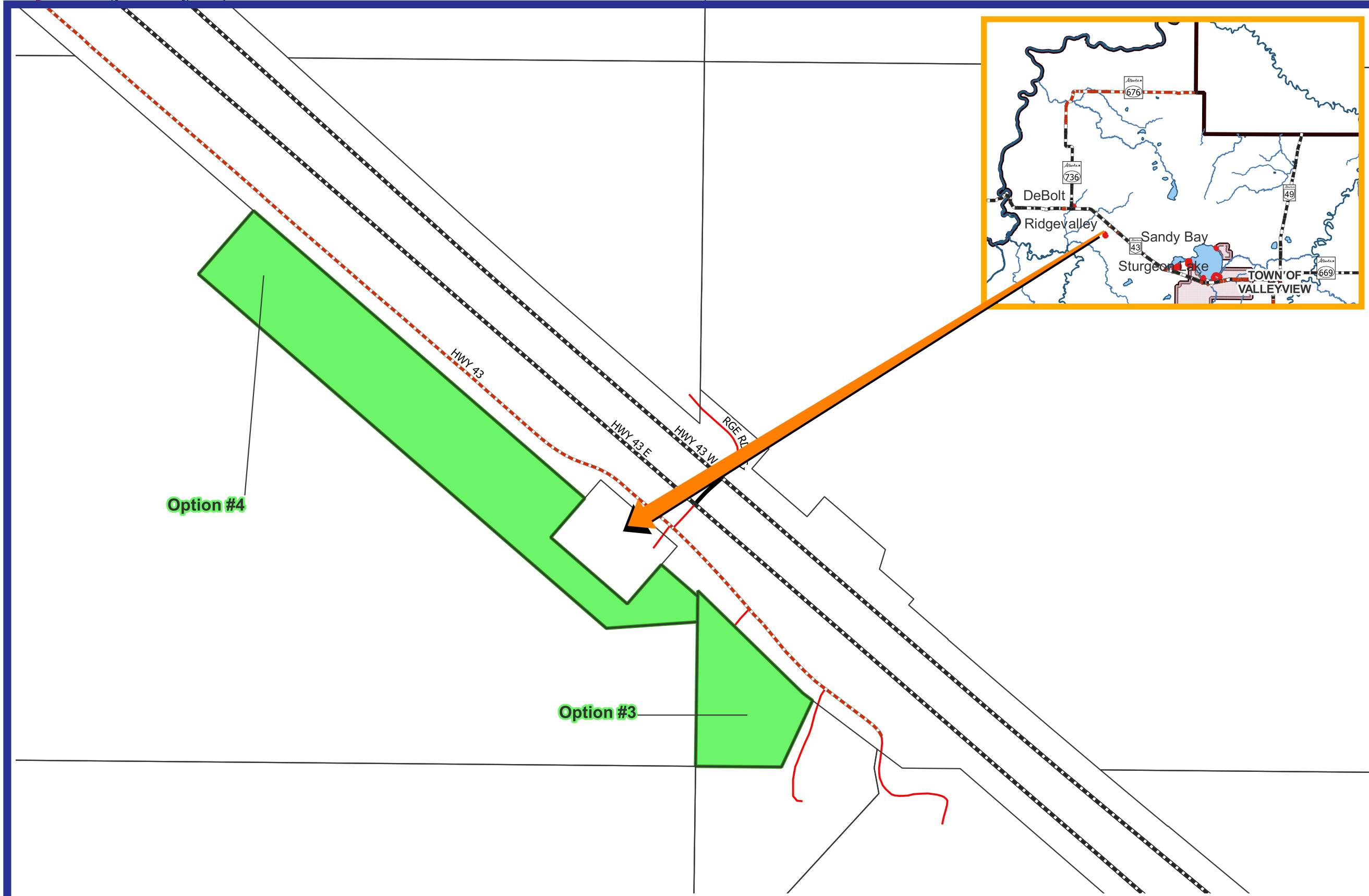


UTM Zone 11 NAD83
1:5,000
Date: 04/01/2022

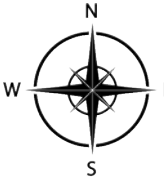
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- Legend**
- Crooked Creek Sani Dump
 - cadastre
 - Highways By Surface
 - Gravel Highways
 - Paved Highways
 - roads SURFACE
 - GRAVEL
 - PAVED



Crooked Creek Recreational Vehicle Dumping Station Proposed



UTM Zone 11 NAD83
1:4,500
Date: 04/01/2022

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REQUEST FOR DECISION

SUBJECT:	Write off Taxes Owing for Grants in Place of Taxes Properties		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 12, 2022	CAO: EK	MANAGER: CG
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: MJ
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council directs Administration to write off the balances owing in the amount of \$24,806.51 on the 2021 Grant's In Place of Taxes properties as per section 347 of the Municipal Government Act.

BACKGROUND/PROPOSAL:

For 2021 the Grants in Place of Taxes applications were approved for payment at 50 per cent of the eligible amount due to budget availability. As indicated in Budget 2019, in 2020/21 and future years a reduction of approximately 50 percent is anticipated.

Because the GOA owned properties are ultimately exempt, and the GIPOT revenue is a grant rather than a tax, it is not necessary for Council to cancel the portion of taxes not funded by GIPOT. However, from an accounting perspective, GIPOT accounts within the tax system will require a portion of the expected receivable amount to be written-off instead of carrying balances forward that will never be paid.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the tax accounts will be cleaned up and show the true balance for these accounts.
-

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 it will result in tax receivable and revenues being overstated in the financial reports.

FINANCIAL IMPLICATION:

The financial implications for Greenview from the recommended action will be \$24,806.51

Direct Costs: \$24,806.51

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 write off the balances on the GIOPT properties.

ATTACHMENT(S):

- MGA section 347(1)
- Email from Grants in Place of Taxes Manager advising the payment reduction
- Spreadsheet showing the accounts and amounts to write off

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.

Marilyn Jensen

From: Zoë Messervey <Zoe.Messervey@gov.ab.ca>
Sent: Tuesday, March 03, 2020 9:18 AM
To: Denise.Thompso@mdgreenview.ab.ca
Cc: Marilyn Jensen
Subject: MD of Greenview - 2019/20 GIPOT Payment
Attachments: GREENVIEW_MD_BC1674.pdf

Dear Ms. Thompson;

Thank you for your application(s) under the Grants in Place of Taxes (GIPOT) program. I am pleased to inform you that the roll numbers on the attached schedule have been approved. A payment in the total amount of \$36,020.86 will be processed within two weeks for these roll numbers.

For 2019/20, the GIPOT applications have been approved for payment at 75 per cent of the eligible amount due to budget availability. A small number of priority applications are eligible for full payment:

- Municipalities where GIPOT is greater than five per cent of their tax base;
- Outstanding eligible 2018/19 GIPOT properties;
- Non-profit seniors' self-contained accommodations;
- Properties where the Government of Alberta (GoA) is the lessee;
- Local improvement (LIMP) taxes; and
- Business improvement area levies.

As indicated in Budget 2019, in 2020/21 and future years a reduction of approximately 50 per cent is anticipated. The grant adjustments will be made as we process the tax notice; therefore do not partially exempt GIPOT properties.

Because GOA owned properties are ultimately exempt, and the GIPOT revenue is a grant rather than a tax, it is not necessary for council to cancel the portion of taxes not funded by GIPOT. However, from an accounting perspective, I would expect that GIPOT accounts within your tax system will require a portion of the expected receivable amount to be written-off according to your municipality's usual procedures.

For further information or assistance, please contact a grants administrator, by dialing 310-0000 toll free, then 780-422-7125 or e-mail, GIPOT@gov.ab.ca.

Regards,



Heather McDonald
Manager, Grants in Place of Taxes

2021 TAXES FOR GRANTS IN PLACE OF TAXES PROPERTIES

ROLL	2021 TAXES	AMOUNT PAID	2021 AMOUNT TO W/O
38460	\$687.24	\$343.62	\$343.62
39917	\$52.35	\$26.18	\$26.17
39920	\$370.87	\$185.44	\$185.43
40031	\$43.19	\$21.60	\$21.59
40258	\$329.10	\$164.99	\$164.11
40259	\$285.42	\$142.71	\$142.71
40261	\$319.88	\$159.94	\$159.94
40262	\$34.62	\$17.31	\$17.31
96582	\$404.42	\$202.21	\$202.21
96658	\$180.76	\$90.38	\$90.38
97088	\$218.59	\$109.30	\$109.29
104242	\$289.30	\$144.65	\$144.65
104245	\$674.53	\$337.27	\$337.26
104247	\$534.93	\$267.47	\$267.46
104249	\$134.43	\$67.22	\$67.21
104259	\$177.20	\$88.60	\$88.60
104267	\$271.18	\$135.58	\$135.60
104345	\$408.45	\$204.23	\$204.22
117375	\$725.36	\$362.68	\$362.68
117381	\$1,900.29	\$950.15	\$950.14
151528	\$891.91	\$445.96	\$445.95
232962	\$65.11	\$32.56	\$32.55
233116	\$3,830.24	\$1,915.12	\$1,915.12
237220	\$97.40	\$48.70	\$48.70
239302	\$2,558.49	\$1,279.25	\$1,279.24
239324	\$458.72	\$229.36	\$229.36
292693	\$88.38	\$44.19	\$44.19
309506	\$2,262.90	\$1,131.45	\$1,131.45
309782	\$278.33	\$139.17	\$139.16
311080	\$57.49	\$28.75	\$28.74
33100	\$1,444.29	\$722.15	\$722.14
46020	\$1,799.80	\$899.90	\$899.90
395000	\$7,308.90	\$3,654.45	\$3,654.45

2021 TAXES FOR GRANTS IN PLACE OF TAXES PROPERTIES

346000	\$18,373.80	\$9,186.90	\$9,186.90
319131	\$2,056.16	\$1,028.08	\$1,028.08
	<u>\$49,614.03</u>	<u>\$24,807.52</u>	<u>\$24,806.51</u>



REQUEST FOR DECISION

SUBJECT:	Greenview Industrial Gateway – Water Application Proposal		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 12, 2022	CAO: EK	MANAGER:
DEPARTMENT:	CAO SERVICES	DIR: KR	PRESENTER: KR
STRATEGIC PLAN:	Development	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 1018, Expenditure and Disbursement Policy.

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to enter into a contract with WaterSMART Solutions Ltd., Calgary, Alberta with an upset limit of \$1,263,000.00 for the Greenview Industrial Gateway Water Application Management Process, with funds to come from the Greenview Industrial Gateway Budget.

BACKGROUND/PROPOSAL:

The approximate 2,000-acre boundary within the Greenview Industrial Gateway (GIG) requires access to a secure and reliable water supply which can support long-term operations and growth. A Request for Proposal for the Greenview Industrial Gateway Water Application was submitted on the Alberta Purchasing Connection March 1, 2022. The purpose of the Request for Proposal is to select a water management company (Proponent) to provide support in preparing an application to secure water access for the Greenview Industrial Gateway Project (the “Water Application”). The water application will be submitted for an approval under the Water Act to carry out the instream activity of constructing one water intake structure to support the Project.

The successful GIG Water Management Proponent will act as a project manager and Greenview’s sole point of contact. The GIG Water Management will also include working closely with Alberta Environment and Parks (AEP) and Greenview to support the application throughout the regulatory review process.

The GIG Water Management will include preparation and submission of an application for an Approval under the Water Act to carry out the instream activity of constructing a single water intake structure on the banks of the Smoky River to meet the water needs of the project at full build-out (i.e. 24 million m³/year). This process will include following the technical support information details as required by AEP.

The deadline for the GIG Water Management Proposals was March 29, 2022, and two proposals were received, WaterSMART Solutions Ltd., Calgary, Alberta and Charette Pell Poscente Environmental Corp., Sherwood Park, Alberta.

Administration reviewed the two proposals and recommend WaterSMART Solutions Ltd. as the successful proponent. The proposal includes the collaboration expertise of the following four key consulting firms:

- **WaterSMART Solutions Ltd.** has worked with GIG over the past 16 months providing the support and expertise needed for Greenview to obtain the Draft Preliminary Certificate No. 00476030-00-00 (PC).
- **Associated Engineering**, located in Grande Prairie, is an employee-owned Canadian consulting firm with local roots that continue to provide superior engineering services to Greenview under its current Standing Offer Agreement. Associated Engineering is a multi-discipline firm with 75 years of experience, including eight years servicing Greenview in all aspects of municipal engineering and related environmental assessments.
- **MPE Engineering Ltd.** is a western Canadian firm with a local office in Grande Prairie, Alberta. MPE has recently completed and continues to work on several water intakes off the Peace, Bow and Highwood Rivers. These projects are very similar in nature to the pending GIG Water System.
- **Northwest Hydraulic Consultants Ltd.** is an internationally recognized engineering firm specializing in hydrology, river intake hydraulics, ice engineering, fluvial geomorphology, stream and river installation, and bank stabilization. Many energy and municipal clients have utilized NHC's expertise on over 50 river intake projects throughout Alberta.

This team collaboration and the resulting skill diversification will be beneficial for the successful water management of the GIG project. Administration upon using a matrix system is recommending that WaterSMART Solutions Ltd. be the successful proponent in initiating the water application project.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that a contract with WaterSMART Solutions Ltd. will provide the expertise required to proceed with the Greenview Industrial Gateway Water Application Management Process.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the recommended motion, however, Administration does not recommend this as it will delay the water application management process for the Greenview Industrial Gateway.

FINANCIAL IMPLICATION:

The financial implication for proceeding with the Water Application Management Process is for an upset limit of \$1,263,000.00.

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 proponents of Council's decision regarding the successful proponent for the Water Application Management Process.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT: Nutanix Cluster Purchase (Servers)

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 12, 2022

DEPARTMENT: CORPORATE SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: EK

MANAGER: PS

DIR: EK

PRESENTER: PS

LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council increase the 2022 capital budget cost of the server(s) by \$500,000.00 to \$1,100,000.00 accommodating global pricing changes and delivery costs.

MOTION: That Council authorize Administration to enter into an agreement with Yardstick for the purchase, installation, and support of the Nutanix Cluster (servers) for all of Greenview as per the Request for Proposal #AB-2022--00619, for a cost of \$1,026,275.00 plus GST, with funds to come from the 2022 Information Systems Capital Budget.

BACKGROUND/PROPOSAL:

Greenview's current cluster (servers) were installed in April 2016 and have reached their end of life. These will need to be replaced. Nutanix will no longer support the hardware and software but since Greenview is purchasing Nutanix equipment they have agreed to provide support until the new equipment is live. Our organization currently has one cluster which host multiple servers. The existing cluster (servers) is in the Valleyview Administration facility.

To improve security, redundancy, and efficiency the Information Systems Department recommends having a cluster installed in two locations, Valleyview and DeBolt, to ensure if there was a catastrophic failure Greenview would be able to function without the loss of productivity to its staff. This includes all facilities from Valleyview to Grande Cache. If there was a catastrophic failure today and the existing cluster failed, all staff would not have access to internet, intranet, and domain software/data. This would handcuff Greenview until a hardware fix was in place. With today's global demands on electronic products this could take days.

The RFP process was open for two months with submissions received from Yardstick and Ironclad TEK. The information Systems department reached out to Canoe Procurement, but they were unable to provide a submission due to time constraints. Canoe Procurement works with CDW (a Greenview vendor) and with current year end commitments and our timetable, CDW could not provide a quote.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is new hardware and support from the manufacturer. These clusters will have a life of 5 years with an option of an additional year.
This purchase of two clusters will provide Greenview with a redundant plan for catastrophic failures.
2. With the new software, maintenance and support will be more effective and efficient for both Greenview Information System's staff and our support teams. Less downtime for server upgrades as it will be completed at this time.
3. Implementing a Virtual Desktop environment will save time for support and maintenance enable Information Systems staff to provide quicker support and less downtime for staff. Virtual Desktop takes the place of the common PC environment. Our technical team will have the ability to upgrade software for many users at once instead of travelling Greenview applying updates on each of their PCs.
IE: Recently Diamond was upgraded and each of the 48 PCs and needed a technician to push the update. It took 2.5 days to complete. With a Virtual Desktop environment, it would have taken 30 minutes to complete all 48 PCs. This happens several times a year with multiple applications. Staff downtime will be none for these upgrades as it can be completed after hours.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1:

Council has the alternative to choose Ironclad TEK as the supplier and installer for the Nutanix clusters in Valleyview and DeBolt. Administration does not recommend this alternative as Ironclad were the more expensive bid of the proponents. Pricing difference was \$1,261,040.09.

FINANCIAL IMPLICATION:

Costs for this project is \$1,026,275.00. This includes two clusters (servers) with a three-year hardware support from Nutanix and all licensing as well as labour. In 2025 (3 years) Greenview will need to renew support/licensing from Nutanix at an approximate cost of \$219,000. This is based on today's pricing model. Currently the approved budget for this project is \$500,000 for the Clusters (Servers) and \$120,000 for the SAN (Storage Area Network). Total \$620,000 is budgeted for 2022. Additional cost is directly related to global markets (supply and demand) and shipping costs.

Direct Costs: \$1,026,275.00 (labour included) plus GST

Ongoing / Future Costs: \$219,000 every three years for licensing plus GST

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:

Greenview's Information Systems department will notify our support teams and Nutanix and begin the procurement and project implementation process. This includes creating a detailed project plan.

ATTACHMENT(S):

- Request for Proposal-#AB-2022--00619
- Submission #1_ Yardstick: **\$ 1,046,275.00 plus GST**
- Submission #2_ Ironclad TEK: **\$2,307,315.09 plus GST**



REQUEST FOR PROPOSALS

GREENVIEW Server Upgrade
Greenview Server/VDI STRATEGY

Municipal District of Greenview #16
4806-36th Avenue,
PO Box 1079
Valleyview, AB
T0H 3N0

INTRODUCTION AND SUMMARY

Greenview Server/VDI Strategy

The Municipal District of Greenview No. 16 (Greenview) is in Northwest Alberta and currently includes Nutanix clusters, one in the Town of Valleyview and a DRS in the Hamlet of DeBolt.

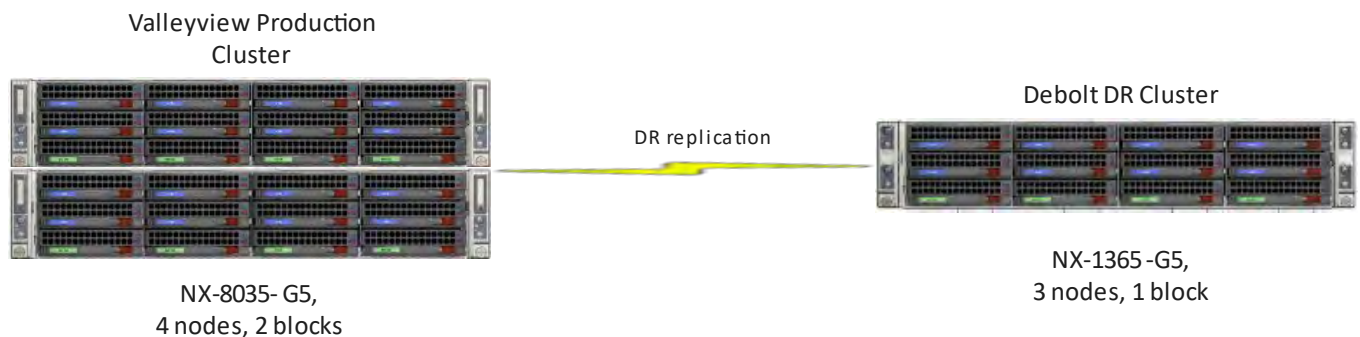
The *Greenview Server/VDI Strategy* seeks to identify costs to provide server hardware, professional services and training to the Municipal District of Greenview and its Information Systems department.

This Request for Proposals (the “RFP”) is an invitation by Greenview to prospective proponents to submit proposals to upgrade the current Nutanix system to a new Nutanix system (see Future State on page 5) which will include Frame.

Current State Design:

- Valleyview Administration has 500Mbps
- DeBolt 100Mbps
- Grovedale 100Mbps
- Grande Cache 100Mbps

Review of current state



Software Summary

- Nutanix AOS includes:
 - AHV (Acropolis Hypervisor), Pro level appliance license, reference: <https://www.nutanix.com/products/softwareoptions> Deployed version: 5.15.2
- Microsoft Hyper-V Hypervisor. Deployed version: Hyper-V Microsoft_Windows_Server_2016_Datacenter

PROPOSAL SUBMISSION AND GUIDELINES

Proposals must be sealed and either mailed or delivered by courier to Municipal District of Greenview and must be received at Greenview's Main Administration Building by 16:00 MST on March 11, 2022. The Main Administration Building is in Valleyview, Alberta at:

Proposals must be sealed and include mailed or sent via courier to the following address:

Municipal District of Greenview
4806 36 Avenue
Box 1079
Valleyview, AB. T0H 3N0
Attention: Information Services/New Server RFP

Proposals must include:

- Training Agendas (Skill transfers must be included)
- Professional Services which include Cluster Stand-Up, installations, and maintenance
- Price as detailed in this RFP. (List of equipment on page 7)
- A list of related and relevant projects carried out by your firm and,
- A timeline of activities leading to project completion.

If any of the above items are missing from the proposal, the proposal shall be deemed non-compliant and will not be included for evaluation. Proposals and questions should be sent **Attention to: Peter Stoodley, Manager, Information Systems.**

Event	Date
Last date for questions	March 3, 2022, at 14:00 MST
Proposals due	March 11, 2022, at 16:00
Evaluation period	March 11, 2022, through March 14, 2022
Selection decision approved by Greenview Council	April 12, 2022

PROJECT PURPOSE AND DESCRIPTION

Greenview has approximately 230 end users logged into our environment daily, however, at maximum, we could have 300 end users. Greenview has many users who must use a PC/Laptop for their day-to-day use. If required by the user, they must still be able to log in to a VDI (Virtual Desktop Infrastructure) session.

To better support staff and maintain Greenview's IT infrastructure a new server with expanded resources is required. Greenview continues to grow in staff size and more effective methods such as equipment, software, and processes are required to move Greenview into a new and exciting era.

Greenview is seeking proposals from qualified respondents to provide a new server, installation, and professional services. The strategy will include a phased approach, implementing VDI to our common end-users and once tested and validated, the roll-out of VDI will be required for the rest of the organization. The only exceptions are those who are mobile and use laptops in the office or while away and those users who use GIS applications.

Respondents shall describe in their responses to this RFP, their approach and firm, fixed price bid for design, construction, and installation of the full scope detailed herein.

For bids consisting of a firm and third-party contractor(s), the firm responding to the RFP should identify itself as the General Contractor. The General Contractor shall be responsible for the scope of work detailed in this RFP, insurance, and bonding.

The final strategy will be the property of Greenview to be used in the manner and for the purposes as determined by Greenview.

PROJECT SCOPE

The scope of this project will include the ordering, installing, cluster stand-up, detailed professional services plan and a training guide. The successful applicant must include details on the design, a hardware topology diagram, and a timeline detailing the ordering, installation, cluster stand-up and time required for the new server to go live. VDI will not be required on the Live date, it will be phased in.

1. Describe the overall architecture of the system. Provide diagrams of the system and its components.
2. Provide a project plan to transition the existing infrastructure/data to the new server.
3. Provide any other optional maintenance and support contracts/services; Note if the maintenance contract is partner/manufacture maintenance or direct manufacturer maintenance.
4. Provide a full system quote and list in this document.
5. Provide all necessary documentation of the system including product literature and spec sheets.
6. Pre-Planning roll-out of Frame with a phased-in approach.

Future State Design:

Architecture and Options Summary

Options	Per node specifications							Rack Space (U)
	Model	Node Count	CPU Type	Socket Core Count	RAM (GB)	HDD (TB) raw	SSD (TB) raw	
Valleyview with Frame	NX-8055-G8	5	2 x Intel Xeon-Gold 5317 processor (3 GHz/ 12-core/ 150W) (24 Cores)	24	1536	48.0	15.36	10
Debolt mirror with Frame	NX-8055-G8	5	2 x Intel Xeon-Gold 5317 processor (3 GHz/ 12-core/ 150W) (24 Cores)	24	1536	48.0	15.36	10

Cluster aggregate totals

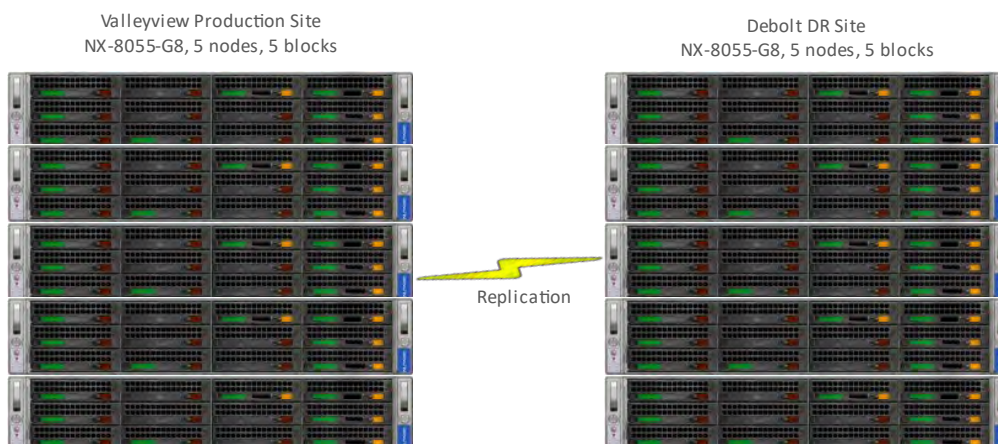
Valleyview with Frame	NX-8055-G8	
Model	node details	Cluster Totals
Quantity	5	5
Cores	24	120
RAM (GB)	1536	7680
SSD (TB)	15.36	76.8
SDD usable (TB) - RF2		23.77
HDD (TB)	48.00	240
HDD usable (TB) - RF2		84.72
Extent Store (TB) - RF2		108.49

Cluster aggregate totals

Debolt mirror with	NX-8055-G8	
Frame	node details	Cluster Totals
Model		
Quantity	5	5
Cores	24	120
RAM (GB)	1536	7680
SSD (TB)	15.36	76.8
SDD usable (TB) - RF2		23.77
HDD (TB)	48.00	240
HDD usable (TB) - RF2		84.72
Extent Store (TB) - RF2		108.49

ENTERPRISE CLOUD | CONFIDENTIAL

Architecture design – Primary and DR sites



PROJECT TIMELINES

It is expected that this project will begin immediately upon a proponent being chosen by Greenview. This project is expected to kick off in April of 2022. VDI implementation will be phased in starting with designated departments.

The successful proponent will provide Greenview with the final strategy by **March 25, 2022**. This includes a timeframe from receiving the products, installation, stand-up of clusters, validate data migration and Go-Live.

PROJECT COSTING

Proponents will include the total cost of project completion, including all disbursements and expenses, detailed on an attached rate sheet.

Packages should include an itemized list of cost areas including such items as time, expenses, mileage, and disbursements.

Packages will include a clear project total and include ALL project costs including expenses and disbursements. **This will be an “all in” cost excluding GST.**

Greenview will enter into a services agreement depicting this amount as a project limit for the expected deliverables.

Greenview reserves the right to reject all proposals if a suitable price cannot be obtained.

Bill of Material specifications

Valleyview Production Site
NX-8055-G8, 5 nodes, 5 blocks

Description	Qty Per Node	Cluster Total Qty
NX-8155-G8	1	5
C-CPU-5317 (Intel Xeon-Gold 5317 processor (3 GHz/ 12-core/ 150W, Ice Lake))	2	10
C-MEM-64GB-3200 (64GB Memory Module (3200MHz DDR4 RDIMM))	24	120
C-HDD-12TB-BA (12 TB 3.5" HDD)	4	20
C-SSD-7.68TB-A (7.68 TB SSD)	2	10
C-NIC-10GSFP4-C (10GbE Quadruple SFP+ Network Adapter)	1	5
S-HW-PRD 3YR Production Support for Hardware Only for NX-8155-G8)	1	5

Debolt DR Site
NX-8055-G8, 5 nodes, 5 blocks

Description	Qty Per Node	Cluster Total Qty
NX-8155-G8	1	5
C-CPU-5317 (Intel Xeon-Gold 5317 processor (3 GHz/ 12-core/ 150W, Ice Lake))	2	10
C-MEM-64GB-3200 (64GB Memory Module (3200MHz DDR4 RDIMM))	24	120
C-HDD-12TB-BA (12 TB 3.5" HDD)	4	20
C-SSD-7.68TB-A (7.68 TB SSD)	2	10
C-NIC-10GSFP4-C (10GbE Quadruple SFP+ Network Adapter)	1	5
S-HW-PRD 3YR Production Support for Hardware Only for NX-8155-G8)	1	5

Other Applications		
SKU	Quantity	Product Description
Files License		
SW-FILES-AOS-1TiB-PRD	43	SW-FILES-AOS-1TiB-PRD (Subscription, Files Software License for Acropolis (AOS) Clusters only & Production Software Support Service for 1 TiB of File data stored)
Frame Licenses		
FRAME-NU	176	FRAME-NU (Frame Subscription, Named User, Monthly)

BIDDER QUALIFICATIONS

Packages will include information regarding the proponent's ability to perform the work and will include references regarding similar type work performed in the past.

The proponent should demonstrate their ability to complete the work either through their own resources or through the management of any necessary subcontractors.

Proponents must have an occupational health and safety program in good standing and be capable of assuming the role of Prime Contractor for this project. Proof of such must be included with the proposal, or the proposal will be deemed to be non-compliant.

Proponents must have suitable insurance coverage including liability insurance in the amount of at least \$2,000,000.00. Proof of insurance must be included with the proposal, or the proposal will be deemed to be non-compliant.

Packages received from any proponent engaged in legal action with Greenview at the current time, or at any point in the last five (5) years will not be accepted as per Municipal District of Greenview No. 16 policy. This provision also applies to any subcontractors listed in the proposal.

MANDATORY REQUIREMENTS

- The solution must be all inclusive of licenses for hardware, and support.
- The solution must have the ability to seamlessly replicate from the Valleyview primary server to a DR site (DeBolt).
- The platform must provide ability to maintain 99.9% uptime with no single point of failure.
- All proponents are required to adhere to all COVID rules as listed by Greenview.

PROPOSAL EVALUATION CRITERIA

The following evaluation criteria will be used to determine the successful bidder. All scores applied as part of the evaluation are determined by Greenview.

Component	Weighting
Price	45
Implementation Cost	20
Past Relationship/Performance with Greenview	15

Organizational Experience	20
---------------------------	----

QUESTIONS:

Proposals and questions should be sent to the attention of:

Peter Stoodley, Manager, Information Systems
MD of Greenview No. 16
4806 36 Avenue
PO Box 1079
Valleyview, AB. T0H 3N0
Phone: 780-524-7623
Email: Peter.Stoodley@mdgreenview.ab.ca

PROPOSAL DEADLINE:

Proposals submitted to Greenview must be received at Greenview's Main Administration Building by **16:00 p.m. on March 11, 2022.**

CHECK LIST:

Did you include all the requirements in your Proposal?

- ☐ Clear project total
 - Itemized list of cost areas (including time, expenses, mileage, disbursements, etc.)
 - Hourly Rate Sheet
- ☐ List of proposed team members and experience
- ☐ List of related and relevant projects carried out by your firm
- ☐ Suggested Timeline of activities leading to project completion
- ☐ List of References
- ☐ List of subcontractors to be used (if required)
- ☐ Proof of Occupational Health and Safety Program
- ☐ Proof of Insurance

Any of the above missing from the proposal will cause the proposal to be deemed non-compliant.

Pricing Form

Description	Software Cost	Hardware Cost	Labour Cost	3 yr. Support Cost	Total

Optional Cost for additional two (2) years ongoing support.

\$ _____

Municipal District of Greenview no. 16

Greenview Server/VDI Strategy

Request for Proposal - Reference number: AB-2022-00619



Presented by Yardstick Technologies.



Please contact Brenton Cooney on 780-862-7413 or brenton.cooney@yardsticktechnologies.com should you have any questions.

Yardstick technologies, your trusted partner in IT, wishes to present to you our bid for your new Nutanix hardware clusters. We also wish to provide our proposal to migrate the existing data set to your new hardware and also present a VDI strategy. It has been our privilege to service the staff of your Municipality for the past three years and we look forward to continuing our partnership well into the future.

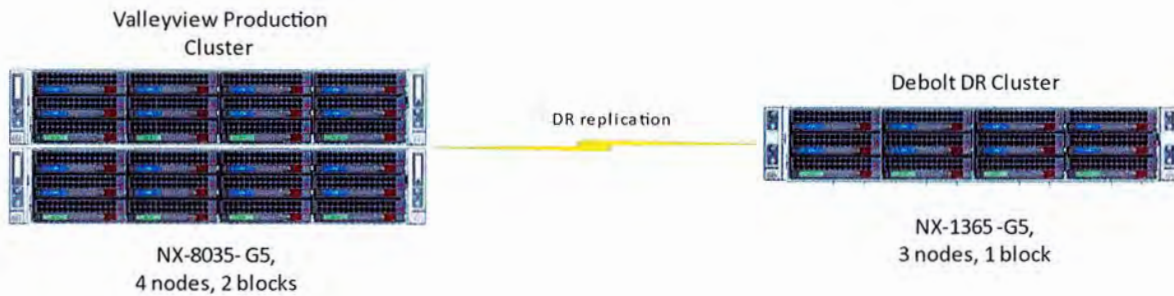
Enclosed in this document, we have included a review and diagrams to show your current state vs the new proposed state. I have also included a detailed project plan to stand up, configure, install, and deploy your new hardware, which also highlights our plan to migrate your existing data set from your outgoing cluster across to your new hardware. I have also included a monetary proposal, highlighting our cost structure to both the hardware and labour associated with this new infrastructure purchase.

We have also included a fact sheet to show some information which doesn't need a dedicated page in this proposal.

Review of current state vs proposed new state.

Current state:

Review of current state



Software Summary

- Nutanix AOS includes:
 - AHV (Acropolis Hypervisor), Pro level appliance license, reference: <https://www.nutanix.com/products/softwareoptions> Deployed version: 5.15.2
- Microsoft Hyper-V Hypervisor. Deployed version: Hyper-V Microsoft_Windows_Server_2016_Datacenter



Proposed new solution:

Architecture and Options Summary

Options	Per node specifications							Rack Space (U)
	Model	Node Count	CPU Type	Socket Core Count	RAM (GB)	HDD (TB) raw	SSD (TB) raw	
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Cluster aggregate totals

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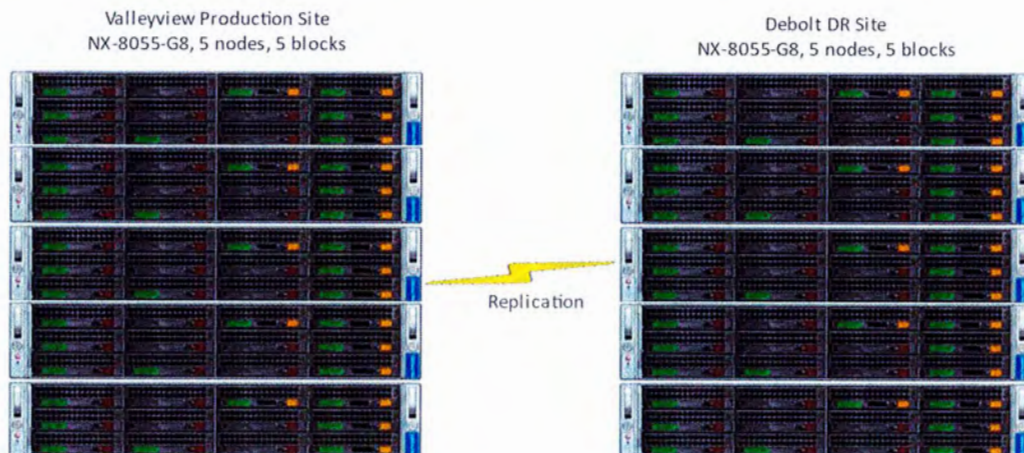
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ENTERPRISE CLOUD | CONFIDENTIAL



Architecture design – Primary and DR sites



NUTANIX

Bill of Material specifications

Valleyview Production Site
NX-8055-G8, 5 nodes, 5 blocks

Description	Qty Per	Cluster
	Node	Total Qty
NX-8155-G8	1	5
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C-MEM-64GB-3200 (64GB Memory Module (3200MHz DDR4 RDIMM))	24	120
C-HDD-12TB-8A (12 TB 3.5" HDD)	4	20
C-SSD-7.68TB-A (7.68 TB SSD)	2	10
C-NIC-10GSFP4-C (10GbE Quadruple SFP+ Network Adapter)	1	5
S-HW-PRD 3YR Production Support for Hardware Only for NX-8155-G8)	1	5

Debolt DR Site
NX-8055-G8, 5 nodes, 5 blocks

Description	Qty Per	Cluster
	Node	Total Qty
NX-8155-G8	1	5
C-CPU-5317 (Intel Xeon-Gold 5317 processor (3 GHz/ 12-core/ 150W, Ice Lake))	2	10
C-MEM-64GB-3200 (64GB Memory Module (3200MHz DDR4 RDIMM))	24	120
C-HDD-12TB-8A (12 TB 3.5" HDD)	4	20
C-SSD-7.68TB-A (7.68 TB SSD)	2	10
C-NIC-10GSFP4-C (10GbE Quadruple SFP+ Network Adapter)	1	5
S-HW-PRD 3YR Production Support for Hardware Only for NX-8155-G8)	1	5

Other Applications

SKU	Quantity	Product Description
Files License		
SW-FILES-AOS-1TiB-PRD	43	SW-FILES-AOS-1TiB-PRD (Subscription, Files Software License for Acropolis (AOS) Clusters only & Production Software Support Service for 1 TiB of File data stored)
Frame Licenses		
FRAME-NU	176	FRAME-NU (Frame Subscription, Named User, Monthly)

NUTANIX

We wish to now share with you our proposal for hardware. **Please review Appendix A at this time.**

Included in the hardware quote is a number of service, support, and software related items. Please see below for further information around these features:

Nutanix Files Subscription w/production support - *Nutanix Files is a software-defined scale-out file storage solution designed to address a wide range of use cases, including Linux support and Windows home directories, user profiles and department shares. It precludes the need for a separate NAS appliance by providing a consolidated solution with unified management for VM and file services. Using Files, Nutanix customers can add file services to existing clusters or deploy new clusters of storage-dense nodes to address larger-scale file storage requirements.*

Nutanix Frame Subscription Licenses - *Allows a user to be enrolled in the VDI strategy and use the Frame structure.*

Nutanix Product Support - Award winning 24/7/365 support - *For more information please visit:*
<https://www.nutanix.com/viewer?type=pdf&path=/content/dam/nutanix/resources/support/nutanix-support-quick-reference-guide.pdf>

Nutanix Virtual Desktop - *The cost associated here INCLUDES the deployment and training of MDGV staff for Frame VDI. This task is undertaken by Nutanix staff, and they will liaise closely with Yardstick staff and MDGV staff to ensure all steps are completed, users are trained, and the solution is up and running for all users before disengaging. For more information, please review Appendix B at this time. (Starter has been quoted however if you wish to increase the service to Pro or Ultimate, we can do that upon request.)*

These support/software/licenses are quoted for a three-year term and can be renewed closer to expiry.

We now wish to share with you our proposal for labour, data migration, configuration, and deployment. **Please review Appendix C at this time.** Appendix C also shows a detailed deployment plan and steps to have a seamless transition from old to new infrastructure.

Fact Sheet:

- Yardstick is pleased to offer server support on your new Nutanix hardware inclusive in the existing managed services contract existing between the Municipality and Yardstick Technologies. We have no plans to increase costs based on this addition to your infrastructure. You will receive the same service on this, as you have on your outgoing Nutanix hardware. Included in Appendix A proposal is the Nutanix hardware support. This support is for three years and can be renewed up to a total of 7 years.
- Included in this proposal, is both the Frame VDI licensing and deployment costs. Both Yardstick and Nutanix support will be utilized during the VDI deployment, and we will not disengage until your staff are trained and comfortable with the new solution. More information about Frame deployment can be found in Appendix B. Frame may be deployed at a later time, please make us aware when you would like it and we will ensure resources are available.
- Nutanix has given us assurances that the hardware will land between 25 and 30 business days after the order is placed. (Approximately 5 weeks.)

It has been a pleasure to put this RFP together for the Municipality and we look forward to answering any questions you may have.

Thank you for your time.

Brenton Cooney.
780-862-7413
brenton.cooney@yardsticktechnologies.com

Desktop Modernization

Multi Cloud Desktop as a Service

- 1 Outcome based packages aligned with typical customer challenges and journey
- 2 Also available as A la carte services.
- 3 Simple & standard configuration
- 4 Mapped to portfolio & core products

	Starter Get started on VDI	Pro Desktop Migration	Ultimate Desktop Transformation
Assess and Design			
VDI design workshop*	✓	✓	✓
VDI migration workshop*		✓	✓
Micro-segmentation workshop*			✓
Desktop transformation assessment*			✓
Deploy and Migrate			
HCI cluster deployment*	✓	✓	✓
Desktop management infrastructure deployment*	✓	✓	✓
Template image creation and optimization	✓	✓	✓
Migration of Citrix Virtual Apps and Desktops to AHV*		✓	✓
Migration of physical desktops to virtual desktops*		✓	✓
Migration of legacy 3-tier to VDI infrastructure		✓	✓
User acceptance testing and go-live support		✓	✓
Nutanix files for user workspace deployment		✓	✓
Backup architecture implementation		✓	✓
Advanced application & environment management			✓
Micro-segmentation with Nutanix Flow			✓
DR architecture implementation			✓
Operate and Scale			
VDI operations fit check	A la Carte	A la Carte	A la Carte
Available configurations (To be confirmed)			
Desktop Images and Applications	Starter <2	Pro <5	Ultimate <10
Migration	<20 VMs or Templates	<100 VMs or Templates	<1000 VMs or Templates
Hypervisor	XenDesktop, Horizon View, Frame	XenDesktop, Horizon View, Frame	XenDesktop, Horizon View, Frame
Data protection (HA/DR)	Cluster (Single DC)	Multi-DC, AsyncDR	Multi-DC, AsyncDR, MetroDR
Products Served			
Products serviced - Cumulative	Starter AOS Prism AHV	Pro Files	Ultimate Flow



Virtual Desktop Modernization

BENEFITS

- Accelerate your adoption of the Nutanix and desktop virtualization platforms by leveraging experienced consultants
- Lower risks with comprehensive design documents tailored to your specific requirements
- Prepare for and plan your end user desktop and application virtualization solution using recommendations from our Xpert consultants
- Mitigate risk and accelerate time to value by relying on our knowledgeable consultants to deliver a solution that meets your business and end user needs
- Take advantage of comprehensive project documentation and a robust knowledge transfer session

OVERVIEW

The Virtual Desktop Modernization offering assesses the customer's End User Computing (EUC) needs and requirements with an end goal of delivering a desktop and application virtualization infrastructure design and implementation. The offering streamlines and accelerates solution deployment and adoption.



Certified Nutanix consultants deliver a series of design and deployment sessions to ensure that solution requirements are properly identified. The consultant also ensures adherence to Nutanix- and industry-recommended best practices while minimizing cost and complexity.

SERVICE SCOPE

Assess, design, deploy and migrate to a defined future state for virtual desktops

This fixed-outcome service has 3 different primary scopes with 3 different sized offerings based upon the goals you wish to achieve and the scale of the environment. Each offering is a bundle of services.

Starter Service:

For customers who want a basic infrastructure to accelerate time to value when adopting Nutanix as your EUC platform

Bundle includes:

- Design Workshop Starter for Nutanix Frame, Citrix Virtual Apps and Desktops (CVAD) or VMware Horizon
- HCI Cluster Deployment Starter with your choice of hypervisor
 - o Small-sized bundle includes up to 4 nodes
 - o Medium-sized bundle includes up to 8 nodes
 - o Large-sized bundle includes up to 16 nodes

- Desktop management infrastructure deployment for a single site following the design workshop
- Template image creation
 - o Small-sized bundle includes up to 2 template images
 - o Medium-sized bundle includes up to 5 template images
 - o Large-sized bundle includes up to 10 template images

Should you wish additional node deployments, template images or services, a la carte offerings can be purchased as required to meet your needs.

Pro Service:

For customers looking for a more comprehensive design that focuses on migrating existing environments and users, driving adoption and maximizing the value of the desktop infrastructure and Nutanix HCI platform

Bundle includes:

- Design Workshop Pro for Nutanix Frame, CVAD or VMware Horizon
- Migration Workshop
- HCI Cluster Deployment Starter with your choice of hypervisor
 - o Small-sized bundle includes up to 4 nodes
 - o Medium-sized bundle includes up to 8 nodes
 - o Large-sized bundle includes up to 16 nodes
- Desktop management infrastructure deployment for a single site following the design workshop
- Template image creation
 - o Small-sized bundle includes up to 2 template images
 - o Medium-sized bundle includes up to 5 template images
 - o Large-sized bundle includes up to 10 template images
- Migration service for up to 5 existing VMs or templates and up to a total of 1.25 TB
- Deployment of Nutanix Files for user workspace
- One week of user acceptance testing (UAT) or go-live support
- Deployment of Nutanix TimeStream with up to 5 protection domains

Should you wish additional node deployments, template images or services, a la carte offerings can be purchased as required to meet your needs.

Ultimate Service:

For customers looking to fully transform your end user experience with advanced environment application management, micro-segmentation, multi-site architectures and disaster recovery (DR) capabilities. This is the Ultimate Desktop Transformation package.

Bundle includes:

- Desktop Transformation Workshop
- Ultimate Design Workshop for Nutanix Frame, CVAD or VMware Horizon
- Migration Workshop

DELIVERABLES

- Project schedule
- Project status reports
- Requirement gathering and design workshops
- Standard-level documentation for:
 - o Architecture requirements and design documents
 - o Configuration workbook
 - o Design presentation
 - o Solution Deployment Guide
 - o Solution Test Plan
- Infrastructure deployment per design
- Solution testing and validation
- Project close out

- Micro-Segmentation Workshop
- HCI Cluster Deployment Starter with your choice of hypervisor for 2 sites
 - o Small-sized bundle up to 4 nodes at each site
 - o Medium-sized bundle up to 8 nodes at each site
 - o Large-sized bundle up to 16 nodes at each site
- Desktop management infrastructure deployment for 2 sites following the Design Workshop
- Template image creation and optimization
 - o Small-sized bundle up to 2 template images
 - o Medium-sized bundle up to 5 template images
 - o Large-sized bundle up to 10 template images
- Migration service for up to 5 existing VMs or templates, up to a total of 1.25 TB
- Deployment of Nutanix Files for user workspace
- Deployment of Advanced Application and Environment Management for up to 2 sites
 - o Small-sized bundle up to 10 layered and managed applications
 - o Medium-sized bundle up to 25 layered and managed applications
 - o Large-sized bundle up to 50 layered and managed applications
- Deployment of Nutanix Flow with up to 5 policies
- DR Architecture Implementation service for 2 sites
- Migration of users and data to virtual desktops service for 5 users or policies
- 2 weeks of UAT or Go-Live support
- Deployment of Nutanix TimeStream with up to 5 protection domains

Should you wish additional node deployments, template images or services, a la carte offerings can be purchased as required to meet your needs.

TASK

	Starter	Pro	Ultimate
Virtual Desktop Modernization	Typically 17-30 days	Typically 37-53 days	Typically 85-125 days

TERMS AND CONDITIONS

This document contains the entire scope of the service offer. Anything not explicitly included above is out of scope. This service offer is subject to the Nutanix Services General Terms and Conditions that can be viewed at <https://www.nutanix.com/support-services/consulting-services/terms-and-conditions>



T. 855.NUTANIX (855.688.2649) | F. 408.916.4039
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CNS-EUC-STR | CNS-EUC-PRO | CNS-EUC-ULT

Release 08.21/10



We have prepared a quote for you

Nutanix Environment

Quote # 009045
Version 1

Prepared for:

Municipal District of Greenview No.16

Peter Stoodley
peter.stoodley@MDGreenview.ab.ca

Both Locations

Hardware

Item	Description	Price	Qty	Ext. Price
SW-AOS-PRO-PRD	Nutanix AOS Pro Nutanix AOS Pro - SUB AOS PRO SW LICS & PROD SVCS SW SUP SVC 240 x L-CORES-PRO-PRD - SUB AOS PRO SW LICS & PROD SVCS SW SUP SVC 1CPU 140 x L-FLASHTIB-PRO-PRD - SUB AOS PRO SW LICS & PROD SVCS SW SUP SVC 1TB FLASH DRV 36 x TERM IN MONTHS SVCS 240 x C-MEM-64GB-3200-CM - 64GB MEMORY MODULE 3200MHZ MEM DDR4 RDIMM 40 x C-HDD-12TB-BA-CM - 12 TB 3.5IN HDD DRV 20 x C-SSD-7.68TB-A-CM - 7.68 TB SSD DRV 10 x C-NIC-25G2B1-CM - 25GBE 2PORT SFP28 NETWORK CTLR ADAPTER INTEL XXV710-DA2 20 x C-PSU-2000-A-CM - 2000W POWER SUPPLY UNIT PWR 40 x C-PWR-4FC13C14B-CM - 4FT C13/C14 15A POWER CORD PWR	\$375,830.00	1	\$375,830.00
SW-FILES-AOS-1TiBPRD	Nutanix Files Subscription w Production Support 1 TiB Capaci Nutanix Files Subscription w/ Production Support 1 TiB Capacity	\$1,385.00	43	\$59,555.00
FRAME-NU	Nutanix Frame - subscription license Nutanix Frame - subscription license	\$1,090.00	176	\$191,840.00
NX-8155-G8-5317-CM	Nutanix NX-8155-G8 1 Node Platform with 2x Xeon Gold 5317 Pr Nutanix NX-8155-G8 1 Node Platform with 2x Xeon Gold 5317 Processor	\$29,270.00	10	\$292,700.00
S-HW-PRD	Nutanix Product Support Nutanix Product Support	\$2,815.00	10	\$28,150.00
CNS-EUC-A-SVC-DDPSTD	Nutanix Virtual Desktop Nutanix Virtual Desktop Canada Nutanix XI Frame Using Nutanix XI Frame License	\$8,200.00	1	\$8,200.00

Subtotal: **\$956,275.00**

Nutanix Environment

Prepared by:

Edmonton

Megan Lyseng-Pettitt
780.701.1841
Fax 780-450-1170
megan.lyseng@yardsticktechnologies.com

Prepared for:

Municipal District of Greenview No.16

Box 1079, 4806-36 Ave
Valleyview, AB T0H 3N0
Peter Stoodley
peter.stoodley@MDGreenview.ab.ca
(780) 524-7657

Quote Information:

Quote #: 009045

Version: 1
Delivery Date: 03/07/2022
Expiration Date: 04/03/2022

Quote Summary

Description	Amount
Hardware	\$956,275.00

Subtotal: \$956,275.00

Shipping: \$3,100.00

Estimated Tax: \$47,968.75

Total: \$1,007,343.75

Signature

Date

\$1,026,275.



We have prepared a quote for you

Nutanix Environment - Labour

Quote # 009046
Version 1

Prepared for:

Municipal District of Greenview No.16

Peter Stoodley
peter.stoodley@MDGreenview.ab.ca

Services

Item	Description	Price	Qty	Ext. Price
YST-11	<p>Technical Architect</p> <p>Project management and TA Planning:</p> <p>Nutanix MAIN Deployment and configuration (Valleyview) : -note: We would like to add 2x Fibre runs from the Nutanix Switches > Core Stack; we also need SFP trnsceiver; this would give us a 40GB uplink from the Nutanix to the rest of the network.</p> <p>Nutanix DR Deployment and Configuration (DB, might chose GC or GD): -note: we should consider installing the DR box at one of the other sites which has Fibre, if possible</p> <p>Customize, UAT,Deploy VDI environment: -note: Nutanix will deploy the VDI environment with a BAsic configuration, but they will not customize of and get it ready for use. Yardstick will need to customize it,test, perform UAT,deploy the VDIs as well and resolve any unexpected issues.</p> <p>Server Migrations from old Nutanix to New Nutanix: -note: these servers will be moved from the old Nutanix to the new ones, as is MD-VV-DC01 - Windows Server 2019 Datacentre MD-VV-DC02 - Windows Server 2019 Datacentre MD-VV-SQL01 - Windows Server 2016 Standard with SQL Server ##### MD-VV-FIN01 - Windows Server 2019 Datacenter - DiamondGP18 and WorkTech MD-VV- Print01 - Windows Server 2019 Datacentre MD-VV-APP01 - Windows Server 2019 Datacentre - Penny, WorkTech??- Questica?? MD-VV-IM01 - Windows 10 Pro Guest user as ImageManager for Storage Craft Backups. MD-VV-SEC01 - Windows 10 Pro Guest used for APEX NVR access.</p> <p>Server Upgrades (New Servers > Migrate Apps): -note: New servers will be created, apps will be migrated</p>	\$140.00	500	\$70,000.00

Services

Item	Description	Price	Qty	Ext. Price
	<p>and these servers will be retired</p> <p>MD-WATERPLUS - Potable Water - Bulkwater (FlowpointSystems) Windows Server 2012 R2 Datacentre</p> <p>MD-WATERPLUS01 - Grey Water - Bulkwater (FlowpointSystems) Windows Server 2012 R2 Datacentre</p> <p>MD-DEPLOYMENT - Icirus (Directory Manager - Used by Reception to update AD profiles with employee information and photos) - Windows Server 2012 R2 Datacentre</p> <p>MD-FILESERVER - Windows Server 2012 R2 Datacentre</p> <p>MD-GEOMEDIA - May no longer be needed but has files on it associated with links to Munisight - Windows Server 2012 R2 Datacentre</p> <p>MD-GISFILESRV - GIS Data - Windows Server 2012 R2 Datacentre</p> <p>MD-ITREZZO - MDM for Apple Contact List Management - Windows Server 2012 R2 Datacentre</p> <p>MD-SP2013 - SharePoint 2013 - Windows Server 2012 R2 Datacentre</p> <p>MD- SECURECLOUD - User for MD Greenview Door Locking Proximity System - Windows Server 2012 R2 Datacentre</p> <p>MD-CAMALOT2012R - Microsoft 2012 R2 Datacentre - Camalot is tax calc tool based on MD properties etc..</p> <p>MD- FILEHOLD</p> <p>MD-FILEHOLDTEST</p> <p>Server Decommissioning:</p> <p>-note: these servers will be decommissioned, after making sure that there is nothing running off of them.</p> <p>MD_iCLOUD - MD Terminal Server and RDWeb</p> <p>MD-CSR - Shane believes this server is not needed.</p> <p>MD-DIAMONDGP16 (Migrated to MD-VV-FIN01 and MD-VV-SQL01 (DBMS)</p> <p>MD-DIAMONDVCH - Virtual City Hall (Bill payments)</p> <p>MD-DIAMONDSQL (Not sure if all apps have been migrated off)</p> <p>Hardware Decommissioning:</p> <p>-drive to both DB and VV and take the old Clusters out</p> <p>Shutdown and retire Old Nutanix Clusters at both DB and</p>			

Services

Item	Description	Price	Qty	Ext. Price
	VV			
	Assumptions: <ol style="list-style-type: none">1. The estimate is estimated based on past experience. We considered: Travel time(2 resources)2. Lodging and Meals will be billed separately3. Diagrams/Design Concept and a Work-plan(Statement of Work) will be provided if the opportunity is awarded. This has to be carefully planned with the custom4. Extra Licensing and Hardware requirements: will be provided during the Planning Phase			

Subtotal: \$70,000.00

Nutanix Environment - Labour

Prepared by:

Edmonton
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Prepared for:

Municipal District of Greenview No.16
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Quote Information:

Quote #: 009046
Version: 1
Delivery Date: 03/07/2022
Expiration Date: 04/04/2022

Quote Summary

Description	Amount
Services	\$70,000.00

Subtotal: **\$70,000.00**

Estimated Tax: **\$3,500.00**

Total: **\$73,500.00**

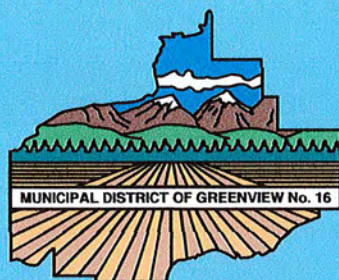
Signature

Date

~~\$ 2,422,600.84~~
~~\$ 2,307,315.09~~



Ironclad TEK RFP Response for MD Greenview VDI/Server RFP



Municipal District of Greenview

4806 36 Avenue

Box 1079

Valleyview, AB. T0H 3N0

Attention: Information Services/New Server RFP

*Author: Chad Cunningham
Ironclad TEK Owner/Partner*

Document History

Document Location

Final document delivered to Municipal District of Greenview

Revision History

Date of this revision: 3/8/2022	Date of next revision
---------------------------------	-----------------------

Revision Number	Revision Date	Summary of Changes	Changes marked
1	3/8/2022	Initial Proposal	N/A

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1. Project Description

The Municipal District of Greenview No. 16 (Greenview) is in Northwest Alberta and currently operates Nutanix clusters, one in the Town of Valleyview and a DRS in the Hamlet of DeBolt.

The Greenview Server/VDI Strategy seeks to identify costs to provide server hardware, professional services and training to the Municipal District of Greenview and its Information Systems department.

This Request for Proposals (the "RFP") is an invitation by Greenview to prospective proponents to submit proposals to upgrade the current Nutanix system to a new Nutanix system (see Future State on page 5) which will include Frame.

Current State Design:

- Valleyview Administration has 500Mbps
- DeBolt 100Mbps
- Grovedale 100Mbps
- Grande Cache 100Mbps

Greenview has approximately 230 end users logged into its environment daily, however, at maximum, could have 300 end users. Greenview has many users who must use a PC/Laptop for their day-to-day use. If required by the user, they must still be able to log in to a VDI (Virtual Desktop Infrastructure) session.

To better support staff and maintain Greenview's IT infrastructure a new server with expanded resources is required. Greenview continues to grow in staff size and more effective methods such as equipment, software, and processes are required to move Greenview into a new and exciting era.

Greenview is seeking proposals from qualified respondents to provide a new server, installation, and professional services. The strategy will include a phased approach, implementing VDI to our common end-users and once tested and validated, the roll-out of VDI will be required for the rest of the organization. The only exceptions are those who are mobile and use laptops in the office or while away and those users who use GIS applications.

Respondents shall describe in their responses to this RFP, their approach and firm, fixed price bid for design, construction, and installation of the full scope detailed herein.

For bids consisting of a firm and third-party contractor(s), the firm responding to the RFP should identify itself as the General Contractor. The General Contractor shall be responsible for the scope of work detailed in this RFP, insurance, and bonding.

The final strategy will be the property of Greenview to be used in the manner and for the purposes as determined by Greenview.

1.1 About Ironclad

Ironclad TEK is a Calgary-based Managed Service Provider and Consulting Company. We specialize in the bespoke design and management for enterprise IT networks. Our customers include clients in the Energy, Education, and High-Tech industries who demand highly available and high performance networks. We bring a foundational understanding of the entire IT landscape. We do more than keep the lights on; we architect and transform your IT landscape to empower your people and propel your business forward.

2. Project Pricing

Pricing Form

Description	Software Cost	Hardware Cost	Labour Cost	3 Yr Support Cost	Total
VDI/Server 3 Year Quote# 1808	\$636,855.20	\$289,586.50	\$13,600.00	\$27,443.50	\$967,485.20

Prices exclude GST

Optional Cost for additional two (2) years ongoing support.

\$ 399,544.69

2.1 Nutanix Pricing

Ironclad has attached two quotes for Nutanix Hardware/Software – one with the requested 3-year license and support, the second with 5-years license and support.

2.1.1.1 Ironclad Nutanix Quotes



Est_1808_from_Ironclad_TEK_Inc_14868.pdf



Est_1807_from_Ironclad_TEK_Inc_14868.pdf

2.2 Professional Services Scope

2.2.1.1.1 Ironclad TEK Professional Services Scope

Ironclad will assume overall project management role for the project. Ensuring all parties are working together to complete tasks on time.

Ironclad proposes that MD Greenview Rack the cluster, and assign a network resource to assist in the cluster build. Ironclad can complete these tasks if necessary, but it will be more cost effective for the customer to complete.

Network Services Proposal

New Cluster Build			
Tasks	Estimated hours of effort	Task Owner	Notes
Project Management	25	ICT	Regular project meetings
Rack cluster	0	MDG	Customer to rack cluster
Network and Firewall configuration	0	MDG	Customer to network cluster
Configure cluster	40	ICT	ICT work remotely
Add to Prism Central and license	3	ICT	ICT work remotely
Create As-Built Doc	4	ICT	ICT work remotely
Verify Backups per customer policy	4	ICT	ICT work remotely
Setup monitoring per customer specifications	4	ICT	ICT work remotely
Total hours	80	Joint	

Ironclad proposes to charge hourly at our Senior Tech rate of \$170/hr.

Based on the estimate of 80 hours our professional services estimate is \$13,600. We can finalize this through scoping discussions with Greenview and provide with the final strategy March 25, 2022.

2.2.1.1.2 Nutanix Professional Services Scope

Ironclad proposes to use Nutanix Professional Services for the Frame implementation. The Frame deployment would include the following:

- Frame infrastructure, configuration and connectivity to support a single physical site or public cloud region according to an existing solution design
- Configuration of Frame customer, organization and account(s)
- Configuration of SAML2 identity provider for user authentication
- Registration of a Nutanix AHV cluster or customer-provided AWS, Azure or GCP cloud subscription
- Deployment and configuration of Frame Cloud Connector appliance
- Configuration of Prism Central to support Nutanix Frame
- Deployment of NVIDIA GRID license server (optional)
- Deployment and configuration of the Frame Streaming Gateway appliance, if required
- Configuration of Active Directory Groups, OUs and GPOs according to an existing design (for domain-joined designs)
- Configuration of storage mount points according to the solution design

Deliverables not included in the Frame deployment, we assume that the customer will responsible for the following:

- Desktop deployment to end user machines.

3. Project Timeline

3.1.1.1 Nutanix Lead Times

Hardware is showing 5 weeks lead time to deliver, but this could change by the time the order is placed.

3.1.1.2 Proposed Implementation Plan

Phase	Deliverable	Responsible	Timeline
Procurement	Order Hardware	Customer	
Planning	Discovery and Planning	Joint	1 week
Planning	Final implementation plan	Ironclad	March 24, 2022
Delivery	Hardware is delivered	Nutanix	Assume 6 weeks from order date
Cluster Implementation	Rack Cluster	Customer (or Ironclad if required)	
Cluster Implementation	Configure cluster, prism, backups, monitoring	Ironclad	1 week
Frame deployment	Deploy/configure Frame on Nutanix cluster	Nutanix	1 week
Project Management	Create As-built documentation for cluster	Ironclad	1 week
Training	Provide training on Frame operation	Ironclad/Nutanix	1 week
Test/Release	Joint review of cluster and Frame configuration with customer and Nutanix to obtain customer release	Joint	1-day
Desktop Implementation	Implementation to desktops and users	Customer (Ironclad can provide a block of hours to support customer in this phase if desired)	Based on customer

4. Ironclad Pricing – References

4.1 Relevant Experience

Ironclad TEK has sold the previous two Nutanix clusters to Greenview. We introduced Greenview to Nutanix Frame 2 years ago, as part of a discussion around Vmware Horizon implementation. Ironclad has significant experience with design, implementation, and ongoing management of Nutanix environments. We currently manage over 100 nodes with our internal team.

In the past, Greenview has used inhouse resources and local contractors to manage their Nutanix environment, and have used Nutanix Professional Service for implementation service. We feel that we can add more value to our relationship with Greenview by having more involvement in both aspects.

4.1.1.1 List of proposed team members and experience

Ironclad has a highly skilled team of technical resources who are each subject matter experts in some aspect of Enterprise IT Infrastructure

What follows is a description of Ironclad resources who would be working on this project:

Ryan Attwood – Nutanix Team Lead

Ryan leads the operational team to manage Nutanix infrastructure for several large customer networks. In addition, he has been part of the Nutanix implementation teams for dozens of clusters.

Kjetil Aarflot – Nutanix Team Lead

Kjetil has 20 years of experience with Server/Storage/Virtualization design and deployment. Kjetil has lead the design and implementation for hundreds of Nutanix nodes around the world. Kjetil is a certified to provide Nutanix health checks, and assessments. Kjetil was responsible for introducing Greenview to Nutanix Frame as part of ongoing discussions between Ironclad and Greenview over the past two years.

Trond Aarflot – Architect

Trond is a self-motivated and resourceful IT professional with 21 years of experience providing hands on technical planning and support for large, multi-site organizations with complex integration, security and connectivity requirements. He brings comprehensive vendor agnostic understanding of IT systems planning, budgeting and optimization, combined with extensive involvement managing the full procurement cycle for third-party services. He utilizes finely-honed project management and resource prioritization skills to effectively balance competing demands for core maintenance and support, large-scale implementations, migrations, and ad-hoc requests. He maintains a positive and approachable demeanor in fast-paced, high pressure situations to effectively respond to challenges that demand astute judgement and creative problem solving skills.

4.2 Reference Accounts

The following are reference accounts that Ironclad is currently working with. All three accounts have Nutanix environments and rely on Ironclad TEK for ongoing management.

4.2.1.1 Whitecap Resources Inc.

Whitecap Resources is a Canadian public oil company based in Calgary, Alberta, with operations in Alberta, Saskatchewan, and British Columbia.

Ironclad acts as a consultant, to present alternative solutions that solves problems for the customer. Ultimately, we present alternatives and make a recommendation that best meets the customer's requirement and the customer makes the decision.

Technologies supported at Whitecap include: Extreme Networks, Nutanix, Veeam, Checkpoint

Contact: Adam Wolde-Giorgis awolde@wcap.ca

4.2.1.2 The Banff Centre

The Banff Centre is a globally recognized post-secondary and professional training institute located in Banff, Alberta, Canada. Banff Centre stakeholders include thousands of students, hotel guests, conference attendees, and staff at any given point of time.

Ironclad provides managed services that augment the internal team, managing Server, Storage, Backups, virtualization, Nutanix, and Level 3 service desk for exchange, and Active Directory.

Technologies supported and The Banff Centre include: Nutanix, VMware, Veeam, Microsoft.

Contact: Melinda Sampson melinda_sampson@banffcentre.ca

4.2.1.3 CNOOC

Ironclad has been working with CNOOC since 2008 and currently provides Managed Services that include support for: Data Network Management, and Virtualization.

We have approached our partnership with CNOOC with a "win-together" spirit, and have helped CNOOC adapt, save costs, and become more efficient during a turbulent period in the Energy Industry.

Ironclad participated in an overarching 5-year IT roadmap design with CNOOC and was the successful bidder to become the VAR for: Nutanix was a major component in the roadmap.

As integrators, we understand the entire IT ecosystem. As subject matter experts in enterprise data centre technologies we can provide assistance in building the best solution, the lowest cost solution, the most stable solution.

Technologies supported at CNOOC include: Extreme Networks, Radware, Juniper, HPE Aruba, Nutanix, VMware, Checkpoint, Palo Alto, Pulse Secure.

Contact: Folta, Tom (Calgary) Tom.Folta@intl.cnoccltd.com

5. Proof of Occupational Health and Safety Program

Attached is a copy of Ironclad's OHS Policy as requested.



OHS Policy - Ironclad
TEK.pdf

6. Proof of Insurance

Please see attached proof of Insurance as requested.



To-Whom-It-May-Co
nc_Ironclad-TEK-In_21

7. Response Checklist

- ☐ Clear project total
 - Itemized list of cost areas (including time, expenses, mileage, disbursements, etc.)
 - Hourly Rate Sheet
- ☐ List of proposed team members and experience
- ☐ List of related and relevant projects carried out by your firm
- ☐ Suggested Timeline of activities leading to project completion
- ☐ List of References
- ☐ List of subcontractors to be used (if required)
- ☐ Proof of Occupational Health and Safety Program
- ☐ Proof of Insurance



IRONCLADTEK

Suite 220, 3700 78th Ave SE
Calgary, Alberta
Canada

QUOTE

Date	Quote #
2022-03-08	1807

Name / Address
Municipal District of Greenview Attn: Peter Stoodley

Project
VDI/Server 5-year

Item	Description	Qty	Unit Price	Total
SW-AOS-PRO-PRD	SUB AOS PRO SW LICs & PROD SVCS SW SUP SVC	1	595,912.15	595,912.15
L-CORES-PRO-PRD	SUB AOS PRO SW LICs & PROD SVCS SW SUP SVC	240	0.00	0.00
L-FLASHTIB-PRO-PRD	SUB AOS PRO SW LICs & PROD SVCS SW SUP SVC	140	0.00	0.00
TERM-MONTHS	TERM IN MONTHS SVCS	60	0.00	0.00
SW-FILES-AOS-1TIBPRD	SUB FILES LICs F/ AOS CLUSTER SVCS ONLY &	43	2,192.30	94,268.90
TERM-MONTHS	TERM IN MONTHS SVCS	60	0.00	0.00
NX-8155-G8-5317-CM	NX-8155-G8, 1 Node; 2x Intel Xeon-Gold 5317 processor	5	28,558.65	142,793.25
C-MEM-64GB-3200-CM	64GB MEMORY MODULE 3200MHZ MEM DDR4	120	0.00	0.00
C-HDD-12TB-BA-CM	12 TB 3.5IN HDD DRV	20	0.00	0.00
C-SSD-7.68TB-A-CM	7.68 TB SSD DRV	10	0.00	0.00
C-NIC-25G2B1-CM	25GbE 2-port, SFP28 Network Adapter (Intel	5	0.00	0.00
C-PSU-2000-A-CM	2000W POWER SUPPLY UNIT PWR	10	0.00	0.00
C-PWR-4FC13C14B-CM	4FT C13/C14 15A POWER CORD PWR	10	0.00	0.00
S-HW-PRD	24/7 PROD LVL HW SUP FOR SVCS NUTANIX HCI	5	4,573.96	22,869.80
SUPPORT-TERM	SUPPORT TERM IN MONTHS SVCS	60	0.00	0.00
NX-8155-G8-5317-CM	NX-8155-G8, 1 Node; 2x Intel Xeon-Gold 5317 processor	5	28,558.65	142,793.25
C-MEM-64GB-3200-CM	64GB MEMORY MODULE 3200MHZ MEM DDR4	120	0.00	0.00
C-HDD-12TB-BA-CM	12 TB 3.5IN HDD DRV	20	0.00	0.00
C-SSD-7.68TB-A-CM	7.68 TB SSD DRV	10	0.00	0.00
C-NIC-25G2B1-CM	25GbE 2-port, SFP28 Network Adapter (Intel	5	0.00	0.00
C-PSU-2000-A-CM	2000W POWER SUPPLY UNIT PWR	10	0.00	0.00
C-PWR-4FC13C14B-CM	4FT C13/C14 15A POWER CORD PWR	10	0.00	0.00

Subtotal

Sales Tax

Total

Pricing is based on current USD exchange rate and subject to fluctuation

GST/HST No.

816068902

Page 1

**IRONCLADTEK**

Suite 220, 3700 78th Ave SE
Calgary, Alberta
Canada

QUOTE

Date	Quote #
2022-03-08	1807

Name / Address
Municipal District of Greenview Attn: Peter Stoodley

Project
VDI/Server 5-year

Item	Description	Qty	Unit Price	Total
S-HW-PRD	24/7 PROD LVL HW SUP FOR SVCS NUTANIX HCI APPL	5	4,573.96	22,869.80
SUPPORT-TERM	SUPPORT TERM IN MONTHS SVCS	60	0.00	0.00
CNS-EUC-A-SVC-DDPSTD	VIRT DESKTOP MODERNIZATION LICS SVC OFFER	1	8,227.54	8,227.54
	EUC DESK MGMT INFRA			
CANADA	SELECTED REGION FOR CNS RES SVCS RESOURCE	1	0.00	0.00
NUTANIX XI FRAME	USING NUTANIX XI FRAME LICS	1	0.00	0.00
FRAME-NU	FRAME SUB NAMED USER LICS MONTHLY	176	1,816.45	319,695.20
FRAME-SUBS-TERM	FRAME SUB TERM IN MONTHS LICS	60	0.00	0.00
Freight	Shipping		4,000.00	4,000.00
	GST on sales		5.00%	67,671.49

Subtotal CAD 1,353,429.89**Sales Tax** CAD 67,671.49**Total** CAD 1,421,101.38

Pricing is based on current USD exchange rate and subject to fluctuation



IRONCLADTEK

Suite 220, 3700 78th Ave SE
Calgary, Alberta
Canada

QUOTE

Date	Quote #
2022-03-08	1808

Name / Address
Municipal District of Greenview Attn: Peter Stoodley

Project
VDI/Server 3-Year

Item	Description	Qty	Unit Price	Total
SW-AOS-PRO-PRD	SUB AOS PRO SW LICs & PROD SVCS SW SUP SVC	1	377,149.41	377,149.41
L-CORES-PRO-PRD	SUB AOS PRO SW LICs & PROD SVCS SW SUP SVC	240	0.00	0.00
L-FLASH-TIB-PRO-PRD	SUB AOS PRO SW LICs & PROD SVCS SW SUP SVC	140	0.00	0.00
TERM-MONTHS	1TB FLASH DRV	36	0.00	0.00
SW-FILES-AOS-1TIBPRD	TERM IN MONTHS SVCS	43	1,387.55	59,664.65
TERM-MONTHS	SUB FILES LICs F/ AOS CLUSTER SVCS ONLY &	36	0.00	0.00
FRAME-NU	PROD SW SUP SVC 1TB	176	1,089.85	191,813.60
FRAME-SUBS-TERM	TERM IN MONTHS SVCS	36	0.00	0.00
NX-8155-G8-5317-CM	FRAME SUB NAMED USER LICs MONTHLY	5	28,558.65	142,793.25
C-MEM-64GB-3200-CM	NX-8155-G8, 1 Node; 2x Intel Xeon-Gold 5317 processor	120	0.00	0.00
C-HDD-12TB-BA-CM	(3 GHz/ 12-core/ 150W, Ice Lake) per node	20	0.00	0.00
C-SSD-7.68TB-A-CM	64GB MEMORY MODULE 3200MHZ MEM DDR4	10	0.00	0.00
C-NIC-25G2B1-CM	RDIMM	5	0.00	0.00
C-PSU-2000-A-CM	12 TB 3.5IN HDD DRV	10	0.00	0.00
C-PWR-4FC13C14B-CM	7.68 TB SSD DRV	10	0.00	0.00
S-HW-PRD	25GbE 2-port, SFP28 Network Adapter (Intel	5	2,744.35	13,721.75
SUPPORT-TERM	XXV710-DA2)	36	0.00	0.00
NX-8155-G8-5317-CM	2000W POWER SUPPLY UNIT PWR	5	28,558.65	142,793.25
C-MEM-64GB-3200-CM	4FT C13/C14 15A POWER CORD PWR	120	0.00	0.00
C-HDD-12TB-BA-CM	24/7 PROD LVL HW SUP FOR SVCS NUTANIX HCI	20	0.00	0.00
C-SSD-7.68TB-A-CM	APPL	10	0.00	0.00
C-NIC-25G2B1-CM	SUPPORT TERM IN MONTHS SVCS	5	0.00	0.00
C-PSU-2000-A-CM	NX-8155-G8, 1 Node; 2x Intel Xeon-Gold 5317 processor	10	0.00	0.00

Subtotal

Sales Tax

Total

Pricing is based on current USD exchange rate and subject to fluctuation

**IRONCLADTEK**

Suite 220, 3700 78th Ave SE
Calgary, Alberta
Canada

QUOTE

Date	Quote #
2022-03-08	1808

Name / Address
Municipal District of Greenview Attn: Peter Stoodley

Project
VDI/Server 3-Year

Item	Description	Qty	Unit Price	Total
C-PWR-4FC13C14B-CM	4FT C13/C14 15A POWER CORD PWR	10	0.00	0.00
S-HW-PRD	24/7 PROD LVL HW SUP FOR SVCS NUTANIX HCI APPL	5	2,744.35	13,721.75
SUPPORT-TERM	SUPPORT TERM IN MONTHS SVCS	36	0.00	0.00
CNS-EUC-A-SVC-DDPSTD	VIRT DESKTOP MODERNIZATION LICS SVC OFFER	1	8,227.54	8,227.54
	EUC DESK MGMT INFRA			
CANADA	SELECTED REGION FOR CNS RES SVCS RESOURCE	1	0.00	0.00
NUTANIX XI FRAME	USING NUTANIX XI FRAME LICS	1	0.00	0.00
Freight	Shipping		4,000.00	4,000.00
	GST on sales		5.00%	47,694.26

Pricing is based on current USD exchange rate and subject to fluctuation

Subtotal CAD 953,885.20

Sales Tax CAD 47,694.26

Total CAD 1,001,579.46

CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer.
This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS To Whom It May Concern POSTAL CODE 	2. INSURED'S FULL NAME AND MAILING ADDRESS Ironclad TEK Inc. #220, 3700 - 78 Ave SE Calgary AB POSTAL CODE T2C 2L8
--	---

3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)
 Commercial General Liability Continued:
 Contractual Liability Included
 SEF 99: Excluding Long Term Leased Vehicles Endorsement
 See Attached...

4. COVERAGES

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)		
				COVERAGE	DED.	AMOUNT OF INSURANCE
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE OR <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> PRODUCTS AND / OR COMPLETED OPERATIONS <input checked="" type="checkbox"/> EMPLOYER'S LIABILITY <input checked="" type="checkbox"/> CROSS LIABILITY <input type="checkbox"/> WAIVER OF SUBROGATION <input checked="" type="checkbox"/> TENANTS LEGAL LIABILITY <input type="checkbox"/> POLLUTION LIABILITY EXTENSION <input type="checkbox"/> <input type="checkbox"/>	Intact Insurance Company 172-1998	2021/03/12	2022/03/12	COMMERCIAL GENERAL LIABILITY BODILY INJURY AND PROPERTY DAMAGE LIABILITY - GENERAL AGGREGATE		5,000,000
				- EACH OCCURRENCE	1,000	5,000,000
				PRODUCTS AND COMPLETED OPERATIONS AGGREGATE		5,000,000
				<input type="checkbox"/> PERSONAL INJURY LIABILITY OR <input checked="" type="checkbox"/> PERSONAL AND ADVERTISING INJURY LIABILITY		5,000,000
				MEDICAL PAYMENTS		50,000
				TENANTS LEGAL LIABILITY	1,000	500,000
				POLLUTION LIABILITY EXTENSION		
<input checked="" type="checkbox"/> NON-OWNED AUTOMOBILES <input checked="" type="checkbox"/> HIRED AUTOMOBILES	Intact Insurance Company 172-1998	2021/03/12	2022/03/12	NON-OWNED AUTOMOBILES		1,000,000
				HIRED AUTOMOBILES	1,000	50,000
AUTOMOBILE LIABILITY <input type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOMOBILES <input type="checkbox"/> LEASED AUTOMOBILES ** ** ALL AUTOMOBILES LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE				BODILY INJURY AND PROPERTY DAMAGE COMBINED		
				BODILY INJURY (PER PERSON)		
				BODILY INJURY (PER ACCIDENT)		
				PROPERTY DAMAGE		
				EACH OCCURRENCE		
EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/>				AGGREGATE		
OTHER LIABILITY (SPECIFY) <input checked="" type="checkbox"/> Errors & Omissions Liability <input checked="" type="checkbox"/> Cyber Liability	Intact Insurance Company 172-1998	2021/03/12	2022/03/12	E&O Liability	5,000	2,000,000
				Cyber Liability	5,000	1,000,000

5. CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS Arthur J. Gallagher Canada Limited 334 11th Avenue Southeast, Suite 300 Calgary AB POSTAL CODE T2G0Y2	7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (Commercial General Liability- but only with respect to the operations of the Named Insured) POSTAL CODE
--	--

8. CERTIFICATE AUTHORIZATION

ISSUER Arthur J Gallagher Canada Limited	CONTACT NUMBER(S) TYPE Phone NO. 403-299-1000 TYPE NO.
AUTHORIZED REPRESENTATIVE David Gray, CIP	TYPE Fax NO. TYPE NO.
SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>David Gray</i>	DATE 2021/03/11 EMAIL ADDRESS

DESCRIPTIONS Continued.

The Insurance afforded is subject to the Terms, Conditions, and Exclusions of the Policy(s) above cited. This Certificate is issued as a matter of information only and confers no rights on the holder and imposes no liability on the Insurer.



COMPANY POLICY:

Occupational Health and Safety

Approved By: Chad Cunningham, Owner/Partner
Effective Date: 2020/09/15
Next Revision Due: 2023/09/15

BACKGROUND

This policy provides the foundation for Occupational Health and Safety ("OHS") management at Ironclad TEK ("ICT") so that it is understood that all employees contribute to a safe and healthy workplace.

This policy aligns with ICT's commitment to supporting employee health and wellness. The OHS Policy will be reviewed and updated every three years.

PURPOSE

The purpose of this policy is to demonstrate ICT's commitment to improving health and safety and managing an effective occupational health and safety system. It reinforces ICT's commitment to provide a safe and healthy work environment, preventing injuries, and continually improving occupational health and safety management. ICT will meet these commitments by:

- Complying with occupational health and safety legislative requirements, including promotion and advancement of physical, psychological and social well-being of employees;
- Continually seeking innovative ways to improve occupational health and safety performance;
- Supporting early and safe return-to-work initiatives;
- Proactively managing risks to prevent workplace injury, illness or loss to ICT employees, contractors, volunteers;
- Providing education, training and competency evaluations to ensure employees understand and meet their health and safety responsibilities;

- Measuring progress by implementing occupational health and safety objectives, audits, inspections and evaluations;
- Assessing compliance with health and safety requirements and acting to address issues.

DEFINITIONS

None

INTENDED OUTCOMES OF THIS POLICY

1. Employees comply with applicable OHS legislative requirements.
2. Ironclad TEK will provide a safe work environment for employees, contractors, and volunteers.

POLICY STATEMENTS

1.0. Scope/Exceptions

- 1.1. This policy applies to all ICT employees, volunteers, and contractors who perform work or provide services to or on behalf of Ironclad TEK. This includes work or services performed on Customer premises, ICT premises or affiliated sites. All parties have a shared responsibility concerning occupational health and safety.

2.0. Occupational Health and Safety Policy Statements

- 2.1. Safety is a shared responsibility that requires active leadership and participation from all personnel. All personnel are responsible for:
 - 2.1.1. Protecting the health and safety of themselves, their co-workers, contractors, and volunteers.
 - 2.1.2. Understanding and meeting their health and safety roles, responsibilities, and requirements. The OHS Roles and Responsibilities document provides further information.
 - 2.1.3. Complying with occupational health and safety legislative requirements and ICT's health and safety standards and guidelines.

3.0. Consequences of Non-Compliance

- 3.1. Failure to adhere to this policy, may result in disciplinary action, up to and including dismissal.

4.0. Communications

The Occupational Health & Safety Policy is found on the ICT/HR Sharepoint.

SUPPORTING GUIDELINES

The following specific guidelines are provided in the spirit of supporting the OHS Policy goals. These guidelines are not intended as a complete list but to provide specific examples of how each person can work to create a safe work environment for themselves and others.

Creating an environment that is safe is the responsibility of everyone; do your part by following safety guidelines and policies. If you are injured on the job, notify your supervisor immediately and get assistance. Avoid taking risks when it comes to safety, be aware and *do your part to maintain a safe workplace environment. If you've been injured on the job, call to schedule an appointment to see how our team of specialists can help to get you feeling better and back to work!*

Be Aware

Always be alert to what's happening in your surroundings; remember that your safety is your responsibility. Understand the particular hazards related to your job or workplace, and keep clear of potentially hazardous areas or situations. Be awake and attentive on the job, and be particularly aware of machinery. Avoid going to work under the influence of alcohol or drugs, which can compromise your concentration, coordination, judgment, motor control and alertness.

Maintain Correct Posture

Use correct posture to protect your back while at work. If you sit at a desk, keep your shoulders and hips in line and avoid hunching over. Use correct form when lifting objects and avoid twisting and stooping. The following tips provide information about lifting correctly:

- Use both hands to lift or carry a heavy object.
- Adopt a proper lifting stance by putting the strain on your legs, keeping your back straight and not bending at the waist.
- Wear a back brace for heavy work.
- Test the weight before picking up the item.
- Lift items smoothly and slowly.
- *Move your feet instead of your back when traveling or turning with a heavy object.*
- Hold the load close to your body.
- Ask for help to move loads that are too heavy for you.

Take Breaks Regularly

Feeling tired and burned out makes you less likely to be aware of your surroundings and is

a common cause of workplace injuries. Regular breaks help you stay fresh and alert on the job. It is particularly important to take short breaks when you have a task that requires repetitive movements over a long period of time.

Use Equipment Properly

Always take the proper precautions when operating machinery or using tools. Taking shortcuts is a leading cause of workplace injuries. Use the appropriate tool for the job, and use it in the right way. When using tools and machinery, put safety first with the following tips:

- Only use machinery you are trained and authorized to use.
- Keep tools clean and in good working order.
- Organize tools and always return them to their proper place.
- Make sure the machine operator sees you, don't approach from a blind spot or from behind.
- Only perform tasks you have been properly trained to perform.
- Never leave machinery unattended while it is running.
- Always obey operating instructions.
- Never remove or tamper with safety guards.
- If something seems wrong, immediately stop the machine and get assistance.
- Communicate with those around you.
- Never walk in front of heavy equipment.
- Read and follow all labels and instructions.
- Don't tamper with hazardous items, including cords, switches and electric controls.
- Wear appropriate and compact clothing; loose, billowing clothing and accessories can easily get caught in moving parts.
- Never place fingers or other objects into moving machinery.
- Turn off equipment before moving, cleaning, adjusting, oiling or un-jamming.

Locate Emergency Exits

Always know where emergency exits are located and keep the path to them clear. You should also have clear access to emergency shutoffs on machinery.

Report Safety Concerns

If you notice a potential safety hazard or risk, report it to your supervisor immediately so they can address the situation. Keep communication lines open and work as a team to create a safe working environment.

Practice Effective Housekeeping

Maintain a clean and organized workplace environment. Make housekeeping an ongoing project that everyone is involved in and keep these tips in mind:

- Prevent trips, slips and falls by keeping all floors clean and dry.
- Eliminate fire hazards by removing combustible materials and storing flammable materials away from sources of ignition.
- Control dust accumulation.
- Avoid tracking materials and cross contamination by keeping mats clean and *having separate cleaning protocols for different areas.*
- Use appropriate procedures to prevent falling objects.

Occupational Health and Safety Policy

- Keep the workplace clutter free.
- Store all materials and equipment properly.
- Regularly inspect tools and personal protective equipment to make sure they are in good working order.

Make Use of Mechanical Aids

Take the extra time to obtain a wheelbarrow, crank, conveyor belt, forklift or other mechanical aid to assist you in lifting heavy objects. Attempting to lift something that is too heavy can cause injuries that could have been avoided.

Reduce Workplace Stress

Stress can contribute to difficulty concentrating and depression, which make it hard to be alert at work. There are many causes of stress at work including conflicts with others, heavy workloads, long hours and job insecurity. If you are experiencing workplace stress, talk to your supervisor about ways to address your concerns.

Use Appropriate Safety Equipment

It is important to use the proper safety equipment for a task to help protect yourself from injury:

- Wear appropriate clothing and shoes for your job.
- Know the location of fire extinguishers and first aid kits.
- Use a hard hat if there is a risk of falling objects.
- Wear gloves when handling toxic substances or sharp objects.
- Wear goggles when there is a hazard to your eyes.
- Use safety harnesses if there is a danger of falling.
- Wear non-skid shoes when working on slippery surfaces or lifting heavy objects.
- Wear a breathing mask.
- Use all protective equipment intended for your task including seat belts, protective headgear or clothing and safety glasses.



REQUEST FOR DECISION

SUBJECT: **Contract 3 – Secondary Clarifier Equipment Award**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 12, 2022 CAO: EK MANAGER: DB

DEPARTMENT: ENVIRONMENTAL SERVICES DIR: RA PRESENTER: DB

STRATEGIC PLAN: Level of Service LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy No. 1018.

RECOMMENDED ACTION:

MOTION: That Council award Contract 3 – Secondary Clarifier Equipment to WesTech Engineering LLC in the amount of \$460,800.00 with funds to come from the approved Capital Budget, Project WW19002.

BACKGROUND/PROPOSAL:

On September 14th, 2020, Council awarded M2 Engineering the Engineering contract for detailed design and construction of the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades.

To date Council has awarded 2 of the 5 Supply of Major Equipment Contracts for the Grande Cache Wastewater Treatment Facility Upgrades project:

Contract Number & Description	Awarded to:	Price
Contract 1- Wastewater Screening Equip.	Zima Corporation (Kusters Water Division)	\$404, 622.00
Contract 2- Biological Wastewater Treatment Equip.	Napier- Reid Ltd.	\$437,078.00
Contract 3- Secondary Clarifier Equip.	Council Decision April 12th	TBD
Contract 4- Ultraviolet Treatment Equip.	Council Decision April 12th	TBD
Contract 5- Biosolids Dewatering Equip.	Council Decision April 12th	TBD
Total Major Equipment Supply Contracts		\$841,700.00

The Request for Proposal (RFP) for Contract 3- Secondary Clarifier Equipment was posted on behalf of Greenview, by M2 Engineering, and the following 4 bids were received as of closing February 4th, 2022, at 4:00pm. The total estimated budget for Contract 3 was \$1,000,000.

Table 1
Summary of Proposal Prices

No.	Proponent	Location	Proposal Price
1.	Mequipco Ltd. / Ovivo Inc.	Calgary, Alberta / Barrie, Ontario	\$ 768,653.00
2.	Ramtech Enterprises Ltd. / Evoqua Water Technologies LLC	Calgary, Alberta / Salt Lake City, Utah	\$ 578,675.20
3.	Westpro Machinery Inc.	Calgary, Alberta	\$ 837,529.00
4.	WesTech Engineering, LLC	Vancouver, British Columbia	\$ 443,600.00

All though all proponents submitted the minimum requirements requested by the RFP, a particular issue of concern with the Westpro submission was noted on the price breakdown form. Westpro's offer is disclaimed by providing prices as "Estimated" Based on M2's review, "the Westpro proposal should be considered substantially non-compliant as their offer has pricing ambiguity with how the prices are qualified as "Estimated".

The general overview of the 4 proposals have been summarized by M2 as follows:

- Mequipco's proposal generally provided the information requested in the RFP terms
- Ramtech's proposal's is generally complete however the following critical items were noted during our review:
 - They are not providing a process guarantee
 - Base bid is for FRP baffles and weirs which does not satisfy base pricing requested
 - Exception to drawings being stamped by an engineer registered in the province in Albert
 - They have not provided a review of the equipment supply agreement
- Westpro Machinery's proposal is considered to be materially non-compliant due to qualifications made on the price breakdown form. In addition, they have made note of several items that are deemed critical, including:
 - Exception to the delivery of shop drawings
 - Exception of the application of Lien Fund Holdback
 - Their right to select the subcontractor for installation
- WesTech's proposal generally provided the information requested in the RFP terms

On February 10th, 2022, M2 held a meeting with Greenview Administration to review the draft evaluation and to "confirm agreeance with criterion, weighting, and scoring". Details of both the Technical Proposal Evaluation and the Financial Proposal Evaluation are summarized as follows:

Table 6
Summary of Technical and Financial Evaluation Results

No	Proponent	Raw Technical Evaluation Score	Adjusted Technical Evaluation Score	Financial Evaluation Score	Total Final Score
		(285 MAX)	(50 MAX)	(50 MAX)	(100 MAX)
1	Mequipco	164	29	29	58
2	Ramtech	152	27	39	66
3	Westpro Machinery	(non-compliant)	(non-compliant)	(non-compliant)	(non-compliant)
4	WesTech Engineering	181	32	50	82

Based on the technical and financial reviews completed, WesTech Engineering provided the best technical proposal as well as the lowest price, however both Administration and M2 agreed that awarding to WesTech would be subject post closing negotiations. Westech was able to satisfy the post closing negotiations on February 16th, but it should be noted that there was an expected price adjustment of \$4,200 for an additional electrical panel as well as \$13,000 for additional site visits.

Including post closure adjustments, Administration recommends that Council award Contract 3 – Secondary Clarifier Equipment to WesTech Engineering LLC., for a value of \$460,800.00 (excluding GST). This proposal remains open for acceptance until April 19th, 2022.

The overall 2022 Capital Budget for the Grande Cache Wastewater Treatment Facility Upgrades is \$10,500,000.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have secured the Secondary Clarifier Equipment, which is Contract 3 of 5 contracts for the supply of the major equipment for the new Wastewater Treatment Plant in the Hamlet of Grande Cache.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to award to another bidder however Administration does not recommend this action because the evaluation process outlines the technical specifications and requirements specific to the project objectives.

FINANCIAL IMPLICATION:

Direct Costs: \$460,800.00- Funds to come from the 2022 Capital Budget

Ongoing / Future Costs: Operational Maintenance Cost

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

A notice of award will be drafted and sent to the successful bidder.

ATTACHMENT(S):

- Review and Evaluation of Proposals

February 22, 2022
File: M2 Project 2020-1030

VIA E-MAIL: doug.brown@mdgreenview.ab.ca

Doug Brown
Manager, Environmental Services
Municipal District of Greenview No. 16
3605 46 Street Box 1079
Valleyview, Alberta T0H 3N0

RE: MUNICIPAL DISTRICT OF GREENVIEW NO. 16
HAMLET OF GRANDE CACHE WASTEWATER TREATMENT FACILITY UPGRADES
REVIEW AND EVALUATION OF PROPOSALS RECEIVED FOR CONTRACT 3
EQUIPMENT SUPPLY FOR SECONDARY CLARIFIER TREATMENT EQUIPMENT

Dear Doug:

On behalf of Municipal District of Greenview No. 16 (MD of Greenview), M2 Engineering issued a Major Equipment Supply Request for Proposals (RFP) for the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades project. This RFP was officially titled "Contract 3 – Equipment Supply for Secondary Clarifier Treatment Equipment".

We are pleased to provide this letter as a summary and evaluation of the proposals received.

1 Introduction

1.1 Contract Planning

Six contracts are anticipated for the MD of Greenview Wastewater Treatment Facility project, including five equipment supply contracts, and one general construction contract.

The following is a brief overview of the contracts planned for this project:

- Contract 1 – RFP for Wastewater Screening Equipment:
Equipment supply contract for the Owner to obtain wastewater screening equipment
- Contract 2 – RFP for Biological Wastewater Treatment Equipment:
Equipment supply contract for the Owner to obtain biological wastewater treatment equipment
- Contract 3 – RFP for Secondary Clarifier Equipment:
Equipment supply contract for the Owner to obtain secondary clarifier equipment
- Contract 4 – RFP for UV Treatment Equipment:
Equipment supply contract for the Owner to obtain UV treatment equipment
- Contract 5 – RFP for Biosolids Dewatering Equipment:
Equipment supply contract for the Owner to obtain biosolids dewatering equipment
- Contract 6 – General Construction Contract:
General construction contract for the Owner to select a contractor to construct the overall scope of the Wastewater Treatment Facility Upgrades project, including but not limited to:
 - Various site modifications for Civil Earthworks, HVAC & Plumbing Systems, and Power and Control Systems

- Retrofit of the existing building for new blower equipment, new electrical room, and other miscellaneous improvements
- Building expansion for biosolids dewatering equipment and new HVAC systems
- Building expansion for new control room and laboratory
- Upgrades to the existing wastewater influent channel, including the addition of two mechanical screens
- Installation of new the wastewater treatment systems (bioreactor, clarifier, UV systems)
- Upgrades to the existing sludge holding ponds to convert the ponds to equalization ponds
- Installation of a septic receiving station
- Installation and integration of multiple equipment supply contracts 1/2/3/4/5

1.2 Overview of RFP Process

The purpose of the RFP process is to facilitate major equipment procurement, allowing selection of a vendor for the major equipment associated with the wastewater treatment facility upgrades project. This is accomplished by developing RFP documents that outline the technical specifications and requirements specific to the project objectives.

For this project, major equipment is being selected during the design stage of this project, rather than waiting for the tender and construction stages of the project. Major equipment selection during design is critical for a more complete and accurate planning process, as our design team requires detailed information on the major equipment that is to be integrated into the overall facility design.

It is important to note, once the general contractor is selected for the project, the major equipment supply contracts will be novated into the general construction contract.

The RFP was managed using the online procurement platform by bids&tenders™ (bids&tenders)¹. The table below summarizes the RFP posting details.

Project Title	Request for Proposal for Secondary Clarifier Treatment Equipment Contract 3 – Major Equipment Supply RFP
Procurement Platform / Bidding System	bids&tenders
Procurement Representative	M2eng Alberta Ltd. (M2 Engineering)
Owner	Municipal District of Greenview No. 16
RFP Portal URL	https://m2eng.bidsandtenders.ca
Instructions to Proponents including information on the Proposal Closing	Section 00 21 16 – INSTRUCTIONS TO PROPONENTS (ELECTRONIC SUBMISSION)
Proposal Posted On	January 7, 2022
Proposal Closing Date / Time	February 4, 2022 @ 4:00:00 pm
Opportunity Open To	Public Opportunity with documents available to Registered Plan Takers

¹ This RFP was not a tender/bid and is not subject to the laws of competitive bidding. No bid contract or agreement was created by submission of a proposal. Any use of the word bid/tender is strictly related to terminology inherent in the Bids&Tenders online procurement platform. Our RFP documents communicated to the Proponents that any use of "Bid or Tender" was to be read and interpreted as "Proposal" and that any use of "Bidder or Bidders" of the online platform was to be interpreted as "Proponent / Proponents".

2 Proposals Received

2.1 Summary of Proposals Received

The scope of Contract 3 – Equipment Supply for Secondary Clarifier Treatment Equipment includes:

- Shop Drawing Preparation, including a requirement that shop drawings are authenticated by a professional engineer for their respective discipline
- Secondary Clarifier Treatment Equipment Supply, for the two proposed clarifiers.
- Shop Testing, Field Testing, Start-up, Operation and Maintenance Manuals, Commissioning, Training (pre-commissioning training and post-commissioning training), and Warranty Services

RFP documents were prepared for the equipment supply scope and were available publicly to all Registered bids&tenders Plan Takers. The RFP closed on February 4, 2022, at 4:00 pm (MST).

The following table summarizes the proposals received and the location of each firm:

Table 1
Summary of Proposal Prices

No.	Proponent	Location	Proposal Price
1.	Mequipco Ltd. / Ovivo Inc.	Calgary, Alberta / Barrie, Ontario	\$ 768,653.00
2.	Ramtech Enterprises Ltd. / Evoqua Water Technologies LLC	Calgary, Alberta / Salt Lake City, Utah	\$ 578,675.20
3.	Westpro Machinery Inc.	Calgary, Alberta	\$ 837,529.00
4.	WesTech Engineering, LLC	Vancouver, British Columbia	\$ 443,600.00

2.2 Mandatory Criteria Requirements

The RFP documents required Proponents to satisfy and/or submit specific information, some of which was considered a mandatory requirement. The table below summarizes our review of the mandatory requirements for each of the Proponents.

Table 2
Mandatory Requirements Evaluation

Item	Mandatory Criteria Requirement	Proponent 1	Proponent 2	Proponent 3	Proponent 4
		Mequipco	Ramtech	Westpro Machinery	WesTech Engineering
1	Price Breakdown	✓	✓	(see notes)	✓
2	Proposed Products Form	✓	✓	✓	✓
3	Redline of Vendor Proposed Exceptions	✓	(see notes)	(see notes)	(see notes)
4	Proposal Submittal Checklist	✓	✓	✓	✓
5	Proponent's Qualifications	✓	✓	✓	✓
6	Vendor Proposal Document	(see notes)	(see notes)	(see notes)	✓
7	Consent of Surety & Agreement to Bond	✓	✓	✓	✓
8	Undertaking of Insurance Letter	✓	✓	✓	✓
9	Acknowledgement of Addendum	✓	✓	✓	✓

All Proponents submitted the minimum requirements requested by the RFP; however, not all sections were submitted to the intent required. See comments below on proponent submissions. All proponents could have better completed/filled out information to provide clarity on their offers. However, a particular issue of concern with the Westpro submission is the price breakdown form, where the offer is disclaimed by providing prices as "Estimated". Based on our review, the Westpro proposal should be

considered substantially non-compliant as their offer has pricing ambiguity with how the prices are qualified as “Estimated”.

Mequipco

- Redline of Vendor Proposed Exceptions
 - Vendor does have exceptions to the RFP terms, but followed instructions by providing redlined version of RFP specification sections.
- Vendor Proposal Document
 - The Vendor Proposal Document did not comply with the requested outline for the nineteen items specifically requested the Vendor provide information on.

Ramtech

- Redline of Vendor Proposed Exceptions
 - Proposal did not comply with requirements to redline exceptions to RFP document sections; instead exceptions are noted within Vendor proposal.
- Vendor Proposal Document
 - The Vendor Proposal Document did not comply with the requested outline for the nineteen items specifically requested the Vendor provide information on.

Westpro Machinery

- Redline of Vendor Proposed Exceptions
 - Proposal did not comply with requirements to redline exceptions to RFP document sections; instead exceptions are noted within Vendor proposal.
- Vendor Proposal Document
 - The Vendor Proposal Document did not comply with the requested outline for the nineteen items specifically requested the Vendor provide information on.
- Supply Price Breakdown
 - The pricing provided is noted as “estimated”.

WesTech Engineering

- Redline of Vendor Proposed Exceptions
 - Vendor claims no redlines/exceptions in this section; however, remainder of proposal does indeed has exceptions to the RFP terms (payment terms for example)

2.3 Vendor Proposal Document Requirements

The RFP documents required Proponents to submit specific information of their offer as part of their proposal. The table below summarizes our review of the vendor proposal document requirements for each of the Proponents.

Table 3
Proposal Document Evaluation

Item	Vendor Proposal Document Requirement	Proponent 1	Proponent 2	Proponent 3	Proponent 4
		Mequipco	Ramtech	Westpro Machinery	WesTech Engineering
1	Introduction	✓	✓	✓	✓
2	General Description of Equipment	✓	✓	✓	✓
3	Company Information	✓	✓	X	✓
4	Servicing Capability	(see notes)	(see notes)	✓	(see notes)
5	Reference Projects	✓	✓	✓	✓
6	Technical Sizing Information	✓	✓	✓	✓
7	Detailed Equipment Offer	✓	✓	✓	✓
8	Detailed Description of On-Site Services Offered	✓	✓	✓	✓
9	Preliminary P&ID Drawings	(see notes)	✓	X	✓
10	Preliminary General Arrangement Drawings	✓	✓	✓	✓
11	Controls Systems	✓	✓	✓	✓
12	Field Assembly, Testing, Start-up and Commissioning	✓	✓	✓	✓
13	Equipment Supply Exclusions	(see notes)	(see notes)	(see notes)	(see notes)
14	Performance Guarantee	(see notes)	X	(see notes)	✓
15	Warranty	(see notes)	✓	(see notes)	(see notes)
16	Extras or Credits	✓	✓	X	✓
17	Schedule	✓	✓	✓	✓
18	Company Signatory	✓	✓	✓	✓
19	Appendices / Attachments	✓	✓	✓	✓

2.4 Review Notes

2.4.1 General Overview

The following general notes can be made for the four proposals received.

- Mequipco's proposal generally provided the information requested in the RFP terms
- Ramtech's proposal's is generally complete however the following critical items were noted during our review:
 - They are not providing a process guarantee
 - Base bid is for FRP baffles and weirs which does not satisfy base pricing requested
 - Exception to drawings being stamped by an engineer registered in the province in Alberta
 - They have not provide a review of the equipment supply agreement
- Westpro Machinery's proposal is considered to be materially non-compliant due to qualifications made on the price breakdown form. In addition, they have made note of several items that are deemed critical, including:
 - Exception to the delivery of shop drawings
 - Exception of the application of Lien Fund Holdback
 - Their right to select the subcontractor for installation
- West Tech's proposal generally provided the information requested in the RFP terms

More detailed notes on each proposal submission are provided below. Please note, the highlighted sections that follow are our review notes specific to the "(see notes)" comments identified in Table 3.

Mequipco proposal observations and comments:

- General:
 - Ovivo does not provide a statement regarding performance guarantee in the proposal document.
 - Ovivo has listed their project team in proposal forms
 - Ovivo made the following escalation note:
"Vendor may increase the Purchase Order price or require additional payment in the form of a change order due to any labor and material price increase (a) that exceeds 5% of the Maximum Price of the specific labor or material or (b) when product fabrication utilizing labor or materials does not commence within 6 months after the date of the Agreement, due to actions of parties other than Vendor..."
 - Ovivo made the following schedule and payment note:
"We are aware that the anticipated schedule for this project creates a long delivery schedule and equipment may not get commissioned for 1.5-2 years. Unfortunately, volatility in the commodity metals, freight and logistics markets do not allow us to hold our pricing fixed for equipment to be fabricated more than about 2 months into the future. Therefore, we may require a cost adjustment for equipment when release for production is approved by the client. Therefore, if the market indices increase or decrease, the equipment fabrication cost will increase or decrease, respectively."
 - Ovivo comments that additional field services are available at an additional cost; however there are no details regarding future availability and support services.
- Price Breakdown
 - Price breakdown has been provided with no exceptions or qualifications
- Technical Information:
 - Preliminary general arrangement drawing included with proposal document
 - Preliminary P&ID drawing not included with proposal document
 - Spare parts included in proposal price:
 - One set of neoprene squeegees for one complete clarifier
 - Ovivo has described the winter freezing issues in Grande Cache and it is proposing a gear drive better suited for the application, in their opinion.
 - Ovivo has included heaters in drive motor windings to reduce stress in cold temperatures
- Technical Exceptions:
 - Ovivo proposal document notes that motor starters are not included and to be supplied by others.
 - Ovivo proposal document notes clarifier floor to be 1:12 slope as opposed to flat
 - Ovivo take exception to suction style sludge system and is proposing on conventional scraper mechanism due to low velocity potential in suction header
 - Ovivo has provided 304 stainless steel weirs and baffles in their base price
- Equipment Supply Agreement Exceptions:
 - Ovivo noted several changes to the equipment supply agreement relating to:
 - Limitation of liability
 - Indemnity
 - Warranty
 - Termination
 - Force Majeure
 - Price Escalation
 - Many of the above clauses would need to be reviewed / negotiated in detail prior to execution of the contract with Ovivo

- Warranty:
 - Warranty is unclear in Ovivo proposal documents:
 - Proposal forms note 2-year warranty
 - Equipment supply agreement exceptions note: 12-months from the date of start-up, not to exceed a period of 18-months from the date of shipment
- Payment Terms:
 - Ovivo has proposed alternate payment terms from those listed in the Equipment Supply Agreement in their proposal document. This requires clarification and negotiation.
- Schedule:
 - Shop drawings available 6 weeks after Notice of Award
- Site presence
 - Commissioning: one trip, two days per clarifier for a total of two trips, 4 days
 - Post-commissioning: one trip, one day
 - Commissioning Training: one trip, one day
 - Post-commissioning Training: not included
 - It is M2 Engineering's opinion that the proposed site time is not sufficient. Additional site time would need to be negotiated.
- Extras/Credits:
 - M2 Engineering requested a cost adder for stainless steel internals, base pricing is for hot-dipped galvanized.
 - Ovivo noted the additional cost for 316L stainless steel internals as: \$189,937 CAD
 - Ovivo noted optional pricing was available for FRP weirs and baffles but it was not listed in their proposal document

Ramtech proposal observations and comments:

- General:
 - Ramtech is not providing a performance guarantee
 - Ramtech has listed their project team and their experience in their proposal document
 - Ramtech made the following escalation note:
"Due to volatility in material costs, prices quoted in this proposal will be adjusted to reflect changes in the Metal and Metal Products Index (MMPI) published by the U.S. Department of Labor, Bureau of Labor Statistics. The most recent published MMPI is 331.481 for December 2021. If the MMPI exceeds 338.246 at the time the Equipment is released for manufacture, then the price will be increased by the same percentage as the MMPI exceeds 338.246."
 - Ramtech comments on the cost associated with the additional servicing; however there are no details regarding future availability and support services.
- Price Breakdown
 - Price breakdown has been provided with no exceptions or qualifications; however the price breakdown makes notes that there are certain items that are "not applicable" which caught our attention, including:
 - Performance verification
 - Commissioning verification and 30-day Commissioning Period
 - Project close-out documents
 - Record drawings
- Technical Information:
 - Preliminary general arrangement drawing included with proposal document
 - Preliminary P&ID drawing included with proposal document
 - No spare parts included in proposal
 - Ramtech has assumed FRP effluent weirs and baffles. RFP terms requested hot dipped galvanized and allowed proponents to provide cost savings for FRP.

- Technical Exceptions:
 - Ramtech has taken exception to drawings being stamped by an engineer registered in the province in Alberta. This is not acceptable as they need to be responsible for their design.
- Equipment Supply Agreement Exceptions:
 - Ramtech noted the following in regards to the equipment supply agreement which does not meet the intent of the RFP documents to markup / comment on equipment supply agreement terms. This would necessitate significant review between the documents as they did not provide any specific comments on exceptions taken:
"Evoqua's proposal is based upon our standard terms and conditions contain in this proposal. Evoqua will negotiate mutually acceptable terms and conditions at time of order placement. If the parties fail to reach a mutual agreement, then neither Evoqua nor Buyer will have any liability to the other for such failure."
- Warranty:
 - 2-year warranty not to exceed 30 months from delivery.
- Payment Terms:
 - Ramtech has proposed alternate payment terms from those listed in the Equipment Supply Agreement in their proposal document. This requires clarification and negotiation.
- Schedule:
 - Shop drawings available 8-10 weeks after final agreement by both parties
- Site presence
 - Commissioning: two trips, four days
 - Post-commissioning: not included
 - Commissioning Training: one trip, one day
 - Post-commissioning Training: one trip, one day
 - It is M2 Engineering's opinion that the proposed site time is not sufficient. Additional site time would need to be negotiated.
- Extras/Credits:
 - M2 Engineering requested a cost adder for stainless steel internals, base pricing is for hot-dipped galvanized.
 - Ramtech noted the additional cost for 316L stainless steel internals as: \$125,102.08 CAD

Westpro Machinery proposal observations and comments:

- General:
 - Proposal noted to be materially non-compliant under mandatory requirement review
 - Statement provided regarding performance guarantee; however M2 Engineering is uncertain what is intended by "clean plant condition". There are also qualifying statement in the performance guarantee document which are unclear and would require further clarification.
"Westpro guarantees that the equipment shall be capable of operating at the specified design conditions as stated in document RFP-CTR3-GC-WWTF-REVO_SIGNED, when operated in strict accordance with the approved Operating Conditions provided as part of the project and under clean plant conditions..."
 - No project team or personal noted in proposal forms or document
 - Westpro has noted they have servicing capabilities:
"Westpro has established a Customer Service Support Division with resources based in our Ontario and British Columbia offices to assist our customers as required. In addition, Westpro can provide a full range of formal and informal product line training including: Process optimization, maintenance routines and equipment functionality."
 - Westpro has noted that they reserve the right to select a suitable subcontractor for installation:
"Westpro reserves the right to select suitably qualified subcontractors for the provision of any component of this contract. The scope of work for this package falls within the expertise of

- Westpro and our partners. Westpro has proven project and construction management skills, essential to delivering safety, quality, on schedule and within budget.*
- Price Breakdown
 - Westpro has noted certain line items are “estimated” and as such have not provided a fix price per the terms of the RFP.
 - Technical Information:
 - General arrangement drawing included with proposal document
 - Spare parts list provided, costs not included in proposal price
 - Technical Exceptions:
 - Westpro has taken exception to providing shop drawings noting that *“design / shop drawings are considered proprietary and shall not be submitted”*
 - Equipment Supply Agreement Exceptions:
 - Westpro has taken exception to the requirement to provide shop drawings and notes the following
 - “In place of the foregoing, Westpro would be pleased for you to accept Westpro’s Standard Vendor Data Requirements List of documents and drawings to be supplied with this project”*
 - M2 Engineering is uncertain on the intention of this exception.
 - Westpro has noted the following cost escalation clause:
 - “The Contract Price for the manufacture of the Equipment is subject to escalation if the cost of steel increases by more than five percent (5%) between the date of the Bid Proposal and the date to begin manufacturing in the Notice to Manufacture”*
 - Westpro has note the follow exception to 90-day commissioning period to 60-days:
 - “Upon the issuance of the Acceptable Test Notice, the Owner shall proceed to commission the Project and review the performance of the Equipment for a period of sixty (60) days to determine if any Deficiencies are present (the “Commissioning Period”). The equipment shall be operated according to the operating specifications.”*
 - Westpro has taken exception to the application of Lien Fund Holdback
 - Warranty:
 - Standard warranty provided: 12 months from the date of start-up, not to exceed a period of 18-months from the date of shipment
 - Westpro has noted that they would be willing to extend warranty for 24 months are start up or 30 months after delivery, whichever occurs first for an adder price
 - It is unclear if this price has been included as it there are contradicting statements within the proposal documents.
 - Payment Terms:
 - Westpro has proposed alternate payment terms from those listed in the Equipment Supply Agreement in their proposal document. This requires clarification and negotiation.
 - Schedule:
 - General arrangement drawings available 3-4 weeks after Notice of Award
 - Note Westpro has taken exception to providing shop drawings
 - Site presence
 - Commissioning: one trip, ten days for field service representative plus one trip, five days for process engineer
 - Pre-commissioning Training: one trip, one day
 - Post-commissioning Training: one trip, one day
 - It is M2 Engineering’s opinion that the proposed site time is not sufficient. Additional site time would need to be negotiated.
 - Extras/Credits:
 - M2 Engineering requested a cost adder for stainless steel internals, base pricing is for hot-dipped galvanized.

- There was not price adder included in Westpro's proposal documents for stainless steel internals

WesTech Engineering proposal observations and comments:

- General:
 - WesTech has provided a statement regarding performance guarantee however there are several statements regarding owner responsibilities as part of the performance guarantee.
 - WesTech has provided team and their resumes with the proposal document
 - WesTech proposal document is unclear on servicing capabilities.
 - WesTech made the following escalation note. M2 Engineering does not agree with escalation being associated with labour, freight and other costs. This clause needs clarification.
"If during the performance of the contract, the price of labor, material, freight, and other costs significantly increase, through no fault of WesTech, the price shall be equitably adjusted and subject to escalation. A significant price increase shall mean any price increase from proposal date to material procurement greater than 2.5% from stated prices...Escalation to be based on cost increases, (without additional profit, overhead or margin) and shall include labor, material, freight, and other costs to WesTech that occur in the specified time period."
 - WesTech did not provide a statement regarding their ability to provide an engineered stamp for the province of Alberta. This requires clarification.
- Price Breakdown
 - Price breakdown has been provided with no exceptions or qualifications
- Technical Information:
 - Preliminary general arrangement drawing included with proposal document
 - Preliminary P&ID drawing included with proposal document
 - Spare parts included in proposal price:
 - One set of neoprene squeegees and wipers for one complete clarifier
 - Technical information provided regarding drive benefits, including precision bearing which are deemed to be a benefit to the MD Greenview due to reduced maintenance.
- Technical Exceptions:
 - WesTech proposal document has not taken exception to technical specifications
- Equipment Supply Agreement Exceptions:
 - WesTech took no exceptions to the equipment supply agreement in their proposal forms; however there are noted exceptions throughout the proposal document. This requires clarification and negotiation.
 - WesTech noted the following in their proposal document relating to claims which would need to be compared to the equipment supply agreement. Notable statements are those related to all arbitration and litigation occurring in Utah, USA as opposed to Alberta, Canada.
"Claims arising out of or relating to any of the terms, conditions, or clauses contained herein must be made within one (1) year after equipment is delivered to the Project. If a claim or dispute arises hereunder, Manufacturer shall have sole discretion whether to resolve the dispute by litigation or arbitration. If Manufacturer elects to arbitrate, such arbitration shall be conducted in Salt Lake County, State of Utah. If a demand for arbitration is filed, Manufacturer will advise Owner, in writing, within thirty (30) days after receipt of a demand for arbitration if Manufacturer elects to exercise its option to arbitrate or litigate; such election, once made, shall be binding upon the parties. The filing of a demand for arbitration by Manufacturer shall be deemed an election to arbitrate and shall constitute the exercise of Manufacturer's option to proceed with arbitration. If Manufacturer elects to resolve the dispute by litigation, lawsuits shall be filed in any court of competent jurisdiction in Salt Lake County, State of Utah."
- Warranty:
 - Clarifier internals: 24-months from the date of start-up, not to exceed a period of 30-months from the date of shipment

- Main control panel is excluded from warranty. This requires clarification.
- Payment Terms:
 - WesTech has proposed alternate payment terms from those listed in the Equipment Supply Agreement in their proposal document. This requires clarification and negotiation.
- Schedule:
 - Shop drawings available 6-8 weeks after Notice of Award
- Site presence
 - Commissioning: one trip, one day
 - Pre-commissioning Training: one trip, one day
 - Post-commissioning Training: not included
 - Note, days on site are not clear in West Tech's proposal documents.
 - Proposal form information is as listed above
 - Proposal document notes a total of 4 trips, 4 days
- It is M2 Engineering's opinion that the proposed site time is not sufficient. Additional site time would need to be negotiated.
- Extras/Credits:
 - M2 Engineering requested a cost adder for stainless steel internals, base pricing is for hot-dipped galvanized.
 - WesTech noted the additional cost for 316L stainless steel internals as: \$271,700 CAD
 - WesTech noted there was a credit of \$20,800 CAD for using FRP weirs baffles in lieu of hot dipped galvanized.

3 Proposal Evaluation

3.1 Technical Proposal Evaluation

M2 Engineering evaluated all proposals submitted for their technical content. The following was used as the basis of our evaluation.

Table 4
Scoring Criteria

Score	Achievement	Criteria
1	No or poor response	Did not respond or is lacking in critical areas and will have a poor chance of success
2	Meets minimum acceptable	Meets some but not all of the critical areas will have a poor chance of success
3	Average	Meets the requirements but does not do more than needed to comply with requirements, will succeed with help
4	Above Average	Above the standard, showed a history of completing projects well above the baseline, has a good chance of being successful
5	Excellent	Exceeds requirements and will add value to the project and is likely to be successful

Table 5
Weighted Criteria

Item	Description	Maximum Point Available			Percent of Total Score	
		MAX Score	Weight	MAX Total	Per Line	Per Part
1	General Requirements					
	Proposal Completeness / Quality of Submission	5	3	15	5%	33%
	Servicing Capability	5	5	25	9%	
	Schedule	5	5	25	9%	
	Performance Guarantee	5	3	15	5%	
	Warranty	5	3	15	5%	
2	Qualifications and Experience					
	Company Information	5	2	10	4%	18%
	References / Reference Projects	5	2	10	4%	
	Firm has APEGA Permit to Practice	5	2	10	4%	
	Team Organization	5	2	10	4%	
	Team Member Qualifications	5	2	10	4%	
3	Technical					
	General Description of Equipment	5	3	15	5%	49%
	Technical Sizing Information	5	5	25	9%	
	Detailed Equipment Offer	5	5	25	9%	
	Detailed Description of On-Site Services Offered	5	3	15	5%	
	Preliminary P&ID Drawings	5	3	15	5%	
	Preliminary General Arrangement Drawings	5	3	15	5%	
	Controls Systems	5	4	20	7%	
	Field Assembly, Testing, Start-up and Comm.	5	2	10	4%	
	TOTAL WEIGHTED SCORE	90		285	100%	100%

3.2 Financial Proposal Evaluation

M2 Engineering completed a financial evaluation of the three compliant bids submitted. Financial scores were assigned to each proponent using the following formula.

$$\text{Financial Score} = \text{low price} / \text{adjusted proponent price} * \text{financial points}$$

The budget for this major equipment supply contract was estimated at \$ 1,000,000. All proposals received are within this budget.

3.3 Proposal Evaluation Results

A total combined score was based on attributing 50 points for the technical evaluation and another 50 points to the financial evaluation, for a total combined score out of 100 points. M2 Engineering has enclosed the technical and financial evaluation for reference. A draft version of the evaluation was reviewed with MD Greenview on February 10, 2022, to confirm agreeance with criterion, weighting, and scoring. The following is a summary of the proposal evaluation results.

Table 6
Summary of Technical and Financial Evaluation Results

No	Proponent	Raw Technical Evaluation Score	Adjusted Technical Evaluation Score	Financial Evaluation Score	Total Final Score
		(285 MAX)	(50 MAX)	(50 MAX)	(100 MAX)
1	Mequipco	164	29	29	58
2	Ramtech	152	27	39	66
3	Westpro Machinery	(non-compliant)	(non-compliant)	(non-compliant)	(non-compliant)
4	WesTech Engineering	181	32	50	82

Please note, Westpro Machinery has been excluded from the evaluation as their proposal is considered non-compliant.

Based on the results of our evaluation, the highest ranked proposal is from WesTech Engineering LLC for a value of \$ 443,600.00 (excluding GST).

4 Summary and Recommendation

The Request for Proposals for Contract 3 – Equipment Supply for Secondary Clarifier Treatment Equipment for the Grande Cache Wastewater Treatment Facility Upgrades project was posted publicly and available to registered plan takers on bids&tenders.

M2 Engineering reviewed and evaluated the four (4) proposals received. Based on the review completed, M2 Engineering recommends for MD Greenview enter into an equipment supply contract with WesTech Engineering LLC for a value of \$ 443,600.00 (excluding GST), for shop drawing preparation, supply of secondary clarifier treatment equipment, site visits, warranty, and other requirements as per the RFP documents subject to responses to clarifications requested and successful negotiations on terms. During our review meeting with the MD Greenview on February 10, 2022, administration agreed with this approach as WesTech provided the best technical proposal as well as the lowest price.

M2 Engineering has initiated the clarification and negotiation process with WesTech and will be in touch with the MD Greenview regarding the responses submitted.

Upon acceptance of our recommendation and successful negotiations with WesTech, it would be in order for MD Greenview to sign the enclosed "Notice of Award" letter. Alternatively, MD Greenview may re-type the letter on MD Greenview letterhead. M2 Engineering will follow-up with the MD Greenview on the responses prior to signing the Notice of Award.

The offer from WesTech Engineering, LLC. remains open to acceptance by MD Greenview for an irrevocable sixty (60) day period; please note the irrevocable period expires on April 5, 2022. The Proponent would be free to withdraw their offer after expiration of this irrevocable period.

5 Closing

We trust this letter summarizes the necessary information for MD Greenview to proceed with accepting WesTech Engineering LLC. as the major equipment vendor for Contract 3 – Major Equipment Supply of Secondary Clarifier Treatment Equipment for the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades project.

Should you have any questions or comments please do not hesitate to contact the undersigned at 587.410.0460.

Sincere Regards,
M2eng Alberta Ltd.



Nathan Miller, P.Eng.
Water / Wastewater Engineer

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Enclosures: Technical and Financial Evaluation Tables
 Notice of Award Letter (to be signed by MD of Greenview)
 Copy of All Proposals Received via OneDrive Link



REQUEST FOR DECISION

SUBJECT: **Contract 4 – Ultraviolet Treatment Equipment Award**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 12, 2022 CAO: EK MANAGER: DB

DEPARTMENT: ENVIRONMENTAL SERVICES DIR: RA PRESENTER: DB

STRATEGIC PLAN: Level of Service LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy No. 1018.

RECOMMENDED ACTION:

MOTION: That Council award Contract 4 – Ultraviolet Treatment Equipment to Ramtech Enterprises Ltd. / Trojan Technologies ULC in the amount of \$228,020.00 with funds to come from the approved Capital Budget, Project WW19002.

BACKGROUND/PROPOSAL:

On September 14th, 2020, Council awarded M2 Engineering the Engineering contract for detailed design and construction of the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades.

To date Council has awarded 2 of the 5 Supply of Major Equipment Contracts for the Grande Cache Wastewater Treatment Facility Upgrades project:

Contract Number & Description	Awarded to:	Price
Contract 1- Wastewater Screening Equip.	Zima Corporation (Kusters Water Division)	\$404, 622.00
Contract 2- Biological Wastewater Treatment Equip.	Napier- Reid Ltd.	\$437,078.00
Contract 3- Secondary Clarifier Equip.	Council Decision April 12th	TBD
Contract 4- Ultraviolet Treatment Equip.	Council Decision April 12th	TBD
Contract 5- Biosolids Dewatering Equip.	Council Decision April 12th	TBD
Total Major Equipment Supply Contracts		\$841,700.00

The Request for Proposal (RFP) for Contract 4 – Ultraviolet Treatment Equipment was posted on behalf of Greenview, by M2 Engineering, and the following 3 bids were received as of closing February 7th, 2022, at 4:00pm. The total estimated budget for Contract 4 was \$300,000.

Table 1
Summary of Proposal Prices

No.	Proponent	Location	Proposal Price
1.	Xylem Canada LP	Pointe Claire, QC	\$ 276,828.00
2.	De Nora Water Technologies LLC	Pittsburgh, PA, USA	\$ 329,500.00
3.	Ramtech Enterprises Ltd. / Trojan Technologies ULC	Calgary, Alberta / London, Ontario	\$ 203,820.00

All mandatory criteria requirements were provided by R Ramtech Enterprises Ltd. / Trojan Technologies ULC however Xylem did not include the consent to bond and De Nora Water Technologies issued a certificate of insurance rather than a consent of surety. De Nora Water Technologies also failed to acknowledge Addendum 1.

The RFP documents required proponents to submit specific information of their offer as part of their proposal. M2 reviewed all proposals received and provided detailed notes on each proposal submission which can be found on page 5 of the Review and Evaluation.

Details of both the Technical Proposal Evaluation and the Financial Proposal Evaluation are summarized as follows:

Table 6
Summary of Technical and Financial Evaluation Results

No	Proponent	Raw Technical Evaluation Score	Adjusted Technical Evaluation Score	Financial Evaluation Score	Total Final Score
		(285 MAX)	(50 MAX)	(50 MAX)	(100 MAX)
1	Xylem Canada LP	146	26	37	63
2	De Nora Water Technologies LLC	180	32	31	63
3	Ramtech Enterprises Ltd. / Trojan Technologies ULC	192	34	50	84

Based on the technical and financial reviews completed, Ramtech Enterprises Ltd. / Trojan Technologies ULC provided the best technical proposal as well as the lowest price, however both Administration and M2 agreed that awarding to Ramtech Enterprises Ltd. / Trojan Technologies ULC would be subject post closing negotiations.

Ramtech Enterprises Ltd. / Trojan Technologies ULC was able to satisfy the post closing negotiations on March 2nd, but it should be noted that there was an expected price adjustment of \$24,200 for field services including additional site visits and training. Furthermore, the proponent was asked to clarify if their proposal is compliant with the regulatory requirement of APEGA (Association of Professional Engineers and Geoscientists of Alberta) as M2 believes the equipment supplied under this contract would be a Professional Work Product

for a “Customized Engineered Goods”, and therefore the following excerpt from the referenced APEGA practice standard would apply:

3.4.2 Customized Engineered Goods

All PWP's related to customized engineered goods designed, constructed, manufactured, erected in, or imported into Alberta must be authenticated by an APEGA licensed professional. Permit holders must then validate the PWP.

Ramtech/ Trojan provided the following response regarding the APEGA requirement:

“The UV3000Plus system to be supplied by Trojan Technologies for Contract 4: RFP for Ultraviolet Treatment is not a “Customized Engineered Goods”. Trojan is proposing a standard manufactured UV3000Plus equipment offering for this project. Trojan has manufactured and supplied the UV3000Plus system to over 2,600 municipal wastewater treatment plants worldwide without requiring a stamp or signature by a professional engineer. Trojan is offering a standard equipment product and not engineering services, so the APEGA regulatory requirement is not applicable.”

M2 was satisfied with this response however Ramtech Enterprises Ltd. / Trojan Technologies ULC was advised *“we will be reviewing in more detail, and if found that the system offered does need to be stamped than we reserve the right to request Trojan meet this requirement.”*

Including post closure adjustments, Administration recommends that Council award Contract 4 – Ultraviolet Treatment Equipment to Ramtech Enterprises Ltd. / Trojan Technologies ULC, for a value of \$228,020 (excluding GST). This proposal remains open for acceptance until April 22th, 2022.

The overall 2022 Capital Budget for the Grande Cache Wastewater Treatment Facility Upgrades is \$10,500,000.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have secured the Ultraviolet Treatment Equipment, which is Contract 4 of 5 contracts for the supply of the major equipment for the new Wastewater Treatment Plant in the Hamlet of Grande Cache.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to award to another bidder however Administration does not recommend this action because the evaluation process outlines the technical specifications and requirements specific to the project objectives.

FINANCIAL IMPLICATION:

Direct Costs: \$228,020.00 to come from the 2022 Capital Budget

Ongoing / Future Costs: Operational Maintenance Cost

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

A notice of award will be drafted and sent to the successful bidder.

ATTACHMENT(S):

- Review and Evaluation of Proposals for Contract 4

February 22, 2022
File: M2 Project 2020-1030

VIA E-MAIL: doug.brown@mdgreenview.ab.ca

Doug Brown
Manager, Environmental Services
Municipal District of Greenview No. 16
3605 46 Street Box 1079
Valleyview, Alberta T0H 3N0

RE: MUNICIPAL DISTRICT OF GREENVIEW NO. 16
HAMLET OF GRANDE CACHE WASTEWATER TREATMENT FACILITY UPGRADES
REVIEW AND EVALUATION OF PROPOSALS RECEIVED FOR CONTRACT 4
EQUIPMENT SUPPLY FOR ULTRAVIOLET TREATMENT EQUIPMENT

Dear Doug:

On behalf of Municipal District of Greenview No. 16 (MD of Greenview), M2 Engineering issued a Major Equipment Supply Request for Proposals (RFP) for the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades project. This RFP was officially titled "Contract 4 – Equipment Supply for Ultraviolet Treatment Equipment".

We are pleased to provide this letter as a summary and evaluation of the proposals received.

1 Introduction

1.1 Contract Planning

Six contracts are anticipated for the MD of Greenview Wastewater Treatment Facility project, including five equipment supply contracts, and one general construction contract.

The following is a brief overview of the contracts planned for this project:

- Contract 1 – RFP for Wastewater Screening Equipment:
Equipment supply contract for the Owner to obtain wastewater screening equipment
- Contract 2 – RFP for Biological Wastewater Treatment Equipment:
Equipment supply contract for the Owner to obtain biological wastewater treatment equipment
- Contract 3 – RFP for Secondary Clarifier Equipment:
Equipment supply contract for the Owner to obtain secondary clarifier equipment
- Contract 4 – RFP for UV Treatment Equipment:
Equipment supply contract for the Owner to obtain UV treatment equipment
- Contract 5 – RFP for Biosolids Dewatering Equipment:
Equipment supply contract for the Owner to obtain biosolids dewatering equipment
- Contract 6 – General Construction Contract:
General construction contract for the Owner to select a contractor to construct the overall scope of the Wastewater Treatment Facility Upgrades project, including but not limited to:
 - Various site modifications for Civil Earthworks, HVAC & Plumbing Systems, and Power and Control Systems

- Retrofit of the existing building for new blower equipment, new electrical room, and other miscellaneous improvements
- Building expansion for biosolids dewatering equipment and new HVAC systems
- Building expansion for new control room and laboratory
- Upgrades to the existing wastewater influent channel, including the addition of two mechanical screens
- Installation of new the wastewater treatment systems (bioreactor, clarifier, UV systems)
- Upgrades to the existing sludge holding ponds to convert the ponds to equalization ponds
- Installation of a septic receiving station
- Installation and integration of multiple equipment supply contracts 1/2/3/4/5

1.2 Overview of RFP Process

The purpose of the RFP process is to facilitate major equipment procurement, allowing selection of a vendor for the major equipment associated with the wastewater treatment facility upgrades project. This is accomplished by developing RFP documents that outline the technical specifications and requirements specific to the project objectives.

For this project, major equipment is being selected during the design stage of this project, rather than waiting for the tender and construction stages of the project. Major equipment selection during design is critical for a more complete and accurate planning process, as our design team requires detailed information on the major equipment that is to be integrated into the overall facility design.

It is important to note, once the general contractor is selected for the project, the major equipment supply contracts will be novated into the general construction contract.

The RFP was managed using the online procurement platform by bids&tenders™ (bids&tenders)¹. The table below summarizes the RFP posting details.

Project Title	Request for Proposal for Ultraviolet Treatment Equipment Contract 4 – Major Equipment Supply RFP
Procurement Platform / Bidding System	bids&tenders
Procurement Representative	M2eng Alberta Ltd. (M2 Engineering)
Owner	Municipal District of Greenview No. 16
RFP Portal URL	https://m2eng.bidsandtenders.ca
Instructions to Proponents including information on the Proposal Closing	Section 00 21 16 – INSTRUCTIONS TO PROPONENTS (ELECTRONIC SUBMISSION)
Proposal Posted On	January 18, 2022
Proposal Closing Date / Time	February 7, 2022 @ 4:00:00 pm
Opportunity Open To	Public Opportunity with documents available to Registered Plan Takers

¹ This RFP was not a tender/bid and is not subject to the laws of competitive bidding. No bid contract or agreement was created by submission of a proposal. Any use of the word bid/tender is strictly related to terminology inherent in the Bids&Tenders online procurement platform. Our RFP documents communicated to the Proponents that any use of "Bid or Tender" was to be read and interpreted as "Proposal" and that any use of "Bidder or Bidders" of the online platform was to be interpreted as "Proponent / Proponents".

2 Proposals Received

2.1 Summary of Proposals Received

The scope of Contract 4 – Equipment Supply for Ultraviolet Treatment Equipment includes:

- Shop Drawing Preparation, including a requirement that shop drawings are authenticated by a professional engineer for their respective discipline
- Open-Channel Ultraviolet Treatment Equipment Supply
- Shop Testing, Field Testing, Start-up, Operation and Maintenance Manuals, Commissioning, Training (pre-commissioning training and post-commissioning training), and Warranty Services

RFP documents were prepared for the equipment supply scope and were available publicly to all Registered bids&tenders Plan Takers. The RFP closed on February 7, 2022, at 4:00 pm (MST).

The following table summarizes the proposals received and the location of each firm:

Table 1
Summary of Proposal Prices

No.	Proponent	Location	Proposal Price
1.	Xylem Canada LP	Pointe Claire, QC	\$ 276,828.00
2.	De Nora Water Technologies LLC	Pittsburgh, PA, USA	\$ 329,500.00
3.	Ramtech Enterprises Ltd. / Trojan Technologies ULC	Calgary, Alberta / London, Ontario	\$ 203,820.00

2.2 Mandatory Criteria Requirements

The RFP documents required Proponents to satisfy and/or submit specific information, some of which was considered a mandatory requirement. The table below summarizes our review of the mandatory requirements for each of the Proponents.

Table 2
Mandatory Requirements Evaluation

Item	Mandatory Criteria Requirement	Proponent 1	Proponent 2	Proponent 3
		Xylem	De Nora Water Technologies	Ramtech / Trojan
1	Price Breakdown	✓	✓	✓
2	Proposed Products Form	✓	✓	✓
3	Redline of Vendor Proposed Exceptions	✓	✓	✓
4	Proposal Submittal Checklist	✓	✓	✓
5	Proponent's Qualifications	✓	✓	✓
6	Vendor Proposal Document	✓	✓	✓
7	Consent of Surety & Agreement to Bond	(see notes)	✓	✓
8	Undertaking of Insurance Letter	✓	✓	✓
9	Acknowledgement of Addendum	✓	(see notes)	✓

Ramtech Enterprises (Trojan Technologies) provided all the requirements requested in the RFP documents. Observations for the other two proposals are noted below.

Xylem

- Vendor Proposal Document
 - Xylem did not include a Consent to Bond as part of their proposal but noted the following regarding the requirement. M2 Engineering has not received any follow-up information to date from Xylem.
"You will find in our proposal all the documents you have requested with our annotations where required. One note, in the Checklist, you will find that the Consent to Bond by our Surety is not included in this proposal. This is an error of timing on my part. The document delivery has taken longer than expected and is missing from the proposal. You may well be aware that the document for the Aeration RFP of this project was submitted with our previous proposal. Though we have no worries that the document will be issued, it was not ready for the submittal deadline of this project. For this, we apologize. Once we have received the document, it will be available for your review."

De Nora Water Technologies

- Vendor Proposal Document
 - Certificate of Insurance (General Liability) provided instead of consent of surety
 - De Nora did not acknowledge Addendum 1 in the proposal forms

2.3 Vendor Proposal Document Requirements

The RFP documents required Proponents to submit specific information of their offer as part of their proposal. The table below summarizes our review of the vendor proposal document requirements for each of the Proponents.

Table 3
Proposal Document Evaluation

Item	Vendor Proposal Document Requirement	Proponent 1	Proponent 2	Proponent 3
		Xylem	De Nora Water Technologies	Ramtech / Trojan
1	Introduction	(see notes)	✓	✓
2	General Description of Equipment	✓	✓	✓
3	Company Information	✓	✓	✓
4	Servicing Capability	(see notes)	✓	✓
5	Reference Projects	(see notes)	✓	✓
6	Technical Sizing Information	✓	✓	✓
7	Detailed Equipment Offer	✓	✓	✓
8	Detailed Description of On-Site Services Offered	✓	✓	(see notes)
9	Preliminary P&ID Drawings	(see notes)	✓	✓
10	Preliminary General Arrangement Drawings	(see notes)	✓	✓
11	Controls Systems	✓	✓	✓
12	Field Assembly, Testing, Start-up and Commissioning	✓	✓	✓
13	Equipment Supply Exclusions	(see notes)	(see notes)	(see notes)
14	Performance Guarantee	(see notes)	✓	✓
15	Warranty	✓	✓	✓
16	Extras or Credits	✓	✓	✓
17	Schedule	(see notes)	✓	✓
18	Company Signatory	✓	✓	✓
19	Appendices / Attachments	(see notes)	✓	✓

2.4 Review Notes

2.4.1 General Overview

We reviewed all proposals received and our detailed notes on each proposal submission are provided below. Please note, the highlighted sections that follow are our review notes specific to the “(see notes)” comments identified in Table 3.

Xylem proposal observations and comments:

- General:
 - Project team listed in proposal forms
 - Project reference forms completed, all references provided are US
 - Proposal document does not follow outline provided in RFP
 - Xylem did not comment on future servicing capabilities
 - Xylem did not comment on performance guarantee
 - Xylem does not comment on the requirement for an APEGA stamp
- Price Breakdown
 - Xylem provided price break down as required
- Technical Information:
 - Spare parts included (2 different list provided). Unclear which list of spare parts is accurate.
 - 4 (or 12) x UV lamps
 - 4 (or 6) x quartz sleeves
 - 1 x UV intensity sensor
 - 48 x wipers
 - 2 x face shields
 - Xylem is offering high-intensity / low pressure UV system
 - Number of lamps: 36
 - Number of banks: 3
 - Number of modules per bank: 1
 - Number of lamps per module: 12
 - Total headloss: 282 mm
 - Lifting mechanism: fully automatic / motorized
 - Cleaning system:
 - Mechanical wiping system only
 - Xylem did not provide PID or general arrangement drawings with their proposal document
- Technical Exceptions:
 - No exceptions were noted in the Xylem proposal document.
- Equipment Supply Agreement Exceptions:
 - Xylem added a liquidated damages clause to Equipment Supply Agreement that the Owner may execute should the Vendor cause project delays
 - Xylem modified following clauses of the Equipment Supply Agreement which will require further review should the MD proceed with Xylem as the preferred vendor:
 - Payment terms
 - Indemnification
 - Intellectual property
 - Limitation of liability
 - Xylem noted that the proposal is governed by and subject to Terms and Conditions of Sales-Xylem Americas effective on the date the order is accepted. They have offered a link to these standard terms. These terms would need to be reviewed against the Equipment Supply Agreement and negotiated should Xylem be the preferred vendor.
- Warranty:
 - 2 year equipment warranty

- Payment Terms:
 - Xylem took exception to payment terms in Equipment Supply Agreement
- Schedule:
 - Shop drawings are available with 8 weeks of Notice of Award
- Site presence
 - On-site integration / installation: 1 trip, 1 day
 - Pre-start-up, start-up, testing, & field QC: 1 trip, 5 days
 - Programming: 1 trip, 3 days
 - Demonstration & training: 1 trip, 3 days
 - Performance verification: 1 trip, 3 days
 - Commissioning verification: 1 trip, 4 days
- Extras/Credits:
 - No extras or credits provided.

De Nora Water Technologies proposal observations and comments:

- General:
 - Project team listed in proposal forms
 - Project reference forms completed, references include one Canadian reference and 2 US references
 - In addition, De Nora provided an installation list
 - Proposal document generally follows outline provided in RFP
 - De Nora offers two warranty site visits for support (one at 12-months and one at 21 months). Following warranty De Nora offers optional periodic maintenance agreements.
 - De Nora offers servicing from their Pennsylvania office
 - All consumable spare parts are stocked at this location and are available for overnight tin an emergency and within 1-2 weeks on general orders.
 - De Nora identified that they offer a performance guarantee
 - De Nora takes exception to providing shop drawings stamped by an Alberta P.Eng
"De Nora does not provide Professional Engineer registered or licensed in Alberta stamping of our design shop drawings as we have a fully tested and validated product with hundreds of installation. P. Eng stamp of seismic calculation in the province of Alberta can be obtained at an extra cost, if required."
- Price Breakdown
 - De Nora provided price break down as required
- Technical Information:
 - Spare parts included.
 - 1 x electronic ballast
 - 2 x UV lamps
 - 2 x quartz sleeves
 - 2 x set of lamp end seals
 - 2 x face shields
 - De Nora is offering high-intensity / low pressure UV system
 - Number of channels: 1
 - Number of lamps per channel: 24
 - Number of banks per channel: 3 (2 duty, 1 standby)
 - Number of modules per bank: 2 racks
 - Number of lamps per module: 4
 - Total headloss: 251 mm
 - Cleaning system:
 - Mechanical wiping system only
 - De Nora provided control system overview

- De Nora included general arrangement drawings
 - De Nora provided preliminary PID drawing
- Technical Exceptions:
 - De Nora took the following exception to technical requirements:
 - 01 33 00 Exception: "De Nora does not provide Professional Engineer registered or licensed in Alberta stamping of our design shop drawings as we have a fully tested and validated product with hundreds of installation. P. Eng stamp of seismic calculation in the province of Alberta can be obtained at an extra cost, if required."
- Equipment Supply Agreement Exceptions:
 - De Nora modified following clauses of the Equipment Supply Agreement which will require further review should the MD proceed with Trojan as the preferred vendor:
 - Equipment definition
 - Equipment acceptance
 - Payment terms
 - Warranty clarification (installation by others)
 - Limitation of liability
- Warranty:
 - 24-months from start-up or 30-months from the date of delivery, whichever comes first.
- Payment Terms:
 - De Nora took exception to payment terms in Equipment Supply Agreement
- Schedule:
 - Shop drawings are available with 4-6 weeks of Notice of Award
- Site presence
 - On-site integration / installation: not included
 - Pre-start-up, start-up, testing, & field QC: 1 trip, 3 days (pre-start-up remote)
 - Programming: not included
 - Demonstration & training: 1 trip, 1 day (pre-commissioning), 1 trip, 1 day (post commissioning)
 - Performance verification: included with pre-start-up, start-up, testing, & field QC
 - Commissioning verification: 1 trip, 3 days
 - Warranty site visit:
 - 12 months: 1 trip, 1 day
 - 21 month: 1 trip, 1 day
- Extras/Credits:
 - No extras or credits provided.

Ramtech / Trojan proposal observations and comments:

- General:
 - Project team listed in proposal forms
 - Project reference forms completed, references included are all Canadian
 - In addition, Trojan provided an installation list from the last 5 years
 - Proposal document generally follows outline provided in RFP
 - Trojan comments that they support all their products for the entire life of the UV system and will continue to support the product with parts and service for more than 10-years after the system is no longer manufactured.
 - Trojan comments that all replacement parts, emergency and routine service and maintenance can be provided through local representative, Ramtech Environmental (Calgary, AB).
 - Trojan identified that they offer a performance guarantee for the life of the system and provided a separate performance guarantee document
 - Trojan takes exception to P.Eng stamp in Alberta
 - "Please be advised that Trojan will not provide the design engineer's P. Eng number/license. Trojan's project manager, responsible for the Grande Cache project, is the authorized license

- holder of PEO (Professional Engineers Ontario). Trojan also does not allow a "Licensed Professional Engineer" stamping/signing the submittals or other documents Trojan produces."
- Price Breakdown
 - Trojan provided price break down as required
 - Technical Information:
 - Spare parts included.
 - 1 x Trojan UV3000Plus Operators Kit
 - 1 x Trojan UV3000Plus UV intensity sensor
 - 1 x face shields
 - Trojan is offering high-intensity / low pressure UV system
 - Trojan equipment details are unclear. Different sections of proposal document reference different offerings. Needs to be clarified. Drawings indicate the preferred configuration outline in the RFP document.
 - Number of channels: 1
 - Number of banks per channel: 3
 - Number of modules per bank: 3
 - Number of lamps per module: 6
 - Number of lamps per bank: 18
 - Total number of lamps: 54
 - Total headloss: 282 mm
 - Lifting mechanism: fully automatic / motorized
 - Cleaning system:
 - Combination of chemical and mechanical wiping system
 - Trojan provided control narrative
 - Trojan included general arrangement drawings
 - Trojan provided preliminary PID drawing
 - Technical Exceptions:
 - Trojan took the following exception to technical requirements:
 - 46 07 00 para. 2.4.11 Configuration of local monitoring and control. "Trojan's PDC will only has local selector switch modes are REMOTE-OFF-ON"
 - 46 66 53 paragraph 1.3.3.1 Shop Drawings. "Trojan's shop drawing and submittal documents will not be stamped or signed by professional engineer."
 - Equipment Supply Agreement Exceptions:
 - Trojan modified following clauses of the Equipment Supply Agreement which will require further review should the MD proceed with Trojan as the preferred vendor:
 - Payment terms
 - Indemnification
 - Limitation of liability
 - Trojan noted that the proposal is governed by and subject to Trojan's Terms and Conditions. These terms would need to be reviewed against the Equipment Supply Agreement and negotiated should Trojan be the preferred vendor.
 - Warranty:
 - 24-months from equipment substantial completion or 30-months from the date of delivery, whichever comes first.
 - Trojan also notes: equipment manufactured by Trojan will be free from defects in material and workmanship and will function in accordance with the specifications agreed to by Trojan for the Equipment.
 - Payment Terms:
 - Trojan took exception to payment terms in Equipment Supply Agreement

- Schedule:
 - Shop drawings are available with 4-6 weeks of Notice of Award
- Site presence
 - On-site integration / installation: not included
 - Pre-start-up, start-up, testing, & field QC: 3 days
 - Programming: included with pre-start-up, start-up, testing, & field QC
 - Demonstration & training: 1 day
 - Performance verification: included with pre-start-up, start-up, testing, & field QC
 - Commissioning verification: not included
- Extras/Credits:
 - No extras or credits provided.

3 Proposal Evaluation

3.1 Technical Proposal Evaluation

M2 Engineering evaluated all proposals submitted for their technical content. The following was used as the basis of our evaluation.

Table 4
Scoring Criteria

Score	Achievement	Criteria
1	No or poor response	Did not respond or is lacking in critical areas and will have a poor chance of success
2	Meets minimum acceptable	Meets some but not all of the critical areas will have a poor chance of success
3	Average	Meets the requirements but does not do more than needed to comply with requirements, will succeed with help
4	Above Average	Above the standard, showed a history of completing projects well above the baseline, has a good chance of being successful
5	Excellent	Exceeds requirements and will add value to the project and is likely to be successful

Table 5
Weighted Criteria

Item	Description	Maximum Point Available			Percent of Total Score	
		MAX Score	Weight	MAX Total	Per Line	Per Part
1	General Requirements					
	Proposal Completeness / Quality of Submission	5	3	15	5%	33%
	Servicing Capability	5	5	25	9%	
	Schedule	5	5	25	9%	
	Performance Guarantee	5	3	15	5%	
	Warranty	5	3	15	5%	
2	Qualifications and Experience					
	Company Information	5	2	10	4%	18%
	References / Reference Projects	5	2	10	4%	
	Firm has APEGA Permit to Practice	5	2	10	4%	
	Team Organization	5	2	10	4%	
	Team Member Qualifications	5	2	10	4%	

3	Technical					
	General Description of Equipment	5	3	15	5%	49%
	Technical Sizing Information	5	5	25	9%	
	Detailed Equipment Offer	5	5	25	9%	
	Detailed Description of On-Site Services Offered	5	3	15	5%	
	Preliminary P&ID Drawings	5	3	15	5%	
	Preliminary General Arrangement Drawings	5	3	15	5%	
	Controls Systems	5	4	20	7%	
	Field Assembly, Testing, Start-up and Comm.	5	2	10	4%	
	TOTAL WEIGHTED SCORE	90		285	100%	100%

3.2 Financial Proposal Evaluation

M2 Engineering completed a financial evaluation of the compliant proposals submitted. Financial scores were assigned to each proponent using the following formula.

$$\text{Financial Score} = \text{low price} / \text{adjusted proponent price} * \text{financial points}$$

The budget for this major equipment supply contract was estimated at \$ 300,000. Two out of three proposals received are within this budget.

3.3 Proposal Evaluation Results

A total combined score was based on attributing 50 points for the technical evaluation and another 50 points to the financial evaluation, for a total combined score out of 100 points. M2 Engineering has enclosed the technical and financial evaluation for reference. The technical and financial evaluation criterion, weighting, and scoring is the same that has been previously established with MD Greenview for the other equipment supply contracts of this project. The following is a summary of the proposal evaluation results.

Table 6
Summary of Technical and Financial Evaluation Results

No	Proponent	Raw Technical Evaluation Score	Adjusted Technical Evaluation Score	Financial Evaluation Score	Total Final Score
		(285 MAX)	(50 MAX)	(50 MAX)	(100 MAX)
1	Xylem Canada LP	146	26	37	63
2	De Nora Water Technologies LLC	180	32	31	63
3	Ramtech Enterprises Ltd. / Trojan Technologies ULC	192	34	50	84

Based on the results of our evaluation, the highest ranked proposal is from Ramtech Enterprises Ltd. (Trojan Technologies ULC) for a value of \$ 203,820.00 (excluding GST).

4 Summary and Recommendation

The Request for Proposals for Contract 4 – Equipment Supply for Ultraviolet Treatment Equipment for the Grande Cache Wastewater Treatment Facility Upgrades project was posted publicly and available to registered plan takers on bids&tenders.

M2 Engineering reviewed and evaluated the three (3) proposals received. Based on the review completed, M2 Engineering recommends for MD Greenview to enter into an equipment supply contract with Ramtech Enterprises Ltd. / Trojan Technologies ULC (excluding GST), for shop drawing preparation, supply of ultraviolet treatment equipment, site visits, warranty, and other requirements as per the RFP documents subject to responses to clarifications requested and successful negotiations on terms.

Upon acceptance of our recommendation, it would be in order for MD Greenview to sign the enclosed "Notice of Award" letter. Alternatively, MD Greenview may re-type the letter on MD Greenview letterhead. Please sign the Notice of Award and return it to M2 Engineering, so we may forward it on to the successful proponent on your behalf.

The offer from Ramtech Enterprises Ltd. / Trojan Technologies ULC remains open to acceptance by MD Greenview for an irrevocable sixty (60) day period; please note the irrevocable period expires on April 8, 2022. The Proponent would be free to withdraw their offer after expiration of this irrevocable period.

5 Closing

We trust this letter summarizes the necessary information for MD Greenview to proceed with accepting Ramtech Enterprises Ltd. (Trojan Technologies ULC) for a value of \$ 203,820.00 (excluding GST), subject to clarifications and successful negotiations on terms, as the major equipment vendor for Contract 4 – Major Equipment Supply of Ultraviolet Treatment Equipment for the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades project.

Should you have any questions or comments please do not hesitate to contact the undersigned at 587.410.0460.

Sincere Regards,
M2eng Alberta Ltd.



Nathan Miller, P.Eng.
Water / Wastewater Engineer

cc:	Jackie Mykytiuk, P.Eng.	M2	mykytiukj@M2eng.ca
	Tanner Curtis	MD	tanner.curtis@mdgreenview.ab.ca
	Sean Healy	MD	sean.healy@mdgreenview.ab.ca
	Chelsea Henry	MD	chelsea.henry@mdgreenview.ab.ca
	Amanda Cummings	MD	amanda.cummings@mdgreenview.ab.ca

Enclosures: Technical and Financial Evaluation Tables
 Notice of Award Letter (to be signed by MD of Greenview)
 Copy of All Proposals Received via OneDrive Link



REQUEST FOR DECISION

SUBJECT: **Contract 5 – Biosolids Dewatering Equipment**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 12, 2022 CAO: EK MANAGER: DB
DEPARTMENT: ENVIRONMENTAL SERVICES DIR: RA PRESENTER: DB
STRATEGIC PLAN: Level of Service LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy No. 1018.

RECOMMENDED ACTION:

MOTION: That Council award Contract 5 – Biosolids Dewatering Equipment to Fournier Industries Inc. in the amount of \$834,950.00 with funds to come from the approved Capital Budget, Project WW19002.

BACKGROUND/PROPOSAL:

On September 14th, 2020, Council awarded M2 Engineering the Engineering contract for detailed design and construction of the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades.

To date Council has awarded 2 of the 5 Supply of Major Equipment Contracts for the Grande Cache Wastewater Treatment Facility Upgrades project:

Contract Number & Description	Awarded to:	Price
Contract 1- Wastewater Screening Equip.	Zima Corporation (Kusters Water Division)	\$404, 622.00
Contract 2- Biological Wastewater Treatment Equip.	Napier- Reid Ltd.	\$437,078.00
Contract 3- Secondary Clarifier Equip.	Council Decision April 12th	TBD
Contract 4- Ultraviolet Treatment Equip.	Council Decision April 12th	TBD
Contract 5- Biosolids Dewatering Equip.	Council Decision April 12th	TBD
Total Major Equipment Supply Contracts		\$841,700.00

The Request for Proposal (RFP) for Contract 5 – Biosolids Dewatering Equipment was posted to Bids&Tenders on behalf of Greenview, by M2 Engineering, and the following 3 proposals were received as of closing February 23rd, 2022, at 4:00pm. The total estimated budget for Contract 5 was \$400,000.

Table 1
Summary of Proposal Prices

No.	Proponent	Location	Proposal Price
1.	Ramtech / FKC	Calgary, AB, CA / Port Angeles, WA, USA	\$ 646,546.00
2.	Fournier Industries Inc.	Thetford Mines, Quebec, CA	\$ 834,950.00
3.	Evoqua Water Technologies	Pittsburgh, PA, USA	\$ 945,758.85

Although all proposals received were over the estimated budget, the initial budget for the Supply of Major Equipment Contracts 1-5 was estimated at \$2,500,000.00. If accepted as recommended the total of all 5 equipment contracts would come in under budget at \$2,324,070.00.

All mandatory criteria requirements were provided by Ramtech / FKC and Fournier Industries however Evoqua Water Technologies did not include insurance, bonding or sufficient project references making their submission materially non complainant. Of note “ the Ramtech / FKC proposal price as the price submitted through Bids&Tenders differs from that submitted in the Proposal Form – Price Breakdown. M2 Engineering has assumed the price submitted on the Proposal Form – Price Breakdown is correct as it is signed and sealed corporately. This will need to be confirmed should Ramtech / FKC be the preferred vendor.”

The RFP documents required proponents to submit specific information of their offer as part of their proposal. M2 reviewed all proposals received and provided detailed notes on each proposal submission which can be found on page 4 of the Review and Evaluation.

Details of both the Technical Proposal Evaluation and the Financial Proposal Evaluation are summarized as follows:

Table 6
Summary of Technical and Financial Evaluation Results

No	Proponent	Raw Technical Evaluation Score	Adjusted Technical Evaluation Score	Financial Evaluation Score	Total Final Score
		(285 MAX)	(50 MAX)	(50 MAX)	(100 MAX)
1	Ramtech / FKC	149	26	50	76
2	Fournier Industries Inc.	215	38	39	77
3	Evoqua Water Technologies	<i>non-compliant</i>	<i>non-compliant</i>	<i>non-compliant</i>	<i>non-compliant</i>

Although Ramtech/ FKC provided the lowest price, Fournier Industries Inc. provided the best technical proposal.

Administration agrees with M2 Engineering’s recommendation that “Greenview enter into an equipment supply contract with Fournier Industries Inc. for \$834,950.00 (excluding GST)”. This proposal remains open for acceptance until April 24th, 2022.

The overall 2022 Capital Budget for the Grande Cache Wastewater Treatment Facility Upgrades is \$10,500,000.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have secured the Biosolids Dewatering Equipment, which is Contract 5 of 5 contracts for the supply of the major equipment for the new Wastewater Treatment Plant in the Hamlet of Grande Cache.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to award to another bidder however Administration does not recommend this action because the evaluation process outlines the technical specifications and requirements specific to the project objectives.

FINANCIAL IMPLICATION:

Direct Costs: \$834,950.00 to come from the 2022 Capital Budget

Ongoing / Future Costs: Operational Maintenance Cost

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

A notice of award will be drafted and sent to the successful bidder.

ATTACHMENT(S):

- Review and Evaluation of Proposals for Contract 4

March 25, 2022
File: M2 Project 2020-1030

VIA E-MAIL: doug.brown@mdgreenview.ab.ca

Doug Brown
Manager, Environmental Services
Municipal District of Greenview No. 16
3605 46 Street Box 1079
Valleyview, Alberta T0H 3N0

RE: MUNICIPAL DISTRICT OF GREENVIEW NO. 16
HAMLET OF GRANDE CACHE WASTEWATER TREATMENT FACILITY UPGRADES
REVIEW AND EVALUATION OF PROPOSALS RECEIVED FOR CONTRACT 5
EQUIPMENT SUPPLY FOR BIOSOLIDS DEWATERING EQUIPMENT

Dear Doug:

On behalf of Municipal District of Greenview No. 16 (MD of Greenview), M2 Engineering issued a Major Equipment Supply Request for Proposals (RFP) for the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades project. This RFP was officially titled "Contract 5 – Equipment Supply for Biosolids Dewatering Equipment".

We are pleased to provide this letter as a summary and evaluation of the proposals received.

1 Introduction

1.1 Contract Planning

Six contracts are anticipated for the MD of Greenview Wastewater Treatment Facility project, including five equipment supply contracts, and one general construction contract.

The following is a brief overview of the contracts planned for this project:

- Contract 1 – RFP for Wastewater Screening Equipment:
Equipment supply contract for the Owner to obtain wastewater screening equipment
- Contract 2 – RFP for Biological Wastewater Treatment Equipment:
Equipment supply contract for the Owner to obtain biological wastewater treatment equipment
- Contract 3 – RFP for Secondary Clarifier Equipment:
Equipment supply contract for the Owner to obtain secondary clarifier equipment
- Contract 4 – RFP for UV Treatment Equipment:
Equipment supply contract for the Owner to obtain UV treatment equipment
- Contract 5 – RFP for Biosolids Dewatering Equipment:
Equipment supply contract for the Owner to obtain biosolids dewatering equipment
- Contract 6 – General Construction Contract:
General construction contract for the Owner to select a contractor to construct the overall scope of the Wastewater Treatment Facility Upgrades project, including but not limited to:
 - Various site modifications for Civil Earthworks, HVAC & Plumbing Systems, and Power and Control Systems

- Retrofit of the existing building for new blower equipment, new electrical room, and other miscellaneous improvements
- Building expansion for biosolids dewatering equipment and new HVAC systems
- Building expansion for new control room and laboratory
- Upgrades to the existing wastewater influent channel, including the addition of two mechanical screens
- Installation of new the wastewater treatment systems (bioreactor, clarifier, UV systems)
- Upgrades to the existing sludge holding ponds to convert the ponds to equalization ponds
- Installation of a septic receiving station
- Installation and integration of multiple equipment supply contracts 1/2/3/4/5

1.2 Overview of RFP Process

The purpose of the RFP process is to facilitate major equipment procurement, allowing selection of a vendor for the major equipment associated with the wastewater treatment facility upgrades project. This is accomplished by developing RFP documents that outline the technical specifications and requirements specific to the project objectives.

For this project, major equipment is being selected during the design stage of this project, rather than waiting for the tender and construction stages of the project. Major equipment selection during design is critical for a more complete and accurate planning process, as our design team requires detailed information on the major equipment that is to be integrated into the overall facility design.

It is important to note, once the general contractor is selected for the project, the major equipment supply contracts will be novated into the general construction contract.

The RFP was managed using the online procurement platform by bids&tenders™ (bids&tenders)¹. The table below summarizes the RFP posting details.

Project Title	Request for Proposal for Biosolids Dewatering Equipment Contract 5 – Major Equipment Supply RFP
Procurement Platform / Bidding System	bids&tenders
Procurement Representative	M2eng Alberta Ltd. (M2 Engineering)
Owner	Municipal District of Greenview No. 16
RFP Portal URL	https://m2eng.bidsandtenders.ca
Instructions to Proponents including information on the Proposal Closing	Section 00 21 16 – INSTRUCTIONS TO PROPONENTS (ELECTRONIC SUBMISSION)
Proposal Posted On	February 1, 2022
Proposal Closing Date / Time	February 23, 2022 @ 4:00:00 pm
Opportunity Open To	Public Opportunity with documents available to Registered Plan Takers

¹ This RFP was not a tender/bid and is not subject to the laws of competitive bidding. No bid contract or agreement was created by submission of a proposal. Any use of the word bid/tender is strictly related to terminology inherent in the Bids&Tenders online procurement platform. Our RFP documents communicated to the Proponents that any use of "Bid or Tender" was to be read and interpreted as "Proposal" and that any use of "Bidder or Bidders" of the online platform was to be interpreted as "Proponent / Proponents".

2 Proposals Received

2.1 Summary of Proposals Received

The scope of Contract 5 – Equipment Supply for Biosolids Dewatering Equipment includes:

- Shop Drawing Preparation, including a requirement that shop drawings are authenticated by a professional engineer for their respective discipline
- Biosolids Dewatering Equipment Supply, including a polymer dosing system
- Shop Testing, Field Testing, Start-up, Operation and Maintenance Manuals, Commissioning, Training (pre-commissioning training and post-commissioning training), and Warranty Services

RFP documents were prepared for the equipment supply scope and were available publicly to all Registered bids&tenders Plan Takers. The RFP closed on February 23, 2022, at 4:00 pm (MST).

The following table summarizes the proposals received and the location of each firm:

Table 1
Summary of Proposal Prices

No.	Proponent	Location	Proposal Price
1.	Ramtech / FKC	Calgary, AB, CA / Port Angeles, WA, USA	\$ 646,546.00
2.	Fournier Industries Inc.	Thetford Mines, Quebec, CA	\$ 834,950.00
3.	Evoqua Water Technologies	Pittsburgh, PA, USA	\$ 945,758.85

2.2 Mandatory Criteria Requirements

The RFP documents required Proponents to satisfy and/or submit specific information, some of which was considered a mandatory requirement. The table below summarizes our review of the mandatory requirements for each of the Proponents.

Table 2
Mandatory Requirements Evaluation

Item	Mandatory Criteria Requirement	Proponent 1 Ramtech / FKC	Proponent 2 Fournier Industries Inc.	Proponent 3 Evoqua Water Technologies
1	Price Breakdown	unclear	✓	✓
2	Proposed Products Form	✓	✓	✓
3	Redline of Vendor Proposed Exceptions	✓	✓	no
4	Proposal Submittal Checklist	✓	✓	✓
5	Proponent's Qualifications	✓	✓	no
6	Vendor Proposal Document	✓	✓	✓
7	Consent of Surety & Agreement to Bond	✓	✓	no
8	Undertaking of Insurance Letter	✓	✓	no
9	Acknowledgement of Addendum	✓	✓	✓

Evoqua Water Technologies proposal submission considered materially non-compliant due to the following:

- No insurance included
- No bonding included
- Insufficient project references:
 - Only one project reference included in proposal submission

- One reference included was US reference only from January 2022 indicating the equipment is new and there is little testing of the equipment in actual applications.

Proposals submitted by Ramtech / FKC and Fournier Industries met the minimum requirements requested by the RFP. The only uncertainty is with the Ramtech / FKC proposal price as the price submitted through bids and tenders differs from that submitted in the Proposal Form – Price Breakdown. M2 Engineering has assumed the price submitted on the Proposal Form – Price Breakdown is correct as it is signed and sealed corporately. This will need to be confirmed should Ramtech / FKC be the preferred vendor.

2.3 Vendor Proposal Document Requirements

The RFP documents required Proponents to submit specific information of their offer as part of their proposal. The table below summarizes our review of the vendor proposal document requirements for each of the Proponents.

Table 3
Proposal Document Evaluation

Item	Vendor Proposal Document Requirement	Proponent 1	Proponent 2	Proponent 3
		Ramtech / FKC	Fournier Industries Inc.	Evoqua Water Technologies
1	Introduction	✓	✓	not reviewed
2	General Description of Equipment	✓	✓	not reviewed
3	Company Information	✓	✓	not reviewed
4	Servicing Capability	✓	✓	not reviewed
5	Reference Projects	✓	✓	not reviewed
6	Technical Sizing Information	see notes	✓	not reviewed
7	Detailed Equipment Offer	✓	✓	not reviewed
8	Detailed Description of On-Site Services Offered	✓	✓	not reviewed
9	Preliminary P&ID Drawings	✓	✓	not reviewed
10	Preliminary General Arrangement Drawings	✓	✓	not reviewed
11	Controls Systems	see notes	✓	not reviewed
12	Field Assembly, Testing, Start-up and Commissioning	see notes	✓	not reviewed
13	Equipment Supply Exclusions	✓	✓	not reviewed
14	Performance Guarantee	✓	✓	not reviewed
15	Warranty	✓	✓	not reviewed
16	Extras or Credits	✓	✓	not reviewed
17	Schedule	see notes	✓	not reviewed
18	Company Signatory	✓	✓	not reviewed
19	Appendices / Attachments	✓	✓	not reviewed

2.4 Review Notes

Ramtech / FKC proposal observations and comments:

- General:
 - Ramtech / FKC proposal document did not include all information requested
 - Ramtech / FKC is based out of Washington, USA
 - Team Experience: Ramtech / FKC has provided overall list of individuals for the project in the proposal forms but no further information provided for qualifications or experience
 - Servicing: Equipment would be serviced through Ramtech in Calgary, AB
 - APEGA: Proposal document does not comment on ability to provide a professional engineer stamp from the province of Alberta

- Performance Guarantee: Ramtech / FKC reviewed the Performance and Design Requirements outlined in section 46 76 26 of the Dewatering Equipment and will meet or exceed all requirements outlined.
- Price Breakdown
 - Price breakdown form lists a different price then that submitted on bids and tenders.
 - M2 Engineering has assumed the signed and sealed price from the price breakdown is the more accurate number
- References:
 - All reference projects provided in proposal forms are from USA
 - No additional reference provided
- Technical Information:
 - Technical sizing information was not included in the proposal document
 - Control narrative was not provided in the proposal document
- Technical Exceptions:
 - Ramtech / FKC offers a screw press as opposed to a rotary press
 - Other exceptions takes to the technical specifications appear to be related to the equipment submitted being a screw press as opposed to a rotary press
 - Scrapers: Scrapers are not needed on a screw press. Ramtech / FKC maintains an air gap between the screw and the screens so there is no wearing parts.
 - Wash system: The screw press has shower headers that wash the screens on the press.
 - Cake outlet chute: A cake sensor and pressure regulator are not required for a screw press
 - Flocculator: Ramtech / FKC's has an open top flocculation tank that is non pressurized. It is constructed out of stainless steel
 - Valves: Ramtech / FKC screw presses do not require recirculation, channel isolating, or channel wash valves.
 - Air compressor: An air compressor is not required.
- Equipment Supply Agreement Exceptions:
 - Ramtech / FKC did not provide any equipment supply agreement exceptions
- Warranty:
 - 2 years from the date of acceptance or 3 years from delivery, whichever comes first.
- Payment Terms:
 - No payment terms exceptions were made in proposal document
- Schedule:
 - No schedule provided in proposal document
- Site presence
 - On-site integration / Installation: 0 days
 - Pre-start-up, Start-up, Testing, and Field Quality Control: 3 days
(with programming)
 - Programming: 3 days
(with testing)
 - Demonstration & Training Pre-Commissioning & Post-Commissioning: 2 days
 - Performance Verification: 2 days
- Extras/Credits:
 - None provided.

Fournier Industries Inc. proposal observations and comments:

- General:
 - Fournier has a clear proposal outlining where information requested is located throughout document.
 - Canadian company with Alberta representation through Waste'n Water Tech in Calgary.

- Team Experience: Full project team with years experience provided.
 - Servicing: Fournier equipment would be serviced by Fournier in collaboration with Waste'n Water Tech
 - APEGA: Fournier has noted the name of their APEGA professional member responsible for signing
- Price Breakdown
 - Fournier submitted a suitable price breakdown without any qualifications
- References:
 - 3 references provided in bid forms, all from Canada.
 - One reference is from the Town of Peace River, AB
 - M2 Engineering has worked with Fournier in the past on the Town of Peace River WWTF dewatering equipment.
 - Fournier provided a list of additional references from those requested in the Proposal Forms.
- Technical Information:
 - Fournier provided equipment supply alternatives / options for phasing the equipment if desired by the MD of Greenview
- Technical Exceptions:
 - Fournier provided minor clarifications throughout the Rotary Press and Ancillary Equipment specification. There are no issues noted from the clarifications provided.
- Equipment Supply Agreement Exceptions:
 - Fournier has provided contract terms that will need to be reviewed / negotiated if Fournier is the preferred vendor
- Warranty:
 - Defect material and workmanship for a period of 2 years from the date of the Owner's acceptance notification
- Payment Terms:
 - Alternate payment terms proposed
- Schedule:
 - Shop drawings 4-6 weeks after purchase order
 - Equipment 25-35 weeks after shop drawing review
- Site presence
 - On-site integration / Installation: 8 hours (1-day)
 - Pre-start-up, Start-up, Testing, and Field Quality Control: 24 hours (3-days)
 - Programming: 4 hours (1/2 day)
 - Demonstration & Training Pre-Commissioning & Post-Commissioning: 8 hours (1-day)
 - Performance Verification: 8 hours (1-day)
 - A total of 3 trips is planned in the Fournier proposal
- Extras/Credits:
 - Fournier offered alternate equipment supply options for equipment phasing and upfront cost savings.
 - 2 alternate supply options:
 - Option 1A: One rotary press Model 6(8)-900/6000CV-SS304, six channel unit expandable to eight channels in the future. For \$468,695 (\$79,695 savings from proposal price)
 - Option 1B: one rotary press Model 4(8) 900/4000CV-SS304, four channel unit expandable to eight channels in the future for \$399,395 (\$149,251 savings from proposal price)
 - The price the equipment as proposed is \$548,646
 - These will be reviewed with Fournier and the MD Greenview should Fournier be the preferred vendor.

3 Proposal Evaluation

3.1 Technical Proposal Evaluation

M2 Engineering evaluated all proposals submitted for their technical content. The following was used as the basis of our evaluation.

Table 4
Scoring Criteria

Score	Achievement	Criteria
1	No or poor response	Did not respond or is lacking in critical areas and will have a poor chance of success
2	Meets minimum acceptable	Meets some but not all of the critical areas will have a poor chance of success
3	Average	Meets the requirements but does not do more than needed to comply with requirements, will succeed with help
4	Above Average	Above the standard, showed a history of completing projects well above the baseline, has a good chance of being successful
5	Excellent	Exceeds requirements and will add value to the project and is likely to be successful

Table 5
Weighted Criteria

Item	Description	Maximum Point Available			Percent of Total Score	
		MAX Score	Weight	MAX Total	Per Line	Per Part
1	General Requirements					
	Proposal Completeness / Quality of Submission	5	3	15	5%	33%
	Servicing Capability	5	5	25	9%	
	Schedule	5	5	25	9%	
	Performance Guarantee	5	3	15	5%	
	Warranty	5	3	15	5%	
2	Qualifications and Experience					
	Company Information	5	2	10	4%	18%
	References / Reference Projects	5	2	10	4%	
	Firm has APEGA Permit to Practice	5	2	10	4%	
	Team Organization	5	2	10	4%	
	Team Member Qualifications	5	2	10	4%	
3	Technical					
	General Description of Equipment	5	3	15	5%	49%
	Technical Sizing Information	5	5	25	9%	
	Detailed Equipment Offer	5	5	25	9%	
	Detailed Description of On-Site Services Offered	5	3	15	5%	
	Preliminary P&ID Drawings	5	3	15	5%	
	Preliminary General Arrangement Drawings	5	3	15	5%	
	Controls Systems	5	4	20	7%	
	Field Assembly, Testing, Start-up and Comm.	5	2	10	4%	
	TOTAL WEIGHTED SCORE	90		285	100%	100%

3.2 Financial Proposal Evaluation

M2 Engineering completed a financial evaluation of the compliant proposals submitted. Financial scores were assigned to each proponent using the following formula.

$$\text{Financial Score} = \text{low price} / \text{adjusted proponent price} * \text{financial points}$$

The budget for this major equipment supply contract was estimated at \$ 400,000. All proposals received are over this budget.

3.3 Proposal Evaluation Results

A total combined score was based on attributing 50 points for the technical evaluation and another 50 points to the financial evaluation, for a total combined score out of 100 points. M2 Engineering has enclosed the technical and financial evaluation for reference. The following is a summary of the proposal evaluation results.

Table 6
Summary of Technical and Financial Evaluation Results

No	Proponent	Raw Technical Evaluation Score	Adjusted Technical Evaluation Score	Financial Evaluation Score	Total Final Score
		(285 MAX)	(50 MAX)	(50 MAX)	(100 MAX)
1	Ramtech / FKC	149	26	50	76
2	Fournier Industries Inc.	215	38	39	77
3	Evoqua Water Technologies	non-compliant	non-compliant	non-compliant	non-compliant

Please note, Evoqua Water Technologies has been excluded from the evaluation as their proposal is considered non-compliant.

Based on the results of our evaluation, the highest ranked proposal is from Fournier Industries Inc.

4 Summary and Recommendation

The Request for Proposals for Contract 5 – Equipment Supply for Biosolids Dewatering Equipment for the Grande Cache Wastewater Treatment Facility Upgrades project was posted publicly and available to registered plan takers on bids&tenders.

M2 Engineering reviewed and evaluated the three (3) proposals received. Based on the review completed, M2 Engineering recommends for MD Greenview to enter into an equipment supply contract with Fournier Industries Inc. for \$834,950.00 (excluding GST), for shop drawing preparation, supply of biosolids dewatering equipment, site visits, warranty, and other requirements as per the RFP documents.

Upon acceptance of our recommendation, it would be in order for MD Greenview to sign the enclosed "Notice of Award" letter. Alternatively, MD Greenview may re-type the letter on MD Greenview letterhead. Please sign the Notice of Award and return it to M2 Engineering, so we may forward it on to the successful proponent on your behalf.

The offer from Fournier Industries Inc. remains open to acceptance by MD Greenview for an irrevocable sixty (60) day period; please note the irrevocable period expires on April 24, 2022. The Proponent would be free to withdraw their offer after expiration of this irrevocable period.

5 Closing

We trust this letter summarizes the necessary information for MD Greenview to proceed with accepting Fournier Industries Inc. as the major equipment vendor for Contract 5 – Major Equipment Supply of Biosolids Dewatering Equipment for the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades project.

Should you have any questions or comments please do not hesitate to contact the undersigned at 587.410.0460.

Sincere Regards,
M2eng Alberta Ltd.

A handwritten signature in blue ink, appearing to read 'N. Miller'.

Nathan Miller, P.Eng.
Water / Wastewater Engineer

A handwritten signature in blue ink, appearing to read 'Jackie Mykytiuk'.

Jackie Mykytiuk, P.Eng.
Project Manager, Water / Wastewater Engineer

cc:	Tanner Curtis	MD	tanner.curtis@mdgreenview.ab.ca
	Sean Healy	MD	sean.healy@mdgreenview.ab.ca
	Chelsea Henry	MD	chelsea.henry@mdgreenview.ab.ca
	Amanda Cummings	MD	amanda.cummings@mdgreenview.ab.ca

Enclosures: Technical and Financial Evaluation Tables
 Notice of Award Letter (to be signed by MD of Greenview)
 Copy of All Proposals Received via OneDrive Link



REQUEST FOR DECISION

SUBJECT: **DeBolt Lift Station Forcemain Award**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 12, 2022

DEPARTMENT: ENVIRONMENTAL SERVICES

STRATEGIC PLAN: Infrastructure

REVIEWED AND APPROVED FOR SUBMISSION

CAO: EK

DIR: RA

LEG: SS

MANAGER: DB

PRESENTER: DB

RELEVANT LEGISLATION:

Provincial (cite) –

Council Bylaw/Policy (cite) – Policy 1018

RECOMMENDED ACTION:

MOTION: That Council award the DeBolt Lift Station Forcemain construction contract to Glen Armstrong Construction Ltd. in the amount of \$825,030.00 with funds to come from the approved Capital Budget, Project WW20005.

BACKGROUND/PROPOSAL:

In 2019 Associated Engineering was retained to review the pumping capabilities of the DeBolt Main and the Creeks Crossing lift stations as well as the existing force main's capacity. This review was triggered due to high volumes of infiltration entering DeBolt's sewer collection system during spring run-off and extreme rainfall events not only causing Greenviews lift stations to flood but also the potential for residents' homes to back up. Efforts are made on a continual basis to minimize this infiltration including raising and sealing manholes, monitoring private sewer systems, installing sewer service line backflow preventers when applicable, and working with other departments to establish more efficient surface water drainage in identified problem areas.

Through the review it was discovered that the two lift stations, are not able to pump simultaneously. This becomes an issue in high flow events as the DeBolt Main lift station runs almost continuously resulting in the inability of Creek Crossing to pump wastewater into the forcemain.

Due to the complexity of this project Administration reached out to three proficient engineering firms to submit proposals for design and construction of a second sewer forcemain for DeBolt

On September 14th, 2020, Council awarded the engineering contract with the following motion:

"That Council approve Administration to award MPE Engineering Ltd. for the Design and Construction Supervision of the new DeBolt Lift Station Force Main Upgrade for \$62,050.00, with money to come from the Environmental Services 2020 Capital Budget."

The Request for Proposal (RFP) for DeBolt Lift Station Forcemain was posted on behalf of Greenview, by MPE Engineering, and the following 7 bids were received as of closing March 15th, 2022, at 2:00pm.

Contractors	Total Cost	Rated Criteria Scoring (/100)
Whissell Enterprises Ltd.	\$808,470.00	68
Glen Armstrong Construction Ltd.	\$825,030.00	82
Mainline Construction (2014) Ltd.	\$923,307.93	79
Green Acre Ventures Ltd.	\$998,640.00	48
1998372 AB Ltd.	\$1,169,000.00	62
Martushev Logging Ltd.	\$1,251,900.50	42
Kichton Contracting Ltd.	\$1,922,165.00	59

On March 22nd, 2022, MPE held a meeting with Greenview Administration to review and evaluate submissions. The lowest bid was submitted by Whissell Enterprises however the drilling subcontractor listed recently provided work on a previous contract, to which Policy 1018, subsection 9.3.3. *“The quality of performance of previous contracts or services may be in question”* would apply and thus justifying Administration’s recommendation.

“Based on the criteria defined in the Request for Quotations the highest evaluated rating was 82, submitted by Glen Armstrong Construction Ltd. of Peace River, Alberta. The Contract price submitted by Glen Armstrong Construction Ltd. is \$825,030.00 excluding GST. The Contract price submitted includes provisional items to extend and line manholes. There were no extension errors found in the quotations submitted by the above contractors.”

Administration agrees with MPE Engineering’s recommendation of awarding the DeBolt Lift Station Forcemain project to Glen Armstrong Construction Ltd in the amount of \$825,030.00 (excluding GST).

The overall 2022 Capital Budget for the DeBolt Lift Station Forcemain project is estimated at \$1,554,500.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview can improve sewer collection and pumping services for the Hamlet of DeBolt and the Creeks Crossing Subdivision.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to award to another bidder however Administration does not recommend this action based on the rated criteria scoring specific to the project objectives.

FINANCIAL IMPLICATION:

Direct Costs: \$825,030.00 to come from the 2022 Capital Budget

Ongoing / Future Costs: Operational Maintenance Cost

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

A notice of award will be drafted and sent to the successful bidder.

ATTACHMENT(S):

- MPE Engineering Debolt Lift Station Forcemain RFQ Recommendation

M.D. of Greenview
4806 – 36 Avenue
Valleyview, Alberta
T0H 3N0

March 24, 2022
File: N:\52\54\001\L04

Attention: Doug Brown
Manager of Environmental Services

Dear Mr. Brown:

Re: M.D. of Greenview – DeBolt Lift Station Forcemain
RFQ Recommendation

Request for Quotations for the M.D. of Greenview (M.D.) – DeBolt Lift Station Forcemain project closed on March 15, 2022. A total of seven (7) quotations were received. The results for construction, excluding GST are as follows:

Contractors	Total Cost	Rated Criteria Scoring (/100)
Whissell Enterprises Ltd.	\$808,470.00	68
Glen Armstrong Construction Ltd.	\$825,030.00	82
Mainline Construction (2014) Ltd.	\$923,307.93	79
Green Acre Ventures Ltd.	\$998,640.00	48
1998372 AB Ltd.	\$1,169,000.00	62
Martushev Logging Ltd.	\$1,251,900.50	42
Kichton Contracting Ltd.	\$1,922,165.00	59

Based on the criteria defined in the Request for Quotations the highest evaluated rating was **82**, submitted by Glen Armstrong Construction Ltd. of Peace River, Alberta. The Contract price submitted by Glen Armstrong Construction Ltd. is **\$825,030.00** excluding GST. The Contract price submitted includes provisional items to extend and line manholes. There were no extension errors found in the quotations submitted by the above contractors.

Glen Armstrong Construction Ltd. has provided proper bonding, insurance, and safety qualifications. Glen Armstrong Construction Ltd. has completed other similar projects of this nature.

MPE recommends award of the DeBolt Lift Station Forcemain project to Glen Armstrong Construction Ltd.

The following table presents a detailed project budget, excluding GST, regarding the Glen Armstrong Construction Ltd. quotation and project budget.

Item	Costs
Schedule A – Miscellaneous Site Works	\$111,055.00
Schedule B – DeBolt Lift Station Forcemain Upgrades	<u>\$713,975.00</u>
Subtotal of Schedules - Construction	\$825,030.00
Design Services including geotechnical investigation	\$58,510.00
Tender Services	\$3,580.00
Construction Services (<i>Estimated</i>)	\$23,960.00
Post-Construction Services (<i>Estimated</i>)	\$5,420.00
Turbidity Testing (<i>Allowance</i>)	\$5,625.00
Material Testing (<i>Allowance</i>)	\$25,000.00
Construction Contingency (<i>Allowance</i>)	<u>\$150,000.00</u>
Subtotal	\$272,095.00
Project Total	\$1,097,125.00

MPE recommends the M.D. of Greenview to carry a contingency of **\$150,000.00** for unforeseen work.

With regard to any other project costs of which the M.D. may be aware of that were not addressed in our Project Total information above, these additional costs should also be added to the total overall project budget for approval.

Upon award to this contract, the M.D. should notify Glen Armstrong Construction Ltd. in writing as to the amount of the award such that they can obtain the relevant bonding documentation and provide a detailed schedule. We will forward contract documents to Glen Armstrong Construction Ltd. for signing. Once completed, we will check the final documents and forward them to the M.D. of Greenview for signing. Once the final documents are signed by all parties, we will issue a notice to proceed for construction to start.

Please contact me if you have any questions or concerns.

Yours truly,

MPE ENGINEERING LTD.



Mirek Grzeszczuk, P.Tech.(Eng.)
Edmonton Region Manager

MG:rr

Enclosure

M.D. of Greenview

DeBolt Lift Station Forcemain



Quote Summary Summary

Date: March 15, 2022
File: N:\52\54\001\00

			Whissell Enterprises	Glen Armstrong Construction Ltd.	Mainline Construction (2014) Ltd.	Green Acre Ventures	1998372 AB Ltd.	Martushev	Kichton Contracting Ltd.
1.0	Consent of Surety	[PASS/FAIL]	PASS	PASS	PASS	PASS	PASS	PASS	PASS
2.0	Quotation Form	[PASS/FAIL]	PASS	PASS	PASS	PASS	PASS	FAIL	PASS
3.0	COR/SECOR	[PASS/FAIL]	PASS	PASS	PASS	PASS	PASS	PASS	PASS
4.0	Certificate of Insurance	[PASS/FAIL]	PASS	PASS	PASS	PASS	PASS	PASS	PASS
	Price (net of GST)		\$808,470.00	\$825,030.00	\$923,307.93	\$998,640.00	\$1,169,000.00	\$1,251,900.50	\$1,922,165.00
5.0	Price	[40]	40.00	39.20	35.02	32.38	27.66	25.83	16.82
6.0	Project Team	[15]							
	.1 Team Members [9 points]		5.00	7.50	7.00	3.00	4.00	6.50	7.50
	.2 Subcontractors [6 points]		2.00	3.50	2.00	1.00	2.50	3.00	3.00
7.0	Experience	[15]							
	.1 Related Experience [7.5 points]		3.50	6.50	6.00	3.50	5.50	2.50	5.50
	.2 Related Project Delivery [7.5 points]		2.50	4.50	3.00	2.00	4.00	1.50	4.00
8.0	Construction Methodology	[20]							
	.1 Project Requirements [7.5 points]		3.50	5.00	7.00	2.00	5.50	1.50	6.50
	.2 Public Access [7.5 points]		3.50	5.50	6.00	0.00	3.50	0.00	5.50
	.3 Methodology [2.5 points]		1.00	2.00	2.50	0.50	1.50	0.50	2.00
	.4 Work Site Plan [1 point]		1.00	0.50	1.00	0.00	0.50	0.00	0.50
	.5 Value-Added [1.5 points]		0.00	1.00	1.50	0.00	0.50	0.00	0.50
9.0	Construction Schedule	[10]							
	.1 Detailed Schedule [5 points]		3.00	4.00	4.50	2.00	3.50	1.00	4.00
	.2 Bar Chart [3 points]		2.00	2.00	2.50	1.00	2.00	0.00	2.00
	.3 Contingencies [2 points]		0.50	0.50	1.00	0.50	1.50	0.00	1.00
TOTAL			68	82	79	48	62	42	59

NOTES:

- Whissell Enterprises - Quotation Form - Checked box saying there was an actual or potential conflict of interest relating to preparation of RFQ. Did not specify what it was though. May be an accident.
- Green Acre has Temporary Letter of Certification (TLC) instead of COR or SECOR.
- Green Acre put 'none' in the Addenda line even though there were 2 addendums issued.
- 1998372 AB Ltd. did not address addenda
- Martushev only included first page of quotation form. they did not include the signed page or any other pages.

5254-001-00 - MD of Greenview No.16 - DeBolt Lift Station Forcemain

Vendor Details

Company Name: GLEN ARMSTRONG CONSTRUCTION LTD
8122 102 Avenue
Address: Peace River, Alberta T8S 1M6
Contact: Mark Schwab
Email: mark@gac ltd.ca
Phone: 780-624-2101
Fax: 780-624-2103
HST#: 102109345RT0001

Submission Details

Created On: Thursday February 17, 2022 16:02:07
Submitted On: Tuesday March 15, 2022 13:18:30
Submitted By: Mark Schwab
Email: mark@gac ltd.ca
Transaction #: be548141-9894-4e54-afe6-a2424daae999
Submitter's IP Address: 23.17.193.60

Schedule of Prices

The Bidder hereby Bids and offers to enter into the Contract referred to and to supply and do all or any part of the Work which is set out or called for in this Bid, at the unit prices, and/or lump sums, hereinafter stated. Taxes are additional.

* Denotes a **"MANDATORY"** field

Do not enter \$0.00 dollars unless you are providing the line item at zero dollars to the Owner.

If the line item and/or table is **"NON-MANDATORY"** and you are not bidding on it, leave the table and/or line item blank. Do not enter a \$0.00 dollar value.

Unit Price Schedule - Schedule A: Miscellaneous Site Works

It is understood and agreed that with respect to the submission of this Schedule of Prices, the following shall apply: Items of Work are priced in accordance with the Bid Documents, including Section 00525 - Agreement Form.

Description	Qty	Unit	Unit Price *	Extension
1. Mobilization/Demobilization	1	L.S.	\$97,800.0000	\$ 97,800.00
2. Locate/Protect Existing Utilities	1	L.S.	\$7,540.0000	\$ 7,540.00
3. Traffic Accommodation	1	L.S.	\$3,250.0000	\$ 3,250.00
4. Site Clearing and Grubbing	0.5	ha	\$4,930.0000	\$ 2,465.00
Subtotal:				\$ 111,055.00

Unit Price Schedule - Schedule B: DeBolt Lift Station Forcemain Upgrades

It is understood and agreed that with respect to the submission of this Schedule of Prices, the following shall apply: Items of Work are priced in accordance with the Bid Documents, including Section 00525 - Agreement Form.

Description	Qty	Unit	Unit Price *	Extension
1. 150 mm Diameter HDPE DR11 Pipe	1200	l.m.	\$162.0000	\$ 194,400.00
2. Combination Air Release Assembly	3	unit	\$18,095.0000	\$ 54,285.00
3. Creeks Crossing Lift Station and Forcemain Tie-in	1	L.S.	\$36,965.0000	\$ 36,965.00
4. DeBolt Lift Station and Forcemain Tie-in	1	L.S.	\$21,170.0000	\$ 21,170.00
5. Lagoon Inlet Tie-in	1	L.S.	\$33,670.0000	\$ 33,670.00
6. Gate Valve - 150 mm	1	unit	\$3,715.0000	\$ 3,715.00
7. Washed Rock	25	cu.m	\$80.0000	\$ 2,000.00
8. a) Manhole Adjustments (Provisional) - 100 mm	1	unit	\$400.0000	\$ 400.00
8. b) Manhole Adjustments (Provisional) - 150 mm	6	unit	\$415.0000	\$ 2,490.00
8. c) Manhole Adjustments (Provisional) - 200 mm	2	unit	\$420.0000	\$ 840.00
9. Manhole Lining (Provisional)	38	unit	\$9,580.0000	\$ 364,040.00
Subtotal:				\$ 713,975.00

Summary Table

Bid Form	Amount
Unit Price Schedule - Schedule A: Miscellaneous Site Works	\$ 111,055.00
Unit Price Schedule - Schedule B: DeBolt Lift Station Forcemain Upgrades	\$ 713,975.00
GST (5%)	\$ 41,251.50
Total Contract Amount:	\$ 866,281.50

Sub-Contractors

The Bidder shall state all Subcontractor(s) and type of Work proposed to be used for this project. Bidders shall not indicate "TBD" (To Be Determined) or "TBA" (To Be Announced) or similar wording and shall not indicate multiple choices of Subcontractor names for any Subcontractor category in their list of Subcontractors.

The Bidder shall state only one (1) subcontractor for each type of work

Bidder(s) shall upon request by the Owner produce a list of references for all or any proposed Subcontractors within three (3) business days.

Schedule of Subcontractors

It is the intention of the Bidder that the following work will, on approval of the Owners Representative, be subcontracted to the firms indicated in this Schedule.

Trade	Name of Subcontractor	Address of Subcontractor
Horizontal Directional Drilling	Top Gun Directional Boring Ltd.	Range Road 3 Site 20 Box 12 Ponoka, AB T4J 1R3
Manhole Lining	Integral High Performance Coatings	6714 78 Avenue NW Edmonton, AB T6B 2J5

Documents

It is your responsibility to make sure the uploaded file(s) is/are not defective or corrupted and are able to be opened and viewed by the Owner. If the attached file(s) cannot be opened or viewed, your Bid Call Document may be rejected.

1. Prime contract Bidders should possess a valid Certificate of Recognition (COR) or Temporary Letter of Certification (TLC) as issued by the Alberta Construction Safety Association (ACSA) or another certifying organization authorized to issue CORs.
2. Prospective Bidders who do not possess a COR, and wish to obtain information about obtaining a COR or TLC, are advised to contact:

The Alberta Construction Safety Association online at <http://www.youracsa.ca/>.

- [Certificate of Recognition](#) - COR Certificate Oct 21 2023.pdf - Thursday February 24, 2022 15:53:42
- [RFQ Document - Appendix A](#) - Appendix A.pdf - Monday March 14, 2022 15:08:09
- [Project Team](#) - Project Team & Resumes.pdf - Wednesday March 02, 2022 10:41:31
- [Experience](#) - Project Experience.pdf - Tuesday March 01, 2022 12:41:27
- [Construction Methodology](#) - Construction Methodology.pdf - Wednesday March 02, 2022 12:00:07
- [Construction Schedule](#) - Construction Schedule & Chart.pdf - Thursday March 03, 2022 15:58:39
- [Certificate of Insurance](#) - 21-22 Certificate of Ins - Glen Armstrong TWIMC.pdf - Thursday March 10, 2022 10:25:44

BONDING UPLOAD SECTION

Bidders shall submit with their on-line bid a Digital copy of both the Bid Deposit in the amount of ten (10%) percent of the Sub Total Contract Amount and An Undertaking to provide a Bond or a Letter of Credit in the amount of fifty (50%) of the Sub Total Contract Bid Amount.

Provide and submit the bid security specified in Section 00525 - Agreement Form.

Note: Must be a Digital Bid Bond (E-Bond), NOT a scanned copy of a paper Bid Bond.

- [Consent of Surety](#) - Consent of Surety.pdf - Monday March 07, 2022 11:37:35
- [Bid Bond](#) - Bid Bond.pdf - Monday March 07, 2022 11:37:42

Addenda, Terms and Conditions

1. We, the undersigned, having examined and read the Bid Documents for the above noted contract, and having visited the site and examined all conditions affecting the Work, are satisfied we understand the Bid Documents and declare ourselves competent to undertake and complete the Work and do hereby irrevocably bid and agree to carry out the Work in accordance with the Bid Documents, for the unit prices, lump sums and allowances set out in the Schedule of Prices.
2. We acknowledge and agree that any issued Addendum/Addenda forms part of the Bid Documents.
3. If notified in writing by the Owner of the acceptance of this bid within 30 days after the bid closing time, the undersigned will, within 21 days after date of issuance of such notification, execute a formal Agreement with the Owner for the performance of the Work for the submitted bid price and comply with all other requirements of the Bid Documents.

☒ I/WE agree to be bound by the terms and conditions and have authority to bind the Corporation and submit this Bid on behalf of the Bidder. - Mark Schwab, General Manager, Glen Armstrong Construction Ltd.

The bidder shall declare any potential conflict of interest that could arise from bidding on this bid. Do you have a potential conflict of interest? ☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document

Please check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
AD02_5254-001-00_20220310 Thu March 10 2022 03:39 PM	<input checked="" type="checkbox"/>	2
AD01_5254-001-00_20220304 Fri March 4 2022 04:58 PM	<input checked="" type="checkbox"/>	3



REQUEST FOR DECISION

SUBJECT:	Alberta Community Challenge, 2022 Economic Development Week		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 12, 2022	CAO: EK	MANAGER: KK
DEPARTMENT:	ECONOMIC DEVELOPMENT	DIR: MH	PRESENTER: KT
STRATEGIC PLAN:	Quality of Life	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) - N/A

RECOMMENDED ACTION:

MOTION: That Council approve to proclaim the week of May 9 – 13, 2022 as Economic Development Week in the Municipal District of Greenview.

BACKGROUND/PROPOSAL:

Administration is recommending that Council proclaim May 9 – 13, 2022 as Economic Development Week in the Municipal District of Greenview as this initiative aligns with the International Economic Development Council's recognition of economic development. This year, Economic Developers Alberta (EDA) is inviting all municipalities to join them to help amplify economic development efforts in our province by taking part in the 2022 Community Challenge. EDA are challenging all Alberta Communities and municipalities large and small to officially proclaim "May 9 - 13 as Economic Development Week."

Economic development is critical to the growth of municipalities, it is the foundational work to creating jobs, supporting businesses, and improving the quality of life for residents in communities large and small. Currently, there are discussions provincially about the importance of economic development because of the impact that the pandemic is having on the Alberta economy. Post-COVID economic recovery is a top priority for many communities. It is important to encourage municipalities, large and small, to formally recognize and celebrate May 9 - 13, 2022 as "Economic Development Week" in their community.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Greenview's involvement in the 2022 Community Challenge demonstrates to Greenview and Provincial residents alike, that Greenview values economic development and highlights the work Economic Development staff does throughout the year.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the recommended motion.

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 fulfill the necessary steps to complete the 2022 Community Challenge.

ATTACHMENT(S):

- Proclamation Economic Developers Week



Municipal District of Greenview No. 16

PROCLAMATION ECONOMIC DEVELOPMENT WEEK MAY 9-13, 2022

WHEREAS, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

WHEREAS, for almost 50 years, Economic Developers Alberta has been Alberta's leading economic development network, committed to advancing the economic development profession by providing resources, professional development and networking opportunities; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of Alberta's economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in the Municipal District of Greenview; and

NOW, THEREFORE, BE IT RESOLVED that the Council of the Municipal District of Greenview does hereby recognize May 9-13, 2022 as **Economic Development Week**.

BE IT FURTHER RESOLVED that the Reeve is authorized and directed to transmit an appropriate copy of this resolution to Economic Developers Alberta in support of these provincial celebrations.

Tyler Olsen, Reeve
Municipal District of Greenview No. 16



REQUEST FOR DECISION

SUBJECT: **2024 Alberta Winter Games**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 12, 2022
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Regional Cooperation

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to provide a letter to the City of Grande Prairie in support of their bid for the 2024 Alberta Winter Games.

BACKGROUND/PROPOSAL:

An invitation was received by Greenview to consider joining the City of Grande Prairie in submitting a regional bid for the 2024 Alberta Winter Games. The 2016 Grande Prairie Area Joint Recreation Master Plan identifies several recommendations in support of the City, along with the regional partners, in hosting an event such as the Alberta Winter Games.

Our region last hosted the Alberta Winter Games in 1980 and the Alberta Summer Games in 2018. These games resulted in significant social and economic impact on the Grande Prairie region. The 2018 Alberta Summer Games Economic Impact Assessment identified a contribution of 4.6 million dollars of economic activity in the Grande Prairie area and \$5.5 million across the province. The 2010 Arctic Winter Games Economic Impact Report identified there was a direct impact of \$7.65 million in the Grande Prairie area, with a total of \$10.81 million across the province, with just over \$367,000 in legacy funds. A similar impact may be expected for the 2024 Games.

All regional municipalities have been invited to participate in the regional bid for the 2024 Alberta Winter Games (County of Grande Prairie, Wembley, Beaverlodge, Sexsmith and Greenview), to-date, the City has received several letters of support only, there has been no interest in submitting a regional bid.

The \$400,000.00 projected budget for the 2024 Alberta Winter Games is based on recent games expenditures, inflation, and anticipated grants available. The City is currently not requesting financial support from Greenview. If the City of Grande Prairie is awarded the bid, the Games Committee would work with the participating partners to identify the specific financial commitments of each partner.

Administration is recommending that Greenview provide a letter of support for the City of Grande Prairie's bid for the 2024 Alberta Winter Games. If the City wins the bid to host the Games, the municipal partners will at that time be contacted by the City for financial contributions.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Greenview will be supporting the City's initiative of hosting the 2024 Alberta Winter Games, which may be an economic benefit for the region.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion, however, if the City receives the bid to host the 2024 Alberta Winter Games, a financial contribution will be requested by all the participating partners.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If Council supports the recommended motion, Administration will submit a letter of support to the City.

ATTACHMENT(S):

- Invitation Letter from the City of Grande Prairie
- City of Grande Prairie Responses to the Email Questions

March 15, 2022

Reeve Tyler Olsen
PO Box 1079, 4806 – 36 Ave
Valleyview, AB T0H 3N0

RE: 2024 Alberta Winter Games

Dear Reeve Olsen,

I am writing to invite your municipality to consider joining the City of Grande Prairie in submitting a regional bid for the 2024 Alberta Winter Games.

Our region last hosted the Alberta Winter Games in 1980, and as you know, most recently held the 2018 Alberta Summer Games. The Games were tremendously successful, resulting in significant social and economic impact on the Grande Prairie region. Previous multi-sport games have left behind a legacy of infrastructure and funds that have directly affected local sport.

The 2018 Alberta Summer Games Economic Impact Assessment identified a contribution of 4.6 million dollars of economic activity in the Grande Prairie area and \$5.5 million across the province. From the 2010 Arctic Winter Games Economic Impact Report, there was a direct impact of \$7.65 million in the Grande Prairie area, with a total of \$10.81 million across the province, with just over \$367,000 in legacy funds. A similar impact can be expected for the 2024 Games.

The 2016 Grande Prairie Area Joint Recreation Master Plan identifies several recommendations in support of the City, along with our regional partners, hosting an event such as this. I encourage your municipality to consider this invitation and look forward to your response on or before April 8, 2022.

Respectfully,



Mayor Jackie Clayton



From: [Stephanie Cajolais](#)
To: [Amanda Westwater](#); [Teresa Marin](#)
Cc: [Michelle Honeyman](#)
Subject: RE: 2024 Alberta Winter Games
Date: March 31, 2022 1:06:18 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Teresa,

Thanks so much for reaching out. Please see below responses to the questions asked.

Let me know if you have any further questions or require additional information.

Sincerely,



Stephanie Cajolais

Manager
Sports Development, Wellness & Culture
The City of Grande Prairie

O: 780-538-0399 | M: 780-830-9574

From: Amanda Westwater <awestwater@cityofgp.com>
Sent: March 31, 2022 12:07 PM
To: Teresa Marin <Teresa.Marin@MDGreenview.ab.ca>
Cc: Michelle Honeyman <Michelle.Honeyman@mdgreenview.ab.ca>; Stephanie Cajolais <scajolais@cityofgp.com>
Subject: RE: 2024 Alberta Winter Games

Good Afternoon Teresa,

I have CC'd our Manager of Sport Development, Wellness, and Culture, Stephanie Cajolais, on this email. She has been working closely on all the details for submitting the bid package and should be able to answer your questions below.

Thank you,



Amanda Westwater, BA (Hons)

Executive Assistant to Mayor and Council
City Manager's Office
The City of Grande Prairie

O: 780-357-8715

From: Teresa Marin <Teresa.Marin@MDGreenview.ab.ca>
Sent: March 31, 2022 11:49 AM

To: Amanda Westwater <awestwater@cityofgp.com>
Cc: Michelle Honeyman <Michelle.Honeyman@mdgreenview.ab.ca>
Subject: 2024 Alberta Winter Games

Good morning Amanda,

Greenview has received an invitation to join the City of Grande Prairie in submitting a regional bid for the 2024 Alberta Winter Games. Administration is preparing a Request for Decision (RFD) document for Greenview Council to review and consider with regard to this invitation. In preparing our RFD, we are requesting additional information from the City with regard to this invitation.

- Have other regional municipalities been submitted the invitation request? Have they agreed to participate? Yes, all regional municipalities have been invited to participate (County of Grande Prairie, Wembley, Beaverlodge, Sexsmith and the MD). To date, we have received several letters of support but no response for interest in submitting a regional bid.
- What will be the approximate regional bid (i.e., an example of a former bid awarded for hosting the Alberta Winter Games)? The budget for the bid is based on recent games expenditures, inflation and projected grants and we are estimating a municipal contribution of \$400,000.
- What is the City's financial expectation or support required from Greenview? Nothing at this time. If the City of Grande Prairie is awarded the bid, the Games Committee would work with the participating partners to identify the specific financial commitments of each partner.

Greenview will not have a method of acquiring a decision on or before April 8th as requested in the letter, the next meeting of Council will be April 12th. Please provide the requested details to assist us in acquiring a response from our Council.

Thank you.

Teresa

Teresa Marin

Community Services, Executive Assistant

Municipal District of Greenview No. 16 | 4806 36 Ave. Box 1079 Valleyview, Alberta T0H 3N0

Tel: [780-524-7600](tel:780-524-7600) | Fax: [1-780-524-4307](tel:1-780-524-4307) | Toll Free: [888-524-7601](tel:888-524-7601) | 24/7 Dispatch: [866-524-7608](tel:866-524-7608) | Direct: [1-780-524-7347](tel:1-780-524-7347)

mdgreenview.ab.ca | Follow us on Twitter [@mdofgreenview](https://twitter.com/mdofgreenview)

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REQUEST FOR DECISION

SUBJECT:	Aseniwuche Winewak Nation Round Dance Sponsorship Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 12, 2022	CAO: EK	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Quality of Life	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy No. 8004- Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve a sponsorship in the amount of \$3,000.00 to the Aseniwuche Winewak Nation for the Annual Round Dance in Grande Cache on April 30, 2022, with funds to come from the Community Services Miscellaneous Grants Budget.

BACKGROUND/PROPOSAL:

The Aseniwuche Winewak Nation (AWN) is hosting a Round Dance on April 30, 2022, at the Grande Cache curling rink. The Round Dance is a traditional indigenous cultural community event. This free event is open to the public, a meal is noted to be provided prior to the round dance and raffles, prizes and a midnight lunch are expected to be offered for all participants.

A sponsorship request letter was received March 22, 2022, followed by a sponsorship application received March 25th requesting sponsorship in the amount of \$2,500.00 to help off set some costs of the Round Dance (i.e. catered feast) as well as a donation of promotional items.

Memorial Round Dances have been hosted in the past at the Grande Cache curling rink by a specific family and supported by AWN, however this year AWN is hosting the Annual Round Dance to support the community and anticipate approximately 500 attendees.

In 2021 Greenview sponsored a Round Dance in Grande Cache in the amount of \$7,400.00. In 2019 Greenview provided sponsorship in the amount of \$5,350.00 to Aseniwuche Winewak Nation for this event, including \$125.00 of Greenview merchandise. In 2017 and 2018 Greenview provided sponsorship in the amounts of \$4,375.00 and \$8,000.00 respectively.

Administration recommends Council provide a sponsorship of \$2,500.00 to help off set the cost of the feast and provide \$500.00 in promotional items for a door prize.

The balance of the Miscellaneous Grants to Organizations Budget as of April 11, 2022 is \$817,406.24.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a traditional indigenous cultural community event for the residents and tourists in Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to provide an alternate sponsorship amount or take no action to the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$3,000.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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 Aseniwuche Winewak Nation of Council's decision.

ATTACHMENT(S):

- AWN Sponsorship Letter
- AWN- Sponsorship Application



**ASENIWUCHE
WINEWAK NATION**

Received March 22, 2022

March 22, 2022

MD of Greenview No.16
Grande Cache, AB
T0E 0Y0

To Whom it may concern:

Aseniwuche Winewak Nation is requesting your support in our 1st round dance. As in the previous years and other round dance's, the round dance will be held at the Curling Rink in the Grande Cache Recreation Centre.

This is an inclusive traditional indigenous community event, open to the public, and begins with a feast at 5:00 pm, with the round dance to follow. We will have raffles and give-aways and a midnight lunch for participants.

We would like to request your support and financial assistance of \$2500 to cover some of the catered feast and costs associated with hosting our community event. Additionally, if you would like to provide promotional items or any swag, we will set up a space to recognize your company's donation and support of our event and give them away during our giveaway. We would like to invite Natasha Brown to attend on behalf of the MD of Greenview.

On behalf of AWN, we would like to extend our gratitude for all the support provided in our previous round dances. We appreciate the support of our local industry, businesses, and community volunteers.

Should you require additional information, please do not hesitate to contact us at 780-827-5510 or email info@aseniwuche.com. If you would like to support us, please make your donation payable to Aseniwuche Winewak Nation at PO Box 1808, Grande Cache, Alberta T0E 0Y0.

Sincerely,

Courteney Wanyandie-Smith
Executive Director, Aseniwuche Winewak Nation

miyo wicehtowin



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Received March 25, 2022

Greenview Sponsorship and Donation Request Form

This completed form must be submitted within a minimum of 60 days prior to the planned event.

In order to use the submit button at the bottom of this form, please first download the PDF to your computer, then fill out the form.

Organization or Person Requesting Funds: Aseniwuche Winewak Nation

Date of Application: 3/24/20 Date of Event: 4/30/20

Contact Name: Nadine Alexis Phone: (h) 780-827-5510 (c) _____

Email Address: info@aseniwuche.com

Mailing Address: Box 1808 Grande Cache, AB T0E 0Y0

Funding Request Total: \$2500

Type of sponsorship requested (check all that apply):

- ☒ Event
- ☐ Table
- ☐ Conference
- ☒ Gifts-in-kind (e.g. silent auction items)

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

Aseniwuche Winewak Nation is a non-profit society based in Grande Cache, AB. AWN represents over 500 adults and youth who share a unique history and ancestry as a distinct indigenous group rooted in the rocky mountains.

Please indicate the intended purpose for the funds.

The purpose of the funds will be to help off set some of the costs associated with this event, for example the catered feast.

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

The event goal is to provide unity within the community, to bring together the community, a traditional round dance is a healing ceremony and after the last 2 years we had, I believe it will help heal, restore and be uplifting for everyone.

Where and when is the project/event taking place?

The event will take place in Grande Cache at the curling rink located in the recreation centre, on April 30/2022, the feast will start at 5:00pm.

How many people will benefit from the planned project/event?

We are expecting close to 500 people

Please describe how the project/event will benefit the community and/or the residents of Greenview.

It is a public event, and open to everyone. From past round dances, the residents of Grande Cache (MD of Greenview) really loved and enjoyed this event.

Please specify the amount of funding requested/anticipated from other organizations or government sources.

We have asked another industry company for 400 bagged lunches, we have asked for donations for the give away.

Please provide any additional information that will assist to support a funding decision.

We are located in the MD of Greenview, Grande Cache AB, this is a community event open to the public

Please provide the planned sponsorship/donation recognition methods for the acquired funds.

You will receive recognition in our monthly newsletter and a Thank you card. We are not an official charity so we will not provide any tax information

Has Greenview provided a donation or sponsorship contribution within the last 2 years, and if so, how was Greenview's contribution recognized?

No, for this is the first annual Aseniwuche Winewak Nation Round Dance, the past round dances were a family in Grande Cache, that AWN supported.

You may attach a separate document if additional space is required. Greenview will provide banners for events, please contact the Community Service Coordinator at 780.524.7647 or email: greenviewgivesback@mdgreenview.ab.ca
Policy 8004 – Greenview Sponsorships and Donations.ÉE

Reporting can be submitted via one of the following:

1. Click the submit button on the form for electronic submission
2. Mail: MD of Greenview, 4806- 36 Avenue, PO Box 1079, Valleyview AB T0H 3N0
3. In person delivery: Any Greenview office
4. For questions, please email greenviewgivesback@mdgreenview.ab.ca

Click to Submit



REQUEST FOR DECISION

SUBJECT: **Lemonade Day- Sponsorship Request**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 12, 2022

DEPARTMENT: COMMUNITY SERVICES

STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION

CAO: EK

DIR: MH

LEG: SS

MANAGER:

PRESENTER: LL

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy 8004- Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$2,500.00 to Community Futures West Yellowhead for the Lemonade Day Event to be hosted in Grande Cache on June 18, 2022, with funds to come from the Economic Development Miscellaneous Grants to Organizations Budget.

BACKGROUND/PROPOSAL:

Northern Alberta Lemonade Day is a not-for-profit organization with all funds collected through local donations and sponsorship used directly to support Northern Alberta Lemonade Day. Lemonade Day is an event that teaches kids the skills they need to be successful in life. Kids learn to set goals, develop a business plan, establish a budget, seek investors, provide customer service, save for the future and give back to their communities.

Northern Alberta Lemonade Day is the perfect opportunity for communities to get engaged, demonstrate passion and show kids they care while training the next generation of entrepreneurs through a free, fun, engaging and empowering activity. Youth of all ages, from pre-kindergarten to high school are encouraged to register and set up an official lemonade stand on June 18, 2022. Along with registration, children will receive a backpack filled with an informational workbook that outlines steps needed to start a business; from setting a goal, creating a business plan, forming a budget, finding an investor, to saving money and donating a portion back to their community.

This event will benefit 100 kids in the West Yellowhead region, with 15-20 kids participating from the Grande Cache area. The West Yellowhead region (Hinton, Edson, Jasper, Yellowhead County, Hamlet of Grande Cache and surrounding cooperatives and enterprises) are looking for sponsors, mentors and volunteers to make Lemonade Day a success.

Sponsorship packages are as follows:

Regional Sponsorship \$5,000.00, Community Sponsorship \$2,500.00, Contest Sponsorships \$500.00 for either sponsoring the Local Entrepreneur of the year, Local Best Stand or Local Best Tasting Lemonade and

a Participant sponsor for \$50.00.

Community Futures West Yellowhead is requesting Community Sponsorship in the amount of \$2,500.00 to help young participants in the Grande Cache area purchase supplies from local grocery and hardware stores. Included in this sponsorship request is an invitation for Greenview Council and/or Administration to judge the best tasting lemonade in the Grande Cache area.

Greenview Council approved a \$500.00 sponsorship for this event in 2021.

The balance of the Miscellaneous Grants to Organizations Budget as of April 11, 2022 is \$817,406.24.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview would be supporting a youth entrepreneurial event in the Grande Cache that encourages the community's youth to learn life and career building skills while giving back to their communities.

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 an alternate sponsorship amount or take no action to the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$2,500.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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 Community Futures West Yellowhead of Council's Decision.

ATTACHMENT(S):

- Community Futures West Yellowhead Sponsorship Request



Received March 14, 2022

MUNICIPAL DISTRICT OF GREENVIEW No. 16

Greenview Sponsorship and Donation Request Form

This completed form must be submitted within a minimum of 60 days prior to the planned event.

In order to use the submit button at the bottom of this form, please first download the PDF to your computer, then fill out the form.

Organization or Person Requesting Funds: Community Futures West Yellowhead

Date of Application: 3/14/22

Date of Event: 3/14/22

Contact Name: Nancy Robbins Phone: (h) 780-865-1224 (c) 780-740-3409

Email Address: nrobbins@albertacf.com

Mailing Address: 221 Pembina Avenue Hinton AB T7V 2B3

Funding Request Total: \$2,500

Type of sponsorship requested (check all that apply):

- ☒ Event
- ☐ Table
- ☐ Conference
- ☐ Gifts-in-kind (e.g. silent auction items)

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

Community Futures West Yellowhead is a non-profit organization funded by PrairiesCan through the Government of Canada and serves the West Yellowhead communities of Jasper, Hinton, Edson, Yellowhead County and Grande Cache and its surrounding cooperatives and enterprises. It is governed by a Board of Directors consisting of two councilors from each of the five municipalities it serves. Community Futures West Yellowhead is a business support organization offering business coaching, business training, business financing and community economic development.

Please indicate the intended purpose for the funds.

Lemonade Day is an annual event that allows kids to develop a business plan and set up a lemonade day stand in the community on June 18, 2022. Youth, pre K to high school, can register to set up an official Lemonade Day stand in Grande Cache and with their profits learn to save some money, spend some money, and contribute some money to an organization in their local community. Once a child is registered, they participate in a business planning class and a tasting session prior to the lemonade day event.

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

Lemonade Day is an event that teaches kids the skills they need to be successful in life. Kids learn to set goals, develop a business plan, establish a budget, seek investors, provide customer service, save for the future and give back to the community. It is the perfect opportunity for Grande Cache to get engaged, demonstrate passion and show kids they care as well as train the next generation of entrepreneurs through a free, fun, engaging and empowering activity.

Where and when is the project/event taking place?

Parent and Child orientation session - June 8
Tasting session - June 15
Lemonade Day - June 18

How many people will benefit from the planned project/event?

15 to 20 children directly

Please describe how the project/event will benefit the community and/or the residents of Greenview.

This fun activity not only engages children and their families but also engages the entire community on Lemonade Day for fun and support for the children at their stands. Children are encouraged to also support a local charity with part of their profits

Please specify the amount of funding requested/anticipated from other organizations or government sources.

This request is for the Community Lemonade Day sponsor at \$2,500. There will be a MD of Greenview sign on each of the lemonade day stands in the community and as this a free event to participate for the children, we acknowledge there is a cost to the families who participate. These funds will enable us to help with supplies from a local grocery store and a local hardware store for the young participants

Please provide any additional information that will assist to support a funding decision.

MD councilors and staff are also invited to volunteer to be judges for our three main prizes: Entrepreneur of the Year, Stand of the Year and Best Tasting Lemonade. Each child for the three main prizes receive a ribbon, bragging rights and a \$100 cash prize towards their profits.

Please provide the planned sponsorship/donation recognition methods for the acquired funds.

Recognition through website and social media promotion
Judge at best tasting competition and judge on June 18th for lemonade day
Sign on every lemonade day stand and acknowledgement of contribution for gift certificates for food

Has Greenview provided a donation or sponsorship contribution within the last 2 years, and if so, how was Greenview's contribution recognized?

Lemonade Day 2021 Entrepreneur of the Year was sponsored by the MD of Greenview in Grande Cache.

You may attach a separate document if additional space is required. Greenview will provide banners for events, please contact the Community Service Coordinator at 780.524.7647 or email: greenviewgivesback@mdgreenview.ab.ca
Policy 8004 – Greenview Sponsorships and Donations.ÉE

Reporting can be submitted via one of the following:

1. Click the submit button on the form for electronic submission
2. Mail: MD of Greenview, 4806- 36 Avenue, PO Box 1079, Valleyview AB T0H 3N0
3. In person delivery: Any Greenview office
4. For questions, please email greenviewgivesback@mdgreenview.ab.ca

Click to Submit

2022

SPONSORSHIP PACKET



Lemonade Day!™

The background image shows a lemonade stand set up outdoors. A person is behind the counter, and a customer is in front of them. On the counter, there is a menu sign, a bottle of Sriracha, a box of Real Medleys, and a white cup. The menu lists various lemonade flavors and prices. The text "OUR MISSION..." is overlaid on the image in a large, bold, black font.

OUR MISSION...

To help today's youth become the business leading, social advocated, community volunteers and forward-thinking citizens of tomorrow.

Lemonade Day!®



NORTHERN ALBERTA



What is Lemonade Day?

Lemonade Day is an event that teaches kids the skills they need to be successful in life. Kids learn to set goals, develop a business plan, establish a budget, seek investors, provide customer service, save for the future, and give back to the community. Northern Alberta Lemonade Day is the perfect opportunity for our community to get engaged, demonstrate passion and show kids they care as well as train the next generation of entrepreneurs through a free, fun, engaging, and empowering activity.

When is it?

Northern Alberta Lemonade Day will take place on Saturday, June 18, 2022.

Who can participate?

Youth of all ages, from pre-K through high school, can register to set up an official Northern Alberta Lemonade Day stand. Registration will commence on March 1, 2022, and will close June 1, 2022. In addition, community support from schools, youth organizations, and local businesses is essential to the success of Northern Alberta Lemonade Day.

How does it work?

Once a child is registered they receive a backpack with an informational workbook that outlines the steps needed to start a business: from setting a goal, creating a business plan, forming a budget, finding an investor, to saving money, and donating a portion back to their community.



Resources for success



Child Workbooks: These fun and informative workbooks include easy to follow lessons to help you create, build, and run a successful business.



Parent/Kid Session: Join us for an orientation session and get one-on-one help from a local entrepreneur.



Tasting Session: Get feedback on your recipe and compete to win the best tasting in your community.



YouTube: Lookup "Lemonade Day" on YouTube where there is a collection of great videos for training and ideas.



Mark your calendar!



Mar 1 ● Registration opens
June 1 ● Last day to register

	Jasper	Edson
Parent/Kid Session	June 7	June 9
Tasting Session	June 14	June 16
	Grande Cache	Hinton
Parent/Kid Session	June 8	June 6
Tasting Session	June 15	June 13
VIRTUAL PARENT/KID SESSION		June 9



How can I get involved?

Everyone is welcome to be involved with Northern Alberta Lemonade Day. The organizing committee is looking for sponsors, mentors, and volunteers to make Northern Alberta Lemonade Day a success! Lemonade Day entrepreneurs, the kids in our community, will be looking for investors, a place to setup their stands and customers to support their first business! Northern Alberta Lemonade Day is a not for profit organization with all funds collected through local donations and sponsorship used directly to support Northern Alberta Lemonade Day.



What does a participant do?



- Fill out the online registration form before June 1st (no registration fees).
- Pick up a Lemonade Day backpack at your designated location (free, see lemonadeday.org/Northern-Alberta for details).
- Ask your parent to download the Lemonade Day App onto their phone.
- Ask your parent to “like” Lemonade Day Northern Alberta on Facebook.
- Complete the entrepreneur workbook with your parent (included in your Lemonade Day backpack).
- Choose a location, get permission, and tell Northern Alberta Lemonade Day where you’ll be setting up (at lemonadeday.org/Northern-Alberta, “Brand your stand”)
- Build lemonade stand.
- Buy supplies for Northern Alberta Lemonade Day.
- Enter lemonade recipe at the Best Tasting Competition (optional)
- Sell lots of lemonade on Saturday, June 18, 2022
- Repay investors.
- Save a little, spend a little and give a little back to your favorite charity.
- Enter to win National and Area Lemonade Day awards.
- Complete the Business Results & Accounting Worksheet from your workbook.



Parent/Guardian commitment



- Pick up the Lemonade Day backpack with your entrepreneur and sign the registration/waiver form.
- Work with your child to go thru the Lemonade Entrepreneur Workbook.
- Attend the parent/kid session.
- Support your entrepreneur on Lemonade Day.

CONTEST SPONSORSHIPS

What's In It For You?

ALL SPONSORS

- Smiles on the faces of a child in your community
- Satisfaction in helping create a new entrepreneur in your community
- This allows us to offer this program for FREE in our communities in the West Yellowhead to all participants!

\$5,000

REGIONAL LEMONADE DAY SPONSOR

- Only one spot available
- Recognition through website and social media promotion
- Judge at best tasting competition(s)
- Judge on Lemonade Day
- Sign on every Lemonade Day stand in the West Yellowhead
- Acknowledgment of significant contribution for gift certificates for food and/or supplies

\$2,500

COMMUNITY LEMONADE DAY SPONSOR

- Four spots available (one for each participating community)
- Recognition through website and social media promotion
- Judge at best tasting competition in your community
- Judge on Lemonade Day in your community
- Sign on every Lemonade Day stand in your community
- Acknowledgment of contribution for gift certificates for food and/or supplies

\$500

ENTREPRENEUR OF THE YEAR CONTEST SPONSOR

- Four spots available (one in each participating community)
- Purchase of Entrepreneur of the Year ribbon
- Recognition through website, social media promotion, and awards
- Judge on Lemonade Day
- Note: Entrepreneur of the Year award winners have the chance to benefit from National PR

\$500

BEST TASTING LEMONADE CONTEST SPONSOR

- Four spots available (one in each participating community)
- Purchase of Best Tasting Lemonade ribbon
- Recognition through website, social media promotion, and awards
- Judge for Best Tasting Lemonade
- **Sign on winning participant's stand on Lemonade Day**

\$500

BEST LEMONADE DAY STAND CONTEST

- Four spots available (one in each participating community)
- Purchase of Best Lemonade Day Stand ribbon
- Recognition through website, social media promotion, and awards
- Judge on Lemonade Day

PARTICIPANT SPONSORSHIP

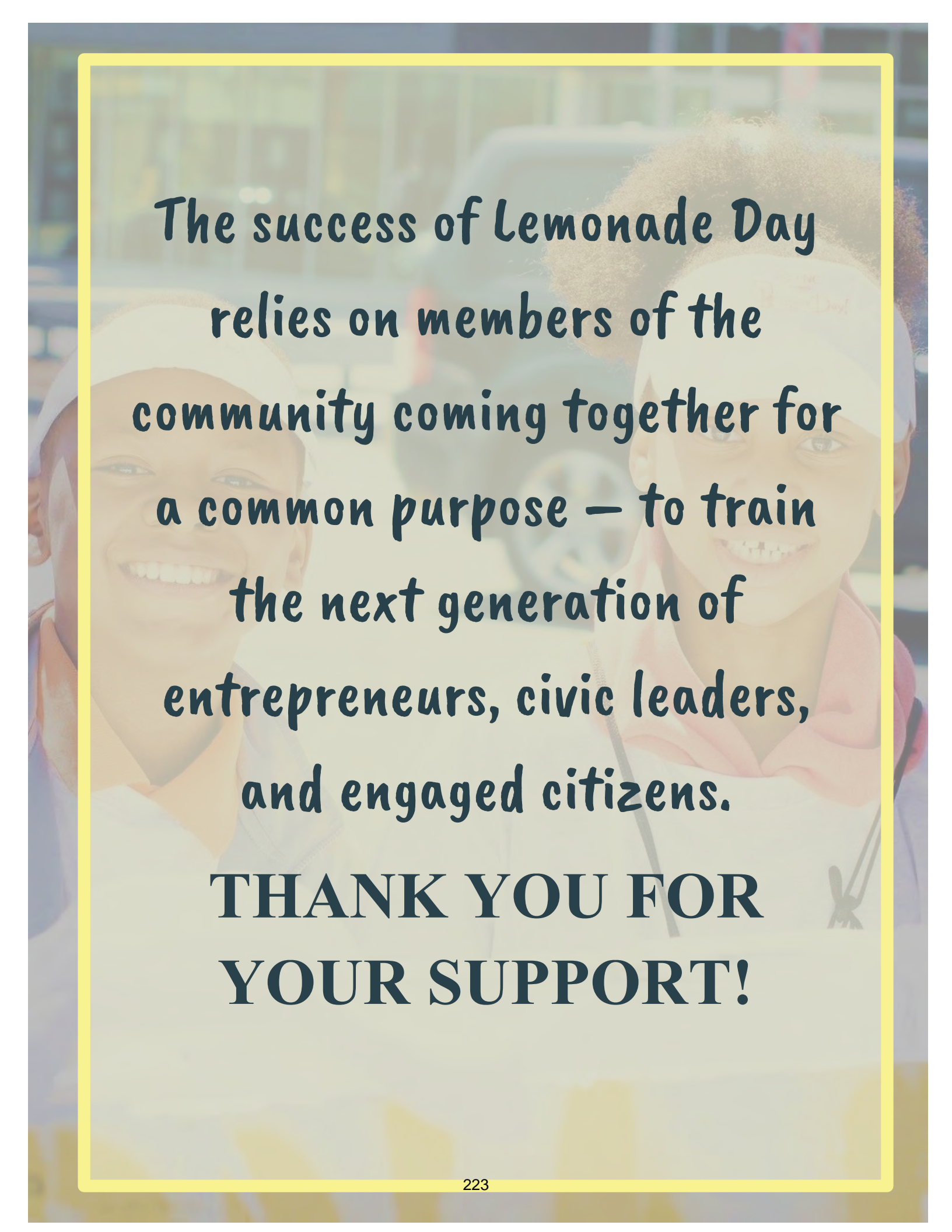
\$50
MINIMUM

SPONSOR A PARTICIPANT

- Sign on Lemonade Day stand
- Gives a youth the chance to participate in our program!
- There are no registration fees for a participant to attend and we want to keep it that way!

IN-KIND SPONSORSHIP

- Sign on Lemonade Day stand
- Gives a youth the chance to participate in our program!
- There are no registration fees for a participant to attend and we want to keep it that way!



The success of Lemonade Day
relies on members of the
community coming together for
a common purpose — to train
the next generation of
entrepreneurs, civic leaders,
and engaged citizens.

**THANK YOU FOR
YOUR SUPPORT!**



REQUEST FOR DECISION

SUBJECT: **Grande Cache Eagle's Nest Hall Design Report**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 12, 2022 CAO: EK MANAGER:

DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: MH

STRATEGIC PLAN: Quality of Life LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the Grande Cache Eagles Nest Hall Renovation Design Report for information, as presented.

MOTION: That Council take no action on awarding an architectural design company with the Eagles Nest Hall Renovations project.

BACKGROUND/PROPOSAL:

At the January 25, 2022 Council Meeting the following motion was made:

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 service 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

Administration submitted a Request for Quotes to four architectural firms with a deadline for submission date of February 18, 2022. The following three quotes were received:

Company Name	Bid Proposal
1. Beairsto & Associates, Grande Prairie, Alberta	\$59,000.00
2. BRZ Partnership Architecture Inc., Calgary, Alberta	\$62,500.00
3. GEC Architecture, Edmonton, Alberta	\$58,500.00
E3 Architecture Inc., Edmonton, Alberta	None was received.

Administration reviewed the bid proposals and selected Beirsto & Associates as the successful quote for the following reasons:

- This architectural firm is located in Grande Prairie, Alberta, therefore closest to the design site.
- A well-defined proposed work plan was presented.
- Despite not having the advantage of having the building condition assessment /scope definition report that was prepared by GEC Architecture, the proposed cost comparison of the two companies was only \$500.00 higher by Beirsto & Associates.
- Recent project experience and past performance submitted within the quote was local and relevant to the proposed project.

The evaluation to-date of the Grande Cache Eagles Nest Hall in determining the renovation condition of the facility has included a building condition assessment/scope definition report conducted by GEC Architecture. The building condition assessment report was reviewed in Closed Session at the January 25th Council Meeting, and it was determined to proceed with acquiring the design quotes for renovating the facility into a professional building. A proposal at that time was to utilize the professional building as a Medical Clinic. Administration contacted the physicians to discuss the potential of this option, however, the physicians were unwilling to consider anything other than a turn-key proposal. Other considerations for the facility included accommodation of the space for Greenview offices or other professional services (i.e.: Primary Care Network (PCN) Nurse, optometrists, chiropractor, etc.).

Greenview has established a month-to-month lease agreement at the current Medical Clinic to commence upon the lease expiry the owner currently has with the physicians. A community not-for-profit group has communicated with the Primary Care worker with regard to the establishment of a Clinic. The group will hire administrative staff and have acquired the equipment necessary for the Clinic from the physician owner. The community group has commenced work on converting a new location space into a Clinic facility. The group has contacted Greenview to determine if the physicians can occupy the existing Medical Clinic lease space until such time the renovations at the new location are complete. Administration has agreed in principle to permit the community group to utilize the Clinic lease space for the length of time required, but a formal request will be presented to Council once they have established a plan.

Administration recommends at this time to not proceed with the renovation of the Eagles Nest Hall due to the current status of the not-for-profit group efforts to establish a community-led Clinic. In addition, the Mountain Metis Nation Association intend to purchase land from Greenview in the hamlet of Grande Cache for the purpose of an Indigenous Interpretive Centre. This future facility may be a proposed location for the indigenous wakes, however, until such time the new location is established, renovating the Eagles Nest into a Professional Building will result in a void location for hosting this traditional practice.

Should Council wish to proceed with redesigning of the Eagles Nest Hall in the future, Administration recommends making a motion to include the funds to design and complete the renovation in a capital budget for a future year.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will be informed of the design proposals and the current changes that have evolved with regard to the accommodation of a Clinic within Grande Cache.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

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 contact the architectural design companies to inform them of Council's decision.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT: Policy 1502 Reserves

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 12, 2022

DEPARTMENT: FINANCE

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: EK

MANAGER: CG

DIR: EK

PRESENTER: JH/CG

LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1502 “Reserves” as presented.

BACKGROUND/PROPOSAL:

The reserve policy has made it back to PRC based on the motion

"MOTION: 20.09.279. That Committee of the Whole recommend that Administration bring back Policy 1502 to the Policy Review Committee."

In the midterm the Asset Management documents have added relevance to this policy. As well, a major change to the “Solid Waste Reserve” has been made. The accounting practice has changed and with the adoption of the new Asset Retirement Obligation Policy, liability management for land fills, contaminated lands, and reclamation has been updated. The auditor has communicated a need for these changes as well.

The policy has added clarity on the respects of reserves and where the funding and assets are in respect to the policy. This policy is necessary to describe the funding of capital projects, the reinvestment of amortizing funding and the funding for future capital projects in respect of operation and maintenance.

Policy Review Committee recommended grammatical changes.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the Reserves policy will be updated with auditor recommended changes.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to make additional recommendations and changes.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC


Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the policy register.

ATTACHMENT(S):

- Policy 1502 – Current
- Policy 1502 - Revised

Title: RESERVES	
Policy No: 1502 Effective Date: May 11, 2020 Motion Number: 20.05.277 Supersedes Policy No: NONE Review Date: July 31, 2020	
Purpose: To establish reserves that will allow for future planned and unplanned expenditures required by the municipality.	

POLICY

1. Responsibilities

1.1. Administration

- 1.1.1. Ensure that all transactions regarding reserves are approved by and reported to Council.
- 1.1.2. To transfer funds to and from Reserve Funds as directed by resolution of Council where Council deems that such transfers should occur.
- 1.1.3. Manage reserves in accordance with this procedure.
- 1.1.4. Provide quarterly reports to Council regarding committed reserves and any transfers to and from reserve funds.
- 1.1.5. Present in each annual capital and operating budget the transactions necessary to comply with this procedure, and to bring Reserve Funds to the minimum levels.
- 1.1.6. Quarterly reports shall be provided to Council regarding committed reserves, as well as the transfer to, and transfer from reserves.

1.2. Council

- 1.2.1. Council shall authorize the transfer of funds to and from the Reserves by resolution.

2. Reserve Regulations

- 2.1. Each Reserve Fund shall be regulated as provided below.

3. Community Bus Reserve

- 3.1. Purpose: The reserve fund is established to assist in the replacement costs of the Community Bus.
- 3.2. Receives: This reserve receives funds at the discretion of Council.
- 3.3. Interest: This reserve receives 0% of annually earned interest.

4. Valleyview and District Medical Clinic Building Reserve

- 4.1. Purpose: This reserve fund is established to assist in the costs of future construction/upgrades to the Valleyview & District Medical Clinic Building. The Valleyview & District Medical Clinic Committee shall provide a recommendation to Council of funds for the reserve based on their anticipated budget.
- 4.2. Receives: This reserve receives funds at the discretion of Council.
- 4.3. Interest: This reserve receives 0% of annually earned interest.

5. Valleyview & District Medical Clinic Equipment Reserve

- 5.1. Purpose: This reserve fund is established to assist in the costs of future purchases or upgrades to equipment housed in the Valleyview & District Medical Clinic Building. The Valleyview & District Medical Clinic Committee shall provide a recommendation to Council of funds for the reserve based on their anticipated budget.
- 5.2. Receives: This reserve receives funds at the discretion of Council.
- 5.3. Interest: This reserve receives 0% of annually earned interest.

6. Greenview Daycare Funding Reserve

- 6.1. Purpose: This reserve fund is established to assist in the costs of developing daycare services in Greenview, which may include building and equipment purchases.
- 6.2. Receives: This reserve receives funds at the discretion of Council.
- 6.3. Interest: This reserve receives 0% of annually earned interest.

7. Road Infrastructure Reserve

- 7.1. Purpose: This reserve provides funds for future years' road construction budget, based on approved capital plans. This reserve will contain an additional amount of \$2 Million to allow Greenview the ability to react to positive or negative pricing shifts.
- 7.2. Receives: This reserve receives funds specifically allocated in the operating budget and

receives any amortization of “Engineering Structures – Road.”

7.3. Interest: This reserve receives 10% of annually earned interest.

8. Bridge Replacement Reserve

8.1. Purpose: This reserve provides funds for future replacement costs of bridges. Annual contribution based on life cycle costing of bridges.

8.2. Receives: This reserve receives funds specifically allocated in the operating budget and receives any amortization of “Engineering Structures – Road.”

8.3. Interest: This reserve receives 5% of annually earned interest.

9. Project Carry Forward Reserve.

9.1. Purpose: This reserve will hold all funds for projects that have been carried over from one year to a subsequent year. This reserve will be funded as needed in any given year.

9.2. Receives: This reserve receives prior years project carryover funds

9.3. Interest: This reserve receives no interest.

10. Equipment and Vehicle Fleet Reserve

10.1. Purpose: This reserve ensures funds for replacing equipment and vehicles as per Council’s replacement policy. The annual contribution based on yearly depreciation of vehicles.

10.2. Receives: This reserve receives any amortization of “equipment” or “motor vehicle”. Salvage revenues received from disposal of equipment and vehicles will be placed into this reserve in addition to the annual contribution listed above.

10.3. Interest: This reserve receives 10% of annually earned interest.

10.4. Maximum or Minimum: This reserve should contain a minimum level of funds equal to ten (10%) percent of the “Equipment” and “Automotive Equipment” Audited Financial Statements Tangible Capital Assets Net Book Value. This reserve has no maximum.

11. Disaster Response Reserve

11.1. Purpose: This reserve provides funds for emergency funding for Greenview to deal with disasters when they occur, with minimal impact to the approved Operating and Capital Budgets.

11.2. Receives: This reserve receives an annual contribution of \$100k.

11.3. Interest: This reserve receives 10% of annually earned interest.

11.4. Maximum or Minimum: This reserve shall have a minimum balance of \$1 Million to a maximum balance of \$3 Million.

12. Fire Facilities

- 12.1. Purpose: This reserve provides funds for Greenview's share of replacement or construction of Fire Halls and other fire infrastructure (dry hydrants, etc.) within Greenview and the Towns of Fox Creek and Valleyview.
- 12.2. Receives: This reserve receives annualized contribution based on Fire Hall construction or replacement schedules. Starting with \$7 Million.
- 12.3. Interest: This reserve receives 10% of annually earned interest.

13. Fire Apparatuses

- 13.1. Purpose: This reserve provides funds for the purchase of Greenview's fire apparatus for Greenview Fire Stations and Greenview's share of apparatus purchases for the Towns of Valleyview and Fox Creek.
- 13.2. Receives: This reserve receives annualized contribution based on apparatus replacement schedule. Receives any proceeds from sale of apparatus. Minimum value of 300k to allow for any emergency purchases.
- 13.3. Interest: This reserve receives 5% of annually earned interest.

14. Facilities Reserve

- 14.1. Purpose: This reserve provides funds for replacement or construction costs for Greenview facilities such as offices and maintenance shops. Facilities relating to utilities and emergency services will be funded through their own respective reserve funds. An
- 14.2. Receives: This reserve receives annual amortization of "Buildings."
- 14.3. Interest: This reserve receives 10% of annually earned interest.

15. Solid Waste Reclamation Reserve

- 15.1. Purpose: This reserve provides funds for post closure liability costs for Greenview waste sites such as transfer stations. Post closure liability costs for regional landfills will be budgeted for by Greenview Regional Solid Waste Management Commission.
- 15.2. Receives: This reserve receives funds based on the life cycle of the transfer stations.
- 15.3. Interest: This reserve receives no interest.

16. Wastewater Reserve

- 16.1. Purpose: This reserve provides funds for replacement or construction of wastewater collection systems and networks within Greenview. Annual contributions based on depreciation.
- 16.2. Receives: This reserve receives funds based on the life cycle of the wastewater facilities

and the annual amortization.

16.3. Interest: This reserve receives 10% of annually earned interest.

17. Water Reserve

17.1. Purpose: This reserve provides funds for replacement or construction of water distribution systems and networks within Greenview.

17.2. Receives: This reserve receives funds based on the life cycle of the water systems and the annual amortization.

17.3. Interest: This reserve receives 10% of annually earned interest.

18. Developer Contributions

18.1. Purpose: This reserve is funded by cash in lieu payments and off-site levies collected from developers.

18.2. Receives: This reserve receives funds received from development agreements and off-site levies.

18.3. Interest: This reserve receives no interest.

19. Economic Development Reserve

19.1. Purpose: This reserve provides funds for municipal development projects (property development, etc.) as depicted in the long-term capital plan.

19.2. Receives: This reserve receives funds based on Council's Economic Development Plan.

19.3. Interest: This reserve receives no interest.

20. Recreation Reserve

20.1. Purpose: This reserve provides funds for construction or replacement of Greenview's recreation facilities (campgrounds, multiplexes, etc.). Annualized contributions based on depreciation for existing facilities. Annual contribution to be used for development of future facilities.

20.2. Receives: This reserve receives annual Recreation asset amortization plus any other contributions Council provides.

20.3. Interest: This reserve receives 10% of annually earned interest.

21. Green View FCSS Reserve

21.1. Purpose: This reserve is used to set aside FCSS program surpluses from the FCSS programs operated by Greenview on behalf of the Town of Valleyview. The Green View FCSS Board shall determine the use of funds in this reserve.

21.2. Receives: This reserve receives any surplus balance at the end of a financial year.

21.3 Interest: This reserve receives no interest.

21.4 Maximum or Minimum: This reserve has no maximum or minimum.

22 Gravel Pit Reclamation Reserve

22.1 Purpose: This reserve is used for the environmental reclamation of landfills and gravel pits and as the source and return of deposits and guarantees regarding reclamation.

22.2 Receives: This reserve receives funds specifically allocated in the operating budget, plus per tonne charges on waste interred by landfills, and gravel mined for Greenview use, to pay for environmental reclamation

22.3 Interest: This reserve receives no interest.

22.4 Maximum or Minimum: This reserve has no maximum or minimum.

23 Operating Contingency Reserve

23.1 This reserve provides funds to supply Greenview with emergency operating funds in case of a large scale disaster or other disruption to funding sources. Will be equivalent to \$13M the average of three months operating costs.

23.2 Receives: This reserve receives funds any unallocated surplus funds received during the year.

23.3 Interest: This reserve receives 10% of annually earned interest.

Title: Reserves

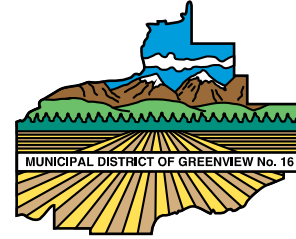
Policy No: 1502

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No:

Review Date: (3 Years from date approved by Council)



Purpose: To establish reserves that will allow for future planned and unplanned expenditures required by Greenview. This will also address links to amortization and replacement of assets.

1. DEFINITIONS

- 1.1. **Assets** means economic resources controlled by Greenview as a result of past transactions or events and from which future economic benefits are expected to be obtained. Assets have three essential characteristics:
 - A. They embody a future benefit that involves a capacity, singly or in combination with other Assets, to provide future net cash flows, or to provide goods and services;
 - B. That Greenview can control access to the benefit;
 - C. The transaction or event giving rise to Greenview's control of the benefit has already occurred.
- 1.2. **Contribution** means funds added to a Reserve or Reserve Fund account, for example revenues directly to reserves as included in the annual budget documents or an expense included in the operating budget.
- 1.3. **Commitment** means approval by Council to spend funds up to a specified amount on projects or task, such as capital projects, one-time expenditures, or direct from reserve expenditures.
- 1.4. **Deferred Revenue** that is considered a liability on the Greenview's financial statements, until such time it becomes relevant to current operations. It is set aside as an obligatory reserve fund for a specific purpose required by legislation, regulation, or agreement.
- 1.5. **Financial Assets** means assets that are available to discharge existing liabilities or finance further operations and are not for consumption in the normal course of operations. Examples of financial assets are cash on hand, accounts receivable and inventories for resale.
- 1.6. **Financial reserves** mean an effective tool to support Greenview's asset management planning, as they allow for funds to be set aside to manage assets throughout their lifecycle.
- 1.7. **Greenview** means the Municipal District of Greenview No.16.
- 1.8. **Nominal Value** means the value assigned to an Asset when no Asset valuation method is relevant, or where the accuracy of any estimate could not be supported in an audit. Nominal Value in this context is defined by Greenview to be one Canadian dollar.

- 1.9. **Non-financial Asset** means assets that do not normally provide resources to discharge liabilities. They are employed to deliver Greenview services, may be consumed, or used up on the delivery of those services, and are not generally for sale. Examples of non-financial assets are capital assets and inventories held for consumption or use.
- 1.10. **Reserve Fund** requires the physical segregation of assets and is restricted to meet the purpose of the reserve fund. There are two types of reserve funds: Unrestricted reserves and Restricted reserves.
- 1.11. **Tangible Capital Assets** means non-financial assets having physical substance that:
 - A. Are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance, or repair of other Greenview tangible capital assets;
 - B. Have useful economic lives extending beyond an accounting period;
 - C. Are to be used on a continuing basis in Greenview's operations;
 - D. Are not for sale in the ordinary course of operations; and
 - E. All in Accordance with Tangible Capital Asset Policy 1507

2. POLICY STATEMENT

2.1. Financial Reserves

To provide such services, Greenview is responsible for purchasing, constructing, operating, and maintaining infrastructure. The type and size of Greenview's infrastructure responsibilities will vary among type and can range from relatively small pieces of equipment to multi-million-dollar roads, bridges, water/wastewater systems, and recreation facilities. Financial reserves are a means to pay for the construction or purchase of assets in the future, and to fund asset depreciation to ensure aging infrastructure can be maintained to continue providing necessary levels of service. There are two broad categories of financial reserves used by Greenview:

- A. **Unrestricted reserves** are best described as a savings account held by Greenview to use for future Council priorities. Funds from an unrestricted reserve could be used to repair or replace an asset that fails unexpectedly, add assets, or respond to socio-economic pressure. This gives council the flexibility to allocate funds for changing activities of Greenview.
- B. **Restricted Reserve** are funds set aside by Greenview for a specific future project, or as a contingency for excess costs in a specific area. Restricted reserve funds should not be perceived as a measure of Greenview's wealth, as they may be the product of many years of saving and advance planning to fund the purchase or construction of a major asset, or to carry out projects identified in a Greenview's long range capital plan.

2.2. Asset Management

An important aspect of asset management is making long-term budgeting decisions with service levels and asset deterioration in mind. Not preparing for the inevitable repair or replacement of deteriorating assets through the use of reserves could lead to a crisis situation in which Greenview has limited funds available to address a sudden infrastructure failure and are forced to borrow heavily, increase taxes, or significantly reduce service levels. Using reserves to support the proper management of tangible

capital assets and addresses their depreciation over the course of their useful life by setting aside funds for their maintenance and continued operation as they amortize.

2.3. Reserve Categories

The categorization of reserve funds has been created by Greenview. Greenview has a number of categories with a variety of items covered within each. These categories broadly fall under asset management, social, economic, and environmental areas, but a single reserve may impact one or more of these purposes.

- A. For the Assets categories are broad, each includes sub-categories that better guide the purposes for which funds are reserved. For example, Greenview's "Fleet Replacement" category includes sub-categories such as lifecycle plans (for scheduled replacement of certain assets), as operational equipment, heavy duty equipment, over 1-ton vehicle, under 1-ton vehicles and environmental needs, and others.
- B. Social, economic, and environmental reserves are put in place to enhance an aspect of Greenview or mitigate a potential risk. These may include such items as supporting recreation, FCSS or economic development. They are often, but not always, linked to key strategic activities within Greenview.

Each sub-category may have its own target reserve amount, which is reviewed and amended by council as part of a regular policy review.

3. COUNCIL RESPONSIBILITIES

- 3.1 Evaluate and approve the policy.
- 3.2 Direct the transfer of funds to and from Reserves and Reserve Funds through the budget process.
- 3.3 Direct the transfer of funds to and from Reserves and Reserve Funds through Council Resolution or Bylaw outside of the budget process.
- 3.4 Direct re-purposing of commitments and the lending or borrowing to and from Reserves and Reserve Funds through Council Resolution or Bylaw.
- 3.5 Direct the creation of new Reserves and Reserve Funds.
- 3.6 Direct the closure or amalgamation of existing Reserves and Reserve Funds that are no longer required.
- 3.7 On lean years surplus of funds will be given to reserves on a prorated system.

4. ADMINISTRATION RESPONSIBILITIES

- 4.1 Evaluate and approve the policy.
- 4.2 As per council decision, create the transfer of funds to and from Reserves and Reserve Funds through the budget process.

- 4.3 As per council decision, create the transfer of funds to and from Reserves and Reserve Funds through Council Resolution or Bylaw outside of the budget process.
- 4.4 As per council decision, re-purpose commitments and the lending or borrowing to and from Reserves and Reserve Funds through Council Resolution or Bylaw.
- 4.5 As per council decision, create new Reserves and Reserve Funds.
- 4.6 As per council decision, close or amalgamate existing Reserves and/ or Reserve Funds that are no longer required.
- 4.7 Ensure that all transactions regarding reserves are approved by and reported to Council.
- 4.8 Manage reserves in accordance with this procedure.
- 4.9 Provide quarterly reports, in accordance with Financial Reporting Policy 1500, to Council regarding reserves and any transfers to and from reserve funds.
- 4.10 Present in each annual capital and operating budget the transactions necessary to comply with this procedure, and to bring Reserve Funds to the minimum levels.
- 4.11 Quarterly reports shall be provided to Council regarding reserves, as well as the transfer to, and transfer from reserves.

5. PROCEDURE

5.1 Reserve Responsibilities

Council is responsible for approving the formation of financial reserves and the approving the processes by which reserves are funded and withdrawn. Administration is responsible for reporting all reserve transactions to council and ensuring reserves are managed in alignment with the policy and legislative requirements. This includes maintaining a continuity schedule of each reserve and monitoring whether actual reserve amounts are sufficient for projects that are budgeted to be funded through reserve. When surplus is nominal, the amounts will be prorated on importance of the reserve based upon guiding principal **prorated allocation of amortization based on the annual surplus** and Council review.

All categorized Reserves can be found in Appendix A attached.

APPENDIX A

1. **Asset Retirement Obligation Liability (PS 3280) Formerly Solid Waste Reserve**

- a. Purpose: This liability provides funds for post closure liability costs for Greenview long term liability sites. Post closure liability costs for regional landfills will be budgeted for by Greenview Regional Solid Waste Management Commission. Following the calculation on any new and on-going assets that would follow this category. This is for all long-term liability sites.
- b. Receives: This Liability receives funds based on calculation found in PS 3280 agreed upon in the PS 3280 policy.
- c. Interest: This Liability is adjusted from time to time based on future cost estimates and consulting reports.

2. **Bridge Replacement Reserve**

- a. Purpose: This reserve provides funds for future replacement costs of bridges. Annual contribution based on life cycle costing of bridges and the maintenance there of.
- b. Receives: This reserve receives funds specifically allocated in the operating budget and receives any amortization of "Engineering Structures – Bridges."
- c. Interest: Its prorated share of total reserve.

3. **Community Bus Reserve**

- a. Purpose: The reserve fund is established to assist in the replacement costs of the Community Bus.
- b. Receives: This reserve receives funds specifically allocated in the operating budget and receives any amortization with community bus.
- c. Interest: Its prorated share of total reserve.

4. **Developer Contributions**

- a. Purpose: This reserve is funded by cash in lieu payments and off-site levies collected from developers.
- b. Receives: This reserve receives funds received from development agreements and off-site levies.
- c. Interest: This reserve receives no interest.

5. **Disaster Response Reserve**

- a. Purpose: This reserve provides funds for emergency funding for Greenview to deal with disasters when they occur, with minimal impact to the approved Operating and Capital Budgets.
- b. Receives: This reserve receives an annual contribution of \$100k.
- c. Interest: Its prorated share of total reserve..
- d. Maximum or Minimum: This reserve shall have a minimum balance of \$1 Million to a maximum balance of \$3 Million.

6. **Economic Development Reserve**

- a. Purpose: This reserve provides funds for Greenview development projects (property development, etc.) as depicted in the long-term capital plan.
- b. Receives: This reserve receives funds based on Council's Economic Development Plan.

- c. Interest: This reserve receives no interest.

7. Fire Facilities

- a. Purpose: This reserve provides funds for Greenview's share of replacement or construction of Fire Halls and other Fire Infrastructure (dry hydrants, etc.) within Greenview and the Towns of Fox Creek and Valleyview.
- b. Receives: This reserve receives annualized contribution based on Fire Hall construction or replacement schedules based on amortization.
- c. Interest: Its prorated share of total reserve.

8. Fire-Rescue Apparatus Vehicle & Equipment Reserve

- a. Purpose: This reserve provides funds for the purchase of Greenview's Fire-Rescue Service Apparatus Vehicle & Equipment Policy 3021.; for Greenview Fire Stations and Greenview's share of apparatus purchases for the Towns of Valleyview and Fox Creek.
- b. Receives: This reserve receives annualized contribution based on apparatus replacement schedule, as per amortization; any proceeds from sale of apparatus. This must be a minimum value of 300k annually, to allow for any emergency purchases.
- c. Interest: Its prorated share of total reserve.

9. Fleet and Equipment Replacement Reserve

- a. Purpose: This reserve ensures funds for replacing fleet and equipment as Fleet and Equipment Replacement policy 4006.
- b. Receives: This reserve receives any amortization of "equipment" or "Automotive Equipment"; salvage revenues received from disposal of equipment and vehicles will be placed into this reserve.
- c. Interest: Its prorated share of total reserve.
- d. Maximum or Minimum: This reserve should contain a minimum level of funds equal to ten (10%) percent of the "Equipment" and "Automotive Equipment" audited Financial Statements, Tangible Capital Assets Net Book Value. This reserve has no maximum.

10. Facilities Reserve

- a. Purpose: This reserve provides funds for replacement or construction costs for Greenview facilities such as offices and maintenance shops. Facilities relating to utilities and emergency services will be funded through their own respective reserve funds.
- b. Receives: This reserve receives annualized contribution based on Building construction or replacement schedules based on amortization
- c. Interest: Its prorated share of total reserve.

11. Greenview Daycare Funding Reserve

- a. Purpose: This reserve fund is established to assist in the costs of developing daycare services in Greenview, which may include building and equipment purchases.
- b. Receives: This reserve receives funds at the discretion of Council.
- c. Interest: Its prorated share of total reserve.

12. Greenview FCSS Reserve

- a. Purpose: This reserve is used to set aside FCSS program surpluses from the FCSS programs operated by Greenview on behalf of the Town of Valleyview. The Green View FCSS Board shall determine the use of funds in this reserve.
- b. Receives: This reserve receives any surplus balance, at the end of a financial year.
- c. Interest: Its prorated share of total reserve.
- d. Maximum or Minimum: This reserve has no maximum or minimum.

13. Gravel Pit Reclamation Reserve

- a. Purpose: This reserve is used for the environmental reclamation of existing gravel pits and as the source and return of deposits and guarantees regarding reclamation.
- b. Receives: This reserve receives funds specifically allocated in the operating budget, plus per tonne charges on waste interred by gravel mined for Greenview use, to pay for environmental reclamation
- c. Interest: Its prorated share of total reserve.
- d. Maximum or Minimum: This reserve has no maximum or minimum.

14. Operating Contingency Reserve

- a. Purpose: This reserve provides funds to supply Greenview with emergency operating funds in case of a large-scale disaster or other disruption to funding sources.
- b. Receives: This reserve receives funds any unallocated surplus funds received during the year.
- c. Interest: Its prorated share of total reserve.
- d. Maximum or Minimum: Target minimum value is \$13M or the average of three months operating costs, which ever is the greater.

15. Project Carry Forward Reserve.

- a. Purpose: This reserve will hold all funds for projects that have been carried over from one year to a subsequent year. This reserve will be funded as needed in any given year. This fund will be tagged with the projects and their codes. Any projects that complete below capital budget, will return surplus back to the unrestricted reserve.
- b. Receives: This reserve receives prior years project carryover funds
- c. Interest: Its prorated share of total reserve.

16. Recreation Reserve

- a. Purpose: This reserve provides funds for construction or replacement of Greenview's recreation facilities (campgrounds, multiplexes, etc.).
- b. Receives: This reserve receives annual Recreation asset amortization plus any other contributions Council provides.
- c. Interest: Its prorated share of total reserve.

17. Road Infrastructure Reserve

- a. Purpose: This reserve provides funds for future years' road construction budget, based on approved capital plans. This reserve will contain an additional amount of \$2M to allow Greenview the ability to react to positive or negative pricing shifts.

- b. Receives: This reserve receives annualized contribution based on Road Structures or replacement schedules based on amortization

18. Interest: Its prorated share of total reserve.

19. Valleyview and District Medical Clinic Building Reserve

- a. Purpose: This reserve fund is established to assist in the costs of future construction/upgrades to the Valleyview & District Medical Clinic Building. The Valleyview & District Medical Clinic Committee shall provide a recommendation to Council of funds for the reserve based on their anticipated budget and surplus there of.
- b. Receives: This reserve receives annualized contribution based on the Valleyview medical Building construction or replacement schedules based on amortization.
- c. Interest: Its prorated share of total reserve.

20. Valleyview & District Medical Clinic Equipment Reserve

- a. Purpose: This reserve fund is established to assist in the costs of future purchases or upgrades to equipment housed in the Valleyview & District Medical Clinic Building. The Valleyview & District Medical Clinic Committee shall provide a recommendation to Council of funds for the reserve based on their anticipated budget and surplus there of.
- b. Receives: This reserve receives funds specifically allocated in the operating budget and receives any amortization with Valleyview medical clinic equipment.
- c. Interest: Its prorated share of total reserve.

21. Water Reserve

- a. Purpose: This reserve provides funds for replacement or construction of water distribution systems and networks within Greenview
- b. Receives: This reserve receives funds based on the life cycle of the water systems and the annual amortization.
- c. Interest: Its prorated share of total reserve.

22. Wastewater Reserve

- a. Purpose: This reserve provides funds for replacement or construction of wastewater collection systems and networks within Greenview
- b. Receives: This reserve receives funds based on the life cycle of the wastewater facilities and the annual amortization.
- c. Interest: Its prorated share of total reserve.

23. Unrestricted Reserve

- a. Purpose: This reserve provides funds for future needs of Greenview as determined by Council
- b. Receives: This reserve receives funds based on the residual surplus at the end of the year after other reserve allocations have been met, or by any Council approved allocation.
- c. Interest: Its prorated share of total reserve.



REQUEST FOR DECISION

SUBJECT:	Policy 3021 Fire-Rescue Services Apparatus & Equipment Replacement Policy		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 12, 2022	CAO: EK	MANAGER:
DEPARTMENT:	PROTECTIVE SERVICES	DIR: EK	PRESENTER: WB/JH
STRATEGIC PLAN:	Development	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – National Fire Protection Association (NFPA) 1901, National Fire Protection Association (NFPA) 1911

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 3021 “Fire-Rescue Services Apparatus & Equipment Replacement” as presented.

BACKGROUND/PROPOSAL:

This policy is a complete update to follow the new 1507 TCA Policy and 1034 Asset Management policy. There are corrections in the document on tracking maintenance and what is the future prospect of the document. This also now lists asset definitions, along with various NFPA standard definitions. Tables have been updated and all changes are reflective of the recently approved policies.

These Emergency Vehicles and Apparatus will be their own category as discussed in the 1507 tangible capital assets policy. Changes are to maximize fire fighter capabilities in using fire apparatus and to minimize the risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus.

Policy Review Committee requested construction and operating equipment be clarified and differentiated from emergency vehicles over 1 ton. As well, grammatical changes were recommended. Administration elaborated on the criteria used to evaluate emergency vehicles.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is this policy will reflect the updated standards in the Tangible Capital Assets policy as well as follow current NFPA standards.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to make additional recommendations and changes.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the policy register.

ATTACHMENT(S):

- Policy 3021 – Current
- Policy 3021 - Revised

Title: Greenview Fire-Rescue Services Apparatus and Equipment Replacement

Policy No: 3021

Effective Date: March 9, 2021

Motion Number: 21.03.092

Supersedes Policy No:

Review Date: March 9, 2024



Purpose: The purpose of this policy is to establish a scheduled apparatus replacement plan, which improves the process of apparatus replacement and allows for planning of funding sources. The goal of this plan is to ensure that heavy fire apparatus are replaced when necessary to maintain a safe, reliable, and innovative fleet and do so in a cost-efficient manner. And this policy ensures Greenview is compliant with NFPA guidelines, OH&S guidelines, Alberta Transport Legislation, and Greenview policies.

1. DEFINITIONS

- 1.1 Class A Pumper** means an apparatus meeting that criterion for a pumper truck that can be used to fight fires in structures or other types of fires requiring larger volumes of water.
- 1.2 Commercial Chassis** means a chassis constructed for several different uses. i.e. Freightliner Etc.
- 1.3 Custom Chassis** means a chassis constructed by a specialty manufacturer for the sole purpose of use in the Fire Service. i.e. Spartan, Pierce, Rosenbauer, E-One etc.
- 1.4 FAMA** means Fire Apparatus Manufacturer's Association.
- 1.5 Fire Apparatus** means vehicles of varying types and sizes that fulfil different roles or functions during fire and rescue operations.
- 1.6 FUS** means Fire Underwriters Survey; Administered by SCM Risk Management Services. Provides information on Fire Departments in Canada to the Insurance Industry, to help set ratepayer insurance rates. They develop recommended Standards for Municipalities and Industry to follow.
- 1.7 GPM** means the amount of water flow volume capability of a particular pump installed on an apparatus.
- 1.8 Greenview** means the Municipal District of Greenview No. 16.
- 1.9 Life Cycle** means the useful life of an apparatus based on the average years, engine hours, and mileage before the repair and maintenance to operate the equipment becomes cost prohibitive.

- 1.10 Light/Medium Duty** means vehicles with a gross vehicle weight of less than 8,500 lbs, including SUV's, minivans, ½ ton trucks.
- 1.11 Tender** means an apparatus that supplies water to other trucks or drop tanks during fire operations. If provided with a pump, this type of truck usually does not have high volume pumps.
- 1.12 Tender/Pumper** means an apparatus that supplies water to other trucks or drop tanks during fire operations. However, the pumps are usually large enough that the truck could be used to fight fires just as you would be able to with a Class A Pumper. These trucks could have access issues due to the weight of the truck where a Class A Pumper would work better. It is recommended this type of truck be purchased versus just a standard Tender due to its versatility and ability to support other pumpers with water supply.
- 1.13 Wet Rescue Class A Pumper** means a specially designed fire apparatus that is used for multi-operations including fire suppression, vehicle extrications and other light rescue operations. It reduces the need to have multiple trucks responding on certain calls reducing cost ultimately for a department.
- 1.14 Brush Truck** means a smaller fire vehicle that is used for woods and brush fires. They are much lighter than larger apparatus and can access areas much easier than larger apparatus. They carry smaller high pressure pumps and less water, but are a very effective tool, especially in this area due to the terrain encountered during fires.
- 1.15 Rescue** means different styles of trucks used in various rescue operations. These operations can include vehicle accident extrication, building collapse, confined space rescues and other specialized rescue operations.
- 1.16 Utility/Support Units** means different styles of trucks used in various ways to assist prior to, during, and after emergencies. They may carry equipment, supplies and personnel for emergency operations. They also are used to pull trailers and other devices.
- 1.17 Support Unit** means This term is used to describe various styles of vehicles used to provide support during an emergency. The vehicles can range from automobiles, trucks to tractors. Most of the uses for this plan are for providing transportation for personnel to emergencies, training and mutual aid.
- 1.18 NFPA** means The National Fire Protection Association (NFPA) is a non-profit organization that utilizes its membership to develop standards for fire and life safety. The document includes standards for the construction and safety features used on fire apparatus and other equipment used by the fire service. NFPA also covers thousands of other standards that relate to fire and life safety. These standards are generally the nationally accepted standards and processes and can be legally binding in certain situations.

1.19 NFPA 1901 means Standard for Firefighting Vehicles, Automotive Fire Apparatus, Wildland Fire Apparatus, and Automotive Ambulances.

1.20 NFPA 1911 means Standard for the Inspection, Maintenance, Testing, and Retirement of in-service Emergency Vehicles.

1.21 NFPA 1915 means Standard for Fire Apparatus Preventive Maintenance Program.

1.22 ISO means the Insurance Service Office/Commercial Risk Services is an organization that generally rates communities on their ability to provide a level of fire protection. The rating for many residential properties can affect the amount of insurance paid by a home owner in a coverage area. For the purposes of this document, this process only considered that we maintain the current ISO ratings in each fire response area. However, older apparatus that fall within the replacement recommendation of NFPA may receive deficiency points for future ISO ratings if not replaced.

2. POLICY

2.1 To maximize fire fighter capabilities in using fire apparatus and to minimize the risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus.

2.2 It is a generally accepted fact that fire apparatus, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, quality of the preventative maintenance program, quality of the driver training program, whether the fire apparatus was used within the design parameters, whether the apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original manufacturer, quality of the components used, and availability of replacement parts, to name a few. In the fire service, there are at times fire apparatus with 8 to 10 years of service that are simply worn out. There are also fire apparatus that were manufactured with quality components, that have had excellent maintenance, and that have responded to a minimum number of incidents that are still in serviceable condition after 20 years.

2.3 In accordance with NFPA 1915, the factors influencing apparatus replacement are:

- A. Age;
- B. Engine Hours;
- C. Kilometres;
- D. Downtime and maintenance and repair costs;
- E. Life cycle and resale value; and
- F. Whether the apparatus meets all present 1911 safety standards.

2.4 Regular replacement of fire apparatus helps maintain the health and safety of firefighters and the public, while ensuring the prudent use of ratepayer funding. Life cycles must be developed with the goal of minimizing overall fleet costs, maximizing vehicle availability, and providing firefighters with safe and reliable units to perform their job functions

3. METHOD

- 3.1 Greenview recognises the standards and guidelines set by the NFPA as the accepted standards as they relate to fire and life safety.
- 3.2 The preventative maintenance and equipment replacement of Greenview Fire Services apparatus are aligned with the following NFPA standards:
 - A. NFPA 1901: Standard for Firefighting Vehicles, Automotive Fire Apparatus, Wildland Fire Apparatus, and Automotive Ambulances;
 - B. NFPA 1911: Standard for the Inspection, maintenance, Testing, and Retirement of in-service Emergency Vehicles; and
 - C. NFPA 1915: Standard for Fire Apparatus Preventative Maintenance Program.
- 3.3 Apparatus replacement will also be evaluated on life cycles. Fleet unit life cycles are based on the best practice method recommended by industry standards. The overall goal is to replace vehicles at the lowest life cycle cost before the operating cost exceeds vehicle capital.
- 3.4 In circumstances where an apparatus becomes cost prohibitive to maintain or operate, before the end of its established life cycle, it may be considered for early replacement.
- 3.5 Upon review, if a vehicle or piece of equipment has continually performed at a high level, with a satisfactory maintenance and repair record, that vehicle or piece of equipment may be considered for a life cycle extension.

5. RECOMMENDATIONS FOR APPARATUS REPLACEMENT

NFPA 1915: Standard for Fire Apparatus Preventive Maintenance Program

Excellent Condition:

- Fewer than five years old.
- Fewer than 800 engine hours.
- Fewer than 25,000 kms if not used in stationary applications.
- No known mechanical defects.
- Very short downtime and very little operating expense.
- Excellent parts availability.
- Very good resale value.
- Meets all present NFPA 1911 safety standards.

Very Good Condition:

- More than five but fewer than 10 years old.
- More than 800 but fewer than 1,600 engine hours.
- More than 25,000 but fewer than 50,000 kms if not used in stationary applications.
- No known mechanical or suspension defects present.
- Short downtime and above average operating costs.
- Good parts availability.
- Good resale value.
- Meets NFPA 1911 safety standards.

Good Condition:

- More than 10 years but less than 15 years old.

- Some rust or damage to the body or cab.
- More than 1,600 but fewer than 2,400 engine hours.
- Some existing mechanical or suspension repairs necessary.
- Downtime and operational costs are beginning to increase but not terribly above the average.
- Parts are still available but getting difficult to find.
- Resale value decreasing.
- Meets all NFPA 1911 safety standards.

Fair Condition:

- More than 15 but fewer than 20 years old.
- Rust, corrosion, or body damage apparent on body or cab.
- More than 2,400 engine hours.
- More than 75,000 but fewer than 100,000 kms if not used in stationary applications.
- Existing mechanical or suspension repairs necessary.
- Downtime is increasing, and operational costs are above the historical average.
- Parts are becoming harder to find and/or obsolete.
- Very little resale value.
- Does not meet all NFPA 1911 safety standards.

Poor Condition:

- More than 20 years old.
- Rust, corrosion, or damage to the body of cab impacting apparatus use.
- More than 2,400 engine hours or 100,000 kms.
- Existing mechanical or suspension problems affecting the apparatus operation.
- Downtime is exceeding in-service availability.
- Operational costs are exceeding the resale value of the apparatus.
- Parts are obsolete.
- Does not meet all NFPA 1911 safety standards.

6. RECOMMENDATIONS FOR FIREFIGHTING EQUIPMENT REPLACEMENT

6.1 Self-Contained Breathing Apparatus (SCBA) will be replaced as per NFPA 1852 standard.

6.2 Firefighting bunker gear will be replaced as per NFPA 1851 standard.

6.3 All other firefighting equipment will be annually inspected and examined to ensure compliance with the manufacturer's standards. It will be replaced on an as needed basis.

7. LIGHT-MEDIUM DUTY VEHICLES

7.1 Light and medium duty vehicles will be evaluated for replacement in accordance with Policy 4006 Vehicle and Equipment Replacement.

VEHICLE/EQUIPMENT TYPE	TIME IN SERVICE (years/kms)
Light/Medium Duty Vehicles	10 years/ 200,000 kms
Medium Duty Diesel Vehicles	10 years/ 300,000 kms
ATVs/UTVs	15 years

CURRENT

Title: Fire-Rescue Services Apparatus & Equipment Replacement

Policy No: 3021

Effective Date:

Motion Number:

Supersedes Policy No:

Review Date:



Purpose: The purpose of this policy is to establish a scheduled Emergency apparatus replacement plan, which improves the process of apparatus replacement and allows for planning of funding sources. The goal of this plan is to ensure that Rescue-Fire Emergency apparatus is replaced when necessary to maintain a safe, reliable, and innovative fleet and do so in a cost-efficient manner.

This policy ensures Greenview is compliant with NFPA guidelines, OH&S guidelines, Alberta Transport Legislation, and Greenview policies.

1. DEFINITIONS

- 1.1. **Aircraft (Emergency)** means primarily for fire-rescue transportation purposes such as small airplanes, large planes, drones, and other aircraft transporting devices. In this document it is to be fire-rescue aircraft.
- 1.2. **Amortization** is the process of incrementally charging the cost of an asset to expense over its expected period of use, which shifts the asset from the balance sheet to the income statement. It essentially reflects the consumption of an intangible asset over its useful life. Amortization is most commonly used for the gradual write-down of the cost of those intangible assets that have a specific useful life.
- 1.3. **Assets** are economic resources controlled by Greenview as a result of past transactions or events and from which future economic benefits are expected to be obtained. Assets have three essential characteristics:
 - A) They embody a future benefit that involves a capacity, singly or in combination with other assets, to provide future net cash flows, or to provide goods and services;
 - B) That Greenview can control access to the benefit;
 - C) The transaction or event giving rise to the Greenview's control of the benefit has already occurred.
- 1.4. **Asset Disposal** refers to the removal of a tangible and / or non-tangible asset(s) from service as a result of sale, destruction, loss, or abandonment.
- 1.5. **AMO** mean Asset Management Officer.
- 1.6. **Brush Truck** means a smaller fire vehicle that is used for forest, prairie, and brush fires. They are much lighter than larger apparatus and can access areas easier than larger apparatus. They are equipped with smaller high-pressure pumps and limited water, but are a very

effective tool, especially in this area due to the terrain encountered during these types of fires.

- 1.7. **Class A Pumper** means an apparatus meeting that criterion for a pumper truck that can be used to fight fires in structures or other types of fires requiring larger volumes of water.
- 1.8. **Commercial Chassis** means a chassis constructed for several different uses. i.e., Freightliner Etc.
- 1.9. **Construction Equipment** means in case of aid in fighting fires. These are but not limited to: gravel truck, various heavy equipment trailers, various heavy equipment, 3-ton trucks, 5- ton trucks, water trucks, and vehicle maintenance trucks.
- 1.10. **Custom Chassis** means a chassis constructed by a specialty manufacturer for the sole purpose of use in the Fire Service. i.e., Spartan, Pierce, Rosenbauer, E-One etc.
- 1.11. **Emergency Vehicles** means primarily for transportation purposes such as automobiles, pick-up trucks under one ton, ATV, snowmobiles, UTV, and SUV.
- 1.12. **Emergency Vehicles Over 1 Ton** means heavy equipment specific to the fire fighting. In this the majority of the different brands of fire trucks, and rescue trucks are defined here.
- 1.13. **Estimated Useful Life** is the estimate of the period over which a capital asset is expected to be used or the number of units of production that can be obtained from the asset. It is the period over which an asset will be amortized and is normally the shortest of the physical, technological, commercial, or legal life. This can be also to be referred to useful life.
- 1.14. **Extended Warranty** also termed as after sales service or simply service type warranty. Most of the time, the buyer is required to pay this in addition to the purchase price of the asset. In such cases it is not capitalized and is rather deferred and reduced over the warranty term.
- 1.15. **FAMA** means Fire Apparatus Manufacturer's Association.
- 1.16. **Fire Apparatus** means vehicles of varying types and sizes that fulfil different roles or functions during fire and rescue operations.
- 1.17. **FUS** means Fire Underwriters Survey; Administered by SCM Risk Management Services. Provides information on Fire Departments in Canada to the Insurance Industry, to help set ratepayer insurance rates. They develop recommended Standards for Municipalities and Industry to follow.
- 1.18. **Gallons Per Minute (GPM)** means the amount of water flow volume capability of a particular pump installed on an apparatus.
- 1.19. **Greenview** means the Municipal District of Greenview No. 16.
- 1.20. **Hours of Production Method** is an amortization method which allocates the cost of an asset based on its estimated hours of use or production.
- 1.21. **ISO** means the Insurance Service Office/Commercial Risk Services in an organization that generally rates communities on their ability to provide a level of fire protection. The rating for many residential properties can affect the amount of insurance paid by a homeowner in

a coverage area. For the purposes of this document, this process only considered that we maintain the current ISO ratings in each fire response area. However, older apparatus that fall within the replacement recommendation of NFPA may receive deficiency points for future ISO ratings if not replaced.

- 1.22. **Life Cycle** means the useful life of an apparatus based on the average years, engine hours, and mileage before the repair and maintenance to operate the equipment becomes cost prohibitive.
- 1.23. **NFPA** means The National Fire Protection Association (NFPA). It is a non-profit organization that utilizes its membership to develop standards for fire and life safety. The document includes standards for the construction and safety features used on fire apparatus and other equipment used by the fire service. NFPA also covers thousands of other standards that relate to fire and life safety. These standards are generally the nationally accepted standards and processes and can be legally binding in certain situations.
- 1.24. **NFPA 1901** means Standard for Firefighting Vehicles, Automotive Fire Apparatus, Wildland Fire Apparatus, and Automotive Ambulances.
- 1.25. **NFPA 1911** means Standard for the Inspection, Maintenance, Testing, and Retirement of in-service Emergency Vehicles.
- 1.26. **Operating Equipment** means equipment specific to maintenance, and appliances, such as: forklifts, hoses, monitors, utility trailers, security systems, light towers, refrigerators, stoves, freezers, lawn maintenance equipment, generator, emergency operations equipment, safety equipment, SCBA, and extrication equipment. Will follow NFPA standards when applicable.
- 1.27. **Repair and Maintenance** are ongoing activities to maintain a capital asset in operating condition. They are required to obtain the expected service potential of a capital asset over the estimated useful life. Costs for repairs and maintenance are expensed.
- 1.28. **Rescue** means different styles of trucks used in various rescue operations. These operations can include vehicle accident extrication, building collapse, confined space rescues and other specialized rescue operations.
- 1.29. **Support Unit** means various styles of vehicles used to provide support during an emergency. The vehicles can range from automobiles, trucks, and/or tractors. Most of the uses for this plan are for providing transportation for personnel to emergencies, training, and mutual aid.
- 1.30. **Tender** means an apparatus that supplies water to other trucks or drop tanks during fire operations. If provided with a pump, this type of truck usually does not have high volume pumps.
- 1.31. **Tender/Pumper** means an apparatus that supplies water to other trucks or drop tanks during fire operations. However, the pumps are usually large enough that the truck could be used to fight fires just as you would be able to with a Class A Pumper. These trucks could have access issues due to the weight of the truck where a Class A Pumper would work better. It is recommended this type of truck be purchased versus just a standard Tender due to its versatility and ability to support other pumpers with water supply.

- 1.32. **Watercraft (Emergency)** means primarily for fire-rescue transportation purposes such as small boats, large boats, personal watercraft, remote control watercraft and other water transporting devices or rescue devices.
- 1.33. **Wet Rescue Class A Pumper** means a specially designed fire apparatus that is used for multi-operations including fire suppression, vehicle extrications and other light rescue operations. It reduces the need to have multiple trucks responding on certain calls ultimately reducing costs for a department.

2. POLICY STATEMENT

- 2.1. To maximize fire fighter capabilities in utilising fire apparatus and to minimize the risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus. This will also follow Greenview's Tangible Capital Asset Policy 1507 for emergency vehicles and equipment.
- 2.2. It is a generally accepted fact that fire apparatus, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage, engine hours, quality of the preventative maintenance program, quality of the driver training program, whether the fire apparatus was used within the design parameters, whether the apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original manufacturer, quality of the components used, and availability of replacement parts, to name a few. In the fire service, there are at times fire apparatus with 8 to 10 years of service that are simply worn out. There are also fire apparatus that were manufactured with quality components, that have had excellent maintenance, and that have responded to a minimum number of incidents that are still in serviceable condition beyond 20 years.
- 2.3. An effective Emergency Vehicles and Equipment (EVAE) replacement program is essential for controlling EVAE performance (i.e., vehicle & equipment suitability, availability, reliability, safety, and environmental impacts) and total cost of ownership.
- 2.4. A long-term EVAE replacement program will pinpoint anticipated replacement dates and costs of individual assets based on the application of recommended replacement cycles and quantifies year-to-year, fleet-wide replacement costs and future variations therein.
- 2.5. The Procurement Officer with assistance from the Regional Fire Chief & Asset Management Officer will endeavor to purchase the most economical and fuel-efficient emergency vehicles and pieces of equipment available. The Regional Fire Chief and AMO will provide historical information, maintenance review and future demand of the asset for the assets needs regarding the Fire-Rescue Service.
- 2.6. All Fire-Rescue/ Emergency asset acquisitions and disposal will be conducted through the legislated procurement processes and in accordance with Greenview 1018 Expenditure, Disposal and Disbursement policy.
- 2.7. In accordance with NFPA 1911, the factors influencing apparatus replacement are:
 - A) Age;
 - B) Engine Hours;
 - C) Kilometres;
 - D) Downtime and maintenance and repair costs;

- E) Life cycle and resale value; and
- F) Whether the apparatus meets all present 1911 safety standards.

2.8. Regular replacement of fire apparatus helps maintain the health and safety of firefighters and the public, while ensuring the prudent use of ratepayer funding. Life cycles must be developed with the goal of minimizing overall fleet costs, maximizing vehicle availability, and providing firefighters with safe and reliable units to perform their job functions.

3. PROCEDURE

3.1. Greenview recognises the standards and guidelines set by the NFPA as the accepted standards as they relate to fire and life safety.

3.2. The preventative maintenance and equipment replacement of Greenview Fire Services apparatus are aligned with the following NFPA standards:

- A) *NFPA 1901: Standard for Firefighting Vehicles, Automotive Fire Apparatus, Wildland Fire Apparatus, and Automotive Ambulances;*
- B) *NFPA 1911: Standard for the Inspection, maintenance, Testing, and Retirement of in-service Emergency Vehicles.*

3.3. Apparatus replacement will also be evaluated on life cycles. Fleet unit life cycles are based on the best practice method recommended by industry standards. The overall goal is to replace vehicles at the lowest life cycle cost before the operating cost exceeds vehicle capital.

3.4. In circumstances where an apparatus becomes cost prohibitive to maintain and/or operate, before the end of its established life cycle, it may be considered for early replacement. There will be evaluation criteria used, if the asset has been being used for its intended purpose as a contributing factor.

3.5. Upon review, if a vehicle or piece of equipment has continually performed at a high level, with a satisfactory maintenance and repair record, that vehicle or piece of equipment may be considered for a life cycle extension.

4. RECOMMENDATIONS FOR APPARATUS EQUIPMENT MAINTENANCE/ REPLACEMENT

4.1. Greenview Fire- Rescue/ NFPA 1911: Standard for Fire Apparatus Preventive Maintenance Program for the emergency vehicles (all) as follows:

- A) Excellent Condition:
 - i. Fewer than five years old.
 - ii. Fewer than 800 engine hours.
 - iii. Fewer than 25,000 kms if not used in stationary applications.
 - iv. No known mechanical defects.
 - v. Very short downtime and very little operating expense.
 - vi. Excellent parts available.
 - vii. Very good resale value.
 - viii. Meets all present NFPA 1911 safety standards.

- B) Very Good Condition:

- i. More than five but fewer than 10 years old.
 - ii. More than 800 but fewer than 1,600 engine hours.
 - iii. More than 25,000 but fewer than 50,000 kms if not used in stationary applications.
 - iv. No known mechanical or suspension defects present.
 - v. Short downtime and above average operating costs.
 - vi. Good parts available.
 - vii. Good resale value.
 - viii. Meets NFPA 1911 safety standards.
- C) Good Condition:
- i. More than 10 years but less than 15 years old.
 - ii. Some rust or damage to the body or cab.
 - iii. More than 1,600 but fewer than 2,400 engine hours.
 - iv. Some existing mechanical or suspension repairs necessary.
 - v. Downtime and operational costs are beginning to increase but not terribly above the average.
 - vi. Parts are still available but getting difficult to find.
 - vii. Resale value decreasing.
 - viii. Meets all NFPA 1911 safety standards.
- D) Fair Condition:
- i. More than 15 but fewer than 20 years old.
 - ii. Rust, corrosion, or body damage apparent on body or cab.
 - iii. More than 2,400 engine hours.
 - iv. More than 75,000 but fewer than 100,000 kms if not used in stationary applications.
 - v. Existing mechanical or suspension repairs necessary.
 - vi. Downtime is increasing, and operational costs are above the historical average.
 - vii. Parts are becoming harder to find and/or obsolete.
 - viii. Very little resale value.
 - ix. Does not meet all NFPA 1911 safety standards.
- E) Poor Condition:
- i. More than 20 years old.
 - ii. Rust, corrosion, or damage to the body of cab impacting apparatus use.
 - iii. More than 2,400 engine hours or 100,000 kms.
 - iv. Existing mechanical or suspension problems affecting the apparatus operation.
 - v. Downtime is exceeding in-service availability.
 - vi. Operational costs are exceeding the resale value of the apparatus.
 - vii. Parts are obsolete.
 - viii. Does not meet all NFPA 1911 safety standards.

4.2. Greenvue's Fire-Rescue Standards for Equipment

- A) Self-Contained Breathing Apparatus (SCBA) will be replaced as per NFPA 1852 standard.
- B) Firefighting bunker gear will be replaced as per NFPA 1851 standard.
- C) All other firefighting equipment will be annually inspected and examined to ensure compliance with the manufacturer's standards. It will be replaced on an as needed basis.

- ~~D) Emergency Vehicles and Emergency Vehicles Over 1 Ton will be evaluated for replacement in accordance with Policy 4006 Fleet Replacement.~~
- E) All emergency vehicles will be evaluated basis of:
- Where is the vehicle performance based on NFPA 1911 Standards- Condition assessment (see sec 4.1)
 - Where the vehicle is on the baseline time in service guidelines
 - Maintenance records and costing
 - Will always consider longer service dates if vehicle continue to perform well, meets minimum condition of fair by NFPA 1911 Standards and is maintained well.

VEHICLE/EQUIPMENT TYPE (According to the TCA Policy)	BASELINE TIME IN SERVICE (Years/kms/engine hours)
Emergency Vehicles	5 years / 200,000 kms
Emergency Vehicle over 1 Ton	15 years / 300,000 kms
Emergency ATV's/UTV's/ Snowmobiles	5 years
Operating Equipment	10 years/ 7,500 hours
Emergency Aircraft	20 years
Emergency Watercraft	20 years

5. COUNCIL RESPONSIBILITIES

5.1. Fire-Rescue Service Apparatuses and Equipment Reserve.

- Interest earned from the Fire Apparatuses Reserve will be allocated to the reserve at year end by council.
- Council shall authorize the transfer of funds to and from the reserve.
- Council and Administration could allocate funds from the operating budget to the Fire Apparatuses Reserve.

5.2. Capital Budgets for purchase of Fire Apparatuses assets

- Each Fire Apparatuses asset must be listed for replacement as described here in this policy.
- Council will have funds from Fire Apparatuses Reserve in the capital reserve for that year's Fire Apparatuses asset purchases.
- Any unallocated capital purchase funds will be transferred by Council back to the Fire Apparatuses Reserve.

6. ADMINISTRATION RESPONSIBILITIES

6.1. The Regional Fire Chiefs, Deputy Fire Chiefs and AMO are responsible to recommend replacement of vehicles and equipment in accordance with this policy.

6.2. Fire-Rescue Apparatus Vehicle & Equipment Reserve

- Administration will establish a Fire Apparatuses Reserve. The reserve will in accordance with Greenview's 1502 Reserve Policy.
- Administration will establish a Capital Reserve Replacement rate, taking into consideration the useful life of the equipment and vehicle(s) and the estimated replacement cost. This will be an element in amortizing the asset.

- C) Fire Apparatuses Reserve replacement charges will be transferred to a capital reserve fund for equipment and vehicle replacement.
- D) Proceeds from the disposal of vehicles or equipment will be allocated to the Fire-Rescue Service Apparatuses and Equipment Reserve.

DRAFT



REQUEST FOR DECISION

SUBJECT: **Policy 6323 Coyote Predation**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 12, 2022
DEPARTMENT: AGRICULTURE
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: EK MANAGER: SK
DIR: MH PRESENTER: Sk
LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Agricultural Pest Act RSA 2000 Chapter A-8, Pest and Nuisance Control Regulation 184/2001

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6323 “Coyote Predation” as presented.

BACKGROUND/PROPOSAL:

On December 17, Administration received communication from the Alberta Agriculture, Forestry and Rural Economic Development (AFRED) Rat and Pest Program Specialist regarding the 15-year re-evaluation by the Pest Management Regulatory Agency of Canada (PMRA) of the use of the canine toxicant, compound 1080. The PMRA is asking for more information to be collected each time the product is dispensed. A timeline has not been provided on the expected completion of the re-evaluation so additional changes to the registration may result once complete.

Agricultural Service Departments are to make sure of the following when dispensing compound 1080:

- Coyote Predation is to have been confirmed in the past 30 days
- Maximum of 6 tablets are dispensed
- The expiration of the Form 8 permit is 30 days

Administration is recommending the adoption of a Coyote Predation Policy to ensure that set of guidelines in line with the permitted use of the toxicant is readily available for Greenview ratepayers interested in obtaining the toxicant for the control of coyotes.

All of the recommended changes have been included in the revised policy following the March 9, 2022 Policy Review Committee. This includes grammatical changes and the addition of the definition of Greenview.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of Council approving the Coyote Predation Policy is that it ensures the department and the ratepayers have the PMRA’s registration for compound 1080 use guidelines readily available.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no disadvantages to the recommended action.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Potential increase to the Problem Wildlife Officer's workload to facilitate bait placement may result in a financial impact.

STAFFING IMPLICATION:

The impending changes could increase the Problem Wildlife Officer's workload resulting in 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):

- Coyote Predation Policy DRAFT
- Schedule A – Warning Poster
- 1080 Checklist for Ag Fieldman 2021
- Compound 1080 PMRA Label
- FW 2021 Year-End Coyote Control Device Report

Title: Coyote Predation

Policy No: 6323

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: None

Review Date: (3 Years from date approved by Council)



Purpose: Greenview recognizes the need for control of coyotes and the requirement to follow the current registration of toxicants related to the control of coyotes.

1. DEFINITIONS

1.1. **Greenview** shall refer to the Municipal District of Greenview No. 16.

1.2. **Livestock** shall refer to cattle, sheep, goats, confined poultry, or any commercially raised animal.

2. POLICY STATEMENT

2.1. Greenview recognizes that livestock producers may require assistance in managing coyote predation to safeguard their livestock. This policy will provide guidelines for the control of coyote in accordance with the Agricultural Pests Act (APA) and the Pest and Nuisance Control Regulation (184/2001) and the Coyote Predation Management Program.

3. COUNCIL RESPONSIBILITIES

3.1. Council shall appoint staff that hold a valid Form 7 license, trained and authorized by Alberta Agriculture and Forestry, to act as Pest Inspectors under the Agricultural Pest Act (APA) to distribute Compound 1080 in compliance with the products registration with the Pest Management Regulatory Agency of Canada. Identification of this appointment will be provided to staff.

4. ADMINISTRATION RESPONSIBILITIES

4.1. All coyote control work completed by Greenview shall be carried out in accordance with the Agricultural Pests Act (APA), the Pest and Nuisance Control Regulation (184/2001) and the Coyote Predation Management Program. In the event that Compound 1080 is used, Greenview **prefers** the use of small, buried baits as opposed to carcass baiting to minimize off-target poisoning potential.

4.2. Agricultural Services will make available information to prevent coyote predation and/or harassment to all Greenview residents.

4.3. When livestock predation by coyotes has been confirmed, the inspector may assist the livestock producer in the following ways:

A. Bait placement services

- B. Snaring services
 - C. Confirming use of mitigation measures
 - D. Site assessment
 - E. Shooting
 - F. Issuing a Form 8 permit and Compound 1080 tablets or neck snare devices as **reasonable control methods** when the inspector is satisfied that other controls and management options have been exhausted. These options could include but are not limited to close supervision of stock, proper carrion disposal, use of guardian animals, predator-proof barrier or electric fences, scare devices, or shooting.
- 4.4. A Form 8 permit must be completed and signed by the landowner prior to issuance of a registered controls. All parts of the PCP Act label for the poison must be reviewed with the producer.
- A. The inspector must emphasize the risk and potential hazards of using poison control methods such as; accidental poisoning and/or snaring of off-target species.
 - B. The livestock producer is responsible for informing neighbours when restricted devices are being used and must set out the provided warning posters that poison or snares have been set. Refer to Schedule A.
 - C. The inspector will issue Compound 1080 tablets to a maximum of 6 tablets at a time to any one livestock producer.
 - D. Unused compound 1080 must be returned within 15 days of issue.
 - E. It is the responsibility of the Form 8 license holder to properly dispose of baited carcasses as dictated by the Pest Management Regulatory Agency of Canada.
 - F. Control measures requiring the issuance of a Form 8 permit shall not be issued for instances of feelings of fear, nor for the use of control of coyote predation of unconfined poultry, pets, hobby animals, or for any other reason not directly associated with livestock predation.
- 4.5. The Annual Coyote Control Device Use report to Alberta Agriculture and Forestry will be completed annually and submitted to the Animal Health and Assurance Branch by the Manager of Agricultural Services.

WARNING

DANGER

DEADLY POISON or OTHER DEVICES
have been set on this property to
destroy PESTS or NUISANCES in the
interest of protecting LIVESTOCK.

KEEP CHILDREN, DOGS AND OTHER
DOMESTIC ANIMALS AWAY FROM
THESE DEVICES.

Tampering with or removal of these
devices is unlawful.

AGRICULTURE, FORESTRY AND RURAL ECONOMIC
DEVELOPMENT REQUESTS YOUR HELP IN
CONTROLLING LIVESTOCK PREDATION.





Inspection and Investigation Section

Toxicant Dispensing Guidelines and Form 8 Checklist

- Current Form 7 must be held by person dispensing a Form 8 to the owner or occupant of land requesting Compound 1080 (Sodium Monofluoroacetate).
- Store tablets under lock and key; double locked (locked cupboard in a locked warehouse).
- Keep tablets out of sun or heat. Keep them cool.
- Current Form 7 holders are to issue tablets only to agriculture producers suffering **active coyote predation to livestock that has occurred within the past 30 days**, after confirming management practices are in place such as: guard dogs, carcass disposal, electric fences, etc...
- **A maximum of six tablets of Compound 1080 can be dispensed at one time.**
- Compound 1080 tablets must be dispensed in a labelled pill vial.
- Form 8 is issued for a maximum of 30 days.
- Remove all poisoned baits within 15 days of initial placement.
- Current Compound 1080 SDS and Pest Management Regulatory Agency Label, which outlines the Use Limitations of the product, must be given to agriculture producer with the Form 8 and Compound 1080 tablets.

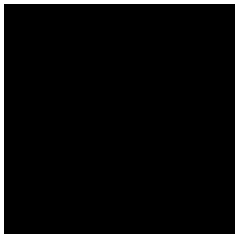
*****Always wear disposable gloves when handling product*****

Please contact Karen Wickerson at karen.wickerson@gov.ab.ca or 403-701-9668 if you have any questions.

**SODIUM
MONOFLUOROACETATE**
PREDACIDE

COYOTE CONTROL AND WOLF CONTROL

RESTRICTED



DANGER POISON

READ THE LABEL BEFORE USING

GUARANTEE: Sodium monofluoroacetate 5 mg per tablet
REGISTRATION NO. 18300 PEST CONTROL PRODUCTS ACT
NET CONTENTS: 5 mg per tablet
GOVERNMENT OF ALBERTA
Alberta Agriculture and Forestry

Inspection and Investigation Section

97 East Lake Ramp NE

Airdrie, AB T4A 0C3

NOTICE TO USER:

This pest control product is to be used only in accordance with the directions on the label. It is an offence under the Pest Control Products Act to use this product in a way that is inconsistent with the directions on the label. The user assumes the risk to persons or property that arises from any such use of this product.

NATURE OF RESTRICTION:

This product is for storage, use and handling only by persons authorized under the Alberta Agricultural Pests Act and by designated Fish and Wildlife Officers of the Government of Alberta.

RESTRICTED USES:

COYOTE

Single Dose Bait

Place one tablet into a bait of about 100g (e.g. chicken head). Place up to three of these poisoned baits at a coyote site. Cover treated baits with 5 - 10 cm of soil, snow, vegetation or other material to prevent exposure to birds.

Limitations 1 through 7 inclusive, 12 through 16 inclusive

Multi Dose Bait

Place up to six tablets into a carcass at a coyote control site and then cover with 30 cm of snow or 15 cm of loose soil. For targeting specific individual coyotes, place up to three tablets into a coyote killed carcass at the predation site.

Limitations 1 through 7 inclusive, 12 through 16 inclusive.

WOLF

Small Bait

Place three tablets into a bait of about 100g. Conceal up to six of these baits under approximately 30 cm of snow or 15 cm of loose soil along trails leading to an unpoisoned carcass or in a circle around an unpoisoned carcass.

Limitations 8 through 13 inclusive

Large Bait

Place up to twelve tablets into a carcass that is securely anchored. Cover the bait with 30 cm of snow or 15 cm of loose soil.

Limitations 8 through 13 inclusive

Use Limitations

1. Tablets inserted into a carcass should be placed deep in a horizontal cut to prevent scavenging birds from accessing the tablet.
2. For use only to control offending animals in areas where proper herd management is practiced to discourage predation.
3. Do not apply this product if species at risk (for example the swift fox) that may feed on Compound 1080 bait or on poisoned carcasses are present in your (local or specific) area. For information on species at risk in your area, contact the Fish and Wildlife Division of Alberta Sustainable Resource Development.
4. For use where verified predation of livestock or game production animals has occurred within the past 30 days.
5. For use by Alberta Fish and Wildlife Services personnel on public land where predation of domestic animals or other problems occur requiring coyote removal.
6. Sodium monofluoroacetate tablets must not be set nearer than 800 metres from the boundary of a hamlet, village, town or city, nor closer than 400 metres to a residence except that of the landholder who has approved the use of the tablets.
7. The user of tablets must remove and destroy all poisoned baits within 15 days of initial placement.
8. For use only by designated Fish and Wildlife Officers of the Alberta Government.
9. For use where verified wolf predation of domestic animals has recently occurred or where a serious threat to human safety exists.
10. For use only under official approval by the Minister responsible for wildlife, where predation has been identified as the primary factor affecting survival of a specific wildlife population.
11. Do not set bait within 800 metres of an inhabited dwelling.
12. To prevent hazard of secondary poisoning, any baits removed from use or the carcasses of poisoned coyotes or wolves must be burned or buried to a depth of 60 cm (2 feet). Vials and unused product must be disposed of in accordance with provincial requirements.
13. The user of tablets must immediately post warning signs at all normal access points to land where poisoned baits are set and remove signs at end of poison use.
14. The user of tablets must provide a copy of this label to the landholder on whose land tablets are being used.
15. The user of tablets must monitor and keep accurate records on the use of each poisoned bait.
16. The user of tablets must inspect poisoned bait at least every 7 days.

PRECAUTIONS:**KEEP OUT OF REACH OF CHILDREN AND UNAUTHORIZED PERSONNEL.**

Sodium monofluoroacetate is toxic to all warm-blooded animals. Store sodium monofluoroacetate tablets under lock and key in a dry place away from food, feed, domestic animals, and corrosive chemicals. Do not use in any manner that could contaminate food or feed. Wear gloves when handling tablets. Wash hands thoroughly before eating or smoking. Place poisoned baits to minimize non-target poisoning of wild and domestic animals. Keep dogs and cats on a leash or confined when poisoned baits are set.

DISPOSAL:

Burn unconsumed poisoned baits, toxicant containers and damaged or unusable tablets at high temperature or bury to a depth of 60 cm. For information on the disposal of unused, unwanted product and the cleanup of spills contact the provincial regulatory agency or the manufacturer.

FIRST AID INSTRUCTIONS:

Speed is essential. Immediately cause vomiting by inserting a finger down the throat. Repeat until vomit fluid is clear. Then give 30 ml of Epsom salts in water. Have victim lie down and keep warm and quiet. Call a doctor or the Poison Control Centre (1-800-332-1414) immediately.

TOXICOLOGICAL INFORMATION:

Sodium monofluoroacetate poisoning results from fluoroacetate changing into fluoroacetate within cell mitochondria. Poisoning is characterized by a symptom-free period of 0.5 to 2 hours or longer between ingestion and onset of symptoms (nausea, vomiting, diarrhea, and hyperactive behaviour leading to convulsions). In monkeys, and presumably in humans, effects on the heart are the primary cause of death. The first symptoms of poisoning are changes of heart sounds and premature, weak contractions. No effective antidote is known, but treating the symptoms is effective in approximately 50% of human cases. Immediately cause a victim to vomit all stomach contents and give Epsom salts (magnesium sulphate). Compounds capable of supplying acetate ions give antidotal effects in animals including monkeys; the choice drugs are acetate and ethanol (2g/kg of each). A single dose of magnesium sulphate (800 mg/kg) injected into muscle as a 50 % solution has saved the life of rats dosed with lethal amounts of sodium monofluoroacetate. Complete quiet and rest are required. Symptoms of non-lethal sodium monofluoroacetate poisoning will usually subside within 12 - 24 hours.

This label transcript service is offered by the Pest Management Regulatory Agency to provide efficient searching for label information. This service and this information do not replace the official hard-copy label. The PMRA does not provide any guarantee or assurance that the information obtained through this service is accurate, current or correct, and is therefore not liable for any loss resulting, directly or indirectly, from reliance upon this service.

To: Aimee Boese <aboese@beaver.ab.ca>

Subject: 2021 Year End Coyote Control Device Use Report

Hello everyone,

It is that time of year again!

Attached is the **2021 Year End Coyote Control Device and Poisonous Material Report** to fill out and return to me with all expired or completed **Form 8 and Form 9** permits **by January 15, 2022. Please note the email address to send the report and Form 8s to is AF.iisreports@gov.ab.ca**. The form is pdf fillable so can be filled out online if you have the capability. If you are mailing in the reports my address in Airdrie is on the form.

If you have any sodium cyanide, compound 1080 toxic collars or coyote den bombs please contact me for pick up and disposal of them as they can no longer be used.

*****Update on the 15 year re-evaluation of Sodium Monofluoroacetate – Compound 1080.***** I am meeting with PMRA in the new year to revise the Form 8 permit. After reviewing the 10 years of reports and Form 8s that I sent in last June, PMRA is asking for more information to be collected each time the product is dispensed. This is to comply with the use limitations of our registration of the product. They have not given me a timeline on how long the re-evaluation will take so there may be more changes to the registration after the re-evaluation.

I have attached copies of our label from PMRA which lists the use limitations, an updated copy of the SDS, a quick checklist of the requirements that have to be met for dispensing of compound 1080, and the updated version of the Coyote Control Manual. It is your responsibility to go over the use limitations with the producer and follow up that they have followed them.

Please make sure you are doing the following when dispensing compound 1080:

- Coyote Predation to have been confirmed in the past 30 days
- Maximum of 6 tablets dispensed
- The expiration of the Form 8 permit is 30 days

PMRA is also looking at collecting information confirming baited carcass has been disposed of properly within 15 days of initial placement, recording number of coyotes removed, and if there were any secondary poisonings.

Please make sure you are following the use limitations of the registration as misuse of this product puts our ability to maintain this registration for the whole province at risk. It is an

important tool in our toolbox.

The question of wolf control in the province came up in the last session of Form 7 training that I held and I want to confirm that wolf control is the responsibility of Fish and Wildlife. They are not an agricultural pest so we do not have authority to control them. Fish and Wildlife has a program for livestock predation by wolves, so if a producer or yourselves are unsure if it is wolf predation you can contact a Fish and Wildlife officer to come out to investigate. Please contact me if you need any further information on this.

I apologize for the long email but I wanted to update you on what is happening with the re-evaluation of compound 1080.

If you have any questions please feel free to reach out to me.

Hope you have a wonderful holiday!



Classification: Protected A



REQUEST FOR DECISION

SUBJECT: **Partnering in a Service Delivery Framework**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: April 12, 2022 CAO: SW MANAGER: RA

DEPARTMENT: INFRASTRUCTURE & PLANNING DIR: PRESENTER: RA/S
W

STRATEGIC PLAN: Regional Cooperation LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council write a Letter of support for grant funding from the Alberta Community Partnership under the Intermunicipal Collaboration component for the Municipal District of Smoky River No. 130, Big Lakes County, and the MD of Greenview partnership for a water service delivery framework report.

BACKGROUND/PROPOSAL:

Administration has been communicating with the Municipal District of Smoky River No. 130 and Big Lakes County on ways to partnership on infrastructure projects. The last meeting on March 21, 2022, the group discussed the possibility of applying for a grant application with the Alberta Community Partnership (ACP) under the Intermunicipal Collaboration (IC) component for potential expansion of water delivery. The Provincial and Federal governments view favourably upon municipality's who work openly together, on common goals that better the communities they serve.

The Triangle / Sunset House Rural Water Co-op potential expansion may assist Greenview in securing water for area residents and the sunset water point. The following is a list of discussed points:

- The three municipalities are interested in gathering information regarding water distribution the "Triangle" area and along Highway 747. Discussion about the type of system took place and whether water could be supplied by Big Lakes or Smoky River and be a pressure or trickle flow system.
- There are approximately 25 potential customers in Smoky River, 50 in Big Lakes County and an undetermined number in Greenview, along Highway 747. There also be potential for providing water to the municipal water point service at Sunset House and the Community Hall.
- There may be opportunities for collaborative grant applications to carry out this work through Water for Life or other grants, although most programs do not allow for the service connections to be done. Water for Life has an application deadline of November 30 and is typically 75%/25% cost shared depending upon the size of the communities involved. There is \$25 million in the Water for Life program.

- If the Alberta Municipal Water Wastewater Program (AMWWP) or Water for Life grants were to be considered, they require a formal preliminary engineering report to be done. A terms-of-reference from each municipality and Request for Proposal would be required to move the project forward. Smoky River could issue the RFP after that.
- ACP could potentially be a funding source for a study of the project, up to a total of \$200,000, no cost share required.

Administration supports the above partnerships.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the continued intermunicipal workings to better our communities.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

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 inform Municipal District of Smoky River No. 130 and Big Lakes County of Council's decision.

ATTACHMENT(S):



REQUEST FOR DECISION

SUBJECT:	DeBolt Stabilization Report Phase Breakdown		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 22, 2022	CAO: EK	MANAGER: LT
DEPARTMENT:	CONSTRUCTION & ENGINEERING	DIR: RA	PRESENTER: LT
STRATEGIC PLAN:	Infrastructure	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the phased breakdown for information as presented.

MOTION: That Council authorize Administration to transfer funds from Infrastructure reserves to a new capital Line item and Budget for coming years

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. Administration brought forward the study to Council on February 8, 2022 (MOTION: 22.02.73 Moved by: COUNCILLOR TOM BURTON

That Council accept the DeBolt Creek Stabilization report for information as presented. CARRIED). Council made a second motion (MOTION: 22.02.74 Moved by: COUNCILLOR TOM BURTON

That Council direct administration to bring back costs in a staged approach to stabilize the bank for DeBolt Creek within the Hamlet of DeBolt. CARRIED) directing administration to bring back a staged approach.

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 (Application deadline was Nov 16, 2021, and approvals will be awarded after final approved provincial budget 2022).

Administration supports the installation of Slope monitoring devices that should be installed and monitored from 2022 to 2027 for activity. 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.

Administration was asked to bring back a cost staged approach in phases to stabilize within the Hamlet of DeBolt. After review of the report and the areas administration is recommending the following phases:

- Phase 1 – 2022 – Total Commitment - \$50,000
 - Installation of slope inclinometers at areas 2,3, 4, 5, 12, 13, 14, 15, and 16
- Phase 2 – 2023 – Total Commitment - \$7,159,895.90
 - Slope inclinometer monitoring fees
 - Stabilize areas 6, 7, 8, 9, 10, 11
 - Mobilization
 - Environmental studies and permitting
 - Turbidity monitoring during construction
- Phase 3 – 2024 – Total Commitment \$2,946,541.28
 - Slope inclinometer monitoring fees
 - Stabilize areas 3 and 5
 - Mobilization fees
 - Environmental studies and permitting
 - Turbidity monitoring during construction
 - Lidar Survey
- Phase 4 – 2025 – Total Commitment \$8,562,954.92
 - Slope inclinometer monitoring fees
 - Stabilize areas 2, 4, 12, 13, 15, 16
 - Mobilization fees
 - Environmental studies and permitting
 - Turbidity monitoring during construction

The total commitment over the next four years to carry out the phases would be \$22,463,270.53 including GST and contingency. \$18,719,392.11 excluding GST and contingency.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the phase breakdown is to confirm Council.

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 provide the approval for phase 1 in 2022.

FINANCIAL IMPLICATION:

Direct Costs: \$50,000.00

Ongoing / Future Costs:

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council decides administration will advise the engineers to start the phases discussions.

ATTACHMENT(S):

- DeBolt Creek Stabilization Map
- DeBolt Creek Stabilization Phasing Plan
- DeBolt Creek Stabilization Phase Cost Estimates



DeBolt Creek Stabilization


Legend

 Stabilization area

Road

 Gravel

 Other

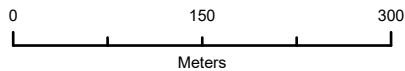
 Paved

Base Features

 Township Grid

 Section Grid

30cm Imagery, 2016

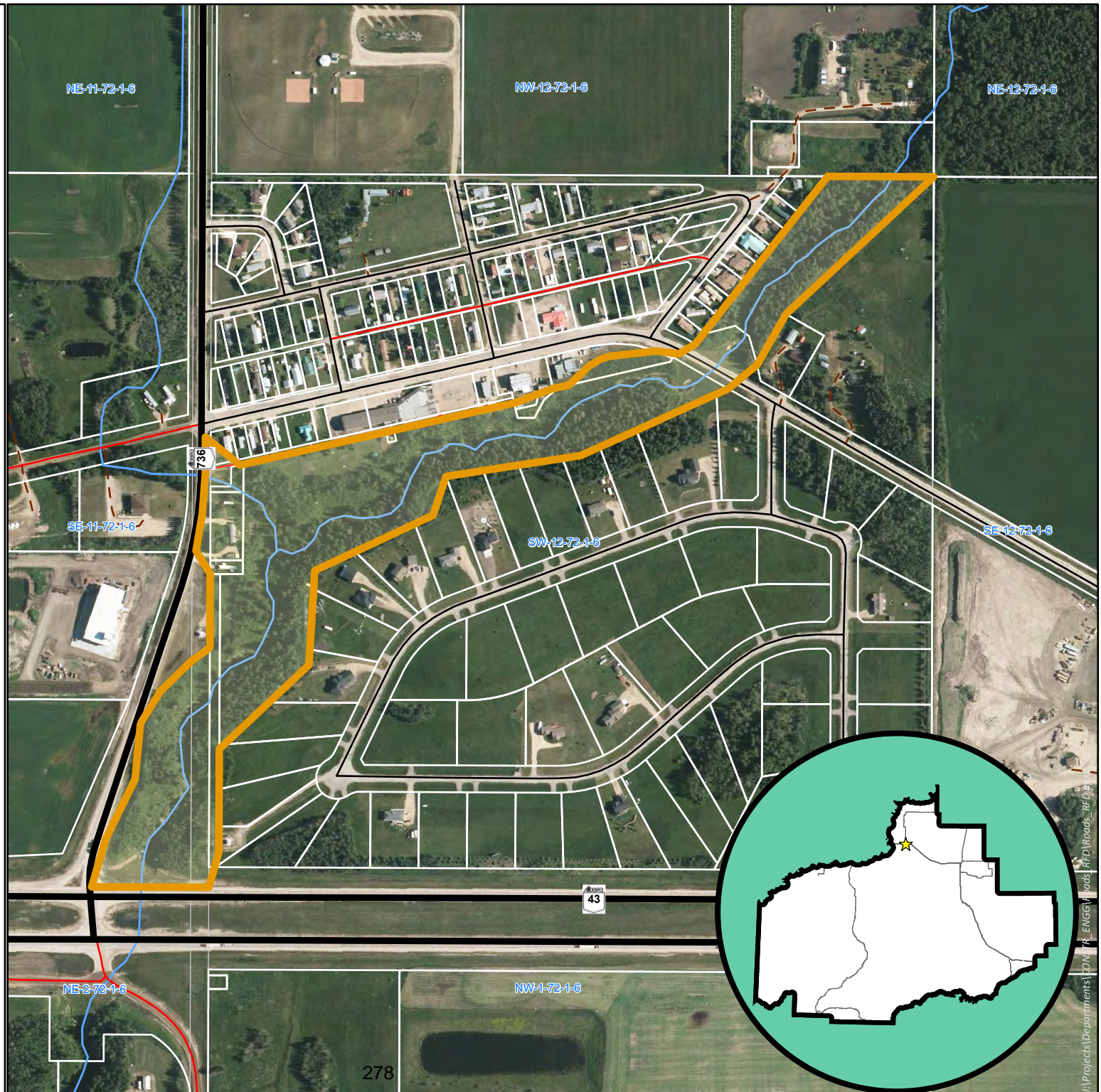


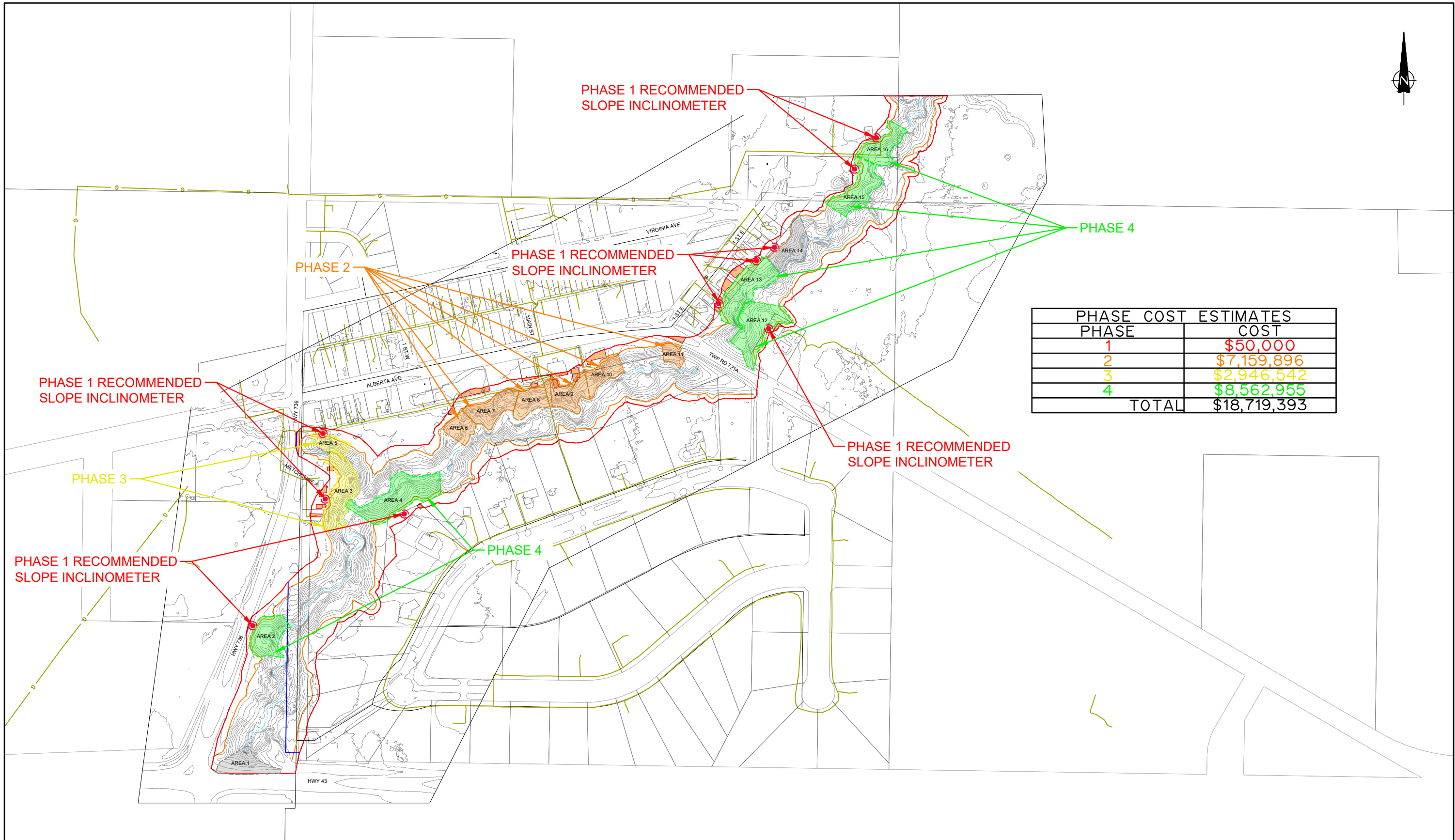
Produced: July, 2021 Projection: UTM Zone 11N NAD 83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





PHASE COST ESTIMATES	
PHASE	COST
1	\$50,000
2	\$7,159,896
3	\$2,946,542
4	\$8,562,955
TOTAL	\$18,719,393

LEGEND

LANDSLIDE HAZARD SETBACK

CREEK THALWEG

PHASE 1 SLOPE INCLINOMETERS

PHASE 2 STABILIZATION AREAS

PHASE 3 STABILIZATION AREAS

PHASE 4 STABILIZATION AREAS

INTERPRETED VALLEY CREST

STRUCTURES INSIDE SETBACK

GAS PIPELINES

SANITARY MAIN

WATER MAIN

279

MD GREENVIEW NO 16

DEBOLT CREEK STABILIZATION
ASSET AREAS AND PHASING PLAN

SCALE: 1:2000

DATE: MARCH 2022

JOB: 5254-002-00

FIGURE: -



Municipal District of Greenview No. 16
DeBolt Creek Stabilization
Slope Stability/Stabilization Study
Phasing Cost Estimate



Phase	Task	Cost	Phase Subtotal
1	Beaver Control Throughout the Creek	\$ -	
	Install Slope Inclinometers at Areas 2, 3, 4, 5, 12, 13, 14, 15, and 16	\$ 50,000.00	
		Phase 1	\$ 50,000.00
2	MPE Detailed Design, Tendering, and Engineering Services During Construction Fees (8.5% of Construction Fees)	\$ 558,019.82	
	MPE Slope Inclinometer Monitoring Fees	\$ 9,000.00	
	Construction Fees:		
	Stabilize Areas:		
	Area 6	\$ 256,797.00	
	Area 7	\$ 2,122,393.00	
	Area 8	\$ 791,448.00	
	Area 9	\$ 1,381,546.00	
	Area 10	\$ 1,254,407.00	
	Area 11	\$ 228,348.00	
	Mobilization Fees	\$ 530,000.00	
	Environmental Studies and Permitting	\$ 9,312.36	
	Environmental and Turbidity Monitoring During Construction	\$ 18,624.73	
		Phase 2	\$ 7,159,895.90
3	MPE Detailed Design, Tendering, and Engineering Services During Construction Fees (8.5% of Construction Fees)	\$ 228,953.62	
	MPE Slope Inclinometer Monitoring Fees	\$ 9,000.00	
	Construction Fees:		
	Stabilize Areas:		
	Area 3	\$ 1,826,279.00	
	Area 5	\$ 337,293.00	
	Mobilization Fees	\$ 530,000.00	
	Environmental Studies and Permitting	\$ 3,338.55	
	Environmental and Turbidity Monitoring During Construction	\$ 6,677.11	
	LiDAR Survey	\$ 5,000.00	
		Phase 3	\$ 2,946,541.28
4	MPE Detailed Design, Tendering, and Engineering Services During Construction Fees (8.5% of Construction Fees)	\$ 667,342.31	
	MPE Slope Inclinometer Monitoring Fees	\$ 9,000.00	
	Construction Fees:		
	Stabilize Areas:		
	Area 2	\$ 394,812.00	
	Area 4	\$ 2,886,754.00	
	Area 12	\$ 616,115.00	
	Area 13	\$ 804,627.00	
	Area 15	\$ 1,971,241.00	
	Area 16	\$ 647,537.00	
	Mobilization Fees	\$ 530,000.00	
	Environmental Studies and Permitting	\$ 11,296.98	
	Environmental and Turbidity Monitoring During Construction	\$ 24,229.63	
		Phase 4	\$ 8,562,954.92
		TOTAL (excluding GST)	\$ 18,719,392.11
		TOTAL (20% Contingency)	\$ 22,463,270.53



REQUEST FOR DECISION

SUBJECT: 2022 Operating and Capital Budgets

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: April 12, 2022

DEPARTMENT: FINANCE

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: EK

DIR: EK

LEG:

MANAGER: CG

PRESENTER: CG

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Sections 242, 243, 245, 283.1

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council passes the final 2022 Operating Budget as presented, showing Revenue of \$146,789,641 and Expenses of \$162,610,435, for an operating deficit of \$15,820,794.

MOTION: That Council passes the final 2022 Capital Budget as presented, showing Expenses of \$60,478,051, to be funded from Reserves.

BACKGROUND/PROPOSAL:

Administration has prepared the Operating and Capital Budgets, as required and directed by Council.

In December 2021, Council met and passed the interim Operating Budget for 2022. There are a few proposed adjustments made to the budget, which are shown in the attachments to this RFD. Highlights include the following:

- Additional Education Requisitions of \$4,208,651, with offsetting revenue from the levy. The annual amount is determined by the Province and also includes an amount under levied in 2021
- Additional Seniors Foundations Operating Requisitions of \$393,500, with offsetting revenue from the levy
- Additional Seniors Foundations Capital Requisitions of \$393,900
- Designated Industrial Properties requisition increase of \$31,347, as determined by the Province, with offsetting revenue from the levy
- Additional \$865,000 of IT software purchases that were not accounted for in the Interim Budget
- Various changes of allocations between sub-departments to better align the expenses with the responsibility
- Additional revenues for Return on Investment and sales under the Schedule of Fees \$955,000
- Increased expenditures requested in a various department \$354,000
- Increased Property Tax Revenue of \$1,491,201 to align with the Property Tax bylaw, due to changed assessments and not to rate changes

This is the second year that council will be approving an operating budget with a deficit. This will have the impact of amortization not being fully funded and adjustments being made to reserve allocations to ensure proper balancing of restricted and unrestricted reserves for future needs.

The deficit does not exceed the amount of the amortization expense. In the case of the 2022 operating budget, the amortization expense (\$26,600,000) exceeds the amount of the deficit (\$15,820,794.)

Capital Budget changes included:

- Decrease of \$7,500,000 to reflect the new purchase price for the land required for Greenview Industrial Gateway
- Transferring some budgets items between departments
- Radios and communication devices for Protective Services
- Fibre Optic Installation for Valleyview Medical clinic
- Contributions to the Valleyview hangar and runway
- Items approved by Council since the Interim Budget was approved
- Several low dollar capital items

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be in compliance with the Municipal Government Act.
2. The benefit of Council accepting the recommended motion is that the budget will be in compliance with the 2022 Tax Rate Bylaw

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option not to follow the recommended actions, however, Administration does not recommend this action because Council will not be in compliance with the Municipal Government Act, as the previous one was approved on an interim basis. Nor would the budget and the Tax Rate Bylaw be in accordance.

Alternative #2: Council could approve a budget different than is recommended, however, Administration does not recommend this action as Administration would not be able to advise what the impact of such changes would be to the organisation. Such a change would also need to be adjusted in the Tax Rate Bylaw.

FINANCIAL IMPLICATION:

Direct Costs: Included in the 2022 Operating Budget of \$162,610,435

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:

The 2022 Tax Rate bylaw has been prepared based on the budgets presented. The first and second readings of the bylaw are scheduled for April 12, 2022. Once the bylaw is passed, tax notices will be sent.

ATTACHMENT(S):

- 2021 Final Operating Budget
- 2021 Final Capital Budget

Municipal Government Act Sections 242, 243, 245, 283.1

Adoption of operating budget

242(1) Each council must adopt an operating budget for each calendar year.

(2) A council may adopt an interim operating budget for part of a calendar year.

(3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

Contents of operating budget

243(1) An operating budget must include the estimated amount of each of the following expenditures and transfers:

(a) the amount needed to provide for the council's policies and programs;

(b) the amount needed to pay the debt obligations in respect of borrowings made to acquire, construct, remove or improve capital property;

(b.1) the amount of expenditures and transfers needed to meet the municipality's obligations as a member of a growth management board;

(c) the amount needed to meet the requisitions or other amounts that the municipality is required to pay under an enactment;

- (c.1) the amount of expenditures and transfers needed to meet the municipality's obligations for services funded under an intermunicipal collaboration framework;
- (d) if necessary, the amount needed to provide for a depreciation or depletion allowance, or both, for its municipal public utilities as defined in section 28;
- (e) the amount to be transferred to reserves;
- (f) the amount to be transferred to the capital budget;
- (g) the amount needed to recover any shortfall as required under section 244.
- (2) An operating budget must include the estimated amount of each of the following sources of revenue and transfers:
 - (a) property tax;
 - (b) business tax;
 - (c) business improvement area tax; (c.1) community revitalization levy;
 - (d) special tax;
 - (e) well drilling equipment tax; (e.1) clean energy improvement tax;
 - (f) local improvement tax; (f.1) community aggregate payment levy;
 - (g) grants;
 - (h) transfers from the municipality's accumulated surplus funds or reserves;
 - (i) any other source.
- (3) The estimated revenue and transfers under subsection (2) must be at least sufficient to pay the estimated expenditures and transfers under subsection (1).
- (3.1) For the purposes of subsection (3), the estimated expenditures referred to in that subsection do not include any amortization of tangible capital assets unless the amortization is an amount required to provide for amortization of the tangible capital assets of a municipality's municipal public utilities as defined in section 28.***
- (4) The Minister may make regulations respecting budgets and that define terms used in this section that are not defined in section 241.

Adoption of capital budget

245 Each council must adopt a capital budget for each calendar year.

Required plans

- 283.1**(1) In this section, (a) "capital plan" means a plan referred to in subsection (3); (b) "financial plan" means a plan referred to in subsection (2).
- (2) Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years.
 - (3) Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years.
 - (4) The 3 financial years referred to in subsection (2) and the 5 financial years referred to in subsection (3) do not include the financial year in which the financial plan or capital plan is prepared.
 - (5) Council may elect to include more than 3 financial years in a financial plan or more than 5 financial years in a capital plan.
 - (6) Council must annually review and update its financial plan and capital plan.
 - (7) The Minister may make regulations respecting financial plans and capital plans, including, without limitation, regulations (a) respecting the form and contents of financial plans and capital plans; (b) specifying the first financial year required to be reflected in a financial plan; (c) specifying the first financial year required to be reflected in a capital plan.

MD of Greenview No. 16

2022 Operating Budget

2021 Actuals as at March 29, 2022

	2021 Approved	2021 Actuals	2022 Interim Approved	Changes	2022 Final	2023 Interim	2024 Interim
10 - COUNCIL	1,472,482	1,148,078	1,364,508	-	1,364,508	1,368,520	1,368,620
101- Council	1,412,482	1,074,900	1,364,508	-	1,364,508	1,368,520	1,368,620
102- Municipal Elections	60,000	73,178	-	-	-	-	-
11 - CAO SERVICES	37,415,692	34,183,924	39,617,041	1,282,150	40,899,191	39,686,697	39,749,364
11 - REQUISITIONS	31,030,824	32,231,668	33,149,643	2,988,451	36,138,094	31,154,143	31,154,143
110 - CAO Services Administration	3,635,250	1,768,862	1,678,204	39,620	1,717,824	1,708,270	1,739,302
111 - COMMUNICATIONS	857,569	633,184	983,014	28,199	1,011,213	995,586	1,023,586
112 - ASSESSMENT SERVICES	1,423,923	1,258,501	1,493,611	31,347	1,524,958	1,501,400	1,501,100
113 - CONTINGENCIES	-	-	-	-	-	-	-
115 - INFORMATION SYSTEMS	2,136,893	1,695,049	1,784,048	875,763	2,659,811	1,768,713	1,742,872
116 - HEALTH & SAFETY	647,297	528,550	660,613	6,244	666,857	629,035	638,068
120 - Amortization	23,500,000	23,550,011	26,600,000	-	26,600,000	26,600,000	26,600,000
119 - HUMAN RESOURCES	904,916	646,607	1,002,507	24,800	1,027,307	985,290	1,024,745
121 - CORPORATE SERVICES	4,309,844	4,103,161	5,415,044	276,177	5,691,221	5,498,403	5,479,691
117 - GC CAO Corporate Services	-	-	-	-	-	-	-
20 - INFRASTRUCTURE & PLANNING	6,441,908	6,649,980	6,759,217	546,376	7,305,593	6,703,968	6,744,993
200 - Infrastructure & Planning Administration	1,566,908	973,906	1,590,217	(94,624)	1,495,593	1,634,968	1,675,993
201 - Roadways	1,785,000	1,352,403	1,679,000	641,000	2,320,000	1,679,000	1,679,000
202 - Bridges	750,000	27,875	650,000	-	650,000	550,000	550,000
203 - Surfacing	1,000,000	1,023,905	1,500,000	-	1,500,000	1,500,000	1,500,000
204 - Drainage	1,340,000	3,271,892	1,340,000	-	1,340,000	1,340,000	1,340,000
				-			
21 - PLANNING & DEVELOPMENT	1,562,708	1,275,556	1,317,095	19,494	1,336,589	1,419,823	1,260,469
211- PLANNING & DEVELOPMENT ADMINISTRATION	1,431,608	1,233,693	1,192,995	19,494	1,212,489	1,290,323	1,125,969
212- Municipal Planning Commission	58,800	12,533	51,800	-	51,800	57,200	62,200
213- Subdivision & Development Appeal Board	14,500	3,056	14,500	-	14,500	14,500	14,500
214 - Subdivisions - Land Purchase	48,000	26,274	48,000	-	48,000	48,000	48,000
215- Public Engagement	9,800	-	9,800	-	9,800	9,800	9,800
				-			
22 - ENVIRONMENTAL SERVICES	6,041,957	5,338,377	6,110,542	118,319	6,228,861	6,282,945	6,353,546
220 - Environmental Services Administration	1,968,615	1,638,718	1,799,529	39,060	1,838,589	1,846,123	1,885,134
221 - Water Supply	958,851	1,033,577	1,530,600	16,500	1,547,100	1,333,257	1,348,057
222 - Wastewater Collection & Disposal	1,066,209	830,238	662,511	100	662,611	668,411	668,411

MD of Greenview No. 16

2022 Operating Budget

		2021 Actuals as at March 29, 2022					
223 - Solid Waste Collection & Disposal	2,048,282	1,835,843	2,117,902	62,659	2,180,561	2,435,154	2,451,944
227 - Greenview Regional Waste Management				-			
23 - OPERATIONS	8,653,425	7,443,872	8,505,758	119,167	8,624,925	8,622,803	8,741,534
230 - Operations Administration	6,379,860	5,388,923	6,339,258	119,167	6,458,425	6,459,803	6,578,534
231 - Fleet & Shop Valleyview	975,000	963,963	945,500	-	945,500	942,000	942,000
232 - Operations Grovedale	87,150	79,135	47,000	-	47,000	47,000	47,000
234 - Street Lights	285,000	257,377	285,000	-	285,000	285,000	285,000
235 - Fleet & Shop Grovedale	393,250	331,172	383,000	-	383,000	383,000	383,000
237 - Operations - Grande Cache	256,165	212,299	226,000	29,000	255,000	224,000	224,000
236 - Fleet & Shop - Grande Cache	232,000	210,978	255,000	(29,000)	226,000	257,000	257,000
238 - Operations - DeBolt	45,000	25	25,000	-	25,000	25,000	25,000
24 - ROAD MAINTENANCE & SERVICES	22,205,605	21,141,827	22,573,075	(637,500)	21,935,575	21,043,588	20,506,888
240 - Road Maintenance & Inspection Administration	3,076,500	2,587,480	3,143,500	-	3,143,500	3,143,500	3,143,500
241 - Bridge Maintenance & Inspection	-	-		-	-		
242 - Brushing Program	356,500	326,752	354,250	-	354,250	354,250	354,250
243 - Mowing Program	48,500	37,208	48,500	-	48,500	50,500	52,500
245 - Graveling Program	9,642,355	9,144,397	8,450,075	-	8,450,075	7,453,150	7,351,950
246 - Road Services	1,772,000	1,673,794	2,391,500	(637,500)	1,754,000	1,804,000	1,854,000
247 - Pit Reclamation	10,000	7,782	10,000	-	10,000	10,000	10,000
248 - Forestry Trunk Road	7,299,750	7,364,416	8,175,250	-	8,175,250	8,228,188	7,740,688
25 - FACILITY MAINTENANCE	3,373,654	2,815,780	3,432,912	96,687	3,529,599	3,522,668	3,602,276
250 - Facility Maintenance Administration	2,752,629	2,116,911	2,750,462	96,687	2,847,149	2,819,449	2,884,863
251 - FCSS CRC Building Maintenance	33,000	32,579	33,000	-	33,000	33,825	34,670
252 - Grovedale Public Service Building	56,500	65,830	71,000	-	71,000	71,662	71,830
253 - DeBolt Public Service Building	56,500	80,065	71,500	-	71,500	71,662	71,830
254 - GC - Facilities Maintenance	427,900	467,349	433,000	-	433,000	447,658	458,732
255 - Valleyview Fire Hall Building Maintenance	7,500	16,648	10,000	-	10,000	10,250	10,505
256 - Valleyview Ambulance Building Maintenance	6,000	3,460	6,000	-	6,000	6,150	6,306
257 - Valleyview Vet Clinic - Building Maintenance	10,000	5,570	7,000	-	7,000	7,175	7,350
258 - Grovedale Maintenance Shop	21,450	22,615	47,950	-	47,950	51,700	52,976
259 - DeBolt Maintenance Shop	2,175	3,711	3,000	-	3,000	3,137	3,214
260 - FM Valleyview Medical Clinic	-	1,043	-	-	-	-	-
30 - COMMUNITY SERVICES	948,362	696,701	6,532,111	32,514	6,564,625	1,532,651	1,542,525

MD of Greenview No. 16

2022 Operating Budget

2021 Actuals as at March 29, 2022

300 - Community Services Administration	820,612	461,594	6,153,261	13,264	6,166,525	1,162,851	1,172,725
301 - Valleyview Medical Clinic	111,800	113,364	126,850	19,250	146,100	117,800	117,800
302 - Fox Creek Medical Clinic	12,000	12,000	-	-	-	-	-
305 - Other Buildings	1,450	90,462	-	-	-	-	-
306 - Airport Agreements	2,500	19,280	18,500	-	18,500	18,500	18,500
308 - Greenview Industrial Gateway	-	-	233,500	-	233,500	233,500	233,500
31 - ECONOMIC DEVELOPMENT	31,491,449	30,721,873	4,841,324	61,666	4,902,990	4,746,228	4,587,705
303 - Seniors Programs	49,000	49,930	49,000	-	49,000	49,000	49,000
311 - ECONOMIC DEVELOPMENT PROGRAM	2,524,449	2,026,515	1,664,663	15,666	1,680,329	1,567,927	1,558,219
321 - Economic Development Grants	26,115,000	26,520,390	1,580,000	-	1,580,000	1,580,000	1,580,000
323 - Multipurpose Facility/Recreation Board Grants	1,957,500	880,296	759,561	-	759,561	759,561	759,061
332 - Community Halls	142,500	143,984	142,500	-	142,500	142,500	142,500
333 - Museums	289,000	272,400	304,600	-	304,600	306,240	157,925
334 - Cemeteries	18,000	12,358	38,000	-	38,000	38,000	38,000
324 - Agricultural Societies	396,000	816,000	303,000	46,000	349,000	303,000	303,000
				-			
32 - COMMUNITY SERVICES GRANT PROGRAM	6,203,870	6,498,870	6,124,000	-	6,124,000	6,124,000	6,124,000
312 - Community Development Agreements	5,113,000	5,113,000	5,100,000	-	5,100,000	5,100,000	5,100,000
320 - Recreation Boards	1,090,870	1,385,870	1,024,000	-	1,024,000	1,024,000	1,024,000
				-			
33 - CULTURAL & HISTORICAL BUILDINGS	638,500	632,089	638,500	-	638,500	638,500	638,500
330 - Cultural & Historical Buildings	638,500	632,089	638,500	-	638,500	638,500	638,500
34/38 - RECREATION	7,651,948	5,367,748	7,606,678	45,253	7,651,931	7,637,754	7,739,686
340 - V V Recreation Administration	621,399	509,009	638,614	75,515	714,129	645,978	646,589
341 - GC Rec Community & Events				-			
342 - Recreation Facilities Operations	271,725	201,787	282,200	-	282,200	247,200	247,200
343 - Recreation and Tourism Partnerships	45,187	43,357	45,187	-	45,187	45,187	45,187
344 - GC Recreation - Pools	143,300	76,449	141,300	2,000	143,300	141,300	141,300
345 - GC - Campground	82,500	92,712	89,500	-	89,500	89,500	89,500
346 - GC - Recreation Admin	3,195,569	2,053,580	3,132,160	52,800	3,184,960	3,190,439	3,250,468
347 - GC - Arena & Curling Club	512,850	387,894	456,250	4,100	460,350	456,250	456,250
348 - GC - Programs	44,600	31,176	41,755	-	41,755	32,100	32,100
307 - Community Bus - Grande Cache	23,600	5,801	18,000	-	18,000	18,000	18,000
349 - GC Outdoor Recreation	61,030	216,136	77,500	-	77,500	50,500	50,500
380 - Greenview Regional Multiplex	2,650,188	1,749,849	2,684,212	(89,162)	2,595,050	2,721,300	2,762,592

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2022 Operating Budget

2021 Actuals as at March 29, 2022

35 - PROTECTIVE SERVICES	3,247,499	2,670,967	2,505,907	43,840	2,549,747	2,272,998	2,322,006
350 - Protective Services Administration	2,308,499	1,287,091	1,497,357	43,840	1,541,197	1,240,504	1,268,314
351 - Fire Protection Valleyview	135,000	167,455	147,000	-	147,000	154,222	161,071
352 - Fire Protection Grande Cache	225,500	197,271	242,400	-	242,400	247,400	251,400
353 - Fire Protection DeBolt	214,500	204,433	230,400	-	230,400	232,900	234,900
354 - Fire Protection Grovedale	224,000	240,950	239,900	-	239,900	243,900	247,400
355 - Disaster Services	40,000	424,608	28,350	-	28,350	28,850	28,850
356 - Ambulance Services	-	7,830	-	-	-	-	-
358 - Fire Protection Fox Creek	100,000	141,330	120,500	-	120,500	125,222	130,071
36 - FAMILY & COMMUNITY SERVICES	2,054,853	1,735,959	2,089,547	50,953	2,140,500	2,135,309	2,168,258
360 - FCSS Administration	1,665,133	1,447,842	1,688,847	32,953	1,721,800	1,724,609	1,757,558
361 - FCSS Board	43,000	19,021	43,000	-	43,000	43,000	43,000
362 - FCSS Programs	46,300	24,661	51,000	18,000	69,000	51,000	51,000
363 - Community Resource Centre	53,100	22,714	67,700	-	67,700	67,700	67,700
364 - Home Support	99,000	91,523	98,500	-	98,500	98,500	98,500
365 - Liaison Worker Program	45,000	45,000	45,000	-	45,000	45,000	45,000
366 - Grants to Individual Organizations	97,820	84,320	90,000	-	90,000	100,000	100,000
367 - Outreach Coordinator	-	-	-	-	-	-	-
369 - Support Coordinator Program	2,500	779	2,500	-	2,500	2,500	2,500
368 - Outreach Coordinator Program	3,000	99	3,000	-	3,000	3,000	3,000
37 - AGRICULTURAL SERVICES	2,619,128	1,969,970	2,582,504	57,612	2,640,116	2,617,937	2,662,919
370 - Agricultural Services Administration	1,656,088	1,218,559	1,566,804	29,912	1,596,716	1,589,892	1,608,851
371 - Agriculture Service Board	59,350	23,166	56,500	-	56,500	56,500	56,500
372 - AG Rental Program	45,150	29,260	52,100	2,500	54,600	46,100	46,100
373 - Vegetation Management	320,950	260,815	350,200	5,000	355,200	351,609	364,295
374 - Pest Control	119,640	86,063	103,500	-	103,500	104,441	105,412
375 - Extension and Outreach	200,800	152,212	211,100	-	211,100	209,186	208,486
376 - Veterinary Services	140,500	124,500	141,600	20,200	161,800	155,300	164,200
377 - Beautification	76,650	75,396	100,700	-	100,700	104,909	109,075
				-			
45 - COMMUNITY PEACE OFFICER PROGRAM	1,019,765	687,790	2,019,775	15,316	2,035,091	2,546,016	2,721,205
450 - Community Peace Officer Program	1,019,765	687,790	2,019,775	15,316	2,035,091	2,546,016	2,721,205
Total Expenses	174,073,629	163,211,030	157,770,137	4,840,298	162,610,435	150,056,548	149,988,637
Percent Increase					3%		

MD of Greenview No. 16

2022 Operating Budget

2021 Actuals as at March 29, 2022

11 - CAO SERVICES	-	66,124	-	-	-	-
35 - PROTECTIVE SERVICES		33,549				
51 - REVENUE FROM LOCAL TAXES	122,345,976	124,815,686	124,577,347	6,124,700	130,702,047	124,580,455
53 - SALE OF MUNICIPAL SERVICES	5,837,359	6,727,299	5,469,987	205,000	5,674,987	15,454,477
54 - REVENUE - OTHER	6,987,033	8,346,284	6,692,533	750,000	7,442,533	6,200,534
55 - CONDITIONAL GRANTS	3,511,068	3,149,340	2,511,068	-	2,511,068	1,511,068
55 - GRANTS AND SHARED FUNDING REVENUE	1,534,006	464,120	459,006	-	459,006	459,036
Total Revenues	140,215,442	143,602,402	139,709,941	7,079,700	146,789,641	148,205,570
Percent Increase					5%	
Net Total	(33,858,187)	(19,608,629)	(18,060,196)	(15,797,991)	(15,820,794)	(1,850,978)
	(16,993,565)					

UPDATED INTERIM 2022 5 YR CAPITAL PLAN	2021 Carryover	2022	2023	2024	2025	2026
INFORMATION SYSTEMS	-	\$655,000	\$70,000	-	\$115,000	\$25,000
HEALTH & SAFETY	-	\$58,000	-	\$50,000	-	-
ROADS CONSTRUCTION	\$4,719,949	\$9,140,949	\$22,423,900	\$16,203,700	\$9,685,000	\$3,000,000
BRIDGES	\$600,000	\$1,960,000	\$2,640,000	\$2,485,000	\$976,160	\$1,441,000
SURFACING & DRAINAGE	-	\$9,425,000	\$2,573,000	\$15,680,000	\$10,000,000	-
PLANNING & DEVELOPMENT	-	-	\$60,800	-	-	-
ENVIRONMENTAL SERVICES	-	\$95,000	\$358,265	\$163,920	-	\$416,165
WATER DISTRIBUTION	\$2,985,280	\$5,562,395	\$1,100,310	\$1,315,000	\$3,126,500	\$1,458,500
WASTEWATER	\$4,511,660	\$13,244,500	\$19,400,000	\$3,450,000	\$8,100,000	-
SOLID WASTE	\$99,030	\$649,000	\$2,435,000	\$5,919,585	\$400,000	-
OPERATIONS VEHICLES & EQUIPMENT	-	\$820,000	\$1,494,500	\$4,046,800	\$1,847,350	\$695,000
FACILITIES MAINTENANCE	\$535,200	\$1,188,200	\$5,551,100	\$504,500	\$298,800	-
COMMUNITY SERVICES	-	\$264,050	-	\$60,000	-	-
GREENVIEW INDUSTRIAL GATEWAY	-	\$7,699,000	-	-	-	-
ECONOMIC DEVELOPMENT	\$132,000	\$6,201,000	\$3,360,000	-	\$53,500	-
RECREATION SERVICES	\$590,257	\$2,974,757	\$2,671,000	\$2,362,717	\$173,000	-
PROTECTIVE SERVICES	-	\$92,000	\$1,050,000	\$1,270,000	\$1,490,000	\$100,000
FCSS	-	-	-	-	-	\$75,000
AGRICULTURAL SERVICES	\$13,500	\$233,200	\$267,840	\$478,800	\$839,400	\$53,000
BEAUTIFICATION	-	-	\$101,000	-	\$64,500	-
COMMUNITY PEACE OFFICER	-	\$216,000	\$300,000	-	-	-
TOTAL GREENVIEW EXPENDITURES	\$14,186,876	\$60,478,051	\$65,856,715	\$53,990,022	\$37,169,210	\$7,263,665

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
115 - Information Systems	IT22001	Host Server and SAN Cluster	-	120,000.00	-	-	-	-
115 - Information Systems	IT22004	Nutanix Server Upgrade	-	500,000.00	-	-	-	-
115 - Information Systems	IT22005	Desk Side Phone System	-	35,000.00	-	-	-	-
115 - Information Systems	IT23001	Disaster Recovery Server	-	-	70,000.00	-	-	-
115 - Information Systems	IT25001	Telephone Communication System Hardware Replacement	-	-	-	-	75,000.00	-
115 - Information Systems	IT25002	File and Data Backup Solution	-	-	-	-	40,000.00	-
115 - Information Systems	IT26001	Network Firewall Equipment Replacement	-	-	-	-	-	25,000.00
TOTAL INFORAMTION SYSTEMS			-	655,000.00	70,000.00	-	115,000.00	25,000.00
116 - Health & Safety	HS22001	Truck replacement A133	-	58,000.00	-	-	-	-
116 - Health & Safety	HS24001	Truck Replacement A242	-	-	-	50,000.00	-	-
TOTAL HEALTH & SAFETY			-	58,000.00	-	50,000.00	-	-

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
201 - Roads	RD18008	Range Road 64 (TWP 700 to TWP 694)	1,560,946.00	1,560,946.00	-	-	-	-
201 - Roads	RD20001	RR 205/210-8 Mile Road	-	350,000.00	3,000,000.00	-	-	-
201 - Roads	RD20008	TWP 692 - Grovedale Industry Road West of 666	1,000,000.00	1,000,000.00	-	-	-	-
201 - Roads	RD21001	FTR Phase 5	2,159,003.00	2,159,003.00	-	-	-	-
201 - Roads	RD22001	FTR Phase 6	-	733,000.00	7,540,000.00	-	-	-
201 - Roads	RD22002	Block Funding - Roads	-	2,000,000.00	-	-	-	-
201 - Roads	RD22003	Forestry Trunk Road Improvements	-	850,000.00	-	-	-	-
201 - Roads	RD22005	Township Road 722 (West of H:49 to Rge Rd 230)	-	238,000.00	3,400,000.00	-	-	-
201 - Roads	RD22006	RV Dumping Access	-	250,000.00	-	-	-	-
201 - Roads	RD23002	Block Funding - Roads	-	-	2,000,000.00	-	-	-
201 - Roads	RD23003	Forestry Trunk Road Improvements	-	-	1,000,000.00	-	-	-
201 - Roads	RD23004	FTR Phase 7	-	-	783,900.00	6,030,000.00	-	-
201 - Roads	RD23005	Twp. 692 and RR 225	-	-	450,000.00	4,950,000.00	-	-
201 - Roads	RD23006	Twp. 692 (GD Fish Pond -Hwy 40 to Main Hall Rd approx. 2kms)	-	-	250,000.00	1,500,000.00	-	-
201 - Roads	RD23007	Twp. 734 Hwy 736 west to Range Road 21	-	-	4,000,000.00	-	-	-
201 - Roads	RD24001	1/2 Ton Truck Replacement	-	-	-	60,700.00	-	-
201 - Roads	RD24002	Block Funding - Roads	-	-	-	2,000,000.00	-	-
201 - Roads	RD24003	Forestry Trunk Road Improvements	-	-	-	1,000,000.00	-	-
201 - Roads	RD24004	FTR Phase 8 KM 151.5-160	-	-	-	413,000.00	4,130,000.00	-
201 - Roads	RD24005	Twp. 690 Approx. 4kms	-	-	-	250,000.00	2,500,000.00	-
201 - Roads	RD25001	1/2 Ton Truck Replacement A155	-	-	-	-	55,000.00	-
201 - Roads	RD25002	Block Funding - Roads	-	-	-	-	2,000,000.00	-
201 - Roads	RD25003	Forestry Trunk Road Improvements	-	-	-	-	1,000,000.00	-
201 - Roads	RD26002	Block Funding - Roads	-	-	-	-	-	2,000,000.00
201 - Roads	RD26003	Forestry Trunk Road Improvements	-	-	-	-	-	1,000,000.00
TOTAL ROADS			4,719,949.00	9,140,949.00	22,423,900.00	16,203,700.00	9,685,000.00	3,000,000.00

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
202 - Bridges	BF72012	Sturgeon Creek Bridge	-	85,000.00	1,100,000.00	-	-	-
202 - Bridges	BF73703	Sturgeon Creek Bridge	-	-	-	-	11,160.00	1,116,000.00
202 - Bridges	BF75041	Asplund Creek	-	-	60,000.00	800,000.00	-	-
202 - Bridges	BF75250	DeBolt Creek	-	-	50,000.00	500,000.00	-	-
202 - Bridges	BF75355	Tributary to DeBolt Creek	-	-	-	-	-	-
202 - Bridges	BF76494	Tributary to Little Smoky River	-	-	35,000.00	300,000.00	-	-
202 - Bridges	BF76902	Tributary to Clouston Creek	-	390,000.00	-	-	-	-
202 - Bridges	BF77159	Asplund Creek	-	45,000.00	420,000.00	-	-	-
202 - Bridges	BF77244	Tributary to Sweathouse Creek	600,000.00	600,000.00	-	-	-	-
202 - Bridges	BF77259	Tributary to Sweathouse Creek	-	45,000.00	420,000.00	-	-	-
202 - Bridges	BF77441	Tributary to Smoky River	-	-	-	-	-	-
202 - Bridges	BF77976	Boulder Creek	-	750,000.00	-	-	-	-
202 - Bridges	BF78147	Tributary to Smoky River	-	45,000.00	470,000.00	-	-	-
202 - Bridges	BF79077	Tributary to Big Mountain Creek	-	-	-	35,000.00	350,000.00	-
202 - Bridges	BF79118	Tributary to Sturgeon Creek	-	-	50,000.00	500,000.00	-	-
202 - Bridges	BF79709	Tributary to Moose Creek	-	-	35,000.00	300,000.00	-	-
202 - Bridges	BF86025	Twp Rd 752 East of RR 260	-	-	-	-	35,000.00	325,000.00
202 - Bridges	BF86296	Twp 712 / RR 263 Intersection	-	-	-	50,000.00	580,000.00	-
TOTAL BRIDGES			600,000.00	1,960,000.00	2,640,000.00	2,485,000.00	976,160.00	1,441,000.00
203 - Surfacing (paving)	PV22001	Range Road 251 South	-	1,000,000.00	-	-	-	-
203 - Surfacing (paving)	PV22002	Twp 701A Overlay (SH 666 to Rge Rd 73)	-	3,200,000.00	-	-	-	-
203 - Surfacing (paving)	PV22003	Rge Rd 230 (South of Hwy 43 to Twp Rd 700)	-	3,920,000.00	-	-	-	-
203 - Surfacing (paving)	PV22004	Phase 6 Sidewalks and Driveways Grande Cache	-	845,000.00	-	-	-	-
203 - Surfacing (paving)	PV22005	I&P Facilities Paving	-	100,000.00	-	-	-	-
203 - Surfacing (paving)	PV23003	Hamlet Curb & Gutter	-	-	2,000,000.00	-	-	-
203 - Surfacing (paving)	PV24001	Range Road 73 to H666 (also RR73 to RR74)	-	-	-	810,000.00	-	-
203 - Surfacing (paving)	PV24002	Additional FTR Paving	-	-	-	10,000,000.00	-	-
203 - Surfacing (paving)	PV24003	Twp. Road 704 Overlay Hwy 49 to RR 230	-	-	-	2,500,000.00	-	-
203 - Surfacing (paving)	PV25001	Additional FTR Paving	-	-	-	-	10,000,000.00	-
204 - Drainage	DR22001	Wilson Drainage	-	360,000.00	573,000.00	-	-	-
204 - Drainage	DR24001	New Fish Creek Line 2	-	-	-	2,370,000.00	-	-
TOTAL SURFACING & DRAINAGE			-	9,425,000.00	2,573,000.00	15,680,000.00	10,000,000.00	-

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
211 - Planning & Development	PD23001	1/2 Ton Truck Replacement A164	-	-	60,800.00	-	-	-
TOTAL P & D			-	-	60,800.00	-	-	-
220 - Environmental Services	ES22001	GC Skid Steer & Attachments	-	95,000.00	-	-	-	-
220 - Environmental Services	ES23001	1/2 Ton Truck Replacement A161	-	-	52,038.00	-	-	-
220 - Environmental Services	ES23002	GC Loader & Attachments	-	-	306,227.00	-	-	-
220 - Environmental Services	ES24001	1/2 Ton Truck Replacement A203	-	-	-	54,640.00	-	-
220 - Environmental Services	ES24002	1/2 Ton Truck Replacement A207	-	-	-	54,640.00	-	-
220 - Environmental Services	ES24003	1/2 Ton Truck Replacement A260	-	-	-	54,640.00	-	-
220 - Environmental Services	ES26001	1/2 Ton Truck Replacement A108	-	-	-	-	-	66,216.00
220 - Environmental Services	ES26002	1/2 Ton Truck Replacement A115	-	-	-	-	-	66,216.00
220 - Environmental Services	ES26003	1 Ton Truck Replacement A194	-	-	-	-	-	85,085.00
220 - Environmental Services	ES26004	1/2 Ton Truck Replacement A248	-	-	-	-	-	66,216.00
220 - Environmental Services	ES26005	1/2 Ton Truck Replacement A250	-	-	-	-	-	66,216.00
220 - Environmental Services	ES26006	1/2 Ton Truck Replacement A272	-	-	-	-	-	66,216.00
TOTAL ES			-	95,000.00	358,265.00	163,920.00	-	416,165.00
221 - Water Supply	WD15002	Grovedale Water Treatment Plant Upgrade	2,445,005.00	2,445,005.00	-	-	-	-
221 - Water Supply	WD16004	Landry Heights Water Distribution System	120,000.00	100,000.00	20,000.00	-	-	-
221 - Water Supply	WD17002	SCADA Upgrades - WTP & WP	25,000.00	100,000.00	100,000.00	-	-	-
221 - Water Supply	WD17009	Grovedale Water Distribution System	120,000.00	120,000.00	-	-	-	-
221 - Water Supply	WD19003	Grande Cache Raw Waterline Intake Upgrade	110,000.00	110,000.00	-	-	-	-
221 - Water Supply	WD19004	Grande Cache Water Treatment Plant	62,575.00	1,330,000.00	-	-	-	-
221 - Water Supply	WD20005	Valleyview Rural Waterline Extension	-	-	500,000.00	-	-	-
221 - Water Supply	WD21001	Sunset House Water	102,700.00	150,000.00	-	-	-	-
221 - Water Supply	WD22002	SCADA Upgrades - WTP & WP	-	100,000.00	-	-	-	-
221 - Water Supply	WD22004	Grande Cache Master plan	-	607,390.00	260,310.00	-	-	-
221 - Water Supply	WD23001	Grande Cache SCADA	-	-	20,000.00	-	-	-
221 - Water Supply	WD23004	Demolition of Old Raw Water Pumphouse	-	-	200,000.00	-	-	-
221 - Water Supply	WD24001	Sturgeon Heights Water Treatment Plant	-	-	-	815,000.00	3,126,500.00	1,458,500.00
221 - Water Supply	WP24001	Sandy Bay Water Point Upgrade	-	-	-	500,000.00	-	-
TOTAL WATER DISTRIBUTION			2,985,280.00	5,562,395.00	1,100,310.00	1,315,000.00	3,126,500.00	1,458,500.00

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
222 - Wastewater Collections	WW17001	Grovedale Collection System	25,000.00	25,000.00	-	-	-	-
222 - Wastewater Collections	WW17002	Grovedale Evaporative Lagoon Decommissioning	-	700,000.00	2,250,000.00	-	-	-
222 - Wastewater Collections	WW19001	Grovedale Floating Liner	79,400.00	100,000.00	-	-	-	-
222 - Wastewater Collections	WW19002	Grande Cache Sewage Treatment Plant	4,399,950.00	10,500,000.00	10,500,000.00	3,150,000.00	-	-
222 - Wastewater Collections	WW20005	DeBolt Lift Station Forcemain Upgrades	-	1,544,500.00	-	-	-	-
222 - Wastewater Collections	WW21001	Ridgevalley Lagoon Expansion	7,310.00	250,000.00	6,150,000.00	-	-	-
222 - Wastewater Collections	WW22001	SCADA - Lift Stations Remote Operations	-	100,000.00	-	-	-	-
222 - Wastewater Collections	WW22004	Shoring purchase	-	25,000.00	-	-	-	-
222 - Wastewater Collections	WW23001	SRS Station Sturgeon Heights Lagoon	-	-	500,000.00	-	-	-
222 - Wastewater Collections	WW24001	Sturgeon Heights Lagoon Expansion	-	-	-	300,000.00	8,100,000.00	-
TOTAL WASTE WATER			4,511,660.00	13,244,500.00	19,400,000.00	3,450,000.00	8,100,000.00	-
223 - Solid Waste	SW19004	Grande Cache Landfill & Recycling Land Purchase	52,840.00	65,000.00	-	-	-	-
223 - Solid Waste	SW20001	GC Transfer Station Development	46,190.00	100,000.00	1,769,900.00	4,919,585.00	-	-
223 - Solid Waste	SW22001	Roll off bin replacement	-	40,000.00	-	-	-	-
223 - Solid Waste	SW22002	GC Bin Replacement	-	10,000.00	-	-	-	-
223 - Solid Waste	SW22003	West Yellowhead Regional Management Authority	-	300,000.00	-	-	-	-
223 - Solid Waste	SW22004	ADDITION - GC Landfill Groundwater Monitoring Well	-	134,000.00	-	-	-	-
223 - Solid Waste	SW23001	GC Compactor Replacement	-	-	665,100.00	-	-	-
223 - Solid Waste	SW24001	Roll off bins	-	-	-	100,000.00	-	-
223 - Solid Waste	SW24002	GC Landfill Equipment Storage	-	-	-	650,000.00	-	-
223 - Solid Waste	SW24003	Hook Bin Truck Replacement A201	-	-	-	250,000.00	-	-
223 - Solid Waste	SW25001	GC Garbage Truck Replacement A246	-	-	-	-	400,000.00	-
TOTAL SOLID WASTE			99,030.00	649,000.00	2,435,000.00	5,919,585.00	400,000.00	-

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
230 - Operations	OP22001	Street Sweeper GC	-	365,000.00	-	-	-	-
230 - Operations	OP22002	Skidsteer Lease Buyout - GC SKID10	-	30,000.00	-	-	-	-
230 - Operations	OP22003	Loader Replacement - Valleyview	-	375,000.00	-	-	-	-
230 - Operations	OP22005	Trench Roller	-	50,000.00	-	-	-	-
230 - Operations	OP22006	Insurance Truck	-	-	-	-	-	-
230 - Operations	OP23001	F 550 Superduty XLT Truck replace A137 GD	-	-	94,200.00	-	-	-
230 - Operations	OP23002	1 Ton Crew cab Replaces A 162 GC	-	-	80,200.00	-	-	-
230 - Operations	OP23003	Suburban Replacement GC A 112	-	-	75,000.00	-	-	-
230 - Operations	OP23004	1/2 Ton Truck Replacement GC A237	-	-	55,400.00	-	-	-
230 - Operations	OP23005	Tractor 6140R Replacement T27	-	-	213,675.00	-	-	-
230 - Operations	OP23006	Tractor 6140R Replacement T26	-	-	213,675.00	-	-	-
230 - Operations	OP23007	Grader Replacement G35 VV	-	-	579,250.00	-	-	-
230 - Operations	OP23008	1/2 Ton Truck replacement GC A231	-	-	55,400.00	-	-	-
230 - Operations	OP23009	1/2 Ton crew cab 4x4 Replaces 156 GC	-	-	60,800.00	-	-	-
230 - Operations	OP23010	3/4 Ton truck replacement A 214 GD	-	-	66,900.00	-	-	-
230 - Operations	OP24001	3/4 Ton Truck Replacement A 187 VV	-	-	-	70,100.00	-	-
230 - Operations	OP24002	3/4 Ton Truck Replacement A190 GD	-	-	-	70,100.00	-	-
230 - Operations	OP24003	1 Ton Flat Deck Dually Truck Replacement A 186 VV	-	-	-	84,100.00	-	-
230 - Operations	OP24004	3/4 Ton Extended Cab Truck Replacement A 188 VV	-	-	-	70,100.00	-	-
230 - Operations	OP24005	1/2 Ton truck Replacement A157 VV	-	-	-	55,400.00	-	-
230 - Operations	OP24006	550, Extended Cab, 4 x 4 Service Truck A103 GD	-	-	-	167,500.00	-	-
230 - Operations	OP24007	Plow Truck Replacement A 135 GD	-	-	-	357,500.00	-	-
230 - Operations	OP24008	Picker Truck Replacement A141 GD	-	-	-	324,500.00	-	-
230 - Operations	OP24009	17' Pony Pup Trailer VV TRL3	-	-	-	67,000.00	-	-
230 - Operations	OP24010	Tractor 2014 6140R Replacement T25	-	-	-	194,250.00	-	-
230 - Operations	OP24011	Tractor 2014 6140R Replacement T24	-	-	-	194,250.00	-	-
230 - Operations	OP24012	Grader Replacement VV	-	-	-	579,250.00	-	-
230 - Operations	OP24013	Grader Replacement VV	-	-	-	579,250.00	-	-
230 - Operations	OP24014	17' Pony Pup Trailer replace TRL12 VV	-	-	-	75,000.00	-	-
230 - Operations	OP24015	Grader Replacement GD	-	-	-	579,250.00	-	-
230 - Operations	OP24016	Grader Replacement VV	-	-	-	579,250.00	-	-
230 - Operations	OP25001	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	-	-	-	-	70,400.00	-
230 - Operations	OP25002	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	-	-	-	-	70,400.00	-
230 - Operations	OP25003	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	-	-	-	-	70,400.00	-
230 - Operations	OP25004	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	-	-	-	-	70,400.00	-
230 - Operations	OP25005	Plow Truck Replacement A150 VV	-	-	-	-	353,000.00	-
230 - Operations	OP25006	3/4 Ton, Crew Cab, 4 x 4, Pick Up Truck	-	-	-	-	70,400.00	-
230 - Operations	OP25007	3/4 Ton Pick Up Truck A171 GD	-	-	-	-	66,900.00	-
230 - Operations	OP25008	3/4 Ton, Crew Cab, 4 x 4 Pick Up Truck A 175 GD	-	-	-	-	63,800.00	-
230 - Operations	OP25009	Plow Truck Replacement A 150 VV	-	-	-	-	357,500.00	-
230 - Operations	OP25010	Backhoe Replacement L10 DB	-	-	-	-	200,000.00	-
230 - Operations	OP25011	Plow Truck Replacement A159 GD	-	-	-	-	347,750.00	-
230 - Operations	OP25012	Pressure Washer	-	-	-	-	53,200.00	-
230 - Operations	OP25013	Pressure Washer	-	-	-	-	53,200.00	-
230 - Operations	OP26002	Backhoe Replacement L 12 GD	-	-	-	-	-	200,000.00
230 - Operations	OP26004	Backhoe Replacement L11 VV	-	-	-	-	-	200,000.00
230 - Operations	OP26005	Picker Truck Replacement A123 VV	-	-	-	-	-	295,000.00
TOTAL OPERATIONS			-	820,000.00	1,494,500.00	4,046,800.00	1,847,350.00	695,000.00

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
250 - Facility Maintenance	FM20013	DeBolt PSB Addition	435,000.00	435,000.00	-	-	-	-
250 - Facility Maintenance	FM21001	Used Scissor Lift for Valleyview	18,000.00	18,000.00	-	-	-	-
250 - Facility Maintenance	FM21008	Security Improvement 5 Year Plan	82,200.00	242,200.00	160,000.00	160,000.00	160,000.00	-
250 - Facility Maintenance	FM22001	Skid Steer Broom Replacement	-	12,000.00	-	-	-	-
250 - Facility Maintenance	FM22002	Tractor Replacement T21	-	38,000.00	-	-	-	-
250 - Facility Maintenance	FM22003	CO & N2O Monitoring Equipment MD Shops	-	60,000.00	-	-	-	-
250 - Facility Maintenance	FM22004	Zero Turn Replacement	-	10,000.00	-	-	-	-
250 - Facility Maintenance	FM22005	Sunset House Community Hall Roof	-	65,000.00	-	-	-	-
250 - Facility Maintenance	FM22006	Upgrade and standardize all the community Fire Station Pump	-	20,000.00	-	-	-	-
250 - Facility Maintenance	FM22007	Renovations to FM/Enviro Building	-	40,000.00	40,000.00	40,000.00	-	-
250 - Facility Maintenance	FM22008	New Operations Shop in Grande Cache	-	50,000.00	5,250,000.00	-	-	-
250 - Facility Maintenance	FM22009	GRM Emergency Generator	-	175,000.00	-	-	-	-
250 - Facility Maintenance	FM22011	Hotsy I&P Shop	-	23,000.00	-	-	-	-
250 - Facility Maintenance	FM23001	Tractor Replacement	-	-	28,000.00	-	-	-
250 - Facility Maintenance	FM23002	1 Ton Truck Replacement A149	-	-	73,100.00	-	-	-
250 - Facility Maintenance	FM24001	Ford F550 Replacement F20	-	-	-	94,200.00	-	-
250 - Facility Maintenance	FM24002	3/4 Ton Truck Replacement A172	-	-	-	60,800.00	-	-
250 - Facility Maintenance	FM24003	3/4 Ton Truck Replacement A177	-	-	-	60,800.00	-	-
250 - Facility Maintenance	FM24004	1/2 Ton Truck Replacement A196	-	-	-	60,700.00	-	-
250 - Facility Maintenance	FM24005	Tractor Replacement T23	-	-	-	28,000.00	-	-
250 - Facility Maintenance	FM25002	3/4 Ton Truck Replacement A148	-	-	-	-	57,900.00	-
250 - Facility Maintenance	FM25003	3/4 Ton Truck Replacement A147	-	-	-	-	57,900.00	-
250 - Facility Maintenance	FM25004	DeBolt Water Treatment Plant - Pavement	-	-	-	-	23,000.00	-
TOTAL FACILITIES MAINTENANCE			535,200.00	1,188,200.00	5,551,100.00	504,500.00	298,800.00	-

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
300 - Community Services	CP22003	Fibre Optics Installation MOTION 22.03.125	-	9,050.00	-	-	-	-
300 - Community Services	CP22004	VV Hangar & Runway	-	255,000.00	-	-	-	-
300 - Community Services	CP24001	Airport Terminal Demolition (Grande Cache)	-	-	-	60,000.00	-	-
TOTAL COMMUNITY SERVICES			-	264,050.00	-	60,000.00	-	-
300 - Community Services	GI22001	Greenview Industrial Gateway - Legal Fees	-	200,000.00	-	-	-	-
300 - Community Services	GI22002	Greenview Industrial Gateway - Professional Planner	-	175,000.00	-	-	-	-
300 - Community Services	GI22003	GIG Professional Services - Engineering	-	1,724,000.00	-	-	-	-
300 - Community Services	GI22004	Greenview Industrial Gateway - Road	-	3,100,000.00	-	-	-	-
300 - Community Services	GI22005	Greenview Industrial Gateway - Land Purchase	-	2,500,000.00	-	-	-	-
TOTAL GREENVIEW INDUSTRIAL GATEWAY			-	7,699,000.00	-	-	-	-
311 - Economic Development	ED21001	Greenview Electric Car Charging Stations	60,000.00	60,000.00	-	-	-	-
311 - Economic Development	ED21002	Tourism Centre Exhibits & Interactive Features	72,000.00	72,000.00	-	-	-	-
311 - Economic Development	ED22001	Fiber Optics	-	6,000,000.00	3,000,000.00	-	-	-
311 - Economic Development	ED22002	Replacement Vehicle- SUV	-	42,000.00	-	-	-	-
311 - Economic Development	ED22003	Bird's Eye Park Gazebo - Historical Monument	-	7,000.00	-	-	-	-
311 - Economic Development	ED22004	Mural Roofs and Lighting at Bird's Eye Park	-	20,000.00	-	-	-	-
311 - Economic Development	ED23001	Highway 40 Billboard Purchase & Installation	-	-	360,000.00	-	-	-
311 - Economic Development	ED25001	Replacement Vehicle- SUV	-	-	-	-	53,500.00	-
TOTAL ECONOMIC DEVELOPMENT			132,000.00	6,201,000.00	3,360,000.00	-	53,500.00	-

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
340 - Recreation	RE19007	Grande Cache Ball Diamond Upgrades	-	105,000.00	-	-	-	-
340 - Recreation	RE19008	Grande Cache Municipal Campground	-	25,000.00	-	-	-	-
340 - Recreation	RE20002	Curling Rink Retaining Wall	35,575.00	35,575.00	-	-	-	-
340 - Recreation	RE21002	Little Smoky Recreation Area	116,782.00	116,782.00	-	-	-	-
340 - Recreation	RE21007	Community Facility	191,575.00	2,041,575.00	-	-	-	-
340 - Recreation	RE21008	Heat & Power Generation System	246,325.00	246,325.00	-	-	-	-
340 - Recreation	RE22002	Johnson Park	-	150,000.00	-	-	-	-
340 - Recreation	RE22003	Victor Lake Recreation Enhancements	-	50,000.00	-	-	-	-
340 - Recreation	RE22004	Fitness Equipment GRM	-	35,000.00	-	-	-	-
340 - Recreation	RE22005	GRM Sound Baffles	-	50,000.00	-	-	-	-
340 - Recreation	RE22006	Fitness Centre Equipment Enhancement	-	25,000.00	-	-	-	-
340 - Recreation	RE22007	Event Stage	-	10,000.00	-	-	-	-
340 - Recreation	RE22008	Shuttler Flats	-	75,000.00	75,000.00	-	-	-
340 - Recreation	RE22009	Skid Steer Blade	-	4,500.00	-	-	-	-
340 - Recreation	RE22010	Camera	-	5,000.00	-	-	-	-
340 - Recreation	RE23001	Grande Cache Municipal Campground	-	-	350,000.00	-	-	-
340 - Recreation	RE23002	Recreation Centre Arena	-	-	1,000,000.00	-	-	-
340 - Recreation	RE23004	Pick Up Truck Replacement - 163	-	-	58,000.00	-	-	-
340 - Recreation	RE23006	3/4 Ton Truck Replacement - A167	-	-	58,000.00	-	-	-
340 - Recreation	RE23007	Grovedale Community Walking Trails	-	-	100,000.00	375,000.00	-	-
340 - Recreation	RE23008	1/2 Ton Truck Replacement (A143)	-	-	50,000.00	-	-	-
340 - Recreation	RE23009	1/2 Ton Truck Replacement A142	-	-	50,000.00	-	-	-
340 - Recreation	RE23010	GRM Generator	-	-	150,000.00	-	-	-
340 - Recreation	RE23011	River Floats	-	-	50,000.00	250,000.00	-	-
340 - Recreation	RE23012	Moody's Crossing Rec Area	-	-	600,000.00	-	-	-
340 - Recreation	RE24001	Pick Up Truck Replacement (A160)	-	-	-	50,000.00	-	-
340 - Recreation	RE24002	Recreation Centre Ammonia Compressors	-	-	-	400,000.00	-	-
340 - Recreation	RE24003	Central Park	-	-	-	216,417.00	-	-
340 - Recreation	RE24004	Arena Dressing Room Revitalization	-	-	-	971,300.00	-	-
340 - Recreation	RE24005	1/2 Ton Truck Replacement A241 GC	-	-	-	50,000.00	-	-
340 - Recreation	RE24007	1/2 Ton Truck Replacement A240	-	-	-	50,000.00	-	-
340 - Recreation	RE24009	Zamboni Replacement	-	-	130,000.00	-	-	-
340 - Recreation	RE25001	Stern Park	-	-	-	-	85,000.00	-
340 - Recreation	RE25002	Hamel Park	-	-	-	-	88,000.00	-
TOTAL RECREATION			590,257.00	2,974,757.00	2,671,000.00	2,362,717.00	173,000.00	-

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
350 - Protective Services	PS21003	GC Fire Training Center	-	-	-	-	-	-
350 - Protective Services	PS22001	New UTV	-	50,000.00	-	-	-	-
350 - Protective Services	PS22002	Kenwood Radios	-	42,000.00	-	-	-	-
350 - Protective Services	PS23001	Rescue Truck Replacement (F27) DeBolt	-	-	1,050,000.00	-	-	-
350 - Protective Services	PS24001	Replacement Squad (F63) - Grande Cache	-	-	-	95,000.00	-	-
350 - Protective Services	PS24002	UTV Replacement (F24)	-	-	-	50,000.00	-	-
350 - Protective Services	PS24003	1 Ton Truck Replacement (F51)	-	-	-	75,000.00	-	-
350 - Protective Services	PS24004	Rescue Truck Replacement (F28)	-	-	-	1,050,000.00	-	-
350 - Protective Services	PS25001	Bush Truck	-	-	-	-	275,000.00	-
350 - Protective Services	PS25002	Rescue Boat Replacement (F30)	-	-	-	-	100,000.00	-
350 - Protective Services	PS25004	1/2 Ton Truck Replacement (A165)	-	-	-	-	65,000.00	-
350 - Protective Services	PS25005	Pumper/Rescue Truck Replacement (F33)	-	-	-	-	1,050,000.00	-
350 - Protective Services	PS26004	Fire Tender Apparatus (Grovedale New unit)	-	-	-	-	-	100,000.00
TOTAL PROTECTIVE SERVICES			-	92,000.00	1,050,000.00	1,270,000.00	1,490,000.00	100,000.00
360 - FCSS	FC26001	SUV Explorer VV Unit A178 Replacement	-	-	-	-	-	75,000.00
TOTAL FCSS			-	-	-	-	-	75,000.00

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
370 - Agricultural Services	AG21001	3 Pt Hitch reclamation Seeder (new)	13,500.00	13,500.00	-	-	-	-
370 - Agricultural Services	AG22001	Grain Vacuum Replacement (ASB0008)	-	36,500.00	-	-	-	-
370 - Agricultural Services	AG22002	Skid Mount Sprayer	-	10,000.00	-	-	-	-
370 - Agricultural Services	AG22003	Heavy Disc 14 Ft. DISC1 (replacement)	-	39,800.00	-	-	-	-
370 - Agricultural Services	AG22004	Skid Mount Sprayer - Grovedale	-	10,000.00	-	-	-	-
370 - Agricultural Services	AG22005	Fertilizer Spreader New	-	40,900.00	-	-	-	-
370 - Agricultural Services	AG22006	1/2 Ton Truck Replacement A109	-	57,500.00	-	-	-	-
370 - Agricultural Services	AG22007	Tree Planter/Transplanter	-	10,000.00	-	-	-	-
370 - Agricultural Services	AG22008	Plastic Mulch Applicator	-	15,000.00	-	-	-	-
370 - Agricultural Services	AG23001	UTV Side by Side Replacement (UTV01)	-	-	43,500.00	-	-	-
370 - Agricultural Services	AG23002	UTV Spray system replacement	-	-	10,000.00	-	-	-
370 - Agricultural Services	AG23003	2 Ton Medium Duty Deck Truck Replacement (A138)	-	-	90,000.00	-	-	-
370 - Agricultural Services	AG23004	Spray System Replacement (A138)	-	-	30,000.00	-	-	-
370 - Agricultural Services	AG23005	Sprayer 500 gal Boomless Replacement (ASB0016)	-	-	32,000.00	-	-	-
370 - Agricultural Services	AG23006	Sprayer 500 gal Replacement (ASB0015)	-	-	32,000.00	-	-	-
370 - Agricultural Services	AG23007	Panel Trailer Replacement (TRL6)	-	-	17,340.00	-	-	-
370 - Agricultural Services	AG23008	Cattle Squeeze Replacement (SQUE3099)	-	-	13,000.00	-	-	-
370 - Agricultural Services	AG24001	Medium Duty Deck Truck 5 Ton Replacement (A158)	-	-	-	145,000.00	-	-
370 - Agricultural Services	AG24002	Quad ATV Replacement (Q6)	-	-	-	14,000.00	-	-
370 - Agricultural Services	AG24003	Pick-up Truck Replacement (A151)	-	-	-	57,900.00	-	-
370 - Agricultural Services	AG24004	Pick-up Truck Replacement (A144)	-	-	-	57,900.00	-	-
370 - Agricultural Services	AG24005	Heavy Harrow 50 ft Replacement (HARR3114)	-	-	-	60,000.00	-	-
370 - Agricultural Services	AG24006	Earth Mover Replacement (SOIL3100)	-	-	-	40,000.00	-	-
370 - Agricultural Services	AG24007	Earth Mover Replacement (SOIL3101)	-	-	-	40,000.00	-	-
370 - Agricultural Services	AG24009	Post Pounder Replacement ASB0018	-	-	-	17,000.00	-	-
370 - Agricultural Services	AG24010	Water Tank Trailer Replacement (TRL8)	-	-	-	12,000.00	-	-
370 - Agricultural Services	AG24011	Bale Picker	-	-	-	35,000.00	-	-
370 - Agricultural Services	AG25001	Tractor and Loader Replacement (T28)	-	-	-	-	85,000.00	-
370 - Agricultural Services	AG25002	Quad ATV Replacement (Q9)	-	-	-	-	15,000.00	-
370 - Agricultural Services	AG25003	3 Point Hitch Covered Boom Sprayer Replacement (AG0001)	-	-	-	-	18,000.00	-
370 - Agricultural Services	AG25004	1/2 Ton Truck Replacement (A170)	-	-	-	-	55,000.00	-
370 - Agricultural Services	AG25005	One Ton Truck Replacement (A169)	-	-	-	-	66,800.00	-
370 - Agricultural Services	AG25006	Spray System Chemical Injection Replacement (A158)	-	-	-	-	55,000.00	-
370 - Agricultural Services	AG25007	Tractor and Loader Replacement (T29)	-	-	-	-	150,000.00	-
370 - Agricultural Services	AG25008	Land Roller Replacement (ASB0005)	-	-	-	-	40,000.00	-
370 - Agricultural Services	AG25009	Heavy Disk 14 ft. Replacement (ASB0001)	-	-	-	-	45,000.00	-
370 - Agricultural Services	AG25010	Water Tank Trailer Replacement (TRL18)	-	-	-	-	12,000.00	-
370 - Agricultural Services	AG25011	Barbecue Replacement (TRL19)	-	-	-	-	50,000.00	-
370 - Agricultural Services	AG25012	Loading Chute Replacement ASB0017	-	-	-	-	10,000.00	-
370 - Agricultural Services	AG25013	Post Pounder Replacement ASB0024	-	-	-	-	17,000.00	-
370 - Agricultural Services	AG25014	Post Pounder Replacement ASB0023	-	-	-	-	17,000.00	-
370 - Agricultural Services	AG25015	Field Sprayer 500 Gal (ASB0004)	-	-	-	-	32,000.00	-
370 - Agricultural Services	AG25016	Bale Hauler Replacement (ASB0012)	-	-	-	-	50,000.00	-
370 - Agricultural Services	AG25017	3/4 Ton Truck Replacement (A166)	-	-	-	-	60,800.00	-
370 - Agricultural Services	AG25018	3/4 Ton Truck Replacement (A168)	-	-	-	-	60,800.00	-
370 - Agricultural Services	AG26001	Land Roller Replacement ROLL001	-	-	-	-	-	40,000.00
370 - Agricultural Services	AG26002	Cattle Squeeze Replacement (SQUE3098)	-	-	-	-	-	13,000.00
TOTAL AGRICULTURE SERVICES			13,500.00	233,200.00	267,840.00	478,800.00	839,400.00	53,000.00

Department	Project Number	Project Title	2021 Carryover	2022	2023	2024	2025	2026
370 - Agricultural Services	BT23001	Wide Area Mower T84 (replacement)	-	-	77,000.00	-	-	-
370 - Agricultural Services	BT23002	Landscape Material Storage	-	-	24,000.00	-	-	-
370 - Agricultural Services	BT25001	Front Deck Mower and cab T78 (replacement)	-	-	-	-	58,000.00	-
370 - Agricultural Services	BT25002	48 inch riding mower T85 (replacement)	-	-	-	-	6,500.00	-
TOTAL BEAUTIFICATION			-	-	101,000.00	-	64,500.00	-
450 - Community Peace Officer Program	PO22001	2022 Chevrolet Tahoe PPV	-	120,000.00	-	-	-	-
450 - Community Peace Officer Program	PO22002	New Side by Side Grande Cache	-	37,500.00	-	-	-	-
450 - Community Peace Officer Program	PO22003	New Side by Side - Grovedale	-	37,500.00	-	-	-	-
450 - Community Peace Officer Program	PO22004	New Snow Machine	-	21,000.00	-	-	-	-
450 - Community Peace Officer Program	PO23001	SPV SUV - CPO Program	-	-	75,000.00	-	-	-
450 - Community Peace Officer Program	PO23002	SPV SUV - CPO Program	-	-	75,000.00	-	-	-
450 - Community Peace Officer Program	PO23003	SPV SUV - CPO Program	-	-	75,000.00	-	-	-
450 - Community Peace Officer Program	PO23004	SPV SUV - CPO Program	-	-	75,000.00	-	-	-
TOTAL PEACE OFFICER PROGRAM			-	216,000.00	300,000.00	-	-	-



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: CAO Services

Submitted by: Stacey Wabick, CAO

Date: 3/31/2022

Chief Administration Officer, Stacey Wabick

March was a busy month. Spring break-up began which always creates a buzz as staff deals with runoff and the excitement of preparing for the busy spring and summer seasons. While all this was happening, the final budget was reviewed, and some minor adjustments were made. At the same time, final touches were being put on the new Greenview Strategic Plan. This is a Council driven document, and they will have one more look at it, then it will be available to public. Public availability is anticipated in the coming month.

Aside from these two major tasks, CAO Services had mixed bag of other activities on the go during the month. Internally, positive communication workshops were held, and the information has been summarized, the first ever Greenview University for staff was held where Administration is heightening opportunities to learn from each other and 360 reviews for Greenview Managers have begun. These are all very important tools to assist the organization in moving forward not only internally but will ultimately have positive affects for the public that we serve.

The Rural Municipalities of Alberta spring convention was attended and was a very positive experience. Gathering with like organizations, sharing thoughts and ideas provides wonderful opportunities to reflect on how Greenview goes about its business and potential areas for change or improvement. This years' spring convention did not disappoint.

CAO Services has also been busy filling up Committee of the Whole meetings with delegates, organizing the attendance for an upcoming Federation of Canadian Municipalities conference, filling vacant positions, discussion on potential funding applications with neighboring municipalities for infrastructure projects and engaged a lobbyist organization to review potential benefits they may be able to provide in forwarding the goals of the municipality and region.

Perhaps one of the most anticipated tasks in the month of March was the Greenview Industrial Gateway (GIG) open house held in Grovedale. Area residents and business were provided an overview and update on the GIG and of course also able to ask questions. In addition to this, the Director for the GIG has also been busy formalizing the land purchase of this area and has begun to reach out to companies who have a stated interest on the land such as pipelines and related infrastructure.

Spring seems to be finally arriving and Administration is looking forward to hitting the ground running with all of the projects slated in 2022.



Manager's Report

Function: CAO Services

Submitted by: Stacey Sevilla, Manager Communications & Marketing

Date: 3/31/2022

Communications Highlights

The communications department continues to produce regular external communications for ratepayers, stakeholders and the general public. The Comms department also works closely in collaboration with all other departments to create, launch and promote new services and programs etc.

Please note that the list below is a highlight of Communications department activities, but not exhaustive.

Projects completed or underway:

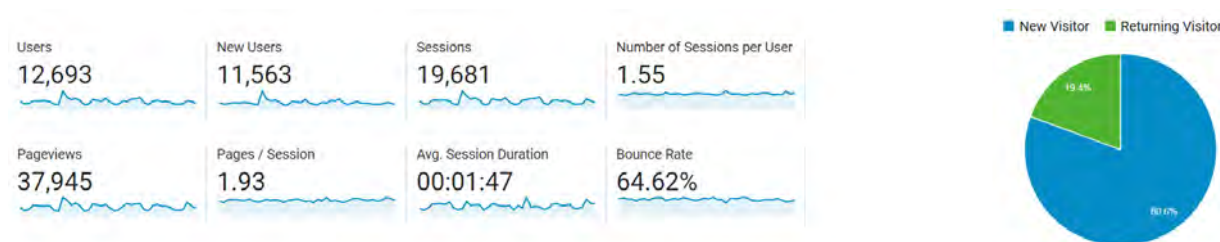
- Developed a “Train the trainer” session for Greenview University – Workshop Warrior 101
- Working collaboratively with City of Grande Prairie, County of Grande Prairie communications managers, and Grande Prairie Chamber executives to plan and deliver the 2nd annual State of the Region hybrid lunch public engagement event coming up on April 22, 2022
- The redesigned and expanded Greenview Visitor Guide – has been a huge undertaking and is almost completed. The publication will be distributed and promoted across the province and at upcoming conventions
- Working with Legislative Services to create an effective Corporate Communications Policy, and amendments to our existing Advertising Policy
- Organizing and coordinating upcoming GIG public engagement open house event for Grande Cache. The Grovedale event went well
- From feedback received after the Grovedale GIG event, a small card with the GIG Business Directory QR code is being printed for Council and the GIG Executive Director to provide to Greenview businesses, along with a one page flyer
- Developing a “Weed Awareness” campaign in collaboration with Agricultural Services – getting a custom video produced. We have received approval and license to use “She ain’t pretty, she just looks that way” jingle in the video and advertising courtesy of the Northern Pikes. Agriculture Services trucks are now also sporting custom wrapped tailgates for weed and pest awareness – designed by the Communications department

- Collaborated with Agriculture Services and launched the Shelter Belt Tree Program – the response to advertising on social media and the website was overwhelming and resulted in a rush of seedling orders. Roughly 50% inventory remaining after only the first week.
- Coordinating with GIG Executive Director to have a tri-fold GIG brochure printed for marketing purposes and use at the Energy Convention as a brochure seat drop. This service was included with Greenview Industrial Gateway's sponsorship of the event.
- Worked with GRM and GC Rec teams to create posters, social posts, and programming handouts for March-April, and ran coordinated advertising campaigns on web and social media channels
- Design and layout is almost complete for new Grande Cache Area Trails & Adventure Map and tourism pocket maps to be printed for tourism distribution
- Designed numerous tourism advertisements for travel and tourism magazines and publications to market and promote Greenview tourism opportunities
- Community Newsletter template draft has been started and will be mailed out to all ratepayers at the end of April.
- Editing and proofing assistance for various Health and Safety documents is ongoing

Digital presence statistics

Website (March 2022)

Greenview's website has seen 42,794 pageviews on the website through March. The Greenview website has gained 1,167 new website users from February. Website access from mobile devices remains slightly lower than national average, at about 44% of users but it was interesting to note that this month 59% of website users were from a desktop or laptop computer.



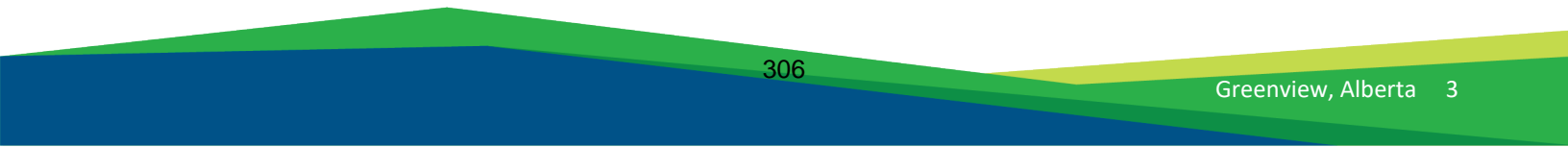
Facebook (March 2022)



Efforts to grow our Twitter, and Instagram presence continues. Twitter followers as of February 25, 2021, = 1,822. Instagram followers as of February 25, 2021, = 560.

Greenview APP (March 2022)

The app was used approximately 374 times from March 1-24, with users accessing the "Notifications" section the most often as push notifications are sent out for Council Meetings, etc. Approx 836 Users to date.





MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: Community Services

Submitted by: Michelle Honeyman, Director

Date: 4/12/2022

Administration has been investigating the procedure required for changing the Seniors Housing Management Body boundaries and will provide a report to Council.

The Greenview Industrial Gateway Water Application Request for Proposal has closed, an evaluation and a proposal recommendation will be submitted for Council's consideration.

Greenview staff along with the applicable recreation operators and a certified refrigeration inspector have completed a walkthrough inspection of the ice plant at the Grovedale arena. An evaluation report will result with recommendations for the ice plant unit.

The Community Services Coordinator facilitated a networking session for all Greenview Community Hall Boards on Tuesday March 15th at the DeBolt Public Service Building from 6:00 pm to 8:00 pm. The hall board members in attendance were Little Smoky, DeBolt, Sunset House, Grovedale and Goodwin. This session provided an opportunity for the hall board members to network and discuss a variety of topics including upcoming projects, challenges, successes, and Greenview's support. The feedback survey results included the following:

- 100% would be interested in attending a future networking session with other non-profit organizations in their communities.
- Two out of three stated their relationship with Greenview is excellent and one out of three stated the relationship is very good.

In collaboration with the Communications department, the Community Services Coordinator advertised for the 2022 Greenview Community Grants on the website, social media, electronic signs and community boards, the grant deadline is April 15, 2022.

Agricultural Services Manager, Sheila Kaus

Agricultural Services has been busy proceeding with the rental equipment purchases and accepting delivery of the new equipment. The Grain Vac was received early in March and is now available for rent. The Heavy Disk and Fertilizer Spreader are expected in April.

The department is working with Lac Ste Anne County and Administration has sourced an Alberta vendor for the plastic mulch applicator and transplanter. The implements have been ordered with an expected delivery date of late April, early May.

Interviews for the Landcare Coordinator have concluded with Greenview's offer being accepted. The new Landcare Coordinator will start on May 9th and comes to Greenview with a double major diploma from Olds College in Land Reclamation and Environmental Stewardship & Rural Land Use Planning. Interviews have concluded, and an offer has been accepted for the Beautification Supervisor temporary full time position. The candidate comes to Greenview with previous department experience and an extensive business background. Interviews for seasonal staff were completed on March 18th. The Problem Wildlife Assistant position has been filled by an experienced trapper who will start on April 4th in anticipation of an early spring thaw. One summer employment position remains to be filled and the Agricultural Services department will have the summer crew in place.

Work is underway to revamp the GIS field data collection processes for the department to improve efficiency and transfer of information. Administration is excited to finalize the process and to present the new data collection method and streamline processes to the summer staff.

Administration has been finalizing spring workshops and outreach for Greenview residents. The last week of April there will be a Tree Care and Pruning Workshop for Grande Cache and Valleyview/DeBolt. In partnership with Lesser Slave Watershed Council, there will be an Invasive Species workshop at the Triangle Hall on April 28th. Administration is working to schedule a workshop at the Little Smoky Community Hall to promote the Tall Buttercup and Burdock weed incentive program, advising on best practices for calculating chemical rates and calibration of equipment. A workshop regarding choosing land for future horticultural businesses will take place on March 31st and Administration is working with Green View FCSS to deliver a "Tough Enough to Talk About It" workshop on mental health for Greenview producers. A herbicide demonstration site has been finalized with a local landowner along Highway 43. The chemical companies will provide signage for each specific chemical, and implementation of the demonstration site will happen between the end of May and June 15th, 2022.

With the changes to agricultural plastics recycling, Administration has received the bags that producers must use to package pesticide jugs and is working with Environmental Services to explore other possible solutions to deal with netwrap, silage wrap, and grain bags. A productive meeting was held on March 15th with CleanFarms to discuss the potential of moving forward with an Agricultural Plastics Recycling program. The program could be in place before 2023, once approved, with the current labour costs captured within the 2022 Agricultural Services budget. Administration will update as more details are finalized.

Administration is working on a weed awareness campaign utilizing the "Play, Clean & Go" initiative. The department intends to approach Alberta Environment and Parks regarding installing signage, boot brush station, and providing hand-held boot brushes for the hooves of horses in the Willmore Wilderness Area.

Discussions with Alberta Environment and Parks regarding joint control of some weed infestations within the area will occur soon.

Administration facilitated a meeting of the Valleyview Seed Cleaning Plant Co-op Board with hopes of addressing the vacant building and steps to dispose of the property.

Rental Equipment stands at 27 rental days for 2022.

Thus far in 2022, 11 wolves were submitted for incentive, totalling \$3,300, and 4 beavers have been submitted for incentive, totalling \$120—total hunting incentive payments for 2022 stand at \$3,420.

Problem Wildlife Work Orders, 2022

File Status	Beaver-MD	Beaver-Ratepayer	Customer Service	Predation	TOTAL
In Queue					
Open	1	2	0	1	4
Closed	0	0	3	2	5
TOTALS	1	2	3	3	9

The Problem Wildlife Officer has been developing the Problem Wildlife Assistant job description, interviews and preparation for onboarding. In addition to looking after equipment maintenance, he has also been working with road supervisors on procedures and planning regarding beaver damage mitigation.

VSI Quarterly Reports and Service Breakdown - 2022

	# Services	2022	2021	2020	+/- (%)
Total 1st Quarter			\$19,269.77	\$21,172.35	-8.99%
Total 2nd Quarter			\$33,953.33	\$36,569.40	-7.15%
Total 3rd Quarter			\$ 8,382.80	\$ 8,342.09	+0.50%
Total 4th Quarter			\$40,995.55	\$34,228.60	+19.8%
2022 Claims			\$102,601.45	\$100,312.44	+2.3%

Family and Community Support Services Manager, Lisa Hannaford

Green View FCSS was successful in their application to be a scaling site for the WiseGuyz Training Institute. WiseGuyz is an evidence-informed participatory program designed to promote healthy relationships and prevent adolescent dating violence. The program provides a safe space for participants to reflect on the impacts of harmful gender stereotypes and build essential relationship skills. These skills aim to promote healthy sexuality and relationship development while decreasing attitudes related to homophobia and gender-based violence. Four members of the team attended a 5-day training session in Calgary from March 21-25 and planning a potential roll-out of the program in Grande Cache this fall.

Administration is collaborating with Grande Yellowhead Public School Division, Grande Cache Municipal Library, Mountain Metis Youth Connections, and Grande Cache Recreation Centre on development of a summer program

calendar. The same group had identified a comprehensive spring break (March 24 – April 3) lineup of programs, and it was determined that offering a Kids Conference typically scheduled for Spring Break, would disrupt the scheduled activities planned by the other groups. Administration recommends not hosting a Kids Conference in 2022.

The Community Volunteer Income Tax Program is currently underway and is offered free of charge to all who meet the eligibility criteria. To be eligible, individuals must have a modest income and a simple tax situation. In general, a tax situation is simple if an individual has no income or if their income comes from the following sources: employment, pension benefits such as Canada Pension Plan, Old Age Security, Disability Pension, Workers Compensation, employment insurance, or social assistance. The CVITP program does not do returns for self employed, people with farm income, those with over \$1000 in interest income, or people in a bankruptcy process.

In our area the average cost of filing a tax return that would be eligible for the CVITP is \$130, a person with no income to file being about \$90.00 and a person with donations and medical expenses being \$180 or more. This may not seem like a big expense for someone earning a living, but many of the clientele that use this service must choose between getting their taxes done or buying groceries for that week. Our service has clientele that fit into one of these three categories:

Seniors, one third of the clientele fit here. The senior's that utilize our program rely heavily on financial supplements and have an income of less than \$22,000.00 per year. These are often the people that have additional slips like donations and medical expenses that make getting their returns done by a tax preparer expensive.

Struggling Families, often a single parent with multiple T4's due to working several part-time jobs to get by, and often with education expenses. Additional family members and multiple T-slips increase the cost of getting a return completed.

Low Income clientele have the simplest returns to complete but have an income level of less than \$10,000 per year. They are the most dependent on programs and services that require tax returns be completed. They are also the most vulnerable people that we see, often having past returns done incorrectly or not at all. Offering the Community Volunteer Income Tax program in the FCSS office is significant as often clients come in looking for income assistance, only to find out that their tax returns must be done to even apply. If residents are here because they cannot afford prescriptions, they would not be able to afford to get their tax return done, and their prescription assistance application would be useless. Typically, returns are completed on the spot and processing is not delayed.

Over the years we have seen examples in which this program made significant changes to people's lives:

E.G #1 The senior with poor mental and physical health needed 5 years of returns completed so she could get financial supplements that enabled her to move into an appropriate care facility.

E.G #2 The disabled man that could not keep up his maintenance payments for his children, and lost his driver's license to maintenance enforcement. His physical and mental health was at rock bottom when he came into the FCSS Resource Centre, and assistance was provided to make an AISH application and receive the Disability Tax Credit. When we completed 10 years of returns with the proper tax credits applied, maintenance enforcement received enough money to pay off his \$20,000 debt and give that to his family.

E.G #3 A low-income earner with a physical handicap who works several part-time jobs. In the process of completing his return we noted that he may qualify for a disability tax credit. He did qualify and since he had

been working with his handicap for numerous years, when we went back and applied that credit to his past filings, he received a large enough return to pay off debt and make a significant improvement to his home.

The Community Volunteer Income Tax program is accomplishing more than saving people the cost of filing a tax return. It is about ensuring that our seniors, struggling families and marginalized community members are getting the benefits to which they are entitled.

Administration is partnering with the Family Resource Network from Fox Creek by providing office space for the Home Visitation worker in the Green View FCSS Community Resource Center. This partnership will be advantageous for all involved and will provide a local space for families to access Family Resource Network services.

Volunteer appreciation dinners are scheduled for Valleyview on April 21 @ the Memorial Hall, and April 20 in Grovedale at the community hall. Volunteers are also being recognized with a small gift in Grande Cache through nominations from the community. The data collected this year will be used to determine the viability of hosting a future Volunteer Appreciation Dinner in Grande Cache in 2023.

Administration will be touring the Nose Creek Community on April 26, the intention of this tour is to engage with community members, create awareness of programs and services, and identify any needs community members may wish to express.

Regional Fire Chief, Wayne Brown

Administration:

Regional Fire Chief received notification from Safety Codes Council that the submitted self-audit of Greenview's fire code program has been accepted and approved for 2021.

On March 31, 2022, the Regional Fire Chief is meeting with the Grande Prairie Fire Chief and his Fire Marshal to discuss the Tri-Partnership Training Center and fire code related topics.

Regional Fire Chief is preparing an amended draft policy for the Volunteer Firefighter Appreciation Program that will update the current policy.

Tri-Partnership Fire Training facility: A draft Memorandum of Understanding (MOU) has been prepared between the County of Grande Prairie, the City of Grande Prairie and the MD of Greenview fire services for the general responsibilities and formation of the Joint Dunes Training Center Committee. This document has been sent to legal for a review. Review to be completed by mid-April.

Regional Deputy Chief has received the Request for Proposal (RFP) for the "Build and Installation of the Joint Fire Training Center". He will be reviewing; RFP will close end of April

Regional Fire Chief is drafting a bylaw that will allow the volunteer firefighters to use a flashing green light in their personal vehicles when mustering to the fire station. This bylaw will be compliant with all applicable legislation.

Regional Fire Chief is currently planning a trip with FCSS Manager Hannaford to the Nose Creek settlement on April 26, 2022, for an informational gathering visit and a "meet and greet".

Fire Smart presentation has been offered by Grande Prairie – AG & Forestry. The department is working on a presentation at a future Committee of the Whole Meeting.

The position of Temporary – Regional Deputy Chief for STN 33 Grande Cache has closed. Interviews will be going forward on the week of April 4, 2022.

Fire Stations update:

Station 31 DeBolt responded to 11 incidents, of the 11 incidents, 10 were Medical Co-Responses and 1 structure fire.

Station 32 Grovedale responded to 18 incidents, of the 18 incidents, 5 were motor vehicle collisions, 1 Fire call, and 12 medical co-response calls.

Station 33 Grande Cache responded to 24 incidents, of the 24 incidents, 3 were motor vehicle collisions, 4 Fire calls, 14 medical co-response calls, 1 body recovery, and 2 citizen assist calls.

Training:

Station 31 – DeBolt has 9 firefighters enrolled in the NFPA 1072 Hazmat Awareness and Operations on April 9 & 10.

Station 32 – Grovedale had 11 members successfully complete Advanced First Aid Training, this was an 80-hour course and was funded by local industry.

Station 32 is looking at having STARS out on April 12th at 19:00 for a landing zone presentation, and they are also looking at having training and landing the H145 helicopter between April 29th to May 6th.

2 firefighters successfully completed the NFPA 1002 Driver Maintenance course

1 firefighter successfully completed NFPA 1001 level 1

1 firefighter participated in the NFPA 1072 Hazmat Awareness and Operations hosted by Hinton Fire Department.

Community Outreach:

Station 32 – Grovedale

Station 32 has booked a fire extinguisher training day with Penson school. Kindergarten - Grade Eight will participate, the Communications department has been engaged.

Sergeant, George Ferraby

Administration

Enforcement Services newest member CPO Francisco Gutierrez started on March 14th. He spent his 1st week in Grande Cache for orientation and is now being trained in Grovedale. He will be working throughout Greenview with the current officers for the first few weeks to get to know the area. His appointment is expected to be completed by the end of May 2022. He only needs 3 additional courses to be fully trained. The courses are expected to take place in May.

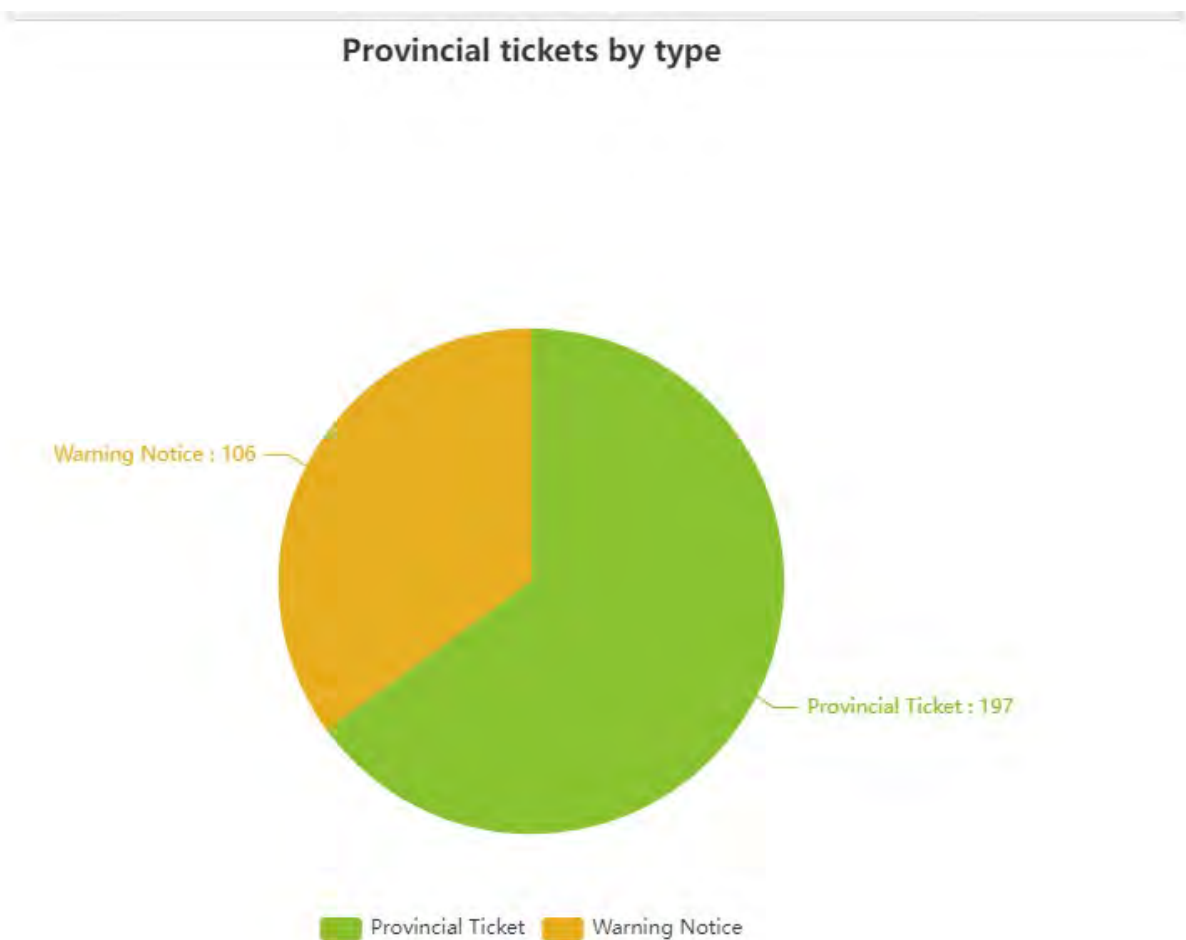
Enforcement Services is working with communications in developing a Positive Ticketing Program. The tickets are being printed, and the program should be up and running by the end of April.

On March 22nd, the Provincial Administration Penalties Act was cancelled. Enforcement Services is prepared to move forward as they have been using an e-ticketing system for several months now.

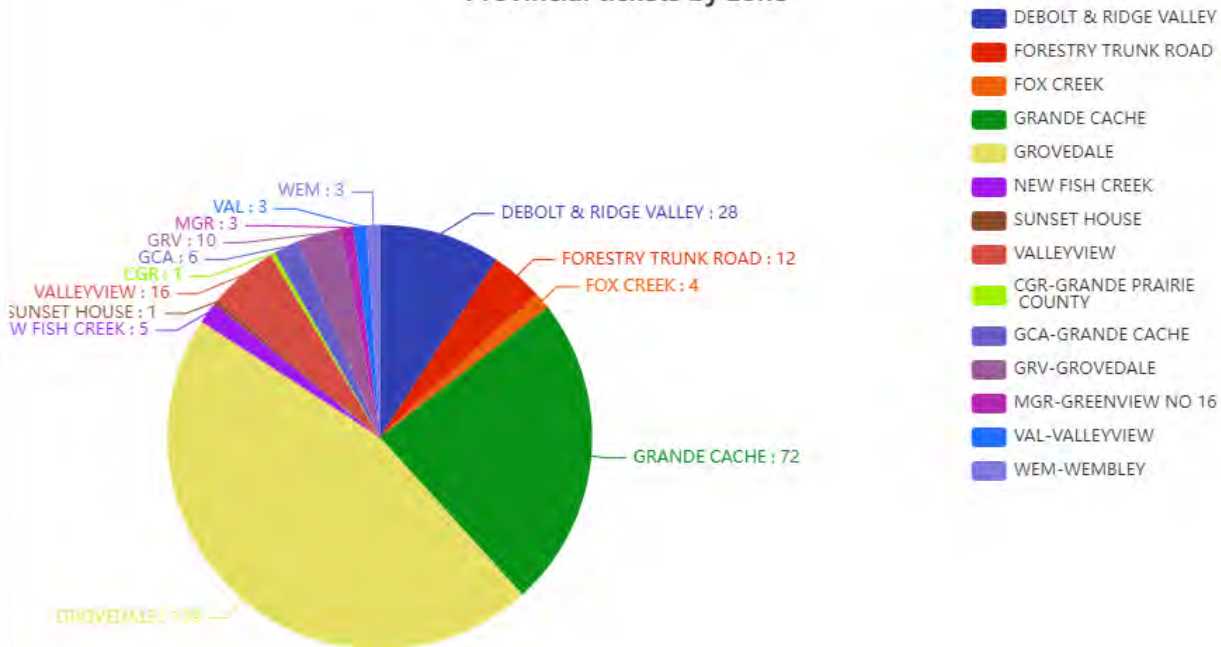
The new patrol vehicle has been delayed due to current supply chain issues. The last update received indicated that the vehicle was being built on April 4th, which means that it will arrive in May to coincide with the Officer's appointment.

Enforcement Services fielded 85 calls for service and issued 204 violation tickets, and 106 warnings for the Period of Feb 24 to Mar 30.

Stats:



Provincial tickets by zone



Count of Reports Completed Total:92 | 100.0%



List of Categories

OCCURRENCE REPORT	85 92.4%
VIOLATION TICKET	7 7.6%

Recreation Services Manager, Kevin Gramm

Recreation Administration:

Administration has completed a draft agreement and provided it to the contact from Nose Creek regarding the maintenance of Shuttler Flats. A follow-up meeting will be held to discuss the contract and finalize all details.

Administration has posted the following request for proposals and request for quotations to the Alberta Purchasing Connection

- RFQ for the Little Smoky Day Use area outhouses,
- RFP for the Kakwa Trail Corridor, and
- RFQ for the Johnson Park playground.

Administration is continuing to make great strides with the planning of the Grande Cache Events Centre Community Hall. Regular scheduled meetings with GEC Architecture has wrapped up the potential design for the space and outlying areas as well as preliminary cost estimates. Further meetings will occur to refine the plans, adjust costs and prepare to bring to Greenview Council in an upcoming regular scheduled meeting.

Administrative leads will be meeting with ATCO Electric and contractor project leads to do a review walkthrough of the combined heat and power (CHP) installation and inspection. As identified by project leads, the project is almost complete and will now move into the start up and commission phase of the project. Administration will prepare to report on the start up process and project review at a later date on the Greenview Council schedule.

Administration has chosen not to remove the arena ice surface in Grande Cache until a later date this spring. The Grande Cache arena hosted several games and events throughout the month of March. The ice removal will commence on Monday, April 25, 2022, after the user groups season, which was extended this year due to the late start with the ice plant project upgrade delays.

Administration met with the Grande Cache Healthier Together Committee for community detail review and potential planning partnership and collaboration. The committee is working with a funded study that was completed on healthy initiatives and healthy opportunities within the Hamlet of Grande Cache. This study will be available in an upcoming report to Council at a future date.

Administration has been working to create a Grande Cache Recreation Board, following Council's by-law approval to align with Greenview's board development procedures in the coming months. Future board terms of reference and charter will be developed along with advertising for members at large within the Hamlet of Grande Cache.

Administration continues to research community granting opportunities for the Recreation Services Department. One opportunity that Administration has applied for is the Community Champions grant for bear smart containment bins. The application is currently in the review stages and Administration is hopeful we will receive this funding.

Administration has been working with the Communications Department on the Greenview Regional Multiplex (GRM) website content. We have scheduled to add a section to display the party packages and special event packages now available. Communications has also assisted with updating our corporate membership application forms and the Put a Family in the Plex promotion. Engagement of our local businesses is scheduled for mid April to promote both corporate memberships and the promotion.

Administration has composed a Volunteer Program to present to the GRM Advisory Board. It is with great hopes that this program will have the ability to eliminate barriers for participants unable to attend recreational programs by way of offering volunteer run programs at a discounted price offering.

Administration has secured a vendor to operate the concession for the upcoming Badminton Tourney hosted by Hillside School on April 26th. With COVID-19 restrictions currently eliminated and the facility quickly becoming very active again, plans to secure a permanent vendor will commence soon.

Administration has plans to acknowledge National Walking Day, April 6th, with a promotion on the Walking Track. Moberly the Moose will visit for photo opportunities with our young patrons and hand out coloring books. Also being acknowledged in April will be World Leisure Day on April 16th. Patrons will be invited to participate by sharing their leisure activities with us via our social media platform for a chance to win a 10 Punch Pass.

Shuttler Flats Provincial Recreation Area is now available for 2022 bookings through campreservations.ca. Several bookings have already been placed. Preliminary assessments are being conducted on several Provincial Recreation Area's as well as the Grande Cache Campground as departments prepare for the summer camping and facility use season, which is just around the corner. As in previous years, Administration is targeting May 1, 2022 as the online reservation opening date.

Vandalism continues to be a concern on outdoor recreation sites. All vandalism is being tracked and reported, and when appropriate Community Peace Officers (CPOs) have assisted. Most recently, signs at Johnson Park were spray-painted on, damaging both the sign and the kiosk.

Outdoor recreation staff has been working on furnishings such as firewood huts and horseshoe pits throughout the winter. These will be installed on sites as soon as the weather permits access to sites.

The following updates have been received from the Province on lease renewals:

- REC 00002 – Power Pond: Field level assessment complete, awaiting review in Edmonton.
- REC 780012 – Grande Cache Golf Course: Field level assessment complete, awaiting review in Edmonton.
- REC 850022 – Grande Cache Lake: Field level assessment complete, awaiting review in Edmonton.
- REC 850036 – Fireman's Pit: At the field level assessment level. Delays occurring due to overlapping boundaries with the adjacent gravel lease. Once this is corrected in Edmonton, the field assessment can be completed.

Greenview Regional Multiplex (GRM)

Attendance: February 24th – March 24th – 2021/2022

Category	Memberships Purchased - 2021	Memberships Purchased - 2022	Day Passes Purchased - 2021	Day Passes Purchased - 2022	Average Daily Use - 2021	Average Daily Use - 2022
Family	5	27	53	190	3	36
Senior	2	13	17	23	3	11
Super Senior	FREE	FREE	FREE	FREE	2	10
Adult	31	145	284	728	13	54
Youth	4	23	21	239	1.5	12
Child	1	23	77	529	1	6

*Feb.16th, 2021, reopened from COVID closure.

Fitness & Programming

Programs and Attendance Stats - March 2022

Program	Participant Registration	Duration
Pink Laces	12	Feb 22-March 22
Empathy & Play	14	March 4-25
Hoopsters Basketball	20	March 7-21
Learn2Play Basketball	7	March 9-23
PD Day Camp	13	March 10
Babysitting Course	16	March 11
St. Patty's Day	12	March 17
Dodgeball	6	March 24
Youth nights	8	March-April

Minimum Required Attendance: 6 participants

Outdoor Survival Camps have been booked as follows:

Johnson Park: July 5th – July 7th

Grovedale Fishpond: July 19th – 21st

Grande Cache Lake: Aug 23rd - 25th

A third-party facilitator will run the camps with assistance from both Recreation and FCSS staff.

Outdoor Recreation is collaborating with FCSS to run a camp in DeBolt from August 16th – 18th. This camp will not be outdoor survival based.



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, 9:00a.m.-11:00a.m.

Participants of Hoopsters Basketball were very excited to receive a visit from Moberly the Moose last week. Moberly arrived, gave hugs, high fives, shot a few baskets and handed out coloring books.

The Fitness Programmer position has been filled at the GRM. Our new Fitness Programmer will be focused on offering the two group fitness formats that are included with membership. Bodyworks and Stretch class will commence during the first week of April. The Fitness Programmer also has plans to work with our youth patrons in the Fitness Centre providing the Fitness Centre Orientations, ensuring that youth are aware of all Fitness

Centre Guidelines. This will provide all users a better experience when utilizing the Fitness Centre.

Administration is pleased to report that the Lifeguard in Training program is going very well. We have two candidates participating in the program. This program available to candidates will assist with bridging the succession planning gaps that are existing due to the COVID-19 pandemic.

Dim Swim (T/T 8:00-9:00pm): We typically see approximately 8-10 people during the 8pm-9pm swim times, since introducing dim swim for the 18+ age group, we have seen 20-30 people during this swim time.

Senior/Parent & Tot Swim (M/W/F – 9:00-10:00am): February average 13-15 people; March average has increased to 16-25 people.

Weekend Swims: Patrons arrive early to attend public swims. We consistently reach 70 people or greater for the 2pm-6pm time slots and an average of 50 people for the 6-8pm swim times. We are happy to report that wait times have been significantly reduced due to scheduling changes during our weekend swim time offerings.

Evening Swims: An increase of after school swims from 3-4pm going to upwards of 30 people, and some evenings up to 60 people. On average, we have 25 people for the 3pm-8pm swim time.

Program	Participant Registration	Duration
Water Works	21	Tues/Thurs – Mar. 3rd-31st, 10:00-11:00am

Grande Cache Recreation Centre (GCRC)

Attendance February 24th – March 24th 2021/2022

Category	Memberships Purchased - 2021	Memberships Purchased - 2022	Day Passes Purchased - 2021	Day Passes Purchased - 2022	Average Daily Use - 2021	Average Daily Use - 2022
Family	2	13	82	99	3	4
Senior	4	10	3	14	1	1
SuperSenior	FREE	FREE	FREE	FREE	1	1
Adult	24	100	135	415	5	17
Youth	2	12	42	343	1.5	12

PROGRAM	ATTENDANCE	CLASSES PER MONTH
Tails & Trails	3	4
Hydropower	35	8
Stretch	4	4
Thursday Morning Muscle Wake Up	11	5
Thursday Hike at Noon	22	5
Energy Refresher	12	5
Aqua Fitness	170	13

Swim at Lunch	11	5
Indoor Walk/Cycle	2	6

Aquatic fitness
Outdoor fitness
Land fitness

Program	Days Offered	Attendance
Mini Beach House	Feb. 22	5
Tie Dye Beach Towel	Feb. 23	9
DIY Beach Soaps	Feb. 24	10
All about Animals Day 1	Mar. 1	6
Swimtastic Wednesday	Mar. 2	11
Surprise Outdoor Adventure Day 1	Mar. 3	7
All About Animals Day	Mar. 8	11
Swimtastic Wednesday	Mar. 9	15
Surprise Outdoor Adventure Day 2	Mar. 10	8
All About Animals Day 3	Mar. 15	8
Swimtastic Wednesday	Mar. 16	13
Surprise Outdoor Adventure Day 3	Mar. 17	7
All About Animals Day 4	Mar. 22	9
Hike With Munroe – School Program	Mar. 22	25
Swimtastic Wednesday	Mar. 23	13
Spring Hike Day 1 – Spring Break Programs	Mar. 24	4
Swimming Day 1 – Spring Break Programs	Mar. 24	15
Spring Hike Day 2 – Spring Break Programs	Mar. 25	5
Swimming Day 2 – Spring Break Programs	Mar. 25	13

Grande Cache Community Bus

Destinations	2022 Total monthly ridership (People that rode the bus)	# Of Days offered (2022)
Grande Prairie	5	5
Hinton	7	5
Grande Cache	27	5
Private Bookings	0	0



Manager's Report

Department: Infrastructure & Planning

Submitted by: Roger Autio, Director Infrastructure & Planning

Date: 4/12/2022

Manager, Construction & Engineering, Leah Thompson

- Investigating areas for the RV dumping station is in progress to come to Council for their recommendation
- Range Road 64 Construction has been posted on APC, located west of the Grovedale public service building, recommendation to April 12th Council
- Township Road 694 Industrial construction is located west of Grovedale engineering has been posted on APC, recommendation to April 12th Council
- Range Road 251 overlay engineering west of Valleyview located south of Hwy 43 has been posted on APC, recommendation to April 12th Council.
- Residents located at SW 1-70-20 W5M and NW 36-69-20 W5M Bridge File 77244) will not sell land required, although have provided temporary workspace for the construction. Administration will adjust to proceed with the little space we have, not ideal but the project will proceed in 2022. DLO application is in progress.
- Drainage ditch brushing and burning has occurred at Little Smoky Drainage, DeBolt Creek Drainage, and the Wilson Drainage
- Township Road 694 is brushed and ready for construction
- Range Road 64 brushing and burning is being finalized and will be completed by April 3rd.
- Attended landowner meeting in Ridgevalley regarding the water that is crossing from the arena into the landowner's property
- Ridgevalley area survey plan is in review and administration will engage in a water management plan in this area.
- Discussion with Alberta Transportation regarding BF 73970 on Highway 747, preliminary engineering will be completed by the end of March 2022 on their end. At that time, administration will receive the findings and a discussion on mutually beneficial solutions will be scheduled.

Manager, Operation, Josh Friesen

- Maintenance Grading quotes received, bringing results to Council for award

- Flood point mapping is being compiled on GIS for 2022
- Road Bans implemented
- Entering Road Bond Agreements for 2022.

Operations East

- Snow removed from Ridgevalley ditches to avoid flooding. Culverts have been dug out in The Narrows, Cozy Cove, and Sandy Bay.
- 25,000t gravel stockpiling from Glacier Rock pit to the Hunke pit has been completed.
- 50,000t gravel stockpiling from Athabasca Pit to the Little Smoky Pit has been completed.
- Gravel stockpiling is underway from the Athabasca Pit to the Valleyview stockpile.
- Four (4) stop signs replaced at TWP RD 712/RGE RD 263, TWP RD 694/RGE RD 211, TWP RD 700/RGE RD 222 and TWP RD 681/RGE RD 225. One (1) MAX 50 sign replaced West of Ridgevalley on TWP RD 713. One (1) 80 KM sign replaced West of Ridge Valley on TWP RD 712.
- Crews have been steaming/opening numerous culverts where water accumulation is present.
- Three roads were temporarily closed due to washouts pending repair - TWP RD 720 West of RGE RD 223, intersection of TWP RD 701/RGE RD 221 and intersection of TWP RD 702/RGE RD 225. All locations were reopened within days of closure.

Operations Central

- Crews have been working on culvert maintenance and addressing flooding issues
- Ditches were dug out and culverts opened at HWY 736 & TWP RD 734, Creeks Crossing, KM 76 on the Forestry Trunk Road, Moody's Crossing, various rural locations, and within the Hamlet of DeBolt to facilitate drainage.
- 50,000t gravel stockpiling from Timber Pro/Murtron Gravel Pit to Lignite Stockpile at Km 27 on the Forestry Trunk Road is now complete.

Operations West

- Greenview crews responded to 1 Ledcor plowing request to maintain HWY 666
- Patched potholes on the Bald Mountain Tower Road
- Greenview crews/day labourers have been steaming/opening culverts where high flow and water accumulation was present

Operations South

- Crews have been snowplowing, sanding, salting & removing snow in the Hamlet of Grande Cache and on the Forestry Trunk Road.
- Contract dozers were used to remove heavily drifted snow at KM 158 on the Forestry Trunk Road.
- Opened all low-lying catch basins in the Hamlet of Grande Cache.
- Burned a large brush pile at Fireman's Pit.
- Repaired a water dig (brought it to road surface level with the gravel) at the Grande Cache Hotel.
- Replaced 4 center median sign, 1 no parking sign and installed 1 stop sign.
- Assisted Environmental Services with 1 hydrant repair and 1 curb stop valve repair.

Fleet Services

- Unit T32 (John Deere Tractor) hydraulic valve bank replaced

- Unit T27 (John Deere Tractor) engine rear seal replaced

Road Requests Received - 119	Operations East	Operations West	Operations Central	Operations South
Beaver Dam / Plugged Culverts	9		1	1
Brushing				
Culverts	9	2	4	
Driveway Snowplowing	8	4	2	
Community Halls, Cemeteries, Arenas, etc.				
Snow & Ice	7	2	1	3
Ditching & Drainage				
Spring Thaw Drainage	28	11	5	1
Gravel Request	1			
Safety Concerns	1	1		
Signs	6			7
Road Conditions	4	2		
TOTAL	72	22	13	6

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	38
Grovedale Shop	19
Valleyview Shop	93
TOTAL	150

RoaData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Services
TOTALS	55	401	23	1
RoaData-Municipal Loads	Single Trip Loads		Multiple Legal Trip Loads	
TOTALS	505		9	
Grand Total-Approval Requests/Municipal Loads	994			

New Road Use Agreements	6
Total Road Use Agreements	856

Log Haul Route Requests

Received	Approved with Conditions	Rejected
2	2	0

Manager, Environmental Services, Doug Brown

Water

- Found cross connection issue on Valleyview rural line meter inspection and resident have immediately corrected it.
- Grovedale Water Treatment Plant contractor is recoating vertical turbine pump columns with NSF materials as required, 3-week turnaround for each pump. Deficiencies are ongoing
- Grande Cache looking for a water break along Hoppe Ave. Replacing deficient water meters.
- Grande Cache crew replaced a fire hydrant and a CC Valve on Leonard Street.
- Grande Cache team is working with Operations to cleanout catch basins from snow and ice melt to accommodate run off.
- Consultant completing assessments of our Scada monitoring system for Water and Wastewater facilities master plan upgrades.
- Reviewing workplan submitted for Little Smoky WTP upgrades.

Wastewater

- Using a camera Operators scoped and clean the sewer service at the Ridgevalley arena. There appears to be some poorly graded pipe under building that will need replaced in spring / summer 2022.
- Tender Closed for the DeBolt Forcemain project March 15th and received 7 submissions.
- Thurber Engineering have been drilling test holes at Grovedale Lagoon for Geotechnical/ Hydrological investigation into leaking Lagoon and whale formation in storage pond.

Solid Waste

- Solid Waste utilized the bin truck to relocate salt bin for Operations to support gravel haul.
- Electronic sea cans being filled at Sunset House and DeBolt to be sent into Alberta Recycling.
- South Wapiti & Sandy Bay Transfer site surveys completed for DML lease renewal.
- Metal crushing was completed at Transfer sites.
- Grande Cache Recycling Collection and Sorting RFQ was awarded to Environmental 360 Solutions for \$148,532.00 for 2022, with the option to renew up to 3 years. The new contract saves approximately \$47,000.00 annually, eliminated the need for support from operations and includes Commercial and Coop and Enterprise collection service.

Manager, Facility Maintenance, Wayne Perry

Task List Completed	117	Task List New Additions	131
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Valleyview

- Snow and Ice has kept the department busy (entrances, gates and parking lots).
- The renovations to add an extra bathroom at the I&P shop is completed. This bathroom will be accessible from the shop.
- Began adding the Greenview logo and name to all community bulletin boards.

- Changed the furnace in the I&P shop for the downstairs office. It had a broken heat exchanger.
- Installed new Hotsy at the I&P shop
- Completed the shelving for the Valleyview sign shed
- Completed first aid change out on spare trucks and equipment in Valleyview
- Completed the repairs to the FCSS and FSO generators, repairs were based on the preventive maintenance that was performed late last year.

DeBolt

- Completed the 99% review of the drawings for the DeBolt PSB expansion
- Held a mandatory contractor meeting for the building addition expansion of the PSB. This process will assist in selecting the most qualified and competent contractor
- Completed an office move from Valleyview to DeBolt
- Snow and Ice has kept the department busy (entrances, gates and parking lots).

Govedale

- Completed the annual certification of all fire extinguishers in the Grovedale, DeBolt and Valleyview areas
- Hooked up the plumbing to the Fire Hall fire stands in Grovedale
- Snow and Ice has kept the department busy (entrances, gates and parking lots).

Grande Cache

- Turned off and capped the gas to the old dog pound in the Grande Cache operations yard. The heaters here were very inefficient and the space doesn't require heating at this time.
- Snow and Ice has kept the department busy (entrances, gates and parking lots).
- Serviced and load tested the generator at the Grande Cache PSB.

Planning & Development.

Administration has brought in the consultant from Bearisto to assist the Planning and Development department for a few days a week due to the department having 3 open positions at this time.

The following information provides a summary of new planning and development applications:

Type	Applications
Business Licenses:	0
Development Permits:	17
Lease Referrals:	1
Road Allowance Licenses:	2
Land Use Amendments:	2
Subdivisions:	1
Approaches:	4
Road Closures:	0

The following provides a detailed breakdown of planning and development applications:

Business Licenses:

NONE

Development Permits:

D22-133 / SE-27-69-05-W6 / BORROW PIT / WARD 8
D22-135 / NE-33-56-08-W6 / 1822091-9B-48 / RETAIL STORES – CONV., GEN., & SPEC.; ADD’N / WARD 9
D22-136 / NE-33-56-8-W6 / 2650RS-30-03 & 04 / TEMPORARY USES / WARD 9
D22-137 / 02-23-63-05-W6 / SHIPPING CONTAINER / WARD 8
D22-138 / NE-20-70-22-W5 / 0827841-01-01 / DWELLING UNIT, SINGLE DETACHED / WARD 3
D22-139 / SW-09-70-7-W6 / 0741179-01-03 / ACCESSORY BUILDING / WARD 8
D22-140 / SE-08-72-26-W5 / 1621352-01-01 / COVERALL BUILDING / WARD 6
D22-141 / SE-33-71-21-W5 / DWELLING UNIT, SINGLE DETACHED / WARD 5
D22-142 / SW-13-66-05-W6 / COMPRESSOR / WARD 8
D22-143 / 6-10-64-02-W6 / COMPRESSOR / WARD 7
D22-144 / NW-19-64-22-W5 / BORROW PIT / WARD 2
D22-145 / SW-19-64-22-W5 / BORROW PIT / WARD 2
D22-146 / SE-20-60-26-W5 / NATURAL RESOURCE EXTRACTION; SML - AGGREGATE / WARD 1
D22-147 / NW-05-63-25-W5 / ACCESSORY BUILDING / WARD 7
D22-148 / NW-18-67-07-W6 / ACCESSORY BUILDING / WARD 8
D22-149 / 14-13-69-06-W6 / ACCESSORY BUILDING / WARD 8
D22-150 / NW-05-59-22-W5 / NATURAL RESOURCE EXTRACTION; SML - AGGREGATE / WARD 2

Lease Referrals:

L22-134 / SW-25-68-07-W6 / WORK CAMP / WARD 8

Road Allowance Licenses:

RAL22-003 / E OF SE-10-71-22-W5 / WARD 5
RAL22-004 / E OF SE-03-73-22-W5 / WARD 5

Land Use Amendments:

A22-001 / SW-05-70-06-W6 / 1024120-01-01 / A-2 DISTRICT TO M-1 DISTRICT / WARD 8
A22-002 / NE-05-70-06-W6 / A-1 DISTRICT TO A-2 DISTRICT / WARD 8

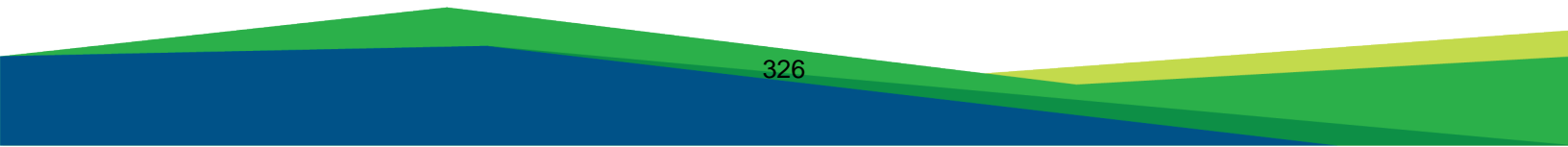
Subdivisions:

S22-001 / NE-29-56-08-W6 / 9722205-46-41MR / BOUNDARY ADJUSTMENT / WARD 9
S22-002 / SE-32-56-08-W6 / 7722953-26-123W / BOUNDARY ADJUSTMENT / WARD 9

Approaches:

APPR22-001 / 3978KS-01-06 / FARMLAND – UPGRADE / WARD 5
APPR22-002 / NE-34-71-21-W5 / FARMLAND – FIRST / WARD 5
APPR22-003 / NE-34-71-21-W5 / RESIDENTIAL – NEW / WARD 5
APPR22-004 / NE-33-71-01-W6 / FARMLAND – NEW / WARD 6

Road Closures:
NONE





Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 4/1/2022

Director, Corporate Services, Ed Kaemingh

Corporate Services continues to move along, we conducted a business planning session with all our departments, including SWOT Analysis, Risk Analysis to develop the plans to move forward with supporting the business plan. The Procurement position recruitment has concluded and will start April 11, except for the Information Systems Technician this completes our hiring processes. The team has been researching various options for future asset management and financial software to better meet our needs. More information will be coming to the Committee of the Whole meeting on April 19. Our current vendor has said that the systems we use will no longer be supported in the future and if we are going to have to change it's better to change on our terms, this will be a significant change that will take time, but it's a foundational change if done right will serve us well into the future.

Finance & Administration Manager, Cara Garret & Financial Reporting Manager, Marley Hanrahan

With Marley Hanrahan joining the Finance team in early March as the Manager of Financial Reporting it has put the team back at full capacity, just in time for the final push for audit, final budget, and the tax bylaw. Once these key activities have been completed the two Finance Managers and the Assistant Manager will sit down and review duties and responsibilities and revise the roles to better align with the needs of the organisation and ensure that all areas are covered.

In the meantime, the primary focus has been getting ready for audit, final budgets, and the tax bylaw. These are critically important items in the annual cycle, which cause us to be both forward looking and reviewing the past at the same time. As a result of this, several items were identified that we will be looking at investigating or improving over the next year. Most of these items will support Council's desire for more timely and relevant financial information. Although the desire may be to make changes as items are found, doing so during audit is

not feasible. By evaluating and making these changes after audit is completed, we will be better able to review and manage the change and implement something that is aligned to the new roles and responsibilities.

The “Financial Business Partner” model has started well and it was used to support updates to the Interim Budget and for providing information for the audit process. We will be looking to strengthen these relationships in the next year and leverage them for reporting. Within Finance, we will be expanding on the Accounts Payable working group to several other areas. This will be kicked off in early April.

Related to Council’s strategic plan, Finance will be participating in Corporate Services business planning. This will be used, in part, to identify which statistics should be highlighted in these reports on a regular basis. As such, we will be updating the statistics provided in future months to better align with those changes.

Accounts payable processed 1,286 invoices since the last report. Accounts payable staff continue to contact vendors to switch over to electronic payment of funds. There are currently 910 vendors set up for EFT.

Accounts Payable:

The statistics below show 201 cheques issued in March versus 485 electronic funds transferred for payment of services.

Method of Payment	Month	# of Payments	# of invoices	\$ Value of Payment
EFT	March	485	1040	\$4,554,068
Cheque	March	201	246	\$1,568,993

Asset Management Officer, Jamie Hallett

Two Asset Management policies will be going to PRC and then into Council to be passed April 12, 2022. The draft of Asset Management Framework has been developed and the business trigger for Quarterly reporting.

A Surplus/Disposal Smartsheet has been created and is ready for Managers to use once uploaded to SharePoint. Completion of the 2-day First aid course, asset management training days are being set up and also presented the Asset Management 101 course for the very first Greenview U day which was held on March 7th.

Working on the Corporate Service Business Plan and the Asset Management Plan as well as multiple types of projects for asset management.

Systems Manager, Peter Stoodley

Internal IT Projects

RFPs for the new Nutanix Clusters (servers) were received and have prepared the RFD for the April 12 Council meeting.

New switches to replace old switches in Valleyview Administration office and Greenview Multiplex are being configured. The replacement was to take place in March but due to delivery issues it took two months to receive the product. Due to this delay a new date will be needed.

Deskside phone updates are occurring as planned.

Smartsheet has really been utilized by staff and more are asking how to use it. I have started an education plan to be presented during a Greenview U designated day. I have recently returned after a five week leave and I'm catching up on requests and concerns.

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 phone are occurring each month.
- Meetings with Yardstick on monthly happenings, projects and security.
- Meeting with Apple to discuss account. This is a yearly account audit and time for Greenview IS to ask questions and provide any concerns.
- 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 491 incidents tickets were opened January to March 2022 and actioned internally or by Yardstick. MD of Greenview IS Team responded to 19 percent of them.

37 IS eForms were submitted to Information Systems and actioned and actioned internally. These comprise mostly of equipment requests.

41 Onboarding/Offboarding eForms were submitted to Information Systems and actioned. Expect this number to increase once the summer season ends.

Although there were plenty, there is no data for the number of office visits, phone calls, emails and text for support by our staff.

Legislative Services Officer, Sarah Sebo

Policies/Bylaws

Bylaw 22-899 Audit Committee passed all three readings and came into force in March.

Policy 1027 Signing Authority was referred back to PRC and will be reviewed at the April meeting.

Bylaw 22-900 Schedule of Fees passed third reading and came into force.

Policy Review Committee

Policy Review Committee was held on March 9, 2022. PRC reviewed and made recommendations on Policy 1032 Fire-Rescue Service Apparatus and Equipment Replacement, Policy 1502 Reserves, Policy 6323 Coyote Predation, Policy 6302 Roadside Vegetation Management, Policy 2004 Employee Code of Conduct, Policy 2017 Bereavement Illness Recognition.

The next Policy Review Committee is scheduled for April 13, 2022.



Municipal District of Greenview No. 16

NAME: Winston Delorme

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
Mar. 17	13:00	15:00	M	WYRWMA Oreintation							262.00
Mar. 17				Victor Lake Elders Lodge							
Mar. 18				Evergreen Foundation							
Mar. 19	9:00	15:00	M	Council Meeting							308.00
NOTES:				KILOMETER CLAIM			TOTAL				570.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
							NET CLAIM				570.00
				\$0.17 per km							
				SUBTOTAL			TOTAL CLAIM				570.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL			AMOUNT DUE (OWING)				\$570.00



Municipal District of Greenview No. 16

NAME: Ryan Ratzlaff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
14-Mar	8:00	17:00	C	RMA/LOS Training							447.00
15-Mar	8:00	17:00	C	RMA							447.00
16-Mar	8:00	17:00	C	RMA	320						447.00
21-Mar	16:00	23:00	M	Grovedale GIG open house	350		1		20.00		308.00
22-Mar	8:15	14:30	M	RCM	80						308.00
23-Mar	8:45	12:15	M	ASB Hemp farming presentation	80						262.00
25-Mar	9:15	12:15	M	Fox Creek Multiplex	20						262.00
NOTES:				KILOMETER CLAIM			TOTAL		20.00		2481.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	850	518.50	NET CLAIM		20.00		2481.00
				\$0.17 per km	850	144.50					
				SUBTOTAL		663.00	TOTAL CLAIM				3164.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		663	AMOUNT DUE (OWING)				\$3,164.00



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward __3__ Councillor _Sally Rosson_____		
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
3/22/2022	Regular Council Meeting	Regular Agenda
3/23/2022	Smoky Hemp Presentation	Establish and process industrial hemp decortication fibre facility
3/28/2022	School Discussion	New K to Grade 12 School in Valleyview
4/7/2022	Little Smoky Ski Hill	Regular Agenda
4/12/2022	Regular Council Meeting	Regular Agenda
4/12/2022	VV Rec Board Meeting	Regular Agenda



Municipal District of Greenview No. 16

NAME: Sally Ann Rosson

Employee # : _____

ADDRESS : _____

Department: Council

DATE 2022	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
12-Mar	16:00	20:00	M	Travel to Edmonton RMA Conference	352						262.00
13-Mar	13:00	16:30	C	RMA Council's Role in Service Delivery							447.00
14-Mar	6:00	7:00	C	RMA Council's Role in Service Delivery							447.00
15-Mar	8:30	16:30	C	RMA Conference							447.00
16-Mar	8:30	16:30	C	RMA Conference	352						447.00
18-Mar	13:30	14:30	M	EPR Virtual Town Hall Zoom							262.00
22-Mar	9:00	14:00	M	Council Meeting Zoom							308.00
23-Mar	9:30	11:00	M	Hemp Presentation Zoom							262.00
28-Mar	10:00	11:30	M	School Discussion	8						262.00
NOTES:				KILOMETER CLAIM			TOTAL				3144.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	712	434.32	NET CLAIM				3144.00
				\$0.17 per km	712	121.04					
				SUBTOTAL		555.36	TOTAL CLAIM				3699.36
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		555.36	AMOUNT DUE (OWING)				\$3,699.36

Sally Ann Rosson
Claimant

March 28, 2022
Date

334

Approved

Date



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Dave Berry		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
3/22/2022	Regular Council Meeting	
3/23/2022	Other	Ag. Services Board meeting
3/25/2022	Other	Tour of Fox Creek Multiplex
3/28/2022	Other	Golden Triangle Committee meeting
3/29/2022	Other	Valleyview Seed Plant meeting



Municipal District of Greenview No. 16

NAME: Dave Berry

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
13-Mar	7:30	11:00	C	travel to Edmtn for RMA	380		20		20.00		447.00
13-Mar	13:00	16:00	C	Conference							447.00
14-Mar	8:30	16:30	C	Conference							447.00
15-Mar	8:30	16:30	C	Conference							447.00
16-Mar	8:30	11:30	C	Conference							447.00
16-Mar	12:00	16:00	C	travel home	380						447.00
22-Mar	8:30	15:00	M	Council	60						308.00
23-Mar	9:00	14:30	M	ASB	60						308.00
NOTES:				KILOMETER CLAIM			TOTAL		20.00		3298.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	880	536.80	NET CLAIM		20.00		3298.00
				\$0.17 per km	880	149.60					
				SUBTOTAL		686.40	TOTAL CLAIM				4004.40
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		686.4	AMOUNT DUE (OWING)				\$4,004.40

Claimant

Date

336

Approved

Date



Municipal District of Greenview No. 16

NAME: Dave Berry

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
08-Mar	8:30	15:30	M	Regular Council	60							308.00
09-Mar	8:30	16:00	M	MPC, PRC, GIG,	60							308.00
NOTES:				KILOMETER CLAIM			TOTAL					616.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.61 per km	120	73.20	NET CLAIM					616.00
				\$0.17 per km	120	20.40						
				SUBTOTAL		93.60	TOTAL CLAIM					709.60
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		93.6	AMOUNT DUE (OWING)					\$709.60



Municipal District of Greenview No. 16

NAME: Tom Burton
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
March 17 2022	13:30	14:30	M	Grande Prairie RCMP 2022 Priorities Discussions							262.00
March 18 2022	13:30	14:30	M	Alberta Environment & Parks EPR Session							262.00
March 18 2022	17:45	22:00	M	Grande Prairie Regional Sport Connection Awards	145						308.00
March 21 2022	17:30	22:45	M	Greenview Industrial Gateway Stakeholder Event	166						308.00
March 22 2022	7:45	15:00	M	Council	120						308.00
March 23 2022	8:45	12:30	M	Agriculture Service Board	120						262.00
March 23 2022	13:30	15:30	M	Grande Spirit DeBolt Senior Project							262.00
March 25 2022	8:30	13:00	M	Grande Spirit Foundation Board Meeting	120						308.00
NOTES:				KILOMETER CLAIM		TOTAL					2280.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	671	409.31	NET CLAIM				2280.00
				\$0.17 per km	671	114.07					
				SUBTOTAL		523.38	TOTAL CLAIM				2803.38
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		523.38	AMOUNT DUE (OWING)				\$2,803.38

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Christine Schlieff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
14-Mar	13:00	13:30	M	Health minister Zoom								262.00
21-Mar	19:00	21:30	M	GIG Public engagment Grovedale	22							262.00
22-Mar	7:00	16:00	M	Regular Council	305							447.00
23-Mar	9:30	12:00	M	Ag services Board Zoom								262.00
26-Mar	9:30	12:20	M	South Peace Regional Archive AGM	64							262.00
NOTES:				KILOMETER CLAIM			TOTAL					1495.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.61 per km	391	238.51	NET CLAIM					1495.00
				\$0.17 per km	391	66.47						
				SUBTOTAL		304.98	TOTAL CLAIM					1799.98
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		304.98	AMOUNT DUE (OWING)					\$1,799.98



Municipal District of Greenview No. 16

NAME: Tyler Olsen

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
14-Mar			c	RMA						15.00	447.00
15-Mar			c	RMA						15.00	447.00
16-Mar			c	RMA and travel to Jasper	390					15.00	447.00
17-Mar	9:00	13:00	M	CFWY and return to GC	220		1		20.00		262.00
21-Mar	16:00	22:00	m	GIG stakeholder - Grovedale	240			1	50.00		308.00
22-Mar	6:30	18:00	m	Regular Council, Nitehawk	220	1		1	70.00	15.00	447.00
23-Mar	7:30	17:00	m	ASB, return to GC	400	1			20.00	15.00	447.00
25-Mar	11:30	18:30	m	Meeting with Minister Toews and MLA A	400						308.00
NOTES:				KILOMETER CLAIM			TOTAL		160.00	75.00	3113.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	1870	1140.70	NET CLAIM		160.00	75.00	3113.00
				\$0.17 per km	1870	317.90					
				SUBTOTAL		1458.60	TOTAL CLAIM			4806.60	
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1458.6	AMOUNT DUE (OWING)			\$4,806.60	

Claimant

Date

340

Approved

Date