



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

April 26, 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 April 12,2022.	3
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
#6	BYLAWS	
	6.1 Bylaw No. 22-907 2022 Tax Rate Bylaw	23
	6.2 Bylaw No. 22-894 Designated Noxious	30
#7	BUSINESS	
	7.1 Expansion to the DeBolt Public Service Building	35
	7.2 Purchase of One New Telehandler	53
	7.3 Extend Audited Financial Statement Submission for 2021	65
	7.4 Good Neighbour Practice	73
	7.5 Policy 1040 Appointment to Boards and Committees	77
	7.6 Policy 2017 Bereavement/Illness Recognition	83

7.7 Q1 Financial Reporting	85
7.8 Smoky Hemp Decortication Ltd.	101
7.9 Purchase of Two 2022 SUV's	104

#8 NOTICE OF MOTION

#9 CLOSED SESSION

#10 MEMBERS REPORTS/EXPENSE CLAIMS	<ul style="list-style-type: none"> • Ward 1 • Ward 2 • Ward 3 • Ward 4 • Ward 5 • Ward 6 • Ward 7 • Ward 8 • Ward 9 	126
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#11 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, April 12, 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 2	Councillor Ryan Ratzlaff
Ward 3	Councillor Sally Rosson
Ward 4	Councillor Dave Berry
Ward 5	Councillor Dale Smith
Ward 7	Councillor Jennifer Scott
Ward 8	Councillor Christine Schlieff
Ward 9	Councillor Duane Didow

ATTENDING

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

ABSENT

Ward 1	Councillor Delorme
Ward 6	Councillor Burton

**#2
AGENDA**

MOTION: 22.04.164 Moved by: COUNCILLOR DALE SMITH

That Council adopt the Agenda of the April 12, 2022, Regular Council Meeting as amended.

- Add agenda item 7.23 B Alder Ridge Campsite

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

Absent: Councillor Burton, Councillor Delorme

CARRIED

**#3
MINUTES**

MOTION: 22.04.165 Moved by: COUNCILLOR DALE SMITH

That Council adopt the minutes of March 22, 2022, Regular Meeting minutes as amended.

- Business arising from the minutes add details
- Add the amendments from Schedules of Fees Bylaw

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

Absent: Councillor Burton, Councillor Delorme

CARRIED

**3.2 BUSINESS
ARISING
FROM THE MINUTES**

3.2 BUSINESS ARISING FROM MINUTES

#4 PUBLIC HEARING

4.0 PUBLIC HEARING

#5 DELEGATIONS

5.0 DELEGATIONS

**#6
BYLAWS**

6.0 BYLAWS

Councillor Delorme entered the meeting 9:11 a.m.

Councillor Burton entered the meeting 9:11 a.m.

**BYLAW 22-907
FIRST READING**

6.1 BYLAW NO. 22-907 2022 TAX RATE BYLAW

MOTION: 22.04.166 Moved by: COUNCILLOR DALE SMITH

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

- Include the Seniors Foundations capital requisitions in the Seniors Foundations levy as outlined in Alternative 2.
- Update the dates in section 4b) to December 31, 2022 and January 1, 2023.

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

CARRIED

7.0 NEW BUSINESS

Councillor Scott excused herself from the meeting at 9:45 a.m. due to pecuniary interest.

7.1 FUEL PRICES AND CONTRACTOR RATES INFORMATION

FUEL PRICES

MOTION: 22.04.167 Moved by: COUNCILLOR DUANE DIDOW

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

Absent: Councillor Scott

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

Absent: Councillor Scott

Opposed: Councillor Burton

CARRIED

Reeve Olsen recessed the meeting at 10:25 a.m.

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

Councillor Scott returned to the meeting at 10:30 a.m.

7.2 2022-2026 CONTRACT GRADER BEATS

GRANDE CACHE

MOTION: 22.04.168 Moved by: COUNCILLOR DUANE DIDOW

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.

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

CARRIED

DEBOLT/GOODWIN

MOTION: 22.04.169 Moved by: COUNCILLOR SALLY ROSSON

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.

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

CARRIED

**FORESTRY TRUNK
ROAD AREA 1**

MOTION: 22.04.170 Moved by: COUNCILLOR DALE SMITH

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.

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

CARRIED

**FORESTRY TRUNK
ROAD AREA 2**

MOTION: 22.04. 171 Moved by: COUNCILLOR RYAN RATZLAFF

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.

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

CARRIED

**FORESTRY TRUNK
ROAD AREA 3**

MOTION: 22.04.172 Moved by: COUNCILLOR DAVE BERRY

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.

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

CARRIED

**FORESTRY TRUNK
ROAD AREA 4**

MOTION: 22.04.173 Moved by: COUNCILLOR RYAN RATZLAFF

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.

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

CARRIED

PUSKWASKAU AREA

MOTION: 22.04.174 Moved by: COUNCILLOR SALLY ROSSON

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.

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

CARRIED

**STURGEON
HEIGHTS/CLARKSON
VALLEY AREA**

MOTION: 22.04. 175 Moved by: COUNCILLOR JENNIFER SCOTT

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.

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

CARRIED

7.3 RANGE ROAD 64 CONSTRUCTION

RR 64

MOTION: 22.04-176 Moved by: COUNCILLOR DUANE DIDOW

That Council award the Range Road 64 Regrade Project to Wild West Dirt Works Ltd. for \$1,641,645.00, for a total project cost of \$1,844,713.50, with funds to come from the 2022 Road Construction Capital Budget.

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

Against: Councillor Burton, Councillor Berry

CARRIED

RR64

MOTION: 22.04.177 Moved by: COUNCILLOR SALLY ROSSON

That Council approve additional funding of \$283,767.50 to be transferred from reserves to the RD18008/RR 64 Regrade project in the 2022 Roads Construction Capital Budget, for the reason of increased costs occurred.

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

CARRIED

7.4 RANGE ROAD 230 BASE PAVE ENGINEERING

BASE PAVE PROJECT

MOTION: 22.04.178 Moved by: COUNCILLOR SALLY ROSSON

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.

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

CARRIED

RR251

7.5 RANGE ROAD 251 ENGINEERING OVERLAY AWARD

MOTION: 22.04.179 Moved by: COUNCILLOR JENNIFER SCOTT

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.

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

Against: Councillor Berry, Councillor Rosson

CARRIED

TWP 692 REGRADE

7.6 TOWNSHIP ROAD 692 AWARD

MOTION: 22.04.180 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council award Township Road 692 Regrade project to PME Inc. for \$1,268,172.97, for a total project cost of \$1,513,696.27, with funds to come from the 2022 Capital Roads Budget.

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

Against: Councillor Burton

CARRIED

MOTION: 22.04.181 Moved by: COUNCILLOR SALLY ROSSON

That Council approve additional funding of \$513,696.27 to be transferred from reserves to the RD20008/TWP Road 692 project in the 2022 Road Construction Capital Budget.

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

CARRIED

Reeve Olsen recessed the meeting at 11:54 a.m.

Reeve Olsen reconvened the meeting at 12:30 a.m.

**RV DUMPING
STATION**

7.7 RV DUMPING STATION

MOTION: 22.04.182 Moved by: COUNCILLOR RYAN RATZLAFF

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

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

CARRIED

WRITE OFF TAXES

7.8 WRITE OFF TAXES OWING FOR GRANTS IN PLACE OF TAXES PROPERTIES

MOTION: 22.04.183 Moved by: COUNCILLOR SALLY ROSSON

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.

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

CARRIED

**GIG WATER
APPLICATION**

7.9 GREENVIEW INDUSTRIAL GATEWAY – WATER APPLICATION PROPOSAL

MOTION: 22.04.184 Moved by: DEPUTY REEVE BILL SMITH

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, Project GI-22003, with funds to come from the Greenview Industrial Gateway Budget.

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

CARRIED

7.10 NUTANIX CLUSTER PURCHASE (SERVERS)

NUTANIX

MOTION: 22.04.185 Moved by: COUNCILLOR DAVE BERRY

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.

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

Against: Deputy Reeve Bill Smith, Councillor Delorme

CARRIED

**NUTANIX CLUSTERS
(SERVERS)**

MOTION: 22.04.186 Moved by: COUNCILLOR DALE SMITH

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, coming from the Information Services Capital Budget.

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

Against: Deputy Reeve Bill Smith, Councillor Delorme

CARRIED

7.11 CONTRACT 3 – SECONDARY CLARIFIER EQUIPMENT AWARD

**SECONDARY
CLARIFIER
EQUIPMENT**

MOTION: 22.04.187 Moved by: COUNCILLOR DUANE DIDOW

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.

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

CARRIED

**ULTRAVIOLET
TREATMENT
EQUIPMENT**

7.12 CONTRACT 4 – ULTRAVIOLET TREATMENT EQUIPMENT AWARD

MOTION: 22.04.188 Moved by: COUNCILLOR DAVE BERRY

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.

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

CARRIED

**BIOSOLIDS
DEWATERING
EQUIPMENT**

7.13 CONTRACT 5 – BIOSOLIDS DEWATERING EQUIPMENT

MOTION: 22.04.189 Moved by: COUNCILLOR RYAN RATZLAFF

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.

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

CARRIED

**DEBOLT LIFT
STATION**

7.14 DEBOLT LIFT STATION FORCEMAIN AWARD

MOTION: 22.04.190 Moved by: COUNCILLOR JENNIFER SCOTT

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 2022 Capital Budget, Project WW20005.

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

CARRIED

7.15 ALBERTA COMMUNITY CHALLENGE, 2022 ECONOMIC DEVELOPMENT WEEK

ALTA COMMUNITY CHALLENGE

MOTION: 22.04.191 Moved by: COUNCILLOR DALE SMITH

That Council approve to proclaim the week of May 9 – 13, 2022 as Economic Development Week in the Municipal District of Greenview.

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

CARRIED

7.16 2024 ALBERTA WINTER GAMES

ALTA WINTER GAMES

MOTION: 22.04.192 Moved by: COUNCILLOR CHRISTINE SCHLIEF

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.

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

CARRIED

7.17 ASENIWUCHE WINEWAK NATION ROUND DANCE SPONSORSHIP REQUEST

AWN ROUND DANCE

MOTION: 22.04.193 Moved by: COUNCILLOR WINSTON DELORME

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.

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

CARRIED

LEMONADE DAY

7.18 LEMONADE DAY- SPONSORSHIP REQUEST

MOTION: 22.04.194 Moved by: COUNCILLOR DUANE DIDOW

That Council approve sponsorship in the amount of \$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.

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

CARRIED

**GRANDE CACHE
EAGLE'S NEST
DESIGN**

7.19 GRANDE CACHE EAGLE'S NEST HALL DESIGN REPORT

MOTION: 22.04.195 Moved by: COUNCILLOR DALE SMITH

That Council approve the Grande Cache Eagles Nest Hall Renovation Design Report for information, as presented.

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

CARRIED

1502 RESERVES

7.20 POLICY 1502 RESERVES

MOTION: 22.04.196 Moved by: COUNCILLOR SALLY ROSSON

That Council approve Policy 1502 "Reserves" as amended.

- Remove the word "savings".

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

CARRIED

Reeve Olsen recessed the meeting at 2:18 p.m.

Reeve Olsen reconvened the meeting at 2:24 p.m.

**FIRE-RESCUE
SERVICES
APPARATUS AND
EQUIPMENT**

**7.21 POLICY 3021 FIRE-RESCUE SERVICES APPARATUS & EQUIPMENT
REPLACEMENT POLICY**

MOTION: 22.04.197 Moved by: COUNCILLOR JENNIFER SCOTT

That Council approve Policy 3021 "Fire-Rescue Services Apparatus & Equipment Replacement" as presented.

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

CARRIED

COYOTE PREDATION

7.22 POLICY 6323 COYOTE PREDATION

MOTION: 22.04.198 Moved by: COUNCILLOR RYAN RATZLAFF

That Council approve Policy 6323 "Coyote Predation" as amended.

- Maximum of 6 tablets are dispensed at one time.

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

CARRIED

**SERVICE DELIVERY
FRAMEWORK**

7.23 PARTNERING IN A SERVICE DELIVERY FRAMEWORK

MOTION: 22.04.199 Moved by: COUNCILLOR SALLY ROSSON

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.

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

CARRIED

**ALDER RIDGE
CAMPSITE**

MOTION: 22.04.200 Moved by: COUNCILLOR DUANE DIDOW

That Council agrees to provide up to \$20,000.00 for reclamation and approval costs of the Old High Prairie Bridge campsite to be included in the 2022 final budget, with funds to come from the Recreation Administration budget.

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

CARRIED

7.24 DEBOLT STABILIZATION REPORT PHASED BREAKDOWN

MOTION: 22.04.201 Moved by: COUNCILLOR TOM BURTON

That Council approve the phased breakdown for information as presented.

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

CARRIED

**DEBOLT
STABILIZATION**

MOTION: 22.04.202 Moved by: COUNCILLOR JENNIFER SCOTT

That Council authorize Administration to transfer \$50,000.00 from Infrastructure reserves to a new capital line item in 2022 for the DeBolt Creek Stabilization.

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

CARRIED

**OPERATING AND
CAPITAL BUDGETS**

7.25 2022 OPERATING AND CAPITAL BUDGETS

MOTION: 22.04.203 Moved by: COUNCILLOR DALE SMITH

That Council passes the final 2022 Operating Budget as amended, showing Revenue of \$149,018,055 and Expenses of \$162,610,435, for an operating deficit of \$13,592,380, to be transferred from reserves.

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

CARRIED

MOTION: 22.04.204 Moved by: COUNCILLOR WINSTON DELORME

That Council passes the final 2022 Capital Budget as amended, showing Expenses of \$61,880,515, to be funded from Reserves.

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

CARRIED

6.1 BYLAW 22-907 SECOND READING

**BYLAW 22-907
SECOND READING**

MOTION: 22.04.205 Moved by: COUNCILLOR DALE SMITH

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

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

CARRIED

7.26 MANAGERS REPORTS

MANAGERS REPORTS

MOTION: 22.04.206 Moved by: COUNCILLOR DALE SMITH

That Council accepts the managers reports for information as presented.

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

CARRIED

8.0 NOTICE OF MOTION

Councillor Dave Berry makes a Notice of Motion that Council direct Administration to explore other options regarding the EOI short gravel hauls by April 26, Regular Council Meeting.

CLOSED SESSION

MOTION: 22.04.207 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That the meeting go to Closed Session, at 4:37 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.

Absent: Councillor Rosson

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

CARRIED

Councillor Rosson entered the meeting at 4:38 p.m.

OPEN SESSION

OPEN SESSION

MOTION: 22.04.208 Moved by: COUNCILLOR DUANE DIDOW
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 5:08 p.m.

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

CARRIED

MOTION: 22.04.209 Moved by: COUNCILLOR RYAN RATZLAFF
That Council authorize Administration to enter into a Memorandum of Understanding agreement with Cerilon GTL Inc.

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

CARRIED

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

10.0 MEMBERS BUSINESS

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

- March 22, Regular Council Meeting
- Update on Stronger Foundations
- Elders Lodge Meeting
- Alberta Seniors Community Housing Association Conference

WARD 2

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

- March 22, 2022 Regular Council Meeting
- ASB Hemp Presentation
- Fox Creek Multiplex Meeting
- Fox Creek CEC Meeting
- Joint Council Meeting at Little Smoky Ski Hill
- GoA EPR Town Hall – Zoom

Councillor Delorme exited the meeting at 5:12 p.m.

WARD 3

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

- March 22, 2022, Regular Council Meeting
- Smoky Hemp Presentation
- School Discussion Meeting
- Joint Council at Little Smoky Ski Hill

WARD 4

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

- March 22, 2022 Regular Council Meeting
- Ag. Services Board Meeting
- Tour of Fox Creek Multiplex
- Golden Triangle Committee meeting
- Valleyview Seed Plant

WARD 5

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

- March 22, RCM
- ASB Hemp Presentation
- Little Smoky Ski Hill Meeting
- Joint Council Meeting at Little Smoky Ski Hill
- Northern Gateway Trustees Meeting
- Heart River Housing Budget Meeting
- SARDA Virtual Meeting

WARD 6

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

- March 22, 2022, Regular Council Meeting
- Ag. Services Board Meeting
- Grande Spirit Foundation DeBolt Seniors Housing Project Meeting
- Grande Spirit Foundation Board Meeting
- Grande Spirit Foundation DeBolt Seniors Housing Project Meeting
- Joint Council Meeting at Little Smoky Ski Hill
- AEP EPR Webinar
- MD Greenview Library Board
- Alberta Seniors Community Housing Association Conference

WARD 7

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

- March 22, 2022, Regular Council Meeting
- ASB Smoky Hemp Presentation
- Joint Council at Little Smoky Ski Hill

WARD 8

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

- March 22, 2022, Regular Council Meeting
- Ag. Services Board Meeting
- GIG update with Minister Toews and MLA Allard
- GIG update with MLA Long

WARD 8

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

- March 22, 2022 Regular Council Meeting
- Ag. Services Meeting
- South Peace Regional Archives AGM
- Canfor/Weyerhaeuser open house
- Little Smoky Ski Hill Joint Council

WARD 9

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

- March 22, 2022 Regular Council Meeting
- GP Regional Tourism Board Meeting
- Economic Developers Association Conference

WARD 9

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

- March 22, 2022 Regular Council Meeting
- Nitehawk Board Meeting
- Ag. Services Board Meeting
- Minister Toews/Allard GIG Update
- MLA Long GIG update
- Economic Developers Conference
- MD Greenview Library Board Meeting
- State of the Region Dry Run

MOTION: 22.04.210 Moved by: REEVE TYLER OLSEN

That Council appoint Councillor Schlieff to the MD of Greenview Library Board, until the October Organizational meeting.

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

Absent: Councillor Delorme

CARRIED

MEMBERS BUSINESS

MOTION: 22.04.211 Moved by: COUNCILLOR SALLY ROSSON

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

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

CARRIED

**#11
ADJOURNMENT**

11.0 ADJOURNMENT

MOTION: 22.04.212 Moved by: COUNCILLOR TOM BURTON
That Council adjourn this Regular Council Meeting at 5:34 p.m.

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

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT:	Bylaw No. 22-907 2022 Tax Rate Bylaw		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 26, 2022	CAO: SW	MANAGER: MH
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: MH
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give third reading to Bylaw 22-907 “2022 Tax Rate Bylaw” as presented.

BACKGROUND/PROPOSAL:

Council passed the Operating and Capital budgets and gave first and second reading to Bylaw No. 22-907, the 2022 Tax Rate Bylaw, on April 12th, 2022.

The third reading completes Council ratification of the Tax Rate Bylaw.

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 137% to 0.3025% (2021 - 0.1278%), reflecting an increase in the operating funding requests from theses organizations as well as a change to include the capital requisitions in the levy.
- 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	\$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

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.

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:

Administration will mail out tax notices.

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 \$ 185,293,133 and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$ 90,158,026 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	\$ 4,446,731
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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	\$ 4,446,731	\$ 14,699,749,660	0.3025
Designated Industrial Properties	\$ 1,012,358	\$ 13,216,167,980	0.0766

2. The minimum amount payable as property tax for general municipal purposes shall be \$20.00.
 - a) Non-Residential taxes are due and payable on 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, 2022, there shall be levied a penalty of 18% on January 1st, 2023, and in each succeeding year thereafter, so long as the taxes remain unpaid.
5. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.
6. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 12th day of April, A.D., 2022.

Read a second time this 12th day of April, A.D., 2022.

Read a third time and passed this 26th day of April, A.D., 2022.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	Bylaw 22-894 Designated Noxious		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 26, 2022	CAO:	MANAGER: SK
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: SK
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – WEED CONTROL ACT SA, 2008, Chapter W-5.1, Weed Control Regulation AR 19/2010

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 22-894 “Designated Noxious Weed Bylaw” as presented.

BACKGROUND/PROPOSAL:

During routine right-of-way spraying, Greenview staff noted significant infestations of Wild Caraway, *Carum carvi*, within Greenview. Notably, a section of the right-of-way a mile in length was sprayed to control a significant, municipal infestation. Localized patches of caraway were noted with assistance being offered to one concerned ratepayer.

Wild Caraway is a species of concern for Alberta Invasive Species Council, specifically in range and pasture, as it is unpalatable to livestock. The plant has been elevated to noxious status in multiple municipalities, including Brazeau County and Mountain View County. Administration recommends the ASB forward the drafted Weed Elevating Bylaw to the Policy Review Committee to include Wild Caraway as a noxious weed within Greenview. During discussion, the Agricultural Service Board noted increased presence of both Bull Thistle, *Cirsium vulgare*, and Kochia, *Bassia scoparia*, in Greenview.

On December 13, 2021, the Agricultural Service Board made the following recommendation:

MOTION: 21.12.145. Moved by: VICE CHAIR SHELLEY MORRISON that the Agricultural Service Board recommend Council elevate kochia and bull thistle to noxious weeds under the Designated Noxious Bylaw.

CARRIED

Administration added these species to the bylaw in response to the motion.

Alberta Agriculture, Forestry and Rural Economic Development is performing a review of the species currently listed as noxious and prohibited noxious within Alberta. It was expected the new list could be made available

in the spring of 2022. In response, Administration held Bylaw 22-894 back in anticipation of adding local species of concern to Greenview's Designated Noxious Bylaw that were removed from the provincial Weed Control Regulation AR 19/2010. Since this time, the anticipated publication of the new provincial species list has been pushed back to spring of 2024.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is to encourage awareness and assist in keeping populations of the listed species controllable.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may 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:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Draft Bylaw 22-894 Letter to Minister
- Draft Elevated Weed Bylaw

INSERT DATE, 2022

Honourable Nate Horner
Minister, Agriculture and Forestry
#423 Legislature Building
10800 97 Avenue
Edmonton, AB
T5K 2B6

RE: Greenview BYLAW No. 22-894

Honourable Minister:

Enclosed you will find a copy of Bylaw No. 22-894 with which the Greenview asks to elevate certain plants to the Noxious category of the Weed Control Act, within our boundaries.

Bylaw No. 22-894 received 1st & 2nd readings at the INSERT DATE regular Council meeting

According to the Weed Control Act, Weed Control Regulations Part 2, Section 9(4) 'A designation under this section is not effective unless it is approved by the Minister.'

Greenview Council hereby requests the Honourable Minister approve Bylaw No. 22-894

Please feel free to contact Ms. Sheila Kaus, Manager, Agricultural Services at 780-558-9333 or sheila.kaus@mdgreenview.ab.ca should there be any questions on the particular species we are proposing to elevate with Bylaw No. 22-894.

Sincerely,

Stacey Wabick
Chief Administrative Officer
780-524-7600
stacey.wabick@mdgreenview.ab.ca

Encl. Bylaw No. 22-894



BYLAW No. 22-894 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to designate Wild Caraway (*Carum Carvil*), Kochia (*Bassia scoparia*) and Bull Thistle (*Cirsium vulgare*) as Noxious Weeds.

Whereas, the *Alberta Weed Control Act* SA 2008 cW-5.1, *Weed Control Regulation* AR 19/2010 Section 9 provides Council the authority to make bylaws designating plants within Greenview as Noxious or Prohibited Noxious and,

Whereas, Greenview deems it desirable to designate certain invasive plants as noxious within its boundaries to assist with control efforts on private and public lands, and

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

1. **TITLE**

1.1. This bylaw shall be cited as the "Designated Noxious Weed Bylaw".

2. **NOXIOUS DESIGNATION**

2.1. The following plants shall be designated as noxious weeds within the boundaries of Greenview.

- A) Wild Caraway (*Carum carvi*)
- B) Kochia (*Bassia scoparia*)
- C) Bull Thistle (*Cirsium vulgare*)

3. **SEVERABILITY**

3.1. Should any provision of this Bylaw be found to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, such provisions of this Bylaw shall remain valid and enforceable.

4. **COMING INTO FORCE**

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

Read a first time this ____ day of ____, 2022.

Read a second time this ____ day of ____, 2022.

Pursuant to Section 9(4) of the *Alberta Weed Control Act*, *Weed Control Regulation*, this Bylaw is hereby approved

Dated at the _____ of _____, Alberta, this ____ day of _____

_____, 2022.

Minister of Agriculture and Forestry

Read a third time this ____ day of _____, 2022.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	Expansion to the DeBolt Public Service Building		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 26, 2022	CAO: SW	MANAGER: WP
DEPARTMENT:	INFRASTRUCTURE & PLANNING	DIR: RA	PRESENTER: WP
STRATEGIC PLAN:	Infrastructure	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council award the DeBolt Public Service Building Addition to Southwest Design and Construction Ltd. In the amount of \$859,170.00 with funds to come from the 2022 Facility Maintenance Capital budget project FM20013

MOTION: That Council transfer the additional funding of \$518,200.00 from Unrestricted Reserves to the Facility Maintenance 2022 Capital Budget project FM20013 for the DeBolt Public Service Building Addition.

BACKGROUND/PROPOSAL:

In 2020 Administration started building an Operations base in DeBolt to reduce the amount of travel time from Grovedale to DeBolt. Equipment was relocated to DeBolt, but no shop space was allocated for operations.

Towards the fall of 2020 it became apparent a shop would be required to house and service the equipment. To help with the funding for a shop Administration was able to secure a grant to cover the first \$435,000 of the project. The grant money is still to be available to offset the project costs.

The original thought was to build a stand-alone shop (winning bid \$435,000.00) on the same land parcel as the Public Service Building (PSB). The ground conditions and setback distances within the current lot became very apparent that another plan had to be drawn up. The building location was brought back to Council for discussion at which point the PSB Addition became the new direction.

The existing Public Service Building is a metal framed buildings with structural Integrated panels utilized for the walls and a standing seam roof. Due to costs we wanted to add a wooden structure to the existing building. Adding a wooden structure and matching to the existing building would prove to be quite difficult. The contractor though assured us they would be able to do so. A Purchase Order was issued to build on the site a new 26' by 82' bay for operations and a sand/salt building.

The contractor went to work building the sand/salt building on the PSB site while they worked on the engineering for the building addition. Attaching a wooden structure to the building was not easy to do. The company did not have a good plan for the groundwork, building finishes or installation. A lot of the summer passed while they were still trying to engineer solutions and make it match the original. In August of 2021 a motion was brought forward to rescind the shop portion but leaving the sand/salt shed building.

The need for a suitable shop is still a critical requirement in the DeBolt area. Administration in early 2022 engaged an engineering company to design a metal frame addition which will match the existing building design and provide a 28' wide bay for operations to store and service their equipment. Administration has also added an estimated yearly cost that are currently being incurred to show the need and approximate years of return on investment. The extra travel costs are estimated at \$177,210.75, with an estimated investment return of 5.33 years. The operations move to the DeBolt and Ridgevalley areas has proven better response times and improved public interactions.

Over the past 2 year we have also seen significant price increases in most building products due to inflationary pressure. Please see the table showing Commodity % increases from 2020 .

Building Product	% Increase
Steel	105.7%
Copper	32.8%
Aluminum	63.3%
Insulation	17.0%
Concrete	8.0%
Gasoline	99.3%
Lumber	12.6%

Source: Construction Connect & Commodity Price Index

The project was tendered in March of 2022 and the following bids were received;

CONTRACTOR	BID PRICE	QUALIFIED
Celtic Construction	\$1,027,870.00	Yes
GSL Construction	\$1,051,490.00	Yes
JMS Construction	\$1,137,829.00	Yes
HWD Construction	\$996,139.00	Yes
Southwest Design & Construction	\$859,170.00	Yes

The consultant Bearisto and Associates reviewed the tender quantities, calculations, and any anomalies along with reference checks as required.

Contract Amount	\$859,170.00
Contingency (10%)	\$85,917.00
Overall Estimate	\$945,087.00
Original Budget	\$550,000.00
Financials spent to date	\$174,030.18
Budget Carry over for 2022	\$375,969.82
2022 Budget Short Fall	\$569,117.18

Currently the Unrestricted reserves have a balance of \$1,000,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is having additional shop space in DeBolt will increase the longevity of the equipment, less maintenance and better response times.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Consider building a stand alone building again but include a full structurally supported foundation on screw piles within engineered concrete slab.

Alternative #2: Council has the alternative not to proceed with the PSB addition.

FINANCIAL IMPLICATION:

Direct Costs: Additional **\$569,117.18** to come from the Capital Infrastructure Reserve

Ongoing / Future Costs: The yearly utilities and maintenance are estimated at \$8,000.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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 to follow up with Councils decision with Corporate Services.

ATTACHMENT(S):

Attachment #1 – Bid Summary and Qualification

Attachment #2 – Letter of recommendation

Attachment #3 – Architectural design package from Engineer

Attachment #4 – Evaluation of saving costs having Operations based out of DeBolt

Tender Opening Form

Tendered Project: DeBolt Public Works Building – Shop Addition

Closing Information: Thursday, April 7, 2022, 2:00pm

Contractor	Bid Security	Addendum Receipt	Tender Total
CELTIC CONST	✓	✓	1,027,870.00
GSL CONST.	✓	✓	1,051,490.00
JMS CONST.	✓	✓	1,137,829.00
HWD CONST.	✓	✓	996,139.00
SOUTHWEST DESIGN & CONST	✓	✓	859,170.00

Tender Receipt Form

Tendered Project: DeBolt Public Works Building – Shop Addition

Closing Information: Thursday, April 7, 2022, 2:00pm

Contractor	Receipt Date	Receipt Time
Southwest Design & Construction	April 7 2022	1:39 pm
JMS Construction	April 7 2022	1:41 pm
1571717 Alberta Ltd o/a GSL Construction	April 7 2022	1:45 pm
HWD Construction	April 7 2022	1:49 pm
Celtic Construction	April 7 2022	1:54 pm



April 8, 2022

MD of Greenview No. 16
3605-46 St.
PO Box 1079
Valleyview, AB T0H 3N0

To: Wayne Perry, Facility Maintenance Manager

Re: DeBolt Public Service Building – Shop Addition - Bid Results

Bids for the DeBolt Public Service Building – Shop Addition project were publicly opened and read aloud on Thursday, April 7, 2022. Five contractors submitted bids for the project. The low bid was submitted by Southwest Design & Construction Ltd., Grande Prairie, AB, in the amount of \$859,170.00.

We have reviewed the bid submission from Southwest Design & Construction Ltd and believe their bid to be responsive and complete. Therefore, we recommend the Contract be awarded to Southwest Design & Construction Ltd.

We have had past experience working with Southwest Design & Construction Ltd on previous projects and have found them to be experienced and competent. We look forward to the successful completion of this project and thank you for the opportunity to be of service to the MD of Greenview.

Regards,

Lori Thiessen, C.E.T.
Beairsto & Associates Engineering Ltd.



Municipal District of
GREENVIEW

Debolt Public Service Building - Shop Expansion

Hamlet of DeBolt, M.D. of Greenview No. 16, AB.




Beairsto & Associates
ENGINEERING LTD

P: 780 532 4919 F: 780 532 4739
10940-92 Avenue, Grande Prairie, AB T8V 6B5
10012-97 Avenue, Fort St. John, B.C. V1J 5P3
www.baseng.ca

ABBREVIATIONS:

AVG.	AVERAGE
ALT.	ALTERNATE
A.F.F.	ABOVE FINISH FLOOR
ABV.	ABOVE
ADJ.	ADJACENT
ALUM.	ALUMINUM
ARCH.	ARCHITECT
BAL.CY.	BALCONY
BD.	BOARD
BLDG.	BUILDING
BDRM.	BEDROOM
BLK.	BLOCKING
BM.	BEAM
C.L.	CENTER LINE
C.O.	CASED OPENING
CLO.	CLOSET
CLG.	CEILING
COL.	COLUMN
COMP.	COMPOSITION
CONC.	CONCRETE
CONST.	CONSTRUCTION
CONT.	CONTINUOUS
C.T.	CERAMIC TILE
DECOR.	DECORATIVE
DTL.	DETAIL
DIA.	DIAMETER
DN.	DIMENSION
DWG.	DRAWINGS
DN.	DOWN
D.S.	DOWN SPOUT
EA.	EACH
EB.	EYEBROW
E.W.	EACH WAY
ELEC.	ELECTRIC
EL.	ELEVATION
EQ.	EQUAL
EXIST.	EXISTING
EXP.	EXPANSION
E.J.	EXPANSION JOINT
EXT.	EXTERIOR
FAB.	FABRICATE
FIN.	FINISH
F.C.	FIRE CODE
F.F.	FINISH FLOOR
F.F.	FIREPLACE
FLASH.	FLASHING
FLR.	FLOOR
FLUOR.	FLUORESCENT
FTG.	FOOTING
FDN.	FOUNDATION
F.B.O.	FURNISHED BY OTHERS
GALV.	GALVANIZED
G.I.	GALVANIZED IRON
GA.	GAUGE
GEN.	GENERAL
G.C.	GENERAL CONTRACTOR
GYP. BD.	GYPSPUM BOARD
HT.	HEIGHT
HVAC.	HEATING, VENTILATION, AND AIR CONDITIONING
HDR.	HEADER
HORIZ.	HORIZONTAL
HR.	HOUR
HD. HT.	HEADER HEIGHT
INSUL.	INSULATION
INT.	INTERIOR
JAN.	JANITOR
JT.	JOINT
KIT.	KITCHEN
K.S.	KNEE SPACE
LAM.	LAMINATE
LT.	LIGHT
MFR.	MANUFACTURER
MAS.	MASONRY
M.D.	MASONRY DIMENSION
M.O.	MASONRY OPENING
MAX.	MAXIMUM
MECH.	MECHANICAL
MEP.	MECHANICAL, ELECTRICAL, AND PLUMBING
MED.	MEDIUM
MTL.	METAL
MIN.	MINIMUM
MISC.	MISCELLANEOUS
N.	NORTH
N.I.C.	NOT IN CONTRACT
N.T.S.	NOT TO SCALE
O.C.	ON CENTER
OPG.	OPENING
OPP. H.	OPPOSITE HAND
O.S.B.	ORIENTED STRAND BOARD
OSCI.	OWNER SUPPLIED CONTRACTOR INSTALLED
O.H.D.	OVER HEAD DOOR
P.V.M.T.	PLASTER
PL.	PLATE
PLAS. LAM.	PLASTIC LAMINATE
PLY.	PLYWOOD
POL.	POLISHED
P.T.	PRESSURE TREATED
R.C.	RESILIENT CHANNEL
R.	RADIUS OR RISER
RECP.T.	RECEPTACLE
REF.	REFERENCE TO
REFRIG.	REFRIGERATOR
REINF.	REINFORCING
REQD.	REQUIRED
RM.	ROOM
R.D.	ROOF DRAIN
R.O.	ROUGH OPENING
S.F.	SQUARE FOOT
SCHED.	SCHEDULE
SECT.	SECTION
SHT.	SHEET
SIM.	SIMILAR
STC.	SOUND TRANSMISSION COEFFICIENT
S.A.B.	SOUND ATTENUATION BLANKET
SPEC.	SPECIFIED OR SPECIFICATIONS
S.R.O.	SHEET ROCK OPENING
STD.	STANDARD
STL.	STEEL
STRUCT.	STRUCTURAL
STOR.	STORAGE
SQ.	SQUARE
THK.	THICK
T.	TOP OF
T.O.	TREAD, TILE OR TOP
TYPE	TYPICAL
US.	UNDERSIDE
U.N.O.	UNLESS NOTED OTHERWISE
VERT.	VERTICAL
W.W.M.	WELDED WIRE MESH
W.	WITH
WD.	WOOD
W.I.C.	WALK IN CLOSET
WT.	WEIGHT

ABBREVIATIONS SYMBOLS:

&	AND	'	FEET OR MINUTES
∠	ANGLE	"	INCH OR SECONDS
@	AT	PL	PLATE
<	CENTERLINE	±	PLUS OR MINUS
°	DEGREE	#	POUND OR NUMBER
—/—	DRAWING CUT LINE	:	RATION
=	EQUAL	~	ROUND
⬤	HT./F.F. LOCATION	⌈⌋	SQUARE OR SQ. FOOT

DRAWING SYMBOLS

SYMBOL	DESCRIPTION
	NORTH ARROW
	MATCHLINE
	STRUCTURAL GRID LINE
	DRAWING TITLE
	BUILDING SECTION
	WALL SECTION
	BUILDING ELEVATION
	INTERIOR ELEVATION
	CALLOUT
	ROOM NAME AND NUMBER
	NEW DATUM ELEVATION
	DOOR NUMBER
	WALL TYPE
	FIRE RATED WALL / FIRE SEPARATION
	GLAZING TYPE
	CEILING HEIGHT AND MATERIAL TYPE
	REVISION AREA AND SYMBOL
	DIMENSION TO FACE
	DIMENSION TO CENTERLINE

GENERAL NOTES:

- DRAWINGS ARE NOT TO BE SCALED FOR SIZES OR DIMENSIONS.
- THE CONTRACTOR SHALL VERIFY ALL MEASUREMENTS AND DIMENSIONS ON SITE AND COORDINATE THE WORK OF ALL OTHER TRADES AND SUB CONTRACTORS PRIOR TO COMMENCEMENT OF WORK.
- DISCREPANCIES IN DIMENSIONS SHALL BE COMMUNICATED TO THE ENGINEER SO THAT ANY ADJUSTMENTS MAY BE MADE PRIOR TO INSTALLATION.
- ALL DRAWINGS SHALL BE READ IN CONJUNCTION WITH THE OTHERS AND SPECIFICATIONS. INDIVIDUAL TRADES ARE TO COORDINATE WITH OTHER TRADES AS REQUIRED. WHAT MAY BE INDICATED ON ANY ONE DRAWING SHALL BE DEEMED TO APPLY TO ALL TRADES AS REQUIRED AND NECESSARY.
- PROTECT YOUR WORK, THE WORK OF OTHER SUB TRADES, EXISTING PROPERTY, ADJACENT PUBLIC AND PRIVATE PROPERTY FROM ANY DAMAGE WHILE DOING WORK.
- CONTRACTORS FINDING DISCREPANCIES AND / OR OMISSIONS FROM DRAWINGS OR SPECIFICATIONS, OR HAVING DOUBT AS TO MEANING OR INTENT OF ANY PART THEREOF SHOULD AT ONCE INFORM THE ENGINEER/CONSULTANT WHO WILL SEND WRITTEN INSTRUCTIONS OR EXPLANATIONS TO THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE HELD RESPONSIBLE FOR ORAL INSTRUCTIONS.
- FAILURE OF THE CONTRACTOR TO BRING TO THE ATTENTION OF THE ENGINEER/CONSULTANT ANY ERRORS / OMISSIONS, OR SUCH ITEMS AS APPEAR OBVIOUSLY INCORRECTLY DESCRIBED OR DETAILED, SHALL BE ASSUMED TO INDICATE WILLINGNESS BY THE CONTRACTOR TO ACCEPT THE ORIGINAL INTENT AND MEANING AS MAY BE INTERPRETED BY THE ENGINEER/CONSULTANT.
- IF THE CONTRACTOR PROCEEDS WITH WORK AFFECTED BY SUCH ERRORS OR OMISSIONS WITHOUT RECEIVING SUCH CLARIFICATION, HE DOES SO AT HIS OWN RISK. ANY ADJUSTMENTS INVOLVING SUCH CIRCUMSTANCES MADE BY THE CONTRACTOR, PRIOR TO APPROVAL BY THE ENGINEER/CONSULTANT, SHALL BE AT THE CONTRACTOR'S RISK AND THE SETTLEMENT OF ANY COMPLICATIONS OR DISPUTES ARISING THEREFROM SHALL BE AT THE CONTRACTOR'S SOLE EXPENSE.
- THE STARTING OF WORK, BY ANY CONTRACTOR OR SUB CONTRACTOR SHALL BE CONSIDERED EVIDENCE THAT HE HAS INSPECTED AND ACCEPTED ALL CONDITIONS INVOLVED IN HIS WORK AND FINDS THEM SATISFACTORY.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURATE PLACEMENT OF BUILDINGS ON THE SITE.
- THE CONTRACTOR AND HIS SUB CONTRACTORS SHALL LOCATE ANY AND ALL UNDERGROUND OR HIDDEN SERVICES PRIOR TO ANY EXCAVATION OR CUTTING AND SHALL PROTECT SUCH SERVICES FROM DAMAGE.
- THE CONTRACTOR SHALL NOTIFY ALL APPROPRIATE MUNICIPAL DEPARTMENTS REGARDING SITE INSPECTIONS AND ENSURE THAT ALL NECESSARY INSPECTIONS ARE DONE BY THE GOVERNING MUNICIPALITY PRIOR TO PROCEEDING WITH SUBSEQUENT WORK.
- FIRE DEPARTMENT ACCESS AND WATER TO SITE SHALL BE MAINTAINED DURING CONSTRUCTION.
- THE STRUCTURAL, MECHANICAL, ELECTRICAL AND CIVIL DRAWINGS ARE OF EQUAL IMPORTANCE WITH THE ARCHITECTURAL DRAWINGS IN DEFINING THE SCOPE OF THE WORK. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO CHECK WITH THE ARCHITECTURAL DRAWINGS BEFORE THE INSTALLATION OF STRUCTURAL, MECHANICAL, ELECTRICAL, AND OTHER DISCIPLINE WORK. SHOULD THERE BE A DISCREPANCY BETWEEN THE ARCHITECTURAL DRAWINGS AND THE ENGINEERING DRAWINGS THAT WOULD CAUSE AN UNDESIRABLE OR IMPROPER INSTALLATION, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER/CONSULTANT FOR CLARIFICATION PRIOR TO INSTALLATION OF THAT WORK. ANY WORK INSTALLED IN CONFLICT WITH THE ARCHITECTURAL DRAWINGS SHALL BE CORRECTED BY THE CONTRACTOR AT HIS EXPENSE AND AT NO ADDITIONAL COST TO THE OWNER OR ENGINEER/CONSULTANT.
- SUBCONTRACTORS FOR EACH TRADE ARE ADVISED THAT INFORMATION PERTINENT TO THEIR WORK MAY OCCUR IN OTHER PORTIONS OF THE CONTRACT DOCUMENTS. REFER TO CIVIL, STRUCTURAL, MECHANICAL, ELECTRICAL, AND OTHER TRADE/DISCIPLINE DRAWINGS FOR ADDITIONAL INFORMATION, GENERAL NOTES, ABBREVIATIONS AND SYMBOLS. ALL NOTES ARE TO BE REVIEWED AND APPLIED TO RELATED BUILDING COMPONENTS. INFORMATION AND NOTES APPEAR ON VARIOUS SHEETS FOR DIFFERENT SYSTEMS AND MATERIALS. SHEETS ARE TO BE REVIEWED AND NOTES ON ANY ONE SHEET ARE TO BE APPLIED ON RELATED DRAWINGS AND DETAILS.
- FIRE SEPARATIONS MAY NOT BE PERCED BY ELECTRICAL, MECHANICAL, OR SIMILAR SERVICE OUTLETS EXCEPT IN ACCORDANCE WITH LOCAL BUILDING CODES.
- OPENINGS FOR NON-COMBUSTIBLE PIPES AND DUCTS SHALL BE RESPONSIBLE FOR ENSURING THAT WHERE THEIR WORK PASSES THROUGH A FIRE SEPARATION, THE OPENING SHALL BE PLUGGED WITH UL/C LABELLED AND APPROVED FIRESTOPPING SEALANT, INSULATION, OR OTHER MATERIAL APPROVED BY LOCAL AUTHORITIES HAVING JURISDICTION TO MAINTAIN THE INTEGRITY OF THE FIRE SEPARATION.
- PROVIDE ALL FIRE BLOCKING, FIRE STOPS AND SMOKE STOPS IN FLOORS, WALLS, PLenums, ATTICS AND OTHER CONCEALED SPACES IN ACCORDANCE WITH LOCAL BUILDING CODES.
- MAINTAIN THE INTEGRITY OF FIRE RATED DEMISING WALLS WITH GYPSUM BOARD OVER, AROUND AND BEHIND ALL ELECTRICAL AND OR MECHANICAL PENETRATIONS. PROVIDE ACOUSTICAL SEALANT AS REQUIRED FOR SOUND RATING.
- GENERAL CONTRACTOR TO COORDINATE ALL EQUIPMENT BASE AND HOUSEKEEPING PADS WITH MECHANICAL, PLUMBING AND ELECTRICAL CONTRACTORS. INSTALL PADS BENEATH THE FULL PROJECTED AREA OF EQUIPMENT.
- GENERAL CONTRACTOR TO COORDINATE ALL MECHANICAL AND ELECTRICAL FLOOR, ROOF AND WALL SLEEVES AND ALL MECHANICAL SHAFTS WITH MECHANICAL, PLUMBING, FIRE PROTECTION, ELECTRICAL, STRUCTURAL AND ARCHITECTURAL DRAWINGS.
- REFER TO CERTIFIED MECHANICAL AND ELECTRICAL CONTRACTORS DRAWINGS AND MANUFACTURER'S TEMPLATE DRAWINGS FOR ALL MECHANICAL AND ELECTRICAL EQUIPMENT SUPPORTS, BOLT SETTING TEMPLATES, ISOLATIONS, SPRING ISOLATION ITEMS, ETC., NOT SHOWN ON THE DRAWINGS BUT REQUIRED FOR INSTALLATION OF THE SYSTEM. CONTRACTOR SHALL BE DEEMED TO HAVE ALLOWED IN HIS TENDER FOR ALL NECESSARY WORKS IN ACCORDANCE.
- THE CONTRACTOR SHALL FURNISH AND INSTALL ALL BLOCKING, STIFFENERS, BRACINGS, BACKING PLATES AND SUPPORTING BRACKETS REQUIRED FOR THE PROPER INSTALLATION OF ALL CASEWORK, WASHROOM ACCESSORIES, TOILET PARTITIONS, RADIANT HEAT SYSTEMS, AS WELL AS ALL WALL MOUNTED OR SUSPENDED MECHANICAL, ELECTRICAL, SECURITY, AND/OR MISCELLANEOUS EQUIPMENT INCLUDING OWNER SUPPLIED ITEMS. CONTRACTOR SHALL BE DEEMED TO HAVE ALLOWED FOR THESE IN HIS TENDER WHETHER DETAILED ON THE CONTRACT DOCUMENTS OR NOT.
- CONTRACTOR TO ENSURE THAT ALL BLOCKING, NAILERS, ANCHORS, SLEEVES, INSERTS, AND ACCESSORIES SUPPLIED OR REQUIRED BY OTHER SECTIONS AND SUB CONTRACTORS ARE COORDINATED AND INSTALLED WITH THE WORK.
- WHEN REFERENCE IS MADE TO A PARTICULAR MANUFACTURED SYSTEM, ALL PARTS AND MATERIALS APPLICABLE SHALL BE SUPPLIED AND INSTALLED AS PER ENGINEER/CONSULTANT AND MANUFACTURER'S PRINTED INSTRUCTIONS.
- MANUFACTURED ARTICLES SHALL BE USED OR APPLIED IN ACCORDANCE WITH MANUFACTURER'S DIRECTIONS AND SHALL BE HANDLED AS DIRECTED. LABELS SHALL NOT BE REMOVED FROM CANS, BOXES AND CARTONS, ETC., WHEN DELIVERED TO SITE. ALL MATERIALS SHALL BE NEW AND OF THE BEST QUALITY.
- PROVIDE COMPLETE, FULLY TESTED AND OPERATIONAL MECHANICAL AND ELECTRICAL SYSTEMS TO MEET REQUIREMENTS DESCRIBED HEREIN AND IN COMPLETE ACCORD WITH APPLICABLE CODES AND ORDINANCES. INCLUDE ALL NECESSARY ACCESSORIES AND FITTINGS. WORK IS CONSIDERED COMPLETE ONLY WHEN SYSTEM IS FULLY FUNCTIONAL.
- PROVIDE ACCESS PANELS AS REQUIRED BY APPLICABLE CODES AND AS REQUIRED FOR MECHANICAL EQUIPMENT. THE CONTRACTOR SHALL BE DEEMED TO HAVE ALLOWED FOR THESE IN HIS TENDER WHETHER OR NOT THEY ARE INDICATED ON THE CONTRACT DOCUMENTS. ALL ACCESS PANEL LOCATIONS SHALL BE REVIEWED WITH THE ENGINEER/CONSULTANT PRIOR TO PROCEEDING.
- CABINET SUPPLIER TO FIELD MEASURE AREA OF WORK AFTER ROUGH FRAMING TO ENSURE AN EXACT FIT.
- ALL ELEVATOR OPENINGS SHALL BE CERTIFIED BY THE ELEVATOR SUBCONTRACTOR PRIOR TO FORMING/FRAMING. REQUIRED MODIFICATIONS SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER FOR APPROVAL PRIOR TO FORMING/FRAMING. CONTRACTOR SHALL BE DEEMED TO HAVE ALLOWED IN HIS TENDER FOR CONSTRUCTING ELEVATOR SHAFTS IN EVERY RESPECT TO COMPLY WITH HIS CHOSEN ELEVATOR SUB-CONTRACTOR REQUIREMENTS WHERE THEY DIFFER FROM THE TENDER DRAWINGS.
- THE AUTOMATIC SPRINKLER SYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH NFPA STANDARDS INCLUDING ALL CONCEALED SPACES AND SHALL BE PROVIDED WITH AN ADEQUATE AND RELIABLE WATER SUPPLY.
- ALL DISSIMILAR MATERIALS SHALL BE EFFECTIVELY ISOLATED FROM EACH OTHER WITH PROTECTIVE SEALANTS AND COATINGS AS REQUIRED TO AVOID BREAKDOWN.
- ALL EXTERIOR JOINTS AROUND WINDOW AND DOOR FRAMES, BETWEEN WALLS AND FOUNDATION, BETWEEN WALLS AND ROOF, BETWEEN WALL PANELS, AT PENETRATIONS OF UTILITIES THROUGH THE ENVELOPE, SHALL BE SEALED, CAULKED AND WEATHER-STRIPPED AS REQUIRED TO PREVENT AIR AND WATER LEAKAGE/INFILTRATION AND TO ENSURE A PROPERLY SEALED BUILDING ENVELOPE.
- ALL EXTERIOR HANDRAILS AND EXTERIOR EXPOSED METAL SHALL BE GALVANIZED AND PAINTED UNLESS NOTED OTHERWISE.
- MAINTAIN MINIMUM 6" VERTICAL DISTANCE BETWEEN FINISH FLOOR AND ADJACENT GRADES. SLOPE GRADES AS PER APPROVED SEAL OF LOT GRADING PLAN.
- ALL WORK THE OWNER OR ENGINEER/CONSULTANT DEEMS TO BE DEFECTIVE SHALL BE REMOVED AND REPLACED WITH NEW MATERIAL AND WORKMANSHIP AT THE RESPECTIVE CONTRACTOR'S EXPENSE.
- THE OWNER OR ENGINEER/CONSULTANT SHALL NOT BE HELD LIABLE FOR ANY LOSS OR DAMAGE CAUSED BY CONTRACTORS.

LIST OF DRAWINGS

ARCHITECTURAL

A0.0	COVER PAGE
A0.1	GENERAL NOTES, LIST OF DRAWINGS, CODE ANALYSIS
A1.0	SITE PLAN
A2.0	MAIN FLOOR PLAN, ROOF PLAN & SCHEDULES
A3.0	BUILDING ELEVATIONS
A4.0	BUILDING SECTIONS, WALL SECTION & SCHEDULES

STRUCTURAL

S1.0	FOUNDATION PLAN
S1.1	FOUNDATION DETAILS
S1.2	FOUNDATION DETAILS

MECHANICAL

M1.0	SANITARY & WATER PLUMBING LAYOUT
M2.0	HVAC & GAS PLUMBING LAYOUT
M3.0	MAIN FLOOR HVAC & GAS LAYOUT
M4.0	MECHANICAL SCHEDULES
M5.0	MECHANICAL DETAILS & LEGEND
M6.0	MECHANICAL SPECIFICATIONS

ELECTRICAL

E1.0	ELECTRICAL LEGENDS, PANEL SCHEDULE & SPECIFICATIONS
E1.1	ELECTRICAL SPECIFICATIONS
E2.0	MAIN FLOOR LIGHTING, POWER & SYSTEMS LAYOUT
E2.1	ROOF POWER LAYOUT
E3.0	LIGHTING FIXTURE, LIGHTING CONTROL AND MECHANICAL EQUIPMENT SCHEDULES
E4.0	ELECTRICAL DETAILS

BUILDING CODE ANALYSIS:

BASED ON NATIONAL BUILDING CODE - 2019 ALBERTA EDITION

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

EXISTING MAJOR OCCUPANCY CLASSIFICATION: GROUP F DIVISION 3

3.2.2.63 GROUP F DIVISION 3, UP TO 3 STOREYS

- NUMBER OF STOREYS = 2
- FACING 3 STREETS

- EXISTING BUILDING AREA = 1,607.00m²
- NEW ADDITION BUILDING AREA = 218.61m²
- TOTAL BUILDING AREA = 1,825.61m² < 3,600m²

- SPRINKLERED: NO
- COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION

- FLOOR ASSEMBLIES: FIRE SEPARATIONS WITH 45 MIN. F.R.R.
- MEZZANINES FLOOR ASSEMBLIES: IF COMBUSTIBLE, 45 MIN. F.R.R.
- ROOF ASSEMBLIES: IF COMBUSTIBLE, 45 MIN. F.R.R.
PROVIDED: NONCOMBUSTIBLE CONSTRUCTION.

- LOAD BEARING WALLS, COLUMNS & ARCHES SUPPORTING AN ASSEMBLY REQUIRED TO HAVE A F.R.R.: 45 MIN. F.R.R. OR NONCOMBUSTIBLE CONSTRUCTION
PROVIDED: NONCOMBUSTIBLE CONSTRUCTION.

EXISTING SUBSIDIARY OCCUPANCY CLASSIFICATION: GROUP D

3.2.2.60 GROUP D, UP TO 3 STOREYS

- EXISTING SUBSIDIARY OCCUPANCY TO REMAIN.
- NO NEW SUBSIDIARY ADDITION.

DESIGN OCCUPANT LOAD:

3.1.17.1 STORAGE GARAGE: 218.51 m² @46 m²/PERSON = 4.75 PERSONS

TOTAL ADDITIONAL OCCUPANT LOAD = 5 PERSONS

WATER CLOSETS:

-EXISTING 6 WATER CLOSETS, 1 URINAL

NUMBER OF EXITS FOR NEW ADDITION:

3.4.2.1 (1) GROUP F, DIVISION 3 (STORAGE GARAGE) NON-SPRINKLERED
2 EXITS REQD.
TRAVEL DISTANCE
3.4.2.5 (1) 60 m IN A STORAGE GARAGE
ACTUAL TRAVEL DISTANCE = 14.3 m

SPATIAL SEPARATION & EXPOSURE PROTECTION:

EXPOSING WALL	TABLE 3.2.3.1 A & B		TABLE 3.2.3.7		MINIMUM F.R.R.
	% U/O PERMITTED	% U/O ACTUAL	TYPE OF CONSTRUCTION REQUIRED	TYPE OF CLADDING REQUIRED	
NORTH WALL (ATTACHED TO EXISTING WALL)	N/A	N/A	COMBUSTIBLE OR NONCOMBUSTIBLE	COMBUSTIBLE OR NONCOMBUSTIBLE	N/A
SOUTH WALL	100%	2.7%	COMBUSTIBLE OR NONCOMBUSTIBLE	COMBUSTIBLE OR NONCOMBUSTIBLE	--
EAST WALL	100%	32.6%	COMBUSTIBLE OR NONCOMBUSTIBLE	COMBUSTIBLE OR NONCOMBUSTIBLE	-
WEST WALL	100%	29.1%	COMBUSTIBLE OR NONCOMBUSTIBLE	COMBUSTIBLE OR NONCOMBUSTIBLE	--

Grande Prairie
10940-92 Ave, Grande Prairie, AB T8V 6B5
Calgary
#102, 1212-1 St SE, Calgary, AB T2G 2H8
Fort St. John
10012-97 Ave, Fort St. John, BC V1J 5P3

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SEAL

3.4.2.1 (1) GROUP F, DIVISION 3 (STORAGE GARAGE) NON-SPRINKLERED
2 EXITS REQD.
TRAVEL DISTANCE
3.4.2.5 (1) 60 m IN A STORAGE GARAGE
ACTUAL TRAVEL DISTANCE = 14.3 m

VALIDATION
PERMIT TO PRACTICE
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PROJECT

Debolt Public Service
Building - Shop Expansion

No.	Description	Date

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DRAWN BY: C.M. Valiente
CHECKED BY: D. McGrath, P.ENG.
ENGINEER: D. McGrath, P.ENG.
PROJECT No: 21GEBD5061
DATE: March 2022
SCALE: As indicated

DESCRIPTION

General Notes,
List of Drawings,
Code Analysis

DRAWING NO.

A0.1

SHEET
1
5

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1 Site Plan
A1.0 scale: 1:200

2 Location Plan
A1.0 not to scale

BYLAW INFORMATION:

MUNICIPAL DISTRICT OF GREENVIEW No. 16

PROJECT : DeBOLT PUBLIC SERVICE BUILDING - SHOP EXPANSION
LEGAL DESCRIPTION: LOT 2, BLOCK 1, PLAN 152 1512
MUNICIPAL ADDRESS: 11115 TOWNSHIP ROAD 721A, DeBOLT
ZONING: INS: INSTITUTIONAL
LOT AREA: 3.254 HECTARES / 8.04 ACRES
SITE COVERAGE: 5.76% (MAXIMUM 40%)

PARKING CALCULATIONS:
1 STALL PER 403 m² OF GROSS LEASABLE AREA
BUILDING AREA: EXISTING MAIN FLOOR = 1,652.82 m² (17,790.81 ft²)
EXISTING SECOND FLOOR = 616.14 m² (6,632.08 ft²)
SHOP EXPANSION = 222.72 m² (2,397.34 ft²)
TOTAL LEASABLE AREA = 2,491.68 m² (26,820.22 ft²)
TOTAL STALLS REQUIRED = 2,491.68 m² ÷ 403 m² = 7 STALLS REQUIRED
PARKING BY PERSONS WITH PHYSICAL DISABILITIES (AS PER NBC 2019 - AB EDITION): AS PER TABLE 3.8.2.5 (2), 2 BARRIER-FREE STALL REQUIRED
TOTAL PARKING PROVIDED: 75 STANDARDS STALLS AND 2 BARRIER-FREE STALL

SET BACK INFORMATION: REQUIRED PROVIDED
FRONT YARD SET BACK: 40.0m (131'-2") 44.29m (145'-3")
REAR YARD SET BACK: 7.5m (24'-7") 115.98m (380'-8")
SIDE YARD SET BACK: 3.0m (9'-10") 38.55m & 46.74m (EXISTING)
SIDE YARD SET BACK: 3.0m (9'-10") N/A - ATTACHED TO EXISTING BUILDING

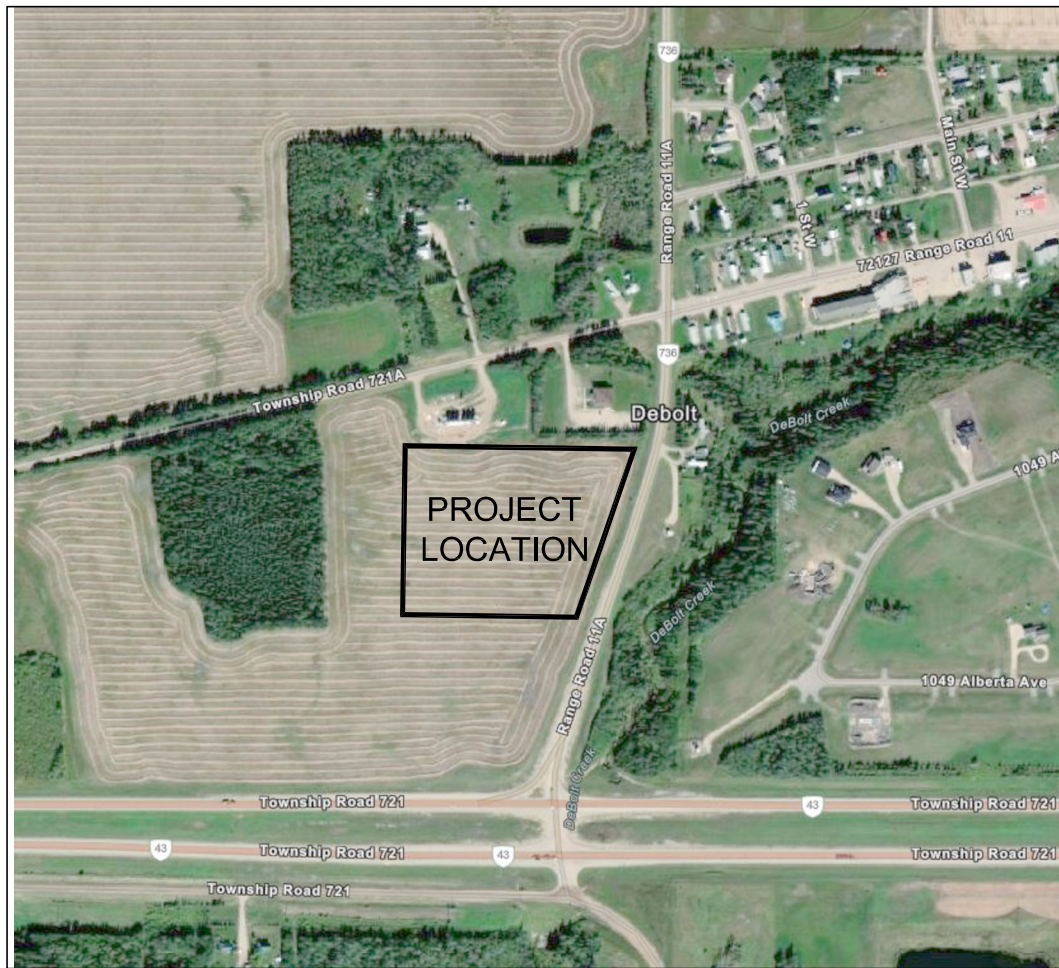
SITE LEGEND

DESCRIPTION	EXISTING	PROPOSED	DESCRIPTION	EXISTING	PROPOSED
SANITARY	— s —	— s —	TREE	●	○
WATER	— w —	— w —	MANHOLE	●	○
STORM	— st —	— st —	HYDRANT	●	○
POWER	— p —	— p —	MAIN WATER VALVE	●	○
OVERHEAD POWER	— oh —	— oh —	SERVICE WATER VALVE	●	○
GAS	— g —	— g —	STREET LIGHT	●	○
TELEPHONE	— t —	— t —	PEDESTAL	●	○
CABLE	— c —	— c —	POWER TRANSFORMER	●	○
CHAIN LINK FENCE	— c —	— c —	POWER POLE	●	○
LOT GRADES	× 694.00	× 694.00	VIDEO INSPECTION RISER/CLEANOUT	●	○
CONIFEROUS TREE	●	○	STREET SIGN	●	○
CONIFEROUS SHRUB	●	○	OVERHEAD DOOR	●	○
DECIDUOUS TREE	●	○	MAN DOOR	●	○
DECIDUOUS SHRUB	●	○			

INSTRUMENTS REGISTERED AGAINST TITLE
TITLE NUMBER: 152 095 979

REGISTRATION NO.	DATE REGISTERED	DESCRIPTION
752 150 452 542 376 053	22/10/1975 06/12/1994	UTILITY ROW CAVEAT

SITE NOTES:
SITE CONTAINS NONE OF THE FOLLOWING:
• WETLANDS, CANALS, RIVERS OR WATER BODIES
• SLOPES GREATER THAN 15%
• OIL OR GAS WELL SITES PROPOSED, EXISTING OR ABANDONED
• SEPTIC FIELDS/SEPTIC TANKS PROPOSED, EXISTING OR ABANDONED
• REFER TO ELECTRICAL PLANS FOR SITE LIGHTING



OWNER
P: 780 532 4919 F: 780 532 4739
Grande Prairie
10940-52 Ave, Grande Prairie, AB T8V 6B5
Calgary
#102, 1212 - 1 St SE, Calgary, AB T2G 2H8
Fort St. John
10012-97 Ave, Fort St. John, BC V1J 5P3
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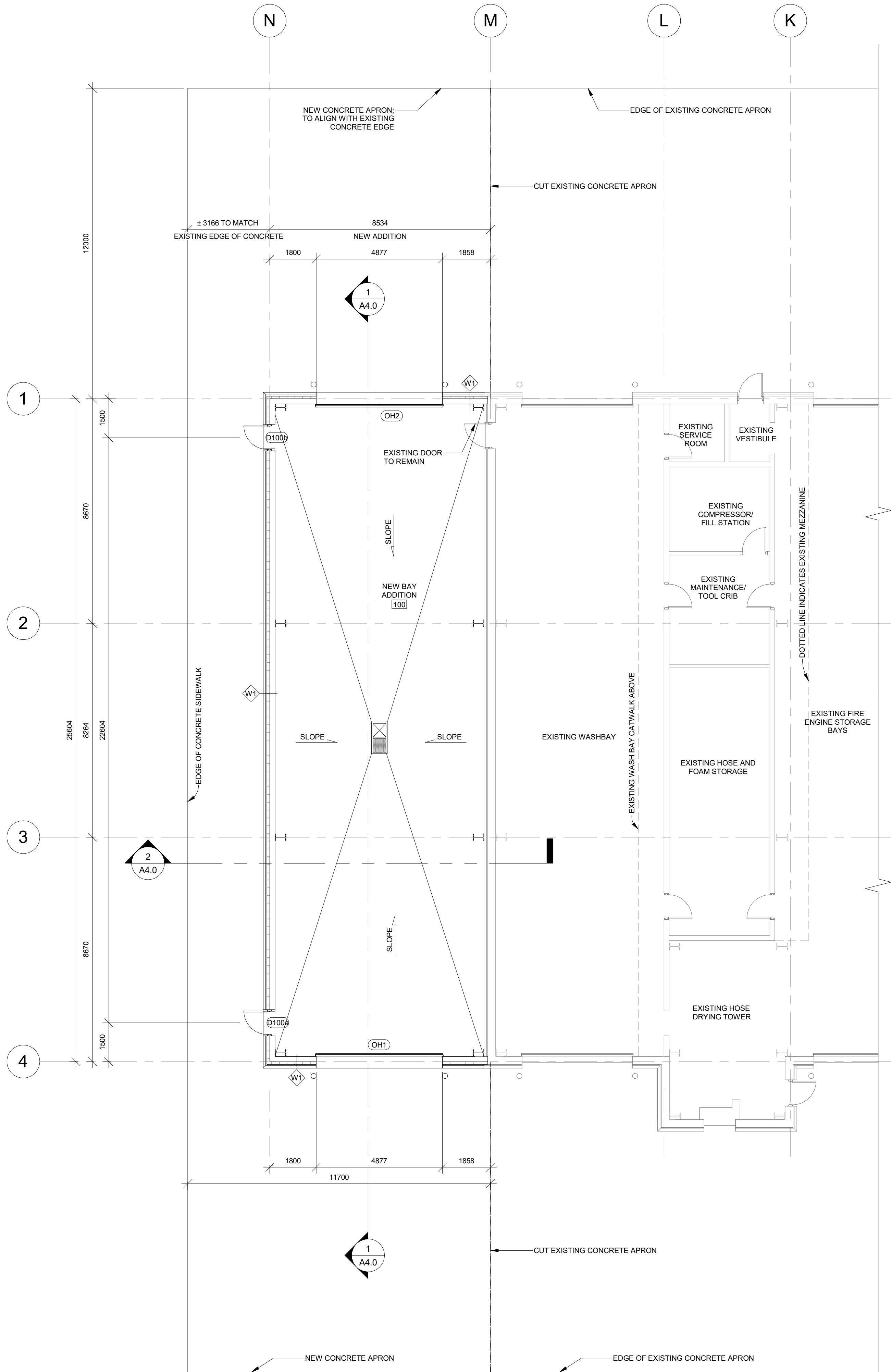
PROJECT
Debolt Public Service Building - Shop Expansion

No.	Description	Date
1	ISSUED FOR REVIEW	2022-03-04


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DRAWN BY:	C.M. Valiente
CHECKED BY:	D. McGRATH, P.ENG
ENGINEER:	D. McGRATH, P.ENG
PROJECT No:	21GEB0061
DATE:	MARCH 2022
SCALE:	1:200

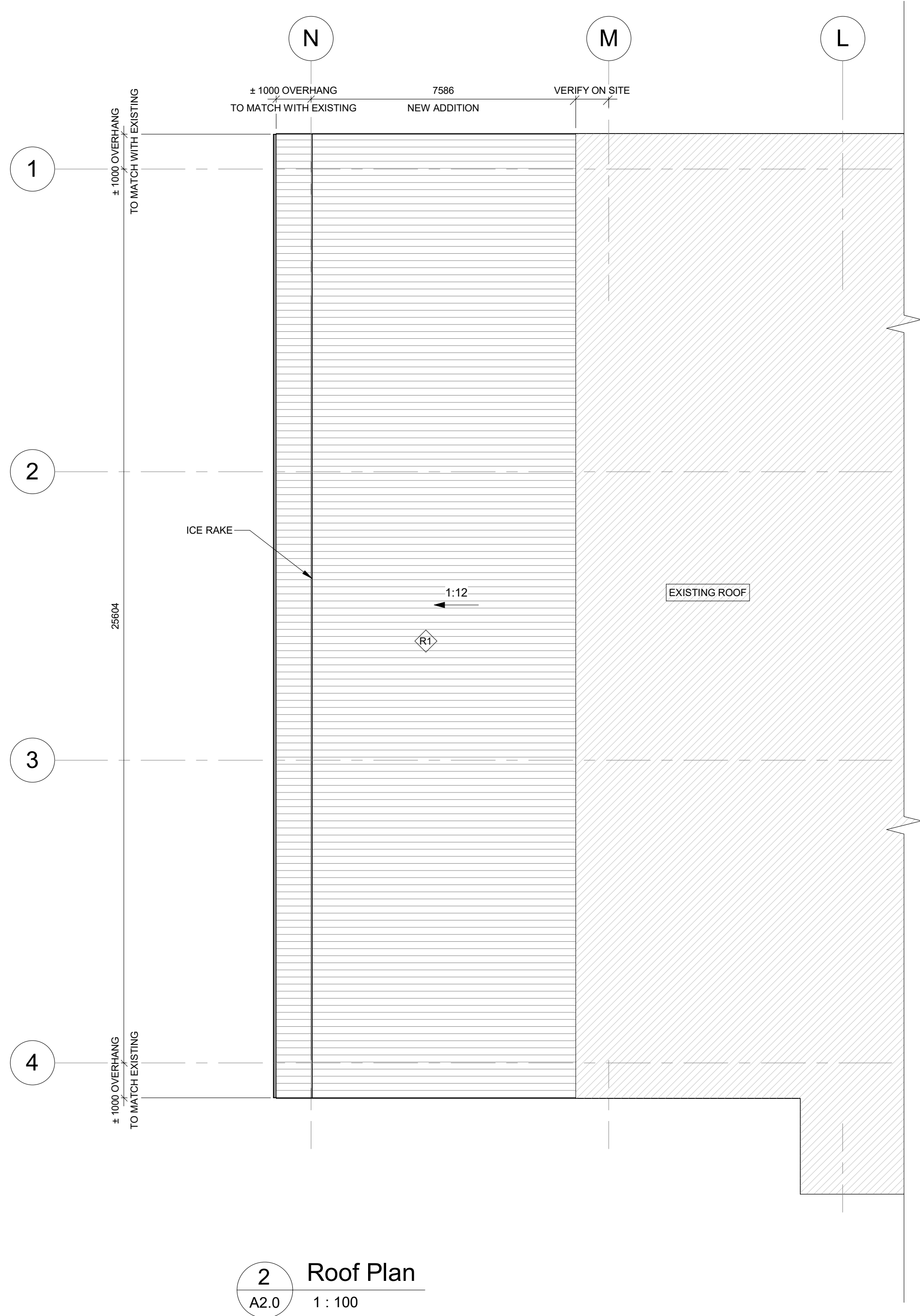
DESCRIPTION
Site Plan
DRAWING NO. A1.0
SHEET 2/5



1 Main Floor Plan
A2.0 1 : 100

ROOF SCHEDULE	
	<ul style="list-style-type: none">INSULATED PREFINISHED METAL ROOF, RSI 7.25 (R-41) EFFECTIVE, MIN.METAL PURLINSPREFINISHED METAL LINER <p>NOTE: IF NECESSARY, PROVIDE ADDITIONAL ROOF BATT INSULATION BETWEEN PURLINS TO MEET OR EXCEED NECB 2017 MINIMUM EFFECTIVE RSI 7.25 (R41) REQUIREMENT.</p>

WALL TYPE SCHEDULE	
	<p>EXTERIOR</p> <ul style="list-style-type: none">UP TO ±762 F.F.L. (WALL BASE)152mm CONCRETE UPSTAND102mm RIGID INSULATIONZ-GIRTSPREFINISHED SEALED LINER PANEL <p>ABOVE ±762 F.F.L.</p> <ul style="list-style-type: none">102mm INSULATED PREFINISHED METAL PANEL (INSTALLED AS PER MANUFACTURER SPEC'S.)Z-GIRTSPREFINISHED SEALED LINER PANEL <p>NOTE: CONCRETE UPSTAND/WALL BASE HEIGHT AND WALL CHAMFER ON TOP AND SIDES TO BE MATCHED WITH EXISTING.</p>
<p>MINIMUM INSULATION VALUES: - PRE-ENGINEERED STEEL BUILDING ROOF INSULATED ASSEMBLIES SHALL MEET OR EXCEED NECB 2017, ZONE 7A.</p> <p>MINIMUM EFFECTIVE R-VALUES OF - ROOF: RSI 7.25 (R-41) EFFECTIVE, MIN.</p>	



2 Roof Plan
A2.0 1 : 100

Grande Prairie
10940-92 Ave, Grande Prairie, AB T8V 6B5
Calgary
#102, 1212-1 St SE, Calgary, AB T2G 2H8
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PROJECT

Debolt Public Service
Building - Shop Expansion

No.	Description	Date
2	Issued for 95% Review	Mar 4, 2022
1	Issued for Review	Feb 8, 2022

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DRAWN BY:	C.M. Valiente
CHECKED BY:	D. McGrath, P.ENG.
ENGINEER:	D. McGrath, P.ENG.
PROJECT No:	21GEBD5061
DATE:	March 2022
SCALE:	As indicated

DESCRIPTION

Main Floor Plan, Roof Plan
& Schedules

DRAWING NO.

A2.0

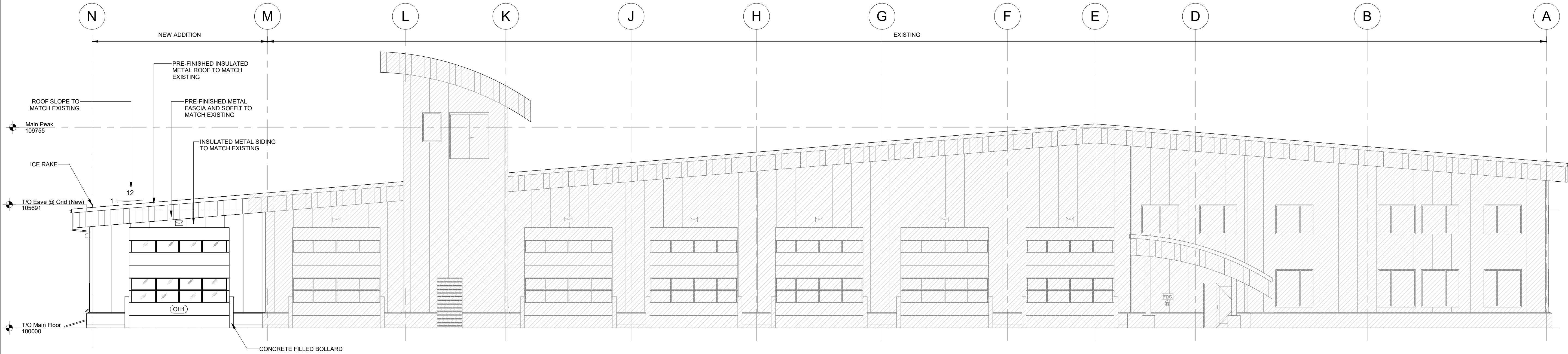
SHEET

3

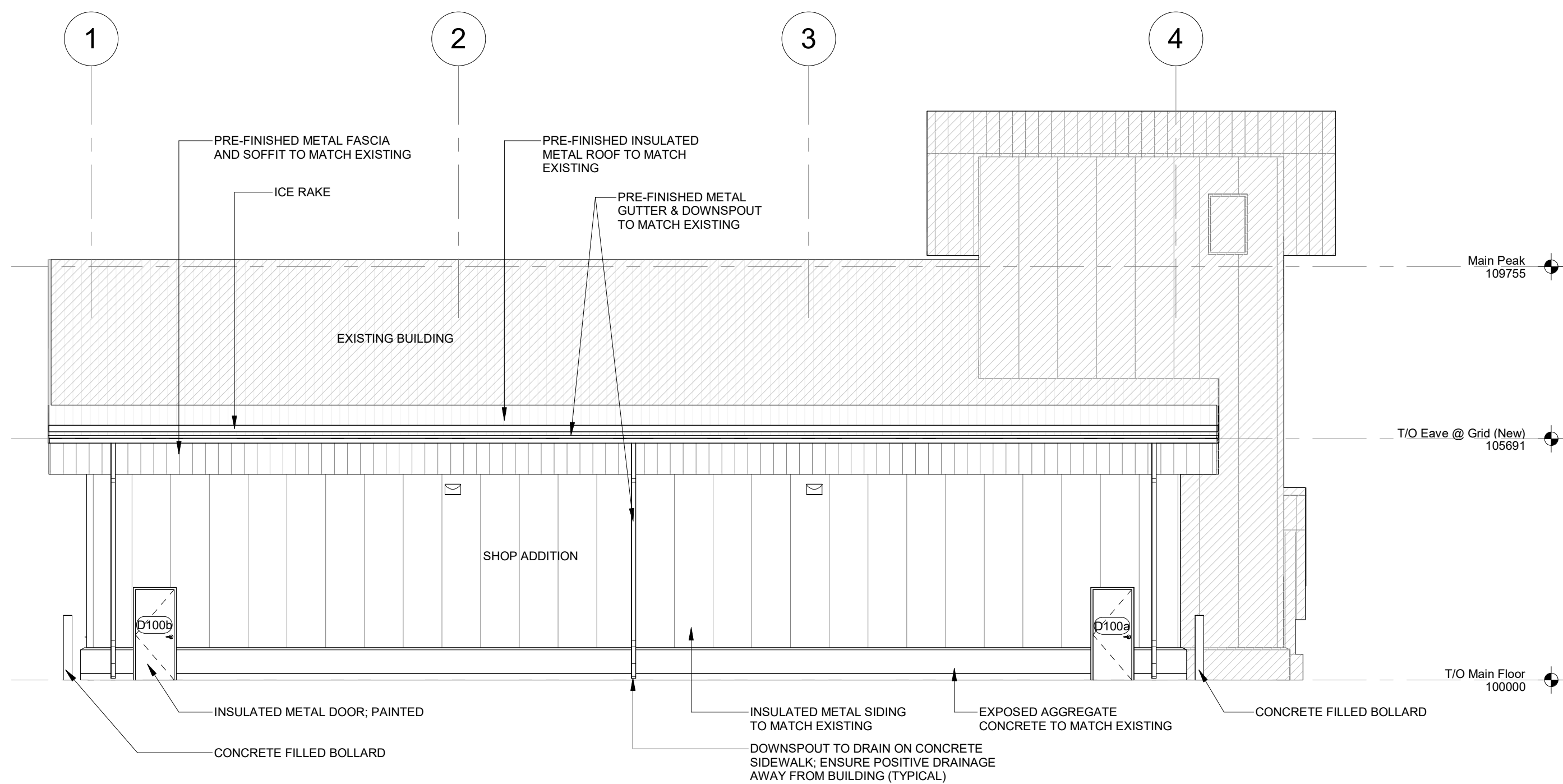
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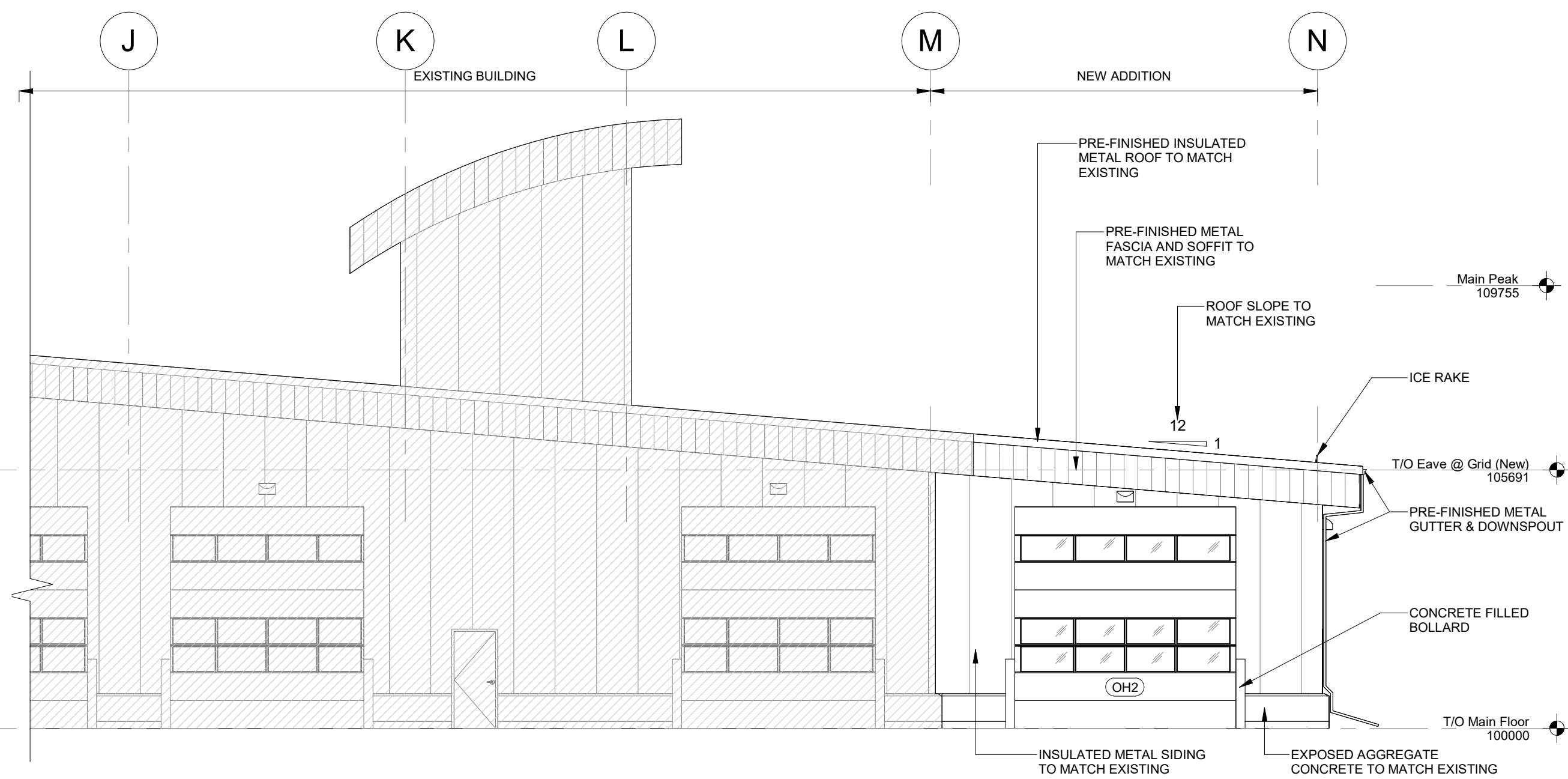
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1 East Elevation
A3.0 1:100



2 South Elevation
A3.0 1:100



3 Partial West Elevation
A3.0 1:100

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PROJECT

**Debolt Public Service
Building - Shop Expansion**

No.	Description	Date
2	Issued for 95% Review	Mar 4, 2022
1	Issued for Review	Feb 8, 2022

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DRAWN BY: C.M. Valiente
CHECKED BY: D. McGrath, P.ENG.
ENGINEER: D. McGrath, P.ENG.
PROJECT No: 21GEBD5061
DATE: March 2022
SCALE: 1:100

DESCRIPTION

Building Elevations

DRAWING NO.

A3.0

SHEET

4

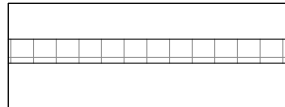
5



NOTES:

- 1.0 REFER TO FLOOR PLANS FOR DOOR HANDEDNESS.
- 2.0 ALL DOORS MAXIMUM U-VALUES MUST MEET NECB 2017, ZONE 7A
MAXIMUM U-VALUES: 1.9 (W/(m²*K)).

WALL TYPE SCHEDULE

	<p>EXTERIOR</p> <p>UP TO 2'62 F.F.L. (WALL BASE)</p> <ul style="list-style-type: none"> - 152mm CONCRETE UPSTAND - 102mm RIGID INSULATION - 2-GIRTS - PREFINISHED SEALED LINER PANEL <p>ABOVE +762 F.F.L.</p> <p>102mm INSULATED PREFINISHED METAL PANEL (INSTALLED AS PER MANUFACTURER SPECS.)</p> <ul style="list-style-type: none"> - 2-GIRTS - PREFINISHED SEALED LINER PANEL <p>NOTE: CONCRETE UPSTAND/WALL BASE HEIGHT AND WALL CHAMFER ON TOP AND SIDES TO BE MATCHED WITH EXISTING.</p>
---	---

MINIMUM INSULATION VALUES:

- PRE-ENGINEERED STEEL BUILDING ROOF INSULATED ASSEMBLIES SHALL MEET OR EXCEED NECB 2017, ZONE 7A.

MINIMUM EFFECTIVE R-VALUES OF

- ROOF: RSI 7.25 (R-41) EFFECTIVE, MIN.

ROOF SCHEDULE

- INSULATED PREFINISHED METAL ROOF, RSI 7.25 (R-41) EFFECTIVE, MIN.
- METAL PURLINS
- PREFINISHED METAL LINER

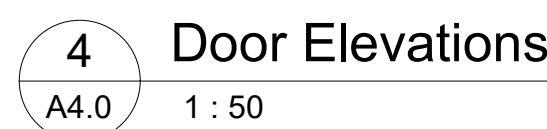
NOTE:

IF NECESSARY, PROVIDE ADDITIONAL ROOF BATT INSULATION BETWEEN PURLINS TO MEET OR EXCEED NECB 2017 MINIMUM EFFECTIVE RSI 7.25 (R41) REQUIREMENT.

FLOOR SCHEDULE

MAIN FLOOR

- 203mm CONCRETE STRUCTURAL SLAB ON GRADE W/ REINFORCING AS PER STRUCTURAL
- RSI 1.32 (R-7.50) MIN. XPS PIPING INSULATION
- 10 MIL SOIL GAS/AIR BARRIER
- 203mm TILE ROCK



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Calgary
#102, 1212-1 St SE, Calgary, AB T2G 2H8
Fort St. John
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PROJECT

Debolt Public Service
Building - Shop Expansion

No.	Description	Date
1	Issued for 95% Review	Mar 4, 2022

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DRAWN BY: C.M. Valiente

CHECKED BY: D. McGrath, P.ENG.

ENGINEER: D. McGrath, P.ENG.

PROJECT No: 21GEBD5061

SCALE: As indicated

DESCRIPTION

Building Sections, Wall Section & Schedules

DRAWING NO.

A4.0

SHEET
5

Annual Savings Moving Operations to DeBolt

In order to maintain the roads in the DeBolt Area prior to stationing a team in DeBolt people traveled primarily from Grovedale to DeBolt. In order to maintain the roads in the DeBolt area takes 3 Operators and a Supervisor full time

Assumptions

Travel to DeBolt from Grovedale	60	Minutes
Staff needed in the DeBolt area	3	
Supervisors needed in the DeBolt area	1	
Supervisor Loaded Rate (Rate \$35/hour)	\$ 45.50	hour
Operator Loaded Rate (Rate \$30/hour)	\$ 39.00	hour
Mechanic Loaded Rate (Rate \$40/hour)	\$ 52.00	hour
Days worker travelling is required (90% total days)	234	Days /Annually
	4.50	Weekly
Travel Distance GD to DeBolt return	164	km
Fuel economy	16.8	l/100km
Fuel costs	\$ 1.50	litre
Service rate every 8000 km (2.5 hours plus \$40 parts)	\$ 170.00	
Truck replacement cost	\$ 50,000.00	

Time lost traveling to DeBolt Weekly

Staff travel costs (labour Ineficiency) from Grovedale	\$ 1,053.00	Weekly
Supervisor travel cost from Grovedale	\$ 409.50	Weekly
	\$ 1,462.50	Weekly
Lost wages	\$ 76,050.00	Annually

Truck

Travel per Year just for commute	153,504	km
Wasted fuel annually	\$ 13,705.71	
Extra service costs from commute miles	\$ 3,261.96	
Vehicle exchange due to extra KM's		
Policy for Vehicle Exchange requirement	200,000	km
Annual communte	153,504	km
Years to exchange of vehicle	1.30	years
Truck replacement cost	\$50,000	
Annual expenditure towards truck replacement	\$38,376	
Total Truck Expenditure	\$ 55,343.67	

In addition to the above costs, plowing operations in the winter (Mid-October - Mid-March) are currently based out of Valleyview, which requires a driver to travel each day to Valleyview, load material and return to DeBolt to plow and sand, then return the truck to Valleyview by the end of day. This transit / loading / unloading time averages 2.5h/day and can, during heavy snowfalls, lead to overtime hours in addition to the costs outlined below.

Plowing operational costs

Assumptions related to plow truck operations

Distance to travel (Roundtrip DeBolt to Valleyview)	110.00	km
Diesel Cost	\$1.80	per l
Plowing days per calander year	100	days
Diesel Mileage	39.43	l/100km
Plow truck replacement cost	\$ 400,000.00	
Policy for plow truck exchange requirement	300,000.00	km

Transit cost for MD Pickup

Extra pickup km / year	11,000.00	km
Years towards vehicle replacment	0.06	years
Expense towards pickup replacement	\$ 2,750.00	
Extra service required (8000km intervals)	\$ 233.75	
Daily fuel cost of Operator travel in MD Pickup	\$ 27.72	
Yearly fuel cost of Operator travel in MD Pickup	\$ 2,772.00	
Staff Travel costs (Labour inefficiency)	\$ 4,875.00	
Total costs for pickup transit		\$ 10,630.75

Transit Cost for Plow Truck

Extra Plowtruck km /year	11,000.00	km
Years towards equipment replacment	0.04	years
Expense towards plow truck replacment	\$ 14,666.67	
Daily diesel cost for plow truck transit	\$ 78.07	
Yearly diesel cost for transit	\$ 7,806.56	
1 extra service / year (4hrs + \$200 parts)	\$ 408.00	
Staff Travel Costs (Labour inefficiency)	\$ 4,875.00	
Total costs for Plow truck transit		\$ 27,756.23

Total Extra yearly costs running the plow truck from Valleyview	\$ 38,386.98
--	--------------

Not having a proper space in DeBolt to park equipment during the winter months leads to further expenses that would be mitigated by having indoor parking during the winter months. The visible costs are mainly associated with replacing batteries, hoses, fittings, etc. But extreme temperatures lead to excess wear and tear on all of our equipment and the hidden costs associated with that. (Tractor plow blades, vehicle tires / batteries, etc)

Tractor Expenses

Batteries x 1.5 per winter (freezing outdoors)	\$	1,500.00
Extra maintenance and downtime - 3 hours /wk x 20wks	\$	2,340.00
Wasted Maintenance Cost	\$	3,840.00

Truck / Trailer / Backhoe expenses		
Batteries x 2 per winter (freezing outdoors)	\$	1,250.00
Extra maintenance and downtime - 3 hours/wk x 20 wks	\$	2,340.00
Wasted Maintenance Cost	\$	3,590.00

Total Annual Savings By Being in DeBolt **\$ 177,210.65**

Cummins X15 average fuel consumption	
6	mpg
1.6	km/mi
3.785	l/g
9.6	km/g
2.536	km/l
39.43	/100km

<-----



REQUEST FOR DECISION

SUBJECT: **Purchase Of One New Telehandler**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 26, 2022
DEPARTMENT: ENVIRONMENTAL SERVICES
STRATEGIC PLAN: Infrastructure

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

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) Expenditure and Disbursement Policy (Policy No 1018), Vehicle and Equipment Replacement Policy (Policy No 4006)

RECOMMENDED ACTION:

MOTION: That Council approve the purchase of one new 2022 Bobcat TL619 Telehandler from Bobcat of The Peace with an upset limit of \$118,664.88, with funds to come from the Environmental Services 2022 Capital Budget ES22001

MOTION: That Council approve the additional funds of \$23,664.88 to be transfer from Fleet and Equipment Reserves to the 2022 Environmental Services capital project ES22001

BACKGROUND/PROPOSAL:

Council has approved the purchase of One new Skid Steer for Environmental Services in the 2022 Environmental Services Capital Budget for \$95,000.00. Bobcat T870 has been discontinued by Bobcat. Administration has tried to source an alternative skid steer, but all fall short on a few of the key critical requirement (dump height of 112"). The Recommended Bobcat TL619 Telehandler with airless tires would be well suited for the work at the Grande Cache Landfill and future use as a Transfer Station, while still utilizing skid steer type attachments. This unit will replace the current L16, 1996 Volvo L90C. The TL619 is a new model for bobcat with adequate weight, lift and reach specifications to perform the required tasks for Solid Waste and being the first unit of its type, Greenview would be able to share and utilize for high lifting needs around the area.

Supplier	Make	Model	Price per Unit	Comments
Bobcat of the Peace	Bobcat	TL619 Telehandler	\$118,664.88	Price includes added airless tires and HD Pallet Forks, lift height of 228"
Finning	Cat	TH255C Telehandler	\$156,473.00	Price includes added airless tires

Brandt	John Deere	333D Compact Track Loader	\$105,000.00	Not priced with Forks, does not have the dump height required (95" dump height)
Bobcat Of The Peace	Bobcat	T870 Compact Track Loader	\$106,077.74	Dump height of 112" but has been discontinued with no comparable replacement for 2022
* Recommended by Administration				

Currently the Fleet and Equipment reserves have a balance of \$5,900,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is Greenview will have reliable equipment to continue providing a level of service at the Grande Cache Landfill

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 award this purchase; however, Administration does not recommend this because the current unit filling this role is old, high hours and will likely cost a significant amount to keep in operation.

Alternative #2: Council may choose to recommend a different type of unit for this job like a skid steer or wheel loader, however this is not recommended as the recommended Bobcat TL619 telehandler is a well-suited unit at a lower price than a wheel loader and offers better useful specifications than a skid steer, for example: lift height, lifting capacity.

FINANCIAL IMPLICATION:

Direct Costs: \$118,664.88

Ongoing / Future Costs: Maintenance as required

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

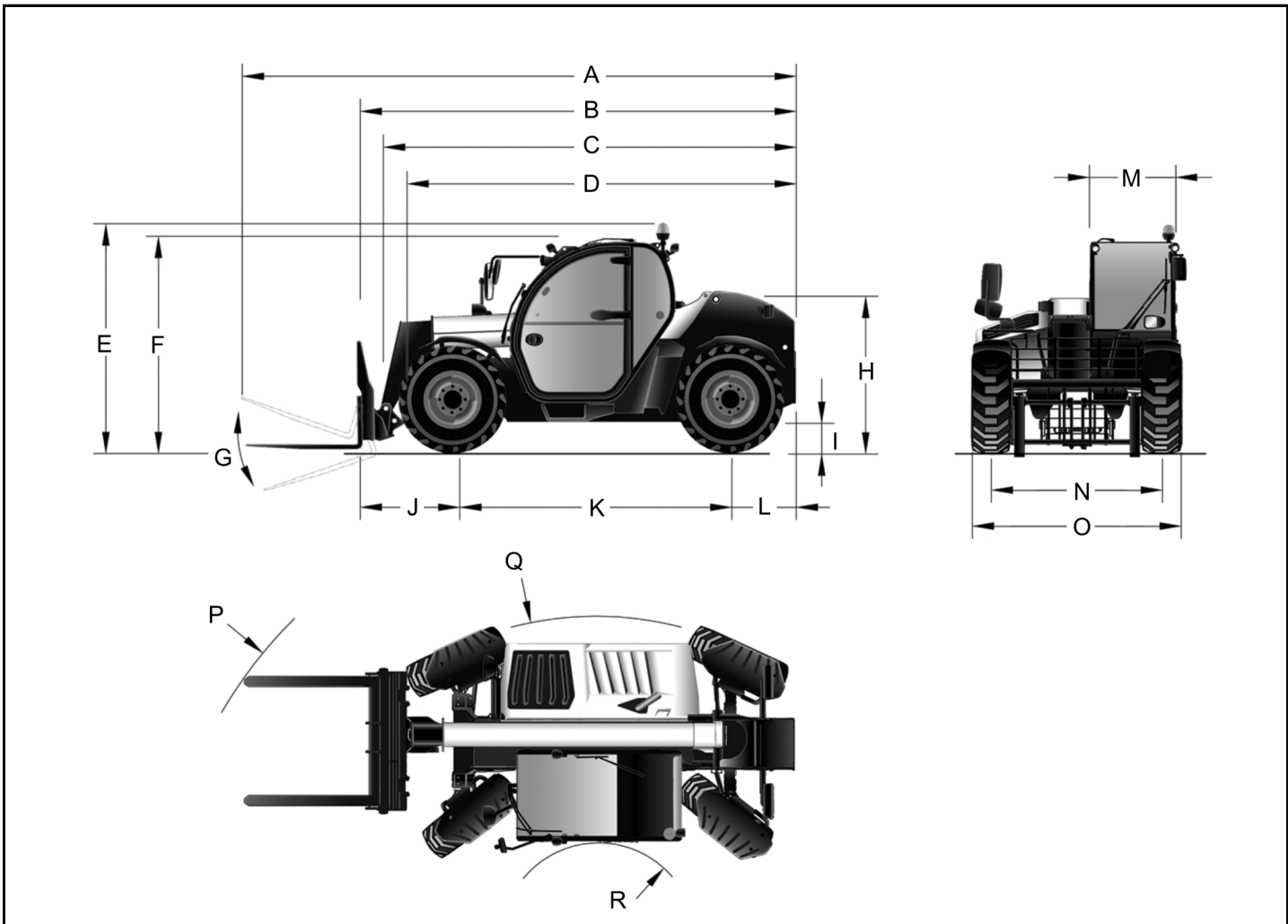
Administration will inform the interested parties of Councils decisions accordingly.

ATTACHMENT(S):

- Bobcat of the Peace Quote.
- TL619 Specifications sheet.
- Kal Tire airless tires quote.

MACHINE DIMENSIONS (TL619)

Figure 297



NA20620a

REF.	DESCRIPTION	VALUE
A	Overall Length (to fork tips)	5674 mm (223.4 in)
B	Overall Length (to forks face)	4453 mm (175.3 in)
C	Overall Length (to carrier pin)	4140 mm (163 in)
D	Overall Length (to front tires)	4035 mm (158.9 in)
E	Overall Height (with rotating beacon)	2290 mm (90.2 in)
F	Overall Height (with roof window wiper)	2140 mm (84.3 in)
G	Carriage Rotation Angle	136°
H	Height To Back Of Machine	1587 mm (62.5 in)
I	Ground Clearance	264 mm (10.4 in)

Dealer Copy -- Not for Resale

REF.	DESCRIPTION	VALUE
J	Length – Front Axle To Forks Face	966 mm (38 in)
K	Wheelbase	2820 mm (111 in)
L	Length – Rear Axle To Machine Rear	667 mm (26.3 in)
M	Operator Cab Outside Width	930 mm (36.6 in)
Mi	Operator Cab Inside Width	857 mm (33.7 in)
N	Track Width (front & rear)	1666 mm (65.6 in)
O	Width Over Standard Tires	2100 mm (82.7 in)
P1	External Turning Radius (with forks spaced 1290 mm [50.8 in] ext.)	4648 mm (183 in)
P2	External Turning Radius (with digging bucket 2235 mm [88 in])	4708 mm (185.4 in)
Q	External Turning Radius (at tires)	3717 mm (146.3 in)
R	Internal Turning Radius (cab)	1329 mm (52.3 in)

TELESCOPIC HANDLER SPECIFICATIONS

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

Performance

Tilt Breakout Force – ISO8313	4600 daN (10341 lbf)
Lift Breakout Force – ISO8313	2900 daN (6519 lbf)
Drawbar Pull – at 1 km/h (0.6 mph)	3000 daN (6744 lbf)
Rated Load Capacity*	2500 kg (5511 lb)
Capacity (at maximum height)	2500 kg (5511 lb)
Capacity (at maximum reach)	1000 kg (2204 lb)
Tipping Load (at maximum reach)	1300 kg (2866 lb)
Lifting Height (forks)	5800 mm (228 in)
Maximum Reach (forks, COG 500 mm [19.7 in])	3132 mm (123.3 in)
Maximum Reach (forks, COG 500 mm [19.7 in], maximum height) (20" tires)	454 mm (17.9 in)
Travel Speed	
Low Range	7,5 km/h (4.7 mph)
High Range	29,5 km/h (18.3 mph)

* Static and dynamic tests have been carried out and passed according to EN1459–1 and ISO 22915

Weights

Weight (unladen)	4730 kg (10427 lb)
Front Axle Weight (unladen)	2280 kg (5026 lb)
Rear Axle Weight (unladen)	2250 kg (4960 lb)
Weight With Pallet Frame And Forks	4970 kg (10957 lb)
Front Axle Weight With Pallet Frame And Forks	2615 kg (5765 lb)
Rear Axle Weight With Pallet Frame And Forks	2355 kg (5191 lb)
Weight With Pallet Frame, Forks and Rated Load	7470 kg (16468 lb)
Front Axle Weight With Pallet Frame, Forks and Rated Load	6410 kg (14131 lb)
Rear Axle Weight With Pallet Frame, Forks and Rated Load	1060 kg (2336 lb)

Dealer Copy -- Not for Resale

Engine

Make / Model	Bobcat D34
Fuel / Cooling	Diesel / Coolant
Rated Power (ISO 14396)	55 kW
Rated Speed	2400 rpm
Low Idle Speed	900 rpm
Maximum Torque at 1400 rpm	330 N·m (243 ft-lb)
Number of Cylinders	4
Displacement	3,4 L (207 in ³)
Bore / Stroke	98 mm (3.8 in) / 113 mm (4.4 in)
Fuel Consumption (average loading)	7,3 L/h (1.93 U.S. gal/h)
Urea Consumption (average loading)	N/A
Lubrication	Gear Pump Pressure
Crankshaft Ventilation	Close Breathing
Air Filter	Dry Replaceable Cartridge With Safety Element
Ignition	Diesel Compression
Cycle Type	4 Strokes
Air Induction	Turbocharged
Engine Coolant	Ethylene Glycol Mix -37°C (-34.6°F)
Starting Aid	Air intake heater automatically activated as needed in RUN position

Dealer Copy -- Not for Resale

Controls

Engine	Electronic Engine Speed Governor
Starting	Key-Type Starter Switch And Shutdown.
Front Auxiliary	Variable Thumbwheel On Joystick
Hydraulics Lift And Tilt	Joystick Electronic
Hydraulics Telescope In and Telescope Out	Variable Thumbwheel On Joystick
Service Brake	Pedal-Activated Wet Multi-Disk On Front Axle
Secondary Brake	Passive Brake
Parking Brake	Passive Brake
Steering	Proportional Hydraulic Steering Via A Conventional Steering Wheel
Speed Range and Reverse Selection	Switch For Hydrostatic Motor And Switch On Joystick Or Lever For Fnr

4WD / 2WD / Parallel Drive Selection	Button And Screen For Selection
Auxiliary Pressure Release	Bobcat Coupler

Drive System

Transmission	Hydrostatic With Electronic Regulation
Main Drive	Hydrostatic Motor
Transmission Oil	ELF SF3 / TOTAL DYNATRANS FR

Traction

Standard Tires	CAMSO 405/70-20 16PR TM R4
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Steering

Steering Pump	Priority Valve on Pump
Steering Mode	2WS / 4WS / CRAB

Brakes

Engine Braking	Hydrostatic
Parking and Emergency Brake	Passive Brake
Service Brake	Oil Immersed Discs

Fluid Capacities

Front Axle Differential	4,2 L (1.11 U.S. gal)
Rear Axle Differential	3,4 L (0.90 U.S. gal)
Wheel Hub (Per Wheel)	0,9 L (0.24 U.S. gal)
Reduction Box	0,7 L (0.2 U.S. gal)
Cooling System With Heater	14,5 L (3.8 U.S. gal)
Engine Oil With Filter	12,6 L (3.3 U.S. gal)
Fuel Tank	115 L (30.4 U.S. gal)
Hydraulic Fluid Tank	47 L (12.4 U.S. gal)
Hydraulic System Plus Tank	87 L (23 U.S. gal)

Hydraulic System

Pump Type	Gear Pump With LS Valve
Pump Capacity @ maximum rpm	80 L/min (21.13 U.S. gpm)
Relief Valve Pressure Setting	250 bar (3625 psi)

Control Valve Type	Open Center With Flow Sharing & Flow Compensators Technology
Hydraulic Filter Specification	Full Flow Filtration
Front Auxiliary Flow @ Maximum rpm	80 L/min (21.13 U.S. gpm)
Hydraulic Fluid	Petronas

Electrical System

Alternator	140 A
Battery	110 Ah
Starter	2,7 W (3.6 hp)

Temperature Range

Operation And Storage	-15 – +45°C (+5 – +113°F)
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Altitude

Maximum Altitude	2000 m (6500 ft)
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Taxes:	NET SALES	\$5,353.24
Quote Total - Canadian dollars		\$112,418.12

Notes:

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

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

Finance Worksheet

QuoteFinance

KAL TIRE
 10744 117 AVE
 GRANDE PRAIRIE, AB
 T8V 7N7
 Phone: 780-538-2225
 Fax: 780-538-3022



QUOTE

Quote #: 8900328079
 Date: Mar 30 2022
 Page: 1
 Team Member: LKRZYSIK
 Option: 1

RENTCO EQUIPMENT LTD
 9601 117ST
 GRANDE PRAIRIE, AB
 T8W 0C7

RENTCO EQUIPMENT LTD
 9601 117ST
 GRANDE PRAIRIE, AB
 T8W 0C7
 Phone: (780) 539-7860

Account: 0897341

Vehicle: Loose

Year: _____
 Make: *Loose
 Model: _____
 Unit: _____
 Lic #: _____
 Prov: _____
 Vin: _____
 Mi/KM: _____

Qty	Product Code	Description	Price	Unit	Amount
4	9.1510.16377	385/70-20/10.00 CAM MPT793S QB	2,918.25	PCS	11,673.00
	approx 4 weeks for delivery				

Subtotal	11,673.00
AB GST/HST	583.65
Estimate	12,256.65
=====	



REQUEST FOR DECISION

SUBJECT: **Extend Audited Financial Statement Submission for 2021**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	April 26, 2022	CAO: SW MANAGER: CG
DEPARTMENT:	FINANCE	DIR: EK PRESENTER: CG
STRATEGIC PLAN:	Level of Service	LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act (MGA) Sec 278, 605

Council Bylaw/Policy (cite) –

RECOMMENDED ACTION:

MOTION: That Council authorise administration to request an extension, from the Minister of Municipal Affairs, to submit the 2021 Audited Financial Statements and 2021 Financial Information Return to July 5.

BACKGROUND/PROPOSAL:

The finance department has been working diligently to meet the legislated deadline of May 1, 2022, to submit the 2021 Audited Financial Statements and Financial Information Return, however, will be unable to meet that requirement for several reasons including:

- A key member of the Finance team left in early 2022 and the new team members have been working to meet deliverables, but there is a learning curve with several items.
- Numerous errors or questions from prior years that needed to be identified and corrected have prolonged the process.

The Minister deals with requests of this kind annually and there is a provision in the Municipal Government Act for the submission date to be altered. Administration will bring the Audited Financial Statements to the June 28th Council meeting.

The past five years of audited financial statements have been submitted later than the legislated date of May 1. Finance is committed to this being the last year that we ask for such an extension.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that with Ministerial approval, Greenview will remain compliant with the financial statement submission date.
 2. The benefit of Council accepting the recommended motion is that it will prevent triggering the Municipal Indicator covering “On Time Financial Reporting”
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion

ALTERNATIVES CONSIDERED:

Alternative #1: Council could take no action; in that case the indicator will be triggered and subsequently reported to the public. This alternative is not being recommended as it could have a negative effect on Greenview's reputation.

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:

An email to the Minister will be drafted requesting the May 1, 2022 date be extended to May 31, 2022.

ATTACHMENT(S):

- MGA Sections 278, 605
- Municipal Indicators

Returns and reports to Minister

278 Each municipality must submit

- (a) its financial information return and the auditor's report on the financial information return, and
- (b) its financial statements and the auditor's report on the financial statements

to the Minister by May 1 of the year following the year for which the financial information return and statements have been prepared.

Altering dates and time periods

605(1) When this Act, the regulations or a bylaw specifies a certain number of days or a day on or by which

- a) something is to be done, or
- b) certain proceedings are to be taken,

and the day that the thing is to be done or proceedings are to be taken is a holiday, the thing or proceedings must be done or taken on or by the next day that is not a holiday.

(2) When this Act or the regulations specify a certain number of days or a day on or by which

- a) something is to be done, or
- b) proceedings are to be taken,

the Minister may by order specify another number of days or another day for doing it or taking proceedings.

(3) An order under subsection (2) may be made at any time before or after the day that the thing is to be done or proceedings are to be taken and the time for doing any other thing that is determined in relation to that day is subject to a like delay.

(4) Anything done or proceedings taken within the number of days or by the day specified in an order under subsection (2) is as valid as if it had been done or taken within the number of days or by the day specified in this Act or the regulations.

Municipal Indicators

Find out more about how each municipal indicator is calculated and what the results mean

Each indicator is intended to measure a specific aspect of the municipality's governance, finances, or community.

Each indicator has a defined benchmark. The benchmarks established by Municipal Affairs for each indicator are rules of thumb that provide a general indication of acceptable risk; however, a municipality may have unique circumstances or alternative strategies that justify a different result.

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
Audit Outcome Audit report in the municipality's audited annual financial statements.	The audit report does not identify a going concern risk or denial of opinion.	The municipal auditor has been able to complete the audit and express an opinion, and has not identified a specific concern about the ability of the municipality to meet its financial obligations.	Follow auditor recommendations to resolve denial of opinion issues. Consider obtaining professional financial consulting services or requesting a viability review to address going concern issues.
Legislation-Backed Ministry Interventions Interventions authorized by the Minister of Municipal Affairs in accordance with the Municipal Government Act, such as a viability review, or where directives have been issued pursuant to an inspection.	The municipality has not been the subject of a Municipal Affairs intervention.	Municipal Affairs is not undertaking formal intervention with respect to the municipality. The Minister typically intervenes only when requested by a council or through a petition, and only issues directives in cases where significant concerns are evident.	Complete Minister-directed processes and actions.

See the indicator results at alberta.ca/municipal-indicators.aspx

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
Tax Base Ratio Tax base ratio is the proportion of the total municipal tax revenue generated by residential and farmland tax base, regardless of whether it is municipal property taxes, special taxes, or local improvement taxes.	The municipality's residential and farmland tax revenue accounts for no more than 95 per cent of its total tax revenue.	The municipality is able to rely in some measure on its non-residential tax base to generate a portion of its tax revenues. These properties are typically taxed at a higher rate than residential and farm properties.	Ensure taxes on residential and farm properties are sufficient to meet budgeted expenditure requirements.
Tax Collection Rate The ability of the municipality to collect own-source revenues, including property taxes, special taxes, local improvement taxes, well drilling equipment taxes, and grants-in-place-of-taxes.	The municipality collects at least 90 per cent of the municipal taxes (e.g. property taxes, special taxes) levied in any year.	The municipality is able to collect its tax revenues and use those funds to meet budgeted commitments and requisitioning obligations.	Review tax collection and recovery policies and processes.
Population Change The change in population of the municipality over the past ten years based on the Municipal Affairs Population List.	The population has not declined by more than 20 per cent over a ten-year period. Summer villages and improvement districts are excluded from this measure because they typically have little or no permanent population.	The population of the municipality is stable or growing.	Consider how services and infrastructure can be scaled down to accommodate reduced demands.

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
Current Ratio The ratio of current assets (cash, temporary investments, accounts receivable) to current liabilities (accounts payable, temporary borrowings, current repayment obligations on long-term borrowings).	The ratio of current assets to current liabilities is greater than one. This indicator is not measured if the municipality's total assets exceed current assets by a factor of two or more; these municipalities typically have significant financial resources including long-term investments, but manage with minimal current assets.	The municipality is able to pay for its current financial obligations using cash or near-cash assets.	Consider increasing revenues or reducing costs to provide additional working capital.
Accumulated Surplus The total assets of the municipality net of total debt, excluding tangible capital property and debts related to tangible capital property.	The municipality has a positive (above zero) surplus. An accumulated deficit is a violation of Section 244 of the Municipal Government Act. Municipalities in a deficit position are required to recover the shortfall in the next year.	The municipality has more operational assets than liabilities, which generally provides the municipality with cash flow to meet ongoing obligations and manage through lean periods of the year where costs may exceed revenues.	Consider increasing revenues or reducing costs to provide additional surplus and maintain working capital.
On-Time Financial Reporting Whether the municipality has completed submission its annual financial statements and financial information returns to Municipal Affairs by the legislated due date.	The municipality's financial statements and financial information returns for the preceding calendar year are received by Municipal Affairs no later than May 1. Financial reporting is an important aspect of municipal accountability to its residents and businesses.	The municipality is preparing its audited financial reports on a timely basis.	Consider additional resources to complete year end accounting on a timely basis.

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
Debt to Revenue Percentage The total amount of municipal borrowings, including long term capital leases, as a percentage of total municipal revenues.	The municipality's total borrowings represent less than 120 per cent (160 per cent for municipalities with a higher regulated debt limit) of its total revenue.	The municipality has maintained reasonable levels of borrowing debt.	Review anticipated funding sources for debt repayments to ensure borrowing commitments can be met.
Debt Service to Revenue Percentage The total cost of making scheduled repayments (including interest) on borrowings as a percentage of total municipal revenues.	The municipality's total costs for borrowing repayments do not exceed 20 per cent (28 per cent for municipalities with a higher regulated debt limit) of its total revenue.	The municipality has assumed a reasonable level of borrowing repayment obligations.	Review anticipated funding sources for debt repayments to ensure borrowing commitments can be met.
Infrastructure Investment – Asset Sustainability Ratio The total cost of annual additions (through purchases or construction) to tangible capital assets (vehicles, equipment, buildings, roads, utility infrastructure, land) relative to the annual amortization (depreciation) on all tangible capital assets - measured as a five year average.	The municipality's average capital additions exceed the average amortization (depreciation).	<p>The municipality is replacing its existing tangible capital assets and investing in new assets and infrastructure at a rate exceeding the estimated wear or obsolescence of its existing assets.</p> <p>This measure does not account for the effects of inflation; typically, replacement costs for new assets exceed the historic cost of existing assets.</p>	Review asset replacement activities over past years and anticipated capital additions in future years to ensure average annual additions exceed average annual amortization. Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
Infrastructure Age – Net Book Value of Tangible Capital Assets The net book value of tangible capital assets as a percentage of the total original costs. Net book value is the original purchase cost less amortization (depreciation).	The net book value of the municipality's tangible capital assets is greater than 40 per cent of the original cost.	The municipality is replacing existing assets on a regular basis. If the municipality is adding new services or expanded facilities and infrastructure, it would be expected that the ratio would be higher than 40 per cent.	Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.
Interest in Municipal Office The number of candidates running in the most recent municipal election relative to the total number of councillor positions up for election.	The number of candidates exceeded the number of councillor positions.	The ratio of candidates to total council positions measures the willingness of electors to run for municipal office.	Consider increased focus on community engagement.



REQUEST FOR DECISION

SUBJECT:	Good Neighbour Practice		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 26, 2022	CAO: SW	MANAGER:
DEPARTMENT:	ENVIRONMENTAL SERVICES	DIR: RA	PRESENTER: RA
STRATEGIC PLAN:	Intergovernmental Relations	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the report on the good neighbour practice with the town of Valleyview for information, as presented.

MOTION: That Council direct Administration to call a Town of Valleyview and Greenview Intermunicipal Collaboration Framework Committee meeting.

BACKGROUND/PROPOSAL:

On October 5, 2020 Administration received a letter from the Town of Valleyview for a “Good Neighbour Request” that would result in a **No Charge Fee** for residents of the Town who access Greenview’s waste management facilities.

On October 20, 2020 Council made motion 20.10.487;

That Council accept the good neighbour practice request from the Town of Valleyview for a no charge fee to Town of Valleyview ratepayers when accessing Greenview waste management facilities.

At the time of the request Administration believed that this was a temporary agreement, and that the town would provide alternative waste management for its residents.

Greenview owns and operates a total of 11 waste transfer stations throughout the municipality in addition to the Greenview Regional Landfill, which is a separate entity and is managed by the Greenview Regional Waste Management Commission of which Greenview and the Town are members. Greenview does not charge for the use of transfer stations and, only refuses service to those who have loads that are not appropriate for the facility. The Greenview Regional Landfill charges everyone who uses the facility regardless of residence within Greenview or the Town as per the guidelines set out by the management commission.

Currently, when residents, employees or contractors acting on behalf of the Town or Greenview access the Greenview Regional Landfill they are asked to declare where they live or who they represent. They are then

weighed upon entering and exiting the facility. Based on this data, the Town or Greenview is then subsequently invoiced for this service. This is the case for all who use this facility regardless of their place of residence or employer.

On April 8, 2022 Administration received an e-mail and letter stating the above facts and also informing Greenview that as of May 31, 2022 the town landfill will be closed. The letter also states that the town will inform residents of the “Good Neighbour” practice and will direct them to Greenview’s website for transfer station information.

Before simply proceeding with the Good Neighbour practice as suggested by the Town of Valleyview, Administration recommends a much more comprehensive look at what this entails and the potential impacts on the respective municipalities. In addition, the “Good Neighbour” practice was simply that, a somewhat informal agreement between neighbours, and Administration recommends a much more formalized process to achieve clarity on expectations and desired outcomes pertaining to this subject matter.

The Intermunicipal Collaborative Framework (ICF) provides guidance for this recommendation. The following points are clearly outlined in the ICF and can be considered regarding this matter.

4.2 The Committee shall meet on an as required basis and will develop recommendations to the Councils on all matters of strategic direction and cooperation affecting the residents and ratepayers of both Parties.

5.1 When one Party desires to enter into a new joint servicing arrangement, a Service Agreement shall be required to be developed on that specific service.

5.2 When developing Service Agreements for each Council's consideration, the Committee shall discuss and clearly identify which municipality will lead service delivery for the service(s) and determine the appropriate funding model for the service(s) being discussed.

5.3 All future Service Agreements shall set out a process for discontinuing the service provided if one or both Parties wish to discontinue in the service delivery.

5.4 All future Service Agreements shall set out a timeframe for the delivery of the service(s) being discussed including the start and end date for the agreement.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to be informed.
2. The benefit of Council accepting the recommended motion is that the process identified within the ICF can greatly assist in reaching agreed upon actions and provide Administration clear direction.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion accepting the report for information.
2. The potential disadvantage of the recommended motion regarding having an ICF meeting is that timing becomes a factor in that there may not be clear direction to Administration and ratepayers before the closure of the Valleyview facility.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the motion

FINANCIAL IMPLICATION:

Direct Costs: There are no direct costs specific to the motions presented, however, depending on the outcome of an ICF meeting (if held), costs may be able to be established at that time.

Ongoing / Future Costs: Same as above.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the Town of Valleyview of Council's decision.

ATTACHMENT(S):

- Letter



BOX 270
VALLEYVIEW, ALBERTA
T0H 3N0
PHONE: (780) 524-5150
FAX: (780) 524-2727

April 8, 2022

MD of Greenview
Roger Autio
Director of Infrastructure and Planning
Box 1079
Valleyview, AB T0H 3N0
roger.autio@mdgreenview.ab.ca

Re: Valleyview Landfill Closure

Dear Mr. Autio,

After consultations with Alberta Environment, the Town of Valleyview has decided to close the Class III pit at the Valleyview Landfill, effective May 31, 2022. The landfill facility will remain open to accept concrete, clean wood, metal, and tires but will no longer accept items for disposal in the pit, such as furniture, mattresses, shingles, insulation, drywall, treated lumber, MDF products, OSB, etc.

At the MD of Greenview Council meeting on October 13, 2020, Motion #20.10.487 was carried and the Good Neighbour Practice request from the Town of Valleyview was accepted. This Practice allows for a no charge fee to Town of Valleyview ratepayers when accessing Greenview waste management facilities.

As part of our closure announcement to the public, we will be advising Town of Valleyview Landfill users of the Good Neighbour Practice and providing a link to the MD of Greenview Environmental Services webpage where they can find information on the location and hours of and acceptable items at MD facilities.

We are taking measures to ensure that as much Town-generated waste is channeled to Town facilities, by extending the Town transfer station hours and promoting our annual Large Item Pick Up Program.

As the closure of our pit will affect the MD directly, I am writing to you today to notify you of our plan, as the MD will see an increase in Town users at MD sites. We kindly request MD site attendants are made aware that there will be an increase in Town residents accessing these facilities.

If you have questions or require further information, please give me a call, (780) 552-3729.

Regards,

Jim Baumgardt
Director of Public Works and Infrastructure

JB/kr



REQUEST FOR DECISION

SUBJECT:	Policy 1040 Appointment to Boards and Committees		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 26, 2022	CAO: SW	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: SS
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – CO 02 – Appointment to Boards and Committees

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1040 “Appointment to Boards and Committees” as presented.

MOTION: That Council repeal Policy CO 02 “Appointment to Boards and Committees”.

BACKGROUND/PROPOSAL:

Several provisions have been added to what was in Policy CO 02. A definitions section has been included in the policy, as well as a sections on the appointment of Council members to Council Committees, eligibility requirements for members at large, appointments of members at large, responsibilities of Council Committee members, length of appointments, and resignation. The respective roles of Council and Administration have also been added.

Most points from the original policy have been incorporated in the new policy, though some were slightly altered. The only exceptions are the points 7 and 8 which have been removed, these were the sections having to do with holding meetings via telephone.

The most significant changes between the two policies are the more comprehensive eligibility requirements for members at large, added provisions for member appointments when there is a vacancy in the middle of a term, the addition of advertising requirements for board and committee vacancies, and a new section regarding the appointment of Council Members to Council Committees. This policy has also been updated to the current Greenview template.

Policy Review Committee recommended a provision that referenced how members-at-large would be compensated in relation as well as a provision regarding electronic attendance.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have a comprehensive Appointment to Boards and Committees policy.

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.

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

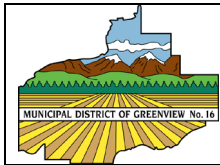
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the policy register.

ATTACHMENT(S):

- Current Policy CO 02
- Revised Policy 1040



M. D. OF GREENVIEW NO. 16
POLICY & PROCEDURES MANUAL

Section:
COUNCIL

POLICY NUMBER: CO 02

POLICY TITLE: APPOINTMENTS TO BOARDS AND/OR COMMITTEES

Page 1 of 1

Date Adopted by Council / Motion Number:

11.05.292

PURPOSE:

To establish rules and regulations governing the appointments of Members-At-Large to Boards and/or Committees of Council.

POLICY:

Boards and Committees of Council will be governed by rules regarding appointments and attendance.

1. All appointments will be by resolution of Council unless legislation states it must be done otherwise.
2. All appointments will be for a period of one year unless legislation states otherwise.
3. No appointee will be allowed to miss more than three consecutive meetings of the Board or Committee without permission of that Board or Committee.
4. If a Member-At-Large misses more than three consecutive meetings, a notice shall be issued in writing by the C.A.O. that the Member has been disqualified from office.
5. When a Member-At-Large has become disqualified and official notice has been issued, the C.A.O. may proceed with steps to fill the vacated position.
6. All Members-At-Large appointed to an M.D. Board or Committee will be a resident of the Municipal District, and must be in good standing with the Municipality.
7. A telephone meeting or survey will only be held in the case of an emergent issue, or if time restrictions do not allow the Board/Committees time to meet as a body. A telephone meeting will be considered a special meeting and must be held in compliance with the legislative requirements for special meetings, with minutes recorded and approved at the next ensuing Board/Committee Meeting.
8. Any member of the Board/Committee wishing to attend a regular meeting by telephone must have prior approval of the Board/Committee.

REEVE

C.A.O.

Title: Appointment to Boards and/or Committees

Policy No: 1040

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: CO-02

Review Date: (3 Years from date approved by Council)



Purpose: To establish eligibility criteria and guidelines for public and Council appointments to Greenview Boards and Committees and to ensure a consistent and open process allowing all residents and other eligible persons interested with the opportunity to participate.

1. DEFINITIONS

- 1.1. **Appointment** means the act of appointing someone to serve on a Greenview Board or Committee;
- 1.2. **Boards and Committees** means any committee, board, commission or other body established by Council;
- 1.3. **CAO** means the Chief Administrative Officer of Greenview, or their delegate;
- 1.4. **Greenview** means the Municipal District of Greenview No. 16;
- 1.5. **Organizational Meeting** means the Meeting held annually not later than 2 weeks after the 3rd Monday in October at which appointments are made to Greenview Boards and Committees;
- 1.6. **Public** means a member of the public who is a resident of Greenview, a resident of a participating municipality in the case of joint boards or committees, or otherwise eligible to sit on a Greenview board or committee;
- 1.7. **Resident** means a member of the public whose current and primary residence is within Greenview or within a participating municipality in the case of joint boards or committees;

2. POLICY STATEMENT

- 2.1. The Municipal District of Greenview values public engagement. Involving the public in committees strengthens Greenview's sense of community and encourages public involvement.

3. APPOINTMENT OF COUNCIL MEMBERS TO COUNCIL COMMITTEES

- 3.1. Council Members shall be appointed to Council Committees at the annual Organization Meeting of Council, and at other times as required.
- 3.2. The appointment term for Council Members shall:
 - A) Be until the next annual Organizational Meeting of Council, unless otherwise specified by a resolution of Council or a Council Committee Bylaw; and
 - B) Terminate immediately upon leaving office.
- 3.3. In the case of a mid-term Council Member vacancy, administration will bring the position in the applicable Council Committee forward for Council to make an appointment.

4. ELIGIBILITY

- 4.1 Board and Committee members-at-large shall:
 - A) Be 18 years of age at the time of appointment;
 - B) Be a current resident and/or ratepayer of Greenview unless the bylaw for the applicable committee allows otherwise;
 - C) Not be an employee of Greenview;
 - D) Not be in arrears to Greenview
 - E) Not be in litigation with Greenview;
 - F) Not have any current or outstanding compliance order issued by Greenview against them;
 - G) Be removed from the Board or Committee if the member becomes an employee of Greenview or ceases to be a Greenview resident, unless the bylaw of the applicable committee allows otherwise; and
 - H) Be eligible if appointed by a municipality whereby there is an intermunicipal agreement for a reciprocal use of board or committee members.

5. APPOINTMENTS OF MEMBERS AT LARGE

- 5.1 All appointments will be by resolution of Council unless legislation states it must be done otherwise.
- 5.2 Public appointments to eligible Boards and Committees shall be on the basis of public advertisement inviting applications from residents or other eligible persons for the appointments. Applications are to be submitted to Council for consideration and appointment.
- 5.3 Public advertisement will take place prior to the annual Organizational Meeting and Council shall approve all public appointments to Boards and Committees at the annual Organizational Meeting. If a vacancy occurs prior to the end of the term, advertisement and appointment of a new member may take place before the annual Organizational Meeting.
- 5.4 When a Committee or Board's terms of reference or bylaw allows for members that are not a resident or ratepayer of Greenview, preference will be given to Greenview residents.

5.5 Appointed members will be compensated in-line with the rates contained in Policy 1008 – Council and Board Remuneration.

6. RESPONSIBILITIES

6.1 Individuals appointed to a Committee must:

- A) As part of the condition of accepting an appointment agree to abide by the mandate and objectives of the Committee or Board; and
- B) Comply and conduct themselves in accordance with Greenview's Procedural Bylaw.

6.2 Members are permitted to attend meetings electronically so long as all criteria in the Procedural Bylaw are met.

7. LENGTH OF APPOINTMENT

7.1 Unless otherwise provided for by bylaw, all appointments shall be for a one-year term, commencing on the date of appointment at the Organizational Meeting.

7.2 If a vacancy occurs and an appointment is made mid-term, the term will be for the duration of the original one-year term for the vacant position.

7.3 Members may be re-appointed, upon application, for a consecutive term as determined by Council and/or subject to the limits contained within applicable legislation or bylaws.

8 RESIGNATION

8.1 Committee members wishing to resign their position mid-term shall submit their resignation in writing to CAO services.

8.2 Members who miss three (3) consecutive meetings without explanation and authorization from the Committee or Board Chair will be deemed to have resigned from that Committee or Board. The Council representative for this Committee or Board will request Council to have the Member removed from the assigned Committee or Board at a Council meeting following the missed meetings.

8.3 Not attending a meeting in person is permissible and will not count as a meeting missed as long as the committee member is able to attend online via zoom, telephone or another method.

9 ROLE OF COUNCIL

9.1 Council is responsible for considering applications and appointing public members to Greenview Boards and Committees.

10 ROLE OF ADMINISTRATION

10.1 The CAO or Designate is responsible to review applications to determine eligibility, and to bring eligible applications forward for Council's consideration.

10.2 The CAO or Designate is responsible for maintaining records of board and committee memberships.



REQUEST FOR DECISION

SUBJECT:	Policy 2017 Bereavement/Illness Recognition		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 26, 2022	CAO: SW	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: SS
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 2017 “Bereavement/Illness Recognition” as presented.

MOTION: That Council repeal Policy AD 05 “Bereavement/Illness Recognition.”

BACKGROUND/PROPOSAL:

In an effort to ensure Greenview’s policies are current and up to date. Policies that have not been reviewed within the three-year review cycle are brought to PRC and Council for the input on their continuation as well as any desired changes outside of administrations recommendations.

Policy 2017, formerly AD 05 has been given a number consistent with our current numbering scheme, updated to Greenview’s current template and definitions were added.

Policy Review Committee recommended the removal of board members from the list of recipients who receive recognition for bereavement and illness due to the large number of boards and committees that Greenview has.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have an updated policy with consistent language.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that board members will no longer receive bereavement and illness recognition on behalf of Greenview.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to make additional changes to the policy.

FINANCIAL IMPLICATION:

Greenview will save roughly \$200.00 annually.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

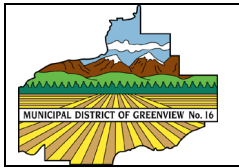
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the policy register.

ATTACHMENT(S):

- Policy AD 05 – Current
- Policy 2017 - Revised



M. D. OF GREENVIEW NO. 16
POLICY & PROCEDURES MANUAL

Section:
ADMINISTRATION

POLICY NUMBER: AD 05

POLICY TITLE: BEREAVEMENT / ILLNESS RECOGNITION

Page 1 of 1

Date Adopted by Council / Motion Number:

09.12.661

PURPOSE:

To show sympathy on behalf of the M.D. to an individual, family or relative of an Employee, Councillor, former Councillor, Board Member, who has experienced a loss or suffering.

POLICY:

The M.D. will provide a floral arrangement or other expression of empathy:

- 1.0 Recognition to a maximum of \$100.00 (plus G.S.T. and delivery) shall be given in the event of a serious illness or bereavement of a Councillor, former Councillor, Board Member, an Employee, or a member of their immediate family as defined in the Personnel Policy.
- 2.0 Council may provide posthumous recognition of past contributions and community involvement of the deceased by establishing or contributing to a memorial.
- 3.0 The C.A.O, the C.A.O. Executive Assistant, or the Manager of Human Resources, may on behalf of Council, authorize the purchase of a floral arrangement to a maximum of \$100.00 (plus G.S.T. and delivery) to other individuals associated with the M.D.
- 4.0 The C.A.O, the C.A.O. Executive Assistant, or the Manager of Human Resources, shall also be authorized to send floral arrangements/expression of compassion to Councillors, Board Members, Employees or their spouses or dependent children in the event of illness or hospitalization.

REEVE

C.A.O.

Title: Bereavement/Illness Recognition

Policy No: 2017

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No:

Review Date: (3 Years from date approved by Council)



Purpose: To show sympathy on behalf of the ~~M.D.~~ **Greenview** to an individual, family or relative of an Employee, Councillor, former Councillor, ~~Board Member~~, who has experienced a loss or suffering.

1. DEFINITIONS

- 1.1. **CAO** means the Chief Administrative Officer of the Municipal District of Greenview No 16.
- 1.2. **Employee** is a person currently employed by Greenview, in any capacity.
- 1.3. **Greenview** means the Municipal District of Greenview No 16.
- 1.4. **Immediate Family** is defined as father, or stepfather, mother or stepmother foster parent, grandmother, grandfather, grandchild, brother, sister, spouse, common law spouse, child, ward of the Employee who is a resident of the Employee's household, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law or a relative who permanently resides in the Employee's household or with whom the Employee permanently resides. As defined in the Greenview Staff Agreement.

2. POLICY STATEMENT

- 2.1. ~~The MD~~ **Greenview** will provide a floral arrangement or other expression of empathy.

3. PROCEDURE

- 3.1. Recognition to a maximum of \$100.00 (plus GST and delivery) shall be given in the event of a serious illness or bereavement of a Councillor, former Councillor, ~~Board Member~~, an Employee, or a member of their immediate family. ~~as defined in the Personnel Policy.~~
- 3.2. Council may provide posthumous recognition of past contributions and community involvement of the deceased by establishing or contributing to a memorial.
- 3.3. The CAO, the CAO Executive Assistant, or the Manager of Human Resources, may on behalf of Council, authorize the purchase of a floral arrangement to a maximum of \$100.00 (plus GST and delivery) to other individuals associated with ~~the MD~~ **Greenview**.
- 3.4. The CAO, the CAO Executive Assistant, or Manager of Human Resources, shall also be authorized to send floral arrangements/expression of compassion to Councillors, ~~Board~~

Members, Employees or their spouses or dependent children in the even of illness or hospitalization.

DRAFT



REQUEST FOR DECISION

SUBJECT: **Q1 Financial Reporting**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 26, 2022
DEPARTMENT: FINANCE
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) – Financial Reporting Policy No. 1500

RECOMMENDED ACTION:

MOTION: That Council accepts, the year-to-date Operating, Capital, and Reserve reports for the period ending March 31, 2022, for information, as presented.

BACKGROUND/PROPOSAL:

Section 268.1 (b) of the Municipal Government Act stipulates actual revenues and expenses compared with the budget are provided to Council as often as Council directs. Financial Reporting Policy No. 1500 directs variance reports on the operating and capital budgets as well as a restricted surplus report be presented to Council at the second Regular Council meeting of the month following the calendar quarters ending March, June, September, and December.

Operating

There has been \$1.3 million in revenue earned and \$22.4 million in expenses incurred to date in operations. In Q1 2021, there was a one-time payment of \$25.0 million for the Highway 40 Twinning project; the same did not occur in 2022. Removing the anomaly from 2021, the expenses to date are \$0.36 million or 1.6% higher compared to the same time last year.

Variances to actuals for Q1 2021 have been investigated. As the budget is not typically spent evenly throughout the year, Finance will be developing a model to split the budget per quarter to allow for better variance analysis to the current year budget.

Some variances of note:

- Revenue From Taxes (51) is showing as a credit balance for Q1 due to the 2021 ASFF under levy. It will be offset in Q2 when we record the 2022 taxes.
- Other Revenue (54) is lower than prior year due to return on investments not being recorded for Q1. We are working through the process to ensure the correct accounting treatment of the interest earned and amortization of investments.

- CAO Services (110) is below Q1 2021 due to costs being reallocated to other departments to align with responsibility. In addition, in Q1 2021 there was \$732k in write-offs whereas in 2022 we collected \$32k in balances that were previously written off.
- Assessment Services (112) captures the hybrid contract for DIP assessment. Greenview pays the assessor but is reimbursed by the Province for the service. Q1 2022 is lower than prior year as the reimbursement for Q1 2021 was not recorded until Q2.
- Corporate Services (121) is higher than prior year due to a reallocation of costs from CAO Services to better align with responsibility.
- Economic Development Program (311) is lower than prior year due to the timing of payments for Memberships, Seminars, and Conferences; and Grants to Organizations.
- Q1 2021 includes a \$25 million payment in Economic Development Grants (321) for the Highway 40 Twinning project which is not occurring in 2022.
- Recreation (34) for all sub departments is seeing higher spending than Q1 2021 due to facilities being open with decreased restrictions in 2022.
- The 2021 balance for Protective Services Admin (350) includes an accrual reversal from 2020 for \$444k. The expense was recorded later in the year. Without that credit balance showing in 2021, the actuals for Q2 are in line with prior year.

Capital

There has been \$1.0 million spent to date on capital. Completed projects total \$0.2 million, all of which have been capitalized and funded from reserve in Q1.

One vehicle, which was replaced in 2022 due to an insurable loss, has been captured in the Q1 capital expenditures, however the insurance proceeds were recognized in the unrestricted surplus in 2021. The 2022 expense will be funded from the unrestricted surplus and the net impact to the reserves will be zero.

Two other vehicles were expected to be delivered in 2021 but the dealer held the units until end of January 2022. The purchases were approved in the 2021 budget, but due to a timing issue on finalizing the 2021 carry forwards for the final 2022 capital budget, the 2022 budget amount is listed as \$0. Administration would like to improve this process in the future as the prior year carry forwards are not finalized and audited in time for the final budget approval and therefore could differ.

Reserves

As mentioned above, \$0.2 million of completed capital has been funded from reserves to date.

Work is still being done to validate the individual reserve balances. As well as breaking out the 2022 additions, interest, and commitments. Council can expect a more up to date and comprehensive report for Q2.

Finance is in the process of reviewing and identifying opportunities to enhance Quarterly Financial Reporting and will be bringing the item to an up coming Committee of the Whole meeting to get Council's feedback.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended action is that Council can review revenues, expenses, and capital project spending to the end of March 31, 2022 (Q1) as well as year to date reserve balances.

2. Council has the opportunity to ask questions regarding the financial information.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: None

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

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

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Operating Budget Variance by Sub Department for the period ending March 31, 2022
- Capital Budget Variance for the period ending March 31, 2022
- Reserve Balances for the period ending March 31, 2022
- Policy 1500 Financial Reporting
- MGA Sec 268.1 (b)

Financial records and receipts

268.1 A municipality must ensure that

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



MD OF GREENVIEW NO. 16
Q1 REPORTING
OPERATING BUDGET VARIANCE BY SUB DEPARTMENT
ENDING MARCH 31ST, 2022

	2021 Q1 Actuals	2022 Budget	2022 Q1 Actuals	\$ Variance	% of Budget
Revenues					
22 - ENVIRONMENTAL SERVICES	(1,493,672)	-	-	-	-
35 - PROTECTIVE SERVICES	33,549	-	-	-	0.0%
51 - REVENUE FROM LOCAL TAXES	7,733	132,930,461	(1,281,945)	134,212,406	-1.0%
53 - SALE OF MUNICIPAL SERVICES	1,736,462	5,674,987	1,820,615	3,854,372	32.1%
54 - REVENUE - OTHER	1,377,917	7,442,533	803,856	6,638,677	10.8%
55 - CONDITIONAL GRANTS	96,789	2,511,068	-	2,511,068	0.0%
55 - GRANTS AND SHARED FUNDING REVENUE	-	459,006	(2,279)	461,285	-0.5%
Total Revenues	1,758,778	149,018,055	1,340,247	147,677,808	0.9%
Expenses					
10 - COUNCIL					
101 - Council	198,870	1,364,508	204,391	1,160,118	15.0%
102 - Municipal Elections	-	-	-	-	0.0%
Total 10 - COUNCIL	198,870	1,364,508	204,391	1,160,118	15.0%
11 - REQUISITIONS	8,294,732	36,138,094	8,193,957	27,944,137	22.7%
11 - CAO SERVICES					-
110 - CAO Services Administration	1,611,555	1,717,824	106,089	1,611,735	6.2%
111 - COMMUNICATIONS	109,732	1,011,213	102,008	909,205	10.1%
112 - ASSESSMENT SERVICES	286,261	1,524,958	(7,801)	1,532,759	-0.5%
115 - INFORMATION SYSTEMS	524,161	2,659,811	461,110	2,198,701	17.3%
116 - HEALTH & SAFETY	113,471	666,857	89,753	577,104	13.5%
117 - GC CAO Corporate Services	(3)	-	-	-	0.0%
119 - HUMAN RESOURCES	140,829	1,027,307	175,427	851,880	17.1%
120 - Amortization	-	26,600,000	-	26,600,000	0.0%
121 - CORPORATE SERVICES	592,649	5,691,221	1,390,653	4,300,568	24.4%
Total 11 - CAO SERVICES	3,378,655	40,899,191	2,317,239	38,581,952	5.7%
20 - INFRASTRUCTURE & PLANNING					
200 - Infrastructure & Planning Administration	169,134	1,495,593	194,113	1,301,480	13.0%
201 - Roadways	111,277	2,320,000	11,077	2,308,923	0.5%
202 - Bridges	10,629	650,000	14,276	635,724	2.2%
203 - Surfacing	-	1,500,000	1,126	1,498,874	0.1%
204 - Drainage	1,194,176	1,340,000	311,387	1,028,613	23.2%
Total 20 - INFRASTRUCTURE & PLANNING	1,485,217	7,305,593	531,979	6,773,614	7.3%
21 - PLANNING & DEVELOPMENT					
211 - PLANNING & DEVELOPMENT ADMINISTRATION	503,607	1,212,489	169,343	1,043,146	14.0%
212 - Municipal Planning Commission	1,533	51,800	14,739	37,061	28.5%
213 - Subdivision & Development Appeal Board	3,056	14,500	1,617	12,883	11.2%
214 - Subdivisions - Land Purchase	6,858	48,000	647	47,353	1.3%
215 - Public Engagement	-	9,800	-	9,800	0.0%
Total 21 - PLANNING & DEVELOPMENT	515,053	1,336,589	186,347	1,150,242	13.9%
22 - ENVIRONMENTAL SERVICES					
220 - Environmental Services Administration	276,046	1,838,589	306,148	1,532,441	16.7%
221 - Water Supply	243,344	1,547,100	203,318	1,343,782	13.1%
222 - Wastewater Collection & Disposal	134,164	662,611	58,980	603,631	8.9%
223 - Solid Waste Collection & Disposal	371,973	2,180,561	342,603	1,837,958	15.7%
Total 22 - ENVIRONMENTAL SERVICES	1,025,527	6,228,861	911,050	5,317,811	14.6%

	2021 Q1 Actuals	2022 Budget	2022 Q1 Actuals	\$ Variance	% of Budget
23 - OPERATIONS					
230 - Operations Administration	1,017,736	6,458,425	1,077,893	5,380,532	16.7%
231 - Fleet & Shop Valleyview	205,303	945,500	244,349	701,151	25.8%
232 - Operations Grovedale	9,682	47,000	9,770	37,230	20.8%
234 - Street Lights	43,521	285,000	28,554	256,446	10.0%
235 - Fleet & Shop Grovedale	76,303	383,000	97,447	285,553	25.4%
236 - Fleet & Shop - Grande Cache	62,459	226,000	52,822	173,178	23.4%
237 - Operations - Grande Cache	14,904	255,000	27,739	227,261	10.9%
238 - Operations - DeBolt	-	25,000	-	25,000	0.0%
Total 23 - OPERATIONS	1,429,910	8,624,925	1,538,574	7,086,351	17.8%
24 - ROAD MAINTENANCE & SERVICES					
240 - Road Maintenance & Inspection Administration	624,714	3,143,500	861,486	2,282,014	27.4%
242 - Brushing Program	69,868	354,250	92,316	261,934	26.1%
243 - Mowing Program	100	48,500	3,637	44,863	7.5%
245 - Graveling Program	1,073,157	8,450,075	1,274,944	7,175,131	15.1%
246 - Road Services	303,409	1,754,000	38,348	1,715,652	2.2%
247 - Pit Reclamation	-	10,000	-	10,000	0.0%
248 - Forestry Trunk Road	454,040	8,175,250	893,253	7,281,997	10.9%
Total 24 - ROAD MAINTENANCE & SERVICES	2,525,287	21,935,575	3,163,985	18,771,590	14.4%
25 - FACILITY MAINTENANCE					
250 - Facility Maintenance Administration	373,712	2,847,149	488,963	2,358,186	17.2%
251 - FCSS CRC Building Maintenance	8,161	33,000	6,950	26,050	21.1%
252 - Grovedale Public Service Building	25,475	71,000	6,597	64,403	9.3%
253 - DeBolt Public Service Building	23,621	71,500	13,981	57,519	19.6%
254 - GC - Facilities Maintenance	92,349	433,000	133,286	299,714	30.8%
255 - Valleyview Fire Hall Building Maintenance	-	10,000	3,437	6,563	34.4%
256 - Valleyview Ambulance Building Maintenance	1,445	6,000	-	6,000	0.0%
257 - Valleyview Vet Clinic - Building Maintenance	39	7,000	6	6,994	0.1%
258 - Grovedale Maintenance Shop	14,996	47,950	3,526	44,424	7.4%
259 - DeBolt Maintenance Shop	758	3,000	776	2,224	25.9%
260 - FM Valleyview Medical Clinic	1,043	-	-	-	0.0%
Total 25 - FACILITY MAINTENANCE	541,598	3,529,599	657,523	2,872,076	18.6%
30 - COMMUNITY SERVICES					
300 - Community Services Administration	84,141	6,166,525	76,663	6,089,862	1.2%
301 - Valleyview Medical Clinic	15,077	146,100	9,802	136,298	6.7%
302 - Fox Creek Medical Clinic	(24,000)	-	(36,000)	36,000	0.0%
305 - Other Buildings	451	-	239	(239)	0.0%
306 - Airport Agreements	3,321	18,500	271	18,229	1.5%
308 - Greenview Industrial Gateway	-	233,500	56,872	176,628	24.4%
Total 30 - COMMUNITY SERVICES	78,991	6,564,625	107,847	6,456,778	1.6%
31 - ECONOMIC DEVELOPMENT					
303 - Seniors Programs	36,162	49,000	22,033	26,967	45.0%
311 - ECONOMIC DEVELOPMENT PROGRAM	593,276	1,680,329	365,656	1,314,673	21.8%
321 - Economic Development Grants	25,559,451	1,580,000	573,622	1,006,378	36.3%
323 - Multipurpose Facility/Recreation Board Grants	(1,013,204)	759,561	245,624	513,937	32.3%
324 - Agricultural Societies	241,000	349,000	261,000	88,000	74.8%
332 - Community Halls	76,565	142,500	40,480	102,020	28.4%
333 - Museums	36,000	304,600	-	304,600	0.0%
334 - Cemeteries	1,500	38,000	-	38,000	0.0%
Total 31 - ECONOMIC DEVELOPMENT	25,530,750	4,902,990	1,508,416	3,394,574	30.8%
32 - COMMUNITY SERVICES GRANT PROGRAM					
312 - Community Development Agreements	-	5,100,000	-	5,100,000	0.0%
320 - Recreation Boards	(350,000)	1,024,000	-	1,024,000	0.0%
Total 32 - COMMUNITY SERVICES GRANT PROGRAM	(350,000)	6,124,000	-	6,124,000	0.0%
33 - CULTURAL & HISTORICAL BUILDINGS					
330 - Cultural & Historical Buildings	595,111	638,500	601,562	36,938	94.2%
Total 33 - CULTURAL & HISTORICAL BUILDINGS	595,111	638,500	601,562	36,938	94.2%

	2021 Q1 Actuals	2022 Budget	2022 Q1 Actuals	\$ Variance	% of Budget
34 - RECREATION ENHANCEMENT PROGRAM (REP)					
307 - Community Bus - Grande Cache	27	18,000	3,817	14,183	21.2%
340 - Outdoor Recreation Administration	89,120	714,129	89,500	624,629	12.5%
342 - Outdoor Recreation Facilities Operations	16,384	282,200	13,795	268,405	4.9%
343 - Outdoor Recreation Partnerships	20,000	45,187	21,808	23,379	48.3%
344 - GC - Recreation - Pools	11,477	143,300	21,582	121,718	15.1%
345 - GC - Campground	2,550	89,500	14,308	75,192	16.0%
346 - GC Recreation Administration	273,487	3,184,960	477,224	2,707,736	15.0%
347 - GC - Arena & Curling Club	71,517	460,350	121,115	339,235	26.3%
348 - GC - Programs	5,945	41,755	5,502	36,253	13.2%
349 - GC Outdoor Recreation	2,703	77,500	42,563	34,937	54.9%
380 - Greenview Regional Multiplex	240,516	2,595,050	376,344	2,218,706	14.5%
Total 34 - RECREATION ENHANCEMENT PROGRAM (REP)	733,726	7,651,931	1,187,560	6,464,371	15.5%
35 - PROTECTIVE SERVICES					
350 - Protective Services Administration	(264,647)	1,541,197	218,949	1,322,248	14.2%
351 - Fire Protection Valleyview	62,006	147,000	40,288	106,712	27.4%
352 - Fire Protection Grande Cache	51,466	242,400	40,217	202,183	16.6%
353 - Fire Protection DeBolt	54,715	230,400	30,492	199,908	13.2%
354 - Fire Protection Grovedale	58,290	239,900	51,376	188,524	21.4%
355 - Disaster Services	129,251	28,350	54,060	(25,710)	190.7%
356 - Ambulance Services	1,657	-	(8,278)	8,278	0.0%
358 - Fire Protection Fox Creek	5,560	120,500	31,461	89,039	26.1%
Total 35 - PROTECTIVE SERVICES	98,298	2,549,747	458,563	2,091,184	18.0%
36 - FAMILY & COMMUNITY SERVICES					
360 - FCSS Administration	254,298	1,721,800	284,016	1,437,784	16.5%
361 - FCSS Board	2,332	43,000	4,381	38,619	10.2%
362 - FCSS Programs	1,020	69,000	3,105	65,895	4.5%
363 - Community Resource Centre	9,932	67,700	10,984	56,716	16.2%
364 - Home Support	15,998	98,500	20,975	77,525	21.3%
365 - Liaison Worker Program	-	45,000	-	45,000	0.0%
366 - Grants to Individual Organizations	97,820	90,000	46,000	44,000	51.1%
368 - Outreach Coordinator Program	-	3,000	385	2,615	12.8%
369 - Support Coordinator Program	539	2,500	-	2,500	0.0%
Total 36 - FAMILY & COMMUNITY SERVICES	381,939	2,140,500	369,847	1,770,653	17.3%
37 - AGRICULTURAL SERVICES					
370 - Agricultural Services Administration	188,494	1,596,716	124,041	1,472,675	7.8%
371 - Agriculture Service Board	2,575	56,500	25,470	31,030	45.1%
372 - Agricultural Rental Program	3,311	54,600	7,159	47,441	13.1%
373 - Vegetation Management	3,374	355,200	26,281	328,919	7.4%
374 - Pest Control	17,835	103,500	7,711	95,789	7.5%
375 - Extension and Outreach	107,500	211,100	129,381	81,719	61.3%
376 - Veterinary Services	109,782	161,800	1,865	159,935	1.2%
377 - Beautification Program	6,995	100,700	4,767	95,933	4.7%
Total 37 - AGRICULTURAL SERVICES	439,866	2,640,116	326,676	2,313,440	12.4%
45 - COMMUNITY PEACE OFFICER PROGRAM					
450 - Community Peace Officer Program	134,921	2,035,091	136,256	1,898,835	6.7%
Total 45 - COMMUNITY PEACE OFFICER PROGRAM	134,921	2,035,091	136,256	1,898,835	6.7%
Total Expenses	47,038,450	162,610,435	22,401,773	140,208,662	13.8%
Net Surplus/(Deficit)	(45,279,672)	(13,592,380)	(21,061,526)	7,469,146	155.0%



MD OF GREENVIEW NO. 16
Q1 REPORTING
CAPITAL BUDGET VARIANCE
ENDING MARCH 31ST, 2022

Sub-Department		2022	2022		
Project ID	Description	Budget	Actuals	\$ Variance	% of Budget
Information Systems					
IT22001	Host Server and SAN Cluster	\$ 120,000	\$ -	\$ 120,000	0.0%
IT22004	Nutanix Server Upgrade	1,100,000	-	1,100,000	0.0%
IT22005	Desk Side Phone System	35,000	160	34,840	0.5%
Total Information Systems		1,255,000	160	1,254,840	0.0%
Health & Safety					
HS22001	Truck replacement A133	58,000	-	58,000	0.0%
Total Health & Safety		58,000	-	58,000	0.0%
Road Construction					
RD18008	Range Road 64 (TWP 700 to TWP 694)	1,844,714	108,095	1,736,619	5.9%
RD20001	RR 205/210-8 Mile Road	350,000	-	350,000	0.0%
RD20008	TWP 692 - Grovedale Industry Road West of 666	1,513,696	53,260	1,460,437	3.5%
RD21001	FTR Phase 5	2,159,003	10,150	2,148,854	0.5%
RD22001	FTR Phase 6	733,000	-	733,000	0.0%
RD22002	Block Funding - Roads	2,000,000	43,580	1,956,420	2.2%
RD22003	Forestry Trunk Road Improvements	850,000	15,180	834,820	1.8%
RD22005	Township Road 722 (West of H:49 to Rge Rd 230)	238,000	-	238,000	0.0%
RD22006	RV Dumping Access	250,000	-	250,000	0.0%
Total Road Construction		9,938,413	230,264	9,708,149	2.3%
Bridges					
BF72012	Sturgeon Creek Bridge	85,000	7,930	77,070	9.3%
BF76902	Tributary to Clouston Creek	390,000	6,994	383,006	1.8%
BF77159	Asplund Creek	45,000	-	45,000	0.0%
BF77244	Tributary to Sweathouse Creek	600,000	-	600,000	0.0%
BF77259	Tributary to Sweathouse Creek	45,000	4,607	40,393	10.2%
BF77976	Boulder Creek	750,000	14,146	735,854	1.9%
BF78147	Tributary to Smoky River	45,000	4,334	40,666	9.6%
Total Bridges		1,960,000	38,011	1,921,990	1.9%
Surfacing & Drainage					
PV22001	Range Road 251 South	1,000,000	-	1,000,000	0.0%
PV22002	Twp 701A Overlay (SH 666 to Rge Rd 73)	3,200,000	6,612	3,193,388	0.2%
PV22003	Rge Rd 230 (South of Hwy 43 to Twp Rd 700)	3,920,000	-	3,920,000	0.0%
PV22004	Phase 6 Sidewalks and Driveways Grande Cache	845,000	-	845,000	0.0%
PV22005	I&P Facilities Paving	100,000	-	100,000	0.0%
DR22001	Wilson Drainage	360,000	-	360,000	0.0%
	DeBolt Stabilization Phase 1	50,000	-	50,000	0.0%
Total Surfacing & Drainage		9,475,000	6,612	9,468,388	0.1%
Environmental Services					
ES21001	1/2 Ton Truck Replacement A197**	-	45,637	(45,637)	n/a
ES22001	GC Skid Steer & Attachments	95,000	-	95,000	0.0%
Total Environmental Services		95,000	45,637	49,363	48.0%
Water Distribution					
WD15002	Grovedale Water Treatment Plant Upgrade	2,445,005	96,461	2,348,544	3.9%
WD16004	Landry Heights Water Distribution System	100,000	23,911	76,089	23.9%
WD17002	SCADA Upgrades - WTP & WP	100,000	8,462	91,538	8.5%
WD17009	Grovedale Water Distribution System	120,000	47,343	72,657	39.5%
WD19003	Grande Cache Raw Waterline Intake Upgrade	110,000	2,393	107,608	2.2%
WD19004	Grande Cache Water Treatment Plant	1,330,000	16,878	1,313,122	1.3%
WD20005	Valleyview Rural Waterline Extension	500,000	3,572	496,428	0.7%

Sub-Department		2022	2022		
Project ID	Description	Budget	Actuals	\$ Variance	% of Budget
WD20006	Sturgeon Lake Water & Wastewater Feasibility Study	-	3,047	(3,047)	n/a
WD21001	Sunset House Water	150,000	24,000	126,000	16.0%
WD22002	SCADA Upgrades - WTP & WP	100,000	-	100,000	0.0%
WD22004	Grande Cache Master plan	607,390	7,624	599,766	1.3%
Total Water Distribution		5,562,395	233,689	5,328,706	4.2%
Wastewater					
WW17001	Grovedale Collection System	25,000	-	25,000	0.0%
WW17002	Grovedale Evaporative Lagoon Decommissioning	700,000	-	700,000	0.0%
WW19001	Grovedale Floating Liner	100,000	-	100,000	0.0%
WW19002	Grande Cache Sewage Treatment Plant	10,500,000	59,491	10,440,509	0.6%
WW20005	DeBolt Lift Station Forcemain Upgrades	1,544,500	6,071	1,538,429	0.4%
WW21001	Ridgevalley Lagoon Expansion	250,000	5,160	244,840	2.1%
WW22001	SCADA - LS Remote Operations	100,000	-	100,000	0.0%
WW22004	Shoring purchase	25,000	-	25,000	0.0%
Total Wastewater		13,244,500	70,722	13,173,778	0.5%
Solid Waste					
SW19004	Grande Cache Landfill & Recycling Land Purchase	65,000	-	65,000	0.0%
SW20001	GC Transfer Station Development	100,000	14,479	85,521	14.5%
SW22001	Roll off bin replacement	40,000	-	40,000	0.0%
SW22002	GC Bin Replacement	10,000	-	10,000	0.0%
SW22003	West Yellowhead Regional Management Authority	300,000	-	300,000	0.0%
SW22004	ADDITION - GC Landfill Groundwater Monitoring Well	134,000	-	134,000	0.0%
Total Solid Waste		649,000	14,479	634,521	2.2%
Operations Vehicles & Equipment					
OP22001	Street Sweeper GC	365,000	-	365,000	0.0%
OP22002	Skidsteer Lease Buyout - GC SKID10	30,000	31,239	(1,239)	104.1%
OP22003	Loader Replacement - Valleyview	375,000	-	375,000	0.0%
OP22005	Trench Roller	50,000	-	50,000	0.0%
OP22006	Insurance Replacement Truck A286*	-	46,936	(46,936)	n/a
Total Operations Vehicles & Equipment		820,000	78,175	741,825	9.5%
Facilities Maintenance					
FM20013	DeBolt PSB Addition	435,000	3,085	431,915	0.7%
FM21001	Used Scissor Lift for Valleyview	18,000	-	18,000	0.0%
FM21006	1/2 Ton Truck A232**	-	45,637	(45,637)	n/a
FM21008	Security Improvement 5 Year Plan	242,200	29,248	212,952	12.1%
FM22001	Skid Steer Broom Replacement	12,000	-	12,000	0.0%
FM22002	Tractor Replacement T21	38,000	-	38,000	0.0%
FM22003	C0 & N20 Monitoring Equipment MD Shops	60,000	-	60,000	0.0%
FM22004	Zero Turn Replacement	10,000	-	10,000	0.0%
FM22005	Sunset House Community Hall Roof	65,000	-	65,000	0.0%
FM22006	Upgrade and standardize all the community Fire Station Pump	20,000	-	20,000	0.0%
FM22007	Renovations to FM/Enviro Building	40,000	-	40,000	0.0%
FM22008	New Operations Shop in Grande Cache	50,000	-	50,000	0.0%
FM22009	GRM Emergency Generator	175,000	-	175,000	0.0%
FM22011	Hotsy I&P Shop	23,000	13,700	9,300	59.6%
Total Facilities Maintenance		1,188,200	91,670	1,096,530	7.7%
Community Services					
CP22003	Fibre Optics Installation MOTION 22.03.125	9,050	9,050	-	100.0%
CP22004	VV Airport Runway	255,000	-	255,000	0.0%
Total Community Services		264,050	9,050	255,000	3.4%
Greenview Industrial Gateway					
GI22001	Greenview Industrial Gateway - Legal Fees	200,000	24,708	175,292	12.4%
GI22002	Greenview Industrial Gateway - Professional Planner	175,000	-	175,000	0.0%
GI22003	GIG Professional Services - Engineering	1,724,000	-	1,724,000	0.0%
GI22004	Greenview Industrial Gateway - Road	3,100,000	-	3,100,000	0.0%
GI22005	Greenview Industrial Gateway - Land Purchase	2,500,000	-	2,500,000	0.0%
Total Greenview Industrial Gateway		7,699,000	24,708	7,674,292	0.3%

Sub-Department		2022	2022		
Project ID	Description	Budget	Actuals	\$ Variance	% of Budget
Economic Development					
ED21001	Greenview Electric Car Charging Stations	60,000	-	60,000	0.0%
ED21002	Tourism Centre Exhibits & Interactive Features	72,000	-	72,000	0.0%
ED22001	Fiber Optics	6,000,000	-	6,000,000	0.0%
ED22002	Replacement Vehicle- SUV	42,000	-	42,000	0.0%
ED22003	Bird's Eye Park Gazebo - Historical Monument	7,000	-	7,000	0.0%
ED22004	Mural Roofs and Lighting at Bird's Eye Park	20,000	-	20,000	0.0%
Total Economic Development		6,201,000	-	6,201,000	0.0%
Recreation					
RE19007	Grande Cache Ball Diamond Upgrades	105,000	-	105,000	0.0%
RE19008	Grande Cache Municipal Campground	25,000	-	25,000	0.0%
RE20002	Curling Rink Retaining Wall	35,575	3,060	32,515	8.6%
RE21002	Little Smoky Recreation Area	116,782	-	116,782	0.0%
RE21007	Community Facility	2,041,575	7,875	2,033,700	0.4%
RE21008	Heat & Power Generation System	246,325	-	246,325	0.0%
RE22002	Johnson Park	150,000	-	150,000	0.0%
RE22003	Victor Lake Recreation Enhancements	50,000	-	50,000	0.0%
RE22004	Fitness Equipment GRM	35,000	-	35,000	0.0%
RE22005	GRM Sound Baffles	50,000	44,316	5,684	88.6%
RE22006	Fitness Centre Equipment Enhancement	25,000	10,954	14,046	43.8%
RE22007	Event Stage	10,000	8,458	1,542	84.6%
RE22008	Shuttler Flats	75,000	-	75,000	0.0%
RE22009	Skid Steer Blade	4,500	-	4,500	0.0%
RE22010	Camera	5,000	-	5,000	0.0%
Total Recreation		2,974,757	74,663	2,900,094	2.5%
Protective Services					
PS22001	New UTV	50,000	-	50,000	0.0%
PS22002	Kenwood Radios	42,000	-	42,000	0.0%
AG21001	3 Pt Hitch reclamation Seeder (new)	13,500	-	13,500	0.0%
AG22001	Grain Vacuum Replacement (ASB0008)	36,500	36,500	-	100.0%
AG22002	Skid Mount Sprayer	10,000	-	10,000	0.0%
AG22003	Heavy Disc 14 Ft. DISC1 (replacement)	39,800	-	39,800	0.0%
AG22004	Skid Mount Sprayer - Grovedale	10,000	-	10,000	0.0%
AG22005	Fertilizer Spreader New	40,900	-	40,900	0.0%
AG22006	1/2 Ton Truck Replacement A109	57,500	-	57,500	0.0%
AG22007	Tree Planter/Transplanter	10,000	5,608	4,392	56.1%
AG22008	Plastic Mulch Applicator	15,000	6,270	8,730	41.8%
Total Protective Services		325,200	48,378	276,822	14.9%
CPO Program					
PO22001	2022 Chevrolet Tahoe PPV	120,000	-	120,000	0.0%
PO22002	New Side by Side Grande Cache	37,500	-	37,500	0.0%
PO22003	New Side by Side - Grovedale	37,500	-	37,500	0.0%
PO22004	New Snow Machine	21,000	-	21,000	0.0%
Total CPO Program		216,000	-	216,000	0.0%
Total Capital Projects		\$ 61,925,515	\$ 966,219	\$ 60,959,295	1.6%

* Insurance proceeds for A286 were received and recognized in 2021. They were recorded in the unrestricted surplus. The new unit will be funded from there in 2022, so the net impact will be \$0.

** FM21006 & ES21001: delivery was expected in 2021 but the dealer held the units until end of January. Purchases were approved in the 2021 budget, timing issue on the carryforward which is why the 2022 budget is \$0.



MD OF GREENVIEW NO. 16
Q1 REPORTING
RESERVE BALANCES
ENDING MARCH 31ST, 2022

	Unaudited Dec 31, 2021 Balance	Contributions	Activity Interest	Withdrawals	Mar 31, 2022 Balance
Unrestricted Reserves					
Unrestricted	1,092,213			(78,175)	1,014,038
Total Unrestricted Reserves	1,092,213	-	-	(78,175)	1,014,038
Restricted Reserves					
Asset Management Reserves					
Asset Retirement Obligation Liability	966,847				966,847
Bridge Replacement	9,623,504				9,623,504
Community Bus	-				-
Fire Facilities	1,384,407				1,384,407
Fire -Rescue Appartatus Vehicle & Equipment	4,250,156				4,250,156
Fleet & Equipment Replacement	5,913,548			(127,774)	5,785,774
Facilities	12,388,219				12,388,219
Gravel Pit Reclamation	1,347,447				1,347,447
Project Carry Forward	31,316,720				31,316,720
Recreation	2,559,502				2,559,502
Road Infrastructure	65,942,776				65,942,776
Valleyview and District Medical Clinic Building	-	9,050		(9,050)	-
Valleyview and District Medical Clinic Equipment	10,000				10,000
Water	5,166,331				5,166,331
Wastewater	4,640,392				4,640,392
Total Restricted Reserves	145,509,849	9,050	-	(136,824)	145,382,075
Social, Economic, & Environmental Reserves					
Economic Development	15,000,000				15,000,000
Disaster Response	3,000,000				3,000,000
Greenview Daycare Funding	440,000				440,000
Greenview FCSS	100,000				100,000
Operating Contingency	861,885				861,885
Total Social, Economic, & Environmental Reserves	19,401,885	-	-	-	19,401,885
Planning & Development					
Developer Contributions	-				-
Total Planning & Development Reserves	-	-	-	-	-
Total All Reserves	\$ 166,003,947	\$ 9,050	-	\$ (214,999)	\$ 165,797,998

Title: Financial Reporting

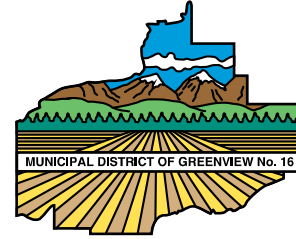
Policy No: 1500

Effective Date: February 8, 2022

Motion Number: 22.02.68

Supersedes Policy No: NONE

Review Date: February 8, 2025



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

1. DEFINITIONS

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

2. POLICY STATEMENT

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

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

3. PROCEDURE

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

4. COUNCIL RESPONSIBILITIES

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

5. ADMINISTRATION RESPONSIBILITIES

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



REQUEST FOR DECISION

SUBJECT:	Smoky Hemp Decortication Ltd.		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 26, 2022	CAO: SW	MANAGER: SK
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: SK
STRATEGIC PLAN:	Level of Service	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to send a letter to Honourable Minister Nate Horner in support of the Smoky Hemp Decortication Ltd. initiative and efforts to diversify the Peace Region agricultural industry.

BACKGROUND/PROPOSAL:

On March 23rd, the Agricultural Service Board received a presentation from Smoky Hemp Decortication Ltd. (SHDL) detailing their efforts to construct a hemp decortication facility in Donnelly, Alberta. The construction of such a facility is hoped to provide Greenview agricultural producers with a viable crop rotational option and spur secondary and tertiary industry companies to manufacture products from the hurd, fibre and dust of industrial hemp grown by local producers.

On April 7th, Administration received a request for a letter of support concerning SHDL's efforts to demonstrate the support the initiative has in the Peace Region. The group has a meeting scheduled with the Minister of Agriculture, Forestry and Rural Economic Development on April 21st.

Administration reached out to Smoky River Region Economic Development to enquire as to if the letter was required by April 21st. Administration was told that while preferable, all letters of support are welcome.

BENEFITS OF THE RECOMMENDED ACTION:

The benefit of Council sending a letter is to clarify Greenviews support of the Smoky Hemp Decortication Ltd.'s efforts to diversify the Peace Region agricultural industry.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no disadvantages to the recommended action.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may alter or deny the recommended motion.

FINANCIAL IMPLICATION: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will send the drafted letter to the Minister.

ATTACHMENT(S):

- Draft Letter, Smoky Hemp Decortication Ltd.



MUNICIPAL DISTRICT OF GREENVIEW

April 12, 2022

Honourable Nate Horner
Minister of Agriculture, Forestry and
Rural Economic Development
131 Legislature Building
10800 – 97 Avenue
Edmonton, AB.
T5K 2B6

Dear Hon. Minister Nate Horner,

RE: Smoky Hemp Decortication Ltd.

The Municipal District of Greenview is enthused that Smoky Hemp Decortication Ltd. (SHDL) is building a Hemp Decortication Plant in the village of Donnelly, AB, located in the Peace Region.

Our understanding is the Decortication plant will act as a hub, the decortication process will provide the raw products to encourage further processing by other companies and individuals. The availability of decorticated hemp will allow not only for the export of the hemp fibre, hurd and dust but also for other companies and individuals an opportunity to convert these into refined higher value products.

We strongly support the building of this plant and this industry in our region as it will provide much needed employment, offer an alternative crop for our producers and slow the export of our young people from our region.

The Municipal District of Greenview looks forward to working with Smoky Hemp Decortication Ltd. to bring this project into fruition. If you require further information, don't hesitate to contact Greenview CAO Stacey Wabick at stacey.wabick@mdgreenview.ab.ca

Respectfully,

Tyler Olsen
Reeve

INT/int

cc:



REQUEST FOR DECISION

SUBJECT: **Purchase of Two 2022 SUV's**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 26, 2022
DEPARTMENT: OPERATIONS
STRATEGIC PLAN: Level of Service

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

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 1018 – Expenditure Policy, Policy 4006 – Vehicle and Equipment Replacement Policy

RECOMMENDED ACTION:

MOTION: That Council award the 2022 Sport Utility Vehicle Tender to Windsor Ford, Grande Prairie Alberta, for two units, with an upset limit of \$103,852.31, with funds to come from the Economic Development and Health and Safety 2022 Capital Budget.

MOTION: That Council transfer \$5,926.16 to the Economic Development and transfer \$5,926.16 to the Health and Safety 2022 capital budgets from Fleet and Equipment Reserves for the purchase of the departments 2022 vehicle purchases.

BACKGROUND/PROPOSAL:

Administration publicly posted a tender on Alberta Purchasing Connection, February 20, 2022, closing March 15, 2022, inviting vendors interested in supplying Greenview with two Sport Utility Vehicle (SUV) as specified.

The 2022 capital budget had 2 SUV's, 1 mid sized for the Economic Development, and 1 full sized for Safety. During the fall of 2021 administration had reached out for a basic cost of these vehicles and budgeted accordingly. The 2022 pricing is about 15% higher than anticipated.

The approved amount in the 2022 Interim Capital Budget is \$92,000.00. Greenview received one bid submission for \$103, 852.31 from Windsor Ford.

Currently the Fleet and Equipment Reserves have a balance of \$5,900,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration will have the vehicles to utilize in performing their tasks.

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 award this tender.

FINANCIAL IMPLICATION:

Direct Costs: \$103,852.31

Ongoing / Future Costs: Ongoing maintenance costs as required for the life of the unit.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform Windsor Ford of Councils decision.

ATTACHMENT(S):

- Windsor Ford bid submission

2022 SUV TENDER

6.6 Inspection

All materials, supplies and services provided shall be subject to Owner's inspection.

7 VENDOR RESPONSE SUMMARY

7.1 SPECIFICATIONS

One (1) New 2022, Full Size SUV Tender

SPECIFICATIONS		Included YES/NO	Optional Equipment Cost	Please Explain if Different
1.0 GENERAL				
1.1	These units will be used for general municipal use. One (1) New 2022, full size, SUV 4x4 or AWD	YES.		
1.2	Ease of services, maintenance and extended service life will be given consideration in awarding this tender.	YES		
2.0 GROSS VEHICLE WEIGHT RATING				
2.1	GVWR shall not be less than 3300Kgs	YES		
3.0 BRAKES				
3.1	ABS with Traction Control	YES		
4.0 CAB				
4.1	Intermittent wipers	YES		
4.2	Driver's seat with 6 way power with lumbar and front passenger seat with manual controls	YES		8 WAS POWER.

2022 SUV TENDER

4.3	AM/FM radio, MP3 playback capability with Bluetooth-Hands free ready for cell phones.	YES		
4.4	Privacy tint rear glass	YES		
4.5	Color Exteriors – solid white	YES		
4.6	heated, fold away mirrors	YES		
4.7	Air conditioning	YES		
4.8	Cruise control and tilt steering	YES		
4.9	Auxiliary floor mats Weathertec or comparable (front and back) to be provided	YES		
4.10	Factory installed remote start/keyless entry with warranty.	YES.		
4.11	4 doors and rear hatch liftgate	YES.		
4.12	Comfort package with power locks, windows/mirrors/mirror defrost and carpet delete. <i>(If carpet delete significantly impacts other requested option prices, "carpet in" will be accepted).</i>	YES.		
4.13	Rearview camera	YES		
4.14	Bumper sensors on rear	YES.		
5.0	ENGINE			380 HORSE POWER
5.1	Please indicate horse power and options			
5.2	Block heater	YES.		
6.0	FUEL TANKS			
6.1	Specify liters: <u>88</u>			
7.0	BATTERY			
7.1	Specify CCA: <u>675</u>			
8.0	TRANSMISSION			
8.1	Automatic	YES		

2022 SUV TENDER

9.0	WHEELS AND TIRES			
9.1	All Weather Winter / Summer tires	YES		
9.2	Full service spare tire	YES		
10.0	DELIVERY			
10.1	Please state definite date. When scheduled deliveries are not met, or when extended delays in manufacturing are being encountered, this may be considered sufficient cause to cancel the tender			12-16 WEEKS FROM ORDER. MAY CHANGE WITHOUT NOTICE.
10.2	Vendors are to price FOB Valleyview	YES		
11.0	SPLASH GUARDS			
11.1	Rubber splash guards front and rear.	YES		
12.0	SHOP MANUAL			
12.1	One digital service manual	YES.		
13.0	WARRANTY			
13.1	To include manufacturer's warranty. Specify warranty coverage i.e.: distance and time frame – roadside assistance – towing, etc.	YES		SEE ATTACHMENT

Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022

Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3

**2022 Explorer 4dr 4x4 XLT (K8D)**

Price Level: 225 | Quote ID: FE12

Warranty

Standard Warranty

Basic

Distance	60,000 km	Months	36 months
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Powertrain

Distance	100,000 km	Months	60 months
----------	------------	--------	-----------

Corrosion Perforation

Distance	Unlimited km	Months	60 months
----------	--------------	--------	-----------

Roadside Assistance

Distance	100,000 km	Months	60 months
----------	------------	--------	-----------

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2022 SUV TENDER

One (1) New 2022, Mid-size SUV Tender

SPECIFICATIONS	Included YES/NO	Optional Equipment Cost	Please Explain if Different
1.0 GENERAL 1.1 These units will be used for general municipal use. One (1) New 2022, mid-size SUV 4x4 or AWD	YES		
1.2 Ease of services, maintenance and extended service life will be given consideration in awarding this tender.	YES.		
2.0 GROSS VEHICLE WEIGHT RATING			
2.1 GVWR shall not be less than 2900Kgs	NO		2132 kg.
3.0 BRAKES			
3.1 ABS with Traction Control	YES		
4.0 CAB			
4.1 Intermittent wipers	YES		
4.2 Driver's seat with 6 way power with lumbar and front passenger seat with manual controls	YES		

2022 SUV TENDER

4.3	AM/FM radio, MP3 playback capability with Bluetooth-Hands free ready for cell phones.	YES		
4.4	Privacy tint rear glass	YES		
4.5	Color Exteriors – solid white	YES		
4.6	heated, fold away mirrors	YES		
4.7	Air conditioning	YES		
4.8	Cruise control and tilt steering	YES		
4.9	Auxiliary floor mats Weathertec or comparable (front and back) to be provided	YES		
4.10	Factory installed remote start/keyless entry with warranty.	YES		
4.11	4 doors and rear hatch liftgate	YES		
4.12	Comfort package with power locks, windows/mirrors/mirror defrost and carpet delete. <i>(If carpet delete significantly impacts other requested option prices, "carpet in" will be accepted).</i>	YES		
4.13	Rearview camera	YES		
4.14	Bumper sensors on rear	YES		
5.0	ENGINE			300 HORSEPOWER
5.1	Please indicate horse power and options			
5.2	Block heater	YES		
6.0	FUEL TANKS			
6.1	Specify liters: <u>67.7</u>			
7.0	BATTERY			
7.1	Specify CCA: <u>750 CCA</u>			
8.0	TRANSMISSION			
8.1	Automatic	YES		

2022 SUV TENDER

9.0	WHEELS AND TIRES			
9.1	All Weather Winter / Summer tires	YES		
9.2	Full service spare tire	YES		IN BACK.
10.0	DELIVERY			
10.1	Please state definite date. When scheduled deliveries are not met, or when extended delays in manufacturing are being encountered, this may be considered sufficient cause to cancel the tender			12-16 WEEKS. MAY CHANGE WITH OUT NOTICE.
10.2	Vendors are to price FOB Valleyview	YES		
11.0	SPLASH GUARDS			
11.1	Rubber splash guards front and rear.	YES		
12.0	SHOP MANUAL			
12.1	One digital service manual	YES		
13.0	WARRANTY			
13.1	To include manufacturer's warranty. Specify warranty coverage i.e.: distance and time frame – roadside assistance – towing, etc.	YES		SEE ATTACHMENT

Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022

Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3



2022 Explorer 4dr 4x4 XLT (K8D)

Price Level: 225 | Quote ID: FE12

Warranty

Standard Warranty

Basic

Distance	60,000 km	Months	36 months
----------	-----------	--------	-----------

Powertrain

Distance	100,000 km	Months	60 months
----------	------------	--------	-----------

Corrosion Perforation

Distance	Unlimited km	Months	60 months
----------	--------------	--------	-----------

Roadside Assistance

Distance	100,000 km	Months	60 months
----------	------------	--------	-----------

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2022 SUV TENDER

7.2 PRICING SUBMISSION

VEHICLES	UNIT PRICE	TOTAL PRICE *include options stated in specification sheets but do not include G.S.T. in Total Price above.	5 year bumper to bumper warranty (each)
New Full-Size SUV	1 @ \$ 57400.02	\$ 57400.02	\$ 3515 + GST
New Mid-size SUV	1 @ \$ 46452.11	\$ 46452.11	\$ 3320 + GST

TOTAL \$ 103852.31 + GST

Supplier Contact: GLEN TISSINGTON.

Supplier Phone: 780 513 0522

Supplier Fax: 780 830 2458.

Supplier E-mail: glen.tissington@windsorford.com

2022 SUV TENDER

7.3 CERTIFICATION

We WINDSOR FORD.
Company Name


Of 10001-139 AVE - GP AB T8X0U3.
Business Address

7805130522
Phone Number

glen.tissington@windsorford.ca
E-mail Address

Having examined and read the tender documents for the 2022 Light Duty Vehicle Tender as issued by the Municipal District of Greenview No. 16 do hereby bid and agree to provide the services/products in accordance with the tender/RFT documents.

Executed this 11 day of MARCH, 2022


Signature of authorized representative

GLEN TISSINGTON - FLEET SALES MANAGER
Print or type name and status of authorized representative



WINDSOR MOTORS (1975) LTD.
10001 - 139 AVENUE
GRANDE PRAIRIE, AB, T8X 0V3

Rep: GLEN TISSINGTO
Phone: (780) 532-9550
Fax:

Date: 03/11/2022
Key: <<NewDeal>>
Tax: AB

Vehicle

Stock #
Type New Vehicle
Odometer 0

Options

Selling Price \$47,446.36

Customer

Name	MD OF GREENVIEW	Source	
Address	BOX 1079, 4806 - 36 AVE	Lead	NotSet
City, Province	VALLEYVIEW, AB	Home Phone	(780) 524-7600
Code	5121	Business	(780) 524-7600
Email		Cell	(780) 558-9060
Postal Code	T0H 3N0	CoBuyer	

Cash Deal

Selling Price	\$47,446.36	GST Taxable	\$46,452.11
GPC	(\$3,000.00)	GST 5%	\$2,322.61
GST REG TAX CREDIT	\$0.00	Payout Lien Amount	\$0.00
AMVIC	\$6.25	Deposit	\$0.00
FUEL	\$0.00	Total Balance	\$48,774.72
LIC/FINES	\$0.00		
REG PROG	\$0.00		
TIRE TAX	\$20.00		
ACCESSORIES	\$1,979.50		
Trade	\$0.00		
Sub Total	\$46,452.11		

I / We have reviewed the above disclosure and agree to the vehicle, price and payment information as declared.

x _____
MD OF GREENVIEW

x _____
Dealer Acceptance

Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022

Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3

**2022 Explorer 4dr 4x4 XLT (K8D)**

Price Level: 225 | Quote ID: FE12

As Configured Vehicle

Code	Description	MSRP
------	-------------	------

Base Vehicle

K8D	Base Vehicle Price (K8D)	\$46,699.00
-----	--------------------------	-------------

Packages

202A	Equipment Group 202A High Package	\$1,500.00
------	-----------------------------------	------------

Includes:

- Engine: 2.3L I-4 EcoBoost
Includes auto start-stop technology.
- Transmission: 10-Speed Automatic
- 3.58 Non-Limited Slip Rear Axle
- GVWR: TBD
- Tires: P255/65R18 AS BSW
- Wheels: 18" 5 Spoke Sparkle Silver-Painted Aluminum.
- Heated ActiveX Seating Material Captain's Chairs
Includes 10-way power driver (power function for tilt, lumbar, recline) and 8-way power front passenger (power function for lumbar and recline).
- Radio: AM/FM Stereo
Includes MP3 capability, 6 speakers, SiriusXM radio with 3-month prepaid subscription and speed-compensated volume.
- SYNC 3 Communications & Entertainment System
Includes enhanced voice recognition, 8" LCD capacitive touchscreen with swipe capability, Apple CarPlay and Android Auto compatibility and 2 USB ports.
- Heated Steering Wheel
- LED Fog Lamps
Includes silver-painted front skid plate elements.
- Remote Start System
- SecuriCode Keyless Entry Keypad

Powertrain

99H	Engine: 2.3L I-4 EcoBoost <i>Includes auto start-stop technology.</i>	Included
44T	Transmission: 10-Speed Automatic	Included
STDAX	3.58 Non-Limited Slip Rear Axle	Included
STDGV	GVWR: TBD	Included

Wheels & Tires

STDTR	Tires: P255/65R18 AS BSW	Included
STDWL	Wheels: 18" 5 Spoke Sparkle Silver-Painted Aluminum.	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022

Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3



2022 Explorer 4dr 4x4 XLT (K8D)

Price Level: 225 | Quote ID: FE12

As Configured Vehicle (cont'd)

Code	Description	MSRP
Seats & Seat Trim		
S	Heated ActiveX Seating Material Captain's Chairs <i>Includes 10-way power driver (power function for tilt, lumbar, recline) and 8-way power front passenger (power function for lumbar and recline).</i>	Included
Other Options		
119WB	119.1" Wheelbase	STD
PAINT	Monotone Paint Application	STD
STDRD	Radio: AM/FM Stereo <i>Includes MP3 capability, 6 speakers, SiriusXM radio with 3-month prepaid subscription and speed-compensated volume.</i> <i>Includes:</i> - SYNC 3 Communications & Entertainment System <i>Includes enhanced voice recognition, 8" LCD capacitive touchscreen with swipe capability, Applink, 911 Assist, Apple CarPlay and Android Auto compatibility and 2 USB ports.</i>	Included
52X	Auto Start-Stop Removal	-\$60.00
Interior Colour		
S6_02	Ebony w/Heated ActiveX Seating Material Captain's Chairs	N/C
Fleet Options		
YZ_02	Oxford White	N/C
SUBTOTAL		\$48,139.00
Destination Charge		\$1,995.00
TOTAL		\$50,134.00

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Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022



Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3

2022 Explorer 4dr 4x4 XLT (K8D)

Price Level: 225 | Quote ID: FE12

Pricing Summary - Single Vehicle

MSRP

Vehicle Pricing

Base Vehicle Price	\$46,699.00
Options	\$1,440.00
Colours	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$1,995.00
Subtotal	\$50,134.00

Pre-Tax Adjustments

Code	Description	MSRP
AET	Air Excise Tax	\$100.00
Subtotal		\$50,234.00

Discount Adjustments

Discount Adjustments	-\$2,787.64
Subtotal	\$47,446.36
Total	\$47,446.36

Customer Signature

Acceptance Date



WINDSOR FORD
10001 139 Avenue • Grande Prairie, AB • T8X 0V3
Tel: (780) 532-9550 • Fax: (780) 402-9610
1-800-422-6094 • www.windsorford.com

**GENUINE PEOPLE
TREATING YOU LIKE
A PERSON**

PARTS HOURS
Mon - Sat 7:30 a.m. - 6:00 p.m.
Sunday Closed

**OUR REPUTATION IS
YOUR EXPERIENCE**

QT# 139914

GST 105708457RT0001
Printed 03/09/2022 11:10:16 AM

**PARTS QUOTE
CUSTOMER COPY**



User 437 Page 1

Customer No 5121
Attn: CONFIRM SHOP LOCATION

MD OF GREENVIEW
BOX 1079, 4806 - 36 AVE
VALLEYVIEW, AB
T0H 3N0

Home (780) 524-7600 Bus (780) 524-7600
Cell (780) 558-9060 Fax:
Email

Expiry Date 04/08/2022 Invoice Number 139914

Sales	Account Number	Purchase Order	Fleet Type
HOWARD	5121		F
Howard B			
Ref:	EXPLORER XLT		
Ship Via			
Ship To:	MD OF GREENVIEW		
	BOX 1079, 4806 - 36 AVE		
	VALLEYVIEW, AB, T0H 3N0		
	(780) 524-7600		

REQ	BO	OH	AOH	BIN	PART NUMBER	DESCRIPTION	SL	RETAIL	NET	SALE
1	0	0	0	SPORD	WET4415751	WEATHER TECH FRT ROW FRD EXPLORER 20		159.95	159.95	159.95
1	0	0	0	SPORD	WET4415752	WEATHER TECH 2ND ROW BUCKET FRD EXPLORER 20		115.95	115.95	115.95
1	0	20	20	H3	LB5Z 16A550 AA	KIT - MUFLAP		82.20	82.20	82.20
1	0	16	16	H3	LB5Z 16A550 BA	KIT - MUFLAP		82.20	82.20	82.20
1	0	0	0	SPORD	LABOR	MUD FLAP INSTALL		150.00	125.00	125.00
5	0	0	0	SPORD	9782 128130	TOYO CELSIUS CUV 255/65R18		356.00	285.84	1,429.20
5	0	0	0	SPORD	TIRETAX	ENVIRO TIRE LEVY		4.00	4.00	20.00
-5	0	0	0		TAKEOFF	STOCK TIRE CREDIT		150.00	75.00	-375.00
1	0	0	0	SPORD	MOUNT	MOUNT & BALANCE		0.00	200.00	200.00
1	0	0	0	SPORD	X42852	18" STEEL WHEEL 5X114 BLACK		169.00	140.00	140.00
								1,269.30		1,979.50

PARTS SALE	1,979.50
TOTAL PARTS SALES	1,979.50
GST	98.98
NET TOTAL PARTS	2,078.48
TOTAL QUOTE	2,078.48

RETURN POLICY: 1% returns on electrical or special order items. A restocking charge will be applied on all merchandise returned for credit. 1% returns after 15 days.

DISCLAIMER OF WARRANTIES: All warranties on the products sold hereby are those made by the manufacturer. The seller, WINDSOR FORD, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose, and WINDSOR FORD neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law.

PRIVACY STATEMENT: Personal information is collected in accordance with applicable privacy legislation and is governed by the WINDSOR FORD Privacy Policy. Your privacy is important to us. Ask us for your privacy information about our Privacy Policy. We provide this personal information to Ford Motor Company of Canada Limited, together with third parties acting on its behalf, Ford, to enable Ford to administer your transaction, to provide you with services, to improve automotive related products and services by conducting customer surveys, and to provide you with marketing material which may be of interest to you. To obtain the Ford Privacy Policy, or if you do not want to receive marketing or survey materials from Ford, please call 1-800-665-FORD (3673).

NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS

Customer Signature _____

GST# 10570 8457 RT0001



WINDSOR MOTORS (1975) LTD.
10001 - 139 AVENUE
GRANDE PRAIRIE, AB, T8X 0V3

Rep: GLEN TISSINGTO
Phone: (780) 532-9550
Fax:

Date: 03/11/2022
Key: <<NewDeal>>
Tax: AB

Vehicle

Stock #
Type New Vehicle
Odometer 0

Options

Selling Price \$58,834.32

Customer

Name	MD OF GREENVIEW	Source	
Address	BOX 1079, 4806 - 36 AVE	Lead	NotSet
City, Province	VALLEYVIEW, AB	Home Phone	(780) 524-7600
Code	5121	Business	(780) 524-7600
Email		Cell	(780) 558-9060
Postal Code	T0H 3N0	CoBuyer	

Cash Deal

Selling Price	\$58,834.32	GST Taxable	\$57,400.02
GPC	(\$4,000.00)	GST 5%	\$2,870.00
GST REG TAX CREDIT	\$0.00	Payout Lien Amount	\$0.00
AMVIC	\$6.25	Deposit	\$0.00
FUEL	\$0.00	Total Balance	\$60,270.02
LIC/FINES	\$0.00		
REG PROG	\$0.00		
TIRE TAX	\$20.00		
ACCESSORIES	\$2,539.45		
Trade	\$0.00		
Sub Total	\$57,400.02		

I / We have reviewed the above disclosure and agree to the vehicle, price and payment information as declared.

x
MD OF GREENVIEW

x
Dealer Acceptance

Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022

Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3



2022 Expedition 4dr 4x4 SSV (U1G)

Price Level: 230 | Quote ID: md15

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
U1G	Base Vehicle Price (U1G)	\$61,510.00
Packages		
102A	Equipment Group 102A Requires valid FIN codes. <i>Includes:</i> - Engine: 3.5L V6 EcoBoost Includes auto start-stop technology. - Transmission: 10-Speed Automatic w/SelectShift - ControlTrac w/3.73 eLSD Includes 2-speed automatic 4WD with neutral towing capability. - GVWR: 3,400 kgs (7450 lbs) - Tires: P265/70R17 All-Terrain OWL - Wheels: 17" Steel - Cloth Front Captain's Chairs Includes 8-way power driver seat with power function for tilt and lumbar and manual recline and 4-way manual passenger seat (fore/aft, recline). - Radio: AM/FM Stereo/MP3 Capable Includes 6 speakers, speed-compensated volume, connected navigation and 2 USB ports. - SYNC 4 w/Enhanced Voice Recognition Includes 12" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, 911 Assist, AppLink with app catalog, Wireless Apple CarPlay and Android Auto compatibility, digital owner's manual and conversational voice command recognition.	N/C
Powertrain		
99T	Engine: 3.5L V6 EcoBoost <i>Includes auto start-stop technology.</i>	Included
44U	Transmission: 10-Speed Automatic w/SelectShift	Included
62E	ControlTrac w/3.73 eLSD <i>Includes 2-speed automatic 4WD with neutral towing capability.</i>	Included
STDGV	GVWR: 3,400 kgs (7450 lbs)	Included
Wheels & Tires		
STDTR	Tires: P265/70R17 All-Terrain OWL	Included
STDWL	Wheels: 17" Steel	Included
Seats & Seat Trim		
L	Cloth Front Captain's Chairs	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022

Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3



2022 Expedition 4dr 4x4 SSV (U1G)

Price Level: 230 | Quote ID: md15

As Configured Vehicle (cont'd)

Code	Description	MSRP
<i>Includes 8-way power driver seat with power function for tilt and lumbar and manual recline and 4-way manual passenger seat (fore/aft, recline).</i>		
Other Options		
PAINT	Monotone Paint Application	STD
122WB	122.5" Wheelbase	STD
STDRD	Radio: AM/FM Stereo/MP3 Capable	Included
<i>Includes 6 speakers, speed-compensated volume, connected navigation and 2 USB ports.</i>		
<i>Includes:</i>		
<i>- SYNC 4 w/Enhanced Voice Recognition</i>		
<i>Includes 12" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, 911 Assist, AppLink with app catalog, Wireless Apple CarPlay and Android Auto compatibility, digital owner's manual and conversational voice command recognition.</i>		
52L_	Auto Start-Stop Removal	-\$60.00
Interior Colour		
LH_03	Black Onyx w/Cloth Front Captain's Chairs	N/C
Exterior Colour		
YZ_01	Oxford White	N/C
Fleet Options		
21B	2nd Row 40/20/40 Bench Cloth Seats	\$145.00
SUBTOTAL		\$61,595.00
Destination Charge		\$1,995.00
TOTAL		\$63,590.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Lane Barks

MD of Greenview

Prepared by: Glen Tissington

03/11/2022

Windsor Motors 1975 Ltd. | 10001 139 Avenue Grande Prairie Alberta | T8X0V3

**2022 Expedition 4dr 4x4 SSV (U1G)**

Price Level: 230 | Quote ID: md15

Pricing Summary - Single Vehicle

MSRP*Vehicle Pricing*

Base Vehicle Price	\$61,510.00
Options	\$85.00
Colours	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$1,995.00
Subtotal	\$63,590.00

Pre-Tax Adjustments

Code	Description	MSRP
AET	Air Excise Tax	\$100.00
Subtotal		\$63,690.00

Discount Adjustments

Discount Adjustments	-\$4,855.68
Subtotal	\$58,834.32
Total	\$58,834.32

Customer Signature

Acceptance Date



WINDSOR FORD
10001 139 Avenue • Grande Prairie, AB • T8X 0V3
Tel: (780) 532-9550 • Fax: (780) 402-9610
1-800-422-6094 • www.windsorford.com

**GENUINE PEOPLE
TREATING YOU LIKE
A PERSON**

PARTS HOURS
Mon - Sat 7:30 a.m. - 6:00 p.m.
Sunday Closed

**OUR REPUTATION IS
YOUR EXPERIENCE**

QT# 139907

GST 105708457RT0001
Printed 03/09/2022 10:27:24 AM

**PARTS QUOTE
CUSTOMER COPY**



User 437 Page 1

Customer No 5121
Attn: CONFIRM SHOP LOCATION

MD OF GREENVIEW
BOX 1079, 4806 - 36 AVE
VALLEYVIEW, AB
T0H 3N0
Home (780) 524-7600 Bus (780) 524-7600
Cell (780) 558-9060 Fax:
Email

Expiry Date 04/08/2022 Invoice Number 139907

Sales Account Number Purchase Order Fleet Type
HOWARD 5121
Howard B
Ref: 2022 EXPEDITION SSV
Ship Via
Ship To: MD OF GREENVIEW
BOX 1079, 4806 - 36 AVE
VALLEYVIEW, AB, T0H 3N0
(780) 524-7600

REQ	BO	OH	AOH	BIN	PART NUMBER	DESCRIPTION	SL	RETAIL	NET	SALE
1	0	0	0	SPORD	WET4416651	WEATHERTECH MAT FRT ROW FRD EXPEDITION 18-21		187.00	187.00	187.00
1	0	0	0	SPORD	WET4416652	WEATHER TECH MATS EXPEDITION 20+ 2ND ROW		168.00	168.00	168.00
1	0	6	6	H2	KN1Z 19A361 A	ELECTRONIC MODULE		279.50	279.50	279.50
1	0	5	5	H4	JS7Z 15603 A	AERIAL ASY		39.00	39.00	39.00
1	0	3	3	H4	JS7Z 15K601 B	REMOTE CONTROL SYSTE		125.00	125.00	125.00
1.2	0	0	0	SPORD	LABOR	REMOTE INSTALL		150.00	125.00	150.00
1	0	0	0	A19	WET120094	NO DRILL MUDFLAP 18-21 EXPEDITION		85.00	85.00	85.00
1	0	0	0	A19	WET110088	NO DRILL MUDFLAP EXPEDITION 18- 21		85.00	85.00	85.00
1.5	0	0	0	SPORD	LABOR	MUD FLAP INSTALL		150.00	146.63	219.95
5	0	0	0	SPORD	9773 04507980 000	GENERAL GRABBER APT 265/70R17		375.00	295.00	1,475.00
5	0	0	0	SPORD	TIRETAX	ENVIRO TIRE LEVY		4.00	4.00	20.00
-5	0	0	0		TAKEOFF	STOCK TIRE CREDIT		150.00	120.00	-600.00
1	0	0	0	SPORD	MOUNT	MOUNT & BALANCE		0.00	200.00	200.00
1	0	0	0	SPORD	X43765	17" STEEL RIM 6X135 BLK		106.00	106.00	106.00
								1,903.50		2,539.45

PARTS SALE 2,539.45
TOTAL PARTS SALES 2,539.45
GST 126.97
NET TOTAL PARTS 2,666.42
TOTAL QUOTE 2,666.42

RETURN POLICY: No returns on electrical or special order items. A restocking charge will be applied on all merchandise returned for credit. No returns after 15 days.

DISCLAIMER OF WARRANTIES: All warranties on the products sold hereby are those made by the manufacturer. The seller, WINDSOR FORD, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose, and WINDSOR FORD neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law.

PRIVACY STATEMENT: Personal information is collected in accordance with applicable privacy legislation and is governed by the WINDSOR FORD Privacy Policy. Your privacy is important to us. Ask us for our privacy information about our Privacy Policy. We provide this personal information to Ford Motor Company of Canada Limited, together with third parties acting on its behalf, Ford, to enable Ford to administer your transaction, to provide you with services, to improve automotive related products and services by conducting customer surveys, and to provide you with marketing material which may be of interest to you. To opt out of the Ford Privacy Policy, or if you do not want to receive marketing or survey materials from Ford, please call 1-800-566-FORD (3673).

NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS

Customer Signature: _____

GST# 10570 8457 RT0001



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		
01-Apr	10:45	13:45	M	Fox Creek CEC	112						262.00
07-Apr	9:30	14:00	M	Little Smoky Ski Hill-Joint coucil lunch	194						308.00
NOTES:				KILOMETER CLAIM			TOTAL				570.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	306	186.66	NET CLAIM				570.00
				\$0.17 per km	306	52.02					
				SUBTOTAL		238.68	TOTAL CLAIM				808.68
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		238.68	AMOUNT DUE (OWING)				\$808.68



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		
07-Apr	8:00	13:30	M	Ski Hill Meeting	104						308.00
NOTES:				KILOMETER CLAIM			TOTAL				308.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	104	63.44	NET CLAIM				308.00
				\$0.17 per km	104	17.68					
				SUBTOTAL		81.12	TOTAL CLAIM				389.12
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		81.12	AMOUNT DUE (OWING)				\$389.12

Sally Ann Rosson
Claimant

April 11, 2022
Date

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Approved

Date



Municipal District of Greenview No. 16

NAME: Dave Berry
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
25-Mar	8:30	13:30	M	Fox Creek Multiplex (travel with staff)							
28-Mar	8:30	13:00	M	Golden Triangle FC	240						308.00
29-Mar	9:30	11:00	M	Seed Plant	120						262.00
07-Apr	10:00	14:00	M	Ski Hill Intermunicipal	130						262.00
NOTES:				KILOMETER CLAIM			TOTAL				832.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	490	298.90	NET CLAIM				832.00
				\$0.17 per km	490	83.30					
				SUBTOTAL		382.20	TOTAL CLAIM				1214.20
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		382.2	AMOUNT DUE (OWING)				\$1,214.20



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				
April 1 2022	14:30	16:00	M	Grande Spirit DeBolt Senior Project								262.00		
April 7 2022	10:00	15:00	M	Joint Meeting Big Lakes County MD Smoky River	208							308.00		
April 8 2022	13:30	14:30	M	AEP EPR Hazardous & Special Products								262.00		
April 8 2022	16:30	17:30	M	MD of Greenview Library Board								262.00		
April 9 2022	8:30	15:30	M	MD of Greenview Library Board	178							308.00		
NOTES:				KILOMETER CLAIM			TOTAL					1402.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST						
				\$0.61 per km		386	235.46	NET CLAIM					1402.00	
				\$0.17 per km		386	65.62							
				SUBTOTAL			301.08	TOTAL CLAIM					1703.08	
				LESS G.S.T.				LESS ADVANCES						
				TOTAL			301.08	AMOUNT DUE (OWING)					\$1,703.08	

Claimant _____ Date _____ Approved _____ Date _____



Municipal District of Greenview No. 16

NAME: Jennifer Scott

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
13-Mar	7:00	16:30	C	Council's Role in Service Delivery	384	x	x		40.00		447.00
14-Mar	7:00	21:00	C	Council's Role in Service Delivery/RMA							447.00
15-Mar	7:00	17:00	C	RMA							447.00
16-Mar	7:00	17:00	C	RMA	384			x	50.00		447.00
18-Mar	13:30	14:30	M	EPR Virtual Town Hall							262.00
21-Mar	18:30	21:30	M	Crooked Creek Rec Board	30						262.00
22-Mar	8:00	15:00	M	Regular Council Meeting	76						308.00
23-Mar	9:30	12:00	M	ASB - Smoky Hemp Decortication Ltd Presentation							262.00
07-Apr	9:30	14:00	M	Little Smoky Ski Hill Lunch	168						308.00
NOTES:				KILOMETER CLAIM			TOTAL		90.00		3190.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	1042	635.62	NET CLAIM		90.00		3190.00
				\$0.17 per km	1042	177.14					
				SUBTOTAL		812.76	TOTAL CLAIM				4092.76
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		812.76	AMOUNT DUE (OWING)				\$4,092.76

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Bill Smith
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
10-Mar	16:00	21:00	m	community futures	70						308.00
13-Mar			c	rma spring convention	500		x	x			447.00
14-Mar			c	rma spring convention							447.00
15-Mar			c	rma spring convention							
16-Mar			c	rma spring convention	500		x	x			447.00
21-Mar	17:30	22:00	m	gig stakeholder Grovedale	30			x			308.00
22-Mar	6:00	17:00	m	council	300	x					447.00
23-Mar	7:00	16:00	m	asb	300	x					447.00
25-Mar	13:00	17:30	m	minister toews/allard	70						308.00
29-Mar	15:00	16:00	m	minister martin long							262.00
NOTES:				KILOMETER CLAIM			TOTAL				3421.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	1770	1079.70	NET CLAIM				3421.00
				\$0.17 per km	1770	300.90					
				SUBTOTAL		1380.60	TOTAL CLAIM				4801.60
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1380.6	AMOUNT DUE (OWING)				\$4,801.60

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Duane Didow
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
13-Mar	9:00	18:00	C	RMA Conference - EOEP			X		20.00		447.00
14-Mar	9:00	18:00	C	RMA Conference							447.00
15-Mar	9:00	18:00	C	RMA Conference							447.00
16-Mar	9:00	18:00	C	RMA Conference/travel to Jasper	350					808.92	447.00
17-Mar	8:00	16:00	M	CFWY Board mtg/WYRWMA orientation	210	X		X	70.00	132.21	308.00
18-Mar	9:00	11:00	M	WYRWMA Reg Meeting - virtual							262.00
21-Mar	16:00	21:00	M	GIG Stakeholders Grovedale	200			X	50.00		308.00
22-Mar	7:00	18:00	M	Reg Council Meeting	450	X			20.00		447.00
23-Mar	17:00	19:00	M	GPRTA Reg Meeting - virtual					50.00		262.00
05-Apr	13:00	18:00	C	EDA Conference	600			X	50.00		447.00
06-Apr	8:00	18:00	C	EDA Conference							447.00
07-Apr	8:00	18:00	C	EDA Conference							447.00
08-Apr	8:00	18:00	C	EDA Conference	711		X		20.00	752.97	447.00
NOTES:				KILOMETER CLAIM			TOTAL		280.00	1694.10	5163.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	2521	1537.81	NET CLAIM		280.00	1694.10	5163.00
				\$0.17 per km	2521	428.57					
				SUBTOTAL		1966.38	TOTAL CLAIM				9103.48
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1966.38	AMOUNT DUE (OWING)				\$9,103.48

Duane Didow
 Claimant

Apr 11, 2021
 Date

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 Approved

 Date



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		
29-Mar	15:30	16:10	m	Martin Long update							262.00
05-Apr			c	EDA conference Kananaskis	720		1		20.00		447.00
06-Apr			c	EDA conference Kananaskis		1			20.00	15.00	447.00
07-Apr			c	EDA conference Kananaskis		1			20.00	15.00	447.00
08-Apr			c	EDA conference Kananaskis	720			1	50.00	767.97	447.00
09-Apr	10:00	12:30	m	MD Greenview Library Board							262.00
NOTES:				KILOMETER CLAIM			TOTAL		110.00	797.97	2312.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	1440	878.40	NET CLAIM		110.00	797.97	2312.00
				\$0.17 per km	1440	244.80					
				SUBTOTAL		1123.20	TOTAL CLAIM			4343.17	
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1123.2	AMOUNT DUE (OWING)			\$4,343.17	