



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

July 12, 2022

9:00 a.m.

Administration Building
Valleyview, AB

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
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#4	PUBLIC HEARING	
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- Ward 6
- Ward 7
- Ward 8
- Ward 9

#11 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, June 28, 2022

#1
CALL TO ORDER
PRESENT

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

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

Reeve Tyler Olsen
Deputy Reeve Bill Smith
Councillor Winston Delorme
Councillor Ryan Ratzlaff
Councillor Sally Rosson
Councillor Dave Berry
Councillor Dale Smith
Councillor Tom Burton
Councillor Jennifer Scott
Councillor Christine Schlieff
Councillor Duane Didow

ATTENDING

Chief Administrative Officer
Director, Infrastructure and Planning
Director, Corporate Services
Director, Community Services
Communications and Marketing Manager
Director, Planning & Economic Development
Recording Secretary
Legislative Services Officer

Stacey Wabick
Roger Autio
Ed Kaemingh
Michelle Honeyman
Stacey Sevilla
Martino Verhaege
Natalie Bartlett
Sarah Sebo

ABSENT

#2
AGENDA

MOTION: 22.06.343 Moved by: COUNCILLOR DALE SMITH
That Council adopt the Agenda of the June 28, 2022, Regular Council
Meeting as amended.

- Adding Agenda item 9.2 - Disclosure harmful to personal privacy
- Adding ward 5, 8, 9 to Members Business

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

CARRIED

MOTION: 22.06.344 Moved by: COUNCILLOR SALLY ROSSON
That Council adopt the minutes of June 08, 2022, Special Council Meeting minutes as presented.

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

CARRIED

**#3
MINUTES**

MOTION: 22.06.345 Moved by: COUNCILLOR RYAN RATZLAFF
That Council adopt the minutes of June 14, 2022, Regular Meeting minutes as presented.

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

CARRIED

**3.3 BUSINESS
ARISING
FROM THE MINUTES**

3.3 BUSINESS ARISING FROM MINUTES

6.0 BYLAWS

6.2 Bylaw 22-904 Records Retention and Disposition

BYLAW 22-904

MOTION: 22.06.346 Moved by: COUNCILLOR WINSTON DELORME
That Council give first reading to Bylaw 22-904 Records Retention and Disposition.

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

CARRIED

MOTION: 22.06.347 Moved by: COUNCILLOR WINSTON DELORME
That Council give second reading to Bylaw 22-904 Records Retention and Disposition.

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

CARRIED

6.3 Bylaw 22-878 Grande Cache Cemetery

BYLAW 22-878 MOTION: 22.06.348 Moved by: COUNCILLOR TOM BURTON
That Council give third reading to Bylaw 22-878 Grande Cache Cemetery as presented.

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

CARRIED

#4 PUBLIC HEARING 4.0 PUBLIC HEARING

Chair Tyler Olsen opened the Public Hearing regarding Bylaw No. 22-906 at 9:15 a.m.

IN ATTENDANCE Development Officer Celine Chuppa
Applicant Trevor Smith

REFERRAL AGENCY & ADJACENT LANDOWNER COMMENTS Development Officer, Celine Chuppa, provided a summary of the responses from referral agencies.

APPLICANT BACKGROUND INFORMATION The application for land use amendment A22-002 has been submitted by Helix Surveys Ltd., on behalf of Trevor Smith to redesignate a **10.64 hectare** (26.29-acre) ± area from Agricultural One (A-1) District to Agricultural Two (A-2) District within PT. NE-05-70-06-W6, in the Grovedale Ward 8 area. The re-designation would allow for the subsequent subdivision of a vacant lot for future residential purposes.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Agricultural Two (A-2) District. The application meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from a subdivision at this location as the proposed amendment will be compatible with existing surrounding residential developments.

QUESTIONS FROM COUNCIL The Chair called for any questions from Council.

- Councillor Dale Smith – asked the applicant how large the home lot is? Regarding planning, do we look at taking wetland area for municipal reserve when the land is subdivided? Do we take money in lieu? Who makes the discretionary call? On the balance of the quarter, with wet land and visible water did we have our wet land coordinator look at this application? The home lot is 17 acres. There is

an area that is a no build zone, and we can have it registered as a caveat, so nothing goes on the portion. The application was not sent to the Wetland Coordinator. The application was sent to Marsha Trites-Russel, Wetland Specialist with Alberta Environment and Parks (AEP). She had no concerns.

- Deputy Reeve Bill Smith asked what the agricultural rating is? The answer will need to be provided.

IN FAVOUR	The Chair requested that anyone in favour of the application come forward. Val Lethbridge from Helix Surveys spoke in favour
OPPOSED	The Chair requested that anyone opposed of the application come forward. None Heard
QUESTIONS FROM THE APPLICANT OR PRESENTER	The Chair called for any questions form the Applicant or those that had spoke in favour or against the application. None Heard
FAIR & IMPARTIAL HEARING	The Chair asked the Applicant if they had a fair and impartial hearing. - Applicant responded affirmatively
CLOSING BYLAW	Chair Tyler Olsen closed the Public Hearing regarding Bylaw No. 22-906 at 9:25 a.m.
BYLAWS	6.0 Bylaws 6.1 Bylaw No. 22-906 Re-designate from Agricultural One (A-1) District to Agricultural Two (A-2) District
BYLAW NO. 22-906	MOTION: 22.06.349 Moved by: COUNCILLOR TOM BURTON That Council give Second Reading to Bylaw No. 22-906 to re-designate a 10.64-hectare ± area from Agricultural One (A-1) District to Agricultural Two (A-2) District within PT. NE-05-70-06-W6.

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

CARRIED

MOTION: 22.06.350 Moved by: COUNCILLOR WINSTON DELORME
That Council give Third Reading to Bylaw No. 22-906 to re-designate a 10.64-hectare ± area from Agricultural One (A-1) District to Agricultural Two (a-2) District within NE-05-70-06-W6.

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

CARRIED

7.0 NEW BUSINESS

7.2 Town of Grande Cache Policy Repeal

**TOWN OF GRANDE
CACHE POLICY
REPEAL**

MOTION: 22.06.351 Moved by: COUNCILLOR DAVE BERRY

That Council repeal the following obsolete Town of Grande Cache policies:

- Business Incentives 305/15
- Citizen Engagement 438/12
- Code of Conduct for Members of Council and Council Committees 307/14
- Conflict of Interest 265/09
- Council Responsibilities 449/16
- Delegates Appearing Before Council 459/17
- Departure gift 265/09
- Donation and Sponsorship 204/14
- Honorarium and Compensation 554/17
- Joint Funding of Capital Projects with the Municipal District of Greenview No. 16 073/17
- Open Public Forum at Regular Council Meetings 340/14
- Orientation 265/09
- Property Tax Cancellation, Reduction and Refund 304/15
- Public Participation 250/18
- Risk Management 262/10
- Strategic and Long-Term Planning 439/12

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

CARRIED

POLICY 1039

7.3 Policy 1039 Annual Ratepayers Barbecues

MOTION: 22.06.352 Moved by: COUNCILLOR WINSTON DELORME

That Council approve Policy 1039 "Annual Ratepayers Barbecues" as presented.

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

CARRIED

MOTION: 22.06.353 Moved by: COUNCILLOR WINSTON DELORME

That Council repeal Policy CO-01 "Annual Ratepayer Barbecues."

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

CARRIED

**RIDGEFEST
SPONSORSHIP**

7.4 Ridgefest Sponsorship

MOTION: 22.06. 354 Moved by: COUNCILLOR DUANE DIDOW

That Council approve a sponsorship in the amount of \$5,000.00 to the Grande Cache Community Events Foundation for Ridgefest on the 2022 August long weekend, with funds to come from the Community Services Miscellaneous Grants Budget.

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

CARRIED

MOTION: 22.06.355 Moved by: COUNCILLOR RYAN RATZLAFF

That Council repeal motion 22.05.291 repeal \$5000 in kind donation

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

Against: Councillor Didow, Councillor Burton, Councillor Dale Smith

CARRIED

Reeve Olsen recessed meeting at 9:55 a.m.

Reeve Olsen reconvened meeting at 10:05 a.m.

METRIX AUDIT

7.1 2021 Draft Financial Statements

MOTION: 22.06.356 Moved by: COUNCILLOR DAVE BERRY

That Council receive the delegation from Metrix Group LLP for information as presented.

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

CARRIED

MOTION: 22.06.357 Moved by: COUNCILLOR DALE SMITH

That Council approve the 2021 Audited Financial Statements as presented by Metrix Group LLP Chartered Accountant for submission to the Minister of Alberta Municipal Affairs.

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

CARRIED

**RONALD MCDONALD
HOUSE
SPONSORSHIP**

7.5 Ronald McDonald House Charities Alberta Sponsors

MOTION: 22.06.358 Moved by: COUNCILLOR DUANE DIDOW

That Council approve an in-kind sponsorship of an auction item or prize valued up to \$500.00 to Ronald McDonald House Alberta Charities for the Annual Shoot for the House event, September 10th, 2022, at the Wapiti Shooters Club, Grande Prairie, AB, with funds to come from the 2022 Community Services Miscellaneous Grants Budget.

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

Against: Councillor Rosson, Councillor Dale Smith

CARRIED

**WAPITI RECREATION
& TRAIL
MANAGEMENT PLAN**

7.6 Wapiti Recreation and Trail Management Plan initiative

MOTION: 22.06.359 Moved by: DEPUTY REEVE BILL SMITH

That Greenview Council appoint Councillor Bill Smith and Councillor Christine Schlieff as the alternate to represent Greenview on the Wapiti Recreation and Trail Management Plan initiative.

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

CARRIED

**RMA HOSPITALITY
SUITE**

7.7 RMA Hospitality Suite – Fall Convention

MOTION: 22.06.360 Moved by: COUNCILLOR SALLY ROSSON

That Council direct administration to proceed with planning a hospitality suite at the RMA Fall Convention in November 2022, with a budget of \$15,000.00 with funds to come from Councils Hospitality Budget.

DEFERRED

MOTION: 22.06.361 Moved by: COUNCILLOR TOM BURTON

That council direct administration to engage the CAO's from the City of Grande Prairie, the County of Grande Prairie, and the MD of Greenview to gage interest in co-hosting a hospitality suite at the RMA fall convention in November 2022.

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

Against: Councillor Rosson

CARRIED

**WESTERN CANADIAN
"FCM" COMMITTEE**

7.8 Western Canadian "FCM" Committee

MOTION: 22.06.362 Moved by: COUNCILLOR WINSTON DELORME

That Council rescind motion 21.04.196 "That Council direct Administration to research the concept of polling the rural and small urban municipalities in British Columbia, Alberta, Saskatchewan and Manitoba to form an association as a federal voice similar to FCM."

DEFERRED

MOTION: 22.06.363 Moved by: COUNCILLOR DAVE BERRY

That Council direct Administration to defer motion 21.04.196 until June 2023.

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

Against: Councillor Dale Smith, Councillor Burton, Councillor Ratzlaff

Absent: Councillor Schlieff

CARRIED

**SUBDIVISION &
CONSOLIDATION OF
PORTION OF LOT 41
MR**

7.9 Subdivision and Consolidation of portion of Lot 41 MR with Lot 40 to resolve driveway encroachments

MOTION: 22.06.364 Moved by: COUNCILLOR DUANE DIDOW

That Council direct Administration to proceed with the selling of lands due to encroachments on Lot 41MR, Block 46, PLAN 972 2205 with registration of a Utility Right-of-Way by agreement and caveat to address existing utility and sewer main lines and allowing access to the property located thereon as amended.

DEFERRED

MOTION: 22.06.365 Moved by: COUNCILLOR DALE SMITH

That Council defer motion "Subdivision and Consolidation of portion of Lot 41 MR with Lot 40 to resolve driveway encroachments" until a later council meeting.

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

CARRIED

Reeve Olsen recessed the meeting at 11:55 a.m.

Reeve Olsen reconvened the meeting at 12:31 p.m.

7.10 Mawdsley Crescent, Stephenson Drive and Leonard Street – Appraisal and Sale of MD Owned Lots

**ASSESSED VALUES
LOTS WITHIN PLANS
102 6164 AND 722
2953 IN GC**

MOTION: 22.06.366 Moved by: COUNCILLOR TOM BURTON

That Council accept the assessed values set out on Schedule 'B' for Greenview lots available for sale located within Plans 102 6164 and 722 2953 in the Hamlet of Grande Cache for information, as presented.

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

CARRIED

MOTION: 22.06.367 Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to offer to sell the lots below at the median value of \$2.11 per square foot as described in Schedule 'B', if purchased prior to March 15, 2023:

Roll Number	Plan, Block & Lot	Roll Number	Plan, Block & Lot
Mawdsley Cresc / Stephenson Dr		4642002	102 6164, 46, 42B
4619001	102 6164, 46, 19A	4643001	102 6164, 46, 43A
4622001	102 6164, 46, 22A	4644001	102 6164, 46, 44A
4624001	102 6164, 46, 24A	4645001	102 6164, 46, 45A
4625001	102 6164, 46, 25A	4646001	102 6164, 46, 46A
4626001	102 6164, 46, 26A	4647001	102 6164, 46, 47A
4627001	102 6164, 46, 27A	4648001	102 6164, 46, 48A
4629001	102 6164, 46, 29A	4649001	102 6164, 46, 49A
4630001	102 6164, 46, 30A	4650001	102 6164, 46, 50A
4631001	102 6164, 46, 31A	4651001	102 6164, 46, 51A
4632001	102 6164, 46, 32A	4652001	102 6164, 46, 52A
4633001	102 6164, 46, 33A	4655001	102 6164, 46, 55A
4634001	102 6164, 46, 34A	4656001	102 6164, 46, 56A
4635001	102 6164, 46, 35A	4657001	102 6164, 46, 57A
4636001	102 6164, 46, 36A	4666001	102 6164, 46, 66A
4637001	102 6164, 46, 37A	4668001	102 6164, 46, 68A
4638001	102 6164, 46, 38A	Leonard Street	
4639001	102 6164, 46, 39A	1162000	772 2953, 26, 123W
4640001	102 6164, 46, 40A + portion Lot 41MR)	1214000	772 2953, 29, 26W

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

CARRIED

7.11 Road Construction Request SE 27-70-25- W5M

**ROAD
CONSTRUCTION
REQUEST SE-27-70-25
W5M**

MOTION: 22.06.368 Moved by: COUNCILLOR JENNIFER SCOTT
That Council approve the access application to build a portion of Township Road 704 west from Range Road 251. Encompassing approximately 800m of new construction to access SE 27-70-25 W5M with funds to come from the 2023 Block Funding Budget.

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

DEFEATED

**CONNECTOR ROAD
REQUEST RR 13
FROM TWP RD 741
TO TWP RD 735**

7.12 Connector Road Request

MOTION: 22.06.369 Moved by: COUNCILLOR TOM BURTON

That Council approve the connector road request application to connect Range Road 13 from Township Road 741 to Township Road 735.

For: Councillor Schlieff, Councillor Dale Smith, Councillor Scott, Councillor Rosson, Councillor Burton

Against: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Berry, Councillor Ratzlaff, Councillor Delorme

DEFEATED

**ROAD
CONSTRUCTION RE:
SE 33-73-1 W6 FROM
RR 13**

7.13 Road Construction Request

MOTION: 22.06.370 Moved by: COUNCILLOR DAVE BERRY

That Council deny the road access request submitted to access SE 33-73-1 W6 from Range Road 13.

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

Against: Councillor Dale Smith, Councillor Scott, Councillor Burton

CARRIED

**SE 5-74-1 W6M
FROM S TWP RD 741**

7.14 Road Construction Request

MOTION: 22.06.371 Moved by: COUNCILLOR SALLY ROSSON

That Council approve the access road application submitted to access SE 5-74-1 W6M from the south of Township Road 741, with funds to come from the 2023 roads block funding budget.

For: Councillor Schlieff, Councillor Dale Smith, Councillor Rosson, Councillor Burton, Councillor Scott

Against: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Berry, Councillor Didow, Councillor Ratzlaff, Councillor Delorme

DEFEATED

SCADA

7.15 SCADA Funding Commitments for the 2022 Budget Year

MOTION: 22.06.372 Moved by: COUNCILLOR DUANE DIDOW

That Council direct Administration to cancel WW22001 SCADA from the Approved 2022 Capital Budget, therefore releasing the committed funds of \$100,000 back into the Wastewater Reserve.

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

CARRIED

MOTION: 22.06.373 Moved by: COUNCILLOR DAVE BERRY

That Council approve the additional commitment of \$100,000 to WD22002 for a total 2022 Capital Budget commitment of \$200,000, funds to come from the Water Reserves for the purpose of new SCADA integration and control upgrades.

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

CARRIED

**MUSKEG SEEPEE
COOP**

7.16 Muskeg Seepee Cooperative Flooding - Update

MOTION: 22.06.374 Moved by: COUNCILLOR WINSTON DELORME

That Council accept the update on the flooding issues on the Muskeg Seepee Cooperative for information, as presented.

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

CARRIED

**GC BALL
DIAMONDS/RV
STORAGE**

7.17 Grande Cache Ball Diamonds/RV Storage Area

MOTION: 22.06.375 Moved by: COUNCILLOR DUANE DIDOW

That Council accept the information on the Grande Cache Ball Diamonds and RV Storage area for information, as presented.

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

CARRIED

GC OPS BUILDING

7.18 Grande Cache Operations Building design direction

MOTION: 22.06.376 Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to tender the Architecture and Engineering for a new Operations building in Grande Cache with approximately 27,750 square feet, with funding to come from the Capital Project FM22008.

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

CARRIED

MOTION: 22.06.377 Moved by: COUNCILLOR DAVE BERRY

That Council direct Administration to place the new Operations building (Site A) in Grande Cache within the existing fenced location, which would require relocating the existing sand storage structure.

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

CARRIED

VACANT LOTS GC

7.19 Vacant Lot Sales – Eaton Falls Crescent and Stephenson Drive

MOTION: 22.06.378 Moved by: COUNCILLOR DUANE DIDOW
That Council proceed with the sale of vacant lands in Grande Cache located at Eaton Falls Crescent and Stephenson Drive with the requirement that single detached dwellings be constructed on the lots within 3 years of purchase.

DEFERRED

MOTION: 22.06.379 Moved by: COUNCILLOR WINSTON DELORME

That Council direct Administration to come back with developmental guidelines for the municipally owned lots at Eaton Falls Crescent and Stephenson Drive.

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

CARRIED

Reeve Olsen recessed the meeting at 2:49 p.m.
Reeve Olsen reconvened the meeting at 2:56 p.m.

Councillor Didow exited the meeting at 2:58 p.m.

7.20 Policy 2018 Payroll

**POLICY 2018
PAYROLL**

MOTION: 22.06.380 Moved by: COUNCILLOR RYAN RATZLAFF
That Council approve the transfer of Policy 2018 "Payroll" from a Council policy to an administrative policy.

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

CARRIED

MOTION: 22.06.381 Moved by: COUNCILLOR SALLY ROSSON
That Council repeal HR 04 "Payroll".

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

CARRIED

7.21 Blossoming Garden of Hope Sponsorship

**BLOSSOMING
GARDEN OF HOPE**

MOTION: 22.06.382 Moved by: COUNCILLOR SALLY ROSSON
That Council approve sponsorship in the amount of \$5,000.00 to the Tiny Hands of Hope for the Blossoming Garden of Hope located in Grande Prairie, with funds to come from the Community Services Miscellaneous Grant Budget.

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

CARRIED

**ADJUST EOI TO
FOLLOW AB
ROADBUILDER**

7.22 Adjust Greenview's EOI to follow the Alberta Roadbuilders and Heavy Construction Association Addendum

MOTION: 22.06.383 Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to provide a report on adjusting Greenview's Expression of Interest to follow the Alberta Roadbuilders and Heavy Construction Association addendum to 2022 Rental Guide – Fuel Prices in Construction.

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

CARRIED

**FEASIBILITY REPORT
TO CO-HOST
HOSPITALITY SUITE
AT FCM**

7.23 Feasibility report to Co-host Hospitality Suite at 2023 FCM

MOTION: 22.06.384 Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to provide a report on the feasibility of co-hosting a hospitality suite at the 2023 FCM Conference in Toronto.

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

CARRIED

**FEE FOR SERVICE
WATER BOTTLE FILL
STATION GC**

7.24 Fee for Service Water Bottle Fill Station at Grande Cache Water Treatment Plant

MOTION: 22.06.385 Moved by: COUNCILLOR WINSTON DELORME
That Council direct Administration to provide a report for the establishment of a fee for service water bottle fill station to be located at potable water treatment plants.

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

CARRIED

7.25 Explore Options and Ways for Companies within the MD of Greenview to Pay Taxes

MOTION: 22.06.386 Moved by: COUNCILLOR DAVE BERRY

That Council direct Administration to explore options and ways to compel companies within the MD of Greenview to pay their municipal taxes.

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

Absent: Councillor Didow

CARRIED

7.26 Explore Potential Options for Additional Dressing Rooms at the Grande Cache Arena

MOTION: 22.06.387 Moved by: COUNCILLOR WINSTON DELORME

That Council direct Administration to explore potential options for the addition of dressing rooms on the west side of the Grande Cache arena.

For: Councillor Delorme, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Burton

Against: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Ratzlaff,

Absent: Councillor Didow

DEFEATED

8.0 NOTICE OF MOTION

NOTICE OF MOTION

Councillor Delorme makes a Notice of Motion that Council direct Administration to provide a report on the history of providing road maintenance within Co-ops & Enterprises for the purpose of better understanding Greenview's role within these communities.

Councillor Dale Smith makes a Notice of Motion that Council direct administration to explore changing the stop sign at the FTR/Canfor intersection.

Deputy Reeve Bill Smith makes a Notice of Motion that Council direct Administration to explore the cost to supplying potable water at the RV dump station in Grovedale.

CLOSED SESSION

9.0 CLOSED SESSION

CLOSED SESSION

MOTION: 22.06.388 Moved by: COUNCILLOR RYAN RATZLAFF

That the meeting go to Closed Session, at 3:35 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

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

Absent: Councillor Didow

CARRIED

OPEN SESSION

OPEN SESSION

MOTION: 22.06.389 Moved by: DEPUTY REEVE BILL SMITH

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 4:09 p.m.

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

Absent: Councillor Didow

CARRIED

MOTION: 22.06.390 Moved by: COUNCILLOR DALE SMITH

That Council accept the Fox Creek Multiplex Canopy Renovation Report for information, as presented.

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

Absent: Councillor Didow

CARRIED

MOTION: 22.06.391 Moved by: COUNCILLOR DALE SMITH

That Council approve funding of 59.37% of the total cost, not to exceed \$2,416,109.34 to the Town of Fox Creek for the Fox Creek Greenview Multiplex Renovation Project to be funded from the Facility Reserve.

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

Against: Councillor Ratzlaff, Councillor Rosson

Absent: Councillor Didow

CARRIED

10.0 MEMBERS BUSINESS

#10 MEMBER REPORTS AND EXPENSE CLAIMS WARD 1

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

- June 14, 2022, Regular Council Meeting
- June 21, 2022, Committee of the Whole
- Municipal Planning Commission
- Policy Review Committee
- ASCHA strategic planning meeting
- Grovedale Ratepayers BBQ
- Victor Lake Elders Lodge meeting

WARD 2

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

- June 14, 2022, Regular Council Meeting
- Joint Council meeting with Town of Valleyview
- June 21, 2022, Committee of the Whole
- Grovedale Ratepayers BBQ
- Fox Creek Graduation

WARD 3

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

- June 14, 2022, Regular Council Meeting
- Joint Council meeting with Town of Valleyview
- June 21, 2022, Committee of the Whole (virtual)
- FCSS
- Municipal Planning Commission
- Policy Review Committee

WARD 4

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

- June 14, 2022, Regular Council Meeting
- Joint Council meeting with Town of Valleyview
- Municipal Planning Commission
- Policy Review Committee
- June 21, 2022, Committee of the Whole
- Grovedale Ratepayers BBQ
- Smoky Hemp Decortication project update

WARD 5

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

- June 14, 2022, Regular Council Meeting
- Joint Council meeting with Town of Valleyview
- June 21, 2022, Committee of the Whole
- Grovedale Ratepayers BBQ
- Fox Creek Heart River Housing
- Heart River Housing board meeting
- Smoky Hemp Decortication project update
- SARDA
- Municipal Planning Commission
- Hillside Graduation ceremonies in Valleyview

WARD 6

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

- June 14, 2022, Regular Council Meeting
- Joint Council meeting with Town of Valleyview
- June 21, 2022, Committee of the Whole – virtual
- Municipal Planning Commission
- Policy Review Committee
- TP Creek Riverstone event

WARD 7

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

- June 14, 2022, Regular Council Meeting
- Joint Council meeting with Town of Valleyview
- Municipal Planning Commission
- Policy Review Committee
- Greenview Multiplex Advisory Board meeting
- June 21, 2022, Committee of the Whole
- Grovedale Ratepayers BBQ

WARD 8

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

- June 14, 2022, Regular Council Meeting
- Joint council meeting with Town of Valleyview
- Municipal Planning Commission

WARD 8

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

- June 14, 2022, Regular Council Meeting
- Joint Council meeting with Town of Valleyview
- June 21, 2022, Committee of the Whole
- Grovedale Ratepayers BBQ
- Municipal Planning Commission
- Policy Review Committee
- MD Library board training – virtual
- Smoky Hemp Decortication project update

WARD 9

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

- June 14, 2022, Regular Council Meeting
- June 21, 2022, Committee of the Whole
- Grovedale Ratepayer BBQ

WARD 9

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

- June 14, 2022, Regular Council Meeting
- Joint council meeting with Town of Valleyview
- Municipal Planning Commission
- Policy Review Committee
- Lemonade day – taste testing
- Community Futures West Yellowhead executive
- Lemonade Day event
- June 21, 2022, Committee of the Whole
- Grovedale Ratepayers BBQ
- Grande Prairie meeting with MLA's
Community Futures West Yellowhead AGM
- Grande Prairie Airport Master Plan stakeholders meeting
- Nitehawk AGM

**#10 MEMBERS
BUSINESS**

MOTION: 22.06.392 Moved by: COUNCILLOR TOM BURTON
That Council accept the Members Business Reports for information as presented.

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

CARRIED

**#11
ADJOURNMENT**

11.0 ADJOURNMENT
MOTION: 22.06.393 Moved by: COUNCILLOR WINSTON DELORME
That Council adjourn this Regular Council Meeting at 4:58 p.m.

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

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



July 12, 2022
Bylaw No. 22-908 Public Hearing
Background Information

PROPOSAL:

The application for Land Use Amendment A22-003 has been submitted by Robert and Shirley Mackin to re-designate a 4.0-hectare (9.88-acre) \pm parcel from Agricultural One (A-1) District to Country Residential One (CR-1) District within SW-4-73-26-W5, in the DeBolt area, Ward 6. The re-designation would allow for the subsequent subdivision of a vacant lot for future residential purposes.

BACKGROUND AND DISCUSSION:

An approach exists to the balance of the quarter but an application for an approach to be built to the proposed lot would be required at the subdivision stage. Road widening of 5.03-metres was registered adjacent to both Range Road 264 and Township Road 733 at the time the first parcel was subdivided from the quarter. All other referral agencies responded with no concerns.

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

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT:

On May 9, 2022, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

On May 9, 2022, a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Transportation, Alberta Energy Regulator, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McNaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Municipal Affairs – David Dobson, ATCO, East Smoky Gas, Northern Gateway Public School, and Telus. No concerns were received.

On June 6, 2022, a copy of the application and notice of the Public Hearing was circulated to adjacent landowners within 804 metres of the property. No concerns were received. Referral agencies were also notified of the public hearing, as well as advertising published on Greenview's website and social media sites in accordance with the Advertising Bylaw, with no concerns received.



July 12, 2022
Bylaw No. 22-912 Public Hearing
Background Information

PROPOSAL:

The application for land use amendment A22-005 has been submitted by The Evergreens Foundation on behalf of Victor Lake Co-Operative Limited, to redesignate a 4.323-hectare (10.68-acre) ± area from Rural Settlement (RS) District to Institutional (INS) District located on PT. NW-27-56-8-W6 within Plan 3524TR, within the Victor Lake Co-Operative Limited settlement. The re-designation would allow for the subsequent subdivision of a vacant lot for a future Supportive Living Accommodation (Victor Lake Elder's Lodge). The Elder's Lodge will have 12 units to accommodate elders in need of assistance.

BACKGROUND AND DISCUSSION:

The elders lodge would be located on the NW corner of Plan 3524TR (PT. NW-27-56-8-W6) adjacent to the Victor Lake Road. Referral agencies along with our internal departments have been notified with no concerns. No wetlands appear to exist on the area of the proposed amendment and subdivision.

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

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT:

On June 20, 2022, a copy of the application was circulated to Greenview's internal department. No concerns were received.

On June 20, 2022, a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Transportation, Alberta Energy Regulator, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McNaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Municipal Affairs – David Dobson, ATCO, and Telus. No concerns were received.

On June 21, 2022, The Public hearing advertisement was published on Greenview's website and social media sites in accordance with the Advertising Bylaw, with no concerns received to date.



REQUEST FOR DECISION

SUBJECT:	Bylaw No. 22-908 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-1) District		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	PLANNING & DEVELOPMENT	DIR: RA	PRESENTER: CC
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 2000

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

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 22-908 to re-designate a 4.0 hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within PT. SW-4-73-26-W5.

MOTION: That Council give Third Reading to Bylaw No. 22-908 to re-designate a 4.0 hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within PT. SW-4-73-26-W5.

BACKGROUND/PROPOSAL:

The application for Land Use Amendment A22-003 has been submitted by Robert and Shirley Mackin to re-designate a 4.0-hectare (9.88-acre) ± parcel from Agricultural One (A-1) District to Country Residential One (CR-1) District within SW-4-73-26-W5, in the DeBolt area, Ward 6.

The re-designation would allow for the subsequent subdivision of a vacant lot for future residential purposes. The lands are treed and have a Farmland Assessment Rating (FAR) of 6%.

An approach exists to the balance of the quarter but an application for an approach to be built to the proposed lot would be required at the subdivision stage. Road widening of 5.03-metres was registered adjacent to both Range Road 264 and Township Road 733 at the time the first parcel was subdivided from the quarter. All other referral agencies responded with no concerns.

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

Administration is recommending that Council give Second and Third Reading to Bylaw No. 22-908.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is that rural residential is an unsustainable method of housing when Council considers costs of servicing, servicing levels, as well as service delivery.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw No. 22-908 for further discussion or information.

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

Administration will notify the landowner of the decision of Council following the Public Hearing.

ATTACHMENT(S):

- Schedule 'A' – Bylaw No. 22-908
- Schedule 'B' – Proposed Land Use Amendment Maps
- Schedule 'C' – Farmland Report
- Schedule 'D' – Wetland Inventory



BYLAW No. 22-908

of the Municipal District of Greenview No. 16

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

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

1. That Map No. 10 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to reclassify the following area:

All that Portion of the
Southwest (SW) Quarter of Section Four (4)
Within Township Seventy-Three (73)
Range Twenty-Six (26) West of the Fifth Meridian (W5M)

As identified on Schedule "A" attached.

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

Read a first time this 14th day of June, A.D., 2022.

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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER

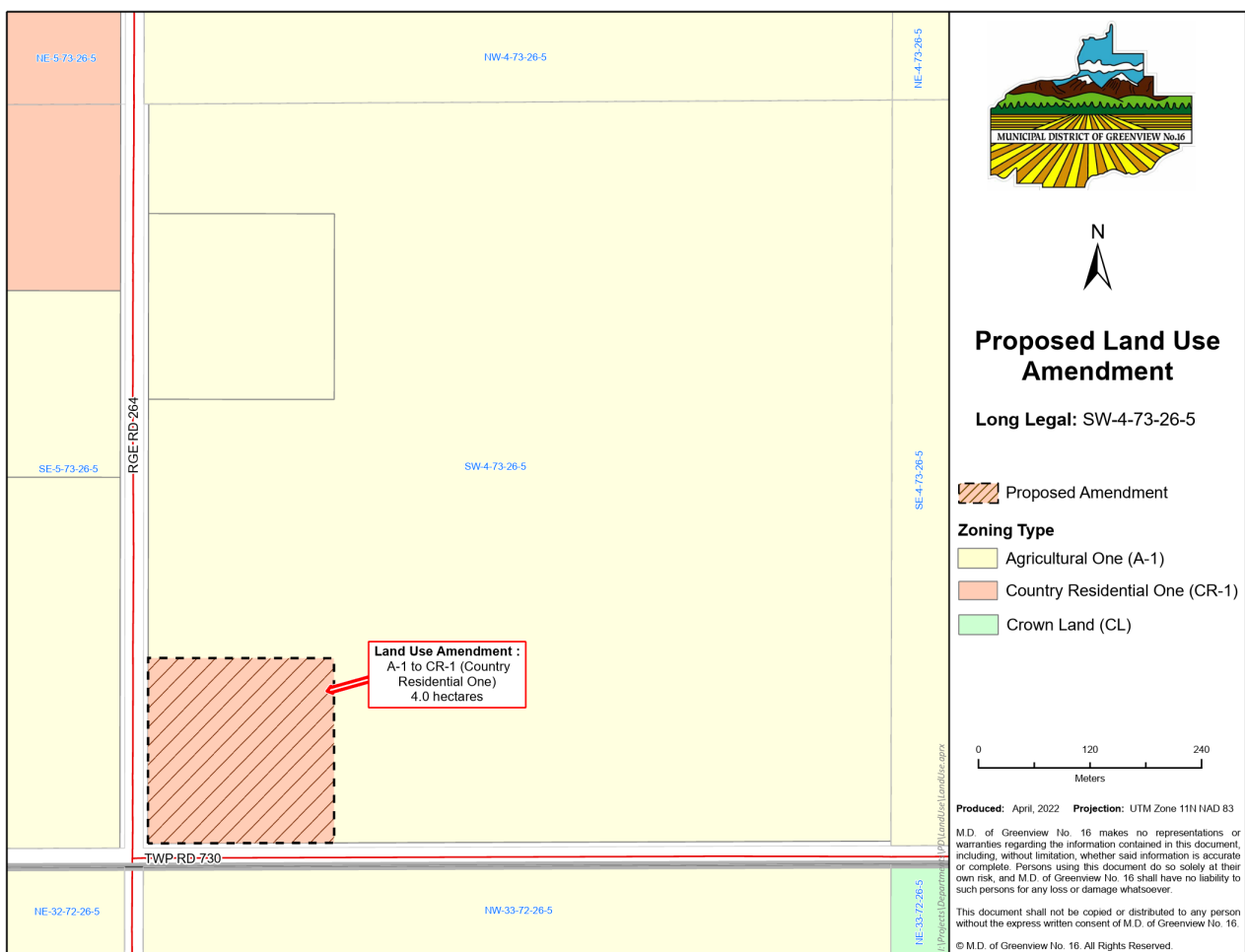
SCHEDULE "A"

To Bylaw No. 22-908

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
Southwest (SW) Quarter of Section Four (4)
Within Township Seventy-Three (73)
Range Twenty-Six (26) West of the Fifth Meridian (W5M)


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



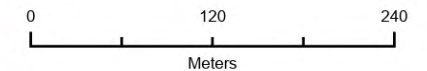


Proposed Land Use Amendment

Long Legal: SW-4-73-26-5

 Proposed Amendment

30cm Imagery, 2016



Produced: April, 2022 Projection: UTM Zone 11N NAD 83

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



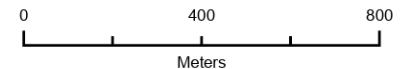
Proposed Land Use Amendment

Long Legal: SW-4-73-26-5

 Proposed Amendment

Zoning Type

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



Produced: April, 2022 **Projection:** UTM Zone 11N NAD 83

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NW-9-73-26-5

NE-9-73-26-5

NW-10-73-26-5

NE-10-73-26-5

SW-9-73-26-5

SE-9-73-26-5

SW-10-73-26-5

SE-10-73-26-5

NW-4-73-26-5

NE-4-73-26-5

NW-3-73-26-5

NE-3-73-26-5

SW-4-73-26-5

SE-4-73-26-5

SW-3-73-26-5

SE-3-73-26-5

Land Use Amendment :
A-1 to CR-1 (Country Residential One)
4.0 hectares

TWP. RD. 730

NW-33-72-26-5

NE-33-72-26-5

NW-34-72-26-5

NE-34-72-26-5

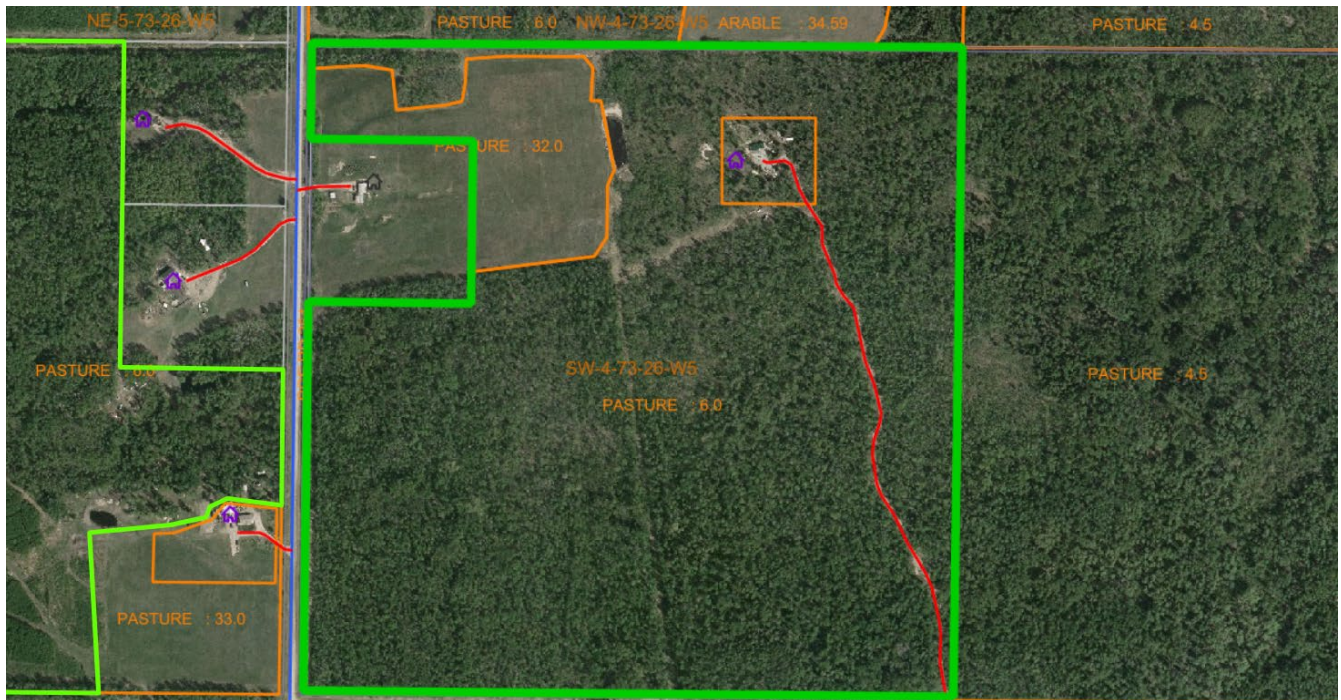
FARMLAND REPORT

FILE NO. A22-003

APPLICANT: MACKIN ROBERT & SHIRLEY

LEGAL LOCATION: SW-04-73-26-W5

LANDOWNER: SAME



WETLAND INVENTORY

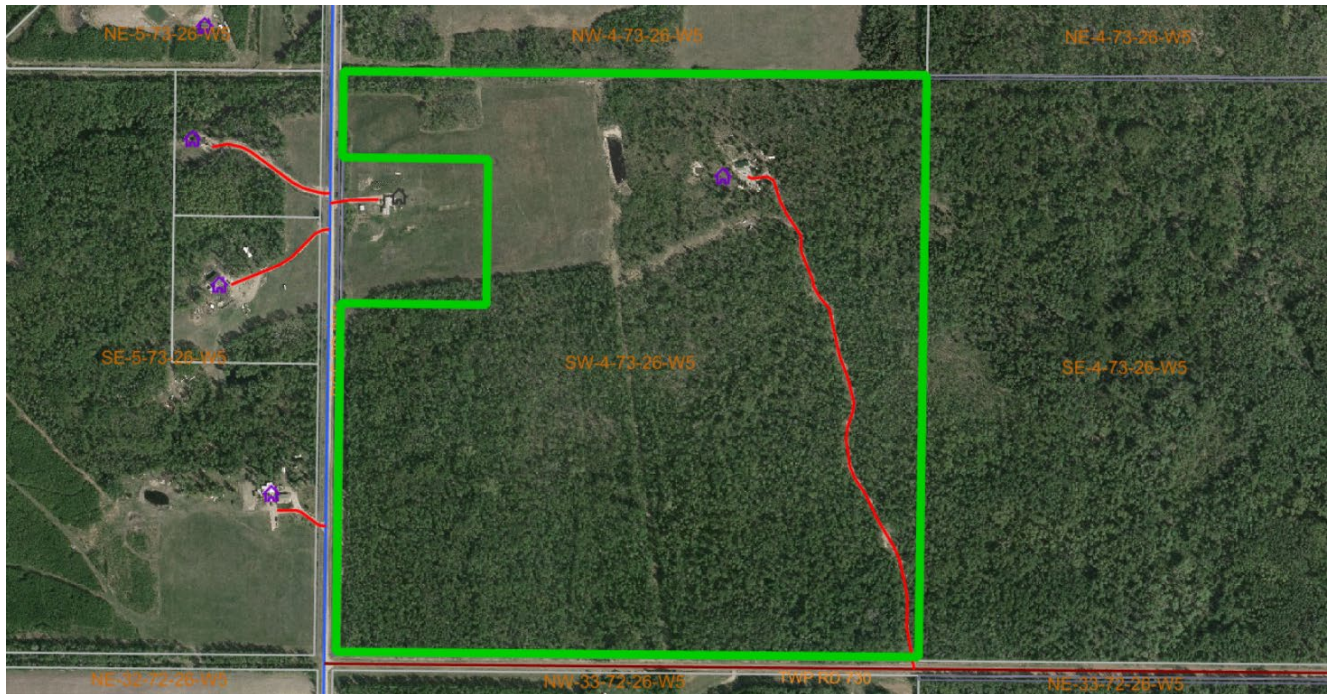
FILE NO. A22-003

APPLICANT: MACKIN ROBERT & SHIRLEY

LEGAL LOCATION: SW-04-73-26-W5

LANDOWNER: SAME

NONE



- Bog
- Fen
- Marsh
- Open Water
- Swamp



REQUEST FOR DECISION

SUBJECT:	Bylaw No. 22-912 Re-designate from Rural Settlement (RS) District to Institutional (INS) District		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	PLANNING & DEVELOPMENT	DIR: RA	PRESENTER: CC
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 2000

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

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 22-912 to re-designate a 4.323 hectare ± area from Rural Settlement (RS) District to Institutional (INS) District within Plan 3524TR, PT. NW-27-56-8-W6.

MOTION: That Council give Third Reading to Bylaw No. 22-912 to re-designate a 4.323 hectare ± area from Rural Settlement (RS) District to Institutional (INS) District within Plan 3524TR, PT. NW-27-56-8-W6.

BACKGROUND/PROPOSAL:

The application for land use amendment A22-005 has been submitted by The Evergreens Foundation on behalf of Victor Lake Co-Operative Limited, to redesignate a **4.323 hectare** (10.68-acre) ± area from Rural Settlement (RS) District to Institutional (INS) District located on PT. NW-27-56-8-W6 within Plan 3524TR, within the Victor Lake Co-Operative Limited settlement. The re-designation would allow for the subsequent subdivision of a vacant lot for a future Supportive Living Accommodation (Victor Lake Elder's Lodge). The Elder's Lodge will have 12 units to accommodate elders in need of assistance.

The elders lodge would be located on the NW corner of Plan 3524TR (PT. NW-27-56-8-W6) adjacent to the Victor Lake Road. Referral agencies along with our internal departments have been notified with no concerns. No wetlands appear to exist on the area of the proposed amendment and subdivision.

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

Administration is recommending that Council give Second and Third Reading to Bylaw No. 22-912.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is that rural residential is an unsustainable method of housing when Council considers costs of servicing, servicing levels, as well as service delivery.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw No. 22-912 for further discussion or information.

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

Administration will notify the landowner of the decision of Council following the Public Hearing.

ATTACHMENT(S):

- Schedule 'A' – Bylaw No. 22-912

- Schedule 'B' – Proposed Land Use Amendment Maps
- Schedule 'C' – Preliminary Site Plan



BYLAW No. 22-912

of the Municipal District of Greenview No. 16

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

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

1. That Map No. 27 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to reclassify the following area:

All that Portion of the
Northwest (NW) Quarter of Section Twenty-Seven (27)
Within Township Fifty-Six (56)
Range Eight (8) West of the Sixth Meridian (W6M)
Within Plan 3524TR

As identified on Schedule "A" attached.

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

Read a first time this 14th day of June, A.D., 2022.

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

Read a third time and passed this 12th day of July, A.D., 2022.

REEVE

CHIEF ADMINISTRATIVE OFFICER

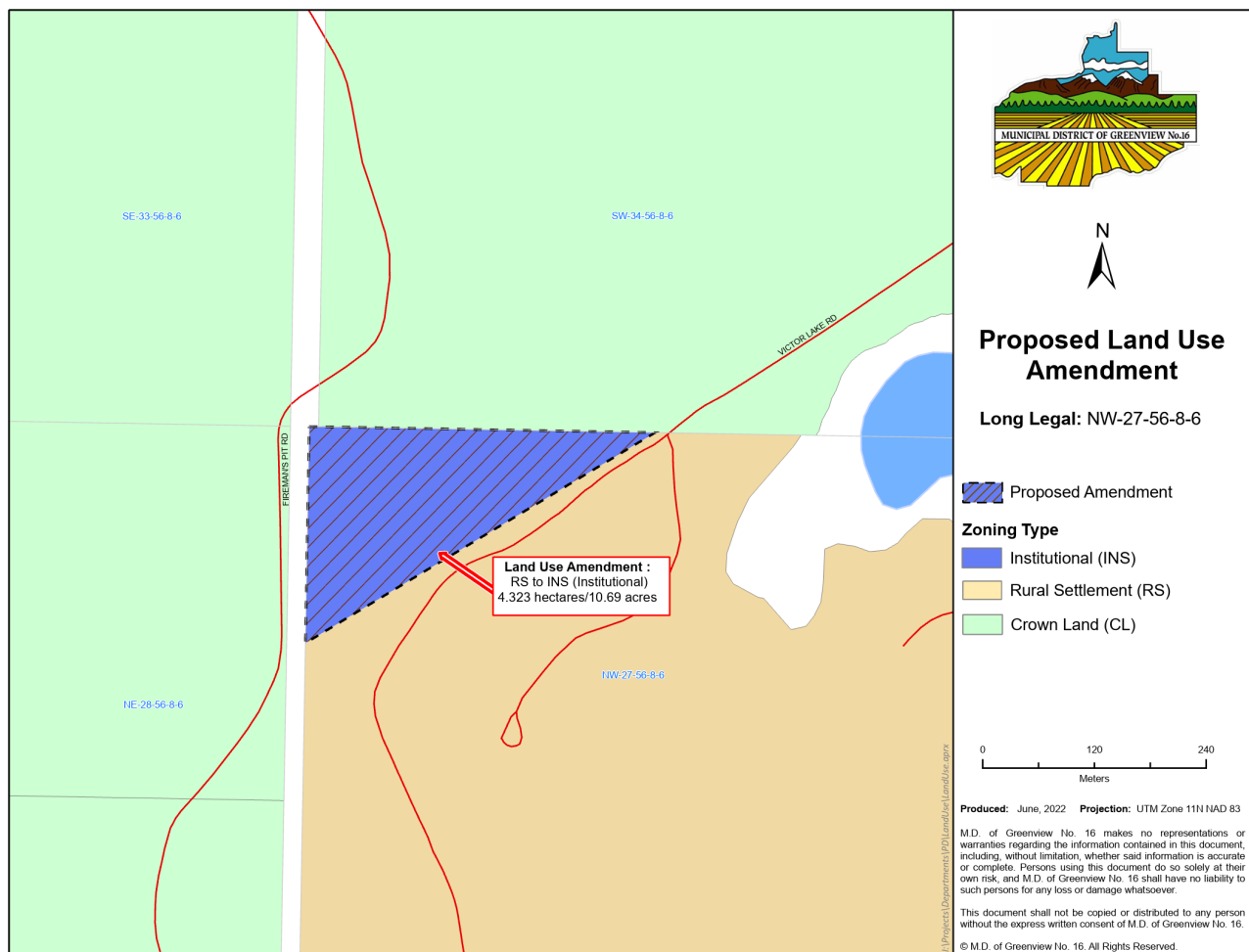
SCHEDULE "A"

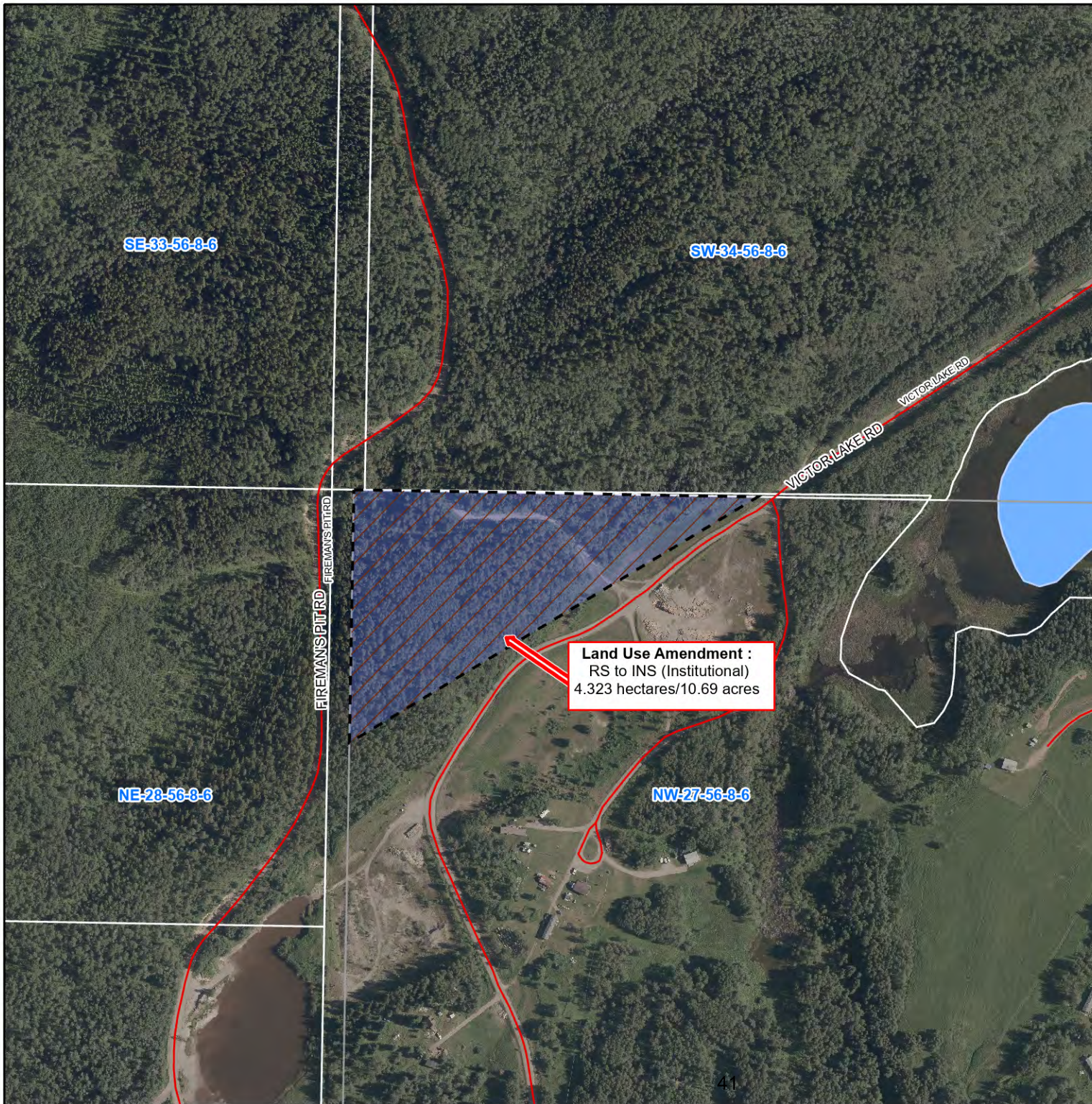
To Bylaw No. 22-912

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
Northwest (NW) Quarter of Section Twenty-Seven (27)
Within Township Fifty-Six (56)
Range Eight (8) West of the Sixth Meridian (W6M)
Within Plan 3524TR


Is reclassified from Rural Settlement (RS) District to Institutional (INS) District as identified below:



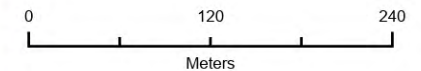


Proposed Land Use Amendment

Long Legal: NW-27-56-8-6

 Proposed Amendment

30cm Imagery, 2016

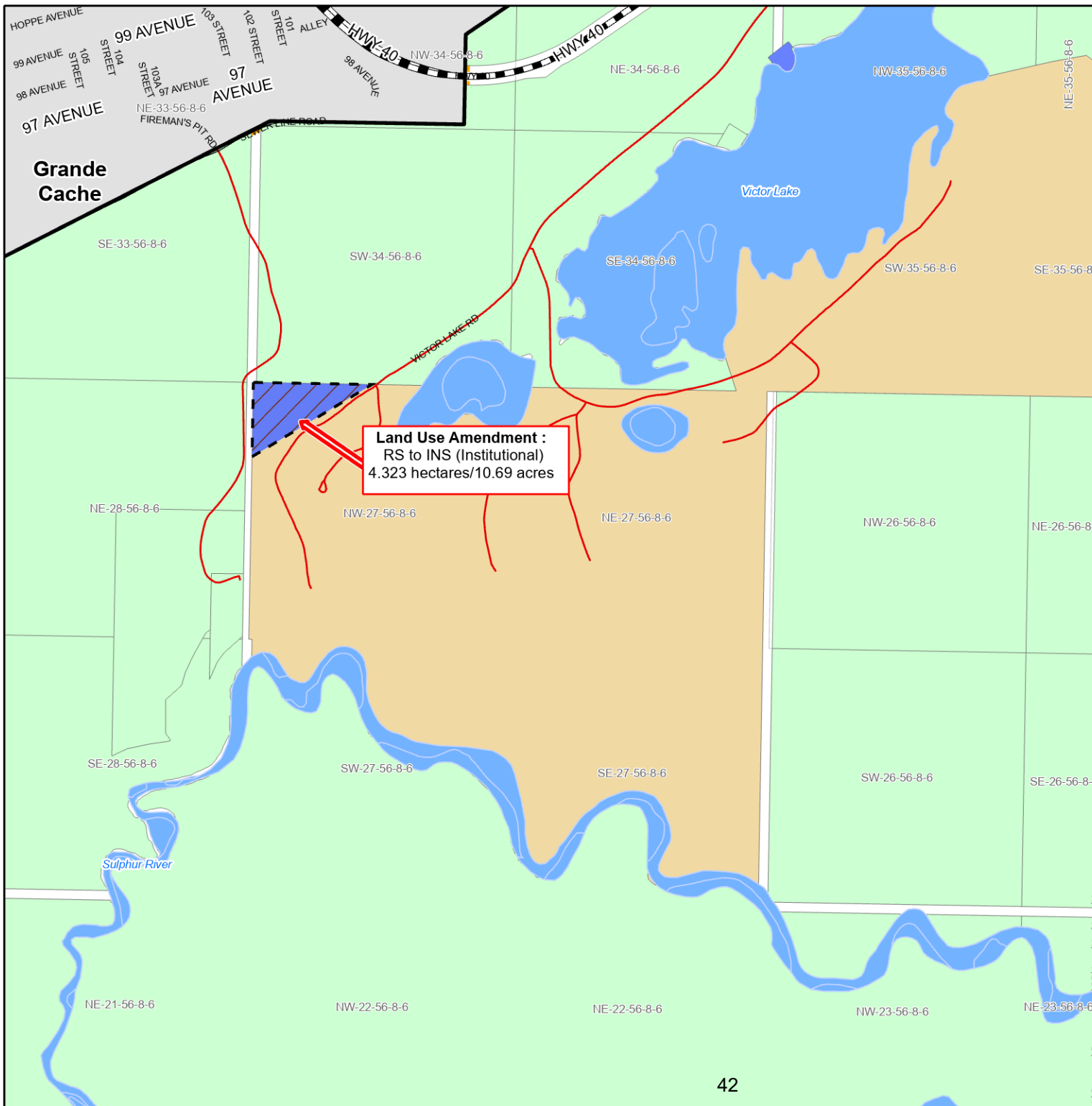


Produced: June, 2022 Projection: UTM Zone 11N NAD 83

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


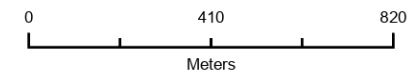
Proposed Land Use Amendment

Long Legal: NW-27-56-8-6

 Proposed Amendment

Zoning Type

-  Institutional (INS)
-  Rural Settlement (RS)
-  Crown Land (CL)

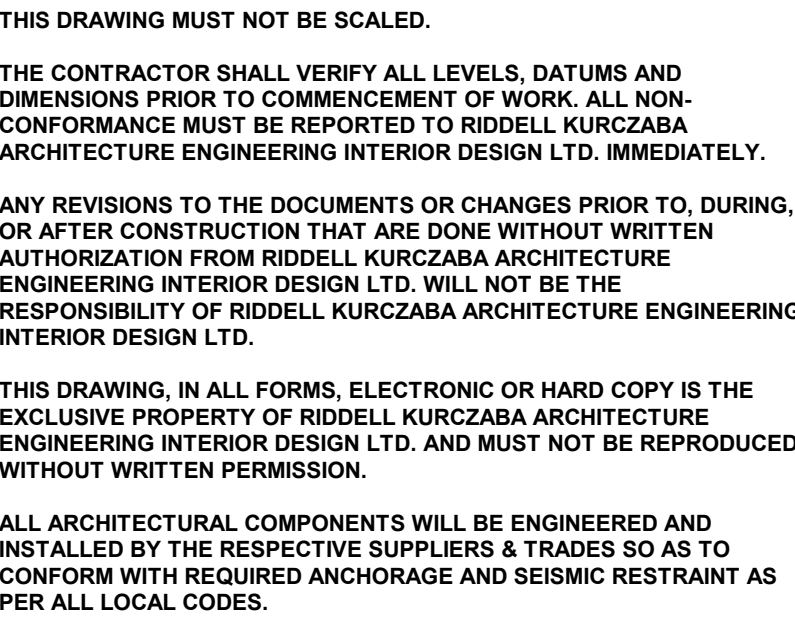


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NO.	D	MO.	YR.	ISSUED FOR	BY
DATE					
DEVELOPMENT PERMIT NO.			BUILDING PERMIT NO.		

STAMP

**PRELIMINARY
NOT FOR
CONSTRUCTION**



COLLIERS PROJECT LEADERS
& THE EVERGREENS
FOUNDATION

VICTOR LAKE ELDERS LODGE
VICTOR LAKE COOPERATIVE, ALBERTA

DRAWN BY RM	REVIEWED BY DF/GH
	DATE 05/11/22
	SCALE As indicated

SITE PLAN

Issue PROJECT NO.
2021053

A110

UNDERGROUND SERVICING NOTES:

GENERAL

1. ALL ONSITE MATERIALS AND WORKMANSHIP IN ACCORDANCE WITH PLUMBING CODE. CONTRACTOR RESPONSIBLE FOR NOTIFYING ENGINEER OF NON-COMPLYING DESIGN ELEMENTS. ALL MATERIALS AND INSTALLATION SHALL ALSO MEET THE REQUIREMENTS OF THE M.D. OF GREENVIEW.
2. CONTRACTOR TO VERIFY INVERT ELEVATIONS OF EXISTING SERVICE STUBS AND NOTIFY THE CIVIL ENGINEER OF ANY DISCREPANCIES PRIOR TO INSTALLATION OF UNDERGROUND UTILITIES.

BEDDING AND BACKFILL

3. CLASS 'B' BEDDING REQUIRED THROUGHOUT.
4. ALL BACKFILL TO BE COMPACTED TO 98% OF STANDARD PROCTOR DENSITY IN LIFTS NOT EXCEEDING 200mm LOOSE THICKNESS.
5. ENSURE PROPER COMPACTION AROUND MH'S, CB'S AND VALVES.
6. CONTRACTOR IS RESPONSIBLE FOR LOCATING AND PROTECTING ALL UTILITIES DURING CONSTRUCTION. ALL EXISTING UTILITIES MUST BE LOCATED PRIOR TO COMMENCEMENT OF WORK. VARIANCE IN LOCATION IS TO BE REPORTED TO THE SITE ENGINEER A MINIMUM OF 72 HOURS PRIOR TO CONSTRUCTION.

SEWER

7. ALL PIPE AND FITTINGS TO BE PSM TYPE PVC, DR35, TO SPECIFICATION S3034 AND CSA B182.1 AND B182.2, OR OPEN PROFILE PIPE TYPE PVC CONFORMING TO ASTM F794 AND CSA B182.4 WITH A MINIMUM STIFFNESS OF 320 kPa.
8. MANHOLES TO BE 1200mm. USE RUBBER GASKETS IN JOINTS.
9. ALL MANHOLES AND MISC. CONCRETE TO BE TYPE 5 SULPHATE RESISTANT.
10. MH AND CB FRAMES AND COVERS TO BE CAST IRON TO SPECIFICATION FOR GRAY IRON CASTINGS (ASTM A48 CLASS 20).
11. ENSURE PIPE CONNECTIONS TO MANHOLES ARE WATER TIGHT.

12. USE SWEEP BENDS FOR ALL DIRECTION CHANGES.
13. USE SANDBAGS FILLED WITH 1:10 MIX OF CEMENT AND SAND FOR PIPE SUPPORT AT CROSSINGS.
14. ALL MH'S TO BE PRE-BENCHED TO PIPE SPRINGLINE OR BENCHED IN PLACE.

SERVICES

15. CONFIRM EXACT LOCATION OF SERVICE ENTRY TO BUILDING PRIOR TO CONSTRUCTION. PLUG 1.0m FROM BUILDING OR CONNECT TO BUILDING SERVICE, AS REQUIRED.
16. ENDS OF PIPE TO BE PAINTED: RED - SANITARY; GREEN - STORM.
17. CONTRACTOR TO INSTALL A MIN 1.2m LENGTH OF 2x4 TO MARK PLUG LOCATIONS.

WATER

18. ALL WATERMAIN TO BE PVC-C900 CLASS 1305 TO CSA B137.3.
19. ALL WATERMAIN FITTINGS TO BE PVC "CENTURION" TO CSA B137.3.
20. A POTABLE WATER TEST IS REQUIRED PRIOR TO OCCUPANCY.
21. ALL METALLIC FITTINGS SHALL BE GALVANIZED.
22. CONTRACTOR IS RESPONSIBLE TO CONTACT THE M.D. OF GREENVIEW
23. PRIOR TO FLUSHING ON SITE WATER SYSTEM. BOUNDARY VALVES
24. WITHIN M.D. R.O.W. ONLY TO BE OPERATED BY THE EMPLOYEES OF THE
25. M.D. OF GREENVIEW.
26. PRESSURE TEST MUST BE CONDUCTED IN THE WITNESS OF
27. AL-TERRA ENGINEERING AND BACTERIOLOGICAL SAMPLE COLLECTED BY
28. AN AL-TERRA ENGINEERING REPRESENTATIVE. GRANT 5 BUSINESS DAY
29. NOTICE FOR COORDINATION.
30. CONTRACTOR MUST COMPLY WITH PRE-TEST FOR THE PRESSURE TEST
31. TO CONFIRM SOUNDNESS OF THE INSTALLATION PRIOR TO SCHEDULING
32. THE ENGINEER WITNESSED TEST.

FIRE FIGHTING SYSTEM

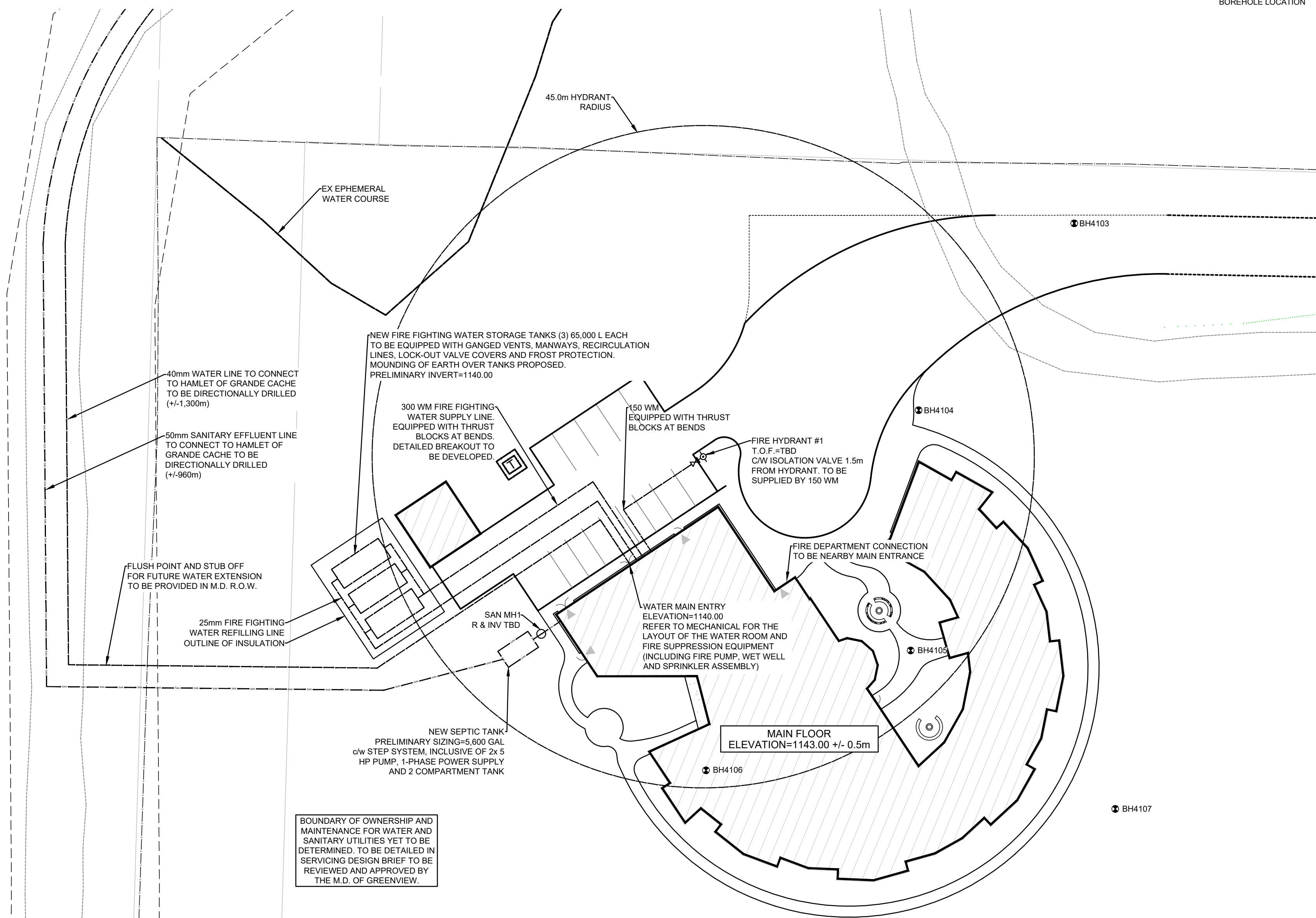
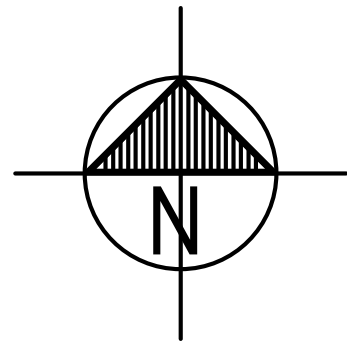
25. FIRE PUMP IN THE BUILDING SHALL SATISFY NFPA 13 REQUIREMENTS
AND AN ADDITIONAL FLOW DELIVERED TO FIRE HYDRANT; THE
PUMP SHALL FLOW THE HYDRANT IS HIGH OR LOW OR POSITIONING ON
THE SITE. IN ADDITION TO THE FLOW STREAM ALLOWANCE REQUIRED
ACCORDING TO NFPA 13.
26. TEST OF THE FIRE FIGHTING FLOW SHALL EXCEED 200 GPM.
REQUIRED UNDER SEAL BY THE CIVIL ENGINEER
27. THE SPRINKLER CONTRACTOR AND DESIGNER MAINTAINS
RESPONSIBILITY FOR THE SPRINKLER SYSTEM ACCORDING TO THE
DESIGN. FIREMANS OUTFIT BY THE MECHANICAL ENGINEER AND
THE BUILDING CODE.
28. FIRE FIGHTING WATER STORAGE SHALL BE PROVIDED IN THE FORM OF
TANKS. THE TANKS SHALL BE PROVIDED IN THE FORM OF TANKS
THE TANKS ARE SELECTED TO PROVIDED 30 MINUTES OF FIRE FIGHTING
FLOW.
29. FIRE FIGHTING WATER STORAGE TANKS SHALL BE PROVIDED AND
INSTALLED IN ACCORDANCE WITH THE MANUFACTURER SPECIFICATIONS
AND SHALL SATISFY NFPA 22 (STANDARD FOR WATER TANKS FOR
PRIVATE FIRE PROTECTION).
30. THE TEST OF THE FIRE FIGHTING WATER STORAGE TANKS SHALL
INCLUDE A LEAKAGE TEST. CALCULATED BY DRAW DOWN TIME, TO BE
CALCULATED BY THE CIVIL ENGINEER.
31. COMMISSIONING OF THE FIRE FIGHTING SYSTEM SHALL INCLUDE FULL
TEST OF THE FIRE FIGHTING SYSTEM WITH THE FLOW RESULTS
MEASURED FROM THE TEST HEADERS AND FROM THE SITE FIRE
HYDRANT.
32. PROVIDE THE MECHANICAL DRAWINGS FOR THE FIRE PUMP, WET WELL
AND INTERNAL PIPING.

SANITARY & WATER UTILITY PROJECTION

34. WATER CONSUMPTION AND SEWAGE ESTIMATION BASED ON AN ANNUAL UTILIZATION OF 2,300 m³. ESTIMATED ACCORDING TO ALBERTA ENVIRONMENTAL SERVICES TABLE 4.1 "EXPECTED VOLUME OF SEWAGE PER DAY" AND A TOTAL NUMBER OF 14 RESIDENTS.
35. PEAK WATER DEMAND ESTIMATED TO BE 0.3 L/S. ACCORDING TO PEAKING FACTOR OF 4 AS LISTED IN THE M.D.O. OF GREENVIEW STANDARD SPECIFICATIONS.
36. SANITARY SEWER SYSTEM TO BE A STEP SYSTEM (SINK-TANK-TRUCK-EFFLUENT-PUMP), EQUIPPED WITH A 5,600 GALLON TANK.
37. TRUCKED REMOVAL OF THE BIOSOLIDS FROM THE SANITARY TANK ARE REQUIRED. EXPECTED TO BE EMPTIED ROUGHLY 15 TIMES PER YEAR. EFFLUENT PUMP TO BE PF350S ORENCO'S 5 HP PUMP, OR APPROVED EQUIVALENT. TO SATISFY HYDRAULIC AND FRICTION LOSSES OF ROADSIDE COLLECTION SYSTEM. 150' OF 12" DIA. 150' OF 12" DIA. 1-PHASE POWER SERVICE REQUIRED FOR THE 5 HP, 230 VOLT PUMPS. 50mm FORCEMAIN TO BE EQUIPPED TO CARRY EFFLUENT DISCHARGED FROM THE STEP SYSTEM.
38. DRAINAGE, OWNERSHIP, MAINTENANCE AND OPERATION SHALL UNDER REVIEW WITH THE M.D. OF GREENVIEW AND THE EVERGREENS FOUNDATION.

LEGEND:

PROPOSED		EXISTING
PROJECT BOUNDARY		
EDGE OF ASPHALT		EDGE OF ASPHALT
STRAIGHT FACE CURB & GUTTER		
BARRIER CURB		
SIDEWALK		
PROPERTY LINE		
EASEMENT		
FENCE		
TELECOM		
POWER		
GAS		
WICK DRAIN		
SANITARY SEWER		SANITARY SEWER
WATER MAIN		
DRAINAGE BOUNDARIES		
WATER VALVE		
FIRE HYDRANT		
MANHOLE		
CATCH BASIN / CB MANHOLE		
STREET LIGHT		
CAR PLUG		
TRANSFORMER		
TREE		
BUILDING ENTRANCE		
BOREHOLE LOCATION		



LOCATION OF UTILITIES IS APPROXIMATE. EXACT LOCATION TO BE DETERMINED BY CONTACTING THE OWNER OF THE UTILITY CONCERNED. THE CONTRACTOR SHALL PROVE THE LOCATION OF THE UTILITIES AND BE RESPONSIBLE FOR THEIR PROTECTION FROM DAMAGE.

ALL ON SITE GRADING WORK TO BE CONTAINED AND THE OWNER/DEVELOPER MUST CONFORM TO THE EROSION AND SEDIMENTATION CONTROL MANUAL PER SPECIFICATION 31 25 00 EROSION AND SEDIMENTATION CONTROL.

ROOF DRAINS TO SPLASH TO GRADE AT DESIGNATED LOCATIONS. EQUIPPED WITH SPLASH PADS

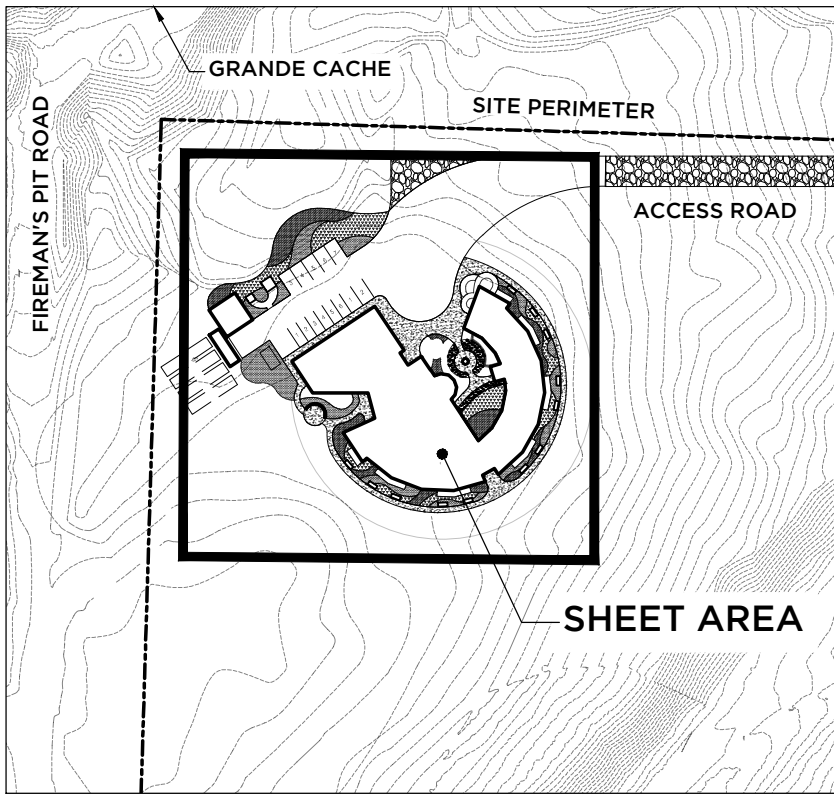
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UNDERGROUND UTILITIES PLAN

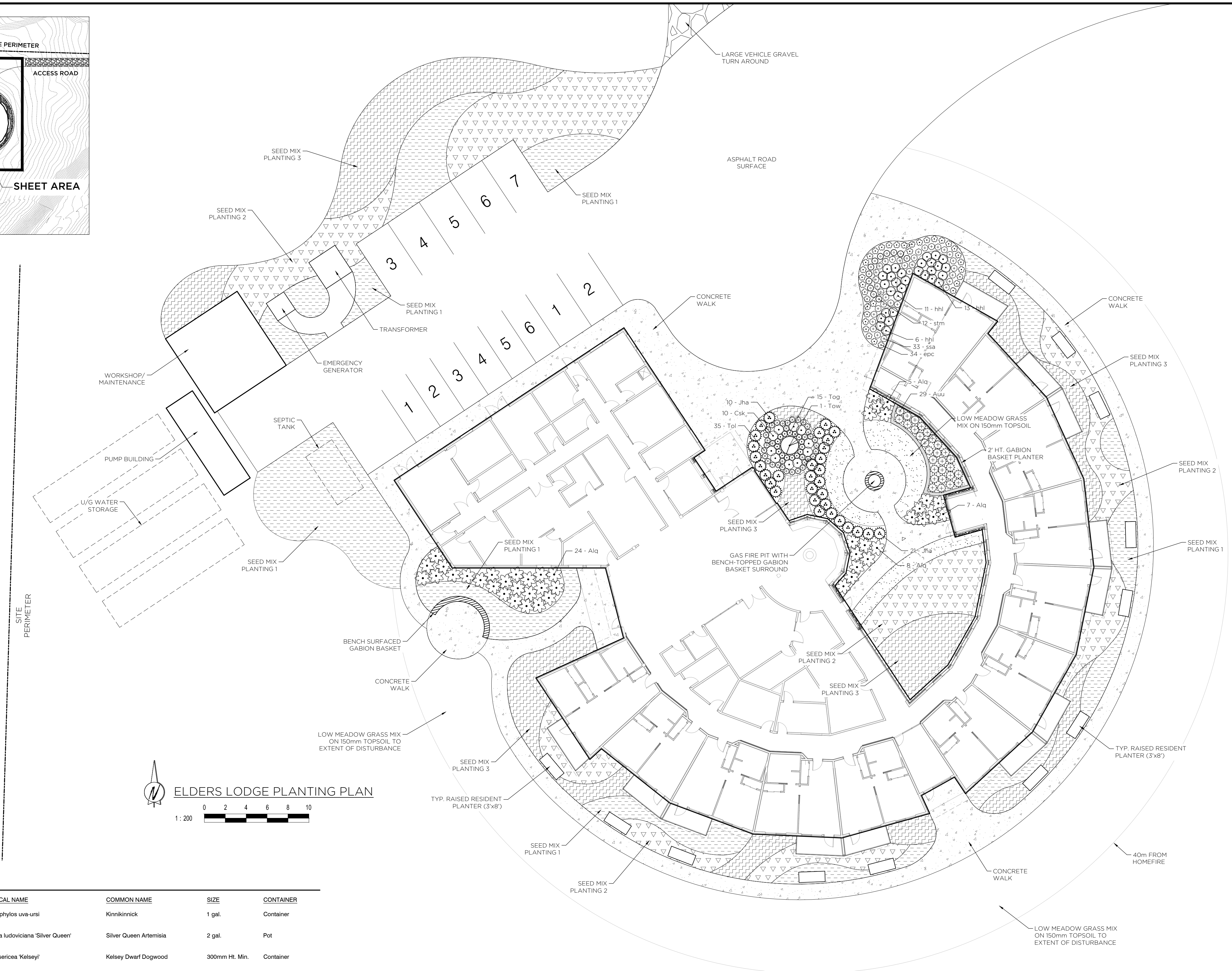
50% DESIGN

710-002

C002



KEY MAP - 1:2000



PLANT SCHEDULE

SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	Auu	29	Arctostaphylos uva-ursi	Kinnikinnick	1 gal.	Container
	Alq	44	Artemisia ludoviciana 'Silver Queen'	Silver Queen Artemisia	2 gal.	Pot
	Csk	10	Cornus sericea 'Kelsey'	Kelsey Dwarf Dogwood	300mm Ht. Min.	Container
	Jha	31	Juniperus horizontalis 'Plumosa Compacta'	Andorra Juniper	300mm Spr. Min.	Container
	Tol	35	Thuja occidentalis 'Little Gem'	Little Gem Cedar	2 gal.	Pot
	Tog	15	Thuja occidentalis 'Little Giant'	Little Giant Cedar	2 gal.	Pot
	Tow	1	Thuja occidentalis 'Woodwardii'	Woodward's Cedar	400mm Spr. Min.	Container
PERENNIALS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	epc	34	Euphorbia polychroma	Cushion Spurge	1 gal.	Pot
	hhl	30	Helopsis helianthoides 'Loraine Sunshine'	Loraine Sunshine False Sunflower	1 gal.	Pot
	ssa	33	Sedum spectabile 'Autumn Fire'	Autumn Fire Showy Stonecrop	1 gal.	Pot
	stm	12	Sedum telephium 'Munstead Dark Red'	Munstead Dark Red Stonecrop	1 gal.	Pot

SEED MIX PLANTING SCHEDULE
*ADJUST MIXES TO INCLUDE 5-10% NITROGEN FIXER/NURSE CROP (PURPLE PRAIRIE CLOVER (DALEA PURPUREUM VAR. PURPUREUM), CANADA MILKVETCH (ASTRAGALUS CANADENSIS), OR AMERICAN VETCH (Vicia americana))

SEED MIX 1:
20% SHEEP FESCUE
20% BLUE GRAMA GRASS
15% JUNE GRASS
15% ROCKY MOUNTAIN FESCUE
5% NODDING ONION
5% CREEPING WHITE ASTER
5% POWWOW WILDBERRY ECHINACEA
5% TUFTED FLEABANE
5% CERISE QUEEN YARROW
5% COMMON YARROW

SEED MIX 2:
20% LITTLE BLUESTEM
20% TUFTED HAIR GRASS
15% SWEET GRASS
15% ROCKY MOUNTAIN FESCUE
5% POWWOW WHITE CONEFLOWER
5% CANADA GOLDENROD
5% EARLY BIRD GOLD CONEFLOWER
5% FLORISTAN WHITE BLAZING STAR
5% MOONSHINE YARROW
5% TERRACOTTA YARROW

SEED MIX 3:
20% SWEET GRASS
15% TICKLE GRASS
15% NEEDLE AND THREAD GRASS
10% SIDE OATS GRAMA
10% LITTLE BLUESTEM
5% POWWOW WILDBERRY ECHINACEA
5% SMOOTH ASTER
5% WHITE PEACHLEAF BELLFLOWER
5% GATEWAY JOE PYE WEED
5% BIEDERMEIER BLUE COLUMBINE
5% BALLOON FLOWER

LOW MEADOW GRASS MIX:
25% ALPINE BLUE GRASS
25% BLUE SHEEP FESCUE
25% BUFFALO GRASS
25% BLUE GRAMA GRASS



Invistec Consulting Ltd.

Suite 1700, 10130 - 103 Street NW
Edmonton Alberta, T5J 3N9
(780) 293 - 7373
www.invistec.ca

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING. ANY ERRORS OR OMISSIONS SHALL BE REPORTED TO INVISTEC CONSULTING LTD. AS SOON AS POSSIBLE.

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LEGEND:

NOTES:

- PRIOR TO INSTALLATION OF THE PLANT MATERIAL, THE CONTRACTOR SHALL ENSURE COORDINATION WITH ALBERTA FIRST CALL TO LOCATE AND STAKE ALL UNDERGROUND UTILITIES. CALL 1-800-242-3447. ALBERTA FIRST CALL TO ARRANGE FOR STAKING OF ALL FACILITIES 48 HOURS PRIOR TO ANY CONSTRUCTION
- IF EXCAVATIONS ARE REQUIRED CLOSER THAN 1.0m TO UNDERGROUND UTILITIES, THE CONTRACTOR TO CONTACT THE APPROPRIATE UTILITY TO APPROVE, REVIEW AND/OR DEFINE SAFE PROCEDURES FOR THESE EXCAVATIONS.
- ALL PLANTING BEDS TO BE COMPLETED WITH MIN. 450mm DEPTH TOPSOIL.

APPROVALS:

DEVELOPMENT ENGINEER, SUSTAINABLE DEVELOPMENT

REVISION:

		DATE

ISSUE:

	BY	APPD	DATE
01	ISSUED FOR DEVELOPMENT PERMIT	RF	MAY 20, 2022

PROJECT MANAGER:

J. HIRTLE

CLIENT:

VICTOR LAKE COOPERATIVE, ALBERTA

PROJECT:

VICTOR LAKE ELDERS LODGE

DRAWING TITLE:

ELDERS LODGE
PLANTING PLAN

PROJECT NO:

2022-017

SCALE:

AS SHOWN

DRAWING NO.

LO01

PERMIT / SEAL



REQUEST FOR DECISION

SUBJECT:	Bylaw No. 22-913 Re-designate from Agricultural One (A-1) District to Agricultural Two (A-2) District		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	PLANNING & DEVELOPMENT	DIR: RA	PRESENTER: CC
STRATEGIC PLAN:	Development	LEG: SS	

RELEVANT LEGISLATION:

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

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

RECOMMENDED ACTION:

MOTION: That Council give First Reading to Bylaw No. 22-913, to re-designate a 14.39-hectare ± area from Agricultural One (A-1) District to Agricultural Two (A-2) District within PT. SW-1-71-25-W5.

BACKGROUND/PROPOSAL:

The application for land use amendment A22-913 has been submitted by the landowners Rennie and Florence Cauchie, to redesignate a **14.39 hectare** (35.57 acre) ± area from Agricultural One (A-1) District to Agricultural Two (A-2) District within PT. SW-1-71-25-W5, in the Crooked Creek area, Ward 7. The re-designation would allow for the subsequent subdivision of the existing residence and tree farm.

The proposed rezoning and subdivision area has a Farmland Assessment Rating (FAR) of 34.6%, which includes the existing tree farm.

At the subdivision stage, Construction and Engineering will be requesting road widening adjacent to Township Road 710 and Range Road 251 along with a corner-cut. The garage that was built in 1980 against the property line adjacent to Township Road 710 will conflict with the road widening and will also be addressed at that time. Access exists to the proposed lot, but an approach to the balance will also be required at the subdivision stage. Superior Safety Codes Inc. inspected the existing pump-out which meets the setback requirements of the proposed subdivision. All other referral agencies responded with no concerns.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Agricultural Two (A-2) District. The application meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from a subdivision at this location as the proposed amendment will be compatible with existing surrounding residential developments.

Administration is recommending that Council gives First Reading to Bylaw No. 22-913.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is that rural residential is an unsustainable method of housing when Council considers costs of servicing, servicing levels, as well as service delivery.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw No. 22-913 for further discussion or information.

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenvue has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Schedule 'A' – Bylaw No. 22-913
- Schedule 'B' – Proposed Land Use Amendment Maps



BYLAW No. 22-913

of the Municipal District of Greenview No. 16

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

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

1. That Map No. 14 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to reclassify the following area:

All that Portion of the
Southwest (SW) Quarter of Section One (1)
Within Township Seventy-One (71)
Range Twenty-Five (25) West of the Fifth Meridian (W5M)

As identified on Schedule “A” attached.

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

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

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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER

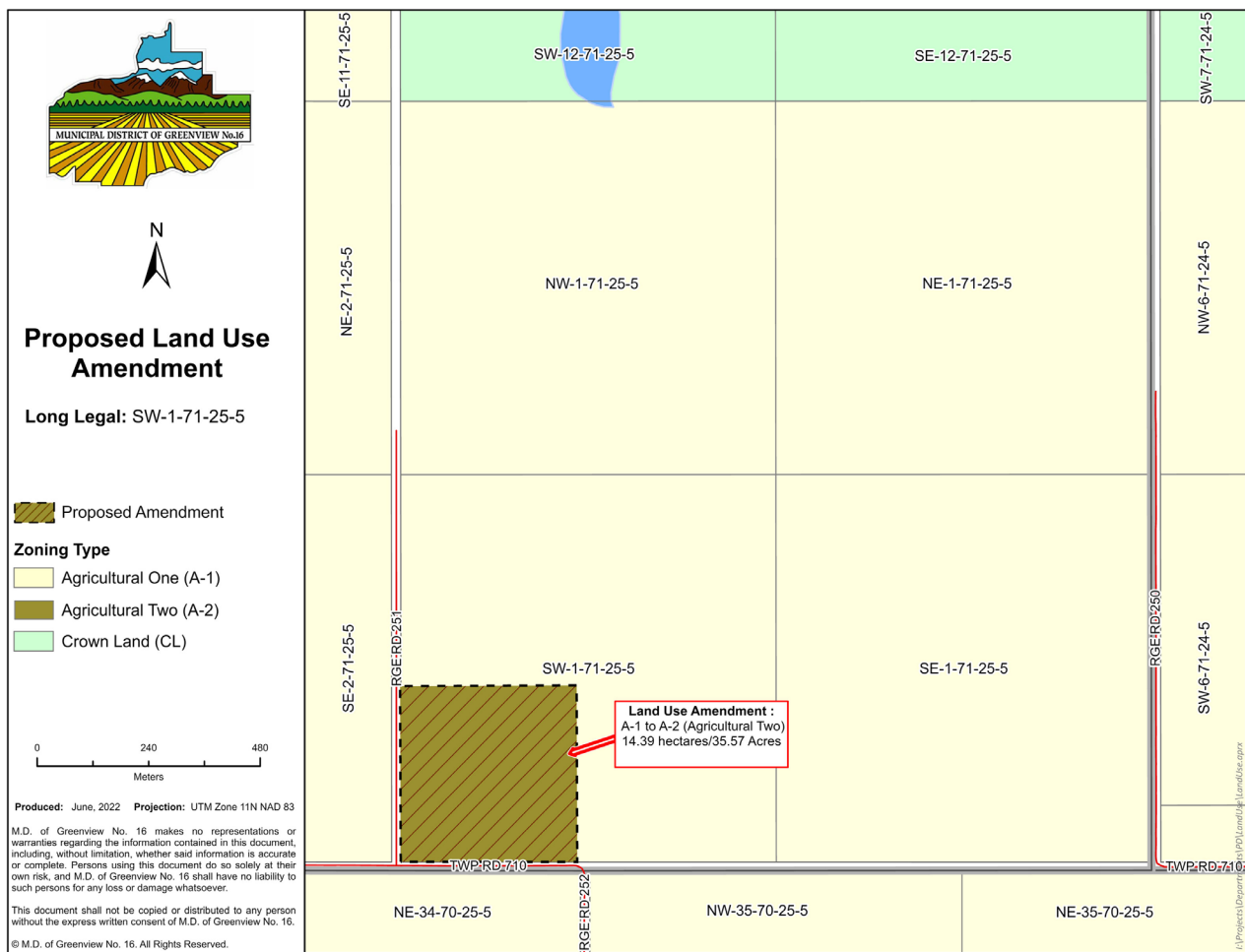
SCHEDULE "A"

To Bylaw No. 22-913

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
Southwest (SW) Quarter of Section One (1)
Within Township Seventy-One (71)
Range Twenty-Five (25) West of the Fifth Meridian (W5M)


Is reclassified from Agricultural One (A-1) District to Agricultural Two (A-2) District as identified below:

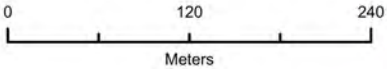




Proposed Land Use Amendment

Long Legal: SW-1-71-25-5

 Proposed Amendment

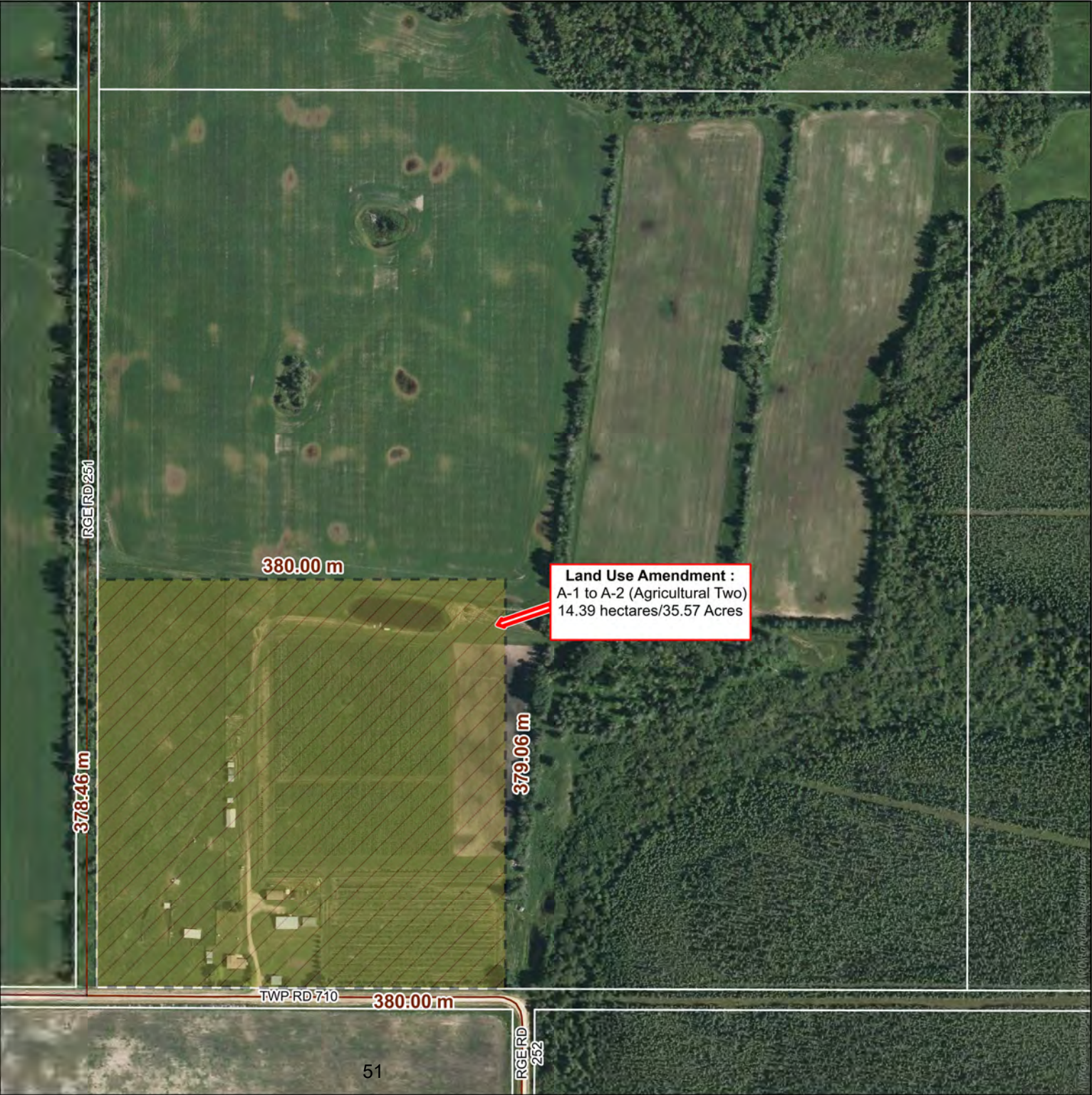


Produced: June, 2022 Projection: UTM Zone 11N NAD 83

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



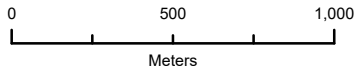
Proposed Land Use Amendment

Long Legal: SW-1-71-25-5

 Proposed Amendment

Zoning Type

-  Agricultural One (A-1)
-  Agricultural Two (A-2)
-  Country Residential One (CR-1)
-  Crown Land (CL)



Produced: June, 2022 Projection: UTM Zone 11N NAD 83

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REQUEST FOR DECISION

SUBJECT:	2022 Scholarship Recipients		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy No. 1032- College, Trades and Apprenticeships Scholarships and Policy No. 1028- University 4 Year College Program Scholarships

RECOMMENDED ACTION:

MOTION: That Council authorize funding to the recipients in the total amount of \$9,000.00 as indicated on the 2022 College, Trades and Apprenticeships Program Scholarship Recommendation Listing, with funds to come from the Economic Development budget.

MOTION: That Council authorize funding to the recipients in the total amount of \$25,000.00 as indicated on the 2022 University 4-Year College Program Scholarship Recommendation Listing, with funds to come from the Economic Development budget.

BACKGROUND/PROPOSAL:

The College, Trades and Apprenticeship College Program Scholarship provides an opportunity for students enrolled in two (2) year college, trades, and apprenticeship programs to apply for a \$1,500.00 scholarship. The Scholarships policy defines an eligible student as one who meets the scholarship criteria established in the general principles for selection:

General Principles for selection of the College, Trades and Apprenticeship College Program Scholarship include the following:

- a. The student is a resident of Greenview;
- b. The student has demonstrated financial need;
- c. The student demonstrates community involvement, volunteering or extra-curricular activities;
- d. The student has participated in a work experience or other work placement program (i.e., RAP, CTS programs, etc.) in High School;
- e. Apprenticeship applicants must be enrolled in a registered apprenticeship program.
- f. The applicants G.P.A or course average in the last two semesters may be factor for Council's consideration of the application. A minimum average of 60% will be considered.
- g. Consideration may be given to scholarship recipients from the previous year.

The University 4-year College Program Scholarship provides the opportunity for students enrolled in a 4-year college or university program to apply for a \$2,500.00 scholarship.

General Principles for selection of the University 4-year College Program Scholarship include the following:

- a. The student is a resident of Greenview;
- b. The student has demonstrated financial need;
- c. The student demonstrates community involvement, volunteering or extra-curricular activities;
- d. The student has demonstrated high academic achievement;
- e. Consideration may be given to scholarship recipients from the previous year.

The Scholarships policies define an eligible student as one who meets the scholarship criteria established in the general principles for selection.

Administration reviewed the applications to determine the student's financial need, community involvement, work experience or other work placement program, apprenticeship program, G.P.A. or course average, residency, and applicable application status from the previous year, as well evaluated the student as having a minimum course average of 60% as the indicator. Financial need was based on student loans and whether the student was self-financing.

Some applicants provided additional reference letters and additional anecdotes regarding why they needed or wanted this scholarship.

A scoring matrix was prepared to evaluate the student's applications with the names being removed as to provide anonymity and to safeguard the personal information enclosed in the student applications. In accordance with the weight agreed to by Council, for the College scholarships, 40% was based on financial need, 30% on community involvement, and 30% based on work experience programs. For the University Scholarships, 40% based on financial need, 30% on community involvement and 30% on grades.

Administration has prepared a College, Trades and Apprenticeships Scholarship Recommendation Listing based on the applicants that met all the criteria. There were eight (8) College, Trades and Apprenticeships applications received and 6 applicants qualified as per the specifications. Of the two applicants that did not qualify, one was not a Greenview resident, and one did not meet all the criteria.

Administration has prepared a University 4-year College Program Scholarship Recommendation Listing based on the applicants that met all the criteria. There were 17 University 4-year College Program Scholarship applications received and ten (10) applicants qualified as per the specifications. Of the seven (7) that did not qualify, two (2) were not Greenview residents and five (5) did not meet all the criteria.

The 2022 scholarship budget is \$65,000.00, however according to the attached Policies, \$25,000.00 is dedicated for the University 4 Year College Program Scholarships and \$15,000.00 is dedicated for College, Trades and Apprenticeships Scholarships.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motions is that Council will disperse the 2022 Scholarship funds to the applicants that met the established Scholarship criteria.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to amend the recommended motions.

FINANCIAL IMPLICATION:

Direct Costs: \$9,000.00- 2022 College, Trades and Apprenticeships Program

\$25,000.00- 2022 University 4-Year College Scholarship Program

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications for 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 disperse the College, Trades and Apprenticeship Scholarships and the University, 4-Year College Scholarships in accordance with Council's decision.

ATTACHMENT(S):

- 2022 College, Trades and Apprenticeships Scholarship Recommendations
- 2022 University, 4-Year College Scholarship Recommendations
- Policy No. 1032- College, Trades and Apprenticeships Scholarships

- Policy No. 1028- University 4 Year College Program Scholarships

COLLEGE, TRADES AND APPRENTICESHIPS 2022 SCHOLARSHIP RECOMMENDATIONS

Name:	Eligible Amount:	Administrative Notes:
1. Madeleine Clough	\$1,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: self finances/scholarship/student loans. Reasonable community involvement. No work experience.
2. Stacey Dykstra	\$1,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: self finances/scholarship/student loans. Significant community involvement. Participated in uncredited work experience.
3. Mackenna Ferraby	\$1,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: combination family/self finances. Reasonable community involvement. Related work experience for credit.
4. Jayce Lee Fearnside	\$1,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: self finances/scholarship/student loans. Reasonable community involvement. Unrelated work experience for credit.
5. Brandon Lee	\$1,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: self finances/scholarship/student loans. No community involvement or work experience.

COLLEGE, TRADES AND APPRENTICESHIPS 2022 SCHOLARSHIP RECOMMENDATIONS

Name:	Eligible Amount:	Administrative Notes:
6. Piper McLaughlin	\$1,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: student loans. No community involvement or work experience.
Total:	\$9,000.00	

2022 UNIVERSITY, 4YR COLLEGE SCHOLARSHIP RECOMMENDATIONS

Name:	Eligible Amount:	Administrative Notes:
1. Jessica Nguyen	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: student loans. Reasonable community involvement.
2. Ty Holmes	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: Self finance, scholarship, student loans. Extensive community involvement.
3. Jen Hebert	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: Self finance, scholarship, student loans. Extensive community involvement.
4. Allyson Busch	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: Self finance, scholarship, student loans. Extensive community involvement.
5. Warren Napier	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: Self finance, scholarship, student loans. Significant community involvement.

2022 UNIVERSITY, 4YR COLLEGE SCHOLARSHIP RECOMMENDATIONS

Name:	Eligible Amount:	Administrative Notes:
6. Reegan Sandbeck	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: Self finance, scholarship, student loans. Reasonable community involvement.
7. Madigan Ewan	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: combination family/self finances. Extensive community involvement.
8. Heidi Dorscheid	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: combination family/self finances. Significant community involvement.
9. Sydney Newman	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: combination family/self finances. Significant community involvement.
10. Courage Omale	\$2,500.00	This applicant met all the general principles for selection and attained a high academic achievement level. Demonstrated financial need: combination family/self finances. Reasonable community involvement.

2022 UNIVERSITY, 4YR COLLEGE SCHOLARSHIP RECOMMENDATIONS

Name:	Eligible Amount:	Administrative Notes:
All Total:	\$25,000.00	

Title: University 4 year College Program Scholarships

Policy No: 1028

Effective Date: November 25, 2019

Motion Number: 19.11.833

Supersedes Policy No: CO 18 and CO 19

Review Date: November 25, 2022



Purpose: Greenview Council wishes to recognize community involvement and academic achievement of students to enhance the future of individuals within Greenview and to encourage students from Greenview to pursue further education, thereby making meaningful contributions to their community.

DEFINITIONS

Eligible Student means a student who meets the scholarship criteria established in the general principles for selection.

POLICY

1. Greenview Council will dedicate \$25,000 in the annual operating budget for scholarships and bursaries.
2. Students enrolled in four (4) year college or university programs are eligible for a \$2,500 scholarship. Students enrolled in two (2) year college programs or apprenticeships programs are eligible for a \$1,500 scholarship.
3. The scholarships will be awarded to students who are a resident of Greenview (when not attending post-secondary) and who are enrolled in post-secondary studies at a college, university, or apprenticeship program.
4. Council will review the scholarship applications annually and select scholarship recipients.
5. General Principles for selection:
 - a. The student is a resident of Greenview;
 - b. The student has demonstrated financial need;
 - c. The student demonstrates community involvement, volunteering or extra-curricular activities;
 - d. The student has demonstrated high academic achievement;
 - e. Consideration may be given to scholarship recipients from the previous year.
6. Students may apply, or re-apply, for the scholarship each year that they are enrolled in university, college, or apprenticeship programs.

PROCEDURE

1. Application forms will be available at, and should be returned to, any Greenview Administration office. The deadline for applications will be the second Friday in May of each year.
2. Successful applicants will be notified by Greenview Administration.
3. The successful applicant must provide proof of enrollment through proof of payment of tuition to Greenview Administration in order to receive scholarship funding.

Title: College, Trades and Apprenticeships Scholarships

Policy No: 1032

Effective Date: February 24, 2020

Motion Number: 20.02.124

Supersedes Policy No: CO 18 and CO 19

Review Date: February 24, 2023



Purpose: Greenview Council wishes to support students pursuing post-secondary education in Trades and Apprenticeship fields and wish to create an opportunity through financial assistance for those individuals as they make meaningful contributions to their community.

DEFINITIONS

Eligible Student means a student who meets the scholarship criteria established in the general principles for selection.

POLICY

1. Greenview Council will dedicate \$15,000 in the annual operating budget for the College, Trades and Apprenticeships scholarships. The scholarships will be awarded for Post-Secondary Trades and Apprenticeship programs.
2. Students enrolled in two (2) year college, trades, or apprenticeship programs are eligible for a \$1,500 scholarship.
3. The scholarships will be awarded to students who are a resident of Greenview (when not attending post-secondary) and who are enrolled in post-secondary studies at a college, trades or apprenticeship program.
4. Council will review the scholarship applications annually and select scholarship recipients.
5. General Principles for selection:
 - a. The student is a resident of Greenview;
 - b. The student has demonstrated financial need;
 - c. The student demonstrates community involvement, volunteering or extra-curricular activities;
 - d. The student has participated in a work experience or other work placement program (i.e. RAP, CTS programs, etc.) in High School;
 - e. Apprenticeship applicants must be enrolled in a registered apprenticeship program.
 - f. The applicants G.P.A or course average in the last two semesters may be factor for Council's consideration of the application. A minimum average of 60% will be considered.
 - g. Consideration may be given to scholarship recipients from the previous year.

6. Students may apply, or re-apply, for the scholarship each year that they are enrolled in university, college, or apprenticeship programs.

PROCEDURE

1. Application forms will be available at, and should be returned to, any Greenview Administration office. The deadline for applications will be the second Friday in May of each year.
2. Only completed applications will be considered.
3. Applicants must submit a transcript of their two most recent semesters with their application (a working copy is acceptable). Applicants participating in an apprenticeship should provide proof that they are a registered apprentice.
4. Successful applicants will be notified by Greenview Administration.
5. The successful applicant (following the receipt of an acceptance letter from Greenview) must provide proof of enrollment through a receipt indicating payment of tuition to Greenview Administration in order to receive scholarship funding.



REQUEST FOR DECISION

SUBJECT:	Grand Slam of Curling, Hearing Life Tour Challenge Sponsorship		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy No. 8004- Greenview Sponsorships & Donations

RECOMMENDED ACTION:

MOTION: That Council approve silver sponsorship in the amount of \$12,500.00 to the Grande Prairie Curling Club c/o City of Grande Prairie for the Pinty's Grand Slam of Curling, Hearing Life Tour Challenge at the Coca Cola Centre in Grande Prairie, October 18-23, 2022, with funds to come from the Community Services Miscellaneous Grant Budget.

BACKGROUND/PROPOSAL:

Administration received a sponsorship request from the Grande Prairie Curling Club c/o City of Grande Prairie for the Pinty's Grand Slam of Curling, Hearing Life Tour Challenge hosted at the Coca Cola Centre in Grande Prairie, October 18-23, 2022. This event is owned and operated by Sportsnet and is one of the six (6) curling events in the Pinty's Grand Slam of Curling. This event features the top ranked women's and men's curling teams in the world and is the largest series on the professional tour comprised of 32 men's and 32 women's teams with an additional 10 regional teams invited.

This is a world class event that provides significant exposure for sponsors including 1.8 million+ in live TV audience, national exposure, and 27+ hours of live curling. The Grand Slam of Curling events deliver an average of \$1,300,000.00 in regional economic impact.

There are seven (7) levels of sponsorship opportunities ranging from \$500.00 to \$25,000.00. Administration recommends providing Silver level sponsorship in the amount of \$12,500.00. Silver level sponsorship includes:

- In-ice logos
- Rink board advertising
- Full page ad in program guide
- Ticket packages
- Program thank you mention
- VIP passes
- In-Venue Booth Display

- Online Recognition (Grand Slam of Curling)
- Sponsor Day (incl. promo giveaway)
- In-Venue Digital Signage
- In-Venue Signage (Media Wall in venue)
- Live In-Venue Mentions

The sponsorship package indicated that the Gold level sponsorship was not available and the sponsorship request was for silver or lower. The Gold level sponsorship for this event has already been sold to the City of Grande Prairie and we are proposing the next highest level of recognition. The Gold level sponsorship has since been offered to Greenview via email from the organizers, but the recommendation is based on the written submission. The group will be requesting a sponsorship at an upcoming County of Grande Prairie Council meeting.

In 2021 Greenview awarded the Grande Prairie Curling Centre a sponsorship in the amount of \$10,000.00 for the Best of Alberta Curling Championships and a \$2,000.00 sponsorship for the Regional Partnership Curling Bonspiel.

The balance of the Community Services Miscellaneous Budget as of July 11, 2022, is approximately \$798,356.24.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a world class regional event that Greenview residents can attend.
2. The benefit of Council accepting the recommended motion is that this will be an opportunity for Greenview to receive national exposure.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter the sponsorship amount or take no action to the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$12,500.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no additional staff needed for the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Grande Prairie Curling Club c/o City of Grande Prairie of Council's decision.

ATTACHMENT(S):

- Sponsorship Application
- Pinty's Grand Slam of Curling Sponsorship Package

Greenview Sponsorship and Donation Request Form

Row 7

Organization or Person Requesting Funds	Grande Prairie Curling Club c/o City of Grande Prairie
Date of Application	06/08/22
Form Date Field	96
Date of Event	10/20/22
Phone Number	780-512-3829
Purpose of Organization	cridgeway@cityofgp.com
Mailing Address	10017 99 ave, Grande Prairie, T8V 0R7
Funding Request Total	\$12,500 - \$5,000
Type of sponsorship request	Event
Describe your organization	Grande Prairie Curling Club and the City of Grande Prairie are hosting the Pinty's Grand Slam of Curling's Hearinglife Tour Challenge at the Coca Cola Centre from October 18 - 23, 2022. The event is owned and operated by Sportsnet, the Pinty's Grand Slam of Curling is an annual series comprised of six curling events featuring the top ranked curling men's and women's teams in the world and is the largest most lucrative event series on the professional tour.
Intended Purpose	Sponsorship is an opportunity for the MD of Greenview to advertise on the world stage. This is a professional touring event.
Direct Goals	Bring world class curlers to the City of Grande Prairie. Deliver 1.3 MM in economic impact. Bolster support and membership in the local Curling Clubs.
Where/When?	Coca Cola Centre in Grande Prairie, Alberta from October 18 -23, 2022.
Benefit to residents of Greenview	Visibility and pride.
Funding from	Gold sponsorship is already sold to the City of Grande Prairie.

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others	We are meeting with the County of GP next week to firm up their desired level of sponsorship. We want to give the MD of Greenview first rights at a top level sponsorship before actively going out to market.
Recognition	Different levels of visibility, at different levels of contribution. Full package uploaded.
Previous Donation	No, this is a one-off opportunity.
Grant Funds Received from other sources?	
Have you performed any other fundraising projects?	
Agreement	
Grant Purpose	
Year Grant Received	
Amount of Grant	
List the donatee, purpose and amount	
What type of fundraising & how much did you raise?	
Signature	
Date	
Financial Statement	
Administration Recommendations	
Email	
Column41	
MD Logo	
Email Comm.	
Column44	

List for
Recognition

Contact Name(s)	Catherine Ridgeway
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Column47

Logo Permission	CR
-----------------	----

Agreement with Statement	CR
-----------------------------	----

Signature1	Catherine Ridgeway
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FOIP Disclosure	CR
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LOCAL SPONSORSHIP OPPORTUNITIES



**GRAND SLAM
OF CURLING™**

Hearing Life Tour Challenge
Grande Prairie, AB
October 18 - 23, 2022

- Owned and operated by Sportsnet, the Pinty's Grand Slam of Curling is an annual series comprised of six curling events featuring the top ranked curling men's and women's teams in the world, and is the largest and most lucrative event series on the professional tour.
- The GSOC is the only series of curling events that feature international teams, and merit-based fields -> spotlighting the best players in the world at every event.
- GSOC events are the most entertaining, high-energy events on the tour, and our fans have more access to players than anywhere else.
- With incredible in-venue branding opportunities as well as within Sportsnet's broadcast, these events promise great exposure for sponsors.

THE HEARING LIFE TOUR CHALLENGE WILL BE HELD AT THE COCA-COLA CENTRE OCTOBER 18 - 23, 2022

The field for this event features a total of 32 men's and 32 women's teams split into two tiers with 16 teams participating in each tier.

The goal of the Tour Challenge is to broaden the field with the opportunity for 64 teams (10 regional teams will be invited) on the World Curling Tour to participate in a Pinty's GSOC event on arena ice. Two ice pads are converted for a total of 8 curling sheets for the Tour Challenge, one of which will host Tier 1 and the second will feature Tier 2.

The winners of the Tier 2 event receive invitations to the following Pinty's GSOC event, the Masters, giving them a chance to move up to the elite ranks. The Tier 1 winner also secures a spot into the season-ending Kioti Tractor Champions Cup!



- GSOC events deliver an average of \$1.3MM in economic impact
- Integrated local sponsorships including sampling or experiential opportunities can deliver 1-on-1 conversations to consumers in your market
- Directly impact sales by gaining valuable awareness with an extremely loyal group of fans
- Support your community and the growth of the sport of curling in Grande Prairie, AB
- Association with a top-tier professional sporting event
- National exposure to over 1.8 million viewers on Sportsnet
- Opportunity to showcase multiple properties

The Grand Slam of Curling Events offer integrated, fully customizable turn-key solutions that allow brands to own the attention of curling fans with exclusive partnerships.





1.8 MILLION+
LIVE TV AUDIENCE



**NATIONAL
EXPOSURE**



27+
HOURS OF LIVE
CURLING



**GRAND SLAM
OF CURLING**

**estimated audience*

Profile Highlights

- Male: 49% // Female 51%
- Mature: 87% of GSOC viewers are A35+
- Established: 82% of viewers are homeowners
- Affluent: 34% of viewers have a HHI \$75,000+



LOCAL SPONSOR OPPORTUNITIES



NUMBER OF PACKAGES AVAILABLE	(1)	(1)	(2)	(6)	(4)	(12)	(8)
LEVELS	GOLD	SILVER	SPONSOR THE ROCKS	BRONZE	PINTY'S PUB TABLE	FRIENDS	PROGRAM AD
8 In-Ice Logos (All Sheets above the hog)	✓						
4 In-Ice Logos (Sheets A & D above the hog)		✓					
1: -4 In-Ice Logos (A, B, C, D - behind the hack. AWAY end)							
2: 4 In-Ice Logos (A, B, C, D- behind the hack. HOME end)			✓				
Rink Board(s)	2	1	1	1			
Program Guide - Full Page Ad	✓	✓	✓	✓	✓	✓	✓
Ticket Packages	12	10	8	6	5	2	
Program Thank You Mention	✓	✓	✓	✓	✓	✓	
VIP Passes	4	2	2	2			
In-Venue Booth Display	✓	✓	✓	✓	✓	✓	
Online Recognition (GSOC)	✓	✓	✓	✓	✓	✓	
Sponsor Day (incl. promo giveaway)	✓	✓	✓				
In Venue Digital Signage	✓	✓	✓	✓	✓	✓	✓
In-Venue Signage (Media Wall in venue)	✓	✓	✓	✓	✓	✓	✓
Live In-Venue Mentions	✓	✓	✓	✓	✓	✓	
INVESTMENT	\$25,000	12,500	\$10,000	\$5,000	\$3,500	\$2,500	\$500

* Please note a comparative contra donation is not equal to a cash spend





Example



GRANDE PRAIRIE
REGIONAL
TOURISM ASSOCIATION



Grand Slam of Curling Property Overview: <https://youtu.be/x3joWDQDPsU>

Arena Transformation: <https://www.youtube.com/watch?v=O5lgaTq8cQ4>

The fun we have with the players:

- The Sheet Show: <https://www.youtube.com/watch?v=9jhKhkYl3Lw>
- Pinty's Pub Chat: <https://www.youtube.com/watch?v=o2bPquFrdOc>
- Grand Slam of Curling team feature:
<https://www.youtube.com/watch?v=jOulxAm7d2M>

The best shots from the best players in the world that we be in Olds AB:
<https://www.youtube.com/watch?v=vY1TQ9pb2J4>

National partners in the following sponsor categories have negotiated full exclusivity within all Grand Slam of Curling events. We can not accept local partners in these categories without full written approval.

NATIONAL SPONSOR	CATEGORY
Boost	All Meal Replacement Drinks, Protein Supplement Drinks, Sports Drinks, Energy Drinks
Goldline	Curling Equipment & Apparel
Hearing Life	Hearing Aids
Kioti Tractor	Promotional and licensing rights in the ‘Tractor, Zero-Turn Radius Mowers, Utility Vehicles (UTVs), All Terrain Vehicles (ATVs), Tractor attachments including front end loaders, backhoes and snow blowers, 3-point hitch mounted implements’
Meridian	Promotional and licensing rights in the Bulk Storage and Handling for agricultural, Oil & Gas, Commercial/Industrial industries covering products such as tanks/silos, seed tenders, fuel trailers, augers and conveyors; Steel products, Corrugated pipes/culverts for GSOC.
Pinty’s	Frozen Chicken
Princess Auto	Hardware/Retail
Rogers	Telecommunications
Sport Interaction	Sports Betting



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THANK YOU



REQUEST FOR DECISION

SUBJECT:	Grande Spirit Foundation – Letter of Support Seniors Self-Contained Project		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: MH
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration provide a letter of support to Grande Spirit Foundation for the construction of the new units at Pleasantview Lodge in Spirit River, Alberta.

BACKGROUND/PROPOSAL:

Grande Spirit Foundation provides affordable housing for Alberta's seniors through a management body comprised of twelve municipalities including Greenview, City of Grande Prairie, County of Grande Prairie, County of Saddle Hills, County of Birch Hills, Town of Sexsmith, Town of Beaverlodge, Municipal District of Spirit River, Town of Wembley, Town of Spirit River, Village of Hythe and the Village of Rycroft. The Foundation is governed by a Board of Directors who are subsequently governed by Ministerial Order, the Alberta Housing Act and Regulations and the Foundation's policies and procedures. The Ministerial Order and the Act provides Grande Spirit Foundation with operating requisitioning powers from the twelve (12) municipalities within its jurisdiction. The Edna Stevenson Manor and the Laura DeBolt Manor within DeBolt are two senior housing facilities owned by Grande Spirit Foundation within Greenview. These facilities are currently closed due to the unstable conditions of the creek bank located adjacent to the facilities. A new senior facility is currently under construction adjacent to DeBolt on Greenview owned land. The construction project is expected to be completed in 2022 with occupancy of two units available in the mid to later portion of this year.

A letter dated July 4, 2020, was received from Grande Spirit Foundation requesting support to borrow funds for a capital project. The letter communicated that the Province announced funding for a new Designated Supportive Living facility in Spirit River that will provide 92 units to accommodate replacement of the old lodge and provide a higher level of care for seniors.

In 2019, Grande Spirit Foundation conducted a needs assessment that confirmed the ongoing need for self-contained apartments throughout their region. Residents in the community of Spirit River put together a petition, requesting new seniors' self-contained units be considered as part of the new build. The land for

the designated supportive living facility in Spirit River has been provided by the Town of Spirit River, Saddle Hills County, Birch Hills County, Municipal District of Spirit River and the Village of Rycroft.

The Board voted in favor of adding a 24-unit seniors’ self-contained building for Spirit River, aligning with the Province of Alberta’s mandate of seniors aging in place. The project business case indicated it should have positive cash flow, not requiring additional requisition funds to support this project upon operational start up. Completing the project will require borrowing the capital funds, and at that time, the projected estimated cost was \$4 million.

Grande Spirit Foundation required a letter of support from each member municipality. Greenview submitted a letter dated August 25, 2020 with the following motion to Grande Spirit Foundation in support of their request for the project borrowing.

*MOTION: 20.08.420. Moved by: COUNCILLOR DALE GERVAIS
That Council approve Administration provide a letter of support to the Grande Spirit Foundation to borrow up to \$4 million capital funds for the construction of 24 new units at Pleasantview Lodge in Spirit River, Alberta.
CARRIED*

A letter dated February 8, 2022, was received from Grande Spirit Foundation addressed to all the member municipalities indicating that the Board has reviewed and approved application to the Canadian Mortgage and Housing Corporation’s (CMHC) Co-investment program that is part of the National Housing Strategy. CMHC provides a low interest rate and longer amortization period than regular commercial banking facilities providing a revenue positive on an annual basis for the building. This further aligns the strategic plan to create sustainable projects for Grande Spirit Foundation.

Grande Spirit Foundation staff and consultants identified the ability to add two more units to the building space from 24 to 26 without changing the original building structure that was planned for 24 units, adding these extra units further increases positive annual revenue for the building.

Grande Spirit Foundation has notified that during the past two years residential construction inflation has increased, resulting in an updated construction estimate of \$7,400,000.00, a \$3,400,000.00 increase.

Original Construction Estimate	\$4,000,000.00
Contingency estimate increased from 5% to 10%	+\$400,000.00
Addition of 1000 square foot multipurpose room and two additional suites	+\$500,000.00
Building size increased for circulation and building services	+\$500,000.00
Residential construction inflation	+2,000,000.00
Updated Construction Estimate	\$7,400,000.00

Grande Spirit Foundation is not requesting additional funds for the project from the municipalities, rather they are requesting a motion from Council that provides continued municipal support to the project, recognizing the increase in capital budget required for construction. If the recommended motion is approved,

Administration will send Grande Spirit Foundation a letter of support to assist them with acquiring the additional funds from the Canadian Mortgage and Housing Corporation's (CMHC) Co-investment program.

This letter of support request was previously reviewed by Council on March 22, 2022; however, Council deferred the motion until viewing a scheduled presentation by Grande Spirit Foundation at the Committee of the Whole:

MOTION: 22.03.147 Moved by: COUNCILLOR WINSTON DELORME

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

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

Against: Councillor Dale Smith, Councillor Burton

CARRIED

The following update of the progress on the senior housing project was posted June 3, 2022 on Saddle Hills County's website:



The governments of Alberta and Canada are celebrating the start of construction on a new \$24.8-million housing project that will provide needed homes for seniors with a range of care needs in Spirit River.

The new development will replace the Pleasantview Lodge and will have an increased capacity of 92 units. Of this, 40 units will be lodge spaces and 52 units will be designated supportive living spaces to help seniors age in the community as their care needs change.

Administration recommends providing a letter of support to Grande Spirit Foundation for the continued municipal support of the project as it aligns with Greenview's Strategic Plan to encourage development of elder, community and senior housing development.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will assist Grande Spirit Foundation with support in borrowing capital funds for the seniors self contained facility in Spirit River, Alberta.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Grande Spirit Foundation Request for a Continued Support Motion – Spirit River Seniors Self Contained New Build



Grande Spirit Foundation

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

February 8, 2022

To: all Grande Spirit Foundation Member Municipalities

RE: Request for Continued Support Motion - Spirit River Seniors Self Contained New Build

The provinces 92 unit continuing care and lodge project in Spirit River continues to progress quickly with shovel in ground expected in Spring/Summer of 2022.

Aligned with this project is the Seniors Self Contained (SCC) new building project Grande Spirit Foundation staff and consultants have been working on to be constructed beside the provinces building. Renderings and a Class D estimate for the SSC project have been completed and provided clearer estimates for construction budgeting.

Our effort with this letter is to create transparency to all our member municipalities regarding this new construction estimate and to highlight this project continues to be revenue positive with these changes.

Our board has reviewed and approved application to the Canadian Mortgage and Housing Corporation's (CMHC) Co-investment program that is part of the National Housing Strategy. CMHC provides a low interest rate and longer amortization period than regular commercial banking facilities providing a revenue positive on an annual basis for the building. This further aligns our strategic plan to create sustainable projects for Grande Spirit Foundation.

Staff and consultants identified the ability to add two more units to the building space from 24 to 26 without changing the original building structure that was planned for 24 units. Adding these extra units further increases positive annual revenue for the building.

Over the course of the past two years residential construction inflation has increased as shown in the table below.

Original Construction Estimate	\$4,000,000
Contingency estimate increased from 5% to 10%	+ \$400,000
Addition of 1000 square foot multipurpose room and two additional suites	+ \$500,000
Building size increased for circulation and building services	+ \$500,000
Residential construction inflation	+\$2,000,000
Updated Construction Estimate	\$7,400,000



Grande Spirit Foundation

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

To clarify, GSF is not requesting any extra funds for this project from municipalities, rather we are requesting a motion from your council that provides continued municipal support to the project recognizing the increase in capital budget required for construction.

In summary, the addition of the two units and accessing CMHC mortgaging continues to show positive revenue annually for this new build.

Please discuss this at your next Council meeting and provide a letter of support to our CAO, Steve Madden, via email smadden@grandespirit.org. We are happy to discuss this opportunity and assist with any questions with your perspective councils in person if requested.

Sincerely,

Judy Kokotilo-Bekkerus, Chair
Grande Spirit Foundation



REQUEST FOR DECISION

SUBJECT:	Grande Spirit Foundation – Letter of Support Regional Needs Assessment		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: MH
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to provide a letter of support to Grande Spirit Foundation for conducting a regional needs assessment survey.

BACKGROUND/PROPOSAL:

A request for a letter of support to conduct a Regional Housing Needs Assessment was received from Grande Spirit Foundation on April 8, 2022. A previous request from Grande Spirit Foundation was deferred by Council until after receiving a scheduled presentation from Grande Spirit Foundation to inform of the current operation and future plans. This presentation was made by Grande Spirit Foundation at the May 17, 2022, Committee of the Whole Meeting and for this reason the letter of support request for the survey was deferred by Administration to be presented in conjunction with the former request.

In 2019, Grande Spirit Foundation completed a Regional Needs Assessment that covered in high detail the statistical housing needs of the regional population with a purpose of accessing future funding through partners such as the provincial, federal governments (Canadian Mortgage and Housing Corporation CMHC) and private opportunities.

The 2020/21 provincial government completed a review of the housing sector to create a long-term vision for affordable housing and in 2021 completed the 10-year Stronger Foundations Affordable Housing Strategy. This strategy highlights a requirement for needs assessments to be completed to assist the Province in properly understanding housing supply strengths and opportunities. In addition, the Strategy indicates that future funding models are to be guided by these assessments.

The Grande Spirit Foundation Board of directors has discussed the local and regional needs assessments and have agreed that working together as a collective and unified board is important to the success of the region and have provided the following motion:

Resolution #1357 – Moved by J. Chelick to approve sending a letter requesting support for being part of the regional needs assessment. CARRIED

The Board is requesting each municipality provide a motion of commitment to support the existing “Regional Housing Needs Assessment” that speaks with one voice to the Province for the regional needs. Grande Spirit Foundation plans to update the 2019 Regional Seniors and Family Housing Needs Assessment Study in 2023 with the 2021 federal census data and make the report public for usage.

Administration recommends the approval of a Regional Housing Needs Assessment as to determine the housing needs for the region. This initiative aligns with Greenview’s 2022 – 2025 Strategic Plan to encourage the development of elder, community and senior housing.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will be approving a housing assessment survey that will reveal important information regarding the needs of the region.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will follow-up with Grande Spirit Foundation accordingly with Council’s decision.

ATTACHMENT(S):

- Grande Spirit Foundation Request for a Letter of Support – Regional Housing Needs Assessment



Grande Spirit Foundation

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

8 April 2022

To all Grande Spirit Foundation Member Municipalities

MD of Greenview #16
PO Box 1079
Valleyview, AB
T0H 3N0

RE: Letter of Support - Regional Housing Needs Assessment

In 2019, Grande Spirit Foundation completed a "Regional Needs Assessment that covered, in high detail, the statistical housing needs of our regional population with a purpose of accessing future funding through partners such as the provincial, federal governments (CMHC) and private opportunities.

In 2020/21 the provincial government completed review of the housing sector to create a long-term vision for affordable housing and in 2021 completed the 10-year Stronger Foundations Affordable Housing Strategy.

This strategy highlights a requirement for needs assessments to be completed to assist the province to properly understand housing supply strengths and opportunities with future funding models to be guided by these assessments. Grande Spirit Foundation appreciates the high value of a regional needs assessment. Together with the G5 municipalities (Saddle Hills County, Birch Hills County, MD of Spirit River, Town of Spirit River and the Village of Rycroft), we successfully leveraged a needs assessment for our Spirit River project to access over \$24 million for the provincially announced Spirit River Lodge replacement and new Continuing Care facility.

The province has indicated that any municipality can complete their own needs assessment if so desired and we have attached a copy of the form the province has circulated for usage and submission.

GSF board of directors has discussed local and regional needs assessments and have agreed that working together as a collective and unified board is important to the success of the region and have provided the following motion:

RESOLUTION # 1357 – Moved by J. Chelick to approve sending a letter requesting support for being part of the regional needs assessment.

CARRIED

Given our board's interest in partnering with Alberta Seniors and Housing and our commitment into the 10-year Stronger Foundations Affordable Housing Strategy, our GSF board of directors is requesting each municipality provide a motion of commitment to support the existing "Regional Housing Needs Assessment" that speaks with one voice to the province for our regional needs. GSF has attached a copy of our 2019 Needs Assessment and is planning to update this assessment in 2023 with 2021 federal census data and make the report public for usage.



Grande Spirit Foundation

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

Please discuss this at your next Council meeting and provide a letter of support to our CAO, Steve Madden, via email smadden@grandespirit.org. Should you have any questions please contact our CAO via email smadden@grandespirit.org or by phoning the office number below.

Sincerely,

Judy Kokotilo-Bekkerus
Chairperson
Grande Spirit Foundation

cc Board of Directors
Grande Spirit Foundation

Steve Madden, CAO
Grande Spirit Foundation

Housing Needs Template

PART 1: Key Indicators & Information

Municipality (CSD): _____

Date of Completion (MM/YYYY): _____

Population

Population: _____ change from _____ : _____ %
StatCan Census 2021 StatCan Census 2016 5-year per cent change

Projected population in 5 years: _____ : _____ %
Population projection in 2026 5-year per cent change

Households: _____ change from _____ : _____ %
StatCan Census 2021 StatCan Census 2016 5-year per cent change

Projected households in 5 years: _____ : _____ %
Population projection in 2026 5-year per cent change

Average household size: _____ Projected average household size in 5 years: _____

Median age: _____ Projected median age in 5 years: _____

Seniors 65+: _____ % Projected seniors 65+ in 5 years: _____ %

Owner households: _____ % Renter Households: _____ % Renters in subsidized housing: _____ %

Comments on population and household projections as well as other population considerations:
 (e.g. shadow population, such as the homeless, transient/seasonal workforce, etc.)

Income / Economy

Median Household Income

All households: \$ _____ Renter households: \$ _____ Owner households: \$ _____

Income Data Source: _____ Reporting Year: _____
Municipal or Federal

Economic Indicators

Reporting Region: _____ Participation Rate: _____ % Unemployment Rate: _____ %
Municipal or Regional

	<i>Bachelor</i>	<i>1 Bedroom</i>	<i>2 Bedroom</i>	<i>3 Bedroom</i>	<i>4+ Bedroom</i>
Median Market Rent	\$	\$	\$	\$	\$
Vacancy Rate	%	%	%	%	%

Please provide current municipal/regional housing policies and key initiatives that enable affordable housing (e.g. tax exemptions, inclusionary zoning), as well as any current local community plans and regional growth strategies (established within the last five years):

--	--	--	--	--

Please provide findings from community consultations undertaken on housing needs with persons, organizations, authorities, or community groups (including Indigenous groups) serving the following priority low- to moderate-income populations*:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Indigenous peoples • People with disabilities • Women and children fleeing violence • People at risk of homelessness or transitioning out of homelessness supports • People at risk of health and safety in current accommodation • Seniors | <ul style="list-style-type: none"> • People dealing with mental health and addiction • Youth exiting government care • Veterans • Recent immigrants and refugees • Racialized groups • LGBTQ2S+ people |
|--|--|

*These target populations align with groups of people identified as those in greatest need in the Government of Canada's National Housing Strategy.

--	--	--	--	--

PART 2: Municipal Key Findings & Priorities

Housing Supply

Please summarize the number of non-market housing units in the community:

	Existing Units	Committed or Under- development	Current Unit Deficit (need)	Current Accessible Unit Deficit (need)	Total Projected Unit Deficit (5-years)
Community Housing					
Senior Self Contained					
Seniors Lodge					
Seniors Housing (Other)					
Non-Market Affordable Housing					
Permanent Supportive Housing					
Special Needs					
Indigenous Housing					
Emergency Shelters					
Rent Supplement					
Other					

Municipal Priorities

Please list the top 3 priority housing types for the municipality and the number of units needed.

<i>Top 3 Priorities (Housing Type)</i>	<i>Current Unit Deficit (Need)</i>	<i>Projected Unit Deficit (5-years)</i>
1.		
2.		
3.		
Other Priorities:		

Key Findings

Provide rationale / key findings to support the top housing priorities listed above:

Priority 1: _____

Total Units: _____ Vacancy Rate: _____ Waitlist (if available): _____

Key Findings/Comments:

--	--	--

Priority 2: _____

Total Units: _____ Vacancy Rate: _____ Waitlist (if available): _____

Key Findings/Comments:

--	--	--

Priority 3: _____

Total Units: _____

Vacancy Rate: _____

Waitlist (if available): _____

Key Findings/Comments:

--	--

Other Priorities: _____

Key Findings/Comments:

--	--



REQUEST FOR DECISION

SUBJECT:	Letter of Support for Highway 40X Development		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER: KK
DEPARTMENT:	ECONOMIC DEVELOPMENT	DIR: MH	PRESENTER: KK
STRATEGIC PLAN:	Economy	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve a Letter of Support to the County of Grande Prairie for Highway 40X development.

BACKGROUND/PROPOSAL:

The proposed Highway 40X expansion between Highway 43, west of Grande Prairie to Highway 40, south of Grande Prairie will be a key piece of road infrastructure allowing heavy truck traffic quicker access to the industrial regions of Greenview, south of the Wapiti River.

The County of Grande Prairie has requested a Letter of Support as they continue to work diligently to ensure this key infrastructure project advances through Alberta Transportation and the Provincial government.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion, is Greenview will provide a neighbouring regional municipal partner with additional support to this key infrastructure development.
2. The benefit of Council accepting the recommended motion is that the proposed project may be beneficial to Greenview with no associated cost at this time.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Council has the option to alter, amend or decline the recommend 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:

Upon Council approval, Administration will forward a signed letter of support to the County of Grande Prairie #1.

ATTACHMENT(S):

- County of Grande Prairie Letter of Support Request

From: [Hetti Huls](#)
To: [Teresa Marin](#)
Subject: Highway 40X connector Letter of Support Request
Date: June 23, 2022 1:20:17 PM
Attachments: [image003.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Teresa,

The County of Grande Prairie has been advocating for the development of the Hwy 40X SW connector. We will greatly appreciate receiving a letter of support from MD of Greenview for this initiative. A [template letter](#) is available, please modify it as you deem appropriate. Please note the letter could be addressed directly to the Minister if your organization is comfortable with this, or the letter could be addressed to the Reeve and Council and we will make sure the Minister receives copies of these letters. We also will appreciate gaining greater knowledge and understanding of the impacts of this highway will have on your business as this will equip us with more powerful information in support of this project.

If sending the letter to the Minister, please email the signed letter to transportation.minister@gov.ab.ca and ryan.hastman@gov.ab.ca and **copy me** on it, please.

Background:

On January 13, the County of Grande Prairie met with the Honourable Rajan Sawhney, Minister of Transportation to receive an update on progress on the Highway 40X Southwest Connector.

Highway 40 serves several large industrial developments ranging from oil/gas, forestry and proposed blue hydrogen projects while Highway 43 is a crucial provincial highway that is also part of the CANAMEX/North-South Trade Corridor that links Canada to Mexico through the United States. There is currently over \$16 billion in new private investment slated for the region which is solely serviced by Highway 40 and Highway 43. Despite this, there is a lack of highway connectivity in the area which is a rarity in the province and a major reason why Highway 40X is vital to economic growth, highway safety and supply chain resiliency.

Coming away from that meeting, we were encouraged by Alberta Transportation's commitment to review funding options to begin preliminary engineering and land acquisition in 2022, as well as giving consideration for future discussion regarding including construction funding as part of the next capital planning process. The project is of immense importance to the County, the region, and Alberta.

As a preliminary engineering procurement and land acquisition can be a lengthy process, we are hopeful that Alberta Transportation will soon provide an update on the status of these project milestones being met. We understand that care needs to be taken with a project of this scale and have requested an opportunity to provide input and feedback while options are being developed.

Thank you,

Hetti Huls

Economic Development Officer

County of Grande Prairie

Phone: 780-532-9722 Ext. 1201

Cell: 780-831-8864

Fax: 780-539-7686

Web: www.countygp.ab.ca

Address: 10001 - 84 Avenue, Clairmont, AB T8X 5B2

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"The County of Grande Prairie No. 1 focuses on people, their quality of life and diversity of opportunity while enabling success through cooperation and progressive leadership."

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REQUEST FOR DECISION

SUBJECT: **2022 Spring Grants**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: July 12, 2022
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Culture, Social & Emergency Services

REVIEWED AND APPROVED FOR SUBMISSION
CAO: SW
DIR: MH
LEG:

MANAGER:
PRESENTER: LL

RELEVANT LEGISLATION:

Provincial (cite) –N/A

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

RECOMMENDED ACTION:

MOTION: That Council authorize funding to the 2022 Spring Community Grant recipients in the amount of \$177,596.31, as presented, with funds to come from the Community Services Miscellaneous Grant Budget.

BACKGROUND/PROPOSAL:

On June 21, 2022, the Committee of the Whole reviewed and recommended that Council disburse the 2022 Spring Community Grants as indicated on the 2022 Approved Spring Grant Listing (attached). The Committee of the Whole reviewed each of the grant applications during the meeting and made recommendations accordingly with the resulting “2022 Approved Spring Grant Listing”.

The 2022 Community Service Miscellaneous Grant Budget is \$1,500,000.00. Council approved the 2022 Approved Grant Listing at the January 25, 2022, Regular Council meeting in the amount of \$681,505.37 and \$20,138.39 has been approved in sponsorships and donations. The balance of the 2022 Community Service Miscellaneous Grant Budget as of July 11, 2022 is \$798,356.24, with the approval of the 2022 Spring Grant Listing (attached) in the amount of \$177,596.31, the balance of the 2022 Community Service Miscellaneous Grant Budget would be \$620,759.93.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the grant applicants can make a fiscal plan accordingly with the response of their application.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to take no action or amend the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$177,596.31

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications for the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the grant applicants of Council's decision.

ATTACHMENT(S):

- Spring 2022 Approved Grant Listing

2022 Grant Listing (Spring Deadline)

620,759.93		BUDGET TOTAL
		Operating Requested
Grant Applicant:		
1	Cranberry Rodeo Association	\$ 25,000.00
2	Grande Cache Historical Society	
3	United Way Alberta Northwest	\$ 16,000.00
4	Silver Birch Golf Club (Fox Creek)	
5	Silver Birch Golf Club (Fox Creek)	\$ 40,000.00
6	Swan City Snowmobile Club	
7	Prairie Rose 4-H Club	\$ 2,000.00
8	Valleyview Gymnastics Club	
9	Grande Cache Otters Swim Club	
10	Grande Cache Golf & Country Club	\$ 30,000.00
11	Grande Cache Golf & Country Club	
Operating and Capital Totals:		\$ 113,000.00
Grand Total:		\$494,31

		Recipients within Greenview	\$ 102,596.31
		2022	
Capital Requested	Total Amount Requested	Operating Approved	Capital Approved
	\$ 25,000.00	\$20,000.00	
\$ 13,000.00	\$ 13,000.00		\$13,000.00
	\$ 16,000.00	\$0.00	
\$ 50,000.00	\$ 50,000.00		\$ 10,000.00
	\$ 40,000.00	\$ 20,000.00	
\$ 165,000.00	\$ 165,000.00		\$ 75,000.00
	\$ 2,000.00	\$ 2,000.00	
\$ 10,252.31	\$ 10,252.31		
\$ 83,129.13	\$ 83,129.13		\$ 7,596.31
	\$ 30,000.00	\$ 20,000.00	
\$ 60,000.00	\$ 60,000.00		\$ 10,000.00
\$ 381,381.44		\$ 62,000.00	\$ 115,596.31
81.44		\$177,596.31	

Recipients outside Greenview	\$ 75,000.00
Approved Grants	
Approved	Comments
\$ 20,000.00	
\$ 13,000.00	
\$ -	UNTIL PRESENTATION IN GC COTW
\$ 10,000.00	TOTAL AMOUNT FOR 2022
\$ 20,000.00	TOTAL AMOUNT FOR 2022
\$ 75,000.00	
\$ 2,000.00	
\$ -	NOT APPROVED
\$ 7,596.31	
\$ 20,000.00	TOTAL AMOUNT FOR 2022
\$ 10,000.00	TOTAL AMOUNT FOR 2022

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REQUEST FOR DECISION

SUBJECT:	DeBolt & District Agricultural Society Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –Bylaw 22-900-Schedule of Fees

RECOMMENDED ACTION:

MOTION: That Council approve a grant up to \$22,000.00 to the DeBolt & District Agricultural Society for the municipal water connection fee and installation of water to the property line at the DeBolt Sports Field for the DeBolt outdoor skating rink, with funds to come from the Community Services Miscellaneous Grant Budget.

BACKGROUND/PROPOSAL:

The DeBolt & District Agricultural Society have started their project of installing an outdoor skating rink at the DeBolt Sports Field. The cement pad is poured, and the arena boards will be installed this spring. The project is anticipated to be completed for use this winter. There will be no cost to use the rink and it is anticipated that it will be utilized by approximately 400 people. The next step in the project is to have a water line installed at the DeBolt Sports Field to help primarily with flooding the rink, and this will also provide fresh water for campers and for use in the concession stand.

Greenview Administration received a letter from the DeBolt & District Agricultural Society requesting Council's consideration of waiving fees for the water installation to include connections fees and installation to the property line and meter. The installation deposit fee to install from the main line to the property line per Bylaw 22-900 is \$8,000.00, this is a deposit only. The Landowner is responsible for the total cost of installation from the mainline to the property. The connection fee is \$500.00 per the Bylaw 22-900, this includes one standard 5/8 x 3/4 Meter. The landowner shall pay for each additional meter, or the cost for supplying and installing larger or specialty meters. Administration has obtained 3 quotes from local businesses to install a water service to the DeBolt Sports Field, the quotes are \$7,290.00, \$12,000.00, and \$10,311.00 (see attached). The quotes only include running a service and installing a CC valve at the property line. If additional work is required to be done outside of the scope of work, there would be an additional cost (i.e. paving etc.).

In 2021 Greenview Council awarded the DeBolt & District Agricultural Society a \$68,000.00 capital grant for the cost of the cement pad installation and supplies for the DeBolt outdoor skating rink project. The DeBolt

& District Agricultural Society has received a donation of used rink boards from a local business and have many community volunteers who have been involved in this project, including installing the rink boards and applying new puck board.

Municipal Affairs has advised Administration that Greenview cannot waive fees established in Bylaw 22-900 Schedule of Fees by resolution. Administration recommends providing a grant up to \$22,000.00 for the connection fee for installation of water lines to the property line which would allow for incidentals not included in the provided quotes (i.e. hydrovac).

The following table is a breakdown of the budget required to complete the water connection project

Description	Cost (exclusive of GST)
Highest construction estimate from 3 rd party	\$12,000.00
Contingency Fee	\$1,500.00
Connection Fee per Bylaw 22-900	\$500.00
Installation Deposit Fee per Bylaw 22-900	\$8,000.00
TOTAL	\$22,000.00

The balance of the Community Services Miscellaneous Budget as of July 11, 2022, is \$798,356.24.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview would be supporting a community project that will enhance the physical wellbeing of Greenview residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$22,000.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the DeBolt & District Agricultural Society of Council's decision.

ATTACHMENT(S):

- Letter Request
- Contractor Quotes
- Scope of Work Maps



Received April 21, 2022

April 21, 2022

RE: Water for DeBolt Sports Field

M.D. of Greenview Council and Administration,

The DeBolt & District Agricultural Society has been able to proceed with the skating rink purchase and installation at the DeBolt Sports Field. It is thanks to the M.D. of Greenview, our volunteers and a few other organizations that our dreams are becoming a reality.

The cement pad is poured and we are awaiting the installation of the arena boards this spring. We are working to have all aspects of this project complete and ready for winter.

Our next step is to have water line installed at the field. An onsite water source will help with flooding the rink, provide fresh water for campers and in the concession stand. The addition of this service will help improve and increase the utilization of this community facility.

We would like to request the consideration of fees being waived for the water installation by the M.D. of Greenview to include connection fees, installation to the property line and meter.

We appreciate the ongoing assistance the M.D. of Greenview provides to the DeBolt & District Agricultural Society and our community. Without your support, organizations such as ours would not be possible.

If you would like to discuss this further or have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Treena D'Aoust'.

Treena D'Aoust

President

Northpoint Contracting

June 2 2022

Box 573

Valleyview, AB

T0H3N0

Dean Adolphson Ph. 780-524-9538 Email-dean.northpoint@outlook.com

Municipal District of Greenview No. 16

4806 36 Ave. Box 1079 Valleyview, Alberta T0H3N0

Atten; Eric Ungstad

Utilities Supervisor

Debolt Ball Diamond Service Quote

To supply manpower, materials and equipment to install water service to Debolt ball diamonds as per scope of work provided by Utilities Department, MD of Greenview # 16.

Total cost; \$7290.00

Dean Adolphson

Northpoint Contracting

Lisa Lenentine

From: Eric Ungstad
Sent: June 3, 2022 9:31 AM
To: Lisa Lenentine
Subject: FW: Debolt Ball Diamond Service quote
Attachments: Debolt Overview.pdf; Debolt Ball Diamond.pdf

From: pat mayne <pmayne@live.ca>
Sent: May 16, 2022 12:21 PM
To: Eric Ungstad <Eric.Ungstad@MDGreenview.ab.ca>
Cc: pat mayne <pmayne@live.ca>
Subject: Re: Debolt Ball Diamond Service quote

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Summor Holdings can perform this scope of work for the price of \$12,000.0

If there is hydrovac required to expose main or any utilities that may need to be crossed that would be at owners expense or alternatively cost plus 15 percent of Summor Holdings is to provide

Regards
Pat Mayne

On May 12, 2022, at 3:25 PM, Eric Ungstad <Eric.Ungstad@mdgreenview.ab.ca> wrote:

Could you please provide me with a quote for the following work in DeBolt?
I've attached a couple of maps one showing the general area and the other showing the job in red.

Scope of Work:

- * Tie into the existing 150mm DR 18 PVC WAT and install a 1.5" service saddle.
- * Install roughly 20 meters of 1.5" Municipal Poly at minimum bury depth of 2.80 meters from service saddle to CC valve
- * Install a 1.5" CC valve at property line with 3 meters 1.5" municipal poly stub at a minimum bury depth of 2.8 meters
- * Bedding 1ft below and 1 ft above the pipe with bedding sand.
- * Back fill and Landscaping to return to original lay of the land
- * Remove any spoil piles
- * Add 4 inches of topsoil to disturbed areas and seed with grass.

Thanks, Eric Ungstad

Eric Ungstad
Utilities Supervisor
Municipal District of Greenview No. 16 | 4806 36 Ave. Box 1079 Valleyview, Alberta T0H 3N0
Tel: 780-524-7600<<tel:780-524-7600>> | Fax: 1-780-524-4307<<tel:1-780-524-4307>> | Toll Free: 888-

524-7601<<tel:888-524-7601>>

[524-7601](tel:866-524-7608)> | 24/7 Dispatch: 866-524- 7608<<tel:866-524-7608>> | Direct: <tel:>
mdgreenview.ab.ca<<http://www.mdgreenview.ab.ca/>> | Follow us on Twitter
@mdofgreenview<<https://twitter.com/mdofgreenview>>

[https://mdgreenview.ab.ca/wp-content/uploads/2021/02/MD_Greenview_Email_Logo.png]

This communication, and its attachments, is confidential and intended for the addressee(s) only. If you are not the intended recipient, please notify us of our error, and disregard and delete the communication. Unauthorized use, disclosure, copying, forwarding or alteration of this communication may be unlawful.

Thank you.

Ron's Trenching Ltd.

PO Box 30
Crooked Creek, AB T0H 0Y0

Estimate

Date	Estimate #
2022-05-19	109

Name / Address
MD of Greenview 4806 36 Ave Valleyview, AB T0H 3N0

P.O. No.

Item	Description	Qty	Unit	Rate	Total
Sand	Fill sand	32		30.00	960.00
Fittings & plu...	saddle, cc, and misc			1,500.00	1,500.00
2013 JD 160G	trackhoe	22		180.00	3,960.00
Man hours	Labourer	20		60.00	1,200.00
Service Truck	Service Truck	10		90.00	900.00
Trenching	hydrovac	5		260.00	1,300.00
	GST on sales			5.00%	491.00

Any Hydrovac-ing For
other water line is
Extr.

Terms and Conditions of Sale:

Payment of 50% of Total Invoice is required on all Quotes greater than \$6000.00 before we can start any work unless otherwise authorized. Full payment due upon final Invoice. A service charge of 2% per month will be charged on all accounts past 30 days due unless otherwise authorized.

Upon signing this estimate the customer agrees to the terms, services, and prices described.

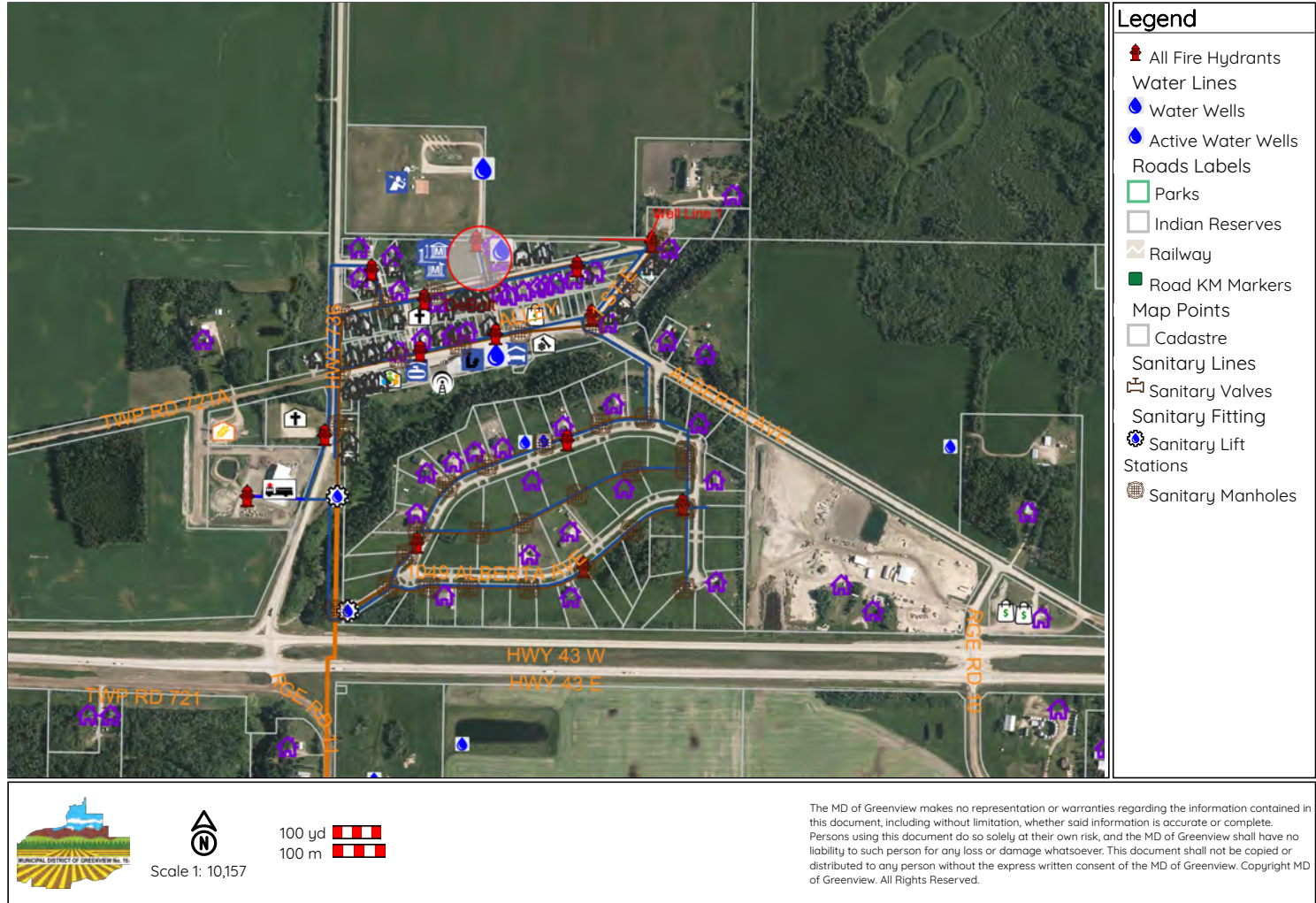
Subtotal \$9,820.00

Sales Tax Total \$491.00

Total \$10,311.00

GST/HST No.

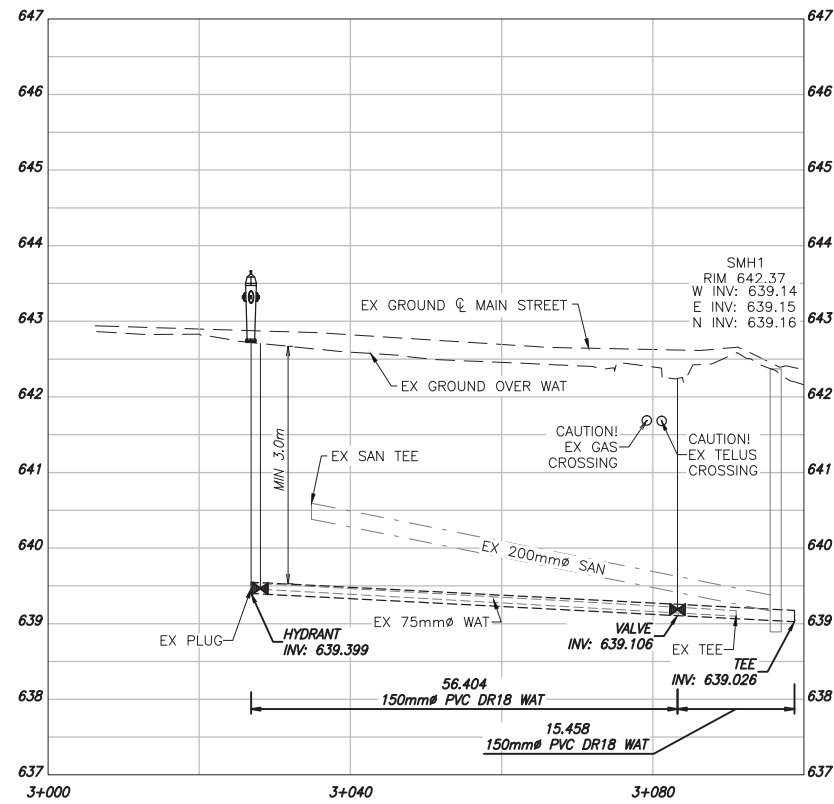
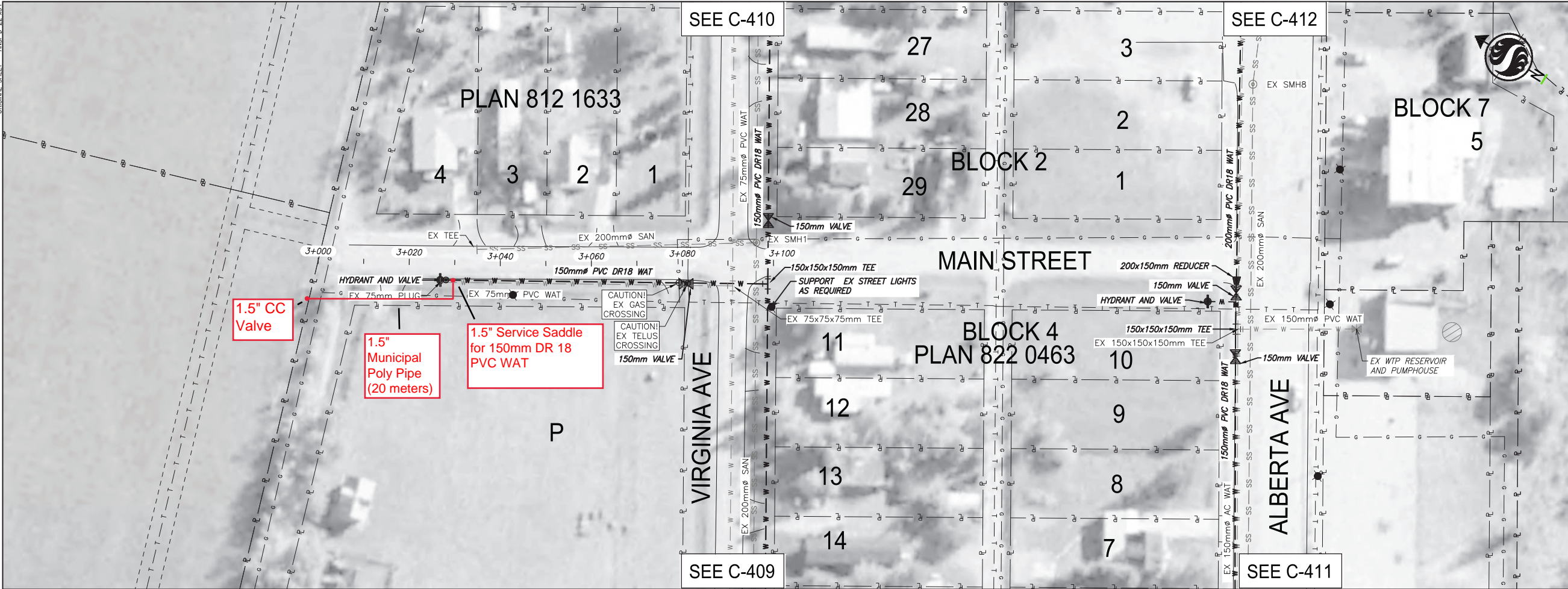
Signature _____



MD of Greenview

MD of Greenview

Date Created: 5/12/2022

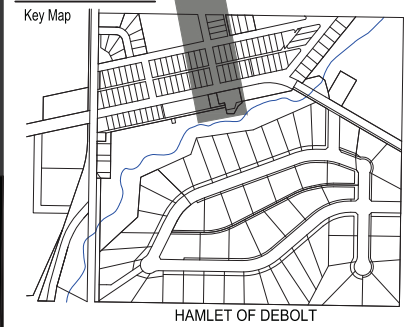


Stantec Consulting Ltd.
1100, 4900-50 Street
Red Deer AB Canada
T4N 1X7
Tel. 403.341.3320
Fax. 403.342.0969
www.stantec.com

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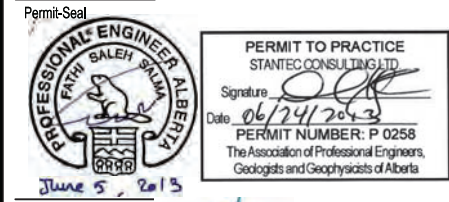
- Notes
1. EXISTING WATER PIPES & FITTINGS TO BE ABANDONED
 2. ALL EXISTING WATER SERVICES (NOT SHOWN) TO BE LOCATED AND RECONNECTED TO PROPOSED WATER PIPES
 3. NEW WATER SERVICE SUBS TO BE PROVIDED AS SHOWN. EXACT LOCATIONS TO BE DETERMINED IN FIELD

Legend



5			
4			
3			
2			
1			
Revision	By	Appd.	YY.MM.DD
E			
D	ISSUED FOR CONSTRUCTION	MM	FS 13.09.04
C	ISSUED FOR APPROVAL	MM	FS 13.06.24
B	ISSUED FOR TENDER	MM	FS 13.06.24
A	ISSUED FOR REVIEW	MM	FS 13.03.18
Issued	By	Appd.	YY.MM.DD

Saved: McAleese, Meagan - July 26, 2013 - 8:54 AM
Client Number 88434
Dwn. Chkd. Dsgn. yyyy.mm.dd



HAMLETS OF RIDGEVALLEY & DEBOLT
WATER & SEWER IMPROVEMENTS
M.D. OF GREENVIEW, ALBERTA

Title
DEBOLT
PLAN AND PROFILE
STATION 3+000 TO 3+100

Project No. 113929286
Drawing No. C-407
Scale 1:500H 0 5 15 25m
1:50V 0 0.5 1.5 2.5m
Issue/Revision



REQUEST FOR DECISION

SUBJECT: DeBolt Senior Housing – Cost of Finalizing the Housing Project
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: July 12, 2022
DEPARTMENT: COMMUNITY SERVICES
STRATEGIC PLAN: Culture, Social & Emergency Services

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

MANAGER:
PRESENTER: MH

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Cost of Finalizing the DeBolt Senior Housing Project report for information, as presented.

MOTION: That Council authorize Administration enter into an agreement with Grande Spirit Foundation to provide a grant to a maximum of \$930,000.00, conditional on the DeBolt local community contributing \$350,000.00, for three additional senior housing units adjacent to the new senior housing development near DeBolt, with funds to come from Community Services.

MOTION: That Council allocate additional budget to a maximum of \$930,000.00 to Community Services from the unrestricted reserve.

BACKGROUND/PROPOSAL:

At the June 14, 2022, Council meeting, Administration was directed to work in conjunction with Grande Spirit Foundation to bring back the costs of finalizing the DeBolt Senior Housing Project.

At the May 17, 2022, Committee of the Whole Meeting, Grande Spirit Foundation provided a presentation on the operations of their organization in Greenview. A DeBolt Senior Centre Project Review report was presented by Velocity Group, a surveying and engineering company contracted by Grande Spirit Foundation, the report included the costs of additional seniors housing units near the existing new housing. The cost associated with the request for four additional senior housing units was included and presented as follows:

Description:	Associated Funds Required:
Site works, servicing, and installing three (3) additional buildings:	\$1,630,000.00
• \$1,130,000.00 Building purchase and install	

<ul style="list-style-type: none"> • \$370,000.00 siteworks and servicing • \$90,000.00 engineering • \$40,000.00 GSF Administration 	
Alberta Social Housing Corporation contribution:	\$350,000.00
Potential local community contribution:	\$350,000.00
Remaining funding required from Greenview for the building:	\$930,000.00
<ul style="list-style-type: none"> • \$580,000.00 construction funds • \$350,000 site works/project management 	
Total:	\$3,260,000.00

To-date Greenview has contributed the following for the DeBolt Senior Housing project:

Description:	Amount:
Land Purchase	\$65,000.00
Grant - DeBolt Senior Housing Project	\$468,000.00
Total to-date:	\$533,000.00

Administration recommends entering into an agreement with Grande Spirit Foundation to provide a grant to a maximum of \$930,000.00 for the three additional senior housing units, conditional to the DeBolt community group contributing \$350,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that it aligns with the Strategic Plan 2022 – 2025 to encourage development of elder, community and senior housing.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended action is that the expected shortfall up to the amount of \$930,000.00 to Community Services in the 2022 calendar year will have an impact of reducing the unrestricted reserves available for distribution.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$930,000.00 from Community Services

Ongoing / Future Costs: Future requisition costs from Grande Spirit will increase due to the added operational expenses of the additional buildings. The unrestricted reserve may be impacted when Community Services has a shortfall of \$930,000.00 for the 2022 calendar year.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will proceed with the agreement and funding in accordance with Council's approval of the recommended motion.

ATTACHMENT(S):

- Grande Spirit Foundation - DeBolt Housing Letter for Extra Buildings
- Grande Spirit Foundation PowerPoint Slide Presentation – Costs of Additional Buildings



Grande Spirit Foundation

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

March 22, 2022

Tom Burton
Municipal District of Greenview
Box 1079
4806 36 Avenue
Valleyview, AB T0H 3N0

Re: DeBolt Seniors Housing Construction Estimate

Grande Spirit Foundation looks forward to continued collaboration with the community, municipality, and province to try to replace units in DeBolt that were lost due to environmental site factors and retired Provincial Housing units Laura DeBolt and Edna Stevenson manors.

We are pleased to update works on the new site are near completion and we are in the process of having a new modular duplex delivered to the community. The building manufacturer estimates that the duplex will be ready for delivery and install in May 2022 and we look forward to completing any final items to allow occupancy to follow the installation.

The total project committed cost for municipal infrastructure upgrades, site development and purchase of the first duplex was \$1,083,000. This amount is reflective of our estimate to complete the project which originally supported municipal infrastructure upgrades (road, water, sewer), site construction works and future landscaping.

Covering a portion of these costs were funds from the Municipal District of Greenview's \$468,000 grant to complete municipally owned infrastructure upgrades and site works. From this amount the \$468,000 is committed with a current overage of \$10,300 into municipal infrastructure and site works.

As per the attached letter, DeBolt community members have requested the installation of three more modulars. Grande Spirit Foundation had requested our consultants provide an estimated budget for these additional three duplex modulars. The budget estimate for these additional duplexes (buildings 2, 3 and 4) including a project administration fee to Grande Spirit Foundation of 2.5% of project value, is \$1,630,000. This estimate is inclusive of further required site development, building purchase, building installation, site servicing, and landscaping. A third party estimate exclusive of Grande Spirit's administration fees is included with this letter. The budget assumes all site work will be completed in 2022 and an inflation adjustment is required if the project is delayed to later years.

In alignment with the community's request, in December of 2021, GSF had approached Alberta Seniors and Housing for an additional \$350,000 to pay for a second building. In March of 2022 the request was approved by the ministry, supporting our planning for this second building. This allows \$350,000 to be subtracted from the \$1,630,000 estimate.



Grande Spirit Foundation

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

Should the community proceed and fundraise \$350,000 for building 3 this would leave \$930,000 required to complete the project. This \$930,000 includes \$350,000 for the purchase of building 4 and required site construction and building installation costs for buildings 2, 3, and 4. Site construction will need to be completed to prepare for any future buildings. Therefore, estimated site construction funds of \$580,000 are required to proceed with needed site works along with \$350,000 for building four.

This is an important project that is intended to support housing in the community of DeBolt and we hope that we can work together towards any options so that can bring the total number of units back to the community. On an annual basis, Grande Spirit Foundation has included this project in our business plan requesting capital support and, upon board approval to proceed, would be happy to include it again in our upcoming business plan should best choice be to await future provincial funding opportunities to cover the \$930,000 required.

We are happy to discuss this project further at your earliest convenience and moving it to success to support the community.

Sincerely,

Steve Madden, CAO
Grande Spirit Foundation

cc: Judy Kokotilo-Bekkerus, Chairperson, Grande Spirit Foundation

Attachments:

DeBolt Senior Centre, Total Cost Estimate for Three (3) Additional Buildings, *Velocity Group Surveying and Engineering*

DeBolt community letter request for additional buildings and potential fundraising *Marvin Moore*

March 10, 2022
File No. 190 507

**GRANDE SPIRIT FOUNDATION
DEBOLT SENIOR CENTRE
TOTAL COST ESTIMATE FOR THREE (3) ADDITIONAL BUILDINGS**

Project Background

1. Grande Spirit Foundation (the Client) constructed and serviced a new lot in DeBolt, AB to accommodate one (1) pre-manufactured building. The site works and servicing was completed in 2021 and the building is set to arrive in spring of 2022.
2. The Client has requested a cost estimate be provided to account for all costs associated with purchasing and installing three (3) additional buildings at the new site and the required site works and servicing.
 - a. It is assumed the extra building will be supplied and installed by Jandel Homes through a change order.
 - b. It is assumed the extra site work will be done by Wapiti through a change order.
3. The following page contains a cost estimate for the Client's consideration.

Should you require further discussion, please contact the undersigned.

Prepared by,
Velocity Group

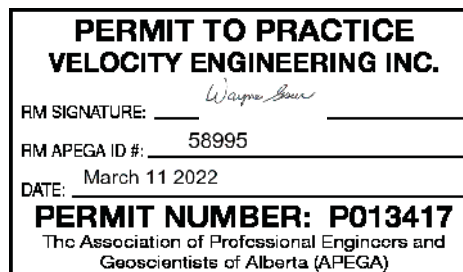
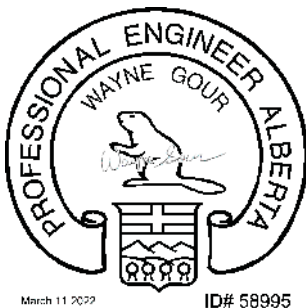
Nicholas Fraser

Nick Fraser, E.I.T.
Project Manager

Reviewed by,

Wayne Gour

Wayne Gour, P.Eng.
Project Engineer



INSTALL THREE (3) NEW BUILDINGS IN 2022

1. Purchase and Installation of Three (3) Buildings

a. Purchase and Install Three (3) Pre-manufactured Buildings (Rounded Quote from Jandel Homes)	810,000
b. On-site Installation	216,000
c. <u>Contingency @ 10%</u>	<u>104,000</u>
TOTAL	1,130,000

2. Siteworks and Servicing 2022 for East Half of Parking Lot and Three (3) Buildings

a. Construction Work	240,000
b. <u>Contingency @ 10%</u>	<u>25,000</u>
TOTAL	265,000

3. Shallow Utilities for Three (3) Buildings (Gas, Power, Communications) 105,000

4. Engineering 80,000

5. Materials Testing 10,000

TOTAL ESTIMATED PROJECT COST	1,590,000
-------------------------------------	------------------

Notes:

- *The above estimate does not include a value for G.S.T.*
- *Costs are for conducting all work in 2022. To obtain 2023 values, increase costs by 10% to account for inflation and market volatility.*

6.0 Budget for Additional Buildings

Work Item	Estimated Cost
Scope	Purchase and install three additional duplexes for site.
Total Site Suite Count	8
Building purchase and install	\$1,130,000
Siteworks and Servicing	\$ 370,000
Engineering	\$ 90,000
GSF Administration	\$ 40,000
Total	\$ 1,630,000
Grand Total for current and future work for 8 suites	\$ 2,713,000

Notes:

- Prices do not include G.S.T.
- The above items include costs for a 10% contingency
- Costs assume 2022 purchasing.

5.0 Where did costs increase?

Change	Budget Increase
Material costs for construction of manufactured duplex increase from 2019 to present.	\$200,000
Higher than normal inflation from 2019 to present.	\$110,000
Wider road, sidewalks and ditches requested by Municipality not in original estimate.	\$30,000
Project delays due to scope changes in insufficient project budget.	\$20,000
Contingency increased to match budget increases.	\$35,000
Total	\$395,000

7.0 Request for Additional Funding

- Required additional funding for site works, servicing, and installing three (3) additional buildings: \$ 1,630,000
 - Alberta Social Housing Corporation contribution: \$ 350,000
 - Potential local community contribution: \$ 350,000
 - Remaining funding needed: \$ 930,000
- Programs
 - CMHC – RHI program funding requests 2020 and 2021. Re-announced in 2022, awaiting application intake opening.



REQUEST FOR DECISION

SUBJECT: **Policy 1029 Records Management**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: July 12, 2022
DEPARTMENT: CORPORATE SERVICES
STRATEGIC PLAN: Governance

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

RELEVANT LEGISLATION:

Provincial –

- CAN/CGSB-72.34-2017 Electronic Records as Documentary Evidence; and,
- ISO 15489-1:2016 Information and documentation - Records management - Part 1: General

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1029 “Records Management” as presented.

BACKGROUND/PROPOSAL:

The revised Records Management policy provides a means of facilitating good record keeping practices and aims to foster accountability and transparency in records management, by explaining staff’s responsibilities in greater detail.

The policy directs each department to appoint a member of their team to be the overseer of proper record filing in that department. Policy 1029 iterates that Greenview’s official electronic record management system is the only acceptable location for employees to store records. As well, when a new software is introduced, everything in the obsolete system needs to be properly retained before it is decommissioned.

On June 15th the Policy Review Committee approved of the policy with an amendment:

MOTION: 22.06.129. Moved by COUNCILLOR JENNIFER SCOTT:

That the Policy Review Committee recommend Council approve Policy 1029 “Records Management” as amended.

- Employee definition consistency

CARRIED

Administration has reviewed the definition of employee in other policies and has included it in Policy 1029. This definition is purposely expansive so that it includes all employment types. This is to ensure that records are maintained regardless of who is producing or responsible for the record.

An additional exception was added to the list of records which must be retained in their original paper format (section 1.11, subsection C). The list now includes municipal bonds which must be preserved by Greenview.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefits of Council accepting the recommended motion will ensure that Greenview's record keeping practices meet ARMA International's Generally Accepted Recordkeeping Principles of Accountability, Transparency, Integrity, Protection, Compliance, Availability, Retention and Disposition; and
2. Provide guidance to employees to consistently file the records they create, receive, or maintain into Greenview's central electronic records management system that will facilitate:
 - Access to past documentation to make informed business decisions;
 - Access the information necessary to respond quickly and effectively to customers;
 - Proof of Greenview's actions and business decisions in the event of litigation, audit, or government investigation.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommendations.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

This policy will increase staff involvement by placing the responsibility of consistently importing records they create, receive, or maintain into Greenview's ERMS to support the actions and decisions made in the conduct of their position and in support of business activities.

There is no staffing implication as it relates to staffing levels.

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 ensure that each department nominates an employee to sit on the Records Management Team.

Records management will continue to advocate best practices to employees and management for the preservation of municipal records.

ATTACHMENT(S):

- Policy 1029 Records and Information Management - Original
- Policy 1029 Records Management - Revised

Records and Information Management

Policy No: 1029

Effective Date: Feb 25, 2019

Motion Number: 19.02.188

Supersedes Policy No: NA

Review Date:



Purpose: The purpose of the Records and Information Management (RIM) Policy is to set the direction for managing information regardless of the format of Greenview's records; paper, digital and digital information systems.

Digital records are the official records of Greenview.

Greenview has adopted an approach to manage its records and information management program to ensure that records are created according to the business needs and business processes; adequately document the business activities in which they take part; are accurate and complete records of their activities; document policy formation and managerial decision making; provide transparency of record processes.

DEFINITIONS

Audit means the systematic review of recorded information activities for compliance with policies, procedures, and controls are established and complied with to meet all financial, operational, legal, and regulatory obligations.

Control means having the power or authority to manage, restrict, regulate, or administer the use or disclosure of a record. As per FOIP Act.

Business Records See Records

Destruction (Records) means the process of expunging records beyond any possibility of reconstruction and viewing.

Digital Information System means one or more computers; its software, peripherals, terminals, human operations, physical processes, and information transfer, that form an autonomous whole, capable of performing information processing and/or information transfer. Includes databases, ERP systems, GIS, etc.

Digital Record means a record that is carried by an electrical conductor and requires the use of electronic equipment to be understood.

Digitization means the process of rendering a paper record into an electronic image.

Documentary Evidence means recorded information admitted as evidence in legal proceedings

Electronic image means a source document that can be used to generate an intelligible reproduction of that document. In the case of paper source document, an intelligible reproduction means that:

- The reproduction is made with the intention of standing in place of the source document;
- The interpretation of the reproduction, for the purposes for which it is being used, gives the same information as the source document; and,
- The limitations of the reproduction (e.g., resolution, tone, or hues) are well defined and do not obscure significant details.

Electronic Records Management System (ERMS) means an information system primarily designed to assist in managing recorded information related to recordkeeping practices from inception to disposition of records.

Legal Hold means a process to preserve all forms of potentially relevant records when litigation is reasonably anticipated or underway.

Metadata means “data about data” structured information about a record’s characteristics (context, content, and structure) which helps to identify and manage that record.

Quality Assurance Program means a set of procedures based on the specifications of the ERMS which allows for monitoring and assessing its quality.

Records means information created, received, and maintained as evidence and as an asset, in pursuit of legal obligations or in the transaction of business.

Records Classification means the process of analyzing and determining the content and context of a record and selecting the function; the activity and transaction under which it will be filed and assigning the relevant metadata.

Source Document means an original from which a copy is made.

Transitory Records means copies or drafts of information retained elsewhere or records that will not be required as evidence of business activities. Have short-term value and which are:

- Not an integral part of functional classification system;
- Not required to sustain functional classification system;
- Not regularly filed under in the functional classification system;
- Not required to meet statutory obligations; and,

- Recorded only for the time required for completion of actions or ongoing records associated with them;
- Transitory records may be disposed of when they are no longer of value.

RESPONSIBILITIES

Records Management Coordinator	<p>Responsible for the Records and Information Management (RIM) Program records from their creation and preservation through to disposal.</p> <p>Ensure that the RIM Program and the ERMS comply with the RIM policy, practices and procedures; the law, and national and industry standards so that the system will always produce and/or store records admissible as evidence.</p> <p>Works with IT staff to integrate records management into Greenview's usual and ordinary course of business, and to maintain that integration.</p> <p>Maintain and amend the RIM Administration and Procedures manual with the support of IT staff so that it continuously reflects the exact state of the records system and can stand as evidence of the system's compliance with the law and standards.</p> <p>Identify the Records Management Coordinator responsibilities with respect to records quality assurance and for monitoring compliance with the support of IT staff.</p>
Departments	Support the implementation of the RIM Program across Greenview.
Users	Ensure that all records are included in the ERMS.

REQUIREMENTS

The digital record is the official record of Greenview and are an integral part of its usual and ordinary course of business.

Records are managed in accordance with this policy, the RIM Administration and Procedures Manual and the Records Retention and Disposition Schedule Bylaw; and complies with applicable provincial and federal laws, national and industry standards.

Greenview has adopted the Generally Accepted Recordkeeping Principles to manage its information. In addition, this policy establishes the role of ERMS in the delivery business processes at Greenview.

Accountability

The RIM policy establishes the position of the Records Management Coordinator who with the support of IT staff is responsible for:

- The records and information management;
- Maintaining and amending the RIM policy, RIM Administration and Procedures manual and retention schedule;
- Integrating records and information management into the organization's usual and ordinary course of business;
- Quality assurance and for monitoring compliance and auditing for the creation, capture, management of authentic, reliable, and useable records that possess integrity, use, destruction, and preservation of records for as long as they are required;
- Maintaining the integration to continuously reflects the exact state of the digital records and digital information system so they can stand as evidence; and,
- Conduct periodic audits to verify compliance; and,
- Delivering record and information management training.

Transparency

The processes and activities of the RIM Program are documented in a manner that is open and verifiable and is available to personnel and appropriate parties.

- Transparency of information processes and the adequacy of records systems are maintained throughout the active life of the information;
 - Authentic;
 - Reliable;
 - Useable records; that,
 - Protect the integrity of those records for as long as they are required.
- Records and all information created or received by employees are the property of Greenview and should be managed as assets in compliance with all applicable laws, regulations, and standards.

Integrity

The RIM Program shall be constructed so the records and information generated or managed by or for Greenview have a reasonable and suitable guarantee of authenticity and reliability.

- Records are created, classified, scheduled, maintained, stored, and retrieved according to Greenview's policies and procedures and any applicable legislation.
- Employees create records, according to the business needs and processes that adequately document the business activities in which the employees are participants:
 - Supports the continuing conduct of business;
 - Complies with the regulatory environment;
 - Provides necessary accountability;

- Accurate and complete records of their activities;
- Document decisions, policy formation and business activities;
- Ensure transparency of record / business processes; and,
- Store all records in the ERMS system.

In addition, external service providers shall comply with this RIM policy and procedures and this provision shall be included in any contractual document or service standards and signs a confidentiality and privacy protection agreement or is otherwise contractually bound to protect Greenview from any breach of confidentiality or privacy.

Protection

The RIM Program shall be constructed to ensure a reasonable level of protection to records and information that are private, confidential, privileged, or essential to business continuity.

- Policy dictates that an appropriate level of protection to records and information that are private, confidential, privileged, or essential to business continuity;
 - The chain of custody of the records is defined, when appropriate.
- Protect information against inappropriate or inadvertent information disclosure or loss incidents; and,
- Audit information is regularly examined, and continuous improvement is undertaken.

Compliance

The RIM Program shall be constructed to comply with applicable laws, regulations, and other binding authorities, as well as Greenview's policies and procedures.

The ERMS is created and maintained to comply with the procedures manual, provincial and federal laws, and national and industry standards.

Periodic audits shall be conducted to verify compliance.

Availability

Greenview shall maintain records in a manner that ensures timely, efficient, and accurate retrieval of needed information.

Greenview backup systems are not considered records until they are used for recovery purposes.

Retention

Greenview shall maintain its records and information for an appropriate time, considering: administrative; legal and regulatory, fiscal, privacy, operational, and historical requirements.

The retention schedule shall be constructed in such a manner that:

- Facilitates the implementation of the retention and disposition schedule within the ERMS;
- Authorizes the disposition of source documents that have been imaged and captured in the ERMS system;
- All records and information assets destruction should be authorized by the Records Management Coordinator and business unit manager subject to the Records Retention and Disposition Schedule and the Records Legal Holds procedure.

In the event of the termination of business processes the records will be transferred to the Records Management Coordinator who will ensure their retention and disposition is in accordance with the records retention schedule.

Disposition

Greenview shall provide secure and appropriate disposition for records that are no longer required in accordance with the Records Retention and Disposition Schedule Bylaw.

- Records are maintained, stored, and preserved for the period of their usefulness to the organization and, if appropriate, to external stakeholders such as archival institutions and auditors;
- Electronic information is expunged, not just deleted, in accordance with retention policies.

DESIGN OF THE SYSTEM

Greenview has adopted a functional classification system which arranges records based upon the business functions performed by Greenview and its related work processes. This process is described in detail in the RIM Administration and Procedures Manual and also applies to digital information systems.

Use

The RIM Program has been adopted for use by all departments and agencies of Greenview.

Management

The RIM Program falls under the purview of Corporate Services.

Training

RIM Program and ERMS training will be provided by the Records Management Coordinator.

REVIEW

The RIM Policy and RIM Administration and Procedures Manual should be reviewed every three years.

Title: Records Management

Policy No: 1029

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: 1029

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



Purpose: The purpose of this policy is to establish a framework to manage records of all formats efficiently and effectively.

This policy establishes the Records Management Program to facilitate good record keeping practices that aims to foster accountability and transparency.

This policy will ensure that Greenview's official records are maintained, preserved, and disposed of in accordance with fiscal, operational, legal, and regulatory requirements.

This policy provides guidance to manage Greenview's records to ensure accordance with applicable legislation established by the Government of Alberta and Canada for the benefit of present and future generations.

1. DEFINITIONS

- 1.1 **Audit** means the systematic review of recorded information activities for compliance with policies, procedures, and controls are established to meet all financial, operational, legal, and regulatory obligations.
- 1.2 **Control** means having the power or authority to manage, restrict, regulate, or administer the use or disclosure of a record.
- 1.3 **Destroy** means the process of expunging records beyond any possibility of reconstruction and viewing.
- 1.4 **Digital Information System** means one or more computers; its software, peripherals, terminals, human operations, physical processes, and information transfer, that form an autonomous whole, capable of performing information processing and/or information transfer. Includes databases, ERP systems, GIS, etc.
- 1.5 **Digital Record** means a record that is carried by an electrical conductor and requires the use of electronic equipment to be understood.
- 1.6 **Digitize** means the process of rendering a paper record into an electronic image.
- 1.7 **Disposition** means the final retention action carried out on a record. This may include destruction, deletion, secure destruction or deletion, or transfer for archival review or to a third party.

- 1.8 **Electronic Image** means a source document that can be used to generate an intelligible reproduction of that document. In the case of paper source document, an intelligible reproduction means that:
 - A) The reproduction is made with the intention of standing in place of the source document;
 - B) The interpretation of the reproduction, for the purposes for which it is being used, gives the same information as the source document; and,
 - C) The limitations of the reproduction (e.g., resolution, tone, or hues) are well defined and do not obscure significant details.
- 1.9 **Electronic Records Management System (ERMS)** means an information system designed to assist in managing recorded information related to recordkeeping practices from inception to disposition of records.
- 1.10 **Employee** means a person employed by Greenview, in any capacity.
- 1.11 **Exceptions** means records that must be retained in their original paper format:
 - A) Contracts/agreements with wet signatures.
 - B) Land purchases, sales, leases, and transfers.
 - C) Bonds.
- 1.12 **Greenview** means the Municipal District of Greenview No. 16.
- 1.13 **Legal Hold** means a process to preserve all forms of potentially relevant records when litigation is reasonably anticipated or underway.
- 1.14 **Metadata** means “data about data;” structured information about a record’s characteristics (context, content, and structure) which helps to identify and manage that record.
- 1.15 **Quality Assurance** means a set of procedures based on the specifications of the ERMS which allows for monitoring and assessing its quality.
- 1.16 **Record** means information in any form includes notes, images, audio-visual recordings, x-rays, books, documents, maps, drawings, photographs, letters, vouchers, and any other information that is digitally created, written, photographed, recorded, or stored in any manner, but does not include software or any mechanism that produces records.
- 1.17 **Records Classification** means the process of analyzing and determining the content and context of a record and selecting the function, activity and transaction under which it will be filed and assigning the relevant metadata.
- 1.18 **Source Document** means an original from which a digital record is made.
- 1.19 **Substantive Record** means a record that is created, received, distributed, controlled, or maintained by Greenview. The record provides documentary evidence of the activities, rights, obligations, and responsibilities and is judged to hold administrative, fiscal, legal, enduring, and personal information value.
- 1.20 **Transitory Record** means recorded information that has short-term, immediate or is judged to hold no administrative, fiscal, legal, enduring, and personal information value to the organization and will not be needed in the future.

- 1.21 **Vital Record** means records essential to resumption or continuation of operations after an emergency or disaster; records necessary to recreate Greenview's legal and financial position; and/or necessary to preserve the rights of Greenview, its employees, customers, and ratepayers.

2. POLICY STATEMENT

- 2.1 Greenview recognizes that records are valuable corporate assets, and that access, preservation and security must be ensured throughout a record's life cycle. Effective records management contributes to the overall operation and decision making of the municipality by maintaining records deemed to have fiscal, legal, regulatory, administrative, operational, evidentiary, or historical value.
- 2.2 This policy establishes the Records Management Program which sets direction to achieve efficient and effective records management practices that support service delivery and programs, fosters informed decision making, facilitates accountability, integrity, protection, compliance, availability, retention, disposition, and transparency.
- 2.3 This policy establishes the Records Management Manual which sets direction to employees for the capture, management, retrieval, storage, access, security, disposition, and destruction of records throughout a records lifecycle.
- 2.4 Greenview declares that records created, captured, received, controlled, or maintained are the property of Greenview and not the property of its employees.
- 2.5 Greenview declares that the ERMS, known as FileHold, is the official recordkeeping repository for all Greenview's substantive digital records.
- 2.6 Greenview declares that Greenview's substantive digital records shall be imported into Greenview's ERMS.
- 2.7 This policy declares that digital records entered in Greenview's ERMS are the official records of business.
- 2.8 This policy applies to all records, regardless of format, created, or received during business transactions in all aspects of organizational business and all business applications used to create and store records.
- 2.10 This policy applies to all Greenview employees who create, capture, receive, control, or maintain records for Greenview.
- 2.11 Greenview declares that substantive digital records shall not be filed in the following digital storage areas:
- A) Outlook or personal email accounts.
 - B) Personal, Network Drives and desktops.
 - C) SharePoint.
 - D) Greenview Webpage.
- 2.12 This policy applies to records that may be maintained in digital information systems which operate outside of the ERMS, yet also function as record keeping systems. They therefore require compliance with legislative obligations and standards of practice. Whenever

possible, these other digital information systems shall interface with the ERMS, or if appropriate, their records will be integrated into the ERMS.

3. PROCEDURE

- 3.1. Greenview has adopted the Generally Accepted Recordkeeping Principles to manage records that facilitates accountability, integrity, protection, compliance, availability, retention, disposition, and transparency.
- 3.2. Records shall be managed and comply in accordance with this policy and applicable provincial and federal laws, national and industry standards.
- 3.3. Records deemed an Exception shall be digitized and imported into the ERMS by the responsible department. The original paper record shall be promptly forwarded to the Records Management Coordinator.
- 3.4. Care and attention shall be paid to aging Greenview digital information systems and what will happen when a system is full or no longer useable. Should a database or other electronic records repository be the only source of specific records, then prior to decommissioning that system, all the relevant records within that system must be converted to more current technology to continue access and retention of those records.
- 3.3. Records deemed as Vital records shall be identified and preserved.
- 3.4. Records of historic value shall be preserved and may be forwarded to an approved archival agency.
- 3.5. In the event of litigation or an official Freedom of Information Protection Privacy (FOIP) request, a legal hold status shall be declared halting the destruction of records, organization wide.

4. COUNCIL RESPONSIBILITIES

- 4.1 Review and update this policy in accordance with the policy review schedule.
- 4.2 Support the Records Management Program.

5. ADMINISTRATION RESPONSIBILITIES

- 5.1 Chief Administrative Officer
 - A) Recognize that records are valuable corporate assets.
 - B) Provide leadership and support for the Records Management Program.
 - C) Authorize the destruction of records in compliance with the Records Retention Bylaw.
- 5.2 Directors and Managers
 - A) Recognize that records are valuable corporate assets.
 - B) Support the implementation of the Records Management Program across Greenview.
 - C) Are responsible for the records in the care of their department.
 - D) Appoint a representative, within their department, to sit on the Records Management Team.
 - E) Ensure departmental compliance with this policy.
 - F) Ensure employees are aware of their obligations to manage information appropriately.
 - G) Are responsible for approving departmental records destruction requests.

- H) Support the Records Management Coordinator to oversee the Records Management Program.
- I) Support the Records Management Coordinator in the designation and training of end-users.

5.3 Records Management Coordinator

- A) Administer the Records Management program.
- B) Administer the Records Management Team.
- C) Maintain and update the Records Management policy.
- D) Maintain and update the Records Management Manual.
- E) Ensure that the Records Management Program complies with the Records Management policy, practices and procedures, national and industry standards to ensure the program and ERMS always produces and/or stores records admissible as evidence.
- F) Ensure quality assurance, monitoring compliance and auditing for the creation, capture, management of authentic, reliable, and useable records which possess integrity, and the use, destruction, and preservation of records for as long as they are required.
- G) Determine what, if any, security classification or designation levels need to be attached to records.
- H) Ensure the timely destruction of records that are no longer required.
- I) Notify departmental managers of their duty to approve record destructions.
- J) Provide guidance in determining whether records and information or other material have an operational, fiscal, administrative, or informational/ historical value and must be protected from deterioration or loss.
- K) Provide a means of managing physical records.
- L) Arrange for the transfer of records designated as having historical value to the appropriate archival agency.
- M) Work with business units and departments to establish communication and training programs for records management.
- N) Create and conduct records management training.

5.4 Greenview Employees

- A) Comply with this policy and the records management manual.
- B) Create and maintain complete and accurate records which will serve as evidence of decisions, transactions, and business activities, while ensuring the quality, authenticity, and reliability of records.
- C) Work cooperatively and diligently to correct errors in records and reduce the risk of recurrence.
- D) Comply with the file classification system and retention periods.
- E) Ensure substantive records they create, receive, or control are accurately digitized and imported into the ERMS.
- F) Enter applicable metadata for each record imported into the ERMS.
- G) Follow naming conventions.
- H) Ensure records in their custody are protected from inadvertent release, damage, or destruction.
- I) Ensure records are not removed from Greenview premises unless such removal is required to conduct Greenview's business.
- J) Promptly return information to Greenview when the purpose for which the information was removed from Greenview premises has ended.
- K) Ensure that upon employment exit or transfer, all records in their custody are transferred to a supervisor or successor. This includes all physical, digital and email records.
- L) Ensure that transitory records in their care are destroyed when no longer required.



REQUEST FOR DECISION

SUBJECT: **Policy 2002 Disconnecting from Work**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: July 12, 2022

DEPARTMENT: HUMAN RESOURCES

STRATEGIC PLAN: Governance

REVIEWED AND APPROVED FOR SUBMISSION

CAO: SW MANAGER:

DIR: EGK PRESENTER: EK

LEG: SS

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy –

- Staff Agreement (2020)

RECOMMENDED ACTION:

MOTION: That Council approve Policy 2002 “Disconnecting from Work” as presented.

BACKGROUND/PROPOSAL:

Smartphones and e-communications are a reality of the workplace. Employees are increasingly subject to expectations to be constantly available. Greater access to workplace electronic communications is blurring the lines between on-duty and off-duty time. Employees should be able to disconnect from workplace communications channels outside normal working hours.

With the ability to always be connected, employees’ health may be at risk due to an imbalance between work and the need for rest (both physical and mental). Workers may also feel the need to stay connected out of fear of repercussions.

The right to disconnect was first introduced in France. The concerns that mobile technology could have a negative impact on work-life balance of French workers eventually led to the passing of a law to protect the rights of workers. Since then, four additional countries have adopted right-to-disconnect laws. In Canada, Ontario has adopted legislation requiring employers to create a “Disconnecting from Work Policy” by June 2, 2022.

It is not known at this time if Alberta will adopt similar legislation in the future however, as an employer, Greenview has a responsibility to protect the well-being of its employees.

Cognitive and emotional overload from hyper-connectivity can have negative effects including fatigue due to the psychosocial risk of being constantly connected. This can have both physical and mental health effects. The Disconnecting from Work Policy is a way to ensure a balance between work and private life.

Policy Review Committee passed the policy without any amendments.

BENEFITS OF THE RECOMMENDED ACTION:

1. Demonstrates that the health and wellbeing of Greenvue employees is a priority.
2. Provides clear expectations.
3. Supports a commitment to overall employee health and wellness and provides employees with a positive work-life balance.
4. Creates a workplace culture where employees feel they can disconnect from work and work-related devices during off-duty time.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended action.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications to the recommended policy.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenvue has adopted the IAP2 Framework for public consultation

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform – We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify all employees and management of their right to not reply to correspondence outside of work hours, except during urgent or emergency situations.

ATTACHMENT(S):

- Policy 2002 Disconnecting from Work

Title: Disconnecting from Work

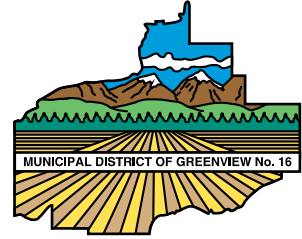
Policy No: 2002

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: NONE

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



Purpose: Prioritising the health and wellbeing of our employees is of the utmost importance to Greenview and we equally encourage and support our employees to prioritize their health and wellbeing while working and while away from work. To help employees achieve a healthy and sustainable work-life balance, Greenview recognises that every employee is entitled to switch off outside of their normal working hours and enjoy their free time away from work without being disturbed unless there is an emergency, urgent matter, or agreement to do so. This policy also outlines Greenview's commitment to employees, and the responsibilities of employees, to ensure there is a supportive work culture which enables employees to feel they can disconnect from work and work-related devices outside their normal working hours without repercussion.

1. DEFINITIONS

- 1.1. **CAO** means Chief Administrative Officer for the Municipal District of Greenview No. 16.
- 1.2. **Disconnecting from Work** means not engaging in work-related communications, including e-mails, telephone calls, video calls, text, or the sending or reviewing of other messages, to be free from the performance of work.
- 1.3. **Emergency** means an event that occurs and endangers Greenview elected officials, employees, clients, or the public; or has an imminent risk of disrupting workplace operations or causing catastrophic damage.
- 1.4. **Employee** means a person employed by Greenview, in any capacity.
- 1.5. **Greenview** means the Municipal District of Greenview No. 16.
- 1.6. **Normal working hours** means the time when employees are meant to complete work for Greenview excluding paid and unpaid breaks.
 - A) Full-time hours - 7.5 hours per day (37.5 hours in a work week).
 - B) Part-time hours - Up to 7.5 hours per day (less than 37.5 hours in a work week).
 - C) When required to be on-call or work overtime.
 - D) As specified in an Hours of Work Averaging Arrangement.
- 1.7. **Supervisor** means Council, CAO, Director, Manager or Supervisor or any other position title that determines an employee's work schedule.

- 1.8. **Business Communications** means any type of communication, related to work, between individuals. This includes, but is not limited to:
 - A) Phone calls to desk phones, cell phones and home phones
 - B) Emails
 - C) Text Messages
 - D) Social Media messages
- 1.9. **Urgent Matter** means a situation that is not an emergency and cannot be addressed during normal working hours and that will have immediate consequences of a serious nature if not addressed outside of normal working hours.
- 1.10. **Work Week** means Sunday through Saturday

2. POLICY STATEMENT

- 2.1. Greenview is committed to maintaining high standards in the delivery of its services and to ensuring the safety, health, and wellbeing of its employees. Greenview respects the right of all employees to maintain a healthy work-life balance and to disconnect from work outside of their normal working hours to enjoy their free time without being disturbed. While technological advances have brought significant benefits to the workplace, this does not mean that employees are expected to be contactable and accessible outside of their normal working hours (apart from occasional legitimate situations when it is necessary to contact staff outside of normal working hours).
- 2.2. Greenview supports a culture where employees feel they can disconnect from work without repercussion.
- 2.3. Greenview understands that due to work-related pressures, the current landscape of work, or the working environment, employees may feel obligated to perform their job duties outside their normal working hours. Work-related pressure and feeling an inability to disconnect from the job can lead to stress and deterioration of mental and physical health.
- 2.4. Greenview will ensure a safe workplace in accordance with health and safety legislation, health and safety policies and best practice. Disconnecting from work is vital for employee wellbeing and to help achieve a healthy and sustainable work-life balance. Employees are encouraged and supported to prioritise their own wellbeing.
- 2.5. Some employees, depending on their role may be provided with handheld devices, including but not limited to a mobile phone, laptop or tablet. It is important to be aware that these are provided to allow flexibility and convenience in how employees complete their work. This does not imply that the employee must be connected to work at all times.

3. PROCEDURE

- 3.1. A joint approach from Greenview and its employees will be taken to recognise we all have an obligation to achieve disconnecting from work. Greenview grants its employees permission to disconnect from work.
- 3.2. All employees will be provided with written information, as part of their Terms of Conditions of Employment, regarding their normal working hours.

- 3.3. Supervisors will ensure that employees are aware of their work schedule, including on-call requirements and overtime arrangements.
- 3.4. All business communications should be done mindfully. It is unreasonable to expect instant responses for regular and day-to-day concerns, comments and questions. Communications outside of regular working hours are only appropriate in situations where Urgent Matters and Emergencies are present.
- 3.5. In the event of an urgent matter or an emergency, a phone call must be placed to applicable parties to ensure that no employee is expected to continuously monitor and respond to email or text messages.
- 3.6. While Management staff receive time in lieu of overtime, the expectation to receive and respond to business communications outside of normal work hours is still intended to be reasonable. A phone call is required, as stated in subsection 3.5, and electronic communication monitoring is therefore, not required outside of regular work hours.
- 3.7. Delayed delivery options should be used when knowingly sending electronic communications outside an employee's normal working hours and set to a specified delivery time on the next closest working day.
- 3.8. Employees on approved leave are not expected to respond to business communications. Every effort should be made to redirect inquiries, utilizing out of office and voicemails tools, to other employees who can be available, during regular work hours, for the duration of your absence.
- 3.9. Everyone has a duty to respect an employee's entitlement to disconnect outside of their normal working hours. Contacting employees outside their normal working hours should be the exception rather than the norm.
- 3.10. Greenview expects that all communications are in alignment with the intentions of this policy and that mindfulness and reasonableness are the guiding philosophies applied within this policy.

4. APPLICATION

- 4.1. This policy applies to all Greenview employees, and Council regarding the CAO.
- 4.2. This policy will not apply during declared States of Local Emergency.

5. COUNCIL RESPONSIBILITIES

- 5.1. Council will support the health and wellbeing of Greenview employees by supporting a work-life balance.
- 5.2. Council will support a workplace culture where Greenview employees feel they can disconnect from work without repercussion.
- 5.3. Council will also be encouraged to disconnect from work in conjunction with this policy.

6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Administration will inform Greenview employees of this policy.
- 6.2. Administration will support the health and wellbeing of Greenview employees by supporting a work-life balance.
- 6.3. Administration will support a workplace culture where Greenview employees feel they can disconnect from work without repercussion.

DRAFT



REQUEST FOR DECISION

SUBJECT: Policy 2004 Employee Code of Conduct

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: July 12, 2022

DEPARTMENT: HUMAN RESOURCES

STRATEGIC PLAN: Governance

REVIEWED AND APPROVED FOR SUBMISSION

CAO: SW

DIR: EGK

LEG: SS

MANAGER:

PRESENTER: EK

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 2004 “Employee Code of Conduct” as presented.

BACKGROUND/PROPOSAL:

On May 10, 2022 Council made the motion:

MOTION: 22.05.250 Moved by: COUNCILLOR TOM BURTON
That Council defer policy 2004 to Policy Review Committee.

Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Ratzlaff, Councillor Rosson, Councillor Berry,
Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow

CARRIED

At Council, there was concern expressed regarding the implication of Policy 2004 on contractors who operate family businesses. To quell any misconceptions regarding what is a conflict of interest administration has updated the policy to reflect conflict of interest as actual, potential or perceived. Any personal relationship has the potential to have a conflict of interest, it is not dependent on family ties. Administration has also updated the definition of conflict of interest to reflect this.

As well, “or designate” has been added to all references to the Human Resources Manager through the policy. If they are away, they will appoint another member of their team to operate in relation to this policy.

On June 15th the Policy Review Committee voted to approve the policy as amended.

MOTION: 22.06.127. Moved by: COUNCILLOR DALE SMITH.

That the Policy Review Committee recommend Council approve Policy 2004 “Employee Code of Conduct” as amended.

- Add definition of employee – same definition as in other policies to ensure consistency

CARRIED

Since then, Administration has updated the policy to reflect a consistent definition of employee across Greenview's policies.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the revised motion is that Greenview will have a robust policy which limits unacceptable employee behaviours.

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 amendments to the policy.

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 bring the policy to Council for approval.

ATTACHMENT(S):

- Policy 2004 – Current
- Policy 2004 - Revised

Title: EMPLOYEE CODE OF CONDUCT

Policy No: 2004

Approval: Council

Effective Date: September 24, 2013

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 is an open, accessible, and accountable form of government. There is a shared responsibility for all employees to conduct themselves in an ethical and professional manner at all times.

Purpose: To clearly define and provide a universal understanding of the minimum level of accepted and expected ethical and professional behavior of all employees.

Principles:

1. Integrate the Code of Conduct into all elements of MD operations.
2. Meet or exceed all legal and ethical responsibilities.
3. Ensure fair, equitable, and consistent application of the Code of Conduct.
4. Protect the public interest.
5. Provide training in the Respectful Workplace program to all employees annually.

Approved: 13.09.584

Title: Employee Code of Conduct

Policy No: 2004

Effective Date:

Motion Number:

Supersedes Policy No: None

Review Date:



Purpose: To clearly define and provide a universal understanding of the minimum level of accepted and expected ethical and professional behavior all people who work for or represent the Municipal District of Greenview No. 16 (Greenview).

The policy is intended to provide a reference guide and does not address every conduct situation or circumstance that may arise.

1. DEFINITIONS

- 1.1. **Conflict of Interest** means an employee has a private or personal interest that could influence or compete with, or be perceived to influence or compete with, the objectives of any Greenview operations or duties.
- 1.2. **Employee** means a person employed by Greenview, in any capacity.
- 1.3. **Greenview** means the Municipal District of Greenview No 16.
- 1.4. **Nepotism** means the practice among those with power or influence of favouring relatives or friends, especially by regarding matters of employment.
- 1.5. **Weapon** means any thing used, designed to be used, or intended for use in causing death or injury to any person, or for the purpose of threatening or intimidating any person.

2. POLICY STATEMENT

- 2.1. The Code of Conduct applies to all employees, contractors, and contract employees at Greenview.
- 2.2. Greenview will ensure fair, equitable, and consistent application of the Code of Conduct.
- 2.3. Unacceptable behavioral actions have been classified as either: hazardous to employee health and safety, criminal, a negative influence on workplace morale, or detrimental to the success of Greenview business.

- 2.4. Greenview will comply with all applicable laws and regulations, including local and provincial codes, rules and regulations, applicable treaties, and industry standards.

3. CONFLICT OF INTEREST

- 3.1. Employees are expected in all regards to conduct their duties with impartiality.
- 3.2. A conflict of interest may be actual, potential, or perceived.
 - i. Actual conflict: a situation in which an employee's personal or private interests improperly influence the performance of official duties and responsibilities or where a position is used for personal gain or in personal circumstances.
 - ii. Potential conflict: a situation where an actual conflict could reasonably exist in the future if mitigation strategies are not followed.
 - iii. Perceived conflict: a situation where no actual conflict exists, however, the situation could be perceived by a reasonable observer to be a conflict, whether or not it is the case.
- 3.3. Employees are in an actual conflict of interest and in violation of this Code of Conduct if they:
 - i. Take part in a decision while carrying out their duties, knowing that the decision might further a personal or private interest of the employee, their spouse, child or any other personal relationship; or
 - ii. Use their public role to influence or seek to influence a government decision which could further a personal or private interest of the employee, their spouse, child, or any other personal relationship; or
 - iii. Use or communicate information not available to the general public that was gained by the employee in the course of carrying out their duties, to further or seek to further a personal or private interest of the employee, their spouse, child or any other personal relationship.
- 3.4. Where an actual or proposed business or financial interest of an employee, or of the employee's spouse, child, or any other personal relationship is affected, appears to be affected or may be affected by actions taken or decisions made in which the employee participates in the course of their employment, the employee shall disclose the business or financial interest to the Manager of Human Resources, or designate.
- 3.5. Employees shall not accept fees, gifts or other benefits that are connected directly or indirectly with the performance of their public service duties, or for the purpose of soliciting work, from any individual, organization, or corporation. Gifts may be exchanged internally amongst coworkers.

4. NEPOTISM

- 4.1. Employees who exercise regulatory, inspection or other discretionary authority over others shall disqualify themselves from dealing with anyone with whom the relationship between them may bring the employee's impartiality into question, with respect to those functions. In situations where this would impair service delivery, employees must advise the Manager of Human Resources, or designate, of the details before exercising their authority. Once the Manager of Human Resources, or designate,

has been notified the employee shall only exercise their authority in accordance with instructions received. In emergency situations the employee shall act impartially and notify the Manager of Human Resources, or designate, immediately after exercising their authority.

- 4.2. Relatives of an employee may work in the same department provided there is no opportunity to exercise favouritism and no conflict of interest exists for the employees involved. An employee may not supervise a relative unless there are extenuating circumstances and the Manager of Human Resources, or designate, approves an exemption from this section of the policy.
- 4.3. In the staffing process, selection panel members shall disqualify themselves from competitions where applicants are relatives or other individuals, where the continued participation of the panel member could raise a question as to their impartiality.
- 4.4. Employees shall, so far as it is known to them, disclose and discuss with the Manager, or designate, of Human Resources situations which may be or may appear to be conflicts of interest under this section.

5. RELATING TO THE CAO

- 5.1. If a matter pertaining to the CAO arises, through CAO disclosure or otherwise, the Manager of Human Resources will provide a recommendation to the CAO regarding the appropriate action for the conflict of interest or nepotism in question. If the CAO disagrees with the Manager of Human Resources' decision, and the matter is unresolved, it will proceed to a review committee comprised of the four Directors, the Manager of Human Resources, or designate, the Reeve, and the Deputy Reeve. The review committee shall vote with the majority ruling. The decision of the review committee shall be final and binding and will be communicated to the CAO in writing.

6. CONSEQUENCES OF NON-COMPLIANCE

- 6.1. Greenview will address any infraction or instances of non-compliance and take correct action. All misconduct will be reviewed, as per the outlined procedures, and may result in disciplinary action, up to and including dismissal from employment, seeking restitution, commencement of civil action, criminal prosecution, or any combination thereof.

7. EXPECTATIONS

- 7.1. Commit to demonstrating Greenview values in their work and personal conduct.
- 7.2. Meet or exceed all legal and ethical responsibilities in their day-to-day work and personal conduct.
- 7.3. Employees are expected to perform their job duties in a manner conducive to a healthy and safe workplace, following all Greenview practices, policies, and procedures.
- 7.4. Abide by all Greenview policies in daily activities.

- 7.5. Act appropriately and reasonably when placed in compromising or situations where there is a real or perceived conflict of interest.
- 7.6. Employees are expected to operate Greenview equipment and vehicles in accordance with Greenview's Vehicle Usage Policy.
- 7.7. Recognize and maintain the highest level of confidentiality.
- 7.8. Be an ambassador – treat all citizens, vendors, and special interest groups fairly and consistently. Act and communicate in a way that reflects positively on Greenview.
- 7.9. Protect Greenview's reputation. As a Greenview employee, our behaviour is held to a higher standard when interacting with the media, making public statements, or using social media for work or personal use. You are accountable for your personal use of social media in the same way you are accountable for your off-duty conduct.
- 7.10. Work collaboratively to ensure quality service is provided to the ratepayers, Greenview communities, and surrounding areas.
- 7.11. Understand that this policy is further supported and complimented by other Greenview policies and standards including but not limited to Health and Safety, Workplace Violence and Respectful Workplace, Substance Abuse Prevention, and Social Media.
- 7.12. Understand that this policy is intended to support and complement any professional code of conduct or ethics that individuals are expected to follow due to their professional affiliation.

8. UNACCEPTABLE ACTIONS/BEHAVIOURS

- 8.1. Unacceptable behaviours shall include, but are not limited to the following:
 - A) Being under the influence of any non-prescribed drugs or alcohol while on Greenview premises, operating a Greenview vehicle, or are in the act of conducting Greenview business regardless of location.
 - B) Causing physical or emotional harm to another person;
 - C) Threats or harassing behaviour;
 - D) Aggressive behaviour that constitutes a reasonable fear of bodily harm to another person.
 - E) Verbal assault, causing emotional duress.
 - F) Willful damage or destruction to Greenview, or employee property;
 - G) Possession of a weapon while on Greenview premises, while conducting business on behalf of Greenview. Exempted from this provision are employees who are required to use or discharge a weapon in the operation of their duties, or designated employees of Greenview, who may require the use of a firearm or weapon to destroy pests or immobilize animals.
 - H) Disorderly, or indecent conduct on Greenview premises;
 - I) Creating a disturbance that interferes with the normal job activities of other employees.
 - J) Engaging in malicious gossip and/or the spreading of rumours;

- K) Causing an unsafe work environment, and thereby endangering the safety of Greenview employees;
- L) Violation of health and safety practices, policies and procedures;
- M) Theft, including physical and intellectual properties;
- N) Insubordination;
- O) Dishonest, illegal, or improper business activities;
- P) Job abandonment;
- Q) The use, possession, sale, manufacture or dispensation of any drug, alcohol, or paraphernalia associated with either;
- R) Failure to adhere to the requirements of any drug or alcohol treatment or counseling program in which the employee is enrolled;
- S) The use of alcohol or illicit narcotics off of Greenview premises that adversely affects the employee's work performance, the employee's own safety or the safety of others at work, or Greenview's reputation in the community;
- T) Failure to report to management the use of any prescribed drug which may alter the employee's ability to safely perform their duties;
- U) Repeatedly arriving to work late without providing advance notice and/or without reasonable cause;
- V) Failure to properly report an absence; and
- W) Failure to meet stated goals, objectives, and/or performance metrics required for a position.

By signing below, I acknowledge that I have read and understood this policy, and accept all responsibilities outlined within.

Print Name	Signature	Date



REQUEST FOR DECISION

SUBJECT: Beaver Harvest Program Policy 6321

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: June 14, 2022

DEPARTMENT: AGRICULTURE

STRATEGIC PLAN: Environment

REVIEWED AND APPROVED FOR SUBMISSION

CAO: SW

DIR: MH

LEG: SS

MANAGER:

PRESENTER: SK

RELEVANT LEGISLATION:

Provincial – None

Council Bylaw/Policy – None

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6321 “Beaver Harvest Program” as presented.

BACKGROUND/PROPOSAL:

The purpose of this policy is to entice Greenview residents to participate in the harvest of beavers. Policy 6321 outlines the procedure for harvesting problematic beavers for the purpose of preventing damage to infrastructure and flooding.

Policy 6321 “Beaver Harvest” was originally referred to the Policy Review Committee by Council on March 22, 2022.

MOTION: 22.03.150 Moved by: COUNCILLOR DAVE BERRY

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

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

Against: Deputy Reeve Bill Smith, Councillor Burton

CARRIED

The policy was amended by the Policy Review Committee and referred to the Agricultural Service Board, where the following motion was made:

MOTION: 22.04.70. Moved by: MEMBER RICHARD BROCHU

That the Agricultural Service Board recommend Council approve Policy 6132 “Beaver Harvest Program”, with the following changes;

- Remove “within an 8 (eight) kilometer radius” from 2.1
- Add definition 1.4 “Problem beaver means a beaver causing operational and structural issues in the municipal and private infrastructure”.

Following the Policy Review Committee's review of the policy, it recommended the following changes which have been incorporated into the policy:

- Purpose – related to problem beaver activity
- (1.1) Eligible Participants means a registered landowner within the boundaries of Greenview or, with written permission, their designate. Greenview Wildlife personnel are ineligible to participate in the incentive program.
- (1.4) Problem Beaver means a beaver harvested in an area where operational and structural issues impacting municipal, private infrastructure and/or agricultural lands are being caused by beaver(s)
- (2.1) a, b, c - at no cost to the landowner
- (2.3) Remove \$30.00 and have as per schedule of fees and require electronic payment
- (3.2) Remove "prioritizing"
- (3.6) Add a provision for potentially requiring random sight checks

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that it gives Agriculture Services greater authority to control problem beavers within Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended action is that the definition of a problem beaver provided in the policy may be disputed.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to make additional recommendations to the motion.

FINANCIAL IMPLICATION:

There are no perceived financial implications to the adoption of this motion. The Beaver Harvest Program has a maximum seasonal budget and any additional funds would require Council's approval.

STAFFING IMPLICATION:

There are no anticipated 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, if approved as presented.

ATTACHMENT(S):

- Policy 6321 Beaver Harvest Program – Original
- Policy 6321 Beaver Harvest Program - Revised

Title: Beaver Harvest Program

Policy No: 6321

Effective Date: July 13, 2020

Motion Number: 20.07.385

Supersedes Policy No: NONE

Review Date: July 13, 2023



Purpose: Greenview is committed to protecting municipal infrastructure from water movement problems related to beaver activity. Greenview will implement the policy and procedures to provide for the harvest of beavers and/or removal of beaver dams, for the purpose of preventing damage to infrastructure and flooding caused by beavers.

1. DEFINITIONS

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

2. POLICY STATEMENT

2.1 Greenview Administration shall prioritize the harvesting of beaver and/or removal of beaver dams in the following order:

- a) Areas that occur on Greenview land and cause operational and/or structural integrity issues to municipal infrastructure (i.e., roads, bridges, culverts etc.), at no cost.
- b) Areas that occur on Greenview land that is currently or has the potential to cause damage/flooding to private land such as yard sites and agricultural crops and pasture land, at no cost.
- c) Areas that occur on drainage ditches registered by Greenview to prevent flooding of agricultural land, at no cost and with landowner authorization as per policy procedure.

2.2 Greenview shall hold a valid Damage Control License authorizing the removal of beavers.

2.3 Greenview shall implement a Beaver Harvest Incentive Program that will pay a bounty of (\$30.00) thirty dollars for each beaver harvested by a ratepayer or resident within the municipal boundaries of Greenview in accordance with policy procedure. Problem Wildlife personnel employed or specifically contracted by Greenview are exempt from this program.

2.4 Greenview will maintain a license authorizing the appropriate handling and use of explosives for the purpose of blasting beaver dams (i.e., licensed magazine, certified blaster).

2.5 Landowners with beaver issues on private land (i.e., agricultural crop and pasture lands, yards etc.) are encouraged to rectify the issue independently.

3. PROCEDURE

3.1. All beaver dam removal on designated watercourses must comply with all relevant acts (i.e., Fisheries Act, Alberta's Water Act, Public Lands Act etc.).

- 3.2. The Manager of Agricultural Services, or their designate, shall work with internal departments and the public on prioritizing the harvesting and/or removal of beaver dams in accordance with section 2.1 of this policy.
- 3.3. The Manager of Agricultural Services, or their designate, shall ensure the delivery of the Beaver Harvest Incentive Program.
- 3.4. Beavers harvested under the Beaver Harvest Incentive Program will be compensated upon a signed declaration of the following:
 - a) The legal land location where the beaver was harvested.
 - b) The date of harvest.
 - c) The harvest was conducted in a lawful manner, in accordance with current legislation.
 - d) The participant had permission to harvest on said land.
 - e) The beaver tail is marked by a Greenview employee, in the presence of the individual who harvested the animal.
- 3.5. Disposal of all beavers submitted under the Beaver Harvest Incentive Program will be the responsibility of the person submitting the carcass/tail after proper submission procedures have taken place.

CURRENT

Title: Beaver Harvest Program

Policy No: 6321

Effective Date:

Motion Number:

Supersedes Policy No: NONE

Review Date:



Purpose: Greenview is committed to protecting municipal infrastructure from water movement problems related to **problematic** beaver activity. Greenview will implement the policy and procedures to provide for the harvest of beavers and/or removal of beaver dams, for the purpose of preventing damage to infrastructure and flooding caused by **problem** beavers.

1. DEFINITIONS

1.1 Eligible participant means a registered landowner within the boundaries of Greenview or, with written permission, their designate. Greenview Wildlife Personnel are ineligible to participate in the incentive program.

1.2 Financial compensation means the sum set out in this policy which is payable to eligible participants once program criteria has been satisfied.

1.3 Greenview means the Municipal District of Greenview No. 16

1.4 Problem Beaver means a beaver whose activity causes operational and/or structural issues to municipal infrastructure, private infrastructure, or agricultural lands.

2. POLICY STATEMENT

2.1 Greenview Administration shall prioritize the harvesting of beaver and/or removal of beaver dams in the following order:

- A) Areas that occur on Greenview land and cause operational and/or structural integrity issues to municipal infrastructure (i.e., roads, bridges, culverts etc.) at **no cost to the landowner**.
- B) Areas that occur on Greenview land that is currently or has the potential to cause damage/flooding to private land such as yard sites and agricultural crops, and pastureland at no cost **to the landowner**.
- C) Areas that occur on drainage ditches registered by Greenview to prevent flooding of agricultural land **at no cost to the landowner**

2.2 Greenview shall hold a valid Damage Control License authorizing the removal of beavers.

2.3 Greenview shall implement a Beaver Harvest Incentive Program that will pay a bounty for each beaver harvested by a ratepayer or resident within the municipal boundaries of Greenview in accordance with the policy procedure.

A) The bounty for this program shall be established by the current Schedules of Fees Bylaw

i. The bounty shall be paid by means of electronic funds transfer.

B) Problem Wildlife personnel employed or specifically contracted by Greenview are exempt from this program.

2.4 Greenview will maintain a license authorizing the appropriate handling and use of explosives for the purpose of blasting beaver dams (i.e., licensed magazine, certified blaster).

2.5 Landowners with beaver issues on private, leased or grazing lands are encouraged to rectify the issue independently.

3. PROCEDURE

3.1. All beaver dam removal on designated watercourses must comply with all relevant acts (i.e., Fisheries Act, Alberta's Water Act, Public Lands Act etc.).

3.2. The Manager of Agricultural Services, or their designate, shall work with internal departments and the public on ~~prioritizing the~~ harvesting and/or removing beaver dams in accordance with section 2.1 of this policy.

3.3. The Manager of Agricultural Services, or their designate, shall ensure the delivery of the Beaver Harvest Incentive Program.

3.4. Beavers harvested under the Beaver Harvest Incentive Program will be compensated upon a signed declaration of the following:

- a) The legal land location where the beaver was harvested.
- b) The date of harvest.
- c) The harvest was conducted in a lawful manner, in accordance with current legislation.
- d) The participant had permission to harvest on said land.
- e) The beaver tail is marked by a Greenview employee, in the presence of the individual who harvested the animal.
- f) The beaver was harvested within 8 (eight) kilometers of Greenview infrastructure

3.5. Disposal of all beavers submitted under the Beaver Harvest Incentive Program will be the responsibility of the person submitting the carcass/tail after proper submission procedures have taken place.

3.6. Greenview personnel may conduct random sight checks to ensure the integrity of the Beaver Harvest Program.



REQUEST FOR DECISION

SUBJECT:	Mountain Metis Nation Association Agreement for Land		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	INFRASTRUCTURE & ENGINEERING	DIR: RA	PRESENTER: RA
STRATEGIC PLAN:	Economy	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to enter into an agreement with the Mountain Metis Nation Association regarding the sale of Block 9722089, Lot 34, Plan 14, within the Hamlet of Grande Cache, for the future development of a Mountain Metis Cultural Centre.

MOTION: That Council direct Administration to tender the proposed reconstruction of 260 meters of roadway including underground utilities from 94 Avenue and 97 street intersection, east to Memorial Drive in the Hamlet of Grande Cache.

BACKGROUND/PROPOSAL:

After discussions with Council and working with Mountain Metis Nation Association (MMNA) on their vision to build a cultural centre, Administration reviewed land zoning and underground utilities and endorses the above-mentioned parcel as being the most favourable location.

The proposed lot currently has water and sewer lines available but were not designed to account for future development. **Due to the under designed utility lines, Administration must emphasis that utilities *can not* be provided for the proposed building without the second motion passing.**

The water line that has been extended does not offer fire protection for any existing or future builds. Administration does recommend that Council add to the 2023 Capital Budget approximately 260 meters of infrastructure improvements on 94 Avenue at the anticipated cost of \$800,000.00 to 1.8 million. Improvements include, but not limited to water main extension, fire hydrant placement, main sewer line extension, and road surface. Attachment 2 provides fire protection to existing and proposed development and attachment 3 provides fire protection to existing, proposed and future developments.

Both the water line (50 mm or 2") and sanitary line (150 mm or 6") were extended to service buildings on the south side of 94 Avenue. The sizing of the lines is not capable of additional development and never included

fire suppression needs. The water line is not located within the road right-of-way, but is located on the proposed lot.

Administration recommends following the design on attachment 3 regarding the placement of the underground utilities as these are best practice and allows for future developments.

Administration recognizes the replacement cost of these utilities and is willing to work outside the road surface but within right-of-way if directed by Council. The lot boundary would have to be adjusted (approx. 5.5 meters or 18 ft) during the land sale to accommodate the infrastructure improvement.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that the MMNA will be able to begin the construction of the new cultural centre.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the agreement with the MMNA, however, Administration does not recommend this action as Council previously directed Administration to work with MMNA on finding a proposed site that suits both parties.

ALTERNATIVE #2: Council has the alternative to deny the second motion however, Administration does not recommend this action as it will affect the utilities services for the proposed project.

ALTERNATIVE #3: Council has the alternative to enter into a development agreement with the Mountain Metis Nation Association to share the proportionate cost of installing municipal services required for the Mountain Metis Cultural Centre based on the frontage benefiting from the infrastructure, as a condition of any development approval.

FINANCIAL IMPLICATION:

Direct Costs: \$800,000.00 to 1,800,000.00 for reconstruction of 260 meters of roadway and underground utilities including fire suppression.

Ongoing / Future Costs: Maintenance

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform MMNA of Council's decision.

ATTACHMENT(S):

- Underground Utilities from MuniSight
- Underground Utilities Options from Associated Engineering, Including Proposed Development Site.

MMNA Purposed site

Water CC and 6" sewer
clean out

Operations South

2" Copper feed
and 6C 10 feet
Fr: Foundation

Manhole 10' 9" to
bottom of pipe

Ananiwuche

171



LEGEND:

-  EX GATE VALVE
-  EX WATERMAIN
-  EX SANITARY SEWER
-  EX SANITARY MANHOLE
-  PROP GATE VALVE
-  PROP FIRE HYDRANT
-  PROP WATERMAIN
-  PROP SANITARY SEWER
-  PROP SAN MANHOLE
-  ABANDON EX SERVICE

ASSUMPTIONS:

- WATERMAIN DIAMETER (FIRE PROTECTION): 250 mm
- WATER SERVICE DIAMETER: 50 mm
- SANITARY DIAMETER: 250 mm
- SANITARY SERVICE DIAMETER: 150 mm
- MAXIMUM FIRE HYDRANT SPACING: 90 m
- MAXIMUM MANHOLE SPACING: 120 m



LEGEND:

-  EX GATE VALVE
-  EX WATERMAIN
-  EX SANITARY SEWER
-  EX SANITARY MANHOLE
-  PROP GATE VALVE
-  PROP FIRE HYDRANT
-  PROP WATERMAIN
-  PROP SANITARY SEWER
-  PROP SAN MANHOLE
-  ABANDON EX SERVICE

ASSUMPTIONS:

- WATERMAIN DIAMETER (FIRE PROTECTION): 250 mm
- WATER SERVICE DIAMETER: 50 mm
- SANITARY DIAMETER: 250 mm
- SANITARY SERVICE DIAMETER: 150 mm
- MAXIMUM FIRE HYDRANT SPACING: 90 m
- MAXIMUM MANHOLE SPACING: 120 m



REQUEST FOR DECISION

SUBJECT: **Range Road 230 Asphalt Tender Discussion**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: July 12, 2022 CAO: SW MANAGER: LT

DEPARTMENT: CONSTRUCTION & ENGINEERING DIR: RA PRESENTER: LT

STRATEGIC PLAN: Economy LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 1018 Expenditure and Disbursement Policy, Policy 4013 – Road Inspection and Maintenance

RECOMMENDED ACTION:

MOTION: That Council cancel Capital Budget item PV22003, Range Road 230 Paving, due to tendered costs coming in over budget.

BACKGROUND/PROPOSAL:

Although Council approved Range Road 230 for asphalt during the 2022 Capital Budget deliberations, Administration has reviewed the tenders provided and have determined that the results received are substantially higher than anticipated.

Range Road 230 is located 4km west of Valleyview, south of Hwy 43. The regrade and widening of this road was completed during the 2020 budget season with day labour and was built for future asphalt.

The asphalt project was posted on the Alberta Purchasing Connection by the consultant for two-weeks, closing on June 17, 2022.

There were 2 tenders received with no disqualifications. The results are as follows:

Wapiti Gravel Suppliers Ltd.	\$4,676,074.52	Qualified
Knelsen Sand & Gravel Ltd.	\$5,003,759.78	Qualified

The consultant (Beairsto & Associates) reviewed the tender quantities, calculations, and any anomalies along with reference checks. The lowest bidder is Wapiti Gravel Suppliers Ltd., which is located out of Grande Prairie, Alberta area.

The following table is a breakdown of the financial requirements to complete PV22003.

Description	Cost (exclusive of GST)
Construction Bid (less site occupancy*)	\$4,625,074.52
Contingency (10% total contract value)	\$467,607.45
Sub-Total	\$5,092,681.97
2022 Approved Capital Budget PV22003	\$3,920,000.00
Engineering Proposal - Awarded	\$134,871.54
2022 Capital Budget PV22003 Remaining (minus the approved engineering)	\$3,785,128.46
Additional Reserve Funds Required	\$1,172,681.97

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

Administration does not recommend proceeding during the 2022 construction season, however, will re-present during the 2023 budget deliberations.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council are being fiscally responsible.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that Range Road 230 will not be paved during the 2022 construction season.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to proceed with the lowest tender received, including additional funds.

FINANCIAL IMPLICATION:

Direct Costs: \$13,232.50 excluding GST, are the direct cost spent to date on Engineering and tendering for PV22003.

Ongoing / Future Costs:

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Engineering Company and contractor of Council's decision.

ATTACHMENT(S):

- Map



MD Road Projects 2022 PV22003 - Range 230

Legend

- 2022 Road Projects
- Cadastre
- Hydro Line
- Indian Reserve
 - Reserve
- roads SURFACE
 - GRAVEL
 - PAVED
 - INDIAN RESERVE
 - PRIVATE

0 300 600 900 m

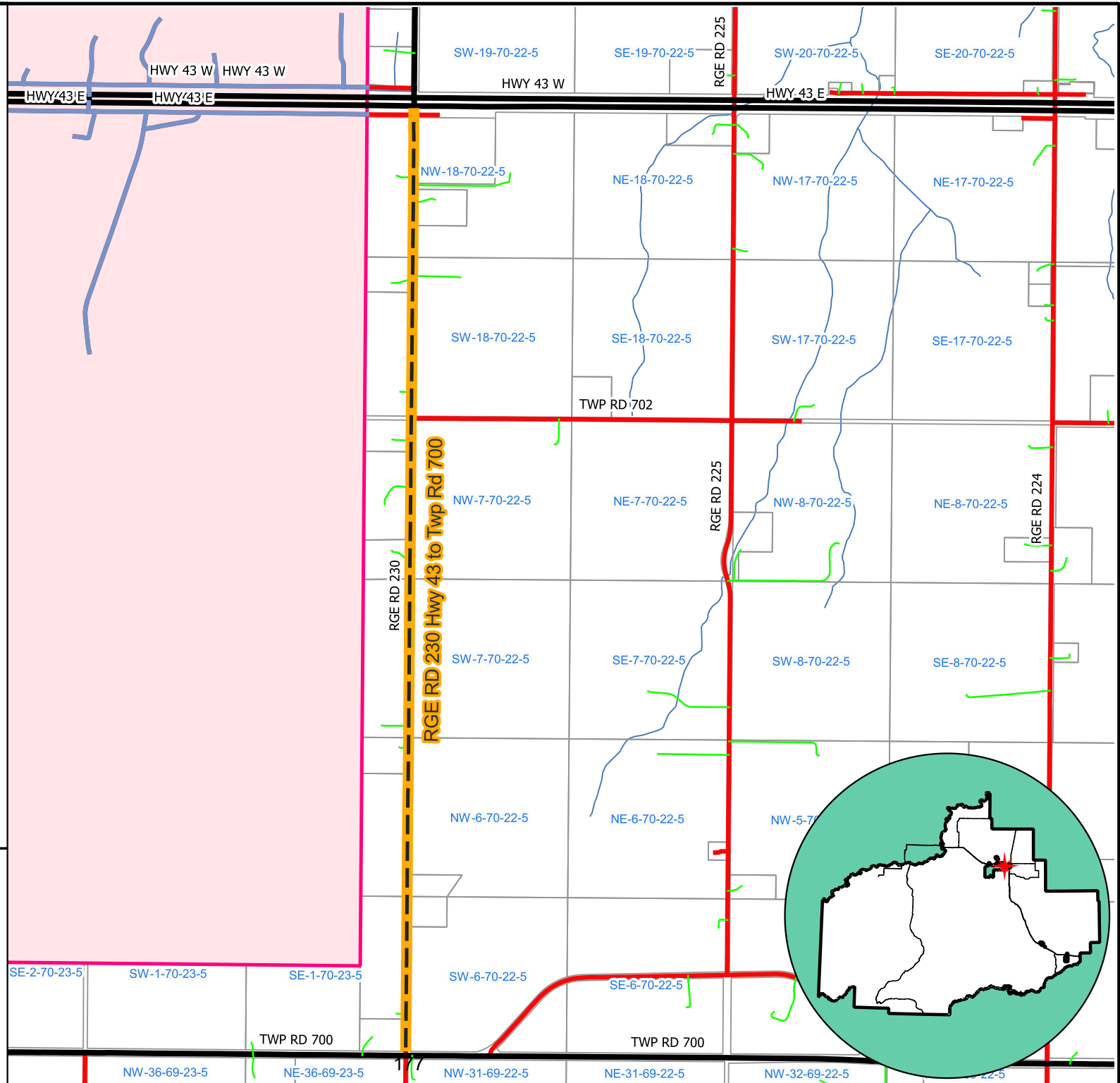
Produced: June 24, 2022 Projection UTM 11N NAD83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





REQUEST FOR DECISION

SUBJECT:	Alberta Roadbuilders and Heavy Construction Association Fuel Surcharge		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO:	MANAGER: JF
DEPARTMENT:	INFRASTRUCTURE & PLANNING	DIR: RA	PRESENTER: RA
STRATEGIC PLAN:	Governance	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4004; Page 1 Item 4

RECOMMENDED ACTION:

MOTION: That Council accept the adjustment report on Greenview's Expression of Interest to follow the Alberta Roadbuilders and Heavy Construction Association addendum to 2022 Rental Guide – Fuel Prices in Construction.

BACKGROUND/PROPOSAL:

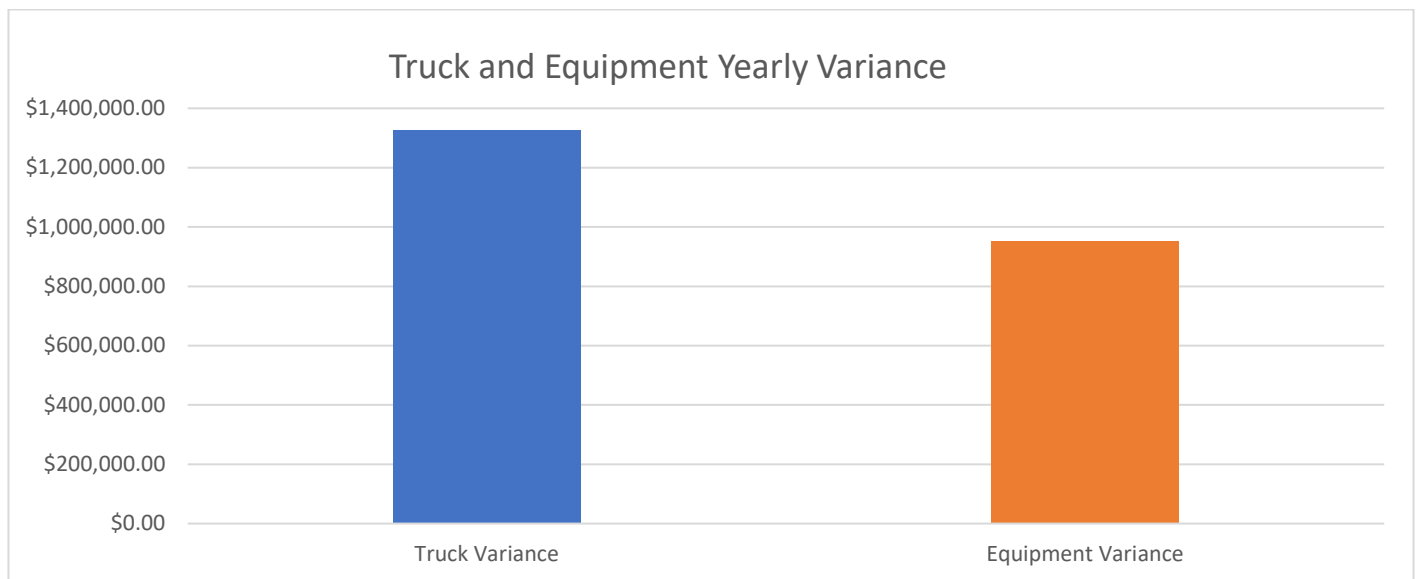
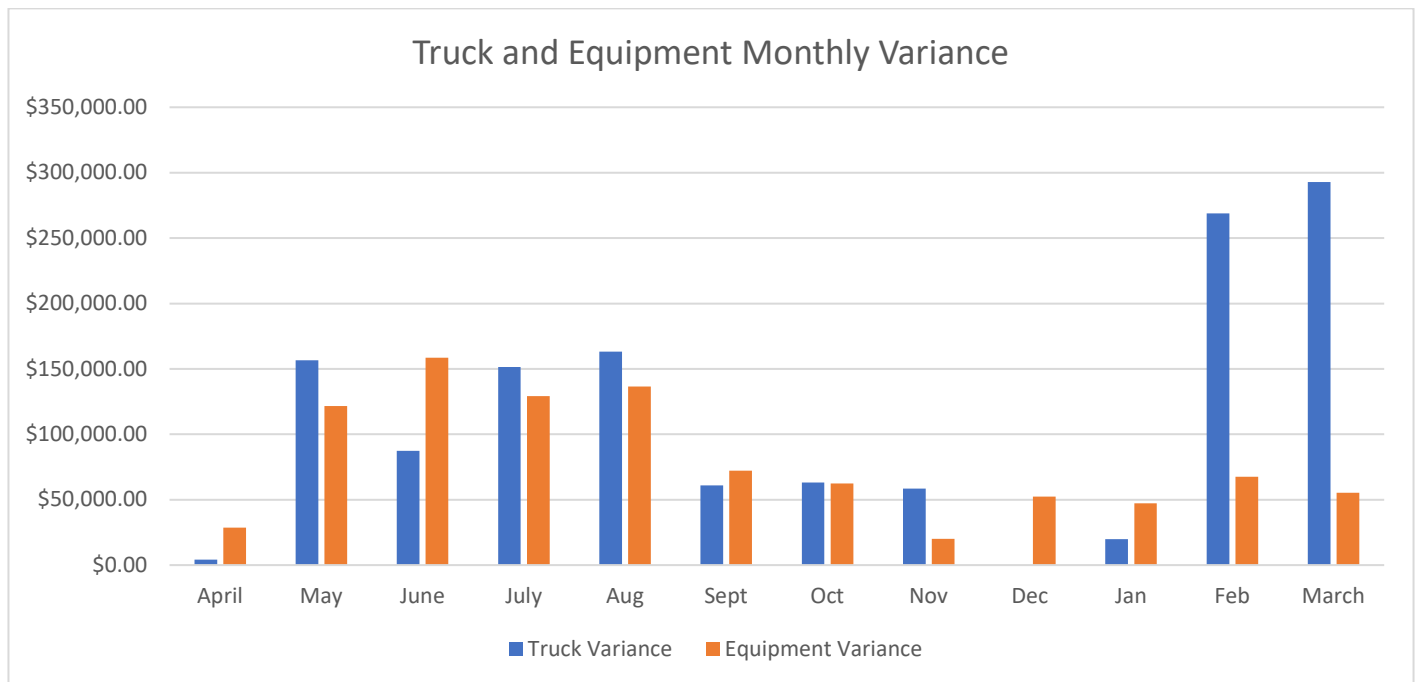
At the June 14, 2022, Regular Council Meeting, Councillor Burton made a Notice of Motion directing Administration to adjust Greenview's Expression of Interest to follow the Alberta Roadbuilders and Heavy Construction Association's Addendum to 2022 Rental Rate Guide – Fuel Prices in Construction.

At the June 28, 2022, Regular Council Meeting, Councillor Delorme made the following motion:

That Council direct Administration to provide a report on adjusting Greenview's Expression of Interest to follow the Alberta Roadbuilders and Heavy Construction Association addendum to 2022 Rental Guide – Fuel Prices in Construction.

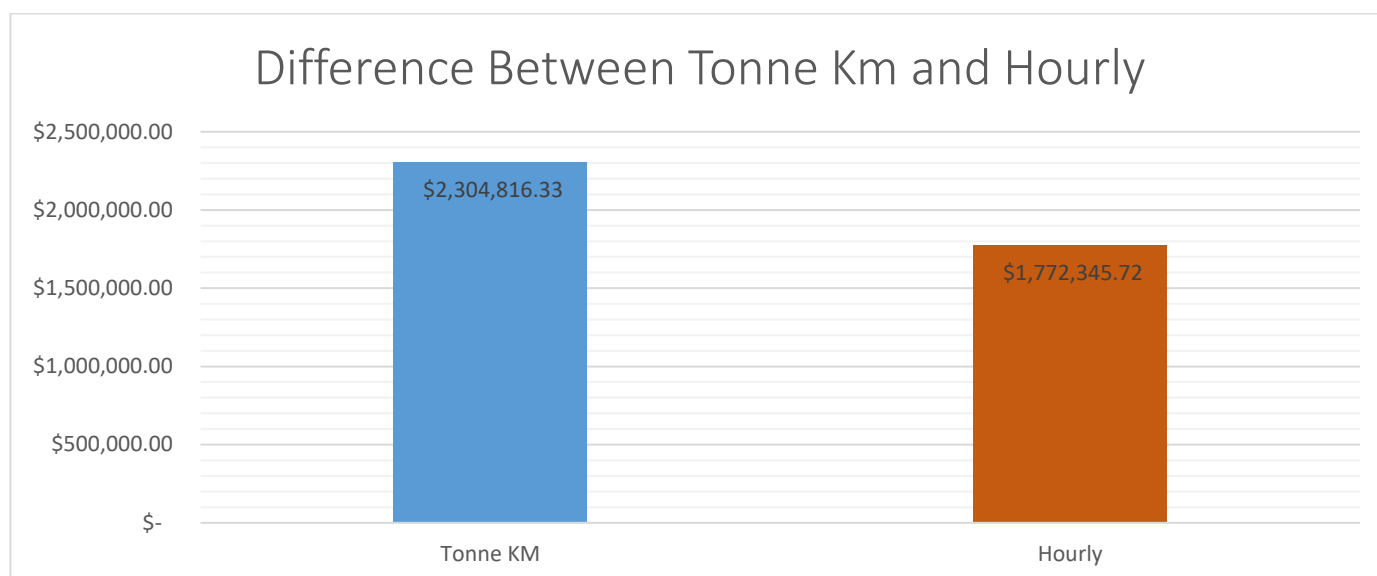
Administration reviewed the number of trucks and equipment hired last year to provide Council a tentative cost if the fuel addendum is administered by Greenview. The numbers below show the monthly variance cost increase that will be incurred by Greenview. Administration separated the equipment and monthly costs based on frequency of hiring, types of equipment, average horsepower, and days worked. Days worked were calculated at a 10 -hour workday for equipment and 11-hour workday for trucks.

Please see charts below built from the tracking records for the 2021-2022 Contractor Equipment Registry (EOI).



Administration has not included a cost increase being incurred by Greenview in this comparison

Administration has reached out to contractors listed on the EOI and the average truck horsepower is between 450hp – 600hp.



Administration has figured the tonne/km fuel surcharge to be between \$0.03 – \$0.04 cents. The average is \$0.035 cents per tonne/km.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview's Expression of Interest will be in line with the Alberta Roadbuilders and Heavy Construction associations addendum to 2022 Rental Rate Guide – Fuel Prices in Construction

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that

ALTERNATIVES CONSIDERED:

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

Alternative #2: Council has the alternative to leave the Expression of Interest as it is and re evaluate the prices for the 2023 construction year.

FINANCIAL IMPLICATION:

Direct Costs:

Ongoing / Future Costs:

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update the Expression of Interest and inform contractors of Council's decision.

ATTACHMENT(S):

- Cost Analysis fuel surcharge
- Notice of Addendum date June 14, 2022, from ARCA
- Cost figuring from Hourly to Tonne/KM for fuel surcharge

ARHCA
Cost Analysis
2022 Fuel Surcharge – applied to 2021 ARHCA Rates

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

BLF = Basic Loading Factor

	2021	Increase per hour \$ (451-600 horsepower)	Increase %	Adjusted Rate
Tandem Axle Dump Truck	\$120 per hour	\$38 per hour	31.67%	\$158 per hour
Tri-Axle Dump Truck	\$148 per hour	\$38 per hour	25.70%	\$186 per hour
Tandem Axle Dump Truck c/w Tandem Axle Pup	\$165 per hour	\$38 per hour	23.03%	\$203 per hour
Tandem Axle Dump Truck c/w Tri-Axle Pup	\$172 per hour	\$38 per hour	22.10%	\$210 per hour
Tandem Axle Dump Truck c/w Wagon	\$181 per hour	\$38 per hour	21.00%	\$219 per hour
Tandem Axle Dump Truck c/w Quad Wagon	\$189 per hour	\$38 per hour	20.10%	\$227 per hour
Tri-Axle Dump Truck c/w Tri-Axle Pup	\$200 per hour	\$38 per hour	19.00%	\$238 per hour
Tandem Semi-Tractor c/w Tandem Axle End Dump	\$161 per hour	\$38 per hour	23.60%	\$199 per hour
Tandem Semi-Tractor c/w Tri-Axle End Dump	\$170 per hour	\$38 per hour	22.35%	\$208 per hour
Small Equipment Trailer	\$75 per day	\$77 per day	-	-
Gooseneck Trailer - (Light Trucks)	\$100 per day	\$100 per day	-	-
Water/Trash Pumps – 2"	\$75 per day/all-inclusive	\$75 per day/all-inclusive	-	-
Water/Trash Pumps – 3"	\$95 per day/all-inclusive	\$95 per day/all-inclusive	-	-

Rainout days paid 3 hours maximum, and service truck paid out at ½ day rate. Equipment will only be paid for the hours worked.

Contractors are not to charge for breakdowns, lunch breaks, etc....

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

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



Alberta Roadbuilders &
Heavy Construction Association

NOTICE OF ADDENDUM

Date: June 14, 2022

To: Municipal Road Infrastructure Owners
Private Sector Infrastructure Owners
Public and Private Agencies Referencing the ARHCA Equipment Rate Guide

From: Ron Glen, CEO, Alberta Roadbuilders and Heavy Construction Association (ARHCA)

Re: **Fuel Cost Recovery surcharge addendum to 2022 Rate Guide**

The volatility in global oil markets have caused fuel prices to exceed contractors' abilities to absorb costs. The ARHCA Rental Rate Guide published each year provides owners and contractors with a reasonable per hour base price (inclusive of a contractor's cost of ownership and operating costs) for more than 1000 different models and makes of heavy equipment used in road construction, maintenance and in other industries such as forestry. Equipment financing, labour, material and in particular fuel prices have escalated dramatically in-year since our book was published in February.

The benchmark price for diesel consisting of the posted rack rate plus applicable taxes, less the off-road rebate used in the 2022 Rate Guide was \$1.35/litre. Oil prices have since spiked due to international events and political responses to isolate Russian aggression in Europe. The impact on local fuel prices is a risk beyond the capacity of contractors to manage and without risk sharing amongst construction partners, contractors will incur substantial losses.

For this reason, in response to this unforeseen change in international oil markets, the ARHCA is issuing an addendum to the 2022 Rate Guide to include a Fuel Cost Recovery Surcharge. ARHCA has developed an approach that balances reasonable application with simplicity of administration. The surcharge rates are based on a fuel cost as at June 2 of \$1.96/litre and consumption measured by net horsepower averaged across 13 major types of heavy equipment. As seen in the attached table, for equipment with engines of less than 150 net horsepower the surcharge is \$9.25 per hour. The surcharge rate increases in step changes of approximately 150 hp up to the largest machines which have over 1100 hp. Equipment engine power is easily confirmed by manufacturer and third-party sources found on-line. The category surcharge is then added to the specific equipment rental rate for the specific manufacturer and model listed in the Rate Guide.

Page 1 of 2



Alberta Roadbuilders &
Heavy Construction Association

The ARHCA will continue to monitor the situation and, if necessary, provide further guidance in case prices drop or rise significantly during the construction season. **Please note:** this surcharge is inclusive of applicable taxes, but does not cover inflationary pressures for other materials, labour, or services that contractors and subcontractors are currently absorbing.

While we anticipate that by next year, the situation will most likely have stabilized, the current surcharge is outlined in the table attached, and on the ARHCA website.

Contractors recognize that all organizations are facing cost pressures. While the industry has survived through two years of pandemic related challenges, the cooperation of all partners in construction is needed now more than ever to deliver projects as best we can.

Thank you,

Ron Glen, CEO, ARHCA

Attachment: Fuel Cost Recovery Surcharge Table

CC: ARHCA Board of Directors

Page 2 of 2



ADDENDUM TO 2022 RENTAL RATE GUIDE

Cost-Recovery Fuel Surcharge 2022

ARHCA is issuing this addendum to the 2022 Rental Rate Guide for a fuel surcharge to be added to the hourly rates as per the table below. To establish a new rate for a piece of equipment, please use the existing rental rate as published in the 2022 Rental Rate Guide and **add** the surcharge based upon the NET horsepower of the equipment being used. The net horsepower is available on the sites below using the manufacturer and the model number of the unit:

[Constructionequipmentguide.com](https://www.constructionequipmentguide.com)

[Ritchiespecs.com](https://www.ritchiespecs.com)

[Lectura-specs.com](https://www.lectura-specs.com)

COST RECOVERY FUEL SURCHARGE FOR 2022 - as of June 14, 2022 *Includes applicable taxes

Net Horsepower Rating

0-150 HP	\$9.25
151-300 HP	\$20.75
301-450 HP	\$30.25
451-600 HP	\$38.00
601-750 HP	\$48.50
751-900 HP	\$68.00
901-1050 HP	\$79.50
1051-1200 HP	\$106.00

****This surcharge is in effect as of June 14, 2022 and may be revised should fuel markets vary significantly during the 2022 construction season.*



Pit Name: Athabasca-Little Smoky
Contractor: Greenview

Haul Distance: 98 KM from Athabasca

Hourly Rates													Average
Totals	09-Mar	10-Mar	11-Mar	12-Mar	14-Mar	15-Mar	16-Mar	17-Mar	18-Mar	21-Mar	22-Mar	23-Mar	
Total Loads	92	55	73	62	107	112	120	109	122	114	128	91	99
Total Trucks/Day	29	14	19	15	26	28	29	27	30	31	31	31	26
Total Tonnes	2,872.45	1,661.16	2,228.27	1,875.34	3,214.62	3,392.38	3,574.46	3,294.72	3,607.10	3,409.16	3,881.54	2,735.44	2,979

This is the truck hours (This is total loads (divided) by total trucks per day (times) the estimated travel time per load)
eg. March 24 109/32*3=10.21 rounded to 10 plus 1 hour travel time

Hours/day	8	10	10	10	10	10	10	10	10	10	9	10	7	10
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*Haul lasted 16 days

Atha to Little Smoky Totals:	
Total Loads	1185
Total Trucks/Day	310
Total Tonnes	35,746.64

Note that Administration has called and asked contractors what the horsepower of the trucks they are driving. The average horsepower is between the ARCHA net horsepower rating of 451-600 HP

11	Average hours per day (including 1 hour travel)	2,979	Average tonnes per day
27	Average Trucks per day on average	98	haul distance
\$ 38.00	Fuel increase rate per hour	291,930.89	Tonnes/km
\$ 11,286.00	Average Price increase per day with new ARCA fuel rates		
\$ 0.04	Average cost increase per tonne per km based on new ARCA fuel rates		
3,503,170.72	Total tonnes moved per 98 km load distance		
\$ 135,432.00	Total ARCA new fuel cost increase		



The Actuals for the 2022 Athabasca to Valleyview Stock pile haul.
Pit Name: Athabasca-Valleyview Haul Distance: 124 KM from Athabasca
Contractor: Greenview

	Hourly Rates															Average
Totals	24-Mar	25-Mar	28-Mar	29-Mar	30-Mar	31-Mar	01-Apr	02-Apr	04-Apr	05-Apr	06-Apr	07-Apr	08-Apr	11-Apr	12-Apr	
Total Loads	109	118	115	129	133	123	118	112	123	126	127	124	126	118	84	
Total Trucks/Day	32	32	32	36	37	35	34	32	35	35	36	35	37	35	33	
Total Tonnes	3,305.33	3,620.74	3,507.48	3,943.72	4,085.36	3,778.98	3,619.94	3,408.12	3,754.48	3,838.62	3,876.60	3,756.94	3,818.06	3,538.90	2,515.64	

This is the truck hours (This is total loads (divided) by total trucks per day (times) the estimated travel time per load)
eg. March 24 109/32*3=10.21 rounded to 10 plus 1 hour travel time

Hours/Day	11	12	12	12	12	12	11	12	12	12	12	12	11	11	9	11
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***Haul lasted 15 days**

Atha to Valleyview Totals:	
Total Loads	1785
Total Trucks/Day	516
Total Tonnes	54,368.91

Note that administration has called and asked contractors what the horsepower of the trucks they are driving. The average horsepower is between the ARCA net horsepower rating of 451 - 600 HP

6741744.84 Total tonnnne/km	\$ 14,212.00 Average Price increase per day with new ARCA fuel rates	3624.594 Average tonnes per day
\$ 213,180.00		124 haul distance
	\$ 0.03 Average cost increase per tonne per km based on new ARCA fuel rates	449449.7 Tonnes/km
	449449.656 Total tonnes moved per 124 km load distance	
	\$ 0.03 Total ARCA new fuel cost increase	



REQUEST FOR DECISION

SUBJECT: **Forestry Trunk Road Phase 6 Engineering Award**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: July 11, 2022 CAO: SW MANAGER: LT
DEPARTMENT: CONSTRUCTION & ENGINEERING DIR: RA PRESENTER: LT
STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council award Forestry Trunk Road Phase 6 Engineering to Beirsto & Associates in the amount of \$194,091.49 to come from the 2022 Capital Budget, RD22001.

BACKGROUND/PROPOSAL:

Council approved \$733,000.00 for the Forestry Trunk Road Phase 6 Project in the 2022 Capital Budget deliberations. Phase 6 is between KM 139 to KM 142.5 for re-alignment and construction of the commercial/industrial roadway. The project came in substantially under budget. Although, other costs could be associated such as hydrovac lines to determine the depth that is paid outside of contract directly to Greenview.

Adhering with the New West Partnership Trade Agreement and Greenview's Expenditure and Disbursement Policy, Administration posted the engineering for the FTR Phase 6 Project for two weeks closing June 3, 2022.

There were 3 proposals received as follows:

Company	Tender Value	Site Days Proposed	Tender Qualifications	Evaluation Criteria
Beirsto & Associates	\$194,091.49	45 site days construction	Qualified	85
Stratum Logics Inc.	\$99,226.00	15 site days construction	Qualified	68
WSP	\$438,405.00	80 site days construction	Qualified	77.5

Administration reviewed the proposals that included the estimated site days of construction, the overall scope of understanding, corporate qualifications, costs of services and fee schedule.

The tender included pre-liminary engineering through to post construction. Administration has discussed full contract obligations with all consultants and feels comfortable with the evaluation above.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have the most qualified and be within the approved 2022 Capital Budget.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$194,091.49

Ongoing / Future Costs: None

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

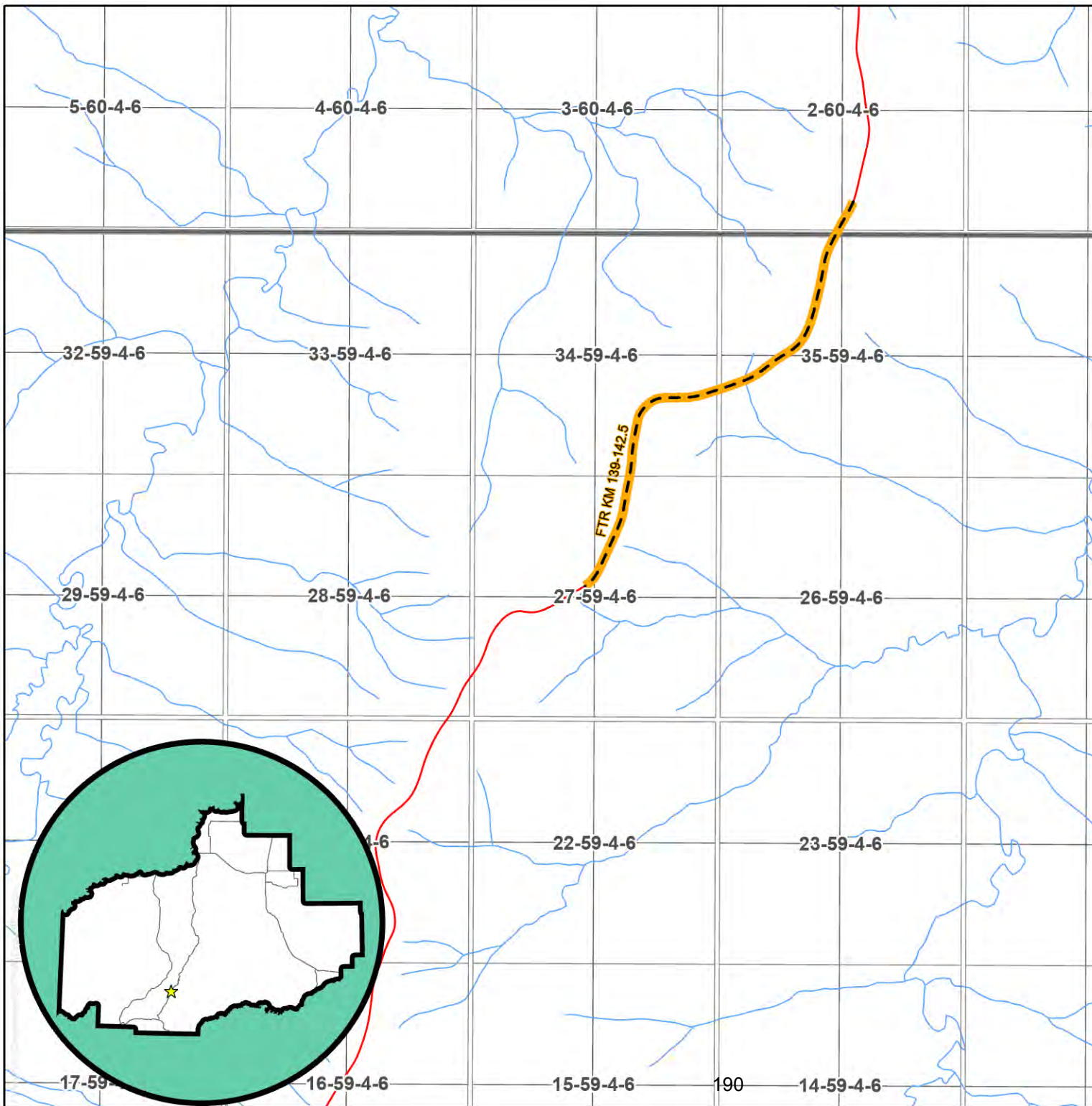
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Upon Council's review Administration will advise the engineering firm.

ATTACHMENT(S):

- Phase 6 Forestry Trunk Road Map



Road Projects 2022 Forestry Trunk Road

Legend

Road Project

Road

Driveway

Gravel

Other

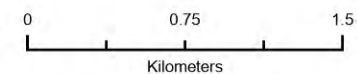
Paved

Base Features

Township Grid

Section Grid

Cadastre



Produced: May, 2022 **Projection:** UTM Zone 11N NAD 83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



REQUEST FOR DECISION

SUBJECT: **Award for Grande Cache Phase 6 Walkways and Approaches**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: July 12, 2022 CAO: SW MANAGER: LT
DEPARTMENT: CONSTRUCTION & ENGINEERING DIR: RA PRESENTER: LT
STRATEGIC PLAN: Economy LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council award Phase 6, Grande Cache Walkways and Approaches to Knelsen Sand & Gravel Ltd. in the sum of \$930,205.27 (excludes GST), with funds to come from the 2022 Capital Budget, PV22004.

MOTION: That Council approve additional funding of \$167,135.20 (excludes GST) for PV22004, to come from the Road Infrastructure Reserve.

BACKGROUND/PROPOSAL:

Council approved the Grande Cache Phase 6 Sidewalks and Approaches in the 2022 Capital Budget for \$845,000. Phase 6 is the last subdivision located at the end of Hoppe on the west side of the road that requires an upgrade of the walkways and approaches that are within the road right-of-way. Through the design phase the cost benefit based on the area configuration with ditches was to do an asphalt walkway.

The current condition of the walkways within Phase 6 are sporadic in functionality, location and utilities standards.

Project PV22004 was posted on Alberta Purchasing Connection by the consultant for two-weeks closing on June 17, 2022.

There were 2 tenders received with no disqualifications. The results are as follows:

Knelsen Sand & Gravel Ltd.	\$930,205.27	Qualified
RECO Construction (201) Ltd.	\$1,074,955.00	Qualified

The consultant (Beairsto & Associates) reviewed the tender quantities, calculations, and any anomalies along with reference checks. The lowest bidder is Knelsen Sand & Gravel Ltd., which is located out of the Grande Prairie, Alberta area.

The following table is a breakdown of the budget required to complete PV22004 in whole.

Description	Cost (exclusive of GST)
Construction Bid (less site occupancy*, fish capture, traffic accommodations etc.)	\$876,205.27
Contingency (10% total contract value)	\$93,020.53
Sub-Total	\$969,225.80
2022 Capital Budget PV22004	\$845,000.00
Engineering Proposal - Awarded	\$42,909.40
2022 Capital Budget PV22004 Remaining	\$802,090.60

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

The 2021 ending balance in the Road Infrastructure Reserve is \$71,410,896.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the project will be completed in the 2022 budget season.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is Greenview will be using reserved funds to support Project PV22004.

ALTERNATIVES CONSIDERED:

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

Alternative #2: Council has the alternative to cancel PV22004 for 2022 and present in the 2023 Capital Budget deliberations.

FINANCIAL IMPLICATION:

Direct Costs: \$1,012,135.20

Ongoing / Future Costs:

Ongoing maintenance costs and future overlay

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Upon Council's direction, Administration will advise the engineering company.

ATTACHMENT(S):

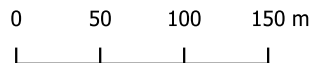
- Map



MD Road Projects 2022 PV22004 - Phase 6 Walkways and Approaches

Legend

- 2022 Road Projects
- cadastre
- Roads-Jurisdiction
- MUNICIPAL
- PRIVATE



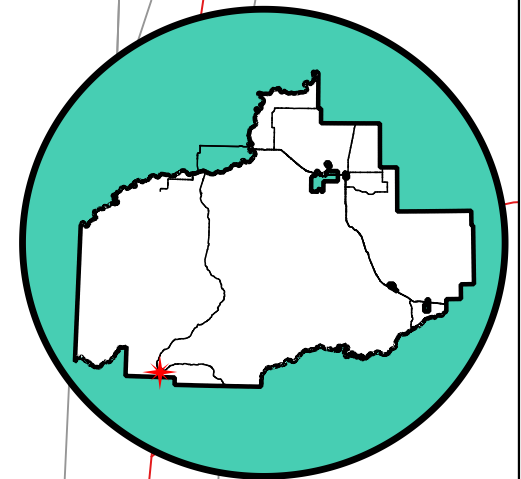
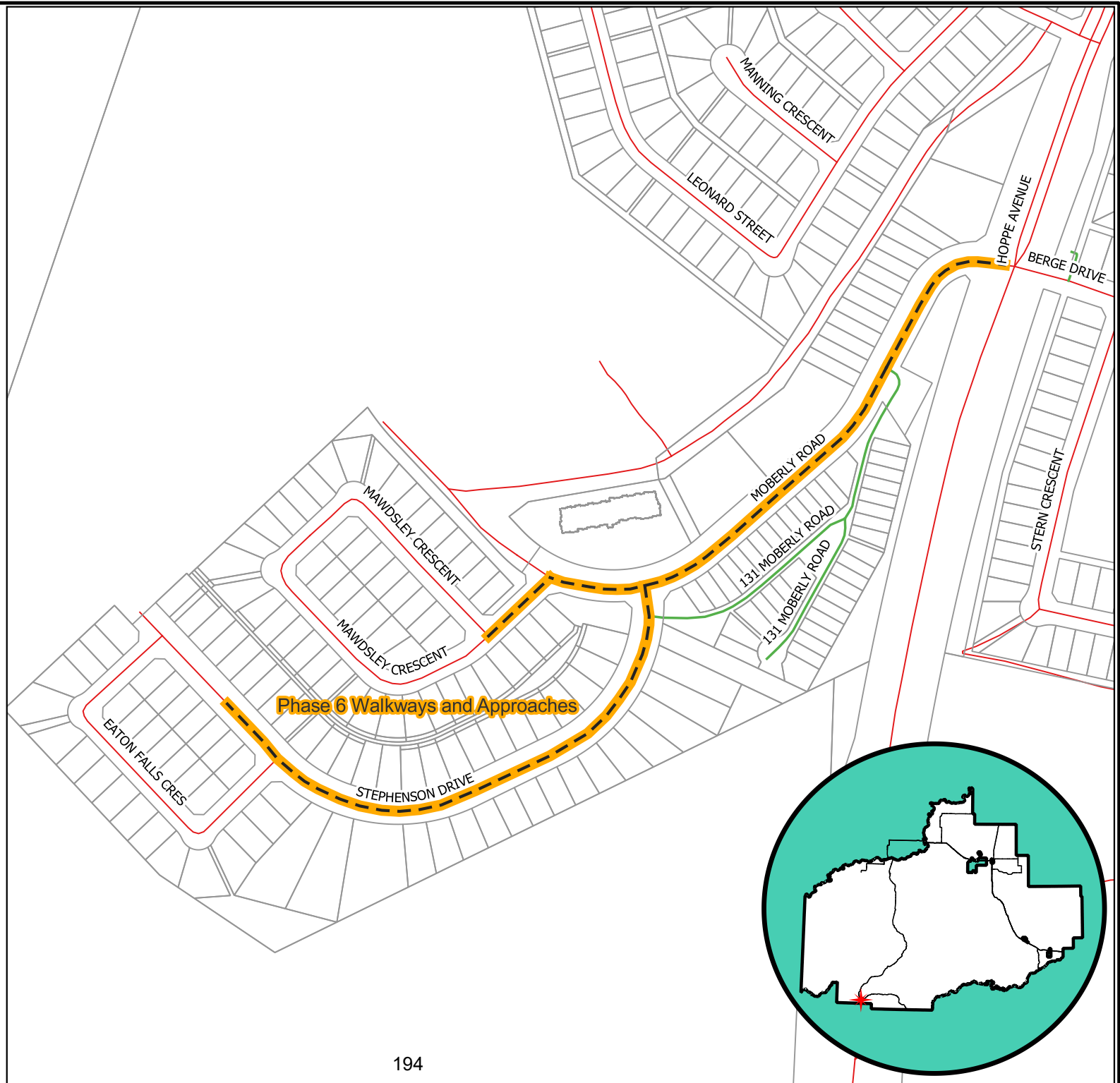
Produced: June 24, 2022 Projection UTM 11N NAD83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Function: CAO Services

Submitted by: Stacey Wabick, CAO

Date: 7/12/2022

Chief Administration Officer, Stacey Wabick

June was a month of many tasks covering a wide variety of topics. Ratepayer BBQs are in full swing and the creation of the Greenview *"This Is Who We Are"* video that has been playing at the annual ratepayers' BBQs has been well received. This is the result of the hard work of the Communications Department and all the staff who did their individual parts to make it so comprehensive. This video will be shared more publicly once all the BBQs are complete and will be used in a variety of ways for things such as recruitment, advertising, economic development etc.

A couple of key agreements with the Town of Fox Creek were completed in June including a new Fire Services Agreement and a funding agreement for the Greenview Fox Creek Multiplex. Both agreements ratify Greenviews continued commitment to the promotion of culture, social and emergency services, a key strategy identified in Councils Strategic Plan. In a similar manner, CAO Services and Council held three intergovernmental/agency meetings. A joint Council meeting with the Town of Valleyview was the first meeting since the election of the most recent Councils and several topics were discussed including local infrastructure, current and past projects. The other intergovernmental meeting was with Alberta Transportation where highway concerns within Greenview were discussed. The agency meeting was with the Alberta Energy Regulator who provided Council an update on the current developments within the oil, natural gas, and coal sectors.

Administratively, CAO Services reviewed current staffing levels within two departments and the required commitment to role they play in achieving the municipalities Strategic Plan. Communications and the Greenview Industrial Gateway both saw minor adjustments without impacting the existing financial resources dedicated within the approved budget. In addition to staffing reviews, CAO Services completed several other matters including, but not limited to insurance, repairs to municipally owned structures such as some community halls, potential additional funding for Greenview as a result of a provincial decision, a delinquent tax file review and Municipal Sustainability Initiative funding review.

CAO Services also houses the Greenview Industrial Gateway in which the Director for this extensive development continues to work on. Some of the progress for this project in the month of June includes carrying out Councils motion to contract Associate Engineering and WaterSmart for the process water engineering design. Indigenous Consultation meetings have been scheduled and the first meeting with Horse Lake First Nation took place and a Carbon Hub Expression of Interest had been finalized and submitted to the province with an announcement expected in October of 2022.



Manager's Report

Function: CAO Services

Submitted by: Stacey Sevilla, Manager Communications & Marketing

Date: 6/27/2022

Communications Highlights

The communications department continues to produce regular external communications for ratepayers, stakeholders and the general public. The Comms department also works closely in collaboration with all other departments to create, launch and promote new services and programs etc.

Please note that the list below is a highlight of Communications department activities but is not exhaustive.

Projects completed or underway:

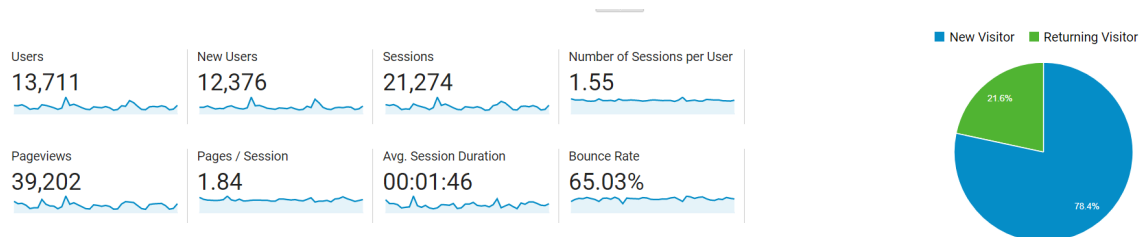
- The Mountains to Meadows Greenview Newsletter has been created and mailed out to all Greenview residents and ratepayers. An electronic version has been uploaded and available to the public via the website. Announcements were shared on all corporate social media channels
- Developed and created Greenview University – July Winning Mind Training Posters
- Successfully hosted the first 2022 Ratepayer BBQ in Grovedale with Council. Estimated that over 300 attended.
- Invitations have gone out to potential sponsors and business participants for the 2022 Annual Stakeholder Sporting Clay Shoot to be held at the Shot Shell Sporting Clays course in Valleyview, Thursday September 8, 2022
- Z-Maps, updated trail maps, and Greenview tourism guide have been received and distributed via the Tourism department
- Created an updated Recreation Day-Use Area brochure in collaboration with Outdoor Recreation and Tourism departments
- Comms creates all Greenview internal Social Committee and Wellness Committee monthly posters and promotions
- Provided speaking notes for Councillor Ratzlaff and Councillor Smith for upcoming graduation ceremonies in Fox Creek and Valleyview
- Developing a “Weed Awareness” campaign in collaboration with Agricultural Services – Working with a production company for video production. We have received approval and license to use “She ain’t pretty, she just looks that way” jingle in the video and advertising courtesy of the Northern Pikes

- Developed and filmed Greenview video, which will be shown at all Ratepayer BBQs and will be hosted on the Greenview YouTube channel for sharing with the public
- Worked with GRM and GC Rec teams to create posters, social posts, and programming handouts for June, and ran coordinated advertising campaigns on web and social media channels
- Design and layout is completed for new Grande Cache Area Trails & Adventure Map and tourism pocket maps have been printed for tourism distribution
- Designed numerous tourism advertisements for travel and tourism magazines and publications to market and promote Greenview tourism opportunities
- Editing and proofing assistance for various Health and Safety documents is ongoing

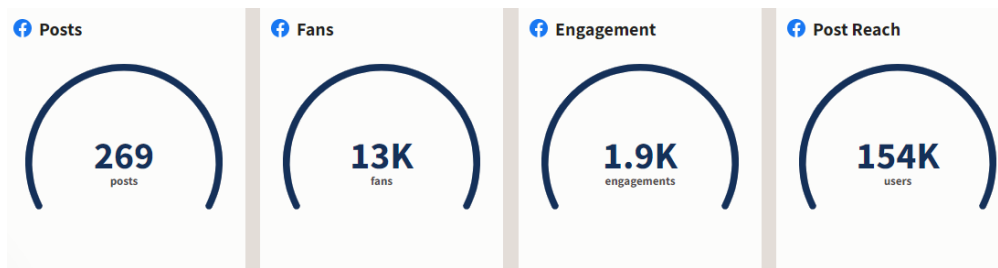
Digital presence statistics

Website (June 2022)

Greenview's website has seen 39,202 pageviews on the website through June. The Greenview website has maintained the average new website users from May at 12,376. Website access from mobile devices remains almost on par with the national average, at about 52% of users, with 48% of website users from a desktop or laptop computer.



Facebook (June 2022)



Efforts to grow our Twitter, and Instagram presence continues. Twitter followers as of June 27, 2022, = 1,833. Instagram followers as of June 27, 2022 = 576.

Greenview APP (June 2022)

The app was used approximately 133 times from June 1-28, with users accessing the "Notifications" section the most often as push notifications are sent out for Council Meetings, etc. Approx 886 Users to date.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: Community Services

Submitted by: Michelle Honeyman, Director Community Services

Date: 7/12/2022

Director Community Services, Michelle Honeyman

Land title has been changed for the Greenview Regional Multiplex to remove the Town of Valleyview from the title. The Fox Creek Multiplex land title change has been submitted to reflect Greenview's 59.37 ownership percentage.

In correspondence with two companies to determine their interest in updating the sponsorship signage at the Greenview Regional Multiplex to reflect the new company names.

Greenview non-profits within Greenview have been notified of upcoming grant writing workshops hosted by the Province of Alberta.

Agricultural Services Manager, Sheila Kaus

Agricultural Services department in conjunction with Greenview Communications department have completed an outline for a weed awareness video for use in the upcoming weed awareness campaign. The department is excited with the video progress and presentation. Filming will be delayed until the weeds are blooming to provide more of a visual impact.

Tweaking of the data collection maps continues and beaver work orders have been steadily addressed. Agricultural Producers have been booking rental equipment far in advance to try and anticipate weather for field work requirements. The Landcare Coordinator started on May 9th, and the team are excited to have her aboard!

Agricultural Services has received the new plastic mulch applicator and seedling transplanter. Administration is exploring the possibility of providing a demonstration of the equipment for Greenview ratepayers.

River Country called for a summary of the Tall Buttercup meeting held last week and planning is moving forward on an exciting Tall Buttercup weed awareness campaign prepared in conjunction with the Communications Department. Boot brush stations for eight (8) trails, in collaboration with the Recreation

and Communications Department have been ordered, delivering on a long-held goal for the department.

Agricultural Services has been contacted by Alberta Environment and Parks regarding Green Zone weed infestations. The Ministry is intending on focusing more resources on the issue and would like to form a partnership with Greenview to facilitate improved control. Administration is in talks with the Ministry regarding development of a 5-year weed management plan, sharing of infestation data for budget allocation, promotion of weed free forage, and signage, along with control work for the Willmore Wilderness area. Agricultural Services is hopeful that positive news may be reported in the future as this strategic relationship is built.

Administration connected with a Provincial Grizzly Bear Specialist regarding the concerns within Grovedale and Grande Cache. An educational session for Grande Cache residents has been tentatively scheduled for August, prior to commencement of hunting season. The specialist would also like to work with the department and the board in addressing grizzly bear populations and potentially mitigation programming. More details will be provided as the possibilities are further explored.

Case File 12-3032: This case was served with a Weed Notice in person, with the assistance of enforcement services. The landowner contacted the office, stating the infestation would be cut shortly and they would explore cultivation more seriously. Case File 12-3932 weed notice was delivered via registered mail, email with delivery notice, and posted prominently on the land. The renter of the land contacted Agricultural Services inquiring about addressing the infestation prior to the deadline indicated on the notice. Case File 12-5057: The land parcel was recently sold and the occupant has shallow tilled the location, which is an approved control for scentless chamomile, provided it is repeated throughout the season on a 7–10-day rotation. The department will be reaching out to the new landowner and occupant. No notice will be issued on this property at this time.

Weed inspections are well underway with the new data collection system and 272 have been documented. Staff have adjusted to the new system quickly. Prioritization has been placed on early season weed infestations, cases of concern, tall buttercup infestations, and prohibited noxious infestations, 81 new infestations have been documented and 192 inspections of previous case files have been updated. Case status breakdown is as follows to June 22nd.

The public's conversations with weed inspectors have centered on the offering of assistance from Agricultural Services and making ratepayers aware of programs available to help control infestations. Two properties have been controlled under the Private Herbicide Application program, two producers intend to purchase chemical from Greenview, and three individuals' planning to participate in the Rural Acreage Program as of June 21st. Many individuals have asked about the Tall Buttercup/Burdock program, and administration anticipates strong uptake.

Rotational spraying is well underway, with 465 kilometers or 289 miles of right-of-way have been sprayed. This equates to 697.5 ha or 1723 ac. The crew anticipates completing the Little Smoky area before the end of June. They will then move to DeBolt and the Forestry Trunk Road.

CASE STATUS	# OF CASES
CONTROLLED	129
0-11: Monitor for increase and new species, make landowner aware, cheaper to control now	59
12-19: Phone calls once a week, follow up inspection, offer of programs and assistance, mech and cult controls	60
20-26: Notify super, Phone calls twice a week, follow up inspections, offer programs and assistance, mech and cult, caution landowner severity is increasing, potential weed notice next year	2
27-30: Notify supervisor, weed notice	4
NOT SUCCESSFULLY CONTACTED	18

The annual crop rotation survey of planted canola fields has started. This survey helps the clubroot, blackleg and verticillium wilt surveys that Greenview conducts in late July, early August. In knowing where these fields are located, Agricultural Services can assist Alberta Agriculture with finding three fields for an intensive blackleg survey in which they have partnered with Agriculture Canada. We also will be conducting the pea leaf weevil survey on behalf of our residents with these numbers adding to provincial pest forecasting efforts. Bertha army worm traps should be set up before the end of the week, rounding out the collaborative pest monitoring Greenview will be participating in this season.

Agricultural Services has completed capital budget purchases with the arrival of the new skid mounted spray systems. These units will allow staff to assist more landowners with private spray requests and control limited infestations in a variety of locations. One skid mount has been moved to Grande Cache to facilitate an earlier start to spraying of scentless chamomile infestations.

Agricultural Services completed the Shelterbelt program for this season by distributing remaining seedlings to facilities maintenance for replacement of trees that have died and outdoor recreation for inclusion in outdoor recreation sites. There have been many inquiries from the public asking if Greenview will have the program again next year with multiple requests to put in orders.

Beautification anticipates the hanging flowers baskets and flowerpots being installed this week. This has been delayed due to late frost. Planting of flower beds and planters is nearing completion and staff have been diligently completing the lawn maintenance schedule. Spraying of scentless chamomile has started in the Grande Cache area.

Rental Equipment statistics are at 208 rental days up to June 21, 2022.

Thus far in 2022, 16 wolves were submitted for incentive, totalling \$4,800.00 and 211 beavers have been submitted for incentive, totalling \$6,330.00, total hunting incentive payments for 2022 stand at \$11,130.

Problem Wildlife Work Orders, 2022

File Status	Beaver-MD	Beaver-Ratepayer	Customer Service	Predation	TOTAL
In Queue					
Open	12	10	0	1	24
Closed	34	20	5	13	70
TOTALS	46	30	5	14	95

The Problem Wildlife Officer and the Problem Wildlife Assistant have been busy addressing current issues and inspecting problem sites from 2021 for reoccurrence. Unlike 2021, this season has a focus on proactively trapping potential problem areas. Of note, this is an 80-case count rise from the April ASB meeting totals. Up to June 21st, 145 problem beaver have been removed and seven (7) dams have been blasted. Additionally, 87 MD of Greenview beaver carcasses have been sold to an outfitter at \$7.00 per carcass for a revenue of \$609.00. It is hoped this relationship will continue, providing an ethical disposal method of beaver carcasses that returns funds to Greenview.

VSI Quarterly Reports and Service Breakdown - 2022

	# Services	2022	2021	2020	+/- (%)
Total 1st Quarter	70	\$17,268.52	\$19,269.77	\$21,172.35	-8.99%
Total 2nd Quarter			\$33,953.33	\$36,569.40	-7.15%
Total 3rd Quarter			\$ 8,382.80	\$ 8,342.09	+0.50%
Total 4th Quarter			\$40,995.55	\$34,228.60	+19.8%
2022 Claims			\$102,601.45	\$100,312.44	+2.3%

Preg Checks: 2067
Semen Testing: 116
C-Sections: 7

Economic Development Manager, Kevin Keller

Administration hosted a question-and-answer session with interested proponents for the Greenview Fibre Optic Request for Proposal. The question deadline has now closed, and Administration is awaiting the July 15 submission deadline.

Business:

Greenview Economic Development attended the 2022 Global Energy Show in Calgary, June 7 -9. Administration attended along with the City of Grande Prairie & the County of Grande Prairie to highlight the region. This was a great way to represent and promote the Region as well as network with companies working in the Greenview area.

Administration attended the Joint Economic Development Committee meeting with Fox Creek June 15. Through the month of June Administration attended three sessions with the Chamber of Commerce Regional Workforce Development Partnership. The Economic development team is excited with the progress of the partnership, to continue to grow and represent the Workforce, retention, and expansion of

the overall Region. Administration is working to develop terms of reference and a 3-year budget, to be presented later.

Economic Development posted a photography RFP to gather new visuals for Greenview business, community, and tourism initiatives. Submissions were accepted from June 1 - June 14, 2022.

- Administration received 6 submissions and is currently reviewing responses against the criteria as set out in the RFP.

Administration attended an information session that could benefit Greenview. Atco is reviewing the opportunities to utilize hydrogen to produce electricity.

Administration attended an information session regarding the Rural Renewal Stream. This initiative is an immigration strategy that is identified in the Alberta Recovery plan. The objective is to empower newcomers to settle in rural communities, thereby filling shortages in skilled labour. As this program develops additional details will be made available.

Tourism:

Greenview Tourism Initiatives:

- Greenview Golf Master 2022- posters and stamp cards are being created. We have 6 participating Golf Courses within Greenview. The campaign will run from July 1 and will continue until September 30, 2022.
- Willmore Wilderness Foundation donated Ernie Basarabas' leather beaded jacket to the GC TIC
- Greenview Top 10 Social Media Campaign – We are planning and organizing content to highlight the top 10 things to do, see and discover within the Municipal District of Greenview.
- CST Coal has started utilizing the TIC meetings rooms for its staff training, on a regular basis.

Grande Cache Tourism Centre Summer Programs:

- 5 class field trips scheduled through the month of June
- Summer Youth Programs Kick-off Fair & BBQ June 22
- Grande Cache Trails Working Group- Final Meeting June 20
- Father's Day Craft & Snacks -June 18
- Jr. Adventurer's Youth Program- June 10, 17, 23, 27

New Greenview Visitor Guide/Z-Map:

- Brand new visitor guides and Z-maps have been created to highlight the many different reasons to visit Greenview. All recent publications have been updated with Greenview colours, fonts to be current with Tourism branding and corporate standards and style.

New Grande Cache Regional Trail Map:

- Trail maps have been created to highlight the hiking, biking, ATV, and equine trails that surround the hamlet of Grande Cache. A large mountain bike trail network has been added surrounding the town to coincide with the new trailhead signs/maps and directional trail markers that were put in place in 2021.



Statistics

- Total Visitors May: 1393
- Total Giftshop Revenue May: \$9518.77
- Total Visitors June: 1514 (June 1-20)
- Total June Revenue: \$9575.91 (June 1-20)

YTD Total Visitors

2018	7373
2019	8223
2020	931
2021	4882
2022	6036

YTD Total Revenue (Gift shop)

2018	\$28,613.15
2019	\$25,434.36
2020	\$5,690.15
2021	\$32,349.63
2022	\$38,349.08

Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford

During the month of June over 450 clients received assistance at the Community Resource Center. The highest needs seen were for technical support (25), legal related supports (18) and employment (8). Technical supports included everything from photocopying bank statements to send to the CRA, helping clients to access their direct deposit information for various agencies or uses, assisting clients to attach scanned documents to various applications, and printing emails and attachments from cell phone messages and emails.

All school programs delivered by Youth Coordinators have concluded until September, outcomes include:

Program	Number of Respondents	Response Percentage
Home Alone	51	96% of students feel more confident staying home alone after taking this program.
		90% of students know how to respond in an emergency situation after taking Home Alone.
SKILLS	37	100% of students now know the warning signs or red flags of an unhealthy relationship.
		100% of students now understand the consequences of becoming sexually involved with another.
I Can Handle Anger	24	92% of students know ways to cool down and control their anger after taking I Can Handle Anger.
		96% of students feel they are better at using their words to tell people how they are feeling after participating in I Can Handle Anger.
Why Try!	28	69% of students are more likely to do what they believe is right, even though it is challenging after talking the Why Try program.

Administration has sent an application to the Centre 4 Sexuality and Canadian Public Health Association to be part of the Relationship Sexual Education Scaling Project. The Relationship & Sexual Education is a comprehensive sexual health program dealing with sexual and reproductive health promotion and education, healthy and respectful relationship education, violence prevention, and consent skills promotion. This program is designed for students in grade 7, 8, 9 and 10. Currently, Green View FCSS offers a sexual health program, Skills, for grade 8 students. Participation in this new program will expand the reach while utilizing cutting edge, comprehensive curriculum, and best practices.

The Youth Program Coordinator will be assisting the Recreation Department with their Outdoor Survival Camps at Johnson Park July 5-7 and Grovedale Fishpond July 19-21. The day camp in DeBolt will run from August 16-18.

Two Life Skills camps will be delivered in Grande Cache this summer. The first camp running July 5th – 7th for ages 5 -12 will provide learning and skill building opportunities on the following subjects: financial literacy, public speaking, and navigating social dynamics. The second camp running August 2nd - 5th for ages 7 -18, will be delivered in partnership with Aseniwuche Winewak Nation and features indigenous life skills. Traditional teachings will be woven throughout the camp while participants complete the process of preparing an animal hide.

During Seniors Week, June 6th - 12th, administration facilitated 3 sessions at the Big Horn Golden Age Club. The sessions covered an introduction to the Creative Grief and Loss program, an overview of Green View FCSS programs and services, and wrapped up with a Conversation Café.

Information shared during the Conversation Café provided valuable recommendations for Older Adult Information which will be hosted on October 12, 2022, in Grande Cache, and September 29 in Valleyview in collaboration with the Greenview Multiplex. Older Adult Information Day is an annual event focusing on programs and services available to the senior and older adult population. Based off the input received during senior's week, administration is exploring educational opportunities on subjects such as cannabis, sexual health, elder abuse, fall prevention, and how to adjust to life after the passing of a partner.

FCSS Manager is collaborating with the Manager of Operations to deliver a Greenview U session on shared accountability, this session is scheduled for September 6.

Greenview Fire-Rescue Services (GFRS)

Reported by: Regional Fire Chief, Wayne Brown

Administration:

June 13 Council Meeting, the Regional Fire Chief presented the Fox Creek Fire Department Memorandum of Understanding (MOU) for fire services into the MD of Greenview. There were amendments recommended by Council that will be implemented, the MOU was approved by Council.

On June 7, a meeting was held with Station 33 Deputy Fire Chief (DFC), Grande Cache Events Foundation coordinator, the Magnum Fireworks Coordinator and the Regional Fire Chief to discuss the upcoming fireworks/pyrotechnics display in Grande Cache on Canada Day. All parties agreed to work together and additional meetings will be held to determine roles and responsibilities to ensure the event is safe and successful.

On June 13, Regional Fire Chief and Station 33 DFC met with Coop/Enterprise Representative to discuss the placement of emergency muster points in the Coop/Enterprises. Station 33 DFC will continue work and will develop a plan to insert the emergency muster points signs.

On June 14 Regional Fire Chief met with the Greenview Safety Team and the Royal Canadian Mounted Police (RCMP) Detachment Commander and General Investigation Section (GIS) Constable in regards to an Emergency Lockdown presentation for Greenview employees. The RCMP has committed to presenting at each of the Public Service Buildings (PSB) and Valleyview Admin in the coming months. This will be excellent and much needed safety training for all staff. A simulation exercise will follow after completion of the presentations. Next steps will be a planning session in July.

Station 33 Fire Training tower is nearing completion. Landscaping is underway, gravel has been placed, and the rest will be hydro seeded, completion is anticipated prior to the end of July.

Regional Fire Chief applied to Alberta Safety Codes Council for his Safety Codes Officer re-certification and was approved, new expiry year is 2025.

On June 21, the Regional Fire Chief and Deputy Chiefs met with representatives of Ag & Forestry and Weyerhaeuser to discuss Weyerhaeuser support for fire smart information for the Coops/Enterprises. Weyerhaeuser representative will prepare an informational report for the next meeting.

Greenview Fire Rescue Services (GFRS) will host a Child Safety Seat Technician training course in the month of July for selected firefighters and Peace Officers. The course provides training to become a certified technician who then can provide proper installation information to parents, caregivers, and others. Once the training is complete child car seat clinics will be organised throughout Greenview to ensure the safe installation of child car seats.

Fire Stations update:

Station 31 DeBolt responded to 12 incidents, 5 Medical Co-Responses, 5 Motor Vehicle Collisions, 1 downed powerline, and 1 False Alarm.

Station 32 Grovedale responded to 3 incidents, 2 Medical Co-Responses and 1 Structure Fire.

Station 33 Grande Cache responded to 18 incidents, 3 Brush Fire, 11 medical co-response calls, 1 Smoke Alarm, and 3 Vehicle Fires.

Training:

- National Fire Protection Association (NFPA) courses concluded for the first half of the year and to resume in August with the 1002 Driver and Maintenance.
- NFPA courses completed in the first 6 months:
 - NFPA 1001 Standard for Fire Fighter Professionals Qualifications Level 1 and Level 2.
 - NFPA 1072 Awareness – Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications Hazmat.
 - NFPA 1072 Operations – Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professionals Qualifications.
- NFPA 1021 Officer Level 1 to be completed and exams to be written June 25
- Station 32 has focused on Vehicle Extrication for the month of June, working on stabilization, cutting and spreading tool demonstrations on regular Tuesday training nights.
- Station 32 - Grovedale has been cross training with County of Grande Prairie Fire Services stations (Bezanson, Sexsmith and La glace, Teepee Creek and Hythe) throughout June.
- Jet Boat operator course is booked for August 12 to 14th 2022. Alberta Conservation has expressed interest in having a second instructor, they will pay for any additional costs and supply watercraft. Of note, GP – Technical Search & Rescue has had one of their members trained for swift water instructor level one and two. This may greatly reduce course cost in the future.

Community Outreach:

Station 31 – DeBolt

On June 1, at Station 31, the Regional Fire Chief hosted a fire station tour for the kindergarten (27 children) and Grade 1 (16 children) students from Ridgevalley School. The tour went well, big time kudos to DeBolt CPO Officer, Protective Services Admin Support and Road Supervisor for DeBolt who donned the Sparky suit. Children enjoyed the visit and had a chance to tour fire trucks, the CPO Unit, sit in a fire truck and high five/fist bump Sparky, see photo 1.

Station 31 hosted a fire station tour for the local DeBolt Mom and Munchkin group. There were approximately 20 children and 10 parents/chaperones. The CPO Officer also participated in the tour and brought her CPO unit for viewing.

Station 32 – Grovedale

STN 32 had 5 Advanced First Aid members attend the Rock Valley Raceway June 18 and 19 for their annual race to spectate and be available if needed for Medical Co-response.

On June 14, Penson Pre-Kindergarten class visited Station 32, the children toured and wore bunker gear costumes, went through a small obstacle course, and then sprayed water at a traffic cone. Very positive feedback from teachers and parents, see photo 3.

Station 33 – Grande Cache

STN 33 firefighters prepared a pancake breakfast for the Bighorn Golden Age Club for seniors. Firefighters cooked pancakes and sausages for approximately 70 seniors and provided them with a fire station tour. The tour participants consisted of long-time community members, new community members, residents of Whispering Pines Lodge and local retired firefighters. This was the first year the breakfast was hosted at the Station and was very well received by all, see photo 2.



Photo 1 – STN 31 – Ridgevalley School – Grade 1, Kindergarten fire station tour.



Photo 2 – STN 33 - Bighorn Golden Age Club pancake breakfast



Photo 3 – STN 32 - Penson Pre-Kindergarten class fire station tour

Sergeant, George Ferraby
Administration

The positive ticketing program is progressing well. Numerous positive tickets have been handed out to the youth within Greenview. The program has been well received.

Greenview Enforcement teamed up with the School Division in Grovedale and officers rode on the school bus with the students. The school board is pleased that Enforcement Services took the initiative to get the program up and running. This has created a great relationship between the MD of Greenview and the School Board. No other enforcement agency has done this to date.

The recently hired Community Peace Officer (CPO) has completed his training and has received his Level 1 CPO designation. He will be working out of one of the new offices in Grovedale, as well as DeBolt over the summer months.

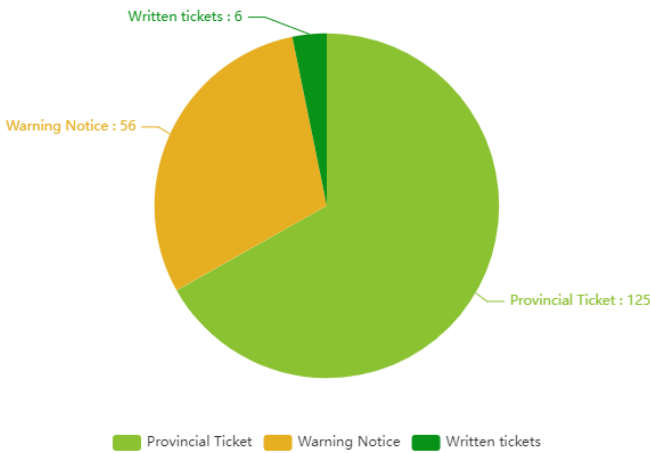
The patrols on the FTR have proven to be minimizing the amount of abuse with commercial vehicles complying with proper weights and dimensions. There have been several checks, and minimal charges being laid by officers due to improving compliance on the FTR.

Enforcement Services has fielded 79 calls for service and 125 violation tickets, 56 warnings, and 6 bylaw calls for the period of May 25 – June 22.

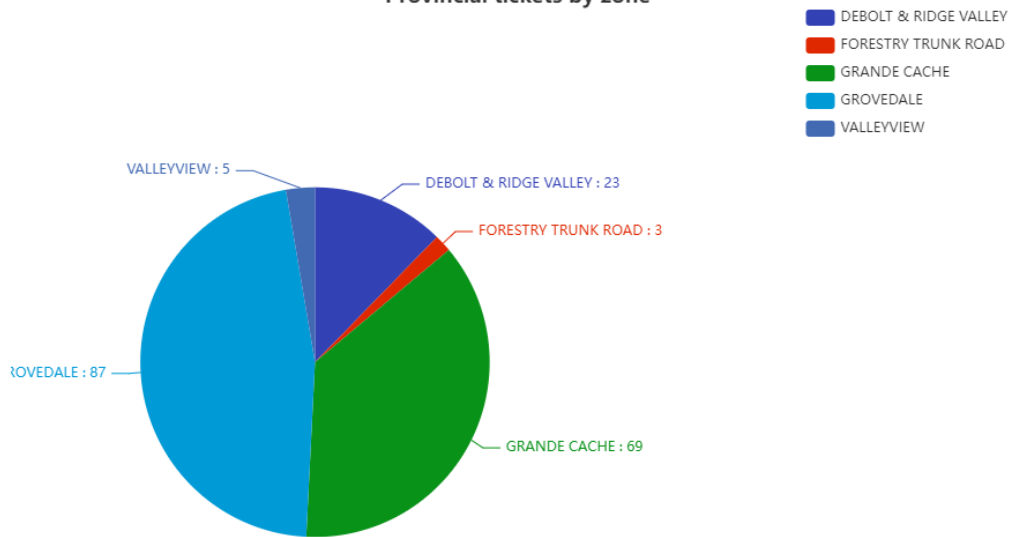
Stats:

ticket Create Date: 2022-05-25 ~ 2022-06-22

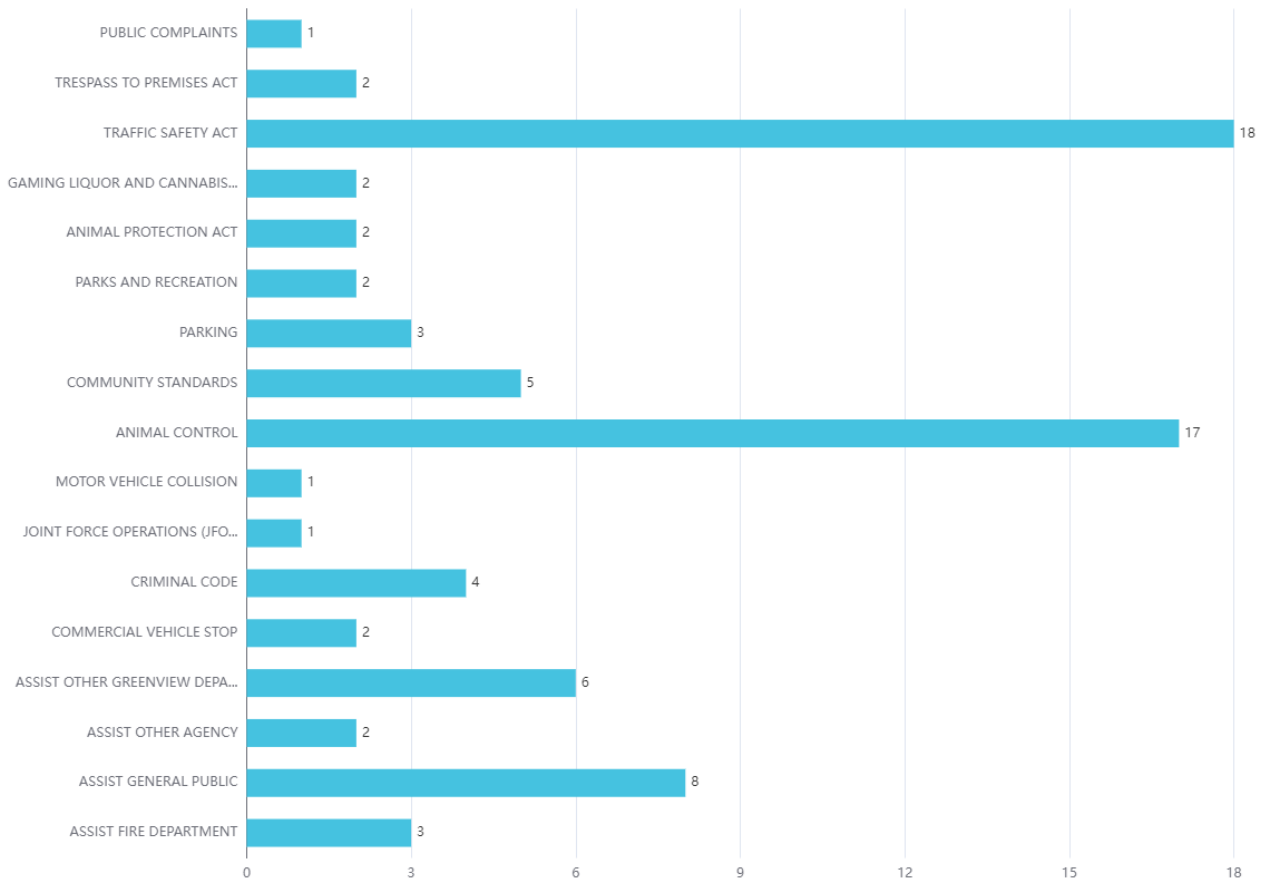
Provincial tickets by type



Provincial tickets by zone



OCCURRENCE REPORT Count of Incident Types Total:79 | 100.0%



Grande Cache Pound report:

May 21, 2022 - June 20, 2022

Animals Impounded:	
Dogs	10
Cats	2
Total Animals Impounded	12
Complaints:	
Responded to	17
Referred to CPD	2



Incident Type	Action Tak	Date	File #	Type of Animal	Date of Release	#of days in Pound	Outcome
Brought to Pound	Impounded	21-May	2022-0019	Cat	still in pound	30	still in pound
Brought to Pound	Impounded	21-May	2022-0017	Cat	still in pound	30	still in pound
Adoption	Adopted	21-May	2022-0008a	Dog	21-May	34	
Adoption	Adopted	22-May	2022-0006b	Dog	22-May	16	
Brought to Pound	Impounded	21-May	2022-0018, 2022-0018a	Dog	22-May	2	released to owner
Complaint - Running at Large	Unfounded	23-May	2022-0022	Dog			unfounded
Complaint - Running at Large	Unfounded	26-May	2022-2023	Dog			unfounded
Complaint - Running at Large	Unfounded	26-May	2022-0020	Dog			unfounded
complaint - cat trap request	Referred to CPD	28-May	2022-0021	Cat			Referred to CPD
Running at Large	returned to owner	28-May	2022-0024	Dog	28-May	0	released to owner
Complaint - Running at Large	Impounded	01-Jun	2022-0025 2022-0025a	Dog	1-Jun	1	released to owner
brought in by CPD	Impounded	03-Jun	2022-0026 2022-0026a	Dog	3-Jun	1	released to owner
Brought to Pound	Impounded	04-Jun	2022-0027	Cat	Still in Pound	16	still in pound
Complaint - Running at Large	Impounded	04-Jun	2022-0018b	Dog	6-Jun	3	released to owner
Complaint - Running at Large	Impounded	04-Jun	2022-009b	Dog	5-Jun	2	released to owner
Dog Bite	Impounded	05-Jun	2022 0028	dog	Still in Pound	15	still in pound
Complaint - Running at Large	Impounded	14-Jun	2022 0011c	Dog	17-Jun	4	released to owner
Complaint - Running at Large	Impounded	15-Jun	2022 0029	Dog	15-Jun	1	released to owner
Complaint - Running at Large	Impounded	15-Jun	2022 0030	Dog	15-Jun	1	released to owner
Brought to Pound	Impounded	17-Jun	2022 0031	Cat	still in pound	4	still in pound
Brought to Pound	unable to intake	20-Jun	2022 0033	Cat			was unable to intake
Complaint - Bite	Referred to CPD	20-Jun	2022 0032	Dog			Referred to CPD

Grande Cache Pound

April 20, 2022 - May 19, 2022

Animals Impounded:	
Dogs	7
Cats	2
Total Animals Impounded	9
Complaints:	
Responded to	15
Referred to CPO	1



Incident Type	Action Taken	Date	File #	Type of Animal	Date of Release	#of days in Pound	Outcome	Notes
Picked Up - Running at Large	Impounded	12-Apr-2022-0012, 0012a, 0012b		Dog	14-May	32	Deemed a Nuisance	File#0012, Animal impounded more than 17 times, #0012a Animal was declared a nuisance, with potential to bite, #0012b Animal transferred to a rescue
Brought to Pound	Impounded	18-Apr-2022-0008, 0008a		Dog		31	Still in pound	Deemed abandoned on April 27
Complaint	Impounded	20-Apr-2022-0009, 0009a		Dog	20-Apr	1	Released to Owner	Claimed By Owner
Brought to Pound	Impounded	25-Apr-2022-0010, 0010a		Dog	26-Apr	2	Released to Owner	Claimed By Owner
Assist RCMP	Impounded	01-May-2022-0005, 0005a		Dog	1-May	1	Released to Owner	Claimed By Owner
Picked Up - Running at Large	Impounded	01-May-2022-0007, 007a		Dog	1-May	1	Released to Owner	Claimed By Owner
Complaint - Running at Large	Unfounded	06-May-2022-0001		Dog				Attended location, animal not found
Complaint - Running at Large	Unfounded	06-May-2022-0002		Dog				Attended location, animal not found
Complaint - Nuisance Animal	Impounded	07-May-2022-0003, 0003a		Cat	16-May	10	Transferred to Rescue	Deemed abandoned May 15, transferred to rescue May 18
Complaint - Running at Large	Unfounded	07-May-2022-0004		Dog				Attended location, animal not found
Assist RCMP	Impounded	07-May-2022-0006, 0006a		Dog	8-May	2	Transferred to Rescue	Picked up dog from RCMP detachment, Owner Surrendered the dog to Little Critters May 8
Brought to Pound	Impounded	08-May-2022-0013, 0013a, 0013b		Cat	17-May	10	Rescue	Deemed abandoned May 15, transferred to rescue May 17
Complaint - Animal Welfare	Unfounded	10-May-2022-0014						Report of what was thought to be a dead animal on road. Turned out to be a piece of clothing
Complaint - Animal Welfare	Attended Location	12-May-2022-0015		Dog				Dog severely tangled in a tie out cable. Owners arrived - no injuries
Complaint - Dangerous Dog	Referred to CPO	27-Apr-2022-0016		Dog				Complaints of 2 dogs running at large, Aggressive and threatening behaviour towards people and other animals. Referred to CPO

Recreation Services Manager, Kevin Gramm

Recreation Administration:

- Administration has released a Request for Tender for improvements to the Grande Cache Ball Diamonds to be completed this season. The deadline for submission is June 29, 2022. We have received 11 expression of interest from vendors through the Alberta Purchasing Connection.
- Administration will be working to create a Grande Cache Recreation Advisory Board; a call for members will be posted at the end of June.
- Administration is pleased to report that Senior's Week was well attended and enjoyed by all. Activities were hosted in the Fitness Centre, Fieldhouse, and Aquatic Centre. Crafts, Stretch Classes, Water Walking, and a Booze & Tattoos event with the Crabbie Goat attending distributing samplers of their moonshine. The weekly events were followed by the Senior Barbeque hosted by the Red Willow Lodge in the Fieldhouse. Our senior patrons are still talking about it.
- Administration met with the Greenview Regional Multiplex Advisory Board and received a presentation on Alberta Health Services (AHS) GLA:D Program. An osteoarthritis program that was created in Denmark. AHS is proud to have a facilitator to offer such a program to the members of our community. AHS will be offering the program in the facility commencing this fall. The program will run twice weekly for 8 weeks with 8-10 participants per session. This program is great for the facility as it provides an opportunity to increase memberships when participants continue care following the program.
- Administration has received lease approvals for the Grande Cache Golf Course, Fireman's Pit, Grande Cache Lake, Power Pond, and the Grovedale Fishpond from the Province. These will be in place now until 2047 and Administration will be able to complete subleases for the Golf Course and Fireman's Pit.

Recreation Facility Membership Statistics:

Grande Cache Recreation Centre

(May 24th – June 23rd – 2021/2022)

Category	Memberships Purchased - 2021	Memberships Purchased - 2022	Day Passes Purchased - 2021	Day Passes Purchased - 2022	Average Daily Use - 2021	Average Daily Use - 2022
Family	0	2	7	17	1	1
Senior	1	2	0	3	0	2
Super Senior	FREE	FREE	FREE	FREE	0	2
Adult	8	42	17	94	1	5
Youth	0	13	12	41	0	2

Grande Cache Aquatics Shutdown reduced the amount of users for the month of June.

Greenview Regional Multiplex:
(May 23rd – June 23rd – 2021/2022)

Category	Memberships Purchased this month - 2021	Memberships Purchased this month - 2022	Day Passes Purchased this month - 2021	Day Passes Purchased this month - 2022	Average Daily Use - 2021	Average Daily Use - 2022
Family	2	20	6	133	0	20
Senior	2	16	6	26	0	8
Super Senior	FREE	FREE	FREE	FREE	0	7
Adult	37	139	31	426	2	55
Youth	2	22	9	171	0	10
Child	0	9	6	277	0	4

Recreation Programming and Partnerships:

Greenview Regional Multiplex (GRM):

Summer Safety Fair is scheduled for June 26th in the parking lot at the GRM. Various organizations from Greenview and Valleyview will be attending. Participants are encouraged to bring their decorated bike for a chance to win prizes. Blue Heron Support Services will inspect bike Helmets. Moberly Moose will be in attendance as well as emergency service crews to perform a light show for the children.

GRM Programs:

Program	Participant Registration	Duration
Yoga – May – June	12	May 30 th – June 27 th
Morning Stretch	4	Friday's

Aquatics

Programs and Attendance Stats – June 2022:

Program	Participant Registration	Duration
Parent & Tot	5	June 7-23, Tues/Thurs 9:00am-9:45am
Adult Swim Basics	1	June 3-28, Tues/Fri 8:00pm-9:00pm
School Water Safety Sessions	1 School Booked for instructor led sessions; remaining schools opted for group rental times	May-June 2022

Grande Cache Outdoor Activities

- Ambler Mountain was our first goal this year and we had 13 people summit it on Monday, June 20 (including a 3-year-old!).
- Grande Grind is still on again. Starting at the cemetery, we push our way up the power line of Grande Mountain to pole 15 then hike back down. We are usually gone for an hour and are exhausted when done.

Grande Cache Programs:

Program	Days Offered	Attendance (registered)
Surprise Outdoor Adventure Awaits Day 6	May 24	3 (4)
Swimtastic Wednesday!	May 25	9 (9)
Surprise Outdoor Adventure Awaits Day 7	May 26	5 (5)
Surprise Outdoor Adventure Awaits Day 8	May 31	4 (4)
National Go Barefoot Day!	June 1	1 (2)
National Running Day!	June 2	2 (2)
National Chocolate Ice Cream Day!	June 7	5 (5)
National Best Friends Day!	June 8	6 (6)
National Donald Duck Day!	June 9	0 (2)
National Bath Day!	June 14	3 (5)
Jump into Summer Event	June 22	60 families attended

Greenview Outdoor Recreation Programs:

The outdoor summer camps for Johnson Park and Grovedale Fishpond are at full registration and commence July 5th. Administration has been evaluating a second offering of the camp due to high demand and large waiting list.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 7/12/2022

Director, Corporate Services – Ed Kaemingh

Audit was finalized on June 28th, Metrix noted improvements on controls and working papers. We will celebrate the wins related to this but also keep in mind improvements that will continue to happen throughout this year and into the next with the software upgrades and process improvements. Plans are underway to host the first Audit Committee meeting in July, we will be reaching out to the committee members shortly on a date and time.

We held the first meeting on the software project, a mandatory information session for any companies that want to bid on the project. We have received interest from several companies and look forward to seeing what comes through officially after the RFP closes, we have established an evaluation team of individuals from various departments impacted by specific areas of the software. We will share the results when we bring it back for Council's decision on awarding the contract.

Work on asset management, procurement and inventory is ongoing. We are pleased with the cooperation we have received from all areas of Greenview. The Administrative Asset Management Committee has been formed and will host the first meeting in July, this committee encompasses the key departments in Greenview that have a role in asset management. Procurement has been assisting with RFP's and providing advice to various departments, and presented a business plan to SLT, including areas that we are doing well, and areas that can use improvement.

Information Services has the server replacement project ongoing. Human Resources and Legislative Services continue to move along smoothly with their day-to-day business. Legislative Services continues to impress me with the amount of work they accomplish with a small team.

Overall, as a team we celebrate our wins, and take note of areas that we can improve. Some improvements are quick fixes, others will take some more time, but the team is always committed to moving forward.

Finance & Administration, Manager – Cara Garrett

June finally completed the work outstanding on Audit and presenting it to Council. The next steps on this will be the Audit Committee, which is expected to be held at the end of July and updating processes and working papers to ensure a smoother audit next year.

The approval of the software purchase Finance has been working with Asset Management and Procurement to get the RFP posted and respond to questions that are sent in. We are beginning to gather requirements and identify processes that will need to be updated or records downloaded before the implementation of the new software.

██████████ has started with us in reception at Grande Cache. We are very pleased to welcome her aboard.

Accounts payable processed 1493 invoices since the last report. Accounts payable staff continue to encourage vendors to switch over to electronic payment of funds. There are currently 993 vendors set up for EFT.

Accounts Payable Statistics:

	MONTH	# OF PAYMENTS	# OF INVOICES	\$ VALUE OF PAYMENTS
EFT	June	504	1195	\$5,631,455
CHQ	June	205	298	\$2,192,147

Financial Reporting, Manager – Marley Hanrahan

More work was done in June on getting caught up on 2022 tasks. This included sitting down with some departments, working through their needs, and determining what support Finance can offer moving forward. The “Financial Business Partner” model was finalized in late May, and we have met with some Departments ahead of Q2 to ensure everyone is on the same page heading into Q2 close and reporting. More work was done on refining and improving the quarterly reporting templates, to provide Council with accurate and clear information.

As part of the overall work being done on Reserves, a reconciliation/comparison of the 2021 remaining capital budgets versus what was submitted in the 2022 budget as a carry-over amount was done. There are differences due to timing of when the budget is due versus when audit is complete. The reconciled total will give us the final amount of carry-forwards remaining and will be brought to Council at the July 26, 2022, RCM.

Additionally, we began gathering funding sources (reserves) for the 2022 capital projects to be used as part of the reserve rebalancing exercise that will be brought to Council in July and for quarterly reporting moving forward. This

will help show how much of each reserve fund not only has been spent to date but what has also been committed to spend. This will be expanded to forecast years as part of the budget presentations.

Worked with the team to finalize the Software and Project Manager RFPs. This included review of the draft RFPs, inclusion of the Finance specific requirements, review of other requirements to ensure nothing was missed, and work on a timeline for the RFP release to award. This was a collaborative effort with other Departments to ensure we were capturing all requirements.

Asset Management Officer – Jamie Hallett

Professional Development

During the month of June completed training courses and conferences are noted below.

- Quarterly Infrastructure Asset Management Alberta (IAMA)
- Asset Management Association of Canada (PEMAC)

Greenview U

- Conflict Management
- Asset Management Topics
- FileHold Lunch & Learn

I've been involved in numerous discussions and creations regarding policies, Request for Proposals, Request for Decision and Request for Information. Assisting with other department projects, working with GRWM on some policy additions and review of.

Completion of the consumable inventories for both Agriculture Services & Facilities Maintenance in Valleyview with Communications inventory at 85% completion. The next scheduled inventories are with Fire & Rescue, Health & Safety and Operations & recreation in Grande Cache.

Insurance events include 3rd party damage, Emergency vehicle damages, 145 insurance items removed and 175 proper insurances now complete.

Both Request for Proposals for AM Software & Asset Registry Project 2022-24 and Project Management Professional posted June 13, 2022.

Information Systems, Manager – Peter Stoodley

Internal IT Projects

The Nutanix clusters (servers) project has kicked off with a scope of work and timelines.

The desktide phone/switch upgrade at the Greenview Multiplex refresh is complete as well as an IT closet organized. Valleyview and Grande Cache both have had the software upgraded for the Mitel desktide phones.

Met with Hi Tech onsite in Grande Cache following the scope of work in regard to the Grande Cache campground having public Wi-Fi.

Grovedale Ratepayers BBQ setup.

Daily Operational Support

New users are being setup each month. Multiple updates to user's accounts.

Setup and rollout of new cell phones, laptops, desktops, desktide phone are occurring each month.

Meetings with Yardstick on monthly happenings, projects, and security.

Site visits to GC, VV as needed for technical/hardware issues.

Monthly ticket counts 228

Legislative Services Officer – Sarah Sebo

Policies/Bylaws

Policy 1042 Access to Information was approved by Council June 14.

Legislative Services is working with recreation to host a public engagement for the residents of the Hamlet of Grande Cache and surrounding area regarding proposed legislation that will restrict the use of firearms and bows in an area similar to the electoral ward 9.

The proposed legislation will prevent anyone from carrying or discharging a loaded firearm or bow in the proposed restricted area. The information session will take place July 19, 2022, at the Eagle's Nest in Grande Cache from 4:00 pm - 5:30pm.

Policy Review Committee

Policy Review Committee was held on June 15, 2022. PRC reviewed and made recommendations on Policy 2004 Employee Code of Conduct, Policy 2002 Disconnecting from Work, Policy 1029 Records Management, Policy 4006 Feet and Equipment Replacement.

Also reviewed was a list of Grande Cache policies to repeal, which included: Resolution No. 156/16 Acceptable Use of Communication/Technology Resources for Council, Resolution No. 553/17 Council Electronic and Mobile Devices, Internet Access and Email Use, Resolution No. 304/16 Guidelines for the Protection of Mobile Devices and Mobile Data Storage Devices (Procedure), Resolution No. 157/16 Guidelines for Acceptable Use of Communication Technology Resources (Procedure), Resolution No. 304/16 Information Access and Security – Physical, Electronic and Remote, Resolution No. 304/16 Information and Records Management, Resolution No. 304/16 Internet and Email Use, Resolution No. 025/13 Municipal Emergency Management Policy, Resolution No. 028/13 Municipal Notification of Emergencies Policy, Resolution No. 304/16 Privacy Breach, Resolution No. 304/16 Protection of Information and Privacy, Resolution No. 304/16 Protection of Mobile Devices and Mobile

Data Storage Devices, Resolution No. 155/16 Records and Information Management and Security for Council, Resolution No. 032/13 Training and Exercises Policy, Resolution No. 399/18 Use of Surveillance Cameras.

The next Policy Review Committee is scheduled for July 13, 2022.

Procurement Officer - Ashlee Holmes

Similar to last month, June continues to be very busy with learning opportunities, the launching of tenders, and continuing to work on projects, along with the planning of new priorities for the next quarter. This month I was fortunate to be able to present the procurement officer PowerPoint presentation to the Senior Leadership Team; outlining the procurement officer's role, and how I can assist departments in acquiring the goods and services they need while supporting them to align with trade agreements, legislation, and policies. Regarding policies, we have begun working on updating the procurement, purchasing, and expenditure officer policy and procedures, along with the bond and disposal policy and procedures.

This month we have launched the 2022-24 Software and Project Management Professional request for proposals (RFP). Both tenders have garnered a healthy level of interest from various companies both nationally and internationally. We are hopeful that we will have strong proposals to evaluate, and successful proponents identified by the end of the summer. This month, we have also launched a request for information (RFI) for a health and benefits consultant along with health benefits. This will allow Greenview to gain a greater understanding of the market along with what is available to a municipality of our size with our employee base. This RFI will provide the necessary information administration needs to make recommendations to Council.

Along with the noted RFPs and RFI, this month we have begun planning the development of standardized procurement and contract templates. Utilizing consistent templates, tools, and formats will allow Greenview staff the ability to identify their respective department's unique needs while ensuring a consistent approach as one entity. This will also hopefully lead to staff efficiencies when procuring as they will only need to complete applicable sections, and not build/recreate documents.

One of the biggest successes this month is the strengthening level of collaboration between corporate services, including procurement and other departments. For example, I worked with Jamie in the development of the new lease agreements for our assets and presented the first version to a community group after receiving approval from Senior Leadership. This was a huge collaboration between Community Services and Corporate Services, bringing together everyone's expertise, and willingness to work together to ultimately enhance the wellbeing of our communities while ensuring fiscal and asset accountability for Greenview and mitigating some associated risks.

Regarding professional development, this month I attended the quarterly IAMA conference, kept up to date on the required readings distributed through e-compliance as well completed and provided feedback on the new general health and safety orientation that was launched by the safety team. At the IAMA conference, we heard a presentation from the Ministry of Municipal Affairs on current and future standings in terms of funding, development, and potential expectations; the CAO from Provost on the use of Lidar to evaluate and gain a baseline reading for their gravel roads; Stantec and Nisga'a Nation regarding the implementation of asset

management and needs/condition assessments in their First Nations Community; Carmen Benoit from Enbridge on the use of asset management and the prioritization of projects when funds are limited; as well as a presentation on climate and infrastructure from the Municipal Climate Change Action Centre on how they support municipalities to go green, primarily focusing on electric vehicles. Thank you again for these opportunities.



Manager's Report

Department: Infrastructure & Planning

Submitted by: Roger Autio, Director Infrastructure & Planning

Date: 7/12/2022

DIRECTOR OF INFRASTRUCTURE AND PLANNING, ROGER AUTIO

- Participated in the Greenview video presentations
- Spoke with various rate payers on concerns brought forward
- Scheduled and participated in the 2-day bus tours in Valleyview and Grovedale area's
- July 28th the Mighty Peace Watershed Alliance presentation to Council has been confirmed. The public session will be held in DeBolt on the evening of July 28th as well
- Dealing with our lawyers on various contract issues from Grande Cache Water Treatment Plant (Court date is January 6th, 2023), Grande Cache Public Service Building, and Grovedale Water Treatment Plant

Manager, Construction & Engineering, Leah Thompson

- Since last months update, there is nothing new to report on the BF located on Secondary Highway 747
- Forestry Trunk Road Phase 5 has been handed back to the contractor for maintenance. Construction will be completed during the 2022 season.
- The Wetland Replacement Program Selection is in discussion to determine another location with Associated Engineering. The program is engaging with landowners and other departments within the municipality in hopes of finding another location.
- Township Road 692 Regrade
 - Meeting with Sinopec, contractor and administration has been held to discuss some scheduling. Mobilization to the site on July 25th with the completion date of October 15th.
 - Consultant and Administration is confident in the timelines that have been presented on both ends.
- Administration is looking for more day labour foremen for the 2022 construction season.
- Forestry Trunk Road
 - KM 5 sloughing is complete

- KM 7 ditch cleaning is complete
- Ditch repairs on Range Road 265, 264A, Township Road 723A and 264B.

Manager, Operation, Josh Friesen

- Developing gravel crushing tenders for Westview & River Top Gravel Pits to post on APC
- Closed and awarded the Winter Sand supply contracts on June 17, 2022.

Operations East

- Dust Control Program now complete in Operations East.
- Mowing began June 6th in Operations East.
- 2 culverts replaced and approaches repaired on TWP RD 710 east of RGE RD 210.
- 2 culvert ends cleaned at the intersection of TWP RD 710 & RGE RD 210 and 1 plugged culvert opened on TWP RD 692 west of RGE RD 233.
- 4 Beaver dams removed, one each on TWP RD 710A & 714 and two on TWP RD 722.
- 14 signs replaced/installed which include, intersections signs, advance signs, a bridge restriction sign, right & left curve signs, a stop sign and a no exit sign.
- 30 delineators were installed on Little Smoky Rd, TWP RD 700 and Young's Point Road.

Operations Central

- 1 culvert repair and 1 culvert install including beaver proof ends at KM 72 on the Forestry Trunk Road.
- Multiple beaver dams removed along HWY 736 near TWP Rd 725, the high water level affected Greenview roads.
- Dust Control Program ongoing in Operations Central.

Operations West

- 1 Ditch clean completed on RGE RD 70 & 65A north and south of HWY 666.
- 1 Ditch clean and 1 culvert installation completed on RGE RD 73 north of TWP RD 691.
- Crews have been removing windfallen trees in Operations West.
- Brushing underway on RGE RD 75 south of HWY 666 in preparation for a ditch clean.
- 18 signs replaced/installed which include, speed signs, a restricted sight distance sign, an open excavation sign (pinto pit), an advance road sign, a road location sign, and engine brake signs.
- 91 delineators were installed along RGE RD 85, 90, and TWP RD 690.
- Dust Control Program now complete in Operations West.
- 2022 Road Re-gravelling program has begun.

Operations South

- Pothole patching completed in the residential areas of Grande Cache with ongoing repairs in the industrial areas as needed.
- Street line painting has begun in the Hamlet of Grande Cache.
- Assisted Environmental Services with the combo vac truck on two curb stop valve repair, and one water line repair in the Hamlet of Grande Cache. Crews also hauled shoring to and from dig sites and supplied back-fill material.
- Cleaned 2 culvert ends at Hoppe Avenue & Moberly Road.

- Completed 1 ditch clean and added rip rap at Hoppe Avenue & Moberly Road to assist with erosion.
- Cleaned 3 plugged culverts at the Grande Cache Municipal Campground.
- Replaced 38 delineators on the Forestry Trunk Road.
- Graveling began at KM 86.5 on the south end of the Forestry Trunk Road.
- Supplied barricades for a community event at The Ridge Restaurant in Grande Cache.
- Hauled 3 loads of gravel out to the Grande Cache landfill road.

Fleet Services

- Five mowing tractors had in house service including valve sets.
- New Volvo Loader from Strongco has arrived in Valleyview.

Road Requests Received - 54	Operations East	Operations West	Operations Central	Operations South
Beaver Dam / Plugged Culverts				
Brushing	1			
Culverts	3	1		
Ditching & Drainage	2			
Dust Control	2	1	2	
Gravel Request			1	
Road Conditions	2			1
Safety Concerns	3	1		1
Signage	15	18		
TOTAL	28	21	3	2

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	25
Grovedale Shop	39
Valleyview/DeBolt Shop	68
TOTAL	132

RoaData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Services
TOTALS	21	122	10	0
RoaData-Municipal Loads		Single Trip Loads	Multiple Legal Trip Loads	
TOTALS		167	0	
Grand Total-Approval Requests/Municipal Loads		320		

Road Use Agreements

New Road Use Agreements	3
Total Road Use Agreements	863

Log Haul Route Requests		
Received	Approved with Conditions	Rejected
2	2	0

Manager, Environmental Services, Doug Brown

Water

- The leak detection company hire by the contractor on the Grovedale Water system has identified two leaks on the raw water line. The repair is tentatively set for July 11th.
- Contractor repaired leak on water transmission line to Landry Heights.
- Assisted resident with the locating of the service stub on their property in Grovedale
- An update notice was sent to residents in Grovedale and Landry Heights on the water distribution.
- Grande Cache & Operations Team repaired water service at Golf course maintenance building and had meter inspected.
- Water leak repaired on Valleyview Rural East Line.
- Grande Cache team has engaged a Line Locating Company to assist in the locating of all valves on 103 Street behind the coop. **A report will be coming to a future Council meeting.**
- Remediation work at 11217 Leonard Street completed

Wastewater

- Held kickoff meeting for DeBolt new sewage forcemain construction, tentative start date is July 4. Contractors are delivering notices to area residents.
- Valleyview Team completed annual hydrant flushing in Hamlets of Little smoky, Ridgevalley, DeBolt and the Valleyview rural line.

Solid Waste

- Grande Cache Landfill had Environmental Awareness Day with Recycling demonstration trailer and a litter pick at Landfill A total of 27 people attended and collected 116 bags of plastics and litter.
- Garbage wind Screens delivered and placed at Grande Cache Landfill to help capture blowing garbage and plastics.
- Litter picks have been completed at the DeBolt and New Fish Creek Transfer stations. Greenview Regional Litter pick has also been completed.
- The constructing berms for Geotube disposal at Grande Cache landfill has been completed.

Manager, Facility Maintenance, Wayne Perry

Task List Completed	102	Task List New Additions	109
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Valleyview

- Repaired most of the deficiencies noted on the Air Conditioner PM's. There are still a couple of items waiting for parts.
- Started construction of 2 offices in the I&P shop upstairs, approximately 85% complete. Should be done by the first week of July.
- Re-painted the lines in the Valleyview building parking lots, including the Multiplex and the PSB in DeBolt
- Set up and tore down the venue for the Valleyview Ratepayer BBQ.
- Completed Boiler service work on the boilers in the Admin, I&P and AG. Building. We have completed this work with a Contractor training our Gas Fitter. Now he is familiar with the work he will take over saving the MD more than \$10,000 next year.
- Cleaned all the windows in all building in Valleyview -
- Completed the planting of the flower barrels in Valleyview, Grovedale & DeBolt
- Awarded the roof repair work to the Sunset House Community Hall to Standard Roofing as their quote was lowest. The work is scheduled to start in September

Grovedale

- Complete Boiler inspections and repairs found that one of the Boilers has not been functioning for quite some time, repair's will be completed once parts arrive.
- Move the CPOs into their new offices at the Grovedale Facilities building.
- Set up the large meeting room at the PSB in Grovedale for a new seating configuration for the Committee of the Whole meeting. This included adding an extra monitor.
- Set up and tore down the venue at the Grovedale community hall for the Ratepayer BBQ.

DeBolt

- The construction project at the PSB had a quiet month, we were waiting for the engineering on the building before we can finalize the foundation design which was not provided until the 20th of the month. Line locates did find (2) electrical cables which were not identified on our drawings. One of these will need to be relocated as it is in the way of the foundation grade beams.
- Installed a composting toilet in the Transfer Station office to replace the combustion toilet which is very expensive to maintain and hard to find parts for in our area. The plan is to continue replacing these as the combustion toilets fail.
- Moved the barrier blocks away from the edge of the ravine behind the water treatment plant after one fell due to more sloughing, narrowly missing an underground cable.

Grande Cache

- Replaced all lights in the hanger at the Airport.
- Complete a service on the Boilers in the PSB.
- Repairs completed to the floor sump grating in the Operation's Building.
- Disconnect the power and remove the shed for refueling in the operations building yard.
- Continue to work on building design and placement for the new operations building.
- Cleaned all of the windows in our buildings in Grande Cache.

Planning & Development, Jennifer Sunderman

The following information provides a summary of new planning and development applications:

Type	Applications
Business Licenses:	0
Development Permits:	13
Lease Referrals:	0
Road Allowance Licenses:	0
Land Use Amendments:	1
Subdivisions:	1
Approaches:	1
Road Closures:	0

The following provides a detailed breakdown of planning and development applications:

Business Licenses:

None

Development Permits:

D22-210 / NE-5-71-24-W5 / Plan 1822149; 1; 1 / ACCESSORY BUILDING(S) - SHOP & SHED / WARD 7
D22-211 / NW-10-67-23-W5 / CABIN / WARD 2
D22-212 / NW-26-67-5-W6 / ACCESSORY BUILDING - LACT UNIT AND MCC / WARD 8
D22-213 / SW-11-64-4-W6 / ACCESSORY BUILDING - LACT UNIT / MCC / WARD 8
D22-214 / NW-6-71-25-W5 / DWELLING UNIT, SINGLE DETACHED / WARD 7
D22-215 / 6-23-62-24-W5 / OIL & GAS FACILITY - EXPANSION - MULTI-WELL GAS BATTERY / WARD 7
D22-216 / NE-33-56-8-W6 / RIDGE FEST LIVE ENTERTAINMENT EVENT / WARD 9
D22-217 / NW-24-61-17-W5 / BORROW PIT / WARD 2
D22-218 / 13-3-61-19-W0 / COMPRESSOR (400HP) / WARD 2
D22-219 / NW-29-70-24-W5 / Plan 8921874; 6 / ACCESSORY BUILDING & SHIPPING CONTAINER / WARD 7
D22-220 / SE-21-72-1-W6 / HOME OCCUPATION, MAJOR / WARD 6
D22-221 / SE-19-73-22-W5 / DWELLING UNIT, SINGLE DETACHED / WARD 5
D22-222 / E-19-68-4-W6 / NATURAL RESOURCE EXTRACTION / WARD 7

Lease Referrals:

NONE

Road Allowance Licenses:

NONE

Land Use Amendments:

A22-005 / NW-27-56-8-W6 / PLAN 3524TR / RURAL SETTLEMENT (RS) DISTRICT TO INSTITUTIONAL (INS) DISTRICT / WARD 1

Subdivisions:

S22-007 / NE-6-70-7-W6 / FIRST PARCEL OUT / WARD 8

Approaches:

APPR22-09 / PLAN 9875734; 3; 4 / FARMLAND – NEW / WARD 8

Road Closures:

NONE

CAPITAL BUDGET -- DEPARTMENT UPDATE

CAPITAL APPROVED PROJECTS	COUNCIL APPROVED BUDGET AMOUNT	STATUS	PERCENTAGE COMPLETE	CONTRACTOR	NOTES
ROADS					
RD18008 Range Road 64	\$ 1,844,714.00	Pre Construction	15.00%	Wild West	Pre construction meeting projected for July 11
RD20001 RR 205/210 - 8 Mile Road	\$ 350,000.00	Engineering	10.00%		This project is part of the shoulder pull and slide. Quote have been requested
RD20008 Twp Rd 693 - GD Industrty Road West of 666	\$ 153,697.00	Pre Construction	15.00%	PME	Pres Construction Meeting July 25.
RD21001 FTR Phase 5	\$ 2,159,003.00	Construction	75.00%	Acre Prime	This is carryover from 2021. Contractor is on site.
RD22001 FTR Phase 6	\$ 733,000.00	In Progress	0		Going to Council to award Engineering on July 12. Only engineering to be done in 2022.
RD22002 Block Funding - Roads	\$ 2,000,000.00	N/A	0		
RD22003 FTR Improvements	\$ 50,000.00	Complete	0		KM 73 pullout clearing
RD22005 Twp Rd 722 West of H:49 to RR 230		Cancelled	0		This project has been cancelled as per motion 22.06.319 and added to Operational Budget 9-90-201-000-6040
RD22006 RV Dumping Access	\$ 238,000.00	Engineering	15.00%	All North	Engineering To provide site details.
PAVING					
PV22001 RR 251 South	\$ 1,000,000.00	In Progress	15.00%	WSP Engineer	Going to Council to award Contractor on July 12.
PV22002 Twp Rd 701A Overlay (SH 666 to RR 73)	\$ 3,200,000.00	Pre Construction	20.00%	Knelsen Contractor	Pr-Construction week of July 25. Contract signed.
PV22003 RR 230 (South of H:43 to Twp Rd 700)	\$ 3,200,000.00	Engineering	15.00%	Beairsto Engineer	Going to Council on July 12 for award
PV22004 Phase 6 Sidewalks & Driveways	\$ 845,000.00	Engineering	15.00%	Beairsto Engineer	Going to Council on July 12 for award
PV22005 I&P Facilities Paving	\$ 100,000.00	Pre Construction	20.00%	CTR Contracting	Quotes received. Scheduled for Sept 1st
BF/DRAINAGE					
BF72012 Sturgeon Creek Bridge	\$ 85,000.00	Engineering	15.00%	MPA	Construction in 2023
BF76902 Tributary to Clouston Creek	\$ 390,000.00	Pre Construction	25.00%	Green Acre Ventures	Waiting on Contractor, Mid July start date
BF77159 Asplund Creek	\$ 45,000.00	Engineering	25.00%	MPA	Waiting on Contractor
BF77244 Tributary to Sweathouse Creek	\$ 600,000.00	Pre Construction	20.00%	Green Acre Ventures	Construction Start September 2022
BF77259 Tributary to Sweathouse Creek	\$ 45,000.00	Engineering	15.00%	MPA	Construction in 2023
BF77976 Boulder Creek	\$ 750,000.00	Pre Construction	20.00%	Boss Bridge Works	Construction Start September 2022

FB78147 Tributary to Smoky River	\$ 45,000.00	Engineering	15.00%	MPA	Construction in 2023
DR22001 Wilson Drainage	\$ 360,000.00	Construction	95.00%	Day Labour	Brushed and seeded is still required.
DR22002 DeBolt Creek Stabilization Phase 1	\$ 50,000.00	Engineering	45.00%	MPE	Installing monitoring and test holes
ENVIRONMENTAL SERVICES					
ES22001 Skid Steer & Attachments	\$ 118,665.00	Engineering	80.00%	Bobcat of the Peace	Waiting on delivery. Has shipped, price increase due to surcharge.
SOLID WASTE MANAGEMENT					
SW19004 GC Landfill & Recycling Land Purchase	\$ 65,000.00	Engineering	80.00%	Greenview	Waiting on Province and Land titles. Province has sent the offer to purchase (\$600/ acre). Survey has been completed
SW20001 GC Transer Station Development	\$ 100,000.00	Engineering	40.00%	Associated Engineering	Waiting on Land purchase (SW19004)
SW22001 Roll Off Bin Replacement	\$ 40,000.00	Final	100.00%	Greenview	Already received
SW22002 GC Bin Replacement	\$ 10,000.00	Final	100.00%	Greenview	Already Received
SW22003 West Yellowhead Regional Management Authority	\$ 300,000.00	Engineering	75.00%	Greenview	Waiting on West Yellowhead Reginal Waste Commission. Yellowhead County hired a new manager and still waiting on agreement
SW22004 GC Landfill Groundwater Monitoring Well	\$ 134,000.00	Engineering	25.00%	Associated Engineering	Waiting on AEP to approve contamination Levels and direction on well placement and Land purchase
WATER DISTRIBUTION/TREATMENT PLANTS					
WD15002 GD Water Treatment Plant Upgrades	\$ 2,445,005.00	Construction	90.00%	Associated Engineering	Raw Water line leaks have been located and contractor is completing repairs
WD16004 Landry Heights Water Distribution System	\$ 100,000.00	Post Construction	95.00%	Associated Engineering	Contractor finishing lanscaping issues
WD17002 SCADA Upgrades - WTP & WP	\$ 100,000.00	In Progress	95.00%	Associated Engineering	waiting on final report
WD17009 GD Water Distribution System	\$ 120,000.00	Post Construction	95.00%	Associated Engineering	Warranty Period
WD19003 GC Raw Waterline Intake Upgrade	\$ 110,000.00	Pre Construction	95.00%	Associated Engineering	Warranty Period and fencing and gates will be installed in August
WD19004 GC Water Treatment Plant	\$ 1,330,000.00	Engineering	25.00%	Associated Engineering	Finishing the deficiencies that Contractor was not completing, Lawyers were involved in getting Contractor removed. Tendering shortly
WD20005 VV Rural Waterline Extension	\$ 500,000.00	Engineering	25.00%	Associated Engineering	Was brought to Council, waiting on further direction
WD21001 Sunset House Water	\$ 150,000.00	Final	95.00%	Associated Engineering	Council direction to monitor. Waiting for final report and capping well shortly
WD22002 SCADA Upgrades - WTP & WP	\$ 100,000.00	Engineering	25.00%	Associated Engineering	After last Council (June28, 2022) were are proceeding, Budget increased to \$200K

WD22004 GC Maser Plan	\$ 607,390.00	Engineering	25.00%	Associated Engineering	RFD coming to July 26 for CCTV Camera tender
WASTEWATER SYSTEMS					
WW17001 GD Collection System	\$ 25,000.00	Post Construction	95.00%	Associated Engineering	Warranty Period
WW17002 GD Evaporative Lagoon Decommissioning	\$ 700,000.00	Engineering	25.00%	Associated Engineering	Waiting on AEP approvals for dewatering and sludge removal
WW19001 GD Floating Liner	\$ 100,000.00	Engineering	75.00%	M2 Engineering	Waiting on final report and will be brought back to Council for direction
WW19002 GC Sewage Treatment Plant	\$ 10,500,000.00	Engineering	25.00%	M2 Engineering	Design complete and working on various contract equipment tenders, tendering final contract shortly
WW20005 DeBolt Lift Station Forcemain Upgrades	\$ 1,544,500.00	Construction	25.00%	MPE Engineering	Contractor will be starting later this month
WW21001 Ridgevalley Lagoon Expansion	\$ 250,000.00	Engineering	25.00%	M2 Engineering	Looking at options and will be brought to COW in September for Council direction, Grant funding has been applied for
WW22001 SCADA Lift Stations Remote Operations	\$ 100,000.00	Final	100.00%	Associated Engineering	Moved budget to WD22002
WW22004 Shoring Purchase	\$ 25,000.00	On Order	75.00%	Greenview	Waiting on delivery.
OPERATIONS EQUIPMENT					
OP22001 Street Sweeper -- GC	\$ 365,000.00	On Order	50.00%	Joe Johnson Equipment	On order. Early fall delivery due to manufacture delays.
OP22002 Skidsteer Lease Buyout - GC SKID10	\$ 30,000.00	Complete	100.00%	Wells Fargo	Complete. Paid out remainder of lease.
OP22003 Loader Replacement - Valleyview	\$ 375,000.00	Delivered	95.00%	Strongco	Delivered. Waiting on Invoice.
OP22005 Trench Roller	\$ 50,000.00	Delivered	100.00%	SMS Equipment	Delivered. Have been invoiced but waiting on 2 year warranty invoice. Charging System remote purchased.
FACILITIES MAINTENANCE					
FM20013 DeBolt PSB Addition	\$ 953,200.00	Construction	10.00%	South West Design	Motion 22.04.217 = \$518,200.00
FM21001 Used Scissor Lift for Valleyview	\$ 18,000.00	Not Available	0.00%	Greenview	Still searching for available unit
FM21008 Security Improvement 5 Year Plan	\$ 242,200.00	In Progress	80.00%	Apex	Completed GC PSB, Tourism, Shop A in Grovedale. Moving to finish the WTP and Facilities Shop in GC
FM22001 Skid Steer Broom Replacement	\$ 12,000.00	On Order	50.00%	Bobcat of the Peace	On order.
FM22002 Tractor Replacement T21	\$ 38,000.00	On Order	50.00%	John Deere	On order from John Deere. May not arrive until early fall.
FM22003 CO & N2O Monitoring Equipment MD Shops	\$ 60,000.00	In Progress	20.00%	TKRP	Developed scope of work and prioritizing order of work.
FM22004 Zero Turn Replacement	\$ 10,000.00	On Order	80.00%	John Deere	Expected to arrive in August
FM22005 Sunset House Community Hall Roof	\$ 65,000.00	Pre Construction	15.00%	Standard Roofing	Anticipation to be complete in September

FM22006 Upgrade & Standardize all Community Fire Station Pump	\$ 20,000.00	In Progress	0.00%	Greenview	Gathering more information as per Council request and monitoring for the 2022
FM22007 Renovations to FM/Enviro Building	\$ 40,000.00	In Progress	20.00%	Quality Flooring	Have quotes and scheduling time for flooring. Greenview will be doing maintenance and upgrades to lighting as staff are on vacation.
FM22008 New Operations Shop in GC	\$ 50,000.00	Engineering	10.00%		Will be added to 2023 Budget as per Council direction. Will work on design and detailed engineering 2022. Will be tendered in 2022
FM22009 GRM Emergency Generator	\$ 175,000.00	Carry Over	15.00%		Evaluation of building and will need a larger generator than originally anticipated. Delivery is anticipated to be 52-58 weeks. Will be added to the 2023 budget.
FM22011 Hotsy I&P Shop	\$ 23,000.00	Carry Over	100.00%		Installed and in operation.



REQUEST FOR DECISION

SUBJECT:	Explore the Cost of Suppling Potable Water to RV Dumping Station in Grovedale		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 12, 2022	CAO: SW	MANAGER:
DEPARTMENT:	CAO SERVICES	DIR:	PRESENTER:
STRATEGIC PLAN:	Environment	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to explore the cost to suppling potable water at the RV dump station in Grovedale.

BACKGROUND/PROPOSAL:

At the June 28, 2022, Regular Council Meeting, Deputy Reeve Bill Smith made a Notice of Motion “That Council direct Administration to explore the cost to suppling potable water at the RV dump station in Grovedale

At the time of making a notice of motion it cannot be discussed further nor is it voted upon. By bringing this notice of motion back as a formal motion it will Council to discuss its objective(s) and goal(s) and therefore provide Administration with information that will assist in achieving the intended purpose of the motion.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will have a clear understanding on the cost options to supply potable water to the Grovedale RV Dumping Station.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or not accept 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:

Once Council makes a decision Administration will proceed accordingly.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **History of the MD of Greenview's Road Maintenance & Roles within the Co-Ops & Enterprises**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	July 12, 2022	CAO: SW MANAGER:
DEPARTMENT:	CAO SERVICES	DIR: PRESENTER:
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to provide a report on the history of providing road maintenance within Co-ops & Enterprises for the purpose of better understanding Greenview's role within these communities.

BACKGROUND/PROPOSAL:

At the June 28, 2022, Regular Council Meeting, Councilor Delorme made a Notice of Motion "That Council direct Administration to provide a report on the history of providing road maintenance within Co-ops & Enterprises for the purpose of better understanding Greenview's role within these communities.

At the time of making a notice of motion it cannot be discussed further nor is it voted upon. By bringing this notice of motion back as a formal motion it will Council to discuss its objective(s) and goal(s) and therefore provide Administration with information that will assist in achieving the intended purpose of the motion.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will have a clear understanding on the history of providing road maintenance within the Co-Ops and Enterprises and a better understanding of Greenview's roles within these communities.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or not accept 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:

Once Council makes a decision Administration will proceed accordingly.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **Explore options to change the Stop Sign at the FTR/Canfor intersection**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: July 12, 2022 CAO: SW MANAGER:
DEPARTMENT: CAO SERVICES DIR: PRESENTER:
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to explore changing the stop sign at the FTR/Canfor intersection.

BACKGROUND/PROPOSAL:

At the June 28, 2022, Regular Council Meeting, Councilor Dale Smith made a Notice of Motion “That Council direct Administration to explore changing the stop sign at the FTR/Canfor intersection.

At the time of making a notice of motion it cannot be discussed further nor is it voted upon. By bringing this notice of motion back as a formal motion it will Council to discuss its objective(s) and goal(s) and therefore provide Administration with information that will assist in achieving the intended purpose of the motion.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will have a clear understanding on the options to change the stop sign at the FTR/Canfor Intersection.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to alter or not accept 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:

Once Council makes a decision Administration will proceed accordingly.

ATTACHMENT(S):

N/A



Municipal District of Greenview No. 16

NAME: Winston Delorme

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
22-Jun				Evergreen Foundation Board Meeting							
23-Jun				Victor Lake Elders Lodge							
27-Jun	18:00	21:00	M	Travel To GP	200						262.00
28-Jun	7:00	20:00	M	Council Meeting/ Ratepayers BBQ	300						510.00
29-Jun	11:00	18:00	M	Meeting with Horse Lake GIG	200						308.00
NOTES:				KILOMETER CLAIM			TOTAL				1080.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	700	427.00	NET CLAIM				1080.00
				\$0.17 per km	700	119.00					
				SUBTOTAL		546.00	TOTAL CLAIM				1626.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		546	AMOUNT DUE (OWING)				\$1,626.00



Municipal District of Greenview No. 16

NAME: Ryan Ratzlaff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
21-Jun	8:00	22:00	M	COTW & RP BBQ Grovedale	350						510.00
24-Jun	14:00	18:00	M	Fox Creek Grad & Speech	120						262.00
28-Jun	8:15	20:30	M	RCM & RP BBQ Valleyview	80						510.00
NOTES:				KILOMETER CLAIM			TOTAL				1282.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	550	302.50	NET CLAIM				1282.00
				\$0.26 per km	550	143.00					
				SUBTOTAL		445.50	TOTAL CLAIM				1727.50
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		445.5	AMOUNT DUE (OWING)				\$1,727.50



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		
21-Jun	10:00	13:45	M	COW (zoom)							262.00
22-Jun	9:00	11:30	M	FCSS	16						262.00
28-Jun	8:30	19:30	M	Council & VV Ratepayers BBQ	16						447.00
NOTES:				KILOMETER CLAIM			TOTAL				971.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	32	19.52	NET CLAIM				971.00
				\$0.17 per km	32	5.44					
				SUBTOTAL		24.96	TOTAL CLAIM				995.96
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		24.96	AMOUNT DUE (OWING)				\$995.96

Claimant

June 30, 2022
Date

241

Approved

Date



Municipal District of Greenview No. 16

NAME: Dave Berry

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
21-Jun	8:00	22:00	M	COTW Grovedale and BBQ							510.00
28-Jun	8:30	20:00	M	Regular Council and BBQ Valleyview							447.00
NOTES:				KILOMETER CLAIM			TOTAL				957.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
							NET CLAIM				957.00
				\$0.26 per km							
				SUBTOTAL			TOTAL CLAIM				957.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL			AMOUNT DUE (OWING)				\$957.00



Employee # :

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM		
							B	L	D	AMOUNT				
June 21 2022	9:00	12:00	M	Committee of the Whole								262.00		
June 28 2022	7:30	20:30	M	Council & Valleyview Ratepayer Appreciation	120							510.00		
NOTES:				KILOMETER CLAIM			TOTAL					772.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST						
				\$0.55 per km		120	66.00	NET CLAIM					772.00	
				\$0.26 per km		120	31.20							
				SUBTOTAL			97.20	TOTAL CLAIM					869.20	
				LESS G.S.T.				LESS ADVANCES						
				TOTAL			97.2	AMOUNT DUE (OWING)					\$869.20	

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		
21-Jun	8:00	20:30	M	COTW Grocedale and Ratepayers BBQ	208						510.00
28-Jun	8:00	20:00	M	Regular Council Meeting Valleyview BBQ	76						447.00
29-Jun	16:00	20:00	M	PACE AGM	168						262.00
NOTES:				KILOMETER CLAIM			TOTAL				1219.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	452	275.72	NET CLAIM				1219.00
				\$0.17 per km	452	76.84					
				SUBTOTAL		352.56	TOTAL CLAIM				1571.56
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		352.56	AMOUNT DUE (OWING)				\$1,571.56

Claimant

Date

244

Approved

Date



Municipal District of Greenview No. 16

NAME: Christine Schlieff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
21-Jun	9:30	20:00	M	COTW & Ratepayer BQ GD	24						447.00
22-Jun	12:00	13:00	M	Ech Dev Zoom							262.00
24-Jun	9:30	17:30	M	Hemp Decordication tour Felher	402						308.00
28-Jun	7:00	20:30	M	Council and Ratepayer BQ VV	305						510.00
29-Jun	12:00	13:00	M	Ech Dev Zoom							262.00
NOTES:				KILOMETER CLAIM			TOTAL				1789.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	731	402.05	NET CLAIM				1789.00
				\$0.26 per km	731	190.06					
				SUBTOTAL		592.11	TOTAL CLAIM				2381.11
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		592.11	AMOUNT DUE (OWING)				\$2,381.11



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		
8-Jun	10:00	17:00	m	aer presentation	300						308.00
9-Jun	10:00	14:00	m	community futures							262.00
14-Jun	6:00	20:00	m	council/joint vv council	300	x			20.00		510.00
15-Jun	8:30	10:30	m	mpc							262.00
28-Jun	6:30	20:00	m	council/rate payers bbq vv	300	x			20.00		510.00
NOTES:				KILOMETER CLAIM			TOTAL		40.00		1852.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	900	549.00	NET CLAIM		40.00		1852.00
				\$0.17 per km	900	153.00					
				SUBTOTAL		702.00	TOTAL CLAIM			2594.00	
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		702	AMOUNT DUE (OWING)			\$2,594.00	



Municipal District of Greenview No. 16

NAME: Duane Didow

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
20-Jun	16:00	18:00	M	Travel to GP	200			X	50.00		262.00
21-Jun	9:00	19:00	M	COTW and Grovedale Ratepayer BBQ		X			20.00		447.00
22-Jun	8:00	21:00	M	FCSS reg board mtg & GPRTA GM	400	X	X		40.00		510.00
23-Jun	8:00	17:00	M	CFWY reg board mtg & AGM	260					270.32	447.00
27-Jun	17:00	20:00	M	Travel to VV	350			X	50.00		262.00
28-Jun	7:00	18:00	M	Reg Council meeting	350	X		X	70.00	135.16	447.00
NOTES:				KILOMETER CLAIM			TOTAL		230.00	405.48	2375.00
Flight ticket \$846.56 was added to Lodging as there is no other place to record this expense Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	1560	858.00	NET CLAIM		230.00	405.48	2375.00
				\$0.26 per km	1560	405.60					
				SUBTOTAL		1263.60	TOTAL CLAIM				4274.08
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1263.6	AMOUNT DUE (OWING)				\$4,274.08

Claimant

July 4, 2022
Date

247

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		
21-Jun	7:30	20:30	m	COW, Grovedale BBQ	220						510.00
22-Jun	13:00	17:30	m	return to GC/ GP hospital meeting	220	1			20.00	150.16	308.00
23-Jun	8:00	17:00	m	CFWY - IRC/regular board/AGM	300						447.00
26-Jun	14:00	16:30	m	travel to GP	200						262.00
27-Jun	9:00	14:00		Airport meeting, lunch with CAO in VV	220	1			20.00	15.00	
28-Jun	7:00	20:30	m	Regular council/ VV BBQ	220	1			20.00	15.00	510.00
29-Jun	1:30	17:00	m	Horselake GIG intro and return to GC	220	1			20.00	285.32	510.00
27-Jun	17:00	19:00	m	Nitehawk AGM							262.00
NOTES:				KILOMETER CLAIM			TOTAL		80.00	465.48	2809.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	1600	880.00	NET CLAIM		80.00	465.48	2809.00
				\$0.26 per km	1600	416.00					
				SUBTOTAL		1296.00	TOTAL CLAIM				4650.48
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1296	AMOUNT DUE (OWING)				\$4,650.48