



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

November 22, 2022

9:00 a.m.

Administration Building  
Valleyview, AB

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#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
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## #8 NOTICE OF MOTION

## #9 CLOSED SESSION

9.1 Disclosure Harmful to Business Interests of a Third Party (Section 16, FOIP)	
9.2 Disclosure Harmful to Personal Privacy (Section 17, FOIP)	



9.3 Confidential Evaluations  
(Section 19, FOIP)

#10 MEMBERS  
REPORTS/EXPENSE  
CLAIMS

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

588

#11 ADJOURNMENT

Minutes of a  
**ORGANIZATIONAL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
M.D. Administration Building,  
Valleyview, Alberta, on Tuesday, October 25, 2022

**# 1:**  
**CALL TO ORDER** Chief Administrative Officer Stacey Wabick called the meeting to order at 9:00 a.m.

<b>PRESENT</b>	Ward 1	Councillor Winston Delorme
	Ward 2	Councillor Ryan Ratzlaff
	Ward 3	Councillor Sally Rosson
	Ward 4	Councillor Dave Berry
	Ward 5	Councillor Dale Smith
	Ward 6	Councillor Tom Burton
	Ward 7	Councillor Jennifer Scott
	Ward 8	Councillor Bill Smith
	Ward 8	Councillor Christine Schlieff
	Ward 9	Councillor Duane Didow
	Ward 9	Councillor Tyler Olsen

<b>ATTENDING</b>	Chief Administrative Officer	Stacey Wabick
	Director, Corporate Services	Ed Kaemingh
	Director, Community Services	Michelle Honeyman
	Director, Infrastructure and Engineering	Roger Autio
	Manager, Communications and Marketing	Stacey Sevilla
	Recording Secretary	Wendy Holscher
	Legislative Services Officer	Sarah Sebo

<b>ABSENT</b>	Director, Planning and Development	Martino Verhaeghe
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**#2**  
**ADOPTION OF**  
**AGENDA** MOTION: 22.10.582 Moved by: COUNCILLOR TOM BURTON  
That Council accept the October 25, 2022, Organizational Meeting agenda as presented.

FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Councillor Bill Smith

CARRIED

**#3**  
**NOMINATION FOR**  
**REEVE** Chief Administrative Officer, Stacey Wabick called for nominations for the election of Reeve.

- Councillor Dale Smith nominates Councillor Tyler Olsen

Chief Administrative Officer, Stacey Wabick called a second time for nominations for Reeve.

- None heard

Chief Administrative Officer, Stacey Wabick called a third time for nominations for Reeve.

- None heard

**CEASE  
NOMINATION FOR  
REEVE**

MOTION: 22.10.583 Moved by: COUNCILLOR WINSTON DELORME  
That Council cease nominations for Reeve of the MD of Greenview.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Councillor Bill Smith

CARRIED

MOTION: 22.10.584 Moved by: COUNCILLOR DUANE DIDOW  
That Council appoint Councillor Tyler Olsen as the Reeve of the Municipal District of Greenview No. 16 Council until the next annual Organization Meeting.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Councillor Bill Smith

CARRIED

**APPOINTMENT OF  
REEVE**

Chief Administrative Officer, Stacey Wabick declared Councillor as the elected Reeve of the Municipal District of Greenview No. 16 Council until the next Organizational Meeting and Reeve assumed the chair. Chief Administrative Officer, Stacey Wabick passed the meeting to Reeve.

**#4  
NOMINATIONS  
FOR DEPUTY REEVE**

Reeve Olsen called for nominations for the election of Deputy Reeve.

- Councillor Delorme nominates Councillor Bill Smith

Reeve Olsen called a second time for nominations for Deputy Reeve,

- None heard

Reeve Olsen called a third time for nominations for Deputy Reeve,

- None heard

**CEASE  
NOMINATION FOR  
DEPUTY REEVE**

MOTION: 22.10.585 Moved by: COUNCILLOR TOM BURTON  
That Council cease nomination for Deputy Reeve of the MD of Greenview No. 16  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Councillor Bill Smith

CARRIED

**APPOINTMENT OF  
DEPUTY REEVE**

**MOTION: 21.10.586 Moved by: COUNCILLOR SALLY ROSSON**  
That Council appoint Councillor Bill Smith as Deputy Reeve of the MD of Greenview No. 16 until the next Organizational Meeting.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Councillor Bill Smith

CARRIED

Reeve Tyler Olsen declared Councillor Bill Smith as the Deputy Reeve of the Municipal District of Greenview No. 16 Council for a one-year period, where at the Organization Meeting, Council will appoint another Deputy Reeve as per Bylaw 21-876 Section 5.7.

**#5  
MEETING DATES**

**REGULAR MEETING DATES**

**REGULAR COUNCIL  
MEETING DATES**

**5.1 REGULAR COUNCIL MEETING DATES**

**MOTION: 22.10.587 Moved by: COUNCILLOR DALE SMITH**  
That Council hold the Regular Scheduled Council Meetings on the second and fourth Tuesday of each month, commencing at 9:00 a.m. in the Council Chambers, Administration Building, 4806-36th Avenue, Valleyview, and cancel the following Regular Council Meetings:  
August 08, 2023, for Council Break  
November 7, 2023, for RMA Fall Convention  
December 26, 2023, Boxing Day (Closed)  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

**MOTION: 22.10.588 Moved by: COUNCILLOR RYAN RATZLAFF**  
That Council hold additional regular Council meetings to be scheduled on the following dates and times to be held in the Council Chambers, Administration Building, 4806-36th Avenue, Valleyview for the purpose of the 2023 budget deliberations:

- Tuesday, November 1, 2022, commencing at 9:00 am.
- Wednesday, November 2, 2022, commencing at 9:00 am.
- Thursday, November 3, 2022, commencing at 9:00 am.
- Friday, November 4, 2022, commencing at 9:00 am.

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

CARRIED

## 5.2 COMMITTEE OF THE WHOLE

### COMMITTEE OF THE WHOLE

MOTION: 22.10.589 Moved by: COUNCILLOR DAVE BERRY

That Council holds the Committee of the Whole meetings on the third Tuesday of each month, at the following locations within Greenview;

January 17, 2023, commencing at 9:00 a.m. at the DeBolt Public Services Building

February 21, 2023, commencing at 9:00 a.m. at the Grovedale Public Services Building

April 18, 2023, commencing at 9:00 a.m. at the Grande Cache Public Services Building

May 16, 2023, commencing at 9:00 a.m. at the Valleyview Administration Building

June 20, 2023, commencing at 9:00 a.m. at the Grovedale Public Services Building

July 18, 2023, commencing at 9:00 a.m. at the Grande Cache Public Services Building

September 19, 2023, commencing at 9:00 a.m. at the Grande Cache Public Services Building

October 17, 2023, commencing at the 9:00 a.m. at the Grovedale Public Services Building

November 21, 2023, commencing at 9:00 a.m. at the DeBolt Public Services Building

December 19, 2023, commencing at 9:00 a.m. at the Administration Building, Valleyview

And further, that the Committee of the Whole meeting for the month of March be cancelled for the RMA Spring Convention and the meeting for August be cancelled for Council Break.

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

CARRIED

## 5.3 MUNICIPAL PLANNING COMMISSION

### MUNICIPAL PLANNING COMMISSION

MOTION: 22.10.590 Moved by: COUNCILLOR TOM BURTON

That Council schedule the Municipal Planning Commission Meeting on the Wednesday following the first Regular Council meeting of each month, excluding August for Council break, and November for RMA.

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

CARRIED

PRC

#### **5.4 POLICY REVIEW COMMITTEE**

MOTION: 22.10.591 Moved by: COUNCILLOR WINSTON DELORME  
That Council schedule the Policy Review Committee Meeting immediately following the Municipal Planning Commission Meeting on the Wednesday following the first Regular Scheduled Council meeting of each month, excluding August for Council break and November for RMA.

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

CARRIED

#### **5.5 GREENVIEW RATEPAYER BBQ'S**

GREENVIEW  
RATEPAYER BBQ'S

MOTION: 22.10.592 Moved by: COUNCILLOR CHRISTINE SCHLIEF  
That Council host the Annual Ratepayer Barbeques between 5:00 p.m. and 7:00 p.m. on the following dates, with funds to come from the 2023 Communications Citizens Engagement Budget;

June 20, 2023, at the Grovedale Community Hall

June 27, 2023, at the Greenview Regional Multiplex, Valleyview

July 11, 2023, at the DeBolt Public Services Building

July 18, 2023, at the Recreation Centre, Grande Cache

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

CARRIED

#6  
BOARDS &  
COMMITTEES

#### **BOARDS & COMMITTEES**

##### **6.1 AGRICULTURE SERVICES BOARD**

ASB BOARD

MOTION: 22.10.593 Moved by: COUNCILLOR SALLY ROSSON  
That Council appoint Councillor Bill Smith and Councillor Dave Berry to the Agriculture Services Board.

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

CARRIED

MOTION: 22.10.594 Moved by: DEPUTY REEVE BILL SMITH

That Council appoint Warren Wohlgemuth to the Agriculture Services Board as a member at large for a 3-year term ending at the annual organizational meeting 2025.

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

CARRIED

MOTION: 22.10.595 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Joshua McMillan to the Agriculture Services Board as a member at large for a 2 year term ending at the annual org. meeting 2024.

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

AGAINST: Councillor Dale Smith

CARRIED

## 6.2 ALBERTA CARE

### ALBERTA CARE APPOINTMENT

MOTION: 22.10.596 Moved by: COUNCILLOR WINSTON DELORME

That Council appoint Councillor Ryan Ratzlaff to the Alberta Care Board.

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

CARRIED

## 6.3 AUDIT COMMITTEE

### AUDIT COMMITTEE APPOINTMENT

MOTION: 22.10.597 Moved by: COUNCILLOR JENNIFER SCOTT

That Council appoint Councillor Sally Rosson, Councillor Tom Burton and Councillor Dale Smith to the Audit Committee.

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

CARRIED

## **6.4 GRANDE CACHE RECREATION BOARD**

### **GC REC BOARD**

MOTION: 22.10.598 Moved by: COUNCILLOR RYAN RATZLAFF

That Council appoint Councillor Duane Didow and Councillor Winston Delorme to the Grande Cache Recreation Board.

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

CARRIED

MOTION: 22.10.599 Moved by: COUNCILLOR WINSTON DELORME

That Council appoint Jim Savory to the Grande Cache Recreation Board as a member at large for the term of 1 year ending at the 2023 Organizational Meeting.

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

CARRIED

## **6.5 CANFOR FMA ADVISORY COMMITTEE**

### **CANFOR FMA ADVISORY COMMITTEE APPOINTMENT**

MOTION: 22.10.600 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Deputy Reeve Bill Smith to the Canfor FMA Advisory Committee and Councillor Christine Schlieff as an alternate to the Canfor FMA Advisory Committee.

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

CARRIED

## **6.6 INTERMUNICIPAL COLLABORATION FRAMEWORK COMMITTEES**

### **BIG LAKES ICF**

MOTION: 22.10.601 Moved by: COUNCILLOR RYAN RATZLAFF

That Council appoint Councillor Dale Smith and Councillor Dave Berry to the Big Lakes County Intermunicipal Collaboration Committee.

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

CARRIED



**BIRCH HILLS ICF**

MOTION: 22.10.602 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Councillor Jen Scott and Councillor Tom Burton to the Birch Hills County ICF Committee.

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

CARRIED

**COUNTY OF GP ICF**

MOTION: 22.10.603 Moved by: COUNCILLOR DAVE BERRY

That Council appoint Councillor Tom Burton and Deputy Reeve Bill Smith to the County of Grande Prairie Intermunicipal Collaboration Committee.

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

CARRIED

**TOWN OF FOX  
CREEK ICF**

MOTION: 22.10.604 Moved by: COUNCILLOR DALE SMITH

That Council appoint Councillor Ryan Ratzlaff and Councillor Sally Rosson to the Fox Creek ICF Committee.

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

CARRIED

**SMOKY RIVER ICF**

MOTION: 22.10.605 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Councillor Dale Smith and Councillor Sally Rosson to the Smoky River Rural Intermunicipal Development Plan Committee.

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

CARRIED

**TOWN OF VV ICF**

MOTION: 22.10.606 Moved by: COUNCILLOR DALE SMITH

That Council appoint Councillor Dale Smith and Councillor Sally Rosson to the Town of Valleyview ICF Committee.

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

CARRIED

**WOODLANDS  
COUNTY ICF**

**MOTION: 22.10.607 Moved by: COUNCILLOR JENNIFER SCOTT**

That Council appoint Reeve Tyler Olsen to the Woodlands County Intermunicipal Negotiating Committee.

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

**CARRIED**

**YELLOWHEAD  
COUNTY ICF**

**MOTION: 22.10.608 Moved by: COUNCILLOR WINSTON DELORME**

That Council appoint Reeve Tyler Olsen and Councillor Winston Delorme to the Yellowhead County Intermunicipal Committee.

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

**CARRIED**

**6.7 GROVEDALE CEMETERY COMMITTEE**

**GROVEDALE  
CEMETERY BOARD**

**MOTION: 22.10.609 Moved by: COUNCILLOR SALLY ROSSON**

That Council appoint Councillor Christine Schlieff to the Grovedale Cemetery Committee.

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

**CARRIED**

**MOTION: 22.10.610 Moved by: COUNCILLOR BILL SMITH**

That Council appoint Margaret Basnett, Stewart Bowen, Gwen Smith and Russell Penson to the Grovedale Cemetery committee as a member at large for a three year term ending annual organization meeting 2025.

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

**CARRIED**

## 6.8 LITTLE SMOKY CEMETERY COMMITTEE

### LITTLE SMOKY CEMETERY BOARD

MOTION: 22.10.611 Moved by: COUNCILLOR DAVE BERRY

That Council appoint Councillor Ryan Ratzlaff to the Little Smoky Cemetery Committee.

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

CARRIED

MOTION: 22.10.612 Moved by: COUNCILLOR RYAN RATZLAFF

That Council appoint Connie Amundson and Joshua McMillan to the Little Smoky Cemetery Committee for a 3 year term ending at the 2025 Organizational Meeting.

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

CARRIED

## 6.9 NEW FISH CREEK CEMETERY COMMITTEE

MOTION: 22.10.613 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council appoint Councillor Dale Smith to the New Fish Creek Cemetery Committee.

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

CARRIED

### NEW FISH CREEK CEMETERY COMMITTEE

MOTION: 22.10.614 Moved by: COUNCILLOR DALE SMITH

That Council appoint Teresa Gordon, Loris Laycock, Fay Caillou, Michelle Hagen and Colleen Young to the New Fish Creek Cemetery Committee for a 3 year term ending annual org. meeting 2025.

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

CARRIED

## 6.10 SUNSET HOUSE CEMETERY COMMITTEE

### SUNSET HOUSE CEMETERY COMMITTEE

MOTION: 22.10.615 Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillor Dave Berry to the Sunset House Cemetery Committee.

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

CARRIED

MOTION: 22.10.616 Moved by: COUNCILLOR DAVE BERRY

That Council appoint Judy Rieu, O'Neil Rieu, Glori Whiting, Kevin Petryshen, Rose Marie Trottier to the Sunset House Cemetery Committee for a 3 year term ending 2025 at the org. meeting

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

CARRIED

## 6.11 VALLEYVIEW CEMETERY COMMITTEE

### VALLEYVIEW CEMETERY COMMITTEE

MOTION: 22.10.617 Moved by: COUNCILLOR JENNIFER SCOTT

That Council appoint Councillor Rosson to the Valleyview Cemetery Committee.

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

CARRIED

Reeve Olsen recessed the meeting at 10:00 am.

Reeve Olsen reconvened the meeting at 10:05 am.

## 6.12 COMMUNITY FUTURES GRANDE PRAIRIE & REGION

### COMMUNITY FUTURES GP

MOTION: 22.10.618 Moved by: COUNCILLOR BILL SMITH

That Council appoint Councillor Schlieff to the Community Futures Grande Prairie & Region.

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

CARRIED

### **6.13 COMMUNITY FUTURES WEST YELLOWHEAD (CFWY) BOARD**

**COMMUNITY  
FUTURES WEST  
YELLOWHEAD**

MOTION: 22.10.619 Moved by: COUNCILLOR SALLY ROSSON  
That Council appoint Reeve Olsen and Councillor Duane Didow to the Community Futures West Yellowhead Board and Councillor Winston Delorme as the alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

### **6.14 CROOKED CREEK RECREATION BOARD**

**CROOKED CREEK  
REC BOARD**

MOTION: 22.10.620 Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Jennifer Scott to the Crooked Creek Recreation Board and Councillor Tom Burton as the alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

### **6.15 EAST SMOKY RECREATION BOARD**

MOTION: 22.10.621 Moved by: COUNCILLOR DUANE DIDOW  
That Council appoint Councillor Tom Burton to the East Smoky Recreation Board and Councillor Jennifer Scot as the alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

### **6.16 EMERGENCY MANAGEMENT COMMITTEE**

**EMERGENCY  
MANAGEMENT  
COMMITTEE**

MOTION: 22.10.622 Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Dave Berry, Councillor Sally Rosson, Councillor Winston Delorme, and Deputy Reeve Bill Smith to the Emergency Management Committee.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

**EVERGREENS  
FOUNDATION**

**6.17 EVERGREENS FOUNDATION**

MOTION: 22.10.623 Moved by: COUNCILLOR DUANE DIDOW  
That Council appoint Councillor Winston Delorme to the Evergreens Foundation Board.

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

CARRIED

**6.18 FOOTHILLS FOREST PRODUCTS PUBLIC ADVISORY COMMITTEE**

**FOOTHILLS FOREST  
PRODUCTS**

MOTION: 22.10.624 Moved by: COUNCILLOR DAVE BERRY  
That Council appoint Councillor Winston Delorme and Councillor Duane Didow to the Foothills Forest Products Advisory Committee and Reeve Tyler Olsen as the alternate.

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

CARRIED

**FOX CREEK  
SYNERGY BOARD**

**6.19 FOX CREEK SYNERGY BOARD**

MOTION: 22.10.625 Moved by: COUNCILLOR JENNIFER SCOTT  
That Council appoint Councillor Ryan Ratzlaff to the Fox Creek Synergy Group and Councillor Dale Smith as an alternate.

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

CARRIED

**FOX CREEK  
RECREATION  
BOARD**

**6.20 FOX CREEK RECREATION BOARD**

MOTION: 22.10.626 Moved by: COUNCILLOR TOM BURTON  
That Council appoint Councillor Ryan Ratzlaff to the Fox Creek Recreation Board and Councillor Dave Berry as the alternate.

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

CARRIED

## **6.21 GOLDEN TRIANGLE CONSORTIUM**

### **GOLDEN TRIANGLE CONSORTIUM**

MOTION: 22.10.627 Moved by: COUNCILLOR SALLY ROSSON  
That Council appoint Councillor Dave Berry to the Golden Triangle Consortium.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

## **6.22 GRANDE PRAIRIE HOSPITAL FOUNDATION**

### **GP HOSPITAL FOUNDATION**

MOTION: 22.10.628 Moved by: COUNCILLOR CHRISTINE SCHLIEF  
That Council appoint Councillor Dale Smith to the Grande Prairie Hospital Foundation and Councillor Jennifer Scott as the alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

## **6.23 GRANDE PRAIRIE REGIONAL RECREATION COMMITTEE**

### **GP REGIONAL RECREATION COMMITTEE**

MOTION: 22.10.629 Moved by: COUNCILLOR SALLY ROSSON  
That council appoint Councillor Christine Schlieff to the Grande Prairie Recreational Committee and Councillor Tom Burton as an alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

## **6.24 GRANDE PRAIRIE REGIONAL TOURISM ASSOCIATION**

### **GP TOURISM**

MOTION: 22.10.630 Moved by: COUNCILLOR JENNIFER SCOTT  
That Council appoint Councillor Duane Didow to the Grande Prairie Regional Tourism Association and Councillor Tom Burton as the alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

**GRANDE SPIRIT  
FOUNDATION**

**6.25 GRANDE SPIRIT FOUNDATION**

MOTION: 22.10.631 Moved by: COUNCILLOR RYAN RATZLAFF

That Council appoint Councillor Tom Burton to the Grande Spirit Foundation.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

**6.26 GREEN VIEW FAMILY & COMMUNITY SERVICES (FCSS)**

**FCSS**

MOTION: 22.10.632 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Councillor Sally Rosson and Councillor Christine Schlieff to the Green View Family & Community Services Board, and Councillor Jennifer Scott as alternate.

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

CARRIED

MOTION: 22.10.633 Moved by: COUNCILLOR DALE SMITH

That Council appoint Roxanne Perron and Trina Parker-Carroll to the Green View Family and Community Services Board as members at large for the term of 1 year ending 2023 at the Annual Organizational Meeting.

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

CARRIED

**6.27 GREENVIEW REGIONAL MULTIPLEX ADVISORY BOARD**

**GRM ADVISORY  
BOARD**

MOTION: 22.10.634 Moved by: COUNCILLOR RYAN RATZLAFF

That Council appoint Councillor Sally Rosson and Councillor Jennifer Scott to the Greenview Regional Multiplex Board.

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

CARRIED



MOTION: 22.10.635 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Joshua McMillan, and Mary Wilson as Members at Large to the Greenview Regional Multiplex Board with their term to expire at the 2024 Annual Organizational Meeting.

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

CARRIED

#### **6.28 GREENVIEW REGIONAL WASTE MANAGEMENT COMMISSION (GRWMC)**

GRWMC

MOTION: 22.10.636 Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillor Ryan Ratzlaff and Councillor Sally Rosson to the Greenview Regional Waste Management Commission, and Councillor Dale Smith as the alternate.

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

CARRIED

MOTION: 22.10.637 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Jake Drozda as a Member at Large to the Greenview Regional Waste Management Commission with the term ending 2024 at the Annual Organization Meeting.

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

CARRIED

#### **6.29 GROVEDALE/SOUTH WAPITI RECREATION BOARD**

GD/SW REC BOARD

MOTION: 22.10.638 Moved by: COUNCILLOR JENNIFER SCOTT

That Council appoint Deputy Reeve Bill Smith as a Member at Large to the Grovedale/South Wapiti Recreation Board.

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

CARRIED

**GC HEALTHCARE  
RETENTION**

**6.30 GRANDE CACHE HEALTHCARE PROFESSIONALS ATTRACTION AND  
RETENTION COMMITTEE**

MOTION: 22.10.639 Moved by: COUNCILLOR DAVE BERRY

That Council appoint Councillor Duane Didow and Councillor Winston Delorme to the Grande Cache Healthcare Professionals Attraction & Retention Committee and Reeve Tyler Olsen as the alternate.

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

CARRIED

**HEART RIVER  
HOUSING**

**6.31 HEART RIVER HOUSING FOUNDATION**

MOTION: 22.10.640 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Councillor Dale Smith to the Heart River Housing Foundation.

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

CARRIED

**HP ADVISORY  
COUNCIL**

**6.32 HIGH PRAIRIE ADVISORY COUNCIL**

MOTION: 22.10.641 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Councillor Dale Smith to the High Prairie Advisory Council and Councillor Tom Burton as the alternate.

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

CARRIED

**INTERNATIONAL  
PAPER COMMITTEE**

**6.33 INTERNATIONAL PAPER COMMITTEE**

MOTION: 22.10.642 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Councillor Tom Burton to the International Paper Committee and Councillor Christine Schlieff as the alternate.

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

CARRIED

#### **6.34 JOINT TOWN OF VALLEYVIEW & MD OF GREENVIEW COMMITTEE**

VV/MD JOINT  
COMMITTEE

MOTION: 22.10.643 Moved by: COUNCILLOR RYAN RATZLAFF

That Council appoint all members of Council to the Joint Town of Valleyview/MD of Greenview Committee.

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

CARRIED

#### **6.35 LITTLE SMOKY SKI HILL COMMITTEE**

LITTLE SMOKY SKI  
HILL

MOTION: 22.10.644 Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillor Dale Smith and Councillor Sally Rosson to the Little Smoky Ski Hill Committee and Councillor RR as the alternate.

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

CARRIED

#### **6.36 MILLAR WESTERN PUBLIC ADVISORY COMMITTEE**

MILLAR WESTERN

MOTION: 22.10.645 Moved by: COUNCILLOR DALE SMITH

That Council appoint Councillor Ryan Ratzlaff to the Millar Western Public Advisory Committee, and Councillor Dave Berry as alternate.

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

CARRIED

#### **6.37 MUNICIPAL PLANNING COMMISSION**

MPC

MOTION: 22.10.646 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint all members of Council to the Municipal Planning Commission.

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

CARRIED

### **6.38 NITEHAWK YEAR-ROUND ADVENTURE PARK**

**NITEHAWK**

MOTION: 22.10.647 Moved by: COUNCILLOR JENNIFER SCOTT

That Council appoint Reeve Tyler Olsen to the Nitehawk Ski Recreation Board and Councillor Christine Schlieff as an alternate.

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

CARRIED

### **6.39 NORBORD ENVIRONMENTAL COMMITTEE**

**NORBORD**

MOTION: 22.10.648 Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillor Christine Schlieff to the Norbord Environmental Committee and Deputy Reeve Bill Smith as the alternate.

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

CARRIED

### **6.40 NORTHERN TRANSPORTATION ADVOCACY BUREAU**

**NORTHERN  
TRANSPORTATION**

MOTION: 22.10.649 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Councillor Tom Burton to the Northern Transportation Advocacy Bureau.

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

CARRIED

### **6.41 PACE BOARD OF DIRECTORS**

**PACE**

MOTION: 22.10.650 Moved by: COUNCILLOR BILL SMITH

That Council appoint Councillor Jennifer Scott to the PACE Board of Directors.

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

CARRIED

#### **6.42 PEACE LIBRARY SYSTEM**

**PEACE LIBRARY**

MOTION: 22.10.651 Moved by: COUNCILLOR RYAN RATZLAFF  
That Council appoint Councillor Tom Burton to the Peace Library System Board and Councillor Jennifer Scott as alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

#### **6.43 PEACE REGION ECONOMIC DEVELOPMENT ALLIANCE**

**PRED A**

MOTION: 22.10.652 Moved by: COUNCILLOR SALLY ROSSON  
That Council appoint Councillor Dale Smith to the Peace Region Economic Development Alliance and Councillor Jennifer Scott as alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

#### **6.44 POLICY REVIEW COMMITTEE**

**PRC**

MOTION: 22.10.653 Moved by: COUNCILLOR DALE SMITH  
That Council appoint all members of Council to the Policy Review Committee.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

#### **6.45 SMOKY APPLIED RESEARCH & DEMONSTRATION ASSOCIATION (SARDA)**

**SARDA**

MOTION: 22.10.654 Moved by: COUNCILLOR RYAN RATZLAFF  
That Council appoint Councillor Dave Berry to the Smoky Applied Research & Demonstration Association and Councillor Dale Smith as alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

#### **6.46 SOUTH PEACE REGIONAL ARCHIVES**

MOTION: 22.10.655 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Councillor Christine Schlieff to the South Peace Regional Archives and Councillor Jennifer Scott as alternate.

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

CARRIED

#### **6.47 SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB)**

SDAB

MOTION: 22.10.656 Moved by: COUNCILLOR DAVE BERRY

That Council appoint Gary Havell, Joshua McMillan, Ken Wilson, Rene Moulán, Roxanne Perron as members at large to the Subdivision & Development Appeal Board.

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

CARRIED

#### **6.48 THE RIVER OF DEATH AND DISCOVERY DINOSAUR MUSEUM SOCIETY**

DINO MUSEUM

MOTION: 22.10.657 Moved by: COUNCILLOR TOM BURTON

That Council appoint Reeve Tyler Olsen to the River of Death and Discovery Dinosaur Museum Society and Councillor Tom Burton as alternate.

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

CARRIED

#### **6.49 VALLEYVIEW & DISTRICT MEDICAL CENTRE**

VV MEDICAL

MOTION: 22.10.658 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Councillor Jennifer Scott, Councillor Dale Smith and Councillor Sally Rosson to the Valleyview and District Medical Centre, and Councillor Ryan Ratzlaff as an alternate.

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

CARRIED

## **6.50 VALLEYVIEW AND DISTRICT RECREATION BOARD**

### **VV REC BOARD**

MOTION: 22.10.659 Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillor Sally Rosson to the Valleyview and District Recreation Board, and Councillor Dave Berry as the alternate.

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

CARRIED

MOTION: 22.10.660 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Kim Havell and Sara Nichol to the Valleyview & District Recreation Board.

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

CARRIED

## **6.51 VALLEYVIEW SEED CLEANING PLANT**

### **VV SEED CLEANING**

MOTION: 22.10.661 Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillor Dave Berry to the Valleyview Seed Cleaning Plant.

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

CARRIED

## **6.52 VETERINARY SERVICES INCORPORATED**

### **VSI**

MOTION: 22.10.662 Moved by: COUNCILLOR TOM BURTON

That Council appoint Councillor Dale Smith to the Veterinary Services Incorporated Board of Directors and Councillor Dave Berry as the alternate.

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

CARRIED

### **6.53 WAPITI RIVER MANAGEMENT PLAN COMMITTEE**

#### **WAPITI RIVER MANAGEMENT PLAN**

MOTION: 22.10.663 Moved by: COUNCILLOR DUANE DIDOW  
That Council appoint Deputy Reeve Bill Smith to the Wapiti River Management Plan Committee and Councillor Tom Burton as alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

### **6.54 WATER NORTH COALITION**

#### **WATER NORTH**

MOTION: 22.10.664 Moved by: COUNCILLOR JENNIFER SCOTT  
That Council appoint Councillor Dale Smith to the Water North Coalition and Councillor Tom Burton as alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

### **6.55 WEYERHAEUSER ADVISORY COMMITTEE**

#### **WEYERHAEUSER**

MOTION: 22.10.665 Moved by: COUNCILLOR DALE SMITH  
That Council appoint Councillor Christine Schlieff to the Weyerhaeuser Advisory committee and Councillor Duane Didow as alternate.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED

### **6.56 GREENVIEW INDUSTRIAL GATEWAY COMMITTEE**

#### **GIG**

MOTION: 22.10.666 Moved by: COUNCILLOR SALLY ROSSON  
That Council appoint all members of Council to the Greenview Industrial Gateway Committee.  
FOR: Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Reeve Olsen, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry, Deputy Reeve Bill Smith

CARRIED



#### **6.57 GREENVIEW COOPERATIVES & ENTERPRISES CEMETERY COMMITTEE**

MOTION: 22.10.667 Moved by: COUNCILLOR RYAN RATZLAFF

That Council appoint Councillor Winston Delorme to the Greenview Cooperatives & Enterprises Cemetery Committee.

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

CARRIED

#### **6.58 AWN Elders Council**

AWN

MOTION: 22.10.668 Moved by: COUNCILLOR DUANE DIDOW

That Council appoint Councillor Winston Delorme to the AWN Elders Council.

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

CARRIED

7.0

#### **7.0 CAO Covenant**

MOTION: 22.10.669 Moved by: COUNCILLOR JENNIFER SCOTT

That Council approve and execute the CAO Covenant as presented.

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

CARRIED

8.0

#### **8.0 CHRISTMAS FLOATER DAY**

MOTION: 22.10.670 Moved by: COUNCILLOR DAVE BERRY

That Council approve December 7, 2023, as the Christmas Floating Holiday.

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

CARRIED

MOTION: 22.10.671 Moved by: COUNCILLOR DALE SMITH

That Council appoint Councillor Tom Burton and Councillor Christine Schlieff to the MD of Greenview Library Board.

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

CARRIED

MOTION: 22.10.672 Moved by: COUNCILLOR TOM BURTON

That Council appoint Deputy Reeve Bill Smith and Councillor Christine Schlieff to the Wapiti Trails Management Committee.

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

CARRIED

#9  
ADJOURNMENT

### 9.0 ADJOURNMENT

MOTION: 22.10.678 Moved by: COUNCILLOR TOM BURTON

That Council adjourn the Organizational Meeting at 10:58 a.m.

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

CARRIED

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CHIEF ADMINISTRATIVE OFFICER

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REEVE

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

**#1**  
**CALL TO ORDER**  
**PRESENT**

Reeve Olsen called the meeting to order at 11:05 a.m.

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

**ATTENDING**

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

**ABSENT**

Director, Planning & Economic Development	Martino Verhaege
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**#2**  
**AGENDA**

MOTION: 22.10.674 Moved by: COUNCILLOR DALE SMITH  
 That Council adopt the Agenda of the October 25, 2022, Regular Council Meeting as amended

- Agenda Item 4.0 Public Hearing moved to 1:15 pm.
- 9.1 Disclosure Harmful to Intergovernmental Relations (Sect 21)
- 9.2 Section 16 Disclosure Harmful to Business Interests of a Third Party

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

CARRIED

**#3  
MINUTES**

**MOTION: 22.10.675** Moved by: COUNCILLOR JENNIFER SCOTT  
That Council adopt the minutes of October 11, 2022, Regular Meeting minutes as presented.  
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor, Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry  
**CARRIED**

**3.1 BUSINESS  
ARISING  
FROM THE MINUTES**

**3.1 BUSINESS ARISING FROM MINUTES**

**6.0**

**6.0 BYLAWS**

**BYLAW 22-920**

**6.1 BYLAW 22-920 LAND USE BYLAW AMENDMENT**

**MOTION: 22.10.676** Moved by: COUNCILLOR DALE SMITH  
That Council give second reading to Bylaw 22-920, being a Land Use Bylaw Amendment to redesignate an ±15-ha (37-ac) area within NW 4-69-19-W5 from Agricultural One (A-1) to Agricultural Two (A-2) to accommodate subdivision of an existing farmstead.

**TABLED**

**MOTION: 22.10.677** Moved by: COUNCILLOR DUANE DIDOW  
That Council table motion “6.1 Bylaw 22-920 Land Use Bylaw Amendment” until the Public Hearing is heard (1:15pm).  
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor, Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry  
**CARRIED**

**BYLAW 22-926**

**6.2 BYLAW 22-926 LOCAL AUTHORITIES PENSION PLAN**

**MOTION: 22.10.678** Moved by: COUNCILLOR DALE SMITH  
That Council give first reading to Bylaw No. 22-926 Local Authorities Pension Plan as presented.  
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor, Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry  
**CARRIED**

**6.3 BYLAW 22-902, BYLAW 22-905, BYLAW 22-921 TO REDESIGNATE A  
±4.86-HA (12.0-AC) AREA WITHIN PLAN 1024120; 1; 1 (PART OF SW 5-70-6-  
W6) IN THE GROVEDALE AREA**

**BYLAW 22-902**  
**BYLAW 22-905**  
**BYLAW 22-921**

MOTION: 22.10.679 Moved by: COUNCILLOR DAVE BERRY

That Council receive the Bylaws 22-902, 22-905, and 22-921 as discussion for information.

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

CARRIED

MOTION: 22.10.680 Moved by: COUNCILLOR SALLY ROSSON

That Council give second reading to Bylaw 22-921, being a Land Use Bylaw Amendment to redesignate a ±4.86-ha (12.0-ac) area within Plan 1024120; 1; 1 (Part of SW 5-70-6-W6) from Agricultural Two (A-2) to Direct Control (DC).

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

DEFEATED

MOTION: 22.10.681 Moved by: COUNCILLOR TOM BURTON

That Council give second reading of Bylaw 22-902, to amend Figure 5: Development Concept and Figure 6: Development Concept – Centralized Living within the Grovedale Area Structure Plan, re-designating a ±4.86-ha (12.0-ac) area from Agricultural to Light Industrial within Plan 1024120; 1; 1 (Part of SW 5-70-6-W6).

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

DEFEATED

MOTION: 22.10.682 Moved by: COUNCILLOR TOM BURTON

That Council give second reading of Bylaw 22-905, to re-designate a ±4.86-ha (12.0-ac) area from Agricultural Two (A-2) District to Industrial Light (M-1) District within Plan 1024120; 1; 1 (Part of SW 5-70-6-W6).

FOR: Councillor Burton

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

DEFEATED

#### **6.4 BYLAW 22-928 2023 BORROWING BYLAW**

##### **BYLAW 22-928**

MOTION: 22.10.683 Moved by: COUNCILLOR JENNIFER SCOTT

That Council give first reading to Bylaw 22-928 "Borrowing 2023".

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

CARRIED

MOTION: 22.10.684 Moved by: COUNCILLOR RYAN RATZLAFF

That Council give second reading to Bylaw 22-928 "Borrowing 2023".

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

CARRIED

#### **7.0 NEW BUSINESS**

##### **7.2 CLAY SHOOT REPORT 2022**

##### **CLAY SHOOT REPORT**

MOTION: 22.10.685 Moved by: COUNCILLOR DUANE DIDOW

That Council accepts the 2022 Greenview Clay Shoot event report for information, as presented.

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

CARRIED

MOTION: 22.10.686 Moved by: COUNCILLOR SALLY ROSSON

That Council authorizes Administration to hold a Clay Shoot event on September 7, 2023, with an upset budget limit of \$40,000 with funds to come from the 2023 Greenview Communications Budget.

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

CARRIED

Reeve Olsen recessed the meeting at 12:02 p.m.

Reeve Olsen reconvened the meeting at 12:45 p.m.

**Q3 FINANCIAL  
REPORTING**

**7.1 Q3 FINANCIAL REPORTING**

MOTION: 22.10.687 Moved by: COUNCILLOR JENNIFER SCOTT  
That Council accepts, the year-to-date Operating, Capital, and Reserve reports for the period ending September 30th, 2022, for information, as presented.

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

CARRIED

**4.0 PUBLIC HEARING**

**4.1 PUBLIC HEARING BYLAW 22-918 AMENDMENT**

Chair Tyler Olsen opened the Public Hearing regarding Bylaw No. 22-920 at 1:13 pm.

**IN ATTENDANCE**

Development Officer

Nicole Friesen

**REFERRAL AGENCY &  
ADJACENT  
LANDOWNER  
COMMENTS**

Development Officer Nicole Friesen provided a summary of the responses from referral agencies.

**APPLICANT  
BACKGROUND  
INFORMATION**

This application for land use bylaw amendment A22-007 has been submitted by Richard Lynch, to redesignate a **±15-ha** (37-ac) area from Agricultural One (A-1) to Agricultural Two (A-2) located within NW 4-69-19-W5, approximately 36 km southeast of the Town of Valleyview. The re-designation would allow for the subdivision of the existing yard site, which includes a riding arena with a parking area and dugout to supply water for livestock.

**QUESTIONS FROM  
COUNCIL**

The Chair called for any questions from Council.

- Councillor Dale Smith asks with the extra area that the applicant is looking to obtain what will usage be.
- Councillor Dale Smith – can we subdivide into smaller parcels moving forward.
- Councillor Dave Berry the reason that the line is south of the dugout is that is the water supply for the livestock, and the east side they need room for parking for trucks and trailers

**IN FAVOUR**

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

**OPPOSED**

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

**QUESTIONS FROM  
THE APPLICANT OR  
PRESENTER**

The Chair called for any questions from 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 was not in attendance

**CLOSING BYLAW**

Chair Tyler Olsen closed the Public Hearing regarding Bylaw No 22-918 1:20 pm.

**6.1 BYLAW 22-920 LAND USE BYLAW AMENDMENT**

MOTION: 22.10.688 Moved by: COUNCILLOR DUANE DIDOW

That Council lift tabled motion "6.1 Bylaw 22-920 Land Use Bylaw Amendment."

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

CARRIED

**BYLAW 22-920**

MOTION: 22.10.676 Moved by: COUNCILLOR DALE SMITH

That Council give second reading to Bylaw 22-920, being a Land Use Bylaw Amendment to redesignate an ±15-ha (37-ac) area within NW 4-69-19-W5 from Agricultural One (A-1) to Agricultural Two (A-2) to accommodate subdivision of an existing farmstead.

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

CARRIED

MOTION: 22.10.689 Moved by: COUNCILLOR DAVE BERRY

That Council give third reading to Bylaw 22-920, being a Land Use Bylaw Amendment to redesignate an ±15-ha (37-ac) area within NW 4-69-19-W5 from Agricultural One (A-1) to Agricultural Two (A-2) to accommodate subdivision of an existing farmstead.

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

CARRIED



**DEBOLT AG  
SPONSORSHIP**

**7.3 DEBOLT AND DISTRICT AG. SOCIETY SPONSORSHIP**

MOTION: 22.10.690 Moved by: COUNCILLOR TOM BURTON

That Council approve sponsorship to the DeBolt & District Agricultural Society in the amount of \$2,000.00 for the Harvesters Ball on November 5, 2022, at the DeBolt Centre, with funds to come from the Community Services Grants and Sponsorships Budget.

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

CARRIED

MOTION: 22.10.691 Moved by: COUNCILLOR JENNIFER SCOTT

That Council approve a gift-in-kind up to \$500.00 to the DeBolt & District Agricultural Society for the Harvesters Ball on November 5, 2022, at the DeBolt Centre, with funds to come from the 2022 Community Services Grants and Sponsorships budget.

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

CARRIED

**PARDS SPONSORSHIP**

**7.4 PARDS SPONSORSHIP**

MOTION: 22.10.692 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council approve sponsorship to the Peace Area Riding for the Disabled Society (PARDS) in the amount of \$1,000.00 and a \$500 in kind donation for PARDS 24th Annual Dine & Dance on November 5, 2022, at the Five Mile Hall in the County of Grande Prairie, with funds to come from the Community Services Grants and Sponsorships Budget.

Against: Reeve Olsen

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

CARRIED

**GC STREET  
RENAMING**

**7.5 GRANDE CACHE STREET RENAMING**

MOTION: 22.10.693 Moved by: COUNCILLOR WINSTON DELORME

That Council approves 110 Street, between Hoppe Ave and 98 Avenue in Grande Cache Alberta be renamed to "Beland Blvd".

DEFERRED

MOTION: 22.10.694 Moved by: COUNCILLOR WINSTON DELORME  
That Council defer motion 7.5 Grande Cache Street Renaming until a new policy on street naming can be brought back to Council.

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

CARRIED

**CONTRACT  
CANCELLATION**

**7.6 ARCHITECTURAL SERVICES CONTRACT CANCELLATION**

MOTION: 22.10.695 Moved by: COUNCILLOR DALE SMITH

That Council direct administration to suspend the Grande Cache Event Centre Community Hall project and terminate architectural services contract with GEC Architecture.

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

CARRIED

**NOSE CREEK WATER  
POINT**

**7.7 NOSE CREEK WATER POINT**

MOTION: 22.10.696 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council accept the update on the water point in the Subdivision of Nose Creek within Greenview, for information, as presented.

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

CARRIED

MOTION: 22.10.697 Moved by: COUNCILLOR WINSTON DELORME

That Council approve the funding of \$240,000.00 for the purpose of adding a Small Reservoir Water Point System in the Subdivision of Nose Creek within Greenview with funding to come from the Environmental Reserves.

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

AGAINST: Councillor Dale Smith, Councillor Rosson

CARRIED

**MOTION: 22.10.698 Moved by: COUNCILLOR WINSTON DELORME**  
That Council direct Administration to proceed with construction of a Small Reservoir Water Point System that requires a water reservoir that is filled with potable water (delivered by truck) with a circulating pump, in the subdivision of Nose Creek within Greenview.

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

**AGAINST:** Councillor Dale Smith, Councillor Rosson

**CARRIED**

**GC PUMPHOUSE  
AWARD**

**7.8 GRANDE CACHE DISTRIBUTION PUMPHOUSE AWARD**

**MOTION: 22.10.699 Moved by: COUNCILLOR DUANE DIDOW**  
That Council not award the tender Grande Cache Distribution Pumphouse Upgrades as the project exceeds the financial limits of the 2022 Capital Budget.

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

**CARRIED**

**GC RECYCLE BINS**

**7.9 RELOCATION OF GRANDE CACHE RECYCLE BINS**

**MOTION: 22.10.700 Moved by: COUNCILLOR DUANE DIDOW**  
That Council accepts the cost proposal for the relocation of the recycle bins within the Hamlet of Grande Cache as presented, for information.

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

**CARRIED**

**MOTION: 22.10.701 Moved by: COUNCILLOR DUANE DIDOW**  
That Council direct administration to leave the recycle bins in the current location within the Hamlet of Grande Cache.

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

**CARRIED**

## **9.0 CLOSED SESSION**

MOTION: 22.10.702 Moved by: COUNCILLOR TOM BURTON

That the meeting go to Closed Session, at 2:33 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

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

CARRIED

## **9.1 DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS**

## **9.2 DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY**

MOTION: 22.10.703 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:14p.m.

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

CARRIED

MOTION: 22.10.704 Moved by: COUNCILLOR WINSTON DELORME

That Council approves a formal acknowledgement of the relationship between the MD of Greenview No. 16 and the Western Cree Tribal Council.

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

CARRIED

## **10.0 MEMBERS BUSINESS**

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

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

- October 11, 2022, Regular Council Meeting
- Whispering Pines Pancake Breakfast
- Emergency Advisory Committee Meeting
- Evergreen Foundation Board Meeting

- October 18, 2022, Public Hearing and Committee of the Whole

**WARD 2**

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

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Little Smoky Hall Meeting
- Greenview Regional Waste Management Commission Meeting and Site Tour
- Council of Community Education Committees Meeting – Slave Lake
- October 18, 2022, Public Hearing & Committee of the Whole
- Ridgevalley Seniors Home Tour
- Greenview Small Business Awards – Virtual
- Fox Creek Fireman’s Ball
- Forest Resources Meeting – High Prairie

**Councillor Delorme exit the meeting at 3:20 pm.**

**WARD 3**

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

- October 11, 2022, Regular Council Meeting
- Valleyview Recreation Board Meeting
- Municipal Planning Commission
- Policy Review Committee
- Northern Lights Community Education Committee Meeting
- Greenview Regional Site Tour
- Slave Lake Community Education Regional Meeting
- Emergency Advisory Committee Meeting
- October 18, 2022, Public Hearing & Committee of the Whole
- FCSS Meeting
- Ridgevalley Home Tour
- 2022 Small Business Awards

**WARD 4**

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

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Emergency Advisory Committee - Zoom
- October 18, 2022, Public Hearing and Committee of the Whole
- Ridgevalley Home Tour
- 2022 Greenview Small Business Awards – Virtual

**WARD 5**

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

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Water North Coalition
- Heart River Housing Budget Meeting – Virtual
- October 18, 2022, Public Hearing and Committee of the Whole
- Ridgevalley Seniors Home Tour
- Heart River Housing Regular Meeting

**WARD 6**

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

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- East Smoky Recreation Board Meeting
- Greenview Library Board
- October 18, 2022, Public Hearing and Committee of the Whole Meeting
- Ridgevalley Seniors Home
- Greenview Small Business AWARDS
- Grande Spirit Foundation
- Friends of Grande Spirit
- Pinty's Grand Slam of Curling

**WARD 7**

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

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- October 18, 2022, Public Hearing and Committee of the Whole
- Ridgevalley Home Tour
- Greenview 2022 Small Business Awards – Virtual

**WARD 8**

**DEPUTY REEVE BILL SMITH** updated Council on recent activities, which include;

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Minister Toews Meeting
- Minister Meetings – Edmonton
- Wapiti Trail Advisory Committee Meeting
- Emergency Advisory Committee Meeting

- October 18, 2022, Public Hearing and Committee of the Whole
- Canfor Advisory Meeting

**WARD 8**

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

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- MD Greenview Library Board Meeting
- Wapiti Trail Advisory Committee Meeting
- October 18, 2022, Public Hearing and Committee of the Whole
- FCSS Meeting - Virtual
- 2022 Greenview Small Business Awards

**WARD 9**

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

- October 11, 2022, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- October 18, 2022, Public Hearing and Committee of the Whole

**WARD 9**

**REEVE TYLER OLSEN** updated Council on recent activities, which include;

- October 11, 2022 Regular Council Meeting
- Policy Review Committee
- Municipal Planning Commission
- Meeting MLA Toews
- Minister meetings in Edmonton
- October 18, 2022, Public Hearing and Committee of the Whole
- Emergency Advisory Committee
- Western Cree Tribal Meeting
- Nitehawk Board Orientation
- River of Death and Discovery
- Fox Creek Fire Awards/Gala

**#10 MEMBERS  
BUSINESS**

**MOTION: 22.10.705 Moved by: COUNCILLOR TOM BURTON**

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

FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Schlief, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry

**CARRIED**

Absent: Councillor Delorme

**#11  
ADJOURNMENT**

**11.0 ADJOURNMENT**

MOTION: 22.10.706 Moved by: COUNCILLOR SALLY ROSSON

That Council adjourn this regular meeting at 3:51 p.m.

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

CARRIED

Absent: Councillor Delorme

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CHIEF ADMINISTRATIVE OFFICER

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CHAIR





November 22, 2022  
Bylaw No. 22-919 Public Hearing  
Background Information

---

**PROPOSAL:**

**The Municipal District of Greenview No. 16 is set to repeal the existing and out-of-date off-site development levy Bylaw 94-12. This Bylaw is no longer consistent with the intention to collect off-site levies due to the non-collection and a lack of consistent updates with forthcoming infrastructure.**

---

**BACKGROUND AND DISCUSSION:**

Administration has reviewed the outstanding Town of Grande Cache Bylaw 669 “Off-Site Levy By-Law” and Bylaw 94-12 “Off-Site Levy” and is recommending that these outdated Bylaws be repealed based on the following factors:

- Bylaw 94-12 is a residual of being from when Greenview was an Improvement District and has not been applied since becoming a Municipal District.
- The Town of Grande Cache Bylaw 669, “Off-Site Levy By-Law,” does not meet legislative annual review requirements. Yearly reports have not occurred and were not regularly occurring before the dissolution of the Town of Grande Cache.
- The studies that The Town of Grande Cache Bylaw 669 “Off-Site Levy By-Law” are based upon cannot be found, and the costing can not be confirmed.

To re-instate appropriate off-site levies, modernized and detailed infrastructure studies would be required. These studies can be costly and may be of limited benefit to Greenview financially.

Council gave first reading on September 27, 2022.

Administration is not recommending that these off-site levy fees be reinstated.

**STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT:**

This application meets all requirements of the MGA for repealing a Bylaw. A public hearing is being held as one was required for the bylaw to be adopted initially. The Municipal District of Greenview No. 16 has not contacted other affected stakeholders as we are removing an obligation instead of imposing new obligations on development in Grande Cache.

On October 28, 2022, the public hearing advertisement was published on Greenview’s website and social media sites in accordance with the Advertising Bylaw.

Any concerns received will be addressed today.



# REQUEST FOR DECISION

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SUBJECT:	<b>Bylaw 22-919 Off-Site Levy Repeal Bylaw</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO: SW	MANAGER:
DEPARTMENT:	PLANNING & ECONOMIC DEVELOPMENT	DIR: MAV	PRESENTER: MAV
STRATEGIC PLAN:	Governance and Economy	LEG:	

---

## RELEVANT LEGISLATION:

**Provincial** - Municipal Government Act, R.S.A. 2000, c.M-26 s.63 and s648.

**Council Bylaw/Policy** Bylaw 94-12, Town of Grande Cache Bylaw 669.

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## RECOMMENDED ACTION:

**MOTION: That Council give second reading to Bylaw 22-919 “Off-Site Levy Repeal Bylaw” as presented.**

**MOTION: That Council give third reading to Bylaw 22-919 “Off-Site Levy Repeal Bylaw” as presented.**

---

## BACKGROUND/PROPOSAL:

Administration has reviewed the outstanding Town of Grande Cache Bylaw 669 “Off-Site Levy By-Law” and Bylaw 94-12 “Off-Site Levy” and is recommending that these outdated Bylaws be repealed. Under the Municipal Government Act, to repeal a Bylaw a new Bylaw must be created to do so. Council gave first reading on the new one on September 27, 2022. The recommendation to repeal the old Bylaws in question are based on the following factors:

- Bylaw 94-12 is a residual of being from when Greenview was an Improvement District and has not been applied since becoming a Municipal District.
- The Town of Grande Cache Bylaw 669 “Off-Site Levy By-Law” does not meet current legislative requirements for annual review. Annual reports have not occurred and were not regularly occurring before the dissolution of the Town of Grande Cache.
- The studies that The Town of Grande Cache Bylaw 669 “Off-Site Levy By-Law” are based upon, are unable to be found and the costing can not be confirmed.

To re-instate appropriate off-site levies modernized and detailed infrastructure studies would be required. These forms of studies can be quite costly and may be of limited benefit to Greenview financially.

The public hearing will be held prior to the 2<sup>nd</sup> and 3<sup>RD</sup> reading at the November 22, 2022.

Administration is not recommending these off-site levy fees be reinstated.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is Greenview's practices become consistent with legislative requirements.
2. The benefit of Council accepting the recommended motion is by removing these fees it does not penalize the residents of Grande Cache when developing, by applying fees required under bylaws that have not been consistently applied.
3. The benefit of Council accepting the recommended motion is Greenview's investment in utilities in Grande Cache will not be bound by the outdated policies of the previous Town of Grande Cache.
4. The benefit of Council accepting the recommended motion is removing the risk of a costly appeal to the necessary application of this bylaw in its current form.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage to the recommended motion is that Greenview can no longer collect off-site levy fees as a revenue source.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council directs Administration to research the cost of an infrastructure study in the Hamlet of Grande Cache for the purpose of potentially reinstating a modernized, accurate Off-Site Levy Bylaw. This may allow for a funding source for the growth of the development of utility infrastructure within this community. However, at this time, Administration does anticipate this cost to be significant and have limited benefit to Greenview.

**Alternative #2:** Council directs Administration to research the cost of an infrastructure study for all Hamlets within Greenview, to potentially allow for the preparation of several modernized off-site development bylaws, to act as potential funding source for the growth of development of utility infrastructure within these communities. However, at this time Administration does anticipate this cost to be significant and have limited benefit to Greenview.

---

**FINANCIAL IMPLICATION:**

Repealing this bylaw has no direct cost to Greenview and allows us to still consider an updated off-site development bylaw in communities where it is deemed appropriate in the future. Furthermore, the risk of trying to defend an appeal to the application of the current bylaw no longer exists.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

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**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:**

Bylaw will be signed and repealed upon successful third reading.

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**ATTACHMENT(S):**

- Bylaw 22-919
- Bylaw 94-12
- Town of Grande Cache Bylaw 669
- Municipal Government Act “off-site levy” 648, 648.4 and 649
- Bylaw No. 22-919 Public Hearing Background Information



## BYLAW No. 22-919 of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to repeal inoperative, obsolete, expired, spent and ineffective bylaws.**

**Whereas**, under the provisions of the Municipal Government Act, Chapter M-25, R.S.A 2000, Council has been granted the authority to pass bylaws for municipal purposes; and

**Whereas**, Section 63 of the Municipal Government Act, R.S.A. 2000, c.M-26, as amended, empowers a council of a municipality to pass a bylaw which omits or provides for the repeal of a bylaw or provision of a bylaw that is inoperative, obsolete, expired, spent or otherwise ineffective; and

**Whereas**, the Council of the Municipal District of Greenview No. 16 deems it desirable to repeal inoperative, obsolete, expired, spent, and ineffective bylaws;

**Therefore**, the Council of the Municipal District of Greenview No. 16, duly assembled in the province of Alberta, hereby enacts the following:

1. **TITLE**

1.1. This Bylaw shall be cited as the "Off-site Levy Repeal Bylaw".

2. **REPEAL**

2.1. Bylaw 94-012 "Off-site Levy Fee" is hereby repealed.

2.2. Town of Grande Cache Bylaw 669 "Off-site Levy" is hereby repealed.

3. **COMING INTO FORCE**

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

Read a first time this \_\_\_\_ day of \_\_\_\_, 2022.

Read a second time this \_\_\_\_ day of \_\_\_\_, 2022.

Read a third time this \_\_\_\_ day of \_\_\_\_, 2022.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

MUNICIPAL AFFAIRS

By-Law 94-12

Office of  
the Minister

In the matter of

THE IMPROVEMENT DISTRICTS ACT  
R.S.A. 1970, Section 18

and

THE PLANNING ACT  
R.S.A. 1977

and

IMPROVEMENT DISTRICT NO. 16

MINISTERIAL ORDER



WHEREAS subdivision of land within the Improvement District No. 16 imposes an expense to the remainder of the Improvement District; and

WHEREAS the Minister of Municipal Affairs, as Council for Improvement District No. 16 proposes to impose an off-site levy on previously undeveloped lands to provide for expansion of water supply, treatment and storage facilities, sewage treatment and disposal facilities, or any or all of them.

NOW, THEREFORE, I, MARVIN E. MOORE, MINISTER OF MUNICIPAL AFFAIRS, by virtue of the authority vested in me, pursuant to the aforementioned statutes, DO HEREBY ORDER THAT:

- 1) for all subdivisions with water systems to be installed, there shall be imposed an off-site levy of . . . . . \$300.00
- 2) for all subdivisions with water systems and sewage systems, there shall be imposed an off-site levy of . . . . . \$500.00
- 3) for all subdivisions with no disposal facilities that are located adjacent to the proposed subdivision and/or sewage disposal facilities not in place, there shall be imposed an off-site levy of . . . . . \$200.00
- 4) for all subdivisions with disposal facilities located adjacent to the proposed subdivision, there shall be imposed an off-site levy of . . . . . \$100.00
- 5) all above charges are for each developable lot
- 6) an agreement shall be entered into between the Minister of Municipal Affairs, as Council for Improvement District No. 16 and the developer for the provision of municipal services to the land under development.

This Order shall come into effect at the date of signing.

  
MINISTER OF MUNICIPAL AFFAIRS

DATED at EDMONTON, Alberta

This 7 day of July, A.D. 1979.

**THE TOWN OF GRANDE CACHE  
BY-LAW NO. 669**

**BEING A BY-LAW OF THE TOWN OF GRANDE CACHE IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF PROVIDING FOR THE IMPOSITION OF A LEVY, TO BE KNOWN AS AN "OFF-SITE LEVY", IN RESPECT OF LAND THAT IS TO BE SUBDIVIDED, DEVELOPED OR IS TO UNDERGO A CHANGE IN USE OR INTENSITY OF USE**

**WHEREAS** the *Alberta Municipal Government Act*, RSA 2000, Chapter M-26, as amended, provides as follows:

- Section 648(1)      For the purposes referred to in subsection (2), a council may by by-law
- (a)      provide for the imposition and payment of a levy, to be known as an 'Off-Site levy', in respect of land that is to be developed or subdivided, and
  - (b)      authorize an agreement to be entered into in respect of the payment of the levy.

**AND WHEREAS** new residential, commercial and industrial sites within the Town of Grande Cache have required and will continue to require new construction or expansion of certain water and sanitary sewer facilities or land in connection with such facilities;

**AND WHEREAS** Council for the Town of Grande Cache deems it desirable that subdivisions, developments and redevelopments should bear a fair and reasonable portion of the cost of constructing or expanding such facilities;

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

**1.      TITLE**

This By-Law shall be known and referred to as the "Off-Site Levy By-Law".

**2.      DEFINITIONS:**

In this By-Law, the following terms shall have the meanings indicated:

- a)      "**Act**" means the *Alberta Municipal Government Act*, RSA 2000, Chapter M-26, and all regulations enacted thereunder, all as amended from time to time;
- b)      "**CAO**" means the Chief Administrative Officer of the Town of Grande Cache as defined in the Act;
- c)      "**Development**" means "development" as defined in the Act;
- d)      "**Development Area**" means those areas of lands within the Town boundaries, as adjusted from time to time, as set out in Section 3 and Map 1 in Appendix A of the Town of Grande Cache Off-Site Levy Rate Study;
- e)      "**Off-Site Levies**" means the Off-Site levies imposed pursuant to this By-Law under the authority of the Act;
- f)      "**Study**" means the Town of Grande Cache Off-Site Levy Rate Study, dated August 2008, prepared by Corvus Business Advisors, attached hereto as Schedule "A";
- g)      "**Subdivision**" means "subdivision" as defined in the Act;
- h)      "**Town**" means the Town of Grande Cache.

### **3. PURPOSE AND INTENT**

This By-Law is intended to:

- a) impose and provide for the payment of levies, to be known as Off-Site Levies in respect of land within the Town that is to be subdivided, developed, redeveloped, or undergo a change in use or intensity of use;
- b) authorize agreements to be entered into in respect of payment of Off-Site Levies to ensure that the developer of each parcel of land that is to be subdivided, developed, redeveloped, or undergo a change in use or intensity of use, pays a proportionate share of the costs to provide new or expanded infrastructure required for the Development Area within which such land is located.

### **4. ADMINISTRATION AND ENFORCEMENT**

Council hereby delegates to the CAO the duty and authority to enforce and administer this By-Law and to execute on behalf of the municipality, written agreements with owners of land that is to be subdivided, developed, redeveloped, or undergo a change in use or intensity of use, providing for the payment of Off-Site Levies imposed hereunder.

### **5. IMPOSITION OF OFF-SITE LEVIES**

The Off-Site Levies, calculated using the rates set forth in Table 13 of the Study, are hereby imposed, on the terms specified in this By-Law, in respect of land to be subdivided, developed, redeveloped, or undergo a change in use or intensity of use, and the owners of such land shall, as a condition of subdivision or development approval, enter into an agreement to pay to the Town the Off-Site Levies so imposed.

### **6. DIVISION INTO AREAS**

For the purposes of imposing the Off-Site Levies in accordance with the Act, the Town is divided into Development Areas as set forth in Map 1 of Appendix A of the Study.

### **7. OBJECT OF THE LEVIES**

The object of the Off-Site Levies is to reimburse the Town for past, present and future capital costs associated with the following:

- a) new or expanded facilities for the storage, transmission, treatment or supplying of water, including without limitation, for fire suppression;
- b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage.

### **8. DETERMINATION OF OFF-SITE LEVIES**

The Off-Site Levies of this By-Law were determined in accordance with the calculations set forth in the Study. The applicable projects, their associated costs, benefiting Development Areas are considered in the Study.

### **9. PAYMENT**

Where the owner of land is subject to an Off-Site Levy under this By-Law fails, neglects or refuses to pay the Off-Site Levy, or to provide security for its payment, the Town:

- a) may commence proceedings in court for recovery of the Off-Site Levy as a debt due to the Municipality; or



- b) may refuse to consent to the registration of a subdivision plan or issue a Development Permit until the owner has paid the Off-Site Levy in full, or provided security satisfactory to the CAO for its payment.

#### **10. OFF-SITE LEVY FUNDS**

The Town shall establish and maintain a separate Off-Site Levy fund in respect of each facility in respect of which the Off-Site Levies are collected. Each such fund shall be kept separate from the General Account or any other account of the Town.

#### **11. ANNUAL REVIEW**

Each calendar year the CAO shall provide a report to Council setting forth the Off-Site Levies imposed pursuant to this By-Law, collections thereof, and expenditures made in the previous year, including uncollected Off-Site Levies, the amount in each Off-Site Levy fund established pursuant to Section 10, the amount of any grants or other contributions, and the estimated costs or the actual costs incurred in respect of each such facility; and Council may amend this By-Law to update any one or more of the Off-Site Levy rates.

#### **12. OTHER LEVIES**

Nothing in this By-Law precludes the Town from imposing further or different Off-Site levies, duly enacted by By-Law, on any land in respect of which the Town has not collected the Off-Site Levies imposed hereunder.

#### **13. MISCELLANEOUS**

Schedule "A" is hereby incorporated into and forms an integral part of this By-Law.

Off-Site Levy By-Law No. 653 is hereby rescinded.

This By-Law shall take effect on the date it is passed.

**Read a first time this 10<sup>th</sup> day of September, 2008 AD**

**AND ADVERTISED the 16<sup>th</sup> day of September, 2008 AND the 23<sup>rd</sup> day of September, 2008 in the Grande Cache Mountaineer.**

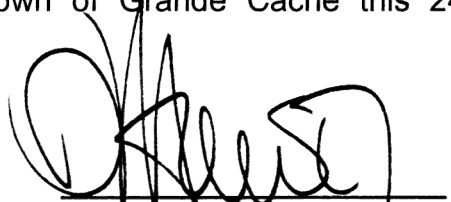
**PUBLIC HEARING held the 24<sup>th</sup> day of September, 2008.**

**Read a second time this 24<sup>th</sup> day of September, 2008 AD**

**Read a third and final time this 24<sup>th</sup> day of September, 2008 AD**

**DONE AND PASSED** as a By-Law of the Town of Grande Cache this 24<sup>th</sup> day of September, 2008.

  
Louise Krewusik  
Mayor

  
Darren Ottaway  
Chief Administrative Officer

# **Town of Grande Cache**

## **Off-site Levy Rate Study**

**August 2008**



***Town of Grande Cache  
Off-site Levy Rate Study***

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# ***Town of Grande Cache Off-site Levy Rate Study***

## **1. Introduction**

On March 13, 2008, the Town of Grande Cache retained Corvus Business Advisors for the provision of services related to the development of Off-site Levy Rates. The Town of Grande Cache had not previously established offsite levy rates but rather acted as the primary developer of the community. In this development capacity the Town undertook fronting ending of off-site levy infrastructure and other development costs and passed on costs in the price of sold serviced lots. The Town has received interests from various developers who wish to develop lands within the Town and the Town now needs a mechanism of charging and collecting developer contributions toward the cost of off-site levy infrastructure that will serve development lands.

The Town wishes to ensure that the off-site levy rates that are developed for the community are fair and reasonable and that they comply with legislative and regulatory requirements. The establishment of Off-site Levy Rates also provides the Town with an opportunity to understand the cost of infrastructure required to support development, the grants and other contributions that may be anticipated in defraying infrastructure costs and infrastructure cost assignment to benefiting parties.

This report outlines the methodology used in establishing water and sanitary off-site levy rates for the Town of Grande Cache.

## **2. Review Methodology**

To support the establishment of new Off-site Levy Rates the Town of Grande Cache had undertaken two Master Plan studies to determine water and sanitary infrastructure requirements and costs. The town also has considered future development plans and land uses.

Support provided by the Corvus Business Advisors project team included:

- Establishing processes that would be used in the overall development, review, approval and administrative management of offsite levies for the Town.
- Reviewing and updating off-site infrastructure costs as required. ISL Engineering



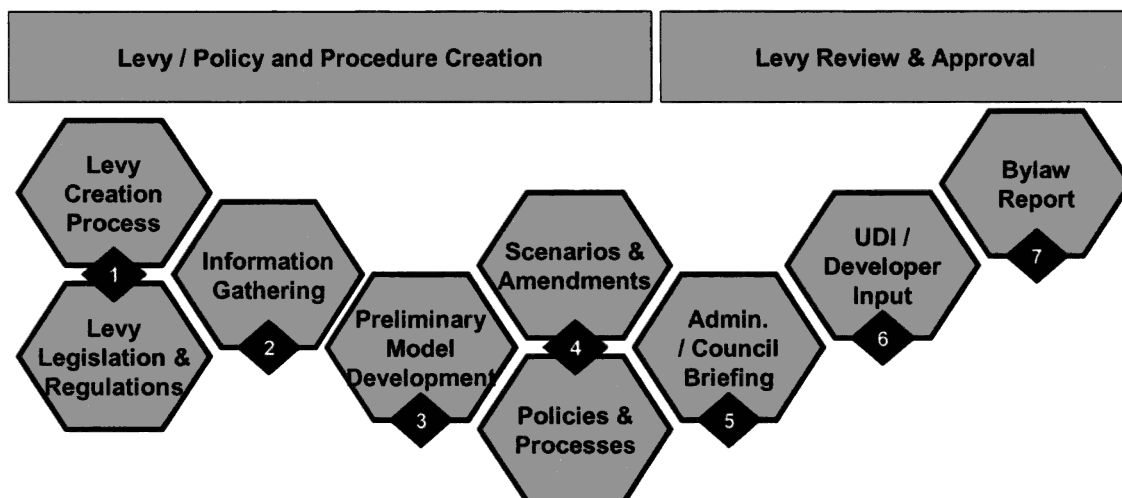
## ***Town of Grande Cache Off-site Levy Rate Study***

and Land Services Ltd. supported Corvus Business Advisors with this undertaking.

- Determining the potential development areas of the Town, potential land uses within these development areas as well as the off-site infrastructure benefit derived by each area. ISL Engineering and Land Services Ltd also supported these tasks.
- Development of water and sanitary sewer off-site levy rates for the Town's development area.
- Development of processes to be used in collecting, administering and updating Town offsite levies in the future.
- Gathering of benchmark information from surrounding communities regarding offsite levy rates and levy calculation parameters.
- Presentation of off-site levy rate and background information to invited developers.

The Off-site Levy Rate review was undertaken in a collaborative fashion with the Town Administration including the Town's CAO and Planning and Development Services.

The following illustration outlines the macro level work plan undertaken for the study.



## ***Town of Grande Cache Off-site Levy Rate Study***

### **3. Off-site Levy Development Lands**

The Town of Grande Cache's off-site levy development area is defined by the corporate boundaries of the community and by a review of Town lands that are suitable for development. Map 1 in Appendix A outlines the based development area employed in off-site levy rate calculations.

The net development area used in development of off-site levy rates is outlined in the Table 1, Off-site Levy Net Development Area, below. In developing the net development area calculations we have considered only those remaining lands within the Town that are suitable to development (areas with severe side slopes and other environmental considerations have been excluded). We have further made allowances in net development area calculations for environmental reserves, arterial road right of way and municipal reserves.

**Table 1 – Off-site Levy Net Development Area**

<b>Description</b>	<b>ha.</b>
Gross Area	274.42
Environmental Reserve	-
<b>Sub total</b>	<b>274.42</b>
Municipal Reserves	27.44
<b>Total</b>	<b>246.98</b>

Net development area definitions will be applied in determining off-site levy obligations of Developers on application for subdivision or development within the Town of Grande Cache. Net development area is defined as follows:

- Gross Area – The area of lands to be developed in hectares.
- Less: Any development areas that have previously paid an off-site levy.
- Less: Any environmental reserves contained within the development area including environmental reserves, environmental easements and areas deemed undevelopable due to environmental factors such as severe sideslopes.
- Less: A 10% allowance for Municipal Reserves.
- Less: The measurement of arterial road right of way / highway right of way that bisects the development lands.

Equals: Net Developable Area, which is the area subject to off-site levies.



## ***Town of Grande Cache Off-site Levy Rate Study***

We have further classified net development areas according to anticipated land use. Land use classifications may be considered at some future point in considering whether there exist differential demand for / benefit from offsite infrastructure. Currently all land uses are considered to benefit in equivalent fashion from off-site levy infrastructure. Table 2, Net Development Area by Anticipated Land Use, below, outlines development area by land use.

**Table 2 –Net Development Area by Anticipated Land Use**

<b>Land Use</b>	<b>ha.</b>
Comm / Industrial	128.36
Med Density Res.	-
Residential	118.62
<b>Total</b>	<b>246.98</b>

### **4. Water Off-site Infrastructure**

In order to support Town growth two off-site infrastructure investments are required including:

- **New Fire Pump** – This facility is an upgrade of the existing system and is necessary to improve fire flows in Zone 1 (East of Highway 40), and in the commercial and institutional areas near the Town Centre area.
- **New Water Reservoir** – the Town will require a second reservoir when the population of the community reaches approximately 6,450 people. The new reservoir will have a capacity of approximately 1,897 m<sup>3</sup>.

A summary of off-site levy water costs by facility type is provided in Table 3 Off-site Levy Water Costs by Type, below.

**Table 3 – Offsite Levy Water Costs by Type**

<b>Description</b>	<b>\$M (2007)</b>
Fire Pumps	\$ 0.52
Reservoir	\$ 6.27
	<b>\$ 6.79</b>

The costs associated with each off-site water element are expressed in 2007 dollars. Water cost estimates have been developed by ISL Engineering and Land Services Ltd. In discussion with various Engineering Consulting firms and other municipalities we have determined that there has not been any appreciable change in prices between 2007 and



## ***Town of Grande Cache Off-site Levy Rate Study***

2008. We are therefore of the opinion that 2007 cost estimates can be applied in 2008.

### **5. Water Infrastructure Grants & Third Party Contributions**

Offsite levy rate calculations do not reflect any special grants or other third party contributions. Should these amounts be received they would reduce the off-site infrastructure cost burden on benefiting parties. We believe that the Town may be able to attract Alberta Water and Wastewater Partnership funding for the new water reservoir in the future. However no provision has been included for this potential at this time. We have advised the Town to consider a future reduction of off-site levy costs at such time as a water grant application is submitted and approved by Alberta Transportation or other granting agency.

### **6. Water Off-site Infrastructure Benefiting Parties**

The off-site water infrastructure previously outlined will benefit various parties to varying degrees. During our review we have identified two benefiting parties for this infrastructure including:

- The Town of Grande Cache - for a portion of Fire Pump costs. Fire Pump infrastructure, in part, upgrades fire flow protection to existing residents.
- Town of Grande Cache Developers – Both the Fire Pump and new Water Reservoir support growth. Developer share of costs relate to that share of infrastructure costs that support growth.

Table 4 Water Infrastructure Benefiting Parties, below outlines the allocation of off-site levy road infrastructure costs to benefiting parties. Percentage allocations have been determined in consultation with ISL Engineering and Land Services Ltd.





## ***Town of Grande Cache Off-site Levy Rate Study***

**Table 4 – Water Infrastructure Benefiting Parties**

<b>Item</b>	<b>Project Description</b>	<b>Town Share %</b>	<b>Developer Share %</b>
1	New Fire Pump - Zone 1 Fire Flow Option 1	43.6%	56.4%
2	New Reservoir - 1,897 m3		100.0%

The percentage split of benefit pertaining to the New Fire Pump is based upon proportionate share of area (existing and yet to be developed) benefiting from the Pump. The resulting allocation of water infrastructure costs is outlined in Table 5 Allocation of Water Costs to Benefiting Parties

**Table 5 Allocation of Water Costs to Benefiting Parties**

<b>Benefiting Party</b>	<b>\$M</b>
Town (Existing)	\$ 0.23
Developers	\$ 6.56
	<u>\$ 6.79</u>

## **7. Development and Water Staging Impacts**

Water off-site infrastructure will be constructed in staged fashion over a twenty-five year development period. We have reviewed the availability of off-site levy funds to meet construction requirements and found at times that funding will not be sufficient to fund water off-site infrastructure construction expenditures. While off-site levy rates have been set to ultimately fully recover infrastructure construction costs and carrying costs of front ending parties the Town should recognize that it will likely be required to front end some infrastructure construction in 2009 and later in 2019 when the new water reservoir is required.

In order to compensate front ending parties for their likely cost of capital we have established a 4.60% interest charge when infrastructure costs exceed reserve funds available and a 3.75% interest credit for interest earned on positive off-site levy reserve balances. The graph and table below outlines water levy reserve balances over the twenty-five year development period.



# Town of Grande Cache Off-site Levy Rate Study

**Graph 1 Anticipated Water Off-site Levy Reserve Balances**

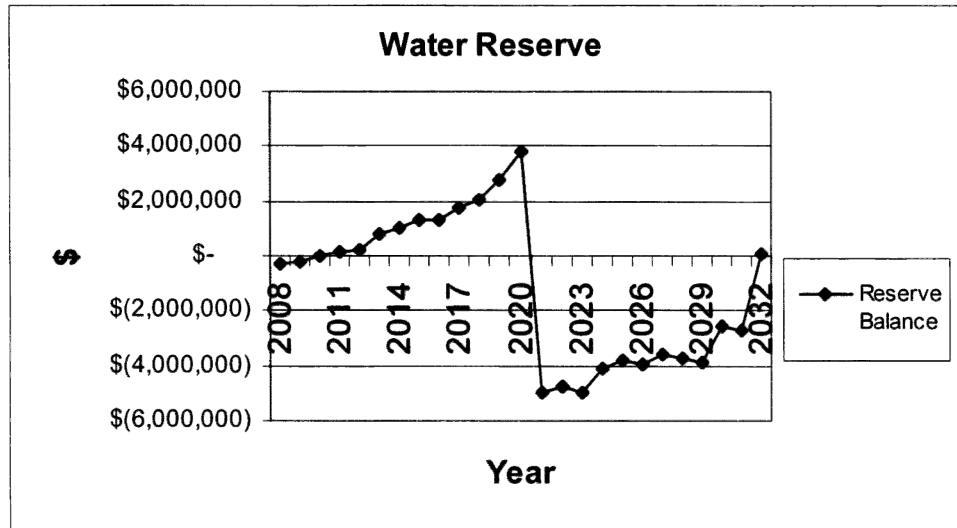


Table 6 Water Off-site Levy Reserve Cash Flow, below, outlines anticipated receipts and disbursements to the water off-site levy reserve.

**Table 6 Water Off-site Levy Reserve Cash Flow**

Year	Receipts	Expenditure	Interest	Reserve Balance	Year	Receipts	Expenditure	Interest	Reserve Balance
2008	\$ 27,909	\$ 293,280	\$ (12,207)	\$ (277,578)	2020	\$ 893,670	\$ -	\$ 138,720	\$ 3,837,927
2009	\$ 34,160	\$ -	\$ (11,197)	\$ (254,616)	2021	\$ 593,936	\$ 9,209,469	\$ (219,770)	\$ (4,997,375)
2010	\$ 263,847	\$ -	\$ 346	\$ 9,577	2022	\$ 448,736	\$ -	\$ (209,237)	\$ (4,757,876)
2011	\$ 163,725	\$ -	\$ 6,499	\$ 179,800	2023	\$ -	\$ -	\$ (218,862)	\$ (4,976,739)
2012	\$ 11,570	\$ -	\$ 7,176	\$ 198,547	2024	\$ 1,035,182	\$ -	\$ (181,312)	\$ (4,122,869)
2013	\$ 588,744	\$ -	\$ 29,523	\$ 816,814	2025	\$ 484,411	\$ -	\$ (167,369)	\$ (3,805,826)
2014	\$ 153,780	\$ -	\$ 36,397	\$ 1,006,991	2026	\$ -	\$ -	\$ (175,068)	\$ (3,980,894)
2015	\$ 249,099	\$ -	\$ 47,103	\$ 1,303,193	2027	\$ 554,573	\$ -	\$ (157,611)	\$ (3,583,932)
2016	\$ -	\$ -	\$ 48,870	\$ 1,352,063	2028	\$ -	\$ -	\$ (164,861)	\$ (3,748,793)
2017	\$ 334,446	\$ -	\$ 63,244	\$ 1,749,753	2029	\$ 31,155	\$ -	\$ (171,011)	\$ (3,888,649)
2018	\$ 247,668	\$ -	\$ 74,903	\$ 2,072,324	2030	\$ 1,425,512	\$ -	\$ (113,304)	\$ (2,576,441)
2019	\$ 631,808	\$ -	\$ 101,405	\$ 2,805,537	2031	\$ -	\$ -	\$ (118,516)	\$ (2,694,957)
					2032	\$ 2,731,353	\$ -	\$ 1,365	\$ 37,760



# ***Town of Grande Cache Off-site Levy Rate Study***

## **8. Water Offsite Levy Rates**

Table 7 Summary of Water Offsite Levies, below outlines off-site levy rates associated with construction of water offsite levy infrastructure for each development area. Differences in rates reflect the differential benefit accruing to the development area.

**Table 7 Summary of Water Off-site Levies**

<b>Development Areas</b>	<b>Water Levy Per Net Developable Hectare</b>
1.1, 5.1, 6.1, 6.2, 7.1, 7.2, 8.2, 9.2, 11.1, 12.1, 13.1, 14.1, 15.1, 16.1, 17.1, & 18.1	\$ 32,206.24
4,2	\$ 36,857.69
2.1, 3.1, 3.3, 3.4, 4.1, 9.1, 9.3, 10.1	\$ 4,651.44

## **9. Sanitary Off-site Infrastructure**

In order to support future community growth, it has been determined that sanitary off-site infrastructure is required. The estimated costs of this infrastructure based upon 2007 cost estimates and 2008 closed tender prices are provided in Table 8 Summary of Sanitary Off-site Infrastructure below.

**Table 8 Summary of Sanitary Off-site Infrastructure**

<b>Description</b>	<b>\$M (2007)</b>
Town Site 2 Trunk	\$ 1.63
Town Site 2 Diversion	\$ 0.26
West Bench Trunk	\$ 2.80
	<u>\$ 4.69</u>

The costs associated with Town Site 2 Diversion and West Bench Trunk are expressed in 2007 dollars. Water cost estimates have been developed by ISL Engineering and Land Services Ltd. In discussion with various Engineering Consulting firms and other municipalities we have determined that there has not been any appreciable change in prices between 2007 and 2008. We are therefore of the opinion that 2007 cost



## ***Town of Grande Cache Off-site Levy Rate Study***

estimates can be applied in 2008. Cost estimates for the Town Site 2 Trunk are based upon 2008 tender prices.

### **10. Sanitary Off-site Infrastructure Benefiting Parties**

The sanitary off-site infrastructure previously outlined will benefit various parties to varying degrees. During our review we have identified two benefiting parties including:

- The Town of Grande Cache - for sanitary transmission through the Town Site 2 Trunk and related Diversion.
- Town of Grande Cache Developers – for sanitary transmission through the Town Site 2 Trunk and related Diversion and for sanitary transmission through the West Bench Trunk.

The Table 9 Allocation of Sanitary Infrastructure to Benefiting Parties, below, outlines the allocation of sanitary off-site levy infrastructure costs to benefiting parties.

**Table 9 Allocation of Sanitary Infrastructure to Benefiting Parties**

Description	Existing	Future
Town Site 2 Trunk	20.1%	79.9%
Town Site 2 Diversion	90.2%	9.8%
West Bench Trunk	0.0%	100.0%

Allocation of benefit between existing and future development is based upon flow information for contributing areas.

Table 10 Allocation of Sanitary Infrastructure Costs, below outlines the cost allocation resulting from the percentage allocations outlined above.

**Table 10 Allocation of Sanitary Infrastructure Costs**

Description	\$M
Existing Town	\$ 0.56
Developers	\$ 4.13
	<u>\$ 4.69</u>

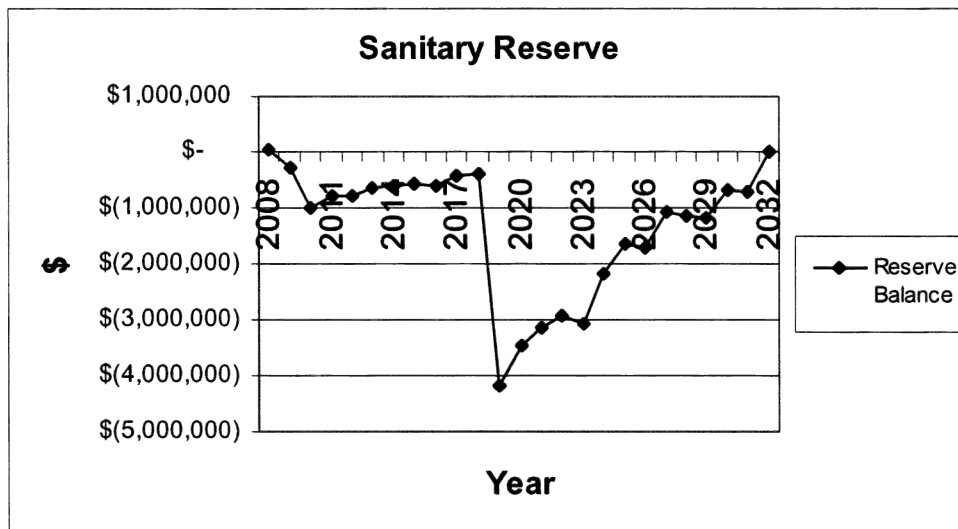


## **11. Development and Sanitary Staging Impacts**

Sanitary off-site infrastructure will be constructed in staged fashion over the twenty-five year development period. We have reviewed the availability of off-site levy funds to meet these construction requirements and found that funding will not be sufficient to fund sanitary construction infrastructure through most of the twenty-five year review period—front ending of infrastructure by the Town of Grande Cache will be required.

In order to compensate the Town for the capital outlay associated with front-ending off-site infrastructure construction, we have created a 4.60% interest allowance in off-site levy rate calculations. Further, a 3.75% interest credit has provided to reduce off-site levy rates for interest earned on positive reserve balances. The graph and table below outline sanitary levy reserve balances over the twenty-five year development period.

**Graph 2 Anticipated Sanitary Off-site Levy Reserve Balances**



## Town of Grande Cache Off-site Levy Rate Study

**Table 11 Anticipated Sanitary Off-site Levy Reserve Balances**

Year	Receipts	Expenditure	Interest	Reserve Balance
2008	\$ 49,210	\$ -	\$ 1,845	\$ 51,055
2009	\$ 63,792	\$ 402,535	\$ (13,234)	\$ (300,922)
2010	\$ 353,616	\$ 994,457	\$ (43,321)	\$ (985,083)
2011	\$ 247,374	\$ -	\$ (33,935)	\$ (771,644)
2012	\$ 20,401	\$ -	\$ (34,557)	\$ (785,801)
2013	\$ 166,199	\$ -	\$ (28,502)	\$ (648,104)
2014	\$ 55,919	\$ -	\$ (27,240)	\$ (619,425)
2015	\$ 80,696	\$ -	\$ (24,782)	\$ (563,511)
2016	\$ -	\$ -	\$ (25,921)	\$ (589,432)
2017	\$ 172,954	\$ -	\$ (19,158)	\$ (435,636)
2018	\$ 55,112	\$ -	\$ (17,504)	\$ (398,029)
2019	\$ 285,099	\$ 3,875,855	\$ (183,484)	\$ (4,172,269)
2020	\$ 843,728	\$ -	\$ (153,113)	\$ (3,481,654)
2021	\$ 472,320	\$ -	\$ (138,429)	\$ (3,147,763)
2022	\$ 348,813	\$ -	\$ (128,752)	\$ (2,927,702)
2023	\$ -	\$ -	\$ (134,674)	\$ (3,062,376)
2024	\$ 979,904	\$ -	\$ (95,794)	\$ (2,178,266)
2025	\$ 602,913	\$ -	\$ (72,466)	\$ (1,647,820)
2026	\$ -	\$ -	\$ (75,800)	\$ (1,723,620)
2027	\$ 690,238	\$ -	\$ (47,536)	\$ (1,080,917)
2028	\$ -	\$ -	\$ (49,722)	\$ (1,130,640)
2029	\$ 7,934	\$ -	\$ (51,644)	\$ (1,174,350)
2030	\$ 526,135	\$ -	\$ (29,818)	\$ (678,033)
2031	\$ -	\$ -	\$ (31,190)	\$ (709,223)
2032	\$ 695,566	\$ -	\$ (628)	\$ (14,285)

## 12. Sanitary Offsite Levy Rates

Table 12 Summary of Sanitary Offsite Levies, below outlines off-site levy rates associated with construction of sanitary offsite levy infrastructure for each development area. Differences in rates reflect the differential benefit accruing to development area from off-site levy infrastructure being provided.



# Town of Grande Cache Off-site Levy Rate Study

**Table 12 Summary of Sanitary Off-site Levies**

Development Areas	Sanitary Levy Per Net Developable Hectare
1.1, 6.1, 6.2, 7.1, 7.2, 11.1, 15.1	\$ 40,084.84
2.1, & 3.3	\$ 14,059.11
3.1, 3.4, 4.1, 4.2, 5.1, 8.2, 9.2, 9.3, 10.1, 12.1, 13.1, 14.1, 16.1, 17.1, & 18.1	\$ 8,201.64

## 13. Summary of Offsite Levy Rates

The table below outlines off-site levy rates associated with construction of water and sewer offsite levy infrastructure for each development area within the Town of Grande Cache. Differences in rates reflect the differential benefit accruing to the development area.

**Table 13 Summary of Off-site Levies**

Area Ref. #	Water Charges	Sanitary Charges	Total
1.1	\$ 32,206.24	\$ 40,084.84	\$ 72,291.08
2.1	\$ 4,651.44	\$ 14,059.11	\$ 18,710.55
3.1	\$ 4,651.44	\$ 8,201.64	\$ 12,853.08
3.2	\$ -	\$ -	\$ -
3.3	\$ 4,651.44	\$ 14,059.11	\$ 18,710.55
3.4	\$ 4,651.44	\$ 8,201.64	\$ 12,853.08
4.1	\$ 4,651.44	\$ 8,201.64	\$ 12,853.08
4.2	\$ 36,857.69	\$ 8,201.64	\$ 45,059.32
5.1	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88
6.1	\$ 32,206.24	\$ 40,084.84	\$ 72,291.08
6.2	\$ 32,206.24	\$ 40,084.84	\$ 72,291.08
7.1	\$ 32,206.24	\$ 40,084.84	\$ 72,291.08
7.2	\$ 32,206.24	\$ 40,084.84	\$ 72,291.08
8.1	\$ -	\$ -	\$ -
8.2	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88

Area Ref. #	Water Charges	Sanitary Charges	Total
9.1	\$ 4,651.44	\$ 8,201.64	\$ 12,853.08
9.2	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88
9.3	\$ 4,651.44	\$ 8,201.64	\$ 12,853.08
10.1	\$ 4,651.44	\$ 8,201.64	\$ 12,853.08
11.1	\$ 32,206.24	\$ 40,084.84	\$ 72,291.08
12.1	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88
13.1	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88
14.1	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88
15.1	\$ 32,206.24	\$ 40,084.84	\$ 72,291.08
16.1	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88
17.1	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88
18.1	\$ 32,206.24	\$ 8,201.64	\$ 40,407.88



## **14. Summary of Rate Development Assumptions**

The following is a summary of off-site levy rate development assumptions.

- The net development area of lands within the Town of Grande Cache is 246.98 ha.
- The total 2007 cost of offsite water facilities is \$6.79M
- Water off-site infrastructure will benefit existing and future development areas.
- Grants have not been included in water off-site levy calculations as application and approvals are outstanding. Grant impacts will be considered in the future given the approval of the water reservoir project by Alberta Transportation or other appropriate grant funding agencies.
- The total 2007 cost and 2008 tender prices for offsite sanitary facilities is \$4.69M
- Staging of off-site levy infrastructure may from time to time result in positive offsite levy reserve balances. Positive reserve balances will earn interest at 3.75%. Interest earned on reserves will serve to reduce off-site levy rate calculations.
- Staging of off-site levy infrastructure may from time to time result in front ending requirements. Front ending debts will earn interest at 4.60%. Interest expenses associated with front ending debts will result in additional costs and with thereby increase off-site levy rate calculations.
- Off-site levy rates will pay for off-site levy infrastructure and result in off-site levy reserves balances approximating a zero dollar balance in 2032.





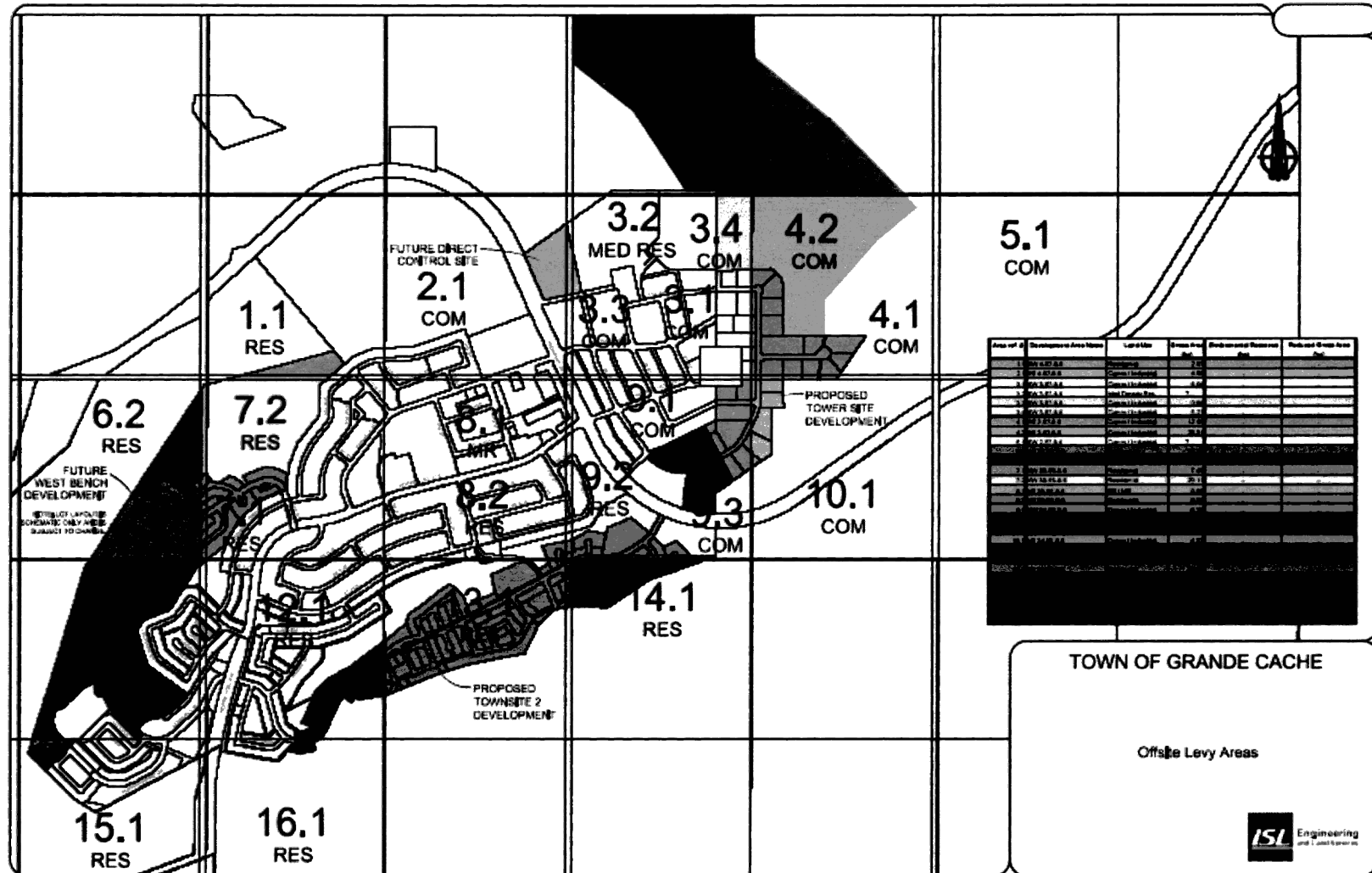
***Town of Grande Cache  
Off-site Levy Rate Study***

**Appendix A**



# Town of Grande Cache Off-site Levy Rate Study

Map 1 – Town of Grande Cache Off-site Levy Development Area



### **Off-site levy**

**648(1)** In this section and sections 648.01 to 648.4,

- (a) “facility” includes the facility, the associated infrastructure, the land necessary for the facility and related appurtenances referred to in subsection (2.1);
- (b) “infrastructure” means the infrastructure, facilities and land required for the purposes referred to in subsection (2)(a) to (c.1);
- (c) “stakeholder” means any person that will be required to pay an off-site levy when the bylaw is passed, or any other person the municipality considers is affected.

**(1.1)** For the purposes referred to in subsections (2) and (2.1), a council may by bylaw

- (a) provide for the imposition and payment of a levy in respect of land that is to be developed or subdivided, and
- (b) authorize an agreement to be entered into in respect of the payment of the levy.

### **Annual report**

**648.4(1)** A municipality must provide full and open disclosure of all off-site levy costs and payments.

**(2)** A municipality must, on an annual basis, make a report on an off-site levy publicly available and include in the report

- (a) the details of all off-site levies received by each contributor for each type of facility and infrastructure within each benefitting area,
- (b) the uses for each type of facility and infrastructure within each benefitting area for each capital project, and
- (c) the balances retained for each type of facility and infrastructure within each benefitting area.

2020 c39 s10(35)

### **Levy bylaws**

**649** A bylaw that authorizes a redevelopment levy or an off-site levy must set out the purpose of each levy and indicate how the amount of the levy was determined.

RSA 2000 cM-26 s649;2015 c8 s68



# REQUEST FOR DECISION

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SUBJECT:	<b>Bylaw 21-870 Firearms Restriction in Ward 9, Hamlet of Grande Cache</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO: SW	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: SS
STRATEGIC PLAN:	Governance	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Wildlife Act RSA 2000 cH W-10; Municipal Government Act RSA 2000, C M-26, Section 74 and 187(3)

**Council Bylaw/Policy** (cite) – Bylaw 449 Arrow Release

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## RECOMMENDED ACTION:

**MOTION:** That Council give third reading to Bylaw 21-870 “Firearms Restriction in Ward 9, Hamlet of Grande Cache,” as presented.

---

## BACKGROUND/PROPOSAL:

Bylaw 21-870 “Firearms Restriction in Ward 9, Hamlet of Grande Cache” is coming to Council for third and final reading. At this point with the firearms restriction, Council has the option to accept the bylaw as presented at third reading, amend the bylaw at third reading, defeat the bylaw, or take no action and allow it to expire.

There is no reason the current Council cannot proceed with third reading of the bylaw even if first and second reading were given by a previous iteration of Council, provided it has not been more than two years between second and third reading and this is not a bylaw for which advertising and a public hearing is required. Under s. 187(3) of the MGA, each Councillor present at the meeting at which third reading is to take place must be given or have had the opportunity to review the full text of the proposed bylaw, including any amendments since first reading, before third reading is given.

Even though Administration has met with the Director of the Northwest Region, Fish and Wildlife Stewardship and they seem satisfied with the revised map and suggested administration refer to their comments when dealing with the Minister of Environment and Protected Areas, the Bylaw still needs to be approved by the Minister. So, it can receive third reading and be passed but it will not come into force until the Minister provides approval, as required by s. 74 of the MGA and clause 9 of the Bylaw. It is not enough that the Department’s concerns have been incorporated.

If Council wishes to amend the bylaw to include one of the revised maps, which removes the southern portion of Ward 9, the following are examples of amendments that will be needed as well. The amendments do not need to be made verbatim, these are examples that Council can utilize to replace references to Ward 9.

- Section 3.2 “This Bylaw applies exclusively within the boundary identified in Schedule ‘A’ attached to, and forming part, of this Bylaw. Being a portion of Greenview described as lands in Meridian 6, Township 56, Range 8, Section 29, 32 and 33 inclusive; and Section 28 West of the Sulphur River; Section 30 East of the Smoky River; Section 34 excluding the portion of the South East belonging to Victor Lake Cooperative; and the North East and North West portion of Section 35 excluding the portion belonging to Victor Lake Cooperative. Lands in Meridian 6, Township 57, Range 8, Sections 2, 3 and 4 inclusive, and Section 5 East of the Smoky River.” (This legal description is only applicable for the third map, a legal description will be updated for whichever map)
- Section 4.1 No person shall carry a loaded firearm within the boundaries identified in Schedule ‘A’, unless written permission is granted by Greenview for a special event.
- Section 4.2 No person shall discharge a firearm within the boundaries identified in Schedule ‘A’, unless written permission is granted by Greenview for a special event.
- Section 4.3 No person shall discharge a bow or cross-bow, and arrow or bolt, within the boundaries identified in Schedule ‘A’, unless written permission is granted by Greenview for a special event.
- Section 5.1.D Location within the restriction boundaries where the shooting will occur.
- Amend Schedule ‘A’ to include the revised map.
- Move the Minister’s signature to after third reading.

Council may make any additional amendments to the bylaw.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the Hamlet of Grande Cache will be a step closer to restricting firearms.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage to the recommended motion is that the Minister of Environment and Protected Areas may not approve the bylaw with the firearms restriction encompassing the entirety of Ward 9.
2. The disadvantage to the recommended motion is that if the Minister of Environment and Protected Areas does not approve the bylaw, a new bylaw will need to be drafted.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to amend Bylaw 21-870 to include a revised map, a smaller restricted area, doing so will also require amending the land area included in the bylaw and any references to the entirety of Ward 9 being the restricted area.

**Alternative #2:** Council has the alternative to make additional amendments to the bylaw.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 forward the bylaw along with background on the bylaw, the information from the public engagement and the letter from the Grande Cache Institution to the Minister of Environment and Protected Areas for approval once signed.

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**ATTACHMENT(S):**

- Bylaw 21-870
- Map proposals 1-6
- MGA References



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

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

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

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

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

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

### 1. TITLE

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

### 2. DEFINITIONS

- 2.1. **CAO** means the Chief Administrative Officer of Greenview;
- 2.2. **Cross-Bow** means a device with a bow and a bowstring mounted on a stock that is designed to propel an arrow, a bolt, a quarrel or any similar projectile on a trajectory guided by a barrel or groove and that is capable of causing serious bodily injury or death.
- 2.3. **Firearm** means any barreled weapon from which any shot or other projectile can be discharged and that is capable of causing serious bodily injury or death to a person, and includes any frame or receiver of such barreled weapon and anything that can be adapted or used as a firearm.
- 2.4. **Greenview** means the Municipal District of Greenview No. 16.

- 2.5. **Peace Officer** is as defined in Section 1(k) of the *Provincial Offences Procedure Act*, R.S.A. 2000, Chapter P-34. For the purposes of this bylaw Peace Officer also includes the RCMP and Fish and Wildlife Officers.
- 2.6. **Violation Ticket** means a ticket issued pursuant to Part II of the *Provincial Offences Procedure Act*.
- 2.7. **Ward 9** means the official boundaries of Ward 9, Hamlet of Grande Cache.

### 3. APPLICATION

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

### 4. PROHIBITIONS

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

### 5. WRITTEN PERMISSION BY GREENVIEW

- 5.1. Written approval by Greenview may be obtained for special events or for the ceremonial discharge of firearms using blank ammunition. A request must be submitted in writing to the CAO, or designate and shall include the following:
  - A. Full name and address of the applicant;
  - B. Age of individual(s) that will be discharging firearms;
  - C. Type of firearm intended to be used;
  - D. Location within Ward 9 where the shooting will occur;
  - E. Time and duration in which the shooting will occur;



- F. Reason or purpose of request;
- G. Any other information as the CAO may reasonably require.

- 5.2. A written request must be submitted at least two (2) weeks in advance of the planned event.
- 5.3. The written authorization shall be available at the event and presented upon request by a Peace Officer.

## **6. ENFORCEMENT AND PENALTIES**

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

## **7. SEVERABILITY**

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

## **8. REPEAL**

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

## **9. COMING INTO FORCE**

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

Read a first time this 13<sup>th</sup> day of April, 2021.

Read a second time this 13<sup>th</sup> day of April, 2021.

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

Dated at the \_\_\_\_\_ of \_\_\_\_\_, Alberta, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Minister of  
Alberta Environment and Parks

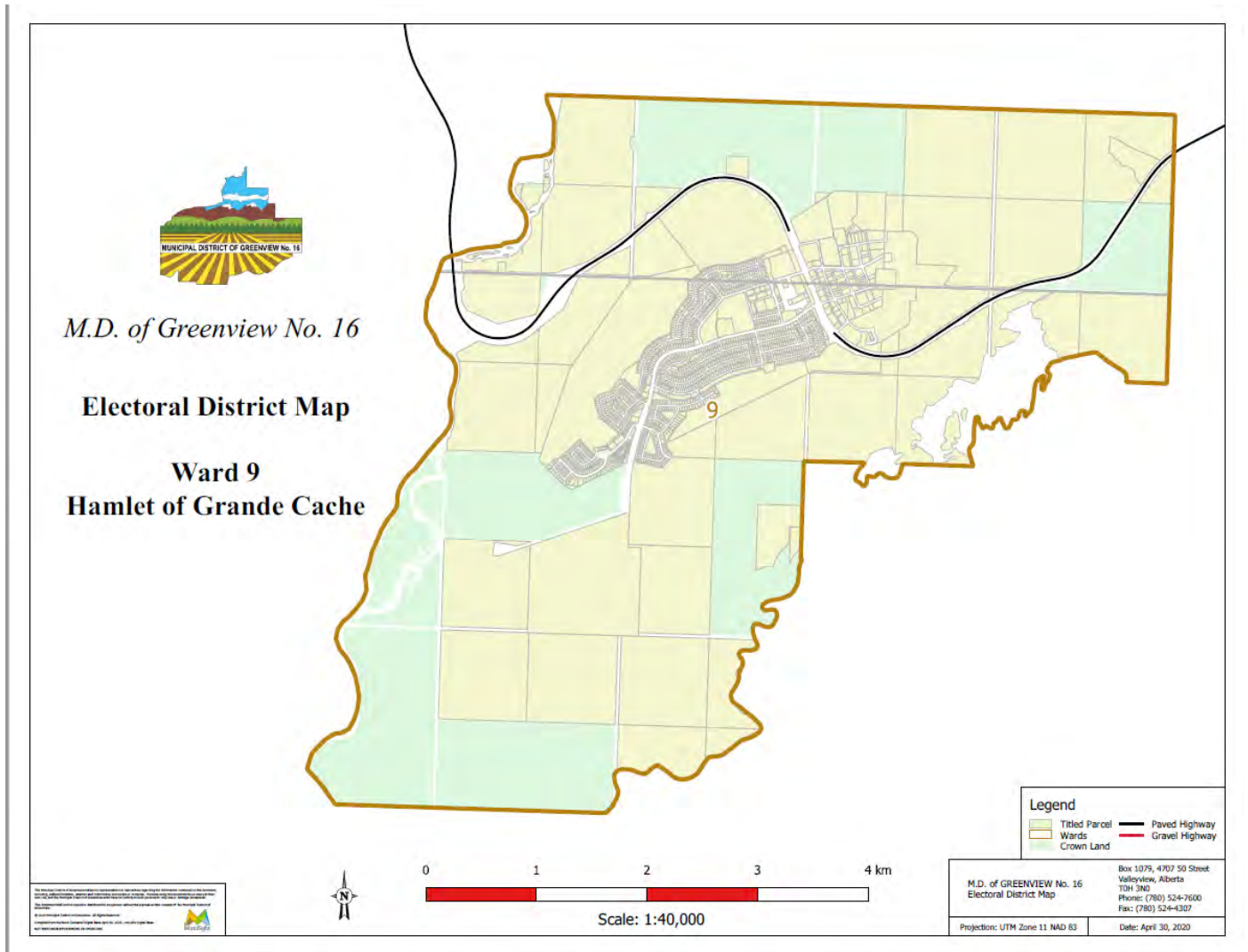
Read a third time and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

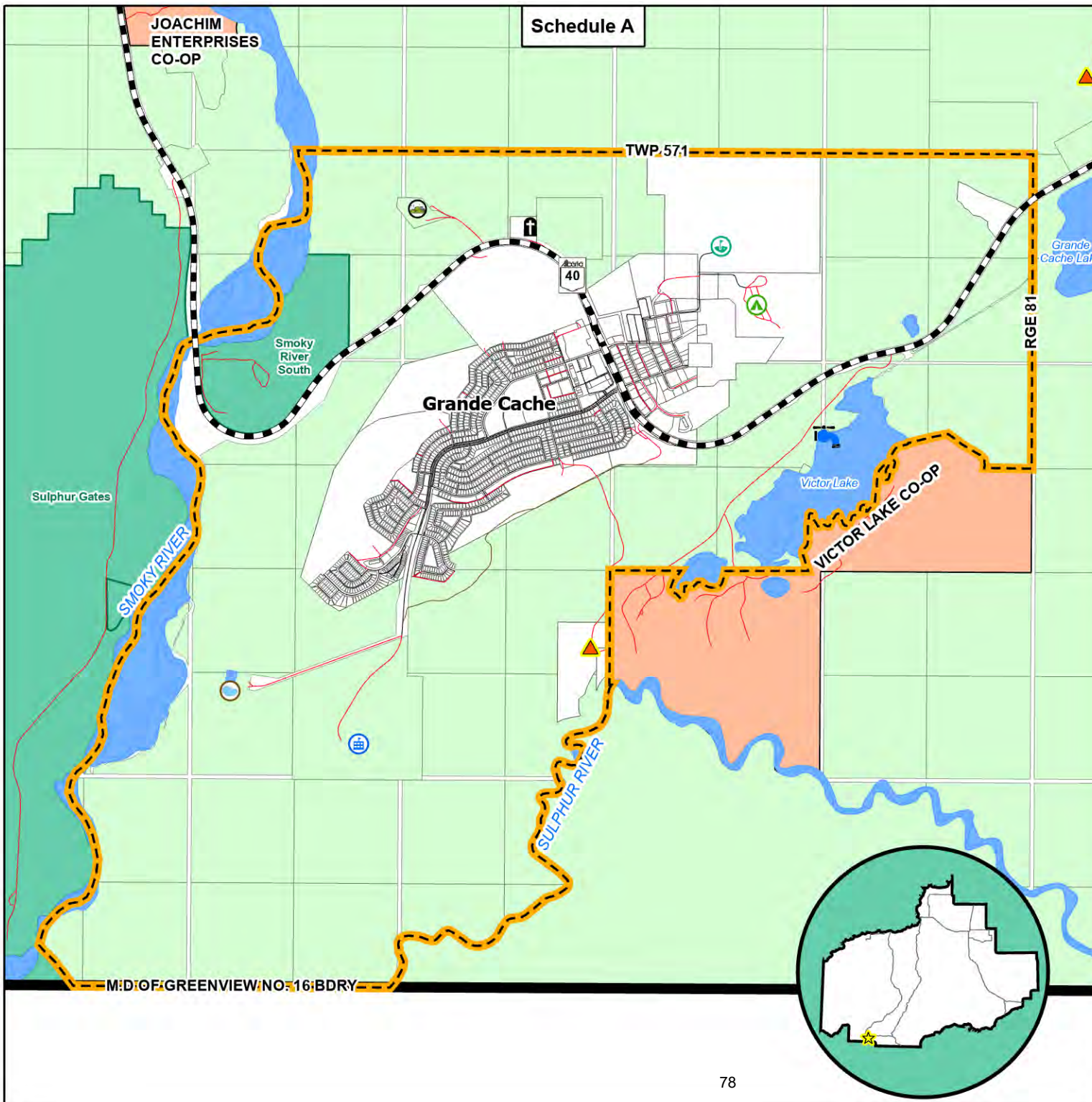
\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# Schedule 'A'

## Ward 9, Hamlet of Grande Cache Boundary



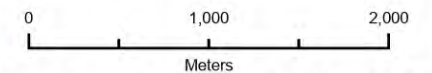


## Grande Cache Firearm Restrictions Boundary

### Legend

Firearm Restrictions Boundary	
<b>Map Point</b>	<b>Map Point</b>
Campground	Landfill
Correctional Centre	Stockpile/Gravel Pit
Golf Course	Water Fill Station
Lagoon	Cemetery
<b>Base Feature</b>	<b>Road</b>
Crown Land	Gravel
Private Land/Municipal	Other
Co-op	Paved

*Only locations within the closest proximity to the proposed firearm restrictions boundary are displayed.*



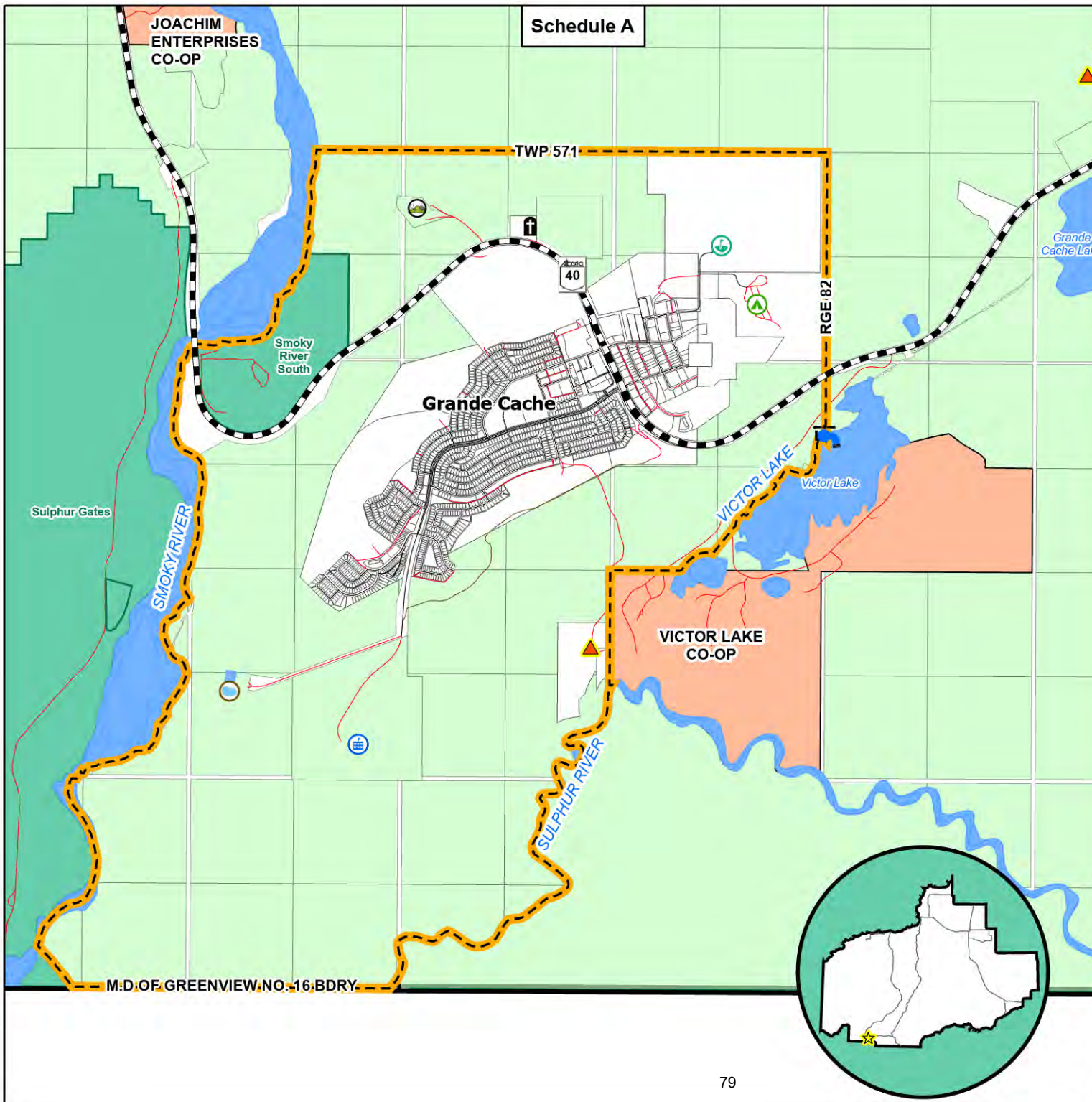
**Produced:** November, 2022    **Projection:** UTM Zone 11N NAD 83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





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Firearm Restrictions Boundary

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- Correctional Centre
- Golf Course
- Lagoon

#### Map Point

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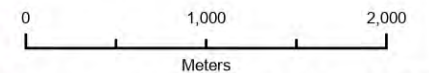
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#### Road

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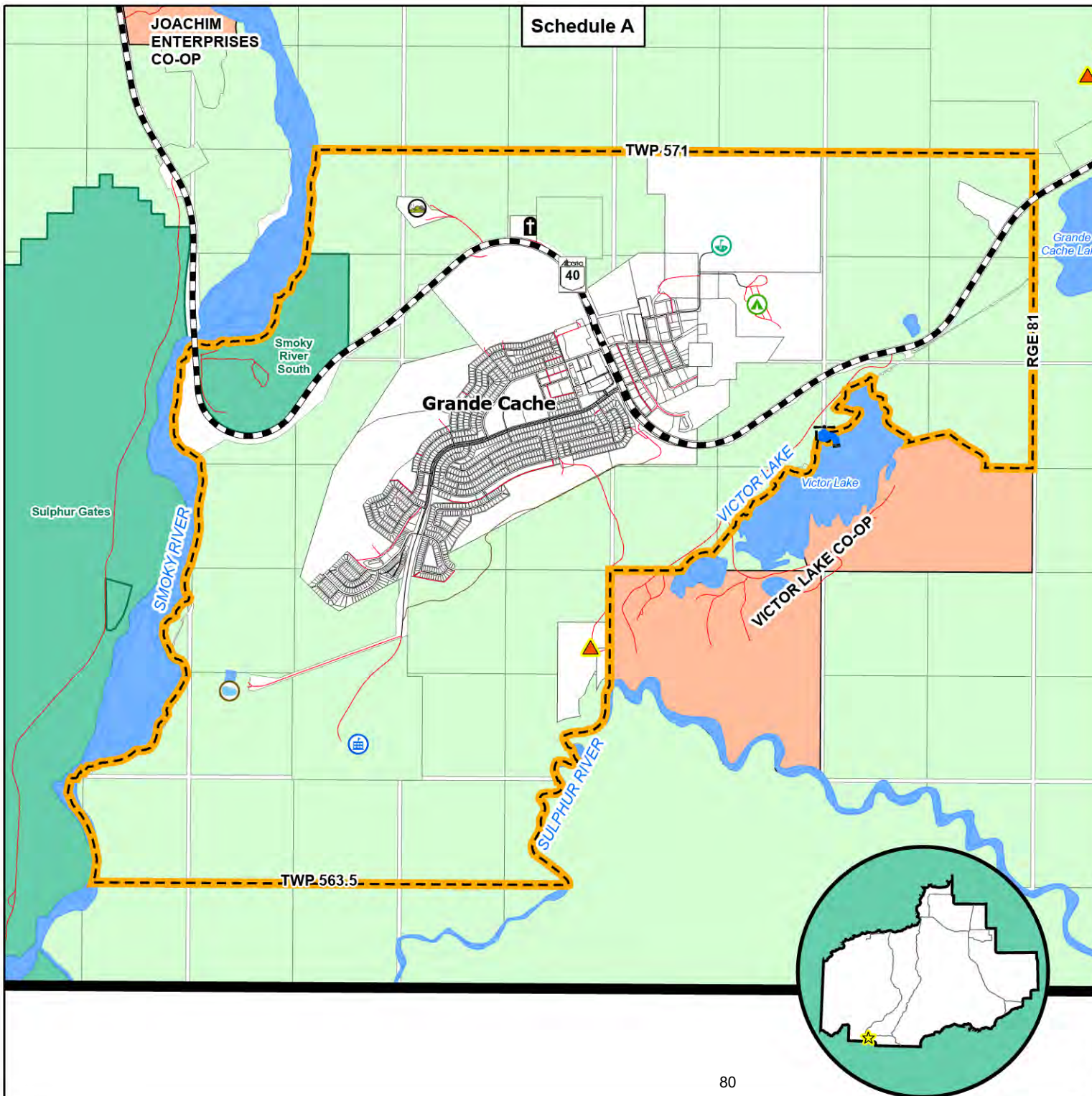
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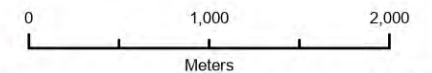
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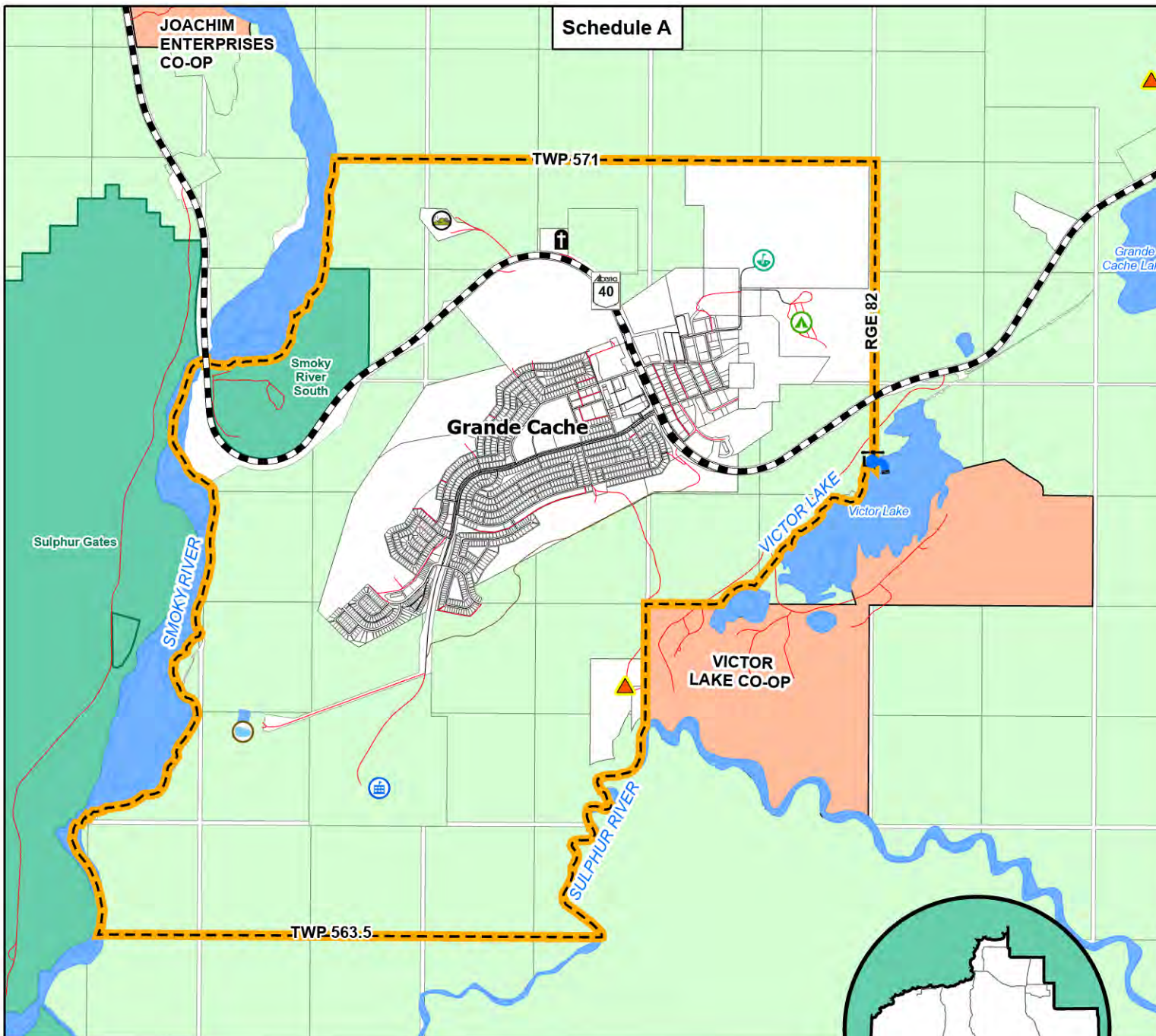
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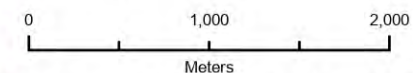
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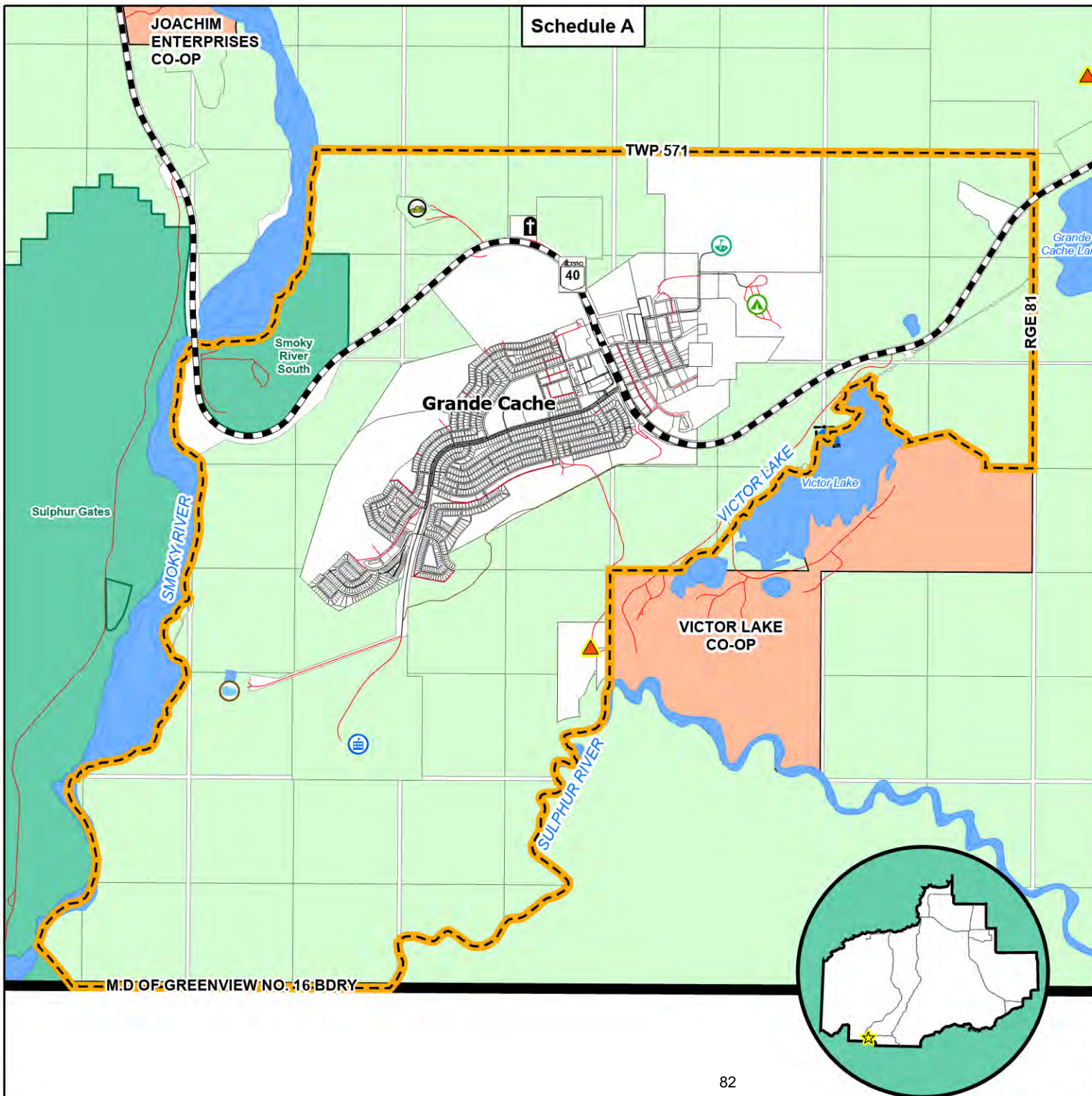
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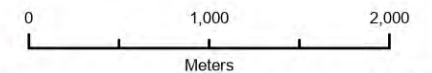
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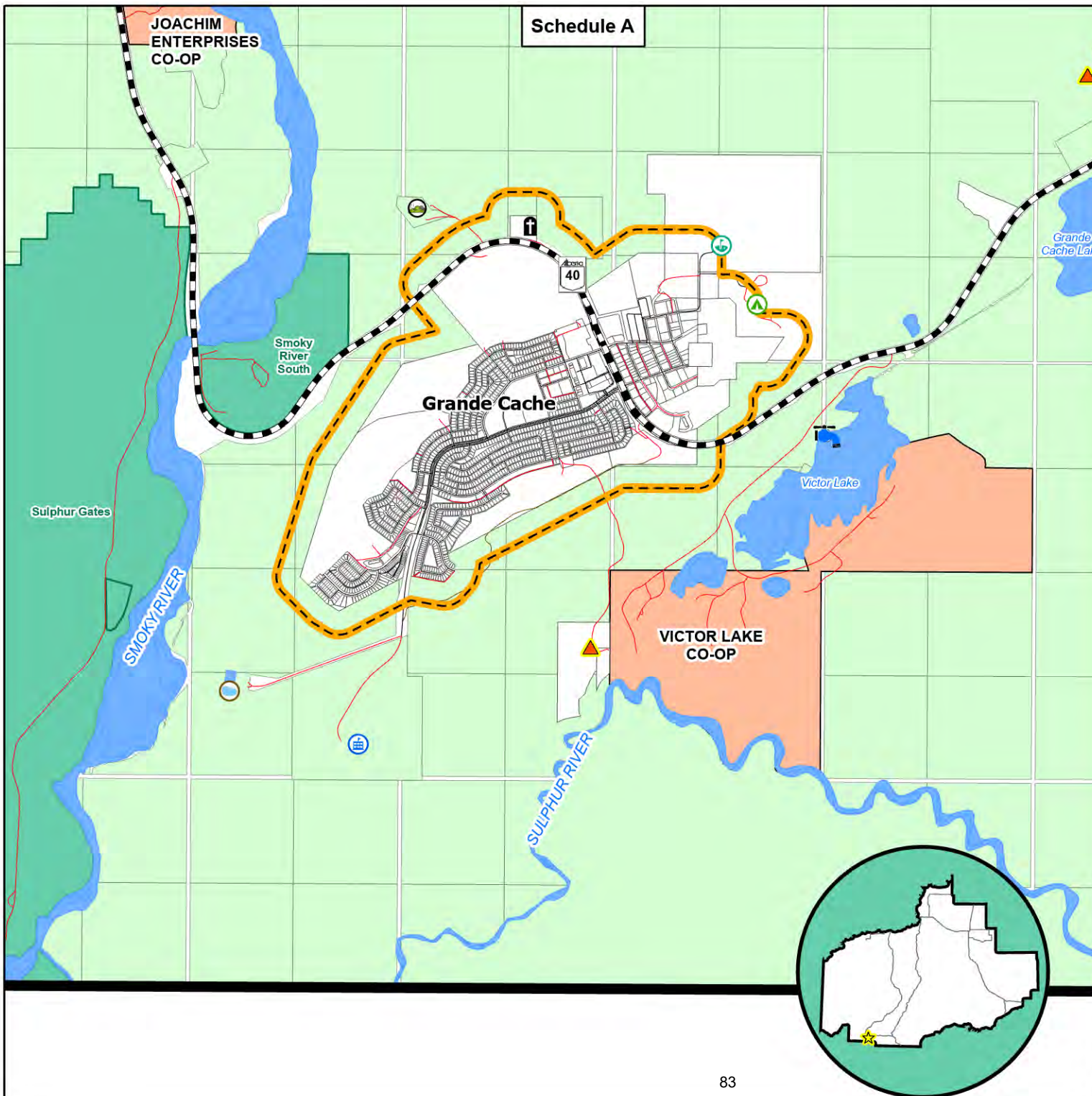
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Schedule A

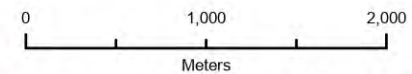


## Grande Cache Firearm Restrictions Boundary

### Legend

- |                               |                      |
|-------------------------------|----------------------|
| Firearm Restrictions Boundary |                      |
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| Campground                    | Landfill             |
| Correctional Centre           | Stockpile/Gravel Pit |
| Golf Course                   | Water Fill Station   |
| Lagoon                        | Cemetery             |
| <b>Base Feature</b>           | <b>Road</b>          |
| Crown Land                    | Gravel               |
| Private Land/Municipal        | Other                |
| Co-op                         | Paved                |

Only locations within the closest proximity to the proposed firearm restrictions boundary are displayed.



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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



## Firearms

**74** A bylaw of a municipal district prohibiting in all or a part of the municipal district the shooting or use of a firearm or other device that propels a projectile does not come into force until the bylaw has been approved by the <sup>84</sup>Minister responsible for the *Wildlife Act*.

1994 cM-26.1 s74; 1995 c24 s10

(3) Each councillor present at the meeting at which third reading is to take place must, before the proposed bylaw receives third reading, be given or have had the opportunity to review the full text of the proposed bylaw and of any<sup>8a</sup> amendments that were passed after first reading.



# REQUEST FOR DECISION

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SUBJECT: **Bylaw No. 22-926 Local Authorities Pension Plan**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	November 22, 2022	CAO: SW                      MANAGER: EK
DEPARTMENT:	HUMAN RESOURCES	DIR: EGK                     PRESENTER: TH
STRATEGIC PLAN:	Governance	LEG: SS

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw No. 16-772 (LAPP)

---

## RECOMMENDED ACTION:

**MOTION: That Council give second reading to Bylaw 22-926 “Local Authorities Pension Plan” as presented.**

**MOTION: That Council give third reading to Bylaw 22-926 “Local Authorities Pension Plan” as presented.**

---

## BACKGROUND/PROPOSAL:

Every year a payroll year end audit is completed. During the 2021 Local Authorities Pension Plan portion of the audit, the auditors, Metrix Group LLP, recommended Bylaw 16-772 be updated. This bylaw amendment is required in order to abide by Local Authorities Pension Plan procedures.

The required changes are simple but necessary. The following specifications should be added:

- Full-time equivalent base unit for pensionable service
- Types of pay treated as pensionable salary

The updated Bylaw includes the changes listed above.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview’s practices become consistent with Local Authorities Pension Plan program requirements.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

## ALTERNATIVES CONSIDERED:

**Alternative #1:** The alternative would be to keep our current bylaw in place. This is not recommended by Administration as it is not compliant with the Local Authorities Pension Plan.

---

**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:**

The auditor will be notified and given a copy of the updated bylaw.

---

**ATTACHMENT(S):**

- Bylaw No. 22-926 (LAPP)
- Bylaw No. 16-772 (LAPP)



## **BYLAW No. 22-926 of the Municipal District of Greenview No. 16**

### **A Bylaw of the Municipal District of Greenview No. 16 to provide Greenview employees membership into the Local Authorities Pension Plan.**

**Whereas**, Section 180 (1), Municipal Government Act, Chapter M-25, R. S. A. 2000, a Council may only act by resolution or bylaw;

**Whereas**, the Council for the Municipal District of Greenview No. 16, directs Administration to contract for, and maintain a group pension plan in conjunction with the Local Authorities Pension Plan for Greenview's municipal employees or any group thereof.

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

#### **1. TITLE**

1.1. This bylaw shall be cited as the "Local Authorities Pension Plan Bylaw."

#### **2. DEFINITIONS**

2.1. **Local Authorities Pension Plan Board of Trustees (Board)** means the board of trustees elected from time to time to govern the Local Authorities Pension Plan.

2.2. **Permanent Full-Time Employee** means a person employed by Greenview on a permanent basis and working 37.5 regular hours per week.

2.3. **Greenview** means Municipal District of Greenview No. 16.

2.4. **Permanent Part-Time Employee** means a person employed by Greenview on a permanent basis and working less than 37.5 regular hours per week.

2.5. **Pensionable Service** means a key component of the formula used to calculate a member's LAPP benefit entitlement. Pensionable service is the number of years a member contributes to the Plan. The maximum amount of pensionable service a member can earn in LAPP is 35 years.

2.6. **Local Authorities Pension Plan (Plan)** means the pension plan governed by the Local Authorities Pension Plan Board of Trustees.

#### **3. GENERAL**

3.1. That Permanent Employees contribute to the Local Authorities Pension Plan as established by the Local Authorities Pension Plan Board of Trustees.



- 3.2. That Greenview contribute the employers share of pension contributions as established by the Local Authorities Pension Plan Board of Trustees for the Local Authorities Pension Plan.
- 3.3. An Employee who is contributing to the Local Authorities Pension Plan at the time of any leave may have the option of continuing to pay the employee's contribution of the Local Authorities Pension Plan, and Greenview shall continue to contribute the employer's portion as established by the Board.

#### **4. PENSIONABLE SERVICE**

- 4.1. Only regular earnings based on 75 hours in a bi-weekly pay period, including acting pay, may be calculated in pensionable service.
- 4.2. Pensionable service to receive 1.0 service in a year is based on a the full-time position of 1950 hours in a year, within the 26 pay periods paid on a bi-weekly basis and does not include overtime.
- 4.3. Pensionable service for part-time employees is based on annual hours worked divided by the full-time hours of 1950 hours in a year and does not include overtime.
- 4.4. The following types of remuneration are non-pensionable:
  - A) Expense allowance payments;
  - B) Overtime payments;
  - C) Holiday and vacation pay paid as a lump sum; and
  - D) Any other form of special pay not listed.

#### **5. FULL-TIME EMPLOYEES**

- 5.1. Permanent full-time Employees who work 37.5 hours must contribute to the Local Authorities Pension Plan, as established by the Board.
- 5.2. All Permanent Employees who are regularly scheduled to work 30 hours or more per week must participate in the Local Authorities Pension Plan.

#### **6. PART-TIME EMPLOYEES**

- 6.1. Permanent part-time Employees who are regularly scheduled to work less than 14 hours per week are not eligible to participate in the Local Authorities Pension Plan.
- 6.2. All Permanent part-time Employees who are regularly scheduled to work between 14 and 29 hours per week will be given the option to participate in the Local Authorities Pension Plan.
  - A) The option to enroll will be available any time after becoming eligible.

- B) Once enrolled, unless an employee becomes ineligible, they must remain enrolled in the pension plan for the duration of their employment.

**7. DEDUCTIONS**

- 7.1. The Greenview Employee responsible for payroll and benefits is hereby empowered to make deductions from Employee salaries for the Employee's portion of pension contributions.

**8. REPEAL**

- 8.1. Bylaw 16-772 "Local Authorities Pension Plan Bylaw (LAPP)" and all amendments thereto is hereby repealed.

**9. COMING INTO FORCE**

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

Read a first time this 25 day of October, 2022.

Read a second time this \_\_\_\_ day of \_\_\_\_, 2022.

Read a third time this \_\_\_\_ day of \_\_\_\_, 2022.

---

REEVE

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CHIEF ADMINISTRATIVE OFFICER





## **BYLAW NO. 16-772(LAPP) of the Municipal District of Greenview No. 16**

### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta;**

**Whereas**, Section 180 (1), Municipal Government Act, Chapter M-26, R. S. A. 2000, a Council may only act by resolution or bylaw;

**Whereas**, the Council for the Municipal District of Greenview No. 16, directs Administration to contract for, and maintain a group pension plan in conjunction with a provincial plan for Greenview's civic employees or any group thereof.

**Therefore,**

This bylaw shall be known as the Local Authorities Pension Plan Bylaw (LAPP);

That the Municipal District of Greenview No. 16 participate in the Local Authorities Pension Plan;

That all Permanent Employees who are regularly scheduled to work 30 hours or more per week must participate in the Local Authorities Pension Plan;

That all Permanent Part Time Employees who are regularly scheduled to work between 14 and 29 hours per week be given the option to participate in the Local Authorities Pension Plan. The option to enroll will be available any time after becoming eligible. Once enrolled, unless an employee becomes ineligible, they must remain enrolled in the pension plan for the duration of their employment;

That Permanent Part Time Employees who are regularly scheduled to work less than 14 hours per work are not eligible to participate in the Local Authorities Pension Plan;

That the Municipal District of Greenview No. 16 contribute the employers share or pension contributions as established by the Local Authorities Pension Plan Board of Trustees for the Local Authorities Pension Plan;

That Permanent Employees contribute to the Local Authorities Pension Plan, as established by the Board, for the Local Authorities Pension Plan;

That an employee who is contributing to Local Authorities Pension Plan at the time of any leave, may have the option of continuing to pay the employee's contribution of Local Authorities Pension Plan and the MD of Greenview No. 16 will contribute the employers portion as established by the Local Authorities Pension Plan Board of Trustees for the Local Authorities Pension Plan;

That the Human Resources Coordinator, Payroll and Benefits for the Municipal District of Greenview No. 16 is hereby empowered to take deductions from salaries for the employee's portion of pension contributions;

Bylaw 15-739 is hereby repealed in its entirety.

This Bylaw shall come into force and effect upon the third and final reading.


Read a first time the 27 day of Sept., A.D. 2016

Read a second time this 27 day of Sept., A.D. 2016

Read a third time and finally passed this 11 day of October, A.D. 2016.



REEVE



CHIEF ADMINISTRATIVE OFFICER

### The pension plan

The Local Authorities Pension Plan (LAPP) is a defined benefit pension plan. This means your pension at retirement will be based on:

- your length of pensionable service; and
- your highest five-year average pensionable salary.

This type of pension plan:

- helps you prepare for your retirement because you can estimate your future pension income;
- provides you with a specified lifetime income upon retirement, regardless of market conditions and how long you live; and
- is funded by member and employer contributions and by investment earnings.

### Who is eligible to join?

- If you're a full-time continuous employee (regularly scheduled hours of at least 30 hours per week), you automatically become a member of the Plan as soon as you start your employment, unless your employer delays your entry into the Plan for up to one year during a probationary period.
- If you're employed on a full-time basis for a predetermined period, you may participate if your employer has a policy to enrol you.
- If you're employed on a part-time (regularly scheduled hours of at least 14 hours per week) basis, you may participate depending on your employer's policy.
- For employees working at least 30 regularly scheduled hours per week on a continuous basis, participation is mandatory. To determine if this criteria is met, an employer must include all regularly scheduled hours in all continuous positions with that employer.
- For all other employees working at least 14 regularly scheduled hours per week, participation is by employer policy. To determine eligibility under the policy, an employer must include all regularly scheduled hours in all positions with that employer.

### LAPP benefit

You need a minimum of two years of LAPP pensionable service to qualify for a pension at retirement. The maximum pensionable service you can accumulate is 35 years.

If you are at least 65 years old when you leave the Plan, you are entitled to receive an immediate pension even if you don't have two years of LAPP pensionable service.

When you retire, LAPP will pay a benefit to you based on your highest average salary, length of pensionable service and a legislated benefit accrual rate. The legislated benefit rate is:

- 1.4 per cent on your average highest pensionable salary up to the average YMPE\*, multiplied by your years of pensionable service; and
- 2 per cent on your average highest pensionable salary over the average YMPE up to the maximum allowed under the federal Income Tax Act, multiplied by your years of pensionable service.

If you are working as a LAPP retiree, you will continue to receive your pension from LAPP. However, if you work for a LAPP employer, you will not be permitted to make further contributions to LAPP. If you work for an employer under another pension plan, you may be required to contribute to their plan.

Every year, LAPP also provides cost-of-living adjustments to pensions in pay, at a rate of 60 per cent of the increase in the Alberta Consumer Price Index. This feature is a significant benefit of LAPP.

\* The Year's Maximum Pensionable Earnings (YMPE) is the maximum amount of earnings on which you can contribute to the Canada Pension Plan, as determined by the federal government. LAPP uses the YMPE to determine contribution rates, plan benefits, and the cost of service. The 2016 YMPE is \$54,900.

## Increasing your LAPP benefit

You may be able to add to your future LAPP pension by increasing your length of pensionable service through the following methods:

- Transfer service from another pension plan to LAPP if there is a transfer agreement that allows you to do so.
- Buy optional service. Examples of this may include:
  - previous employment with your current employer;
  - previous employment with another employer who participates in LAPP; or
  - contributory service under another pension plan, in some circumstances.
- Contribute to the Plan when you are on, or return from, a leave without salary.

## Contribution rates

Employee contributions to LAPP are tax deductible. Current contribution rates on pensionable salary are as follows:

Members	10.39% up to YMPE	14.84% over YMPE
Employers	11.39% up to YMPE	15.84% over YMPE

Please note: You may make contributions to the Plan on your pensionable salary up to the maximum amount allowed under the federal Income Tax Act (\$160,970.00 in 2016.) This maximum amount is known as the salary cap.

## Leaving the Plan

If you choose to leave the Plan before retirement, you will have various benefit options available to you. Your options will depend on your age and your length of pensionable service. You can read more about termination options at [www.lapp.ca](http://www.lapp.ca).

## Disability

You may be eligible for a disability pension if you are incapable of performing the regular duties of your employment. Contact your employer for more details.

## Services provided to members

LAPP members are entitled to information on plan investment performance, pension account activity, and benefit options. Members receive publications such as member newsletters and annual statements summarizing pension contributions and service.

Once you are a member, you may sign up to use [mypensionplan](http://mypensionplan). Through this online service, you can view personal information on length of service, salary, contributions, and beneficiaries. You can also calculate pension estimates using your actual pension account information. You can update your contact information and beneficiary information, and sign up to go green to receive e-mail notifications when your Member Annual Statement and other publications are available online.

For detailed information about LAPP, visit [www.lapp.ca](http://www.lapp.ca).

## Contact information

Contact your employer or the Member Services Centre for answers to any questions you might have about LAPP.

**LAPP's Member Services Centre:**

**Phone:** 1-877-649-LAPP (5277)

**E-mail:** [memberservices@lapp.ca](mailto:memberservices@lapp.ca)

**Website:** [www.lapp.ca](http://www.lapp.ca)

This summary provides general information about the major provisions of LAPP. Please contact your employer or the Member Services Centre for more detailed information on any of the topics covered. If anything in this summary conflicts with the governing legislation, the legislation will apply.



# REQUEST FOR DECISION

---

**SUBJECT: Bylaw 22-928 Borrowing Bylaw 2023**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: November 22, 2022**

**DEPARTMENT: FINANCE**

**STRATEGIC PLAN: Economy**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: SW**

**MANAGER: CG**

**DIR: EK**

**PRESENTER: CG**

**LEG: SS**

---

**RELEVANT LEGISLATION:**

**Provincial (cite)** – Municipal Government Act, R.S.A. 2000, Chapter M-26, Section 251 and 256

**Council Bylaw/Policy (cite)** – N/A

---

**RECOMMENDED ACTION:**

**MOTION: That Council give third reading to Bylaw 22-928 “Borrowing 2023” as presented.**

---

**BACKGROUND/PROPOSAL:**

Administration is requesting approval from Council to renew the Alberta Treasury Branch (“ATB”) borrowing bylaw for the 2023 financial year. ATB requires this bylaw be reviewed and approved annually. Greenview must have a borrowing bylaw in place to access an “Operating Line of Credit”. The bylaw gives permission to Administration to borrow up to FIVE MILLION DOLLARS (\$5,000,000.00).

The credit agreement with ATB shows the \$5,000,000.00 split into three different credit types:

Revolving Line of Credit available Limit \$4,481,760

Letter of Credit Authorized Limit \$18,240

Business MasterCard Authorized Limit \$500,000

While Greenview has access to the \$5 Million for Operating, the Operating Line of Credit has only been used to cover the monthly charges against Greenview’s ATB MasterCard.

As this borrowing is for less than a three-year term, there is no requirement for it to be advertised.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action is that Greenview will have a continued access to a line of credit and MasterCard expenditures may continue uninterrupted.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may choose not to proceed with a borrowing bylaw, but that will interrupt the organization's ability to use corporate MasterCards and Greenview will not have access to a line of credit for 2023.

---

**FINANCIAL IMPLICATION:**

The only financial implication is the ongoing use of the MasterCards, any other use of the bylaw would need to come to Council for approval.

---

**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 bylaw back to Council for third reading.

---

**ATTACHMENT(S):**

- Bylaw 22-928
- Bylaw 21-897
- MGA Sections 251 & 256

## **Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26**

### **Borrowing bylaw**

**251(1)** A municipality may only make a borrowing if the borrowing is authorized by a borrowing bylaw.

**(2)** A borrowing bylaw must set out

- (a)** the amount of money to be borrowed and, in general terms, the purpose for which the money is borrowed;
- (b)** the maximum rate of interest, expressed as a percentage, the term and the terms of repayment of the borrowing;
- (c)** the source or sources of money to be used to pay the principal and interest owing under the borrowing.

**(3)** A borrowing bylaw must be advertised.

### **Operating expenditures**

**256(1)** This section applies to a borrowing made for the purpose of financing operating expenditures.

**(2)** The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

**(3)** A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.





## **BYLAW NO. 22-928** **of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose specified in Section 251 of the Municipal Government Act for borrowing funds for the financial year commencing January 2023.**

**Whereas**, the Council of the Municipal District of Greenview No. 16 (herein after referred to as the Corporation) in the province of Alberta considers it necessary to borrow certain sums of money for the purpose of financing current expenditures of the Corporation for its financial year commencing January 2023; and

**Whereas**, Section 251 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, allows a municipality to make a borrowing if the borrowing is authorized by a borrowing bylaw.

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

1. The Corporation is hereby authorized to borrow from ATB Financial (hereinafter referred to as "ATB") up to the principal sum of FIVE MILLION DOLLARS (\$5,000,000.00), repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%, and such interest will be calculated daily and due and payable monthly on the last day of every month.
2. The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.
3. The Chief Elected Official and the Chief Administrative Officer are authorized for, and on behalf of, the Corporation:
  - a. To apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to the ATB;
  - b. As security for any money borrowed from ATB
    - i. To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - ii. To give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
    - iii. To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments, and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation, or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish ATB the security or securities required by it.



4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:
  - a. Taxes
  - b. Reserves
  - c. Grants
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in Section 3 hereof and delivered to ATB, will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. Bylaw 21-897 "Borrowing 2022" is hereby repealed.
8. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2022.

Read a second time this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2022.

Read a third time and passed this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2022.

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

### Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, 2021 at which quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

This Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

WITNESS our hands and the seal of the Corporation this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Chief Elected Official

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Signature



## BYLAW NO. 21-897 of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose specified in Section 251 of the Municipal Government Act for borrowing funds for the financial year commencing January 2022.**

**Whereas**, the Council of the Municipal District of Greenview No. 16 (herein after referred to as the Corporation) in the province of Alberta considers it necessary to borrow certain sums of money for the purpose of financing current expenditures of the Corporation for its financial year commencing January 2022; and

**Whereas**, Section 251 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, allows a municipality to make a borrowing if the borrowing is authorized by a borrowing bylaw.

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

1. The Corporation is hereby authorized to borrow from ATB Financial (hereinafter referred to as "ATB") up to the principal sum of FIVE MILLION DOLLARS (\$5,000,000.00), repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%, and such interest will be calculated daily and due and payable monthly on the last day of each every month.
2. The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.
3. The Chief Elected Official and the Chief Administrative Officer are authorized for, and on behalf of, the Corporation:
  - a. To apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to the ATB;
  - b. As security for any money borrowed from ATB
    - i. To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - ii. To give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
    - iii. To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation, or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish ATB the security or securities required by it.

4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:
  - a. Taxes
  - b. Reserves
  - c. Grants
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in Section 3 hereof and delivered to ATB, will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. Bylaw 20-864 "Borrowing 2021" is hereby repealed.
8. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 9<sup>th</sup> day of November, 2021.

Read a second time this 9<sup>th</sup> day of November, 2021.

Read a third time and passed this 14<sup>th</sup> day of December, 2021.

*Tyler Olsen*

REEVE

*[Signature]*  
CHIEF ADMINISTRATIVE OFFICER



**Certificate**

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the 14 day of December, 2021 at which quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

This Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

WITNESS our hands and the seal of the Corporation this 17 day of January, 2022.

Tyler Olsen

\_\_\_\_\_  
Chief Elected Official

Tyler Olsen

\_\_\_\_\_  
Signature

STACY WABICK

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Signature

[Handwritten Signature]



# REQUEST FOR DECISION

**SUBJECT: Bylaw 22-930 "Schedule of Fees"**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: November 22, 2022**

**DEPARTMENT: CORPORATE SERVICES**

**STRATEGIC PLAN: Governance**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: SW**

**DIR: EK**

**LEG: SS**

**MANAGER:**

**PRESENTER: SS**

**RELEVANT LEGISLATION:**

**Provincial – None**

**Council Bylaw/Policy – None**

**RECOMMENDED ACTION:**

**MOTION: That Council give first reading to Bylaw 22-930 "Schedule of Fees" as presented.**

**MOTION: That Council give second reading to Bylaw 22-930 "Schedule of Fees" as presented.**

**BACKGROUND/PROPOSAL:**

Annually, the Schedule of Fees Bylaw is reviewed and updated to reflect the fees for licenses, permits, approvals and services for which Greenview provides.

The additions and amendments will be reflected by schedule as they appear in the Schedules of Fees.

## **Schedule A – Agricultural Services**

**Additions:**

Section	Description	GST Status	Fee in \$	Unit
(9. xi)	Weed Free Forage Twine	T	\$25.88	Per Roll
			\$51.76	Per Box

**Amendments:**

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
(15.)	Lost or Replacement Signs (Spray Exemption Signs)	E	\$30.00	\$30.00	Per Sign
(17. i)	Seedling Bundle	T	\$15.00	\$20.00	10 Seedlings
(17. ii)	Seedling Bundle	T	\$22.50	\$30.00	15 Seedlings
(17.iii)	Landscape Seedlings	T	\$5.00	\$7.00	Single Seedling
(17.iv)	Specialty Landscape (Singular)	T	\$10.00	\$12.00	Seedling

### **Schedule B – Family and Community Support Services**

Section	Description	GST Status	Fee in \$	Unit
(2.)	Babysitting Course (Grande Cache)	E	\$50.00	Per Course
(3.)	Kids Conference (Grande Cache)	E	\$50.00	Per Course

### **Schedule D – Recreation**

Section	Description	GST Status	Fee in \$	Unit
	<b>Aquatics</b>			
(11. ix)	Red Cross Water Safety Instructor	T	\$350.00	Per Course
(11. x)	Red Cross Water Safety Instructor - RECERTIFICATION	T	\$80.00	Per Course
	<b>Regular Rental</b>			
(17. i)	Trip Rate and Driver	T	\$1.00 + cost of fuel	Perk Km
			\$75.00	Per Hour
(17. iii)	Driver	T	\$50.00	Per Hour
	<b>Advertising</b>			
(18. ii)	Ice Logo	T	\$650.00	Per Year
	<b>Administrative Items</b>			
(19. iii)	Replacement Membership Cards	T	\$5.00	Per Card
	<b>Recreation Centre Fees (Corporate Rate 15% Discount) General Admittance – 10x Punch Pass</b>			
(39. i)	Family	T	\$165.75	
(39. ii)	Adult (18+)	T	\$72.25	
(39. iii)	Youth (13-17)	T	\$51.00	
(39. iv)	Child (3-12)	T	\$38.25	
(39. v)	Senior (60-69)	T	\$51.00	
	<b>Dance Studio A or B</b>			
(47. iii)	Weekend Rental	T	\$150.00	
Section	Description	GST Status	Fee in \$	Unit

	<b>Dance Studio A &amp; B</b>			
(48. iii)	Weekend	T	\$200.00	
	<b>Fieldhouse Rates – All Courts</b>			
(51. v)	Weekend Day Rate (Non-Social)	T	\$720.00	
	<b>Party at the 'Plex!</b>			
(58. iv)	Wibit Rental (exclusive to Private Rentals only)	T	\$35.00	Per Hour
	<b>Aquatics</b>		(Member \$) / (Non-member \$)	
(61. vii)	Red Cross Swim Strokes	T	\$72.00 / 82.00	
(61. viii)	Red Cross Swim Sports	T	\$45.00 / 55.00	
(61. xii)	Red Cross Water Safety Instructor	T	\$350.00 / None	
(61. xiii)	Red Cross Water Safety Instructor – RECERTIFICATION	T	\$80.00 / 80.00	
	<b>Recreation Centre Fees (Corporate Rate – 15% Discount) General Admittance</b>			
	<b>10x Punch Pass</b>			
(39. i)	Family	T	\$165.75	
(39. ii)	Adult (18+)	T	\$72.25	
(39. iii)	Youth (13-17)	T	\$51.00	
(39. iv)	Child (3-12)	T	\$38.25	
(39. v)	Senior (60-69)	T	\$51.00	
	<b>Recreation Centre Fees – Facility Rentals</b>			
	<b>Dance Studio A or B</b>			
(47. iii)	Weekend	T	\$150.00	Per Weekend
	<b>Dance Studio A &amp; B</b>			
(48. iii)	Weekend	T	\$200.00	Per Weekend
	<b>Aquatics</b>			
(61. ix)	Red Cross Water Safety Instructor	T	\$350.00	
(61. x)	Red Cross Water Safety Instructor - RECERTIFICATION	T	\$80.00	

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
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	Grande Cache Arena Rentals (With Ice)				
(2. iv)	Maximum Youth Day Rate	T	None	\$185.00	Per Day
	Locker Rental				
(4. ii)	Locker Rental (GRM)	T	None	\$1.00	Per Use
(5. iii)	Locker Rental (GC)	T	None	\$0.25	Per Use
	10x Punch Pass				
(5. i)	Family	T	\$14.50	\$20.00	Per Pass
(5. ii)	Adult (18+)	T	\$6.75	\$9.00	Per Pass
(5. iii)	Youth (12-17)	T	\$5.00	\$6.50	Per Pass
(5. iv)	Child (3-12)	T	None	\$5.00	Per Pass
(5. v)	Senior (60-69)	T	\$5.50	\$6.50	Per Pass
(5. vi)	Super Senior (70+)	T	Free	Free	Per Pass
(5. vii)	Children Under 3	N/A	Free	Free	Per Pass
	Monthly Membership				
(6. i)	Family	T	\$115.75	\$180.00	Per Pass
(6. ii)	Adult (18+)	T	\$53.75	\$81.00	Per Pass
(6. iii)	Youth (13-17)	T	\$37.75	\$58.50	Per Pass
(6. iv)	Child (3-12)	T	None	\$45.00	Per Pass
(6. v)	Senior (60-69)	T	\$42.50	\$58.50	Per Pass
(6. vi)	Super Senior (70+)	T	Free	Free	Per Pass
(6. vii)	Children Under 3	N/A	Free	Free	Per Pass
Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	Monthly Membership				
(7. i)	Family	T	\$126.75	\$100.00	Per Membership
(7. ii)	Adult (18+)	T	\$58.75	\$50.00	Per Membership
(7.iii)	Youth (13-17)	T	\$41.00	\$35.00	Per Membership
(7. iv)	Child (3-12)	T	None	\$25.00	Per Membership
(7. v)	Senior (60-69)	T	\$46.00	\$35.00	Per Membership
(7. vi)	Super Senior (70+)	T	Free	Free	Per Membership
(7. vii)	Children Under 3	N/A	Free	Free	Per Membership
	3-Month Membership				
(8. i)	Family	T	\$316.75	\$316.00	Per Membership
(8. ii)	Adult (18+)	T	\$146.25	\$145.00	Per Membership
(8.iii)	Youth (13-17)	T	\$101.25	\$100.00	Per Membership
(8. iv)	Child (3-12)	T	NONE	\$72.00	Per Membership
(8. v)	Senior (60-69)	T	\$114.25	\$100.00	Per Membership
(8. vi)	Super Senior (70+)	T	Free	Free	Per Membership

(8. vii)	Children Under 3	N/A	Free	Free	Per Membership
	<b>6-Month Membership</b>				
(9. i)	Family	T	\$569.75	<del>\$605.00</del>	Per Membership
(9. ii)	Adult (18+)	T	\$262.25	<del>\$275.00</del>	Per Membership
(9.iii)	Youth (13-17)	T	\$182.75	<del>\$195.00</del>	Per Membership
(9. iv)	Child (3-12)	T	NONE	<del>\$140.00</del>	Per Membership
(9. v)	Senior (60-69)	T	\$205.25	<del>\$195.00</del>	Per Membership
(9. vi)	Super Senior (70+)	T	Free	Free	Per Membership
(9. vii)	Children Under 3	T	Free	Free	Per Membership
	<b>Annual Membership</b>				
(10. i)	Family	T	<del>\$1,100.00</del> 949.50	<del>\$1,100.00</del> 949.50	Per Membership
(10. ii)	Adult (18+)	T	<del>\$500.00</del> 437.00	<del>\$500.00</del> 437.00	Per Membership
(10. iii)	Youth (13-17)	T	<del>\$350.00</del> 304.25	<del>\$350.00</del> 304.25	Per Membership
(10. iv)	Child (3-12)	T	<del>\$250.00</del>	<del>\$250.00</del>	Per Membership
(10. v)	Senior (60-69)	T	<del>\$350.00</del> 342.25	<del>\$350.00</del> 342.25	Per Membership
(10. vi)	Super Senior (70+)	T	Free	Free	Per Membership
(10. vii)	Children Under 3	N/A	Free	Free	Per Membership
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>
	<b>Aquatics</b>				
(11. i)	Lifesaving Parent & Tot Swim Lesson	T	\$45.00	<del>\$55.00</del>	10 – 30min session
(11. ii)	Lifesaving Preschool Swim Lesson	T	\$45.00	<del>\$55.00</del>	10 – 30min session
(11. iii)	Lifesaving Swimmer Swim Lesson	T	\$60.00	<del>\$65.00</del>	10 – 45min session
(11. iv)	Lifesaving Adult / Fitness Swimmer Swim Lesson	T	\$72.00	<del>\$85.00</del>	10 – 45min session
(11. vi)	Private Swimming Lessons <del>(6 sessions for price of 5)</del>	T	\$30.00	<del>\$25/30 min</del>	10 – 30 min session
(11. vii)	Semi-Private Swimming Lessons (2+ participants, hour/participant) <del>(6 sessions for price of 5)</del>	T	\$25.00	<del>\$20/30 min</del>	Per Individual, Per hour
(11. viii)	Junior Lifeguard Club (Session Based)	T	\$10.00	<del>\$12.00</del>	Per Session

(11. xii)	Lifesaving Society – Bronze Star	T	\$115.00	<del>\$120.00</del>	Per Course
(11. xiii)	Lifesaving Society – Bronze Medallion	T	\$180.00	<del>\$160.00</del>	Per Course
(11. xiv)	Lifesaving Society – Bronze Cross	T	\$130.00	<del>\$160.00</del>	Per Course
(11. xv)	Lifesaving Society National Lifeguard	T	\$350.00	<del>\$360.00</del>	Per Course
(11. xvi)	Lifesaving Society National Lifeguard - RECERTIFICATION	T	\$80.00	<del>\$90.00</del>	Per Course
(11. xvii)	Water Fitness (Session based)	T	<del>NON-MEMBER RATE: \$10.00</del>	\$8.00	Per Session
(11. xviii)	Water Fitness (Drop-in)	T	<del>NON-MEMBER RATE: \$12.00</del>	\$10.00	Per Drop In
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>
	<b>Child and Youth Programming</b>				
(12. i)	Child Programming	T	<del>NON-MEMBER RATE: \$7.00</del>	<del>\$5.00</del> \$6.00	Per Session
(12. ii)	Youth Programming	T	<del>NON-MEMBER RATE: \$8.00</del>	<del>\$5.00</del> \$7.00	Per Session
	<b>Fitness Programming</b>				
(13. i)	Child Programming	T	<del>NON-MEMBER RATE: \$7.00</del>	<del>\$5.00</del> 6.00	Per Session
(13. ii)	Youth Programming	T	<del>NON-MEMBER RATE: \$8.00</del>	<del>\$5.00</del> 7.00	Per Session
(13. iii)	Adult Programming	T	<del>NON-MEMBER RATE: \$10.00</del>	<del>\$8.00</del> 9.00	Per Session
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>
	<b>Drop-in Registered Programs</b>				
(14. i)	Adult	T	<del>NON-MEMBER RATE: \$12.00</del>	<del>\$8.00</del> 10.00	Per Session
(14. ii)	Youth	T	<del>NON-MEMBER RATE: \$10.00</del>	<del>\$5.00</del> 8.00	Per Session
(14. iii)	Child	T	<del>NON-MEMBER RATE: \$8.00</del>	<del>\$5.00</del> 7.00	Per Session
	<b>Concession and Merchandise</b>				
(16. i)	Beverages, Food, Coffee	T	None	Market Value	Per Item
(16. ii)	Aquatic Accessories and Socks	T	None	Suggested Retail Value	Per Item

(16. iii)	Concession Rental	T	None	\$150.00	Per Day
	<b>Grande Cache Community Bus</b>				
(17. iii)	Round Trip to Grande Prairie/Hinton	E	\$40.00 (including GST)	\$50.00	Per Person
(17. iv)	One Way Trip to Grande Prairie/Hinton		30.00 (Including GST)	\$35.00	
	<b>Administrative Items</b>				
(19. iii)	Administrative Fee (Membership Refund or Cancellation)	E	None	\$25.00	Per Membership
	<b>Ball Diamonds</b>				
(20. i)	Rental Rate	T	\$45.50	\$50.00	Per Game
(20. ii)	Tournament Rate (Maximum Day Rate per Ball Diamond)	T	\$125.00	\$130.00	Per Day
(20. iii)	Youth Rental Rate	T	None	\$25.00	Per Game
(20. iv)	Youth Tournament Rate (Maximum Day Rate Per Ball Diamond)	T	None	\$65.00	Per Day
Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
(20. v)	Group Open Use (Ball Diamond Overflow Area)	T	None	\$500.00	Per Event
	<b>Grande Cache Campground</b>				
(21. i)	Full Service (Includes Power, Water and Sewer)	T	\$40.00	\$45.00	Per Night
(21. ii)	Partial Service (Includes Power and Water)	T	\$35.00	\$40.00	Per Night
(21. iv)	Monthly site rate (Full Service) <i>Availability Determined Upon Season Opening</i>	T	\$1,050.00	\$1,100.00	Per Month
(21. vi)	Cook Shack Rental	T	None	\$100.00	Per Day
<b>Recreation Centre Fees General Admittance – Greenview Regional Multiplex</b>					

	<b>Daily Pass</b>				
(27. i)	Family	T	\$19.50	<b>\$20.00</b>	Per Pass
(27. ii)	Adult (18+)	T	\$8.50	<b>\$9.00</b>	Per Pass
(27. iii)	Youth (13-17)	T	\$6.00	<b>\$6.50</b>	Per Pass
(27. iv)	Child (3-12)	T	\$4.50	<b>\$5.00</b>	Per Pass
(27. v)	Senior (60-69)	T	\$6.50	<b>\$6.50</b>	Per Pass
(27. vi)	<b>Super Senior (70+)</b>	T	Free	Free	Per Pass
(27.vii)	Children Under 3	N/A	Free	<b>Free</b>	Per Pass
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>
	<b>10x Punch Pass</b> <b>Expiration 1 Year</b> <b>from Purchase</b>				
(28. i)	Family	T	\$175.50	<b>\$180.00</b>	Per Pass
(28. ii)	Adult (18+)	T	\$76.50	<b>\$81.00</b>	Per Pass
(28. iii)	Youth (13-17)	T	\$54.00	<b>\$58.50</b>	Per Pass
(28. iv)	Child (3-12)	T	\$40.50	<b>\$45.00</b>	Per Pass
(28. v)	Senior (60-69)	T	\$58.50	<b>\$58.50</b>	Per Pass
(28. vi)	<b>Super Senior (70+)</b>	<b>T</b>	Free	Free	Per Pass
(28. vii)	<b>Children Under 3</b>	<b>N/A</b>	Free	<b>Free</b>	Per Pass
	<b>Monthly Membership</b>				
(29. vi)	Super Senior (70+)	T	Free	Free	Per Membership
	<b>3-Month Membership</b>				
(30. vi)	Super Senior (70+)	T	Free	Free	Per Membership
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>
	<b>6-Month Membership</b>				
(31. iii)	Youth (13-17)	T	\$192.50	<b>\$195.00</b>	Per Membership
(31. iv)	Child (3-12)	T	\$137.50	<b>\$140.00</b>	Per Membership
(31. v)	Senior (60-69)	T	\$195.00	<b>\$195.00</b>	Per Membership
(31. vi)	Super Senior (70+)	T	Free	Free	Per Membership
(31. vii)	<b>Children Under 3</b>	<b>T</b>	<b>Free</b>	<b>Free</b>	Per Membership
	<b>Annual Membership</b>				
(32. vi)	Super Senior (70+)	T	Free	Free	Per Membership
	<b>Family – Additional Child/Youth – Member &amp; Corporate Discounts</b>				
	<b>Daily Pass</b>				
(33. i)	Youth (13-17)	T	\$3.00	<b>\$4.00</b>	Per Additional Membership
(33. ii)	Child (3-12)	T	\$2.25	<b>\$2.50</b>	Per Additional Membership
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>

	<b>10x Punch Pass</b> <b>Expiration 1 Year from Date of Purchase</b>				
(34. ii)	Child (3-12)	T	\$20.25	<b>\$20.00</b>	Per Additional Punch Pass
	<b>3 Month Membership Addition</b>				
(36. i)	Youth (13-17)	T	\$50.25	<b>\$50.00</b>	Per Additional Membership
(36. ii)	Child (3-12)	T	\$36.00	<b>\$35.00</b>	Per Additional Membership
	<b>6 Month Membership Addition</b>				
(37. i)	Youth (3-12)	T	\$96.25	<b>\$95.00</b>	Per Additional Membership
(37. ii)	Child (3-12)	T	\$68.75	<b>\$70.00</b>	
	<b>Month Membership Addition</b>				
(39. vi)	Super Senior (70+)	T	Free	Free	Per Additional Membership
	<b>3 Month Membership Addition</b>				
(40. i)	Family	T	\$269.00	<b>\$270.00</b>	Per Additional Membership
(40. ii)	Adult (18+)	T	\$122.50	<b>\$125.00</b>	Per Additional Membership
(40. iii)	Youth (13-17)	T	\$85.50	<b>\$85.00</b>	Per Additional Membership
(40. iv)	Child (3-12)	T	\$61.50	<b>\$60.00</b>	Per Additional Membership
(40. v)	Senior (60-69)	T	\$85.50	<b>\$85.00</b>	Per Additional Membership
(40. vi)	Super Senior (70+)	T	Free	Free	Per Additional Membership
	<b>6 Month Membership</b>				
(41. i)	Family	T	\$514.25	<b>\$515.00</b>	
(41. ii)	Adult (18+)	T	\$233.75	<b>\$235.00</b>	
(41. iii)	Youth (13-17)	T	\$162.25	<b>\$165.00</b>	
(41. iv)	Child (3-12)	T	\$118.25	<b>\$120.00</b>	
(41. v)	Senior (60-69)	T	\$162.25	<b>\$165.00</b>	
(41. vi)	Super Senior (70+)	T	Free	Free	
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>
	<b>Annual Membership Addition</b>				
(42. iii)	Youth (13-17)	T	\$297.50	<b>\$300.00</b>	
(42. iv)	Child (3-12)	T	\$212.50	<b>\$215.00</b>	
(42. v)	Senior (60-69)	T	\$297.50	<b>\$300.00</b>	
(42. vi)	Super Senior (70+)	T	Free	Free	

(42. vii)	Annual Membership Sale <i>Does not apply to punch passes or corporate membership. Discount offered on 6 &amp; 12 month memberships only.</i>	N/A	15% off		
Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Recreation Fees - Childmind</b>				
(43. ii)	10 x Punch Pass	T	\$40.00	\$45.00	Per Punch Pass
(43. iii)	20 x Punch Pass	T	\$70.00	\$80.00	Per Punch Pass
	<b>Personal Training Rates – One Person</b>				
(44. ii)	3 Sessions	T	\$131.25	\$130.00	Per 3 Sessions
(44. iii)	5 Sessions	T	\$212.50	\$215.00	Per 5 Sessions
(44. iv)	10 Sessions	T	\$412.50	\$415.00	Per 10 Sessions
	<b>Personal Trainer – Contractor</b>				
(46. i)	1 Person	T	None	\$15.00	Per Hour
(46. ii)	Small Group	T	None	\$25.00	Per Hour
(46. iii)	Monthly	T	None	\$300.00	Per Agreement
	<b>Recreation Centre Fees – Facility Rentals</b>				
	<b>Dance Studio A or B</b>				
(47. i)	Hourly	T	\$30.00	\$35.00	Per Hour
(47. ii)	Daily	T	\$100.00	\$200.00	Per Day
	<b>Dance Studio A &amp; B</b>				
(48. i)	Hourly	T	\$50.00	\$60.00	Per Hour
(48. ii)	Daily (9am – 9pm)	T	\$175.00	\$350.00	Per Day
	<b>Aquatic Centre</b>				
(49. i)	Lane or Leisure Pool (up to 35), Hot Amenities included	T	\$99.00	\$100.00	Per Hour
(49. ii)	Lane <del>or</del> and Leisure Pool Rental (up to 70 People), Hot Amenities Included	T	\$198.00	\$200.00	Per Hour
Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Fieldhouse Rate – All Courts</b>				

(51. i)	Daily ( <del>6-9:00am-9:00pm</del> )	T	\$600.00	<del>\$650.00</del>	Per Weekday, All Courts
(51. ii)	Non-Prime Time (6:00am-3:00pm)	T	\$75.00	<del>\$90.00</del>	Per Non-Prime Time, All Courts
(51. iii)	Weekend (3:00pm-Close/Weekends)	T	\$125.00	<del>\$150.00</del>	Per Weekend, All Courts
(51. iv)	Youth Rate	T	\$60.00	<del>\$80.00</del>	Per Event, All Courts
<del>(51. v)</del>	<del>Weekend Day Rate (Non-Social)</del>	<del>T</del>	<del>\$720.00</del>	<del>Removed</del>	
<b>Party at the 'Plex!</b>					
(58. i)	Greenview Splash	T	\$105.00	<del>\$110.00</del>	
(58. ii)	Greenview Tidal Wave	T	\$125.00	<del>\$130.00</del>	
(58. iii)	Greenview Hurricane	T	\$195.00	<del>\$250.00</del>	
(58. iv)	<del>Wibit Rental (exclusive to Private Rentals only)</del>	<del>T</del>	<del>\$35.00</del>	<del>Removed</del>	
<b>Event Sponsorship Opportunities</b>					
(59. i)	Fieldhouse ( <del>Open Rental Option</del> )	T	\$140.00	<del>\$225.00</del>	
(59. ii)	<del>Child Play Party Kidtopia Play</del>	T	\$125.00	<del>\$100.00</del>	
(59. iii)	<del>Splash &amp; Play Splashin' Fun</del>	T	\$135.00	<del>\$300.00</del>	
(59. iv)	<del>Bather Bonus</del>	T	None	<del>\$200.00</del>	
<b>Security Deposits</b>					
(60. i)	<del>Party at the 'Plex Cleaning Deposit</del>	E	None	<del>\$50.00</del>	
(60. ii)	<del>Rental Security Deposit – Board Room/Party Room</del>	E	None	<del>\$200.00</del>	
(60. iii)	<del>Rental Security Deposit – Fieldhouse (User Groups)</del>	E	None	<del>\$500.00</del>	
(60. iv)	<del>Rental Security Deposit – Fieldhouse (Social Event)</del>	E	None	<del>\$1,000.00</del>	
<b>Recreation Centre Fees – Registered Programs</b>					
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022 (Member/Non-member)</b>	<b>Fee in \$</b>	<b>Unit</b>



				2023 (Member/Non-Member)	
(61. iii)	<del>Red Cross Swim Kids Levels 7-10 (Session Based)</del> Swim for Life - Swimmer	T	\$60.00/\$70.00	<del>\$55.00/\$65.00</del>	
(61. iv)	Swim for Life – Adult Summer	T	None	\$75.00/85.00	
Section	Description	GST Status	Fee in \$ 2022 (Member/Non-member)	Fee in \$ 2023 (Member/Non-Member)	Unit
(61. v)	Swim for Life – Fitness Swimmer	T	None	\$75.00/\$85.00	
(61. vi)	Canadian Swim Patrol Programs	T	None	\$75.00/\$85.00	
(61. ix)	Private Swimming Lessons <del>(6 sessions for price of 5)</del>	T	None	\$25.00/30min \$25.00	Half hour
(61. x)	Semi-Private Swimming Lessons (2+ participants, hr/participant)	T	None	\$20.00 / \$20.00	Half hour
(61. xiv)	Red Cross First Aid – C.P.R.-C & A.E.D.	T	\$140.00	\$150.00 / \$160.00	
(61. xv)	Red Cross Babysitting Course (6 hours)	T	\$30.00 / 40.00	\$35.00 / 45.00	
(61. xvi)	Lifesaving Society – Bronze Star	T	\$115.00	\$110.00 / 120.00	
(61. xvii)	Lifesaving Society – Bronze Medallion	T	\$180.00	\$150.00 / 160.00	
(61. xviii)	Lifesaving Society – Bronze Cross	T	\$130.00	\$150.00 / 160.00	
(61. xix)	Lifesaving Society National Lifeguard	T	\$350.00	\$350.00 / 360.00	
(61. xx)	Lifesaving Society National Lifeguard – RECERTIFICATION	T	\$80.00	\$80.00 / 90.00	
<b>Child &amp; Youth Programming</b>					
(62. i)	Child Programming	T	\$6.00 / 7.00	\$4.00 / 6.00	Per Session

(62. ii)	Youth Programming	T	\$7.00 / 8.00	\$6.00 / 8.00	Per Session
(62. iii)	Parented Programming	T	None	\$2.00 / 4.00	Per Session
<b>Fitness Programming</b>					
(63. i)	Child Programming	T	\$6.00 / 7.00	\$4.00 / 6.00	Per Session
(63. ii)	Youth Programming	T	\$7.00 / 8.00	\$6.00 / 8.00	Per Session
(63. iii)	Adult Programming	T	\$9.00 / 10.00	\$8.00 / 10.00	Per Session
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022 (Member/Non-member)</b>	<b>Fee in \$ 2023 (Member/Non-Member)</b>	<b>Unit</b>
(64. iii)	Child	T	\$7.00 / 8.00	\$6.00 / 8.00	
<b>Parks and Recreation Areas</b>					
(65. i)	Johnson Park (Unserviced, with firewood)	T	\$20.00	\$25.00	Per Unit/Per Night
(66. i)	Moody's Crossing (Unserviced, with firewood)	T	\$20.00	\$25.00	Per Unit/Per Night
(67. i)	Shuttler Flats Provincial Recreation Area (Group use area, with firewood)	T	\$50.00	\$50.00	Per Night
(68. i)	Smoky River South Provincial Recreation Area (Unserviced, with firewood)	T	\$20.00	\$25.00	Per Unit/Per Night
(69. i)	Sheep Creek Provincial Recreation Area (Unserviced, with firewood)	T	\$20.00	\$25.00	Per Unit/Per Night
(70. i)	Kakwa River Provincial Recreation Area (Unserviced, with firewood)	T	\$20.00	\$25.00	Per Unit/Per Night

(71. i)	Swan Lake (Unserviced, with firewood)	T	\$20.00	\$25.00	Per Unit/Per Night

### **Schedule E – Protective/Enforcement Services**

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Response to Fire Incidents</b>				
(2. i)	Within Greenview	T	\$650.00	\$650.00	Per Hour, Per Unit
(2. ii)	Outside Greenview	T	\$650.00	\$650.00	Per Hour, Per Unit
(2. iii)	Provincial Highways	T	As per Alberta Transportation Rates	As per Alberta Transportation Rates	Per Hour, Per Unit
<i>Note: Administrative costs and the cost for replacement of equipment and/or materials used, lost, or damaged because of the response are charged in addition to the above.</i>					
	<b>Dog Licensing Fees (Grande Cache)</b>				
(4. i)	Female Dog	T	\$30.00	\$30.00	Per License
(4. ii)	Male Dog	T	\$30.00	\$30.00	Per License
(4. iii)	Spayed or Neutered Dog	T	\$20.00	\$20.00	Per License
(4. iv)	Late Penalty (Applications on or after February 1 <sup>st</sup> )	T	\$10.00	\$10.00	Per License
(4. v)	Lost or Defaced License Tag (Replacement Fee)	T	\$5.00	\$5.00	Per License

### **Schedule F – Finance and Administration**

*An interest charge of 1.5% per month shall be imposed on unpaid accounts receivable, excluding water and sewer public utility accounts and property tax accounts.*

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Assessment Review Board Complaint Registration Fees</b>				
(6. i)	Residential with 3 or fewer dwellings and farm land	E	\$50.00	\$50.00	
(6. ii)	Residential 4 or more dwellings	E	\$650.00	\$650.00	
(6. iii)	Non-Residential	E	\$650.00	\$650.00	
(6. iv)	Business Tax	E	\$50.00	\$50.00	

(6. v)	Tax Notice (Other than Business Tax)	E	\$30.00	\$30.00	Per Facility
(6. vi)	Linear Property – Power Generation	E	\$650.00	\$650.00	Per LPUID
(6. vii)	Linear Property – Other	E	\$50.00	\$50.00	
(6. viii)	Equalized Assessment	E	\$650.00	\$650.00	

### **Schedule G – Infrastructure and Engineering General**

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Approaches</b>				
(2. ii)	Construction: Gravel Approach *The price may be reduced by \$500 for special circumstances, please contact the Manager of Construction and Engineering for more information	E	\$3,000.00	\$3,500.00	Per Approach
(2. iii)	Upgrade/Relocation: Gravel Approach	E	\$3,500.00	\$4,000.00	Per Approach
(2. iv)	Construction: Asphalt Approach	E	\$10,000.00	\$10,500.00	Per Approach
(2. v)	Upgrade/Relocation: Asphalt Paved Approach	E	\$15,000.00	\$15,500.00	Per Approach
	<b>Fencing</b>				
(6. ii)	Removal of Old Fence and Installation of New Fence by Landowner Including Labour and Materials	T	\$8.25	\$12.00	Per m

### **Schedule H – Environmental Services**

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Administrative Fees</b>				
(1. ii)	Service On/After Hours/Call Out	E	\$52.00	\$100.00	Per hour /per member of staff (1 hour min.)
(1. iii)	Utilities Account Deposit	E	None	\$100.00	Per Account
(1. v)	Water/Wastewater Installation Application Fee	E	None	\$150.00	Per Service
	<b>Water Distribution System</b>				

(2. i)	Installation Fee (To install from Main Line to Property Line/ includes any asphalt, curb and gutter etc.)	E	\$8,000.00	\$8,000.00	Deposit (Installation costs to be determined)
(2. ii)	Connection Fee (Rights to Connect Grovedale, Landry Heights, Little Smoky, Valleyview Rural, Crooked Creek)	E	\$12,500.00	\$12,500.00	Per Connection
(2. iii)	Connection Fee (Rights to Connect Grande Cache, DeBolt and Ridgevalley)	E	\$500.00	\$500.00	Per Connection
Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Wastewater Collection System</b>				
(8. iii)	Connection Fee (Rights to Connect DeBolt, Grovedale Low Pressure, Little Smoky, Grande Cache, Ridgevalley)	E	None	\$500.00	Per Service
	<b>Sewer Rates</b>				
(10. i)	Residential – Single Family Dwelling; Duplex - Per  Residential – Duplex, Per Self-Contained Dwelling  Residential – Multi-Family, Per Self-Contained Dwelling  Churches  Schools (Per Classroom)  Royal Canadian Legion Hall  Senior Citizen’s Drop-In Centre	E	\$1.00	\$1.25	Per m <sup>3</sup> (minimum \$24.00)
(10. ii)	Commercial – General Store  Commercial – Office  Commercial – Not Classified Elsewhere	E	\$1.00	\$1.25	per m <sup>3</sup> (minimum \$36.00)
(10. iii)	Commercial – Laundromat	E	\$1.00	\$1.25	Per m <sup>3</sup> (minimum \$56.00)
(10. iv)	Commercial – Cafes  Commercial – Garages	E	\$1.00	\$1.25	Per m <sup>3</sup> (minimum \$48.00)

	Community Halls & Other Recreation Facilities				
(10. v)	Correctional Institutions  Commercial – Hotels (Rooms & Beer Parlor)	E	\$1.25	\$1.25	Per m <sup>3</sup> (minimum \$80.00)
	<b>Wastewater Lagoon</b>				
(11. i)	Commercial, Industrial, & Non-Greenview Resident Tipping Rate	E	\$10.00	\$12.00	Per m <sup>3</sup>
(11. ii)	Residential, Verified Non-Profit, and All Other Tipping Rate	E	None	\$3.00	Per m <sup>3</sup>
<b>Section</b>	<b>Description</b>	<b>GST Status</b>	<b>Fee in \$ 2022</b>	<b>Fee in \$ 2023</b>	<b>Unit</b>
	<b>Electric Sewer Snake</b>				
(13. i)	Refundable Deposit	E	None	\$500.00	
	<b>Residential Solid Waste Collection and Disposal</b>				
(16. i)	Residential Waste Collection Fee	E	\$10.00	\$10.25	Per Month
(16. ii)	Recycle Fee	E	\$10.00	\$10.25	Per Month

### Schedule I – Operations

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Snowplowing Signs</b>				
(1. v)	Lost or Replacement Signs	± E	\$30.00	\$30.00	Per Sign
	<b>Dust Control</b>				
(3. ii)	Late Dust Control Application Fee (Applications submitted or mailed after April 15)	T	None	\$500.00	Per 200m
	<b>Road Bond</b>				
(4. iii)	Fixed Fee for the TRAVIS MJ Permitting System	E	\$15.00	\$25.00	Per Permit

### Schedule J – Planning and Development

Section	Description	GST Status	Fee in \$ 2022	Fee in \$ 2023	Unit
	<b>Development Permits, General</b>				
(2. iv)	Signage – Permanent / Temporary / Renewal	± E	\$50.00	\$50.00	Per \$100,000.00 of completed project cost (up to a maximum of a \$10,000.00 fee)
	<b>Rural Addressing Signage</b>				

(9. i)	Signage Permanent/ Replacement and Installation	± E	\$150.00	\$150.00	Per Sign
<b>Signage for Subdivisions</b>					
(10. i)	Individual Lot Sign	± E	\$50.00	\$50.00	Per Sign
(10. ii)	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	± E	\$1000.00	\$1000.00	Per Sign
<b>Corporate Advertising</b>					
(16.)	Corporate Advertising	T	None	\$100.00	Per Notice

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#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview will have an updated Schedule of Fees which reflects the increased costs for services and goods.

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#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. Council should consider the effects that fee increases will have on residents and organisations within Greenview.

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#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the option to amend or deny the bylaw, however this is not recommended as the fee structure is based on cost for goods and services.

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#### FINANCIAL IMPLICATION:

##### **Direct Costs:**

##### **Ongoing / Future Costs:**

The financial implications associated with the changes noted in the Bylaw have been captured in the annual budget.

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#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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#### 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 bylaw back with any amendments for third and final reading.
- 

**ATTACHMENT(S):**

- Bylaw 22-930 "Schedule of Fees"





## **BYLAW NO. 22-930 of the Municipal District of Greenview No. 16**

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**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta for the purpose of establishing rates and fees for the provision of goods and services, or on behalf of Greenview, as attached to this bylaw as the Schedules of Fees.**

**Whereas,** pursuant to section 7 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, a Council may pass bylaws for municipal purposes respecting the following matters:

- (a) People, activities and things in, on or near a public place or place that is open to the public; and
- (b) Services provided by or on behalf of the municipality;

**Whereas,** pursuant to section 8 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, a Council may pass bylaws for municipal purposes respecting the following matters:

- (a) Provide for a system of licenses, permits or approvals, including any or all of the following:
  - i. Establishing fees for licenses, permits and approvals, including fees for licenses, permits and approvals that may be in the nature of a reasonable tax for the activity authorized or for the purpose of raising revenue.

**Whereas,** The Council of the Municipal District of Greenview No. 16, duly assembled deems it expedient to revise the Schedules of Fees for the Municipality;

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

**1. Title**

- 1.1 This bylaw may be cited as the “Schedule of Fees Bylaw”.

**2. Definitions**

- 2.1 **Greenview** means the Municipal District of Greenview No. 16.

**3. Application**

- 3.1 This Bylaw establishes the rates, fees and charges for certain goods and services provided by Greenview.
- 3.2 This Bylaw and the attached Schedules will be reviewed as required and amendments to any of the rates and fees must be made by Council bylaw in accordance with Section 191(1) of the Municipal Government Act.



**BYLAW NO. 22-930**  
**of the Municipal District of Greenview No. 16**

3.3 All fees, fines, rates, and penalties provided for in other current bylaws shall remain in full force and effect and may be charged in addition to the provisions stated in this Bylaw.

**4. Rates and fees**

4.1 The rates and fees are established in the attached Schedules 'A' through 'K' and form part of this Bylaw.

**5. Severability and Effect**

5.1 If any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

5.2 Bylaw 22-900 and any amendments thereto is hereby repealed.

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

Read a first time this \_\_\_\_ day of \_\_\_\_\_, 2022.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2022.

Read a third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



**BYLAW NO. 22-930**  
**of the Municipal District of Greenview No. 16**

**AGRICULTURAL SERVICES – Schedule A**

**\*\*All Agricultural Rental Equipment can be kept for a maximum of three (3) days if there is a lineup waiting for that item**

	Description	GST Status *	Fee in \$	Unit
<b>1.</b>	<b>Picnic Tables (per table, per day)</b>			
i.	Non-Profit Organizations; Community Event	E	No Charge	
ii.	Private Affair, Non-Public Event - <i>10 day max.</i>	T	\$10.00	Per Day
<b>2.</b>	<b>Barbeque</b>			
i.	Non-Profit Organizations; Community Event	E	No Charge	
ii.	Private Affair, Non-Public Event - <i>10 day max.</i>	T	\$100.00	Per Day
<b>3.</b>	<b>Weed and Insect Control Equipment</b>			
i.	Field Sprayer c/w GPS	T	\$50.00	Per Day
ii.	Boomless Sprayer <i>Valleyview, Grovedale</i>	T	\$20.00	Per Day
iii.	Water Tank on Trailer (For Spraying) <i>Valleyview, Grovedale</i>	T	\$25.00	Per Day
iv.	Estate Sprayer (Pull Type)	T	\$20.00	Per Day
v.	Estate Sprayer (3 pt hitch) <i>Valleyview</i>	T	\$20.00	Per Day
vi.	Handheld Sprayer	T	\$5.00	Per Day
vii.	Quad Mounted Sprayers	T	\$10.00	Per Day
viii.	Backpack Sprayers	T	\$5.00	Per Day
ix.	Granular Pesticide Bait Applicator ( <i>Holds 135 lbs Bran</i> )	T	\$30.00	Per Day
<b>4.</b>	<b>Spreaders</b>			
i.	Manure Spreader <i>Valleyview, Grovedale</i>	T	\$300.00	Per Day
ii.	Fertilizer Spreader <i>Valleyview, Grovedale</i>	T	\$100.00	Per Day
<b>5.</b>	<b>Earth Moving and Post Pounding Equipment</b>			
i.	1000 Earth Mover <i>All Locations</i>	T	\$200.00	Per Day
ii.	12' Pull-Type Blade, <i>Valleyview, Grovedale</i>	T	\$50.00	Per Day
iii.	Vee Ditcher, <i>Grovedale</i>	T	\$50.00	Per Day
iv.	Post Pounder	T	\$125.00	Per Day
			\$65.00	Half Day
v.	Bin Crane <i>Valleyview, Grovedale</i>	T	\$100.00	Per Day
<b>6.</b>	<b>Cattle Equipment</b>			
i.	Cattle Squeeze ( <i>Valleyview, Grovedale</i> )	T	\$25.00	Per Day



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	Description	GST Status *	Fee in \$	Unit
ii.	Loading Chute ( <i>Valleyview, Grovedale</i> )	T	\$50.00	Per Day
iii.	Panel Trailer ( <i>Valleyview, Grovedale</i> )	T	\$50.00	Per Day
iv.	Spare Panels ( <i>free 3 days, \$5 each for additional days</i> )	T	\$5.00	Per Day
v.	Tag Reader, <i>Valleyview, Grovedale</i>	T	No Charge	
<b>7.</b>	<b>Conservation Equipment</b>			
i.	50' Heavy Harrow with Granular Applicator, <i>Valleyview</i>	T	\$250.00	Per Day
ii.	33' Heavy Harrow with Granular Applicator, <i>Grovedale</i>	T	\$200.00	Per Day
iii.	30' Land Roller, <i>Valleyview, Grovedale</i>	T	\$200.00	Per Day
iv.	14' Heavy Disc, <i>Valleyview, Grovedale</i>	T	\$300.00	Per Day
v.	No-Till Drill, <i>Valleyview</i>	T	\$200.00	Per Day
vi.	Conservation Seeder- 3 pt hitch, <i>Valleyview</i>	T	\$100.00	Per Day
vii.	3 pt hitch 8' Rotary Tiller, <i>Valleyview</i>	T	\$150.00	Per Day
viii.	3 pt hitch 8' Deep Tillage Cultivator, <i>Valleyview</i>	T	\$100.00	Per Day
ix.	3 pt hitch 8' Disk, <i>Valleyview</i>	T	\$100.00	Per Day
x.	3 pt hitch 8' <del>Diamond</del> Harrow, <i>Valleyview</i>	T	\$50.00	Per Day
xi.	3 pt hitch 8' Pull Blade, <i>Valleyview</i>	T	\$25.00	Per Day
xii.	Grain Bag Roller, <i>Valleyview</i>	T	\$50.00	Per Day
xiii.	Plastic Mulch Applicator, <i>Valleyview</i>	T	\$50.00	Per Day
xiv.	Tree Planter, <i>Valleyview</i>	T	\$50.00	Per Day
<b>8.</b>	<b>Broadcast Seeding Equipment</b>			
i.	Truck Mount Seeder, <i>Valleyview</i>	T	\$10.00	Per Day
ii.	Quad Mount Seeder, <i>Valleyview</i>	T	\$10.00	Per Day
iii.	Hand Seeder, ( <i>free 3 days, \$5 per day after</i> )	T	\$5.00	Per Day
iv.	Broadcast Seeder, 3 pt hitch, <i>Valleyview</i>	T	\$15.00	Per Day
<b>9.</b>	<b>Miscellaneous Equipment</b>			
i.	Survey Equipment, <i>Valleyview (Theodilite, Transit, Gradient Stick)</i>	T	\$10.00	Per Day/ Per piece of equipment
ii.	Metal Detector, <i>Valleyview</i>	T	\$10.00	Per Day
iii.	Hay Sampler, Soil Sampler ( <i>Free first 3 days</i> )	T	\$5.00	Per Day
iv.	Bin Probe, Measuring Wheel ( <i>Free first 3 days</i> )	T	\$5.00	Per Day
v.	Scare Cannons ( <i>Free first 3 days</i> )	T	\$5.00	Per Day
vi.	Small Animal Traps	T	\$2.00	Per Day
viii.	Grain Vacuum, <i>Valleyview, Grovedale (1/2 day rate \$75)</i>	T	\$150.00	Per Day



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	Description	GST Status *	Fee in \$	Unit
ix.	Bale Wagon, <i>Valleyview, Grovedale</i>	T	\$250.00	Per Day
x.	Pressure Washer on Trailer, <i>Valleyview</i>	T	\$50.00	Per Day
xi.	<b>Weed Free Forage Twine</b>	T	<b>\$25.88</b>	<b>Per Roll</b>
			<b>\$51.76</b>	<b>Per Box</b>
<b>11.</b>	<b>Water Pumping Equipment</b>			
i.	Water Pump & Trailer, <i>Grovedale (Apr 2-Oct 31)</i>	T	\$250.00	48 Hrs
			\$250.00	+24 Hrs
ii.	Off Season (Nov 1-April 1) At Managers Discretion	T	\$500.00	48 Hrs
			\$500.00	+24 Hrs
<b>12.</b>	<b>Recovery &amp; Repairs; Rental Equipment Program</b>			
i.	Recovery requiring 1 ton minimum for transport	T	\$100.00	Per Hour
ii.	Recovery requiring under 1 ton to transport	T	\$75.00	Per Hour
iii.	Cleaning of Equipment ( <i>plus \$75 disposal fee</i> )	T	\$60.00	Per Hour
iv.	Repair due to Negligent Use, labour	T	\$60.00	Per Hour
v.	Repair due to Negligent Use, parts	T	<b>Full Cost</b>	
<b>13.</b>	<b>Notice of Enforcement &amp; Chemical</b>			
i	Notice Enforcement, Internal Labour	T	\$200.00	Per Hour
			\$125.00	Admin Fee
ii.	Notice Enforcement, External Labour	T	<b>Full Cost</b>	
			+15%	Admin Fee
iii.	Notice Enforcement, Chemical ( <i>by volume</i> )	T	<b>Full Cost</b>	By package
iv.	Range and Pasture Product ( <i>by volume</i> )	T	<b>Full Cost</b>	By package
v.	Rural Acreage Owner Chemical ( <i>by volume</i> )	T	<b>Full Cost</b>	By package
<b>14.</b>	<b>Haying and Pasture Permits</b>			
i.	Application fee	E	\$100.00	Per Day
ii.	Plus Annual per Acre Charge	E	\$15.00	Per Day
<b>15.</b>	<b>Spray Exemption Signs</b>			
i.	Lost or Replacement Signs	<b>≠ E</b>	\$30.00	Per Sign
<b>16.</b>	<b>Guides</b>			
i.	Guide to Crop Protection	T	\$15.00	
ii.	Weed Seedling Guide	T	\$10.00	



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	Description	GST Status *	Fee in \$	Unit
<b>17.</b>	<b>Shelterbelt Program</b>			
i.	Seedling Bundle	T	<del>\$20.00</del> 15.00	10 Seedlings
ii.	Seedling Bundle	T	<del>\$30.00</del> 22.50	15 Seedlings
iii.	Landscape Seedlings	T	<del>\$7.00</del> 5.00	Single Seedling
iv.	Specialty Landscape (Singular)	T	<del>\$12.00</del> 10.00	<b>Seedling</b>
v.	Plastic Mulch, 1 Roll	T	\$225.00	1,500 ft per roll
vi.	Hemp Mats and 2 x Wooden Nails	T	\$1.00	

**FAMILY AND COMMUNITY SUPPORT SERVICES – Schedule B**

	Description	GST Status*	Fee in \$	Unit
<b>1.</b>	<b>Home Support</b> <i>*This fee can be varied as evaluated and approved by the FCSS Manager.</i>	E	\$20.00*	Per Hour
<b>2.</b>	<b>Life Skills Day Camp</b>	E	\$40.00	Per Course
<b>3.</b>	<b>Babysitting Course (Grande Cache)</b>	E	\$50.00	Per Course
<b>4.</b>	<b>Kids Conference (Grande Cache)</b>	E	\$50.00	Per Course

**COMMUNITY SERVICES GENERAL – Schedule C**

	<b>Grande Cache Cemetery</b>				
<b>1.</b>	<b>Open and Close Fees</b>		<b>May 15 to November 15</b>	<b>November 16 to May 14</b>	
i.	Full Casket Adult	T	\$600.00	\$700.00	Per Casket
ii.	Full Casket Child	T	\$400.00	\$500.00	Per Casket
iii.	Cremation	T	\$450.00	\$550.00	Per Casket



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iv.	Disinterment	T	Double the cost of opening and closing	Per Disinterment
2.	<b>Purchase of Plot</b>	T	\$550.00	Per Plot
3.	<b>Columbarium Fees</b>			
i.	Niche Price (Includes Opening/Closing Fee)	T	\$1,050.00	Per Niche

**RECREATION – Schedule D**

	Description	GST Status *	Fee in \$	Unit
<b>Recreation Grande Cache</b>				
1.	<b>Grande Cache Arena Rentals (With Ice)</b>			
i.	Adult rate	T	\$170.00	Per hour
ii.	Adult Non-Prime (Before 3:30 p.m. on Regular School Days)	T	\$110.00	Per hour
iii.	Youth Rate	T	\$88.25	Per hour
iv.	Youth Non-prime (Before 3:30 p.m. on Regular School Days)	T	\$55.00	Per hour
v.	Public Skating Sponsorship	T	\$150.00	Per hour
2.	<b>Arena and Curling Rink Surfaces (No Ice)</b>			
i.	Adult Rate	T	\$80.00	Per hour
ii.	Youth Rate	T	\$40.00	Per hour
iii.	Maximum Day Rate	T	\$375.00	Per Day
iv.	Maximum Youth Day Rate	T	\$185.00	Per Day
3.	<b>Aquatic Centre</b>			
i.	Private Rental	T	\$140.00	Per hour
ii.	Lane Pool/ Swim Club	T	\$88.50	Per hour
iii.	Wave Crashers (During Public Swim)	T	\$110.00	Per session no time
iv.	Grande Bash (Private Rental)	T	\$180.00	Per session built in time
v.	Extra Lifeguard	T	\$35.00	Per hour
vi.	Sponsorship	T	\$185.00	Per hour



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	Description	GST Status *	Fee in \$	Unit
<b>4.</b>	<b>Locker Rental</b>			
i.	Annual (Private Locker)	T	\$100.00	Per Year
ii.	Locker Rental (Grande Cache)	T	\$0.25	Per Use
	<b>Recreation Centre Fees – General Admittance</b>			
<b>5.</b>	<b>Daily Pass</b>			
i.	Family	T	<del>\$20.00</del> 14.50	Per Pass
ii.	Adult (18+)	T	<del>\$9.00</del> 6.75	Per Pass
iii.	Youth (12-17)	T	<del>\$6.50</del> 5.00	Per Pass
iv.	Child (3-12)	T	\$5.00	Per Pass
v.	Senior (60-69)	T	<del>\$6.50</del> 5.50	Per Pass
vi.	Super Senior (70+)	N/A	Free	Per Pass
vii.	Children Under 3	N/A	Free	Per Pass
<b>6.</b>	<b>10x Punch Pass</b> <i>Expiration 1 Year From Date of Purchase</i>			
i.	Family	T	<del>\$180.00</del> 115.75	Per Punch Pass
ii.	Adult (18+)	T	<del>\$81.00</del> 53.75	Per Punch Pass
iii.	Youth (5-17)	T	<del>\$58.50</del> 37.75	Per Punch Pass
iv.	Child (3-12)	T	\$45.00	Per Punch Pass
v.	Senior (60-69)	T	<del>\$58.50</del> 42.50	Per Punch Pass
vi.	Super Senior (70+)	N/A	Free	Per Punch Pass
vii.	Children Under 3	N/A	Free	Per Punch Pass
<b>7.</b>	<b>Monthly Membership</b>			
i.	Family	T	<del>\$110.00</del> 126.75	Per Membership
ii.	Adult (18+)	T	<del>\$50.00</del> 58.75	Per Membership
iii.	Youth (13-17)	T	<del>\$35.00</del> 41.00	Per Membership
iv.	Child (3-12)	T	\$25.00	Per Membership
v.	Senior (60-69)	T	<del>\$35.00</del> 46.00	Per Membership
vi.	Super Senior (70+)	N/A	Free	Per Membership
vii.	Children Under 3	N/A	Free	Per Membership
<b>8.</b>	<b>3-Month Membership</b>			
i.	Family	T	<del>\$316.00</del> 316.75	Per Membership
ii.	Adult (18+)	T	<del>\$145.00</del> 146.25	Per Membership
iii.	Youth (13-17)	T	<del>\$100.00</del> 101.25	Per Membership





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	Description	GST Status *	Fee in \$	Unit
iv.	Child (3-12)	T	\$72.00	Per Membership
v.	Senior (60-69)	T	<del>\$100.00</del> 114.25	Per Membership
vi.	Super Senior (70+)	N/A	Free	Per Membership
vii.	Children Under 3	N/A	Free	Per Membership
<b>9. 6-Month Membership</b>				
i.	Family	T	<del>\$605.00</del> 569.75	Per Membership
ii.	Adult (18+)	T	<del>\$275.00</del> 262.25	Per Membership
iii.	Youth (13-17)	T	<del>\$195.00</del> 182.75	Per Membership
iv.	Child (3-12)	T	\$140.00	Per Membership
v.	Senior (60-69)	T	<del>\$195.00</del> 205.25	Per Membership
vi.	Super Senior (70+)	N/A	Free	Per Membership
vii.	Children Under 3	N/A	Free	Per Membership
<b>10. Annual Membership</b>				
i.	Family	T	<del>\$1,100.00</del> 949.50	Per Membership
ii.	Adult (18+)	T	<del>\$500.00</del> 437.00	Per Membership
iii.	Youth (13-17)	T	<del>\$350.00</del> 304.25	Per Membership
iv.	Child (3-12)	T	\$250.00	Per Membership
v.	Senior (60-69)	T	<del>\$350.00</del> 342.25	Per Membership
vi.	Super Senior (70+)	N/A	Free	Per Membership
vii.	Children Under 3	N/A	Free	
<b>Annual Membership Sale: 15% off</b> <i>Does not apply to punch passes or corporate membership. Discount offered on 6 &amp; 12 month memberships only.</i>				
<b>11. Special Events</b>				
i.	Toonie Swim	E	\$2.00	
<b>Recreation Centre Fees – Registered Programs</b>				
<b>12.</b>	<b>Aquatics</b>		<b>Members</b>	<b>Non-Members</b>
i.	Lifesaving Parent & Tot Swim Lesson	T	<del>\$55.00</del> 45.00	10 – 30min session
ii.	Lifesaving Preschool Swim Lesson	T	<del>\$55.00</del> 45.00	10 – 30min session
iii.	Lifesaving Swimmer Swim Lesson	T	<del>\$65.00</del> 60.00	10 – 45min session



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	Description	GST Status *	Fee in \$		Unit
iv.	Lifesaving Adult / Fitness Swimmer Swim Lesson	T	<del>\$85.00</del> 72.00		10 – 45min session
v.	School Swim Lessons		\$30.00		10 – 30 min session
vi.	Private Swimming Lessons ( <del>6 sessions for price of 5</del> )	T	<del>\$25/30 min</del> 30.00		Per hour
vii.	Semi-Private Swimming Lessons ( <del>2+ participants, hour/participant</del> ) ( <del>6 sessions for price of 5</del> )	T	<del>\$20/30 min</del> 25.00		Per Individual, Per hour
viii.	Junior Lifeguard Club (Session Based)	T	<del>\$12.00</del> 10.00	\$12.00	Per Session
<del>ix.</del>	<del>Red Cross Water Safety Instructor</del>	<del>T</del>	<del>\$350.00</del>		
<del>x.</del>	<del>Red Cross Water Safety Instructor – RECERTIFICATION</del>	<del>T</del>	<del>\$80.00</del>	<del>\$80.00</del>	
ix.	Lifesaving Society – Aquatics Emergency care / Standard First Aid	T	\$140.00		Per Course
x.	Lifesaving Society – Lifesaving Instructor	T	\$350.00		Per Course
xi.	Lifesaving Society – Lifesaving Instructor RECERTIFICATION	T	\$80.00		Per Course
xii.	Lifesaving Society – Bronze Star	T	<del>\$120.00</del> 115.00		Per Course
xiii.	Lifesaving Society – Bronze Medallion	T	<del>\$160.00</del> 180.00		Per Course
xiv.	Lifesaving Society – Bronze Cross	T	<del>\$160.00</del> 130.00		Per Course
xv.	Lifesaving Society National Lifeguard	T	<del>\$360.00</del> 350.00		Per Course
xvi.	Lifesaving Society National Lifeguard - RECERTIFICATION	T	<del>\$90.00</del> 80.00	<del>\$80.00</del>	Per Course
xvii.	Water Fitness (Session based)	T	\$8.00	<del>\$10.00</del>	Per Session
xviii.	Water Fitness (Drop-in)	T	\$10.00	<del>\$12.00</del>	Per Drop In
<b>13.</b>	<b>Child and Youth Programming</b>		<b>Members</b>	<b>Non-Members</b>	
i.	Child Programming	T	<del>\$5.00</del> 6.00	\$7.00	Per Session
ii.	Youth Programming	T	<del>\$5.00</del> 7.00	\$8.00	Per Session
<b>14.</b>	<b>Fitness Programming</b>		<b>Members</b>	<b>Non-Members</b>	



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	Description	GST Status *	Fee in \$		Unit
i.	Child Programming	T	<del>\$5.00</del> 6.00	<del>\$7.00</del>	Per Session
ii.	Youth Programming	T	<del>\$5.00</del> 7.00	<del>\$8.00</del>	Per Session
iii.	Adult Programming	T	<del>\$8.00</del> 9.00	<del>\$10.00</del>	Per Session
<b>15.</b>	<b>Drop-in Registered Programs</b>		<b>Members</b>	<b>Non-Members</b>	
i.	Adult	T	<del>\$8.00</del> 10.00	<del>\$12.00</del>	Per Session
ii.	Youth	T	<del>\$5.00</del> 8.00	<del>\$10.00</del>	Per Session
iii.	Child	T	<del>\$5.00</del> 7.00	<del>\$8.00</del>	Per Session
<b>16.</b>	<b>Meeting Rooms and Curling Club Lounge</b>				
i.	Rental Rate with Clean-up	T	\$40.00		Per Hour
ii.	Association Rate/ Not-for-Profit	T	\$25.00		Per Hour
<b>17.</b>	<b>Concession and Merchandise</b>				
i.	Beverages, Food, Coffee	T	Market Value		Per Item
ii.	Aquatic Accessories and Socks	T	Suggested Retail Value		Per Item
iii.	Concession Rental	T	\$150.00		Per Agreement
<b>18.</b>	<b>Equipment Rental</b>				
i.	Portable Sound System (Onsite Only)	T	<del>\$120.00</del> 100.00		Per Event
ii.	Portable Stage	T	<del>\$180.00</del> 170.00		Per Event
iii..	Tables (Included in a Facility Rental)	T	\$6.50		Per Table
iv.	Chairs (Included in a Facility Rental)	T	\$3.00		Per Chair
v.	Boom Lift (Includes Operator) Onsite Only	T	<del>\$150.00</del> 140.00		Per Hour
vi.	Damage Deposit	T	\$400.00		
<b>19.</b>	<b>Grande Cache Community Bus</b>				
	<b>Regular Rental (Not seniors or youth)</b>				
i.	Trip Rate + Driver	T	\$1.00 + cost of fuel		Per km
			\$75.00		Per Hour
i.	Daily Private Rental (Encompasses Cost of Driver & Expenses)	T	\$750.00		
	<b>Senior/Youth/Nonprofit Groups Rate</b>				
iii.	Driver	T	\$50.00		Per Hour
ii.	Daily Private Rental (encompasses cost of driver & expenses)	T	\$400.00		Per Day



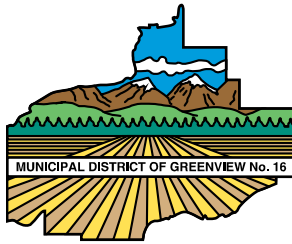
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	Description	GST Status *	Fee in \$	Unit
iii.	<b>Round Trip to Grande Prairie/Hinton</b>	E	<del>\$50.00</del> 40.00 (including GST)	Per Person
iv.	<b>One Way Trip to Grande Prairie/Hinton</b>	E	<del>\$35.00</del> 30.00 (including GST)	Per Person
<b>20.</b>	<b>Advertising</b>			
i.	Wall Rink Board	T	\$425.00	Per Year
ii.	Ice Logo	T	<del>\$650.00</del>	<del>Per Year</del>
ii.	Zamboni	T	\$650.00	Per Side
<b>21.</b>	<b>Administrative Items</b>			
i.	Labour (Clean-up, Set-up, etc.)	T	<del>\$60.00</del> 57.00	Per Person/Per Hour
ii.	Event and Equipment Rental Damage Deposit	T	<del>\$500.00</del> 400.00	Per Booking
iii.	<del>Replacement Membership cards</del>	<del>T</del>	<del>\$5.00</del>	<del>Per Card</del>
iii.	Administrative Fee (Membership Refund or Cancellation)	E	\$25.00	Per Membership
iv.	Locker Rental (Greenview Regional Multiplex)	T	\$1.00	Per Use
<b>22.</b>	<b>Ball Diamonds</b>			
i.	Rental Rate	T	<del>\$50.00</del> 45.50	Per Game
ii.	Tournament Rate (Maximum Day Rate per Ball Diamond)	T	<del>\$130.00</del> 125.00	Per Day
iii.	Youth Rental Rate	T	\$25.00	Per Game
iv.	Youth Tournament Rate (Maximum Day Rate Per Ball Diamond)	T	\$65.00	Per Day
v.	Group Open Use (Ball Diamond Overflow Area)	T	\$500.00	Per Event
<b>23.</b>	<b>Grande Cache Campground</b>			
i.	Full Service (Includes Power, Water and Sewer, <del>one fire wood bundle</del> )	T	<del>\$50.00</del> 40.00	Per Night
ii.	Partial Service (Includes Power, Water, <del>one bundle of firewood</del> )	T	<del>\$45.00</del> 35.00	Per Night
iii.	Open Tent area	T	\$25.00	Per Night
iv.	Monthly site rate (Full Service) <i>Availability Determined Upon Season Opening</i>	T	<del>\$1,100.00</del> 1050.00	Per Month
v.	Firewood	T	\$20.00	Wheelbarrow Load



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	Description	GST Status *	Fee in \$	Unit
vi.	Cook Shack Rental	T	\$100.00	Per Day
<b>Recreation Greenview Regional Multiplex</b>				
	<b>Recreation Centre Fees – General Admittance</b>			
<b>24.</b>	<b>Daily Pass</b>			
i.	Family	T	<del>\$20.00</del> 19.50	Per Pass
ii.	Adult (18+)	T	<del>\$9.00</del> 8.50	Per Pass
iii.	Youth (13-17)	T	<del>\$6.50</del> 6.00	Per Pass
iv.	Child (3-12)	T	<del>\$5.00</del> 4.50	Per Pass
v.	Senior (60-69)	T	<del>\$6.50</del> 6.00	Per Pass
vi.	<del>Super Senior (70+) and Children (Under 3)</del>	N/A	Free	Per Pass
vii.	Children Under 3	N/A	Free	Per Pass
<b>25.</b>	<b>10x Punch Pass</b> <i>Expiration 1 Year from Date of Purchase</i>			
i.	Family	T	<del>\$180.00</del> 175.50	Per Pass
ii.	Adult (18+)	T	<del>\$81.00</del> 76.50	Per Pass
iii.	Youth (13-17)	T	<del>\$58.50</del> 54.00	Per Pass
iv.	Child (3-12)	T	<del>\$45.00</del> 40.50	Per Pass
v.	Senior (60-69)	T	<del>\$58.50</del> 54.00	Per Pass
vi.	<del>Super Senior (70+) and Children (Under 3)</del>	N/A	Free	Per Pass
vii.	Children Under 3	N/A	Free	Per Pass
<b>26.</b>	<b>Monthly Membership</b>			
i.	Family	T	\$110.00	Per Membership
ii.	Adult (18+)	T	\$50.00	Per Membership
iii.	Youth (13-17)	T	\$35.00	Per Membership
iv.	Child (3-12)	T	\$25.00	Per Membership
v.	Senior (60-69)	T	\$35.00	Per Membership
vi.	<del>Super Senior (70+) and Children (Under 3)</del>	N/A	Free	Per Membership
vii.	Children Under 3	N/A	Free	Per Membership
<b>27.</b>	<b>3 Month Membership</b>			
i.	Family	T	\$316.00	Per Membership
ii.	Adult (18+)	T	<del>\$145.00</del> 144.00	Per Membership
iii.	Youth (13-17)	T	\$100.50	Per Membership
iv.	Child (3-12)	T	\$72.00	Per Membership
v.	Senior (60-69)	T	<del>\$100.00</del> 100.50	Per Membership



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	Description	GST Status *	Fee in \$	Unit
vi.	<del>Super Senior (70+) &amp; Children (under 3)</del>	N/A	<del>Free</del>	Per Membership
vii.	Children Under 3	N/A	Free	Per Membership
<b>28.</b>	<b>6-Month Membership</b>			
i.	Family	T	\$605.00	Per Membership
ii.	Adult (18+)	T	\$275.00	Per Membership
iii.	Youth (13-17)	T	<del>\$195.00</del> 192.50	Per Membership
iv.	Child (3-12)	T	<del>\$140.00</del> 137.50	Per Membership
v.	Senior (60-69)	T	<del>\$195.00</del> 192.50	Per Membership
vi.	<del>Super Senior (70+) and Children (Under 3)</del>	N/A	<del>Free</del>	Per Membership
vii.	<del>Children Under 3</del>	N/A	<del>Free</del>	Per Membership
<b>29.</b>	<b>Annual Membership</b>			
i.	Family	T	\$1,100.00	Per Membership
ii.	Adult (18+)	T	\$500.00	Per Membership
iii.	Youth (13-17)	T	\$350.00	Per Membership
iv.	Child (3-12)	T	\$250.00	Per Membership
v.	Senior (60-69)	T	\$350.00	Per Membership
vi.	<del>Super Senior (70+)</del>	N/A	<del>Free</del>	Per Membership
vii.	<del>Children Under 3</del>	N/A	<del>Free</del>	Per Membership
	<b>Family – Additional Child/Youth – Member &amp; Corporate Discounts</b>			
<b>30.</b>	<b>Daily Pass Addition</b>			
i.	Youth (13-17)	T	<del>\$4.00</del> 3.00	Per Additional Member
ii.	Child (3-12)	T	<del>\$2.50</del> 2.25	Per Additional Member
iii.	Under 3	T	Free	
<b>31.</b>	<b>10x Punch Pass Addition</b> <i>Expiration 1 Year from Date of Purchase</i>			
i.	Youth (13-17)	T	\$27.00	Per Additional Punch Pass
ii.	Child (3-12)	T	<del>\$20.00</del> 20.25	Per Additional Punch Pass
iii.	Children Under 3	T	Free	Per Additional Punch Pass
<b>32.</b>	<b>Monthly Membership – Additional Child/Youth – Member &amp; Corporate Discounts</b>			



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	Description	GST Status *	Fee in \$	Unit
i.	Youth (13-17)	T	\$17.50	Per Additional Membership
ii.	Child (3-12)	T	\$12.50	Per Additional Membership
iii.	Children Under 3	T	Free	Per Additional Membership
<b>33.</b>	<b>3 Month Membership - Additional Child/Youth – Member &amp; Corporate Discounts</b>			
i.	Youth (13-17)	T	<del>\$50.00</del> 50.25	Per Additional Membership
ii.	Child (3-12)	T	<del>\$35.00</del> 36.00	Per Additional Membership
iii.	Under 3	T	Free	
<b>34.</b>	<b>6 Month Membership Additional Child/Youth – Member &amp; Corporate Discounts</b>			
i.	Youth (13-17)	T	<del>\$95.00</del> 96.25	Per Additional Membership
ii.	Child (3-12)	T	<del>\$70.00</del> 68.75	Per Additional Membership
iii.	Under 3	T	Free	
<b>35.</b>	<b>Annual Membership Additional Child/Youth – Member &amp; Corporate Discounts</b>			
i.	Youth (13-17)	T	\$175.00	Per Additional Membership
ii.	Child (3-12)	T	\$125.00	Per Additional Membership
iii.	Under 3	T	Free	
	<b>Recreation Centre Fees - (Corporate Rate – 15% Discount) – General Admittance</b>			
<del>39.</del>	<del>10x Punch Pass</del>			
<del>i.</del>	<del>Family</del>	<del>F</del>	<del>\$165.75</del>	
<del>ii.</del>	<del>Adult (18+)</del>	<del>F</del>	<del>\$72.25</del>	
<del>iii.</del>	<del>Youth (13-17)</del>	<del>F</del>	<del>\$51.00</del>	



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	Description	GST Status *	Fee in \$	Unit
iv.	<del>Child (3-12)</del>	<del>F</del>	<del>\$38.25</del>	
v.	<del>Senior (60-69)</del>	<del>F</del>	<del>\$51.00</del>	
<b>36.</b>	<b>Monthly Membership Addition</b>			
i.	Family	T	\$93.50	Per Additional Membership
ii.	Adult (18+)	T	\$42.50	Per Additional Membership
iii.	Youth (13-17)	T	\$29.50	Per Additional Membership
iv.	Child (3-12)	T	\$21.50	Per Additional Membership
v.	Senior (60-69)	T	\$29.50	Per Additional Membership
vi.	Super Senior (70+)	T	Free	Per Additional Membership
<b>37.</b>	<b>3 Month Membership Addition</b>			
i.	Family	T	<del>\$270.00</del> 269.00	Per Additional Membership
ii.	Adult (18+)	T	<del>\$125.00</del> 122.50	Per Additional Membership
iii.	Youth (13-17)	T	<del>\$85.00</del> 85.50	Per Additional Membership
iv.	Child (3-12)	T	<del>\$60.00</del> 61.50	Per Additional Membership
v.	Senior (60-69)	T	<del>\$85.00</del> 85.50	Per Additional Membership
vi.	Super Senior (70+)	T	Free	Per Additional Membership
<b>38.</b>	<b>6-Month Membership Addition</b>			
i.	Family	T	<del>\$515.00</del> 514.25	Per Membership
ii.	Adult (18+)	T	<del>\$235.00</del> 233.75	Per Membership
iii.	Youth (13-17)	T	<del>\$165.00</del> 162.25	Per Membership
iv.	Child (3-12)	T	<del>\$120.00</del> 118.25	Per Membership
v.	Senior (60-69)	T	<del>\$165.00</del> 162.25	Per Membership
vi.	Super Senior (70+)	T	Free	Per Membership





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	Description	GST Status *	Fee in \$	Unit
<b>39.</b>	<b>Annual Membership Addition</b>			
i.	Family	T	\$935.00	Per Membership
ii.	Adult (18+)	T	\$425.00	Per Membership
iii.	Youth (13-17)	T	<del>\$300.00</del> 297.50	Per Membership
iv.	Child (3-12)	T	<del>\$215.00</del> 212.50	Per Membership
v.	Senior (60-69)	T	<del>\$300.00</del> 297.50	Per Membership
vi.	<b>Super Senior (70+)</b>	<b>T</b>	<b>Free</b>	Per Membership
Annual Membership Sale: 15% off <i>Does not apply to punch passes or corporate membership. Discount offered on 6 &amp; 12 month memberships only.</i>				
<b>40.</b>	<b>Recreation Fees - Childmind</b>			
i.	Per Child	T	\$5.00	Per Child, Per Session
ii.	10 x Punch Pass	T	<del>\$45.00</del> 40.00	Per Punch Pass
iii.	20 x Punch Pass	T	<del>\$80.00</del> 70.00	Per Punch Pass
<b>Recreation Centre Fees – Fitness Centre</b>				
<b>41.</b>	<b>Personal Training Rates – One Person</b>			
i.	1 Session	T	\$45.00	Per Session
ii.	3 Sessions	T	<del>\$130.00</del> 131.25	Per 3 Sessions
iii.	5 Sessions	T	<del>\$215.00</del> 212.50	Per 5 Sessions
iv.	10 Sessions	T	<del>\$415.00</del> 412.50	Per 10 Sessions
<b>42.</b>	<b>Personal Training Rates - 2 People</b>			
i.	1 Session	T	\$65.00	Per Session
ii.	3 Sessions	T	\$180.00	Per 3 Session
iii.	5 Sessions	T	\$275.00	Per 5 Session
iv.	10 Sessions	T	\$500.00	Per 10 Session
<b>43.</b>	<b>Personal Trainer – Contractor</b>			
i.	1 Person	T	\$15.00	Per Hour
ii.	Small Group	T	\$25.00	Per Hour
iii.	Monthly	T	\$300.00	Per Agreement
<b>Recreation Centre Fees – Facility Rentals</b>				
<b>44.</b>	<b>Dance Studio A or B</b>			
i.	Hourly	T	<del>\$35.00</del> 30.00	Per Hour
ii.	Daily	T	<del>\$200.00</del> 100.00	Per Day
iii.	Weekend	F	\$150.00	



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	Description	GST Status *	Fee in \$	Unit
<b>45.</b>	<b>Dance Studio A &amp; B</b>			
i.	Hourly	T	<del>\$60.00</del> 50.00	Per Hour
ii.	Daily (9am – 9pm)	T	<del>\$350.00</del> 175.00	Per Day
iii.	<del>Weekend</del>	<del>T</del>	<del>\$200.00</del>	
<b>46.</b>	<b>Aquatic Centre</b>			
i.	Lane or Leisure Pool (up to 35), Hot Amenities included	T	<del>\$100.00</del> 99.00	Per Hour
ii.	Lane <del>or</del> and Leisure Pool Rental (up to 70 People), Hot Amenities Included	T	<del>\$200.00</del> 198.00	Per Hour
iii.	Additional Guard	T	\$35.00	Per hour
<b>47.</b>	<b>Fieldhouse Rate – Per Court</b>			
i.	Daily (6 <del>9</del> :00am – 9:00pm)	T	\$250.00	Per Day, Per Court
ii.	<del>Weekday</del> Non-Prime Time Hourly (6:00 am – 3:00 pm)	T	<del>\$40.00</del> \$30.00	Per Weekend, Per Court
iii.	<del>Weekend</del> Prime Time Hourly (3:00pm- Close/Weekends)	T	\$50.00	Per hour, Per Court
iv.	<del>Special</del> Youth Rate Hourly	T	<del>\$30.00</del> \$20.00	Per hour, Per Court
<b>48.</b>	<b>Fieldhouse Rate – All Courts</b>			
i.	Daily (6 <del>9</del> :00am-9:00pm)	T	<del>\$650.00</del> 600.00	Per Weekday, All Courts
ii.	Non-Prime Time (6:00am-3:00pm)	T	<del>\$90.00</del> 75.00	Per Non-Prime Time, All Courts
iii.	Weekend Hourly (3:00pm- Close/Weekends)	T	<del>\$150.00</del> 125.00	Per Weekend, All Courts
iv.	Youth Rate Hourly	T	<del>\$80.00</del> 60.00	Per Event, All Courts
<del>v.</del>	<del>Weekend Day Rate (Non-Social)</del>	<del>T</del>	<del>\$720.00</del>	
<b>49.</b>	<b>Concession and Merchandise</b>			
i.	Beverages, Food, Coffee	T	Market Value	Per Item
ii.	Aquatic Accessories and Socks	T	Suggested Retail Value	Per Item
iii.	Concession Rental	T	\$150.00	Per Day
<b>50.</b>	<b>Stage Rental (Greenview Regional Multiplex Only)</b>	T	\$500.00 \$500.00 Deposit	Per Use



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	Description	GST Status *	Fee in \$	Unit
<b>51.</b>	<b>Dance Floor (Greenview Regional Multiplex Only)</b>	T	\$500.00 \$500.00 Deposit	Per Use
<b>52.</b>	<b>Commercial Kitchen and Bar</b>			
i.	Weekday	T	\$200.00	Per Day
ii.	Weekend	T	\$300.00	Per Day
<b>53.</b>	<b>Board Room (A or B)</b>			
i.	Hourly	T	\$30.00	
ii.	Daily	T	\$150.00	
<b>54.</b>	<b>Board Room (A and B)</b>			
i.	Hourly	T	\$50.00	
ii.	Daily	T	\$250.00	
<b>55.</b>	<b>Party Room</b>	T	\$35.00 <del>\$200.00 Damage Deposit</del>	Per Hour (2 Hour rental minimum)
<b>56.</b>	<b>Party at the 'Plex!</b>			
i.	Greenview Splash	T	<del>\$110.00</del> 105.00	
ii.	Greenview Tidal Wave	T	<del>\$130.00</del> 125.00	
iii.	Greenview Hurricane	T	<del>\$250.00</del> 195.00	
iv.	<del>Wibit Rental (exclusive to Private Rentals only)</del>	<del>T</del>	<del>\$35.00</del>	<del>Per Hour</del>
iv.	Fieldhouse Fun	T	<del>\$150.00</del> \$140.00	
v.	Child Play Party	T	<del>\$130.00</del> \$130.00	
vi.	Splash & Party	T	<del>\$140.00</del> \$140.00	
vii.	Wedding/Special Event Package – Includes Kitchen, Bar, Dance Floor, Stage	T	\$1,600.00	
<b>57.</b>	<b>Event Sponsorship Opportunities</b>			
i.	Fieldhouse Extravaganza	T	\$225.00	
ii.	Kidtopia Play	T	\$100.00	
iii.	Splashin' Fun	T	\$300.00	
iv.	Bather Bonus	T	\$200.00	
<b>58.</b>	<b>Security Deposits</b>			
i.	Cleaning Deposit	E	\$50.00	



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	Description	GST Status *	Fee in \$		Unit
ii.	Rental Security Deposit – Boardroom/Party Room	E	\$200.00		
iii.	Rental Security Deposit – Fieldhouse (User Groups)	E	\$500.00		
iv.	Rental Security Deposit – Fieldhouse (Social Event)	E	\$1,000.00		
59.	Special Events				
i.	Toonie Swim	E	\$2.00		
Recreation Centre Fees – Registered Programs					
60.	Aquatics		Members	Non-Members	
i.	Red Cross Swim Preschool (Session Based)	T	\$45.00	\$55.00	
ii.	Red Cross Swim Kids Levels 1-6 (Session Based)	T	\$45.00	\$55.00	
iii.	Red Cross Swim Kids Levels 7-10 (Session Based)	T	\$60.00	\$70.00	
iv.	Red Cross Evaluation (Instructor Evaluates Level Placement)	T	\$5.00	\$5.00	
v.	Red Cross Swim @ School	T	\$25.00	\$25.00	
vi.	Red Cross Swim Basics	T	\$72.00	\$82.00	
vii.	Red Cross Swim Strokes	T	\$72.00	\$82.00	
viii.	Red Cross Swim Sports	T	\$45.00	\$55.00	
i.	Swim for Life - Parent & Tot, Level 1-3 (8 @ 30min)	T	\$45.00	\$55.00	
ii.	Swim for Life – Preschool, Level 1-5 (8 @ 30min)	T	\$45.00	\$55.00	
iii.	Swim for Life – Swimmer, Level 1-6 (8 @ 45min)	T	\$55.00	\$65.00	
iv.	Swim for Life - Adult Swimmer, Level 1-3 (8 @ 60min)	T	\$75.00	\$85.00	
v.	Swim for Life - Fitness Swimmer (8 @ 60min)	T	\$75.00	\$85.00	
vi.	Canadian Swim Patrol Programs - Rookie Patrol, Ranger Patrol & Star Patrol (8 @ 60min)	T	\$75.00	\$85.00	
i.	Private Swimming Lessons (6 sessions for price of 5)	T	\$25.00 \$30.00	\$25.00 \$30.00	Per 30 minutes Per Hour



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	Description	GST Status *	Fee in \$		Unit
ii.	Semi-Private Swimming Lessons ( <b>2+ participants, hr/participant</b> ) ( <del>6 sessions for price of 5</del> )	T	<del>\$20.00</del> \$25.00	<del>\$20.00</del> \$25.00	<del>Per 30 minutes</del> Per Hour
i.	Junior Lifeguard Club (session based)	T	\$10.00	\$12.00	Per Hour
ii.	<del>Red Cross Water Safety Instructor</del>	T	<del>\$350.00</del>	<del>\$350.00</del>	
iii.	<del>Red Cross Water Safety Instructor – RECERTIFICATION</del>	T	<del>\$80.00</del>	<del>\$80.00</del>	
iv.	Red Cross Standard First Aid – C.P.R.-C & A.E.D.	T	<del>\$140.00</del> \$150.00	<del>\$140.00</del> \$160.00	
v.	Red Cross Babysitting Course (6 hours)	T	<del>\$35.00</del> \$30.00	<del>\$45.00</del> \$40.00	
<b>61. Lifeguard Leadership Courses</b>					
vi.	Lifesaving Society – Bronze Star	T	<del>\$110.00</del> \$115.00	<del>\$115.00</del> \$120.00	
vii.	Lifesaving Society – Bronze Medallion	T	<del>\$150.00</del> \$180.00	<del>\$180.00</del> \$160.00	
viii.	Lifesaving Society – Bronze Cross	T	<del>\$150.00</del> \$130.00	<del>\$130.00</del> \$160.00	
ix.	Lifesaving Society National Lifeguard	T	\$350.00	<del>\$360.00</del>	
x.	Lifesaving Society National Lifeguard – RECERTIFICATION	T	\$80.00	<del>\$90.00</del> \$80.00	
xi.	Water Fitness (Session Based)	T	\$8.00	\$10.00	
xii.	Water Fitness (Drop-in)	T	\$10.00	\$12.00	
<b>62. Child &amp; Youth Programming</b>					
			<b>Members</b>	<b>Non-Members</b>	
i.	Child Programming	T	<del>\$4.00</del> \$6.00	<del>\$6.00</del> \$7.00	Per Session
ii.	Youth Programming	T	<del>\$6.00</del> \$7.00	<del>\$7.00</del> \$8.00	Per Session
iii.	<b>Parented Programming</b>		<b>\$2.00</b>	<b>\$4.00</b>	<b>Per Session</b>
<b>63. Fitness Programming</b>					
			<b>Members</b>	<b>Non-Members</b>	
i.	Child Programming	T	<del>\$4.00</del> \$6.00	<del>\$6.00</del> \$7.00	Per Session
ii.	Youth Programming	T	<del>\$6.00</del> \$7.00	<del>\$7.00</del> \$8.00	Per Session
iii.	Adult Programming	T	<del>\$8.00</del> \$9.00	<del>\$9.00</del> \$10.00	Per Session



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	Description	GST Status *	Fee in \$		Unit
<b>64.</b>	<b>Drop-in Registered Programs</b>		<b>Members</b>	<b>Non-Members</b>	
i.	Adult	T	\$10.00	\$12.00	
ii.	Youth	T	\$8.00	\$10.00	
iii.	Child	T	<del>\$7.00</del> <b>\$6.00</b>	\$8.00	
<b>65.</b>	<b>Johnson Park</b>				
i.	Unserviced Site (Includes firewood)	T	<del>\$20.00</del> <b>\$25.00</b>		Per Unit/Per Night
<b>66.</b>	<b>Moody's Crossing</b>				
i.	Unserviced Site (Includes firewood)	T	<del>\$20.00</del> <b>\$25.00</b>		Per Unit/Per Night
<b>67.</b>	<b>Shuttler Flats Provincial Recreation Area</b>				
i.	Group Use Area (Includes firewood)	T	\$50.00		Per Night
<b>68.</b>	<b>Smoky River South Provincial Recreation Area</b>				
i.	Unserviced Site (Includes firewood)	T	<del>\$20.00</del> <b>\$25.00</b>		Per Unit/Per Night
<b>69.</b>	<b>Sheep Creek Provincial Recreation Area</b>				
i.	Unserviced Site (Includes firewood)	T	<del>\$20.00</del> <b>\$25.00</b>		Per Unit/Per Night
<b>70.</b>	<b>Kakwa River Provincial Recreation Area</b>				
i.	Unserviced Site (Includes firewood)	T	<del>\$20.00</del> <b>\$25.00</b>		Per Unit/Per Night
<b>71.</b>	<b>Swan Lake</b>				
i.	Unserviced Site (Includes firewood)	T	<del>\$20.00</del> <b>\$25.00</b>		Per Unit/Per Night
<b>72.</b>	<b>Outdoor Recreation Summer Camps</b>	T	\$40.00		Per Participant/ <b>Per Day</b>

**PROTECTIVE/ENFORCEMENT SERVICES – Schedule E**

	Description	GST Status*	Fee in \$	Unit
<b>Fire Services – All Locations</b>				



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	Description	GST Status*	Fee in \$	Unit
<b>1.</b>	<b>Fire Inspection Fees</b>			
i.	Copy of Fire Inspection Report	T	\$50.00	Each
ii.	After Hours Fire Inspection Request	T	\$75.00	Per hour
iii.	Special Event Fire Inspection Request	T	\$50.00	Each
iv.	Fire Inspection Request	T	\$50.00	Each
v.	Occupant Load Calculation Request (includes card and holder)	T	\$35.00	Each
vi.	Property Search Request	T	\$50.00	Each
vii.	Fire Extinguisher Training (Company)	T	\$25.00	Per person
	Fire Extinguisher Training (General Public)		Free	
viii.	Copy of Fire Investigation Report	T	\$50.00	Each
ix.	Fire Investigation Photographs	T	\$50.00	Each
<b>2.</b>	<b>Response to Fire Incidents</b>			
i.	Within Greenview	T	\$650.00	Per hour, per unit
ii.	Outside Greenview	T	\$650.00	Per hour, per unit
<b>3.</b>	<b>Response to Motor Vehicle Collision, Rescue, and Dangerous Goods Incidents</b>			
i.	Within Greenview	T	\$650.00	Per hour, per unit
ii.	Outside Greenview	T	\$650.00	Per hour, per unit
iii.	Provincial Highways	T	As per Alberta Transportation Rates	Per hour, per unit
	<i>Note: Administrative costs and the cost of replacing of equipment and/or materials used, lost, or damaged during an incident response are charged in addition to the above.</i>			
<b>4.</b>	<b>Dog Licensing Fees (Grande Cache)</b>			
i.	Female Dog		\$30.00	Per License
ii.	Male Dog		\$30.00	Per License
iii.	Spayed or Neutered Dog		\$20.00	Per License
iv.	Late Penalty (Applications on or after February 1 <sup>st</sup> )		\$10.00	Per License
v.	Lost or Defaced License Tag (Replacement Fee)		\$5.00	Per License



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**FINANCE AND ADMINISTRATION – Schedule F**

*An interest charge of 1.5% per month shall be imposed on unpaid accounts receivable, excluding water and sewer public utility accounts and property tax accounts.*

	Description	GST Status*	Fee in \$	Unit
<b>1.</b>	<b>Photocopying</b>			
i.	Tax, Utilities, Minutes or Bylaws, and Other Documents	T	\$1.00	Per page
<b>2.</b>	<b>Documents</b>			
i.	Planning or Otherwise, Any Size	T	\$10.00	Per Search
ii.	Faxed Copies (Incoming/Outgoing)	T	\$1.00	Per Page
iii.	Access to Information (FOIP), Research	T	\$25.00	Per Hour
<b>3.</b>	<b>Taxes</b>			
i.	Tax Certificate to Registered Landowner	E	No charge	
ii.	Tax Certificate to Others	E	\$50.00	Per Roll Number
iii.	Tax Search to Others	E	\$50.00	Per Roll Number
iv.	Online Tax Certificate to Others	E	\$25.00	Per Tax Certificate
v.	Online Tax Search	E	\$15.00	Per Search
vi.	Tax Notification Charges	E	\$75.00	Per Tax Notification
<b>4.</b>	<b>Assessment</b>			
i.	Assessment Record to Landowner	E	\$5.00	Per Roll Number
ii.	Assessment Record to Others	E	\$10.00	Per Roll Number
iii.	NSF Fee	E	\$50.00	Per Fee
<b>5.</b>	<b>Mail Tube</b>	T	\$15.00	Per Tube
<b>6.</b>	<b>Assessment Review Board Complaint Registration Fees</b>			
i.	Residential with 3 or fewer dwellings and farm land	E	\$50.00	
ii.	Residential 4 or more dwellings	E	\$650.00	
iii.	Non-Residential	E	\$650.00	
iv.	Business Tax	E	\$50.00	
v.	Tax Notice (Other than Business Tax)	E	\$30.00	Per Facility
vi.	Linear Property - Power Generation	E	\$650.00	Per LPUID
vii.	Linear Property - Other	E	\$50.00	
viii.	Equalized Assessment	E	\$650.00	





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**INFRASTRUCTURE AND ENGINEERING GENERAL – Schedule G**

	Description	GST Status	Fee in \$	Unit
<b>1.</b>	<b>Road Closure</b>			
i.	Application Fee	E	\$1,500.00	
ii.	Sale of Road Allowance for the Purpose of Road Closure. As Determined by Accurate Assessment.	E	Fair Market Value	
<b>2.</b>	<b>Approaches</b>			
i.	Approach Application Request Fee (Non-Refundable)	E	\$175.00	Per Approach
ii.	Construction: Gravel Approach *The price may be reduced by \$500 for special circumstances, please contact the Manager of Construction and Engineering for more information	E	<del>\$3,000.00</del> \$3,500.00	Per Approach
iii.	Upgrade/Relocation: Gravel Approach	E	<del>\$3,500.00</del> \$4,000.00	Per Approach
iv.	Construction: Asphalt Approach	E	<del>\$10,000.00</del> \$10,500.00	Per Approach
v.	Upgrade/Relocation: Asphalt Paved Approach	E	<del>\$15,000.00</del> \$15,500.00	Per Approach
<b>3.</b>	<b>Road Allowance License</b>			
i.	Road Allowance License Fee	E	\$100.00	Per term
<b>4.</b>	<b>Inspections</b>			
i.	Seismic Pre-Inspections	E	\$100.00	Per Occurrence
ii.	Seismic Post-Inspections	E	\$100.00	Per Occurrence
iii.	Seismic Non-Compliance	E	\$100.00	Per Occurrence
<b>5.</b>	<b>Land Acquisition (Right-of-Way and Road Widening)</b>			
i.	Properties up to 40 Acres	T	See Schedule "I"	
ii.	Properties Over 40 Acres	T	\$2400.00	Per Acre
iii.	Properties Minimum Payment	T	\$150.00	Per Occurrence
iv.	On parcels more than 40 Acres, Where an Existing Residence is on the Property, for up to 50 Meters Each Side of the Residential Driveway	T	\$3,000	Per Acre
v.	Borrow Pit Acquisition and Access and Damages	T	\$1.00	Per m <sup>3</sup>



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	Description	GST Status	Fee in \$	Unit
vi.	Shelterbelt Loss, per 5m Width, Tree Height Under 10 feet	T	\$1.50	Per m
vii.	Shelterbelt Loss, per 5m Width, Tree Height Over 10 feet	T	\$2.50	Per m
viii.	Application Fee for Access Road Requests	T	\$500.00	
ix.	Application Fee for Residential Road Requests	T	\$500.00	
<b>6. Fencing</b>				
i.	Removal of Old Fence by Landowner	T	\$1.25	Per m
iii.	Removal of Old Fence and Installation of New Fence by Landowner Including Labour and Materials	T	<del>\$8.25</del> \$12.00	Per m
iv.	Removal of Old Fence and Installation of New Fence by Greenview	T	No Compensation	

## ENVIRONMENTAL SERVICES – Schedule H

*Accounts for metered services and bulk accounts if not paid within 30 days of the billing date will incur a 1.5% penalty monthly.*

*Where work is done at cost, the cost will include the amount expended by Greenview for all expenditures incurred doing the work, including administration. All invoices will be paid within 30 days of billing. If not paid within 30 of billing, are subject to interest of 1.5% penalty monthly*

	Description	GST Status*	Fee	Unit
	<del>Water Meter/Replacement/Repairs (Owner Responsibility)</del>		<del>Based on actual replacement/repair costs</del>	
<b>1. Administrative Fees- Requested Service Change</b>				
i.	Service On/Off Regular Hours	E	\$50.00	per Hour/per member of staff (1 hour min.)
ii.	Service On/After Hours/Call Out	E	\$100.00	per hour /per member of staff (1 hour min.)
iii.	Utilities Account Deposit	E	\$100.00	per account



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	Description	GST Status*	Fee	Unit
iv.	Water Meter & Hardware/Replacement/Repairs (Owner Responsibility)	E		Based on actual replacement/repair cost
v.	<b>Water/Sewer Installation Application Fee</b>	<b>E</b>	<b>\$150.00</b>	<b>per application (Non- Refundable)</b>
<b>2. <del>Water/Sewer Connections Hamlet (Grovedale, Landry Heights, and Little Smoky)</del></b>				
i.	Residential Rate (0 – 30 m <sup>3</sup> /Month)	E	\$3.50	per m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /Month)	E	\$4.00	per m <sup>3</sup>
iii.	Non-Residential Rate	E	\$4.00	per m <sup>3</sup>
i.	<b>Connection Fee</b>	<b>E</b>	<b>\$13,000.00</b>	<b>per connection</b>
ii.	<b>Installation Fee Deposit (To install from Main Line to Property Line)<sup>1</sup></b>	<b>E</b>	<b>\$8,000.00</b>	<b>per service</b>
iii.	<b>Installation Fee (includes any asphalt, curb and gutter etc.)<sup>1</sup></b>	<b>T</b>	<b>at cost</b>	<b>per service</b>
	<i><sup>1</sup> Installation Fee Deposit will be used for the Installation Fee construction cost. Any overage will be due upon completion, or any balance will be returned upon completion.</i>			
iii.	Connection Fee (Rights to Connect Grande Cache, DeBolt and Ridgevalley)	E	\$500.00	Per Connection
vi.	Utilities Account Deposit	E	\$100.00	
<b>3. <del>Hamlet Water Distribution Systems (Grande Cache, DeBolt and Ridgevalley)</del></b>				
i.	Residential Rate (0 – 30 m <sup>3</sup> /Month)	E	\$3.50	per m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /Month)	E	\$4.00	per m <sup>3</sup>
iii.	Non-Residential Rate	—E	\$4.00	per m <sup>3</sup>
iv.	Installation Fee (To install from Main Line to Property Line/ includes any asphalt, curb and gutter etc.)	E	\$8,000.00	deposit (total installation costs)
v.	Connection Fee (Rights to Connect)	E	\$500.00	per service
vi.	Utilities Account Deposit	E	\$100.00	
<b>4. <del>Rural Water Distribution System (Valleyview Rural)</del></b>				
i.	Residential Rate (0-30m <sup>3</sup> /Month)	E	\$3.50	per m <sup>3</sup>
ii.	Residential Rate (Over 30 m <sup>3</sup> /Month)	E	\$10.00	per m <sup>3</sup>
iii.	Non-Residential Rate	E	\$10.00	per m <sup>3</sup>
iv.	Connection Fee	E	\$12,500.00	per service
v.	Utilities Account Deposit	E	\$100.00	
vi.	Installation Fee (to install from Main Line to Property Line/includes any asphalt, curb and gutter etc.)	E	\$8,000.00	Deposit (total installation costs)



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	Description	GST Status*	Fee	Unit
5.	Rural Water Distribution System (Crooked Creek and Ridgevalley)			
i.	Residential Rate (0-30 m³/Month)	E	\$3.50	per m³
ii.	Residential Rate (Over 30 m³/Month)	E	\$10.00	per m³
iii.	Non-Residential Rate	E	\$10.00	per m³
iv.	Connection Fee	E	\$12,500.00	per-service
v.	Utilities Account Deposit	E	\$100.00	
vi.	Installation Fee (to install from Main Line to Property Line/includes any asphalt, curb and gutter etc.)	E	\$8,000.00	Deposit (total installation costs)
3.	Water Point Facilities			
i.	Potable Water Points Residential/Agriculture	E	\$3.50	per m³
ii.	Potable Water Points Commercial	E	\$9.50	per m³
iii.	Non-Potable Water Points	E	\$2.00	per m³
7.	Gravity Wastewater Collection System (DeBolt, Grande Cache & Ridgevalley)			
i.	Sanitary Service Installation Fee/Includes Asphalt, Curb & Gutter Etc.	E	\$8,000.00	deposit (total installation costs)
ii.	Connection Fee	E	\$500.00	per-service
8.	Sewer Collection System			
i.	Installation Fee Gravity & Low Pressure (To install from Main Line to Property Line/ includes any asphalt, curb and gutter etc.)	E	\$8,000.00	Deposit (Installation costs to be determined)
ii.	Connection Fee (Grovedale Gravity System ONLY)	E	\$12,500.00	Per Service
iii.	Connection Fee (Rights to Connect DeBolt, Grovedale Low Pressure, Little Smoky, Grande Cache, Ridgevalley)	E	\$500.00	Per Service
3.	Water Utility Rates			
Hamlet Service Area: Grande Cache, Grovedale, DeBolt, Landry Heights, Little Smoky, Ridgevalley				
Rural Service Area: Crooked Creek, Ridgevalley Senior Complex, Valleyview Rural Waterline				
i.	Hamlet and Rural Residential Rate (0 – 30 m³/Month)	E	\$3.50	per m³
ii.	Hamlet Residential Rate (Over 30 m³/Month)	E	\$4.00	per m³
iii.	Hamlet Commercial Rate	E	\$4.00	Per m³
iv.	Rural Residential Rate (Over 30 m³/Month)	E	\$10.00	per m³
v.	Approved Commercial / Industrial Fill Stations	E	\$10.00	per m³
9.	Low Pressure Wastewater Collection System (Little Smoky, Grovedale & Ridgevalley)			
i.	Sanitary Service Installation Fee/includes asphalt, curb & gutter etc.	E	\$8,000.00	deposit (total installation costs)



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	Description	GST Status*	Fee	Unit
ii.	Connection Fee	E	\$500.00	per service
<b>4. Sewer Rates</b>				
i.	Residential – Single Family Dwelling; Duplex - Per Residential – Duplex, Per Self-Contained Dwelling Residential – Multi-Family, Per Self-Contained Dwelling Churches Schools (Per Classroom) Royal Canadian Legion Hall Senior Citizen's Drop-In Centre	E	\$1.25 <del>1.00</del>	per m <sup>3</sup> (minimum \$24.00 up to 18m3)
ii.	Commercial – General Store Commercial – Office Commercial – Not Classified Elsewhere	E	\$1.25 <del>1.00</del>	per m <sup>3</sup> (minimum \$36.00 up to 18m3)
iii.	Commercial – Laundromat	E	\$1.25 <del>1.00</del>	per m <sup>3</sup> (minimum \$56.00 up to 40m3)
iv.	Commercial – Cafes Commercial – Garages Community Halls & Other Recreation Facilities	E	\$1.25 <del>1.00</del>	per m <sup>3</sup> (minimum \$48.00 up to 40m3)
v.	Correctional Institutions <b>Commercial – Hotels (Rooms &amp; Bar)</b>	E	\$1.25	per m <sup>3</sup> (minimum \$80.00 up to 75m3)
<b>5. Water Point Facilities</b>				
i.	Potable Water Points Residential/Agriculture	E	\$3.50	per m <sup>3</sup>
ii.	Potable Water Points Commercial	E	\$9.50	per m <sup>3</sup>
iii.	Non-Potable Water Points	E	\$2.00	per m <sup>3</sup>
<b>6. Sewer Lagoon</b>				
i.	Commercial, Industrial, & Non-Greenview Resident Tipping Rate	E	\$12.00 <del>10.00</del>	per m <sup>3</sup>
ii.	<b>Residential &amp; Verified Non-Profit</b>	E	\$3.00	per m <sup>3</sup>
<b>7. Environmental Site Key/Fob (Approved 3<sup>rd</sup> Parties Only)</b>				
i.	Key Fob	E	\$100.00	Deposit/Initial and Replacement
<b>Grande Cache Sewer Rental</b> <i>Rental of the Electric Sewer Snake and or Electric Sewer Camera is available to <b>Contractors only</b>. Rentals must be returned clean. Failure to do so will result in a cleaning fee.</i>				
<b>8. Electric Sewer Snake</b>				
i	Refundable Deposit	E	\$500.00	



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	Description	GST Status*	Fee	Unit
ii.	4 Hour Minimum Charge	T	\$70.00	
iii.	Daily Rate	T	\$90.00	
iv.	Weekly Rate (5 Day Rental)	T	\$400.00	
<b>9. Electric Sewer Camera</b>				
i.	Refundable Deposit	E	\$500.00	
ii.	4 hour Minimum Charge	T	\$137.00	
iii.	Daily Rate	T	\$195.00	
iv.	Weekly Rate (5 Day Rental)	T	\$780.00	
<b>10. Cleaning Fee</b>				
		T	\$35.00	per rental
<b>Waste Collection and Recycling Disposal (Grande Cache Only)</b>				
<b>11. Residential Solid Waste Collection and Disposal</b>				
i.	Residential Waste Collection Fee	E	<del>\$10.25</del> 10.00	per month
ii.	Recycle <del>Collection</del> Fee	E	<del>\$10.25</del> 10.00	per month
<b>12. Commercial Rates</b>				
i.	Commercial Waste Bin Rental	E	\$50.00	per month
ii.	Commercial Recycling Bin Rental	E	\$15.00	per month
iii.	Recycle <del>Collection</del> Fee	E	<del>\$10.25</del> 10.00	per month
iv.	Waste Dumping Fee, Standard Service, Per Bin	E	\$80.00	per month
<p style="text-align: center;"><b>Commercial Solid Waste Bin Rental Example:</b>  <i>Commercial Solid Waste Bin Rental (\$50.00) + Dumping Fee (\$80.00) = \$130.00 per month per bin</i>  <i>Greenview provides pick-up service once a week.</i></p>				
<p style="text-align: center;"><b>Commercial Recycle Bin Rental Example:</b>  <i>Commercial Recycle Bin Rental (\$15.00) + Dumping Fee (\$80.00) and Recycle Fee (\$10.25) = \$105.25 per month per bin</i>  <i>Greenview provides pick-up service once a week.</i></p>				
<b>13. Grande Cache Landfill Fees</b>				
i.	Greenview Residents		No Fees	
ii.	Mixed Load Disposal Fee (Residents and Commercial)	E	\$210.00	per Tonne
iii.	Commercial Waste (By Approval Only)	E	\$105.00	per Tonne
iv.	Burnable Wood (Excludes Creosote, Treated Wood and Similar Materials) Clean Mulch/Woodchips Metal Cement/Concrete	E	\$55.00	per Tonne
v.	Freon	E	\$50.00	per Unit for Removal



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	Description	GST Status*	Fee	Unit
<b>14.</b>	<b>Nose Creek Water Bottle Fill Station</b>	<b>E</b>	<b>\$3.00</b>	<b>Per 18.5 L</b>

**OPERATIONS – Schedule I**

	Description	GST Status *	Fee in \$	Unit
<b>1.</b>	<b>Snowplowing Signs</b>			
i.	Any Driveway up to 400 Meters	E	\$50.00	Per 400 m
ii.	Any Driveway Greater than 400 Meters up to 800 meters	E	\$75.00	
iii.	Any driveway over 800 meters up to 1200 meters.	E	\$100.00	
iv.	For each additional 400 meters over 1200 meters	E	\$25.00	
iii.	Lost or Replacement Signs	<b>† E</b>	\$30.00	Per Sign
<b>2.</b>	<b>Culverts – Used or Salvaged</b>			
i.	500 mm or Less	T	\$13.00	Per m
ii.	600 mm	T	\$15.00	Per m
iii.	700 mm	T	\$16.00	Per m
iv.	800 mm	T	\$25.00	Per m
v.	900 mm	T	\$28.00	Per m
vi.	1000 mm	T	\$29.00	Per m
vii.	1200 mm or Greater	T	\$30.00	Per m
<b>3.</b>	<b>Dust Control</b>			
i.	Application of Calcium Product for <b>Residents and Landowners</b> (up to April 15 <sup>th</sup> Each Year)	T	\$375.00	Per 200 m
	<b>Late Dust Control Application Fee (Applications submitted or mailed after April 15)</b>	<b>T</b>	<b>\$500.00</b>	<b>Per 200 m</b>
ii.	Plus: for sections over 200 meters	T	\$6.55	Per Linear Meter
iii.	Application of Calcium Product for <b>Multi-Parcel Subdivisions</b>	T	\$250.00	Per 100 m
iv.	Application of Calcium Product for <b>Industrial and Road Use Agreement Holders</b> (up to April 15 <sup>th</sup> Each Year) <i>If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters</i>	T	\$1310.00	Per 200 m
vi.	Plus: for sections over 200 meters	T	\$6.55	Per Linear Meter



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	Description	GST Status *	Fee in \$	Unit
<b>4.</b>	<b>Road Bond</b>			
i.	Overload Road Bond Fees (Non-Refundable Payment)	E	\$1,125.00	Per km
ii.	Plus: Security Deposit (Refundable Subject to Final Inspections)	E	\$6,375.00	Per km
iii.	Fixed Fee for the TRAVIS MJ Permitting System	E	<del>\$15.00-until June 2022</del> \$25.00-afterwards	Per Permit
<b>5.</b>	<b>Community Aggregate</b>			
i.	Community Aggregate Payment Levy	E	\$0.40	Per Tonne
<b>6.</b>	<b>Equipment Rental</b>			
i.	All Equipment Rentals will be calculated based upon the previous year's ARHCA Equipment Rental Rates Guide	T	100% of previous year's ARHCA rate	Per Equipment
<b>7.</b>	<b>Road Inspection Fee</b>			
	Pre-haul and post haul inspections for log hauls, over-dimension or overweight hauls, rig moves, pipeline work, road bond requests, road ban exemption requests, or any road inspections required mid-haul due to terms of road use agreement not being kept	T	\$250.00	Per Inspection

## PLANNING AND DEVELOPMENT – SCHEDULE J

	Description	GST Status*	Fee in \$	Unit
<b>1.</b>	<b>Planning Bylaw (New or Amended)</b>			
i.	Land Use Bylaw Amendment Application (Re-zoning)	E	\$1,500.00	Per Application
ii.	New Developer's Area Structure Plan	E	\$2,500.00	Per Application
iii.	Amendments to any ASP and MDP or Minor ASP	E	\$1,500.00	Per Application
<b>2.</b>	<b>Development Permits, General</b>			
i.	Residential - Single Detached Dwellings, Duplexes, Manufactured/ Modular/RTM/Suites)	E	\$150.00	Per Permit
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)	E	\$75.00	Per unit





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	Description	GST Status*	Fee in \$	Unit
iii.	All other Non-Residential/Mixed-Use/New Construction / Accessory Uses (Home Occupation / Accessory Buildings (Garages, Decks, Hot tubs, Pools, Wheelchair Ramps), Additions and All Other Uses)	E	\$50.00	Per \$100,000.00 of completed project cost (up to a maximum of a \$10,000.00 fee)
iv.	Signage – Permanent / Temporary / Renewal	T	\$50.00	Per Sign
v.	Variance Request	E	\$150.00	Per Request
vi.	Time Extension Request by Developer	E	\$150.00	Per Request
<b>3. Subdivisions (including Bare Land Condominium Plans)</b>				
i.	Subdivision and Condominium Plan Applications, Single Lot or Consolidation	E	\$450.00	
ii.	Plus: each additional lot/unit created	E	\$150.00	
iii.	Plan of Subdivision Endorsement Fees	E	\$150.00	Per Title Created
iv.	Condominium Plan Endorsement Fees	E	\$40.00	Per Unit
v.	Time Extension Request by Developer per Application	E	\$500.00	
<b>4. Subdivision and Development Appeal Board</b>				
i.	Development Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00	
ii.	Subdivision Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00	
<b>5. Development Agreement Review</b>				
i.	Residential: up to 4 Lot Subdivision	E	\$1,500.00	
ii.	Residential: Greater than 4 Lot Subdivision	E	\$3,000.00	
i.	All Other Recreational, Commercial and Industrial Subdivisions	E	\$3,000.00	
<b>6. Annual Business Licensing</b>				
i.	Business License Fee - New application (January 1)	E	\$100.00	Per Application
ii.	Business License- New Application (After July 1) or Annual Renewal	E	\$50.00	Per Application
<b>7. Business License Temporary/Special Event</b>				
i.	Resident	E	\$30.00	
ii.	Non-Resident	E	\$50.00	
<b>8. Hawkers or Peddlers</b>				
i.	Resident Annual	E	\$45.00	
ii.	Resident per Day	E	\$35.00	



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	Description	GST Status*	Fee in \$	Unit
iii.	Non-Resident Annual	E	\$130.00	
iv.	Non-Resident per Day	E	\$50.00	
<b>9. Rural Addressing Signage</b>				
i.	Signage Permanent/ Replacement and Installation	<del>T</del> E	\$150.00	Per Sign
<b>10. Signage for Subdivisions</b>				
i.	Individual Lot Sign	T	\$50.00	Per Sign
ii.	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	T	\$1,000.00	Per Sign
<b>11. Orthographic Printing <i>Based on size and quality of paper, image and graphics</i></b>				
ii.	Colour 8 ½" x 11" Orthographic (Aerial) Photo	T	\$10.00	
iii.	Colour 11" x 17" Orthographic (Aerial) Photo	T	\$20.00	
<b>12. Landowner Map Pricing</b>				
i.	Hardcopy – Landowner Map (sheets 1-5). Valleyview, DeBolt, Grovedale, Grande Cache and Greenview Overview Elevation	T	\$25.00	Per Sheet
<b>13. Certificate of Compliance</b>				
		E	\$200.00	Per Certificate
<b>14. Letter of Concurrence for Communication Tower</b>				
		E	\$100.00	Per Letter
<b>15. Environmental Site Assessment Inquiries</b>				
		E	\$200.00	Per Parcel
<b>16. Corporate Advertising</b>				
		T	\$100.00	Per Notice

**Economic Development – Schedule K**

1.	Grande Cache Tourism and Information Centre
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**BYLAW NO. 22-930**  
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i.	<b>Chamber Room</b> (used for meetings or workshops, sits 40-50 people)  Includes: 64” Smart Display TV, projector screen, flip chart, whiteboard, refrigerator, coffee maker, kettle  *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	T	\$30.00	Per Hour
		T	\$150.00	Per Day
ii.	<b>Theatre Room</b> (Used for meetings, workshops, movies, sits 30-40 people)  Includes: 64” Smart Display TV, projector screen, DVD, VHS player, flip chart, kitchen facilities  *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	T	\$30.00	Per Hour
		T	\$150.00	Per Day
iii.	<b>Mezzanine Level</b> (used for receptions, open houses, book launches. Can be included with the Chamber Room)  Includes: access to outside balcony  *Note: if time extends beyond 9 hours, the cost is \$30.00 per hour for every extra hour	T	\$30.00	Per Hour
		T	\$150.00	Per Day
		T	\$50.00	Per Hour with Chamber Room
		T	250.00	Per Day with Chamber Room
2.	<b>Eagles Nest Hall</b> (Capacity up to 65 people with tables and chairs)	T	\$12.50	Per Hour
		T	\$62.50	Per Day
3.	<b>Community and Tourism Programming</b>			
i.	Youth Program – under 3 hours	N/A	Free (food bank donations welcome)	
ii.	Youth Program – full day	T	\$10.00	
iii.	Adult Program – under 2 hours	N/A	Free (food bank donations welcome)	
iv.	Adult Program – over 2 hours	T	\$10 - \$20 dependent on supplies	

\*Note: GST Status- 'E' refers to tax exempt.



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‘T’ refers to taxable, or GST not included in the listed rate or fee.

**Land Acquisition by Greenview for Right of Way and Road  
Widening – Schedule L**

**Valleyview Area**

Titled Parcel Size in Acres	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES				
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
0-1	\$ 30,000	\$ 22,600	\$ 16,600	\$ 13,600	\$ 12,600
1-3	\$ 12,600	\$ 12,000	\$ 8,750	\$ 7,350	\$ 7,275
3-5	\$ 8,900	\$ 8,600	\$ 6,300	\$ 5,300	\$ 5,250
5-10	\$ 6,100	\$ 5,850	\$ 4,350	\$ 3,700	\$ 3,650
10-20	\$ 3,900	\$ 3,900	\$ 2,850	\$ 2,700	\$ 2,600
20-30	\$ 2,800	\$ 2,750	\$ 2,700	\$ 2,600	\$ 2,550
30-40	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

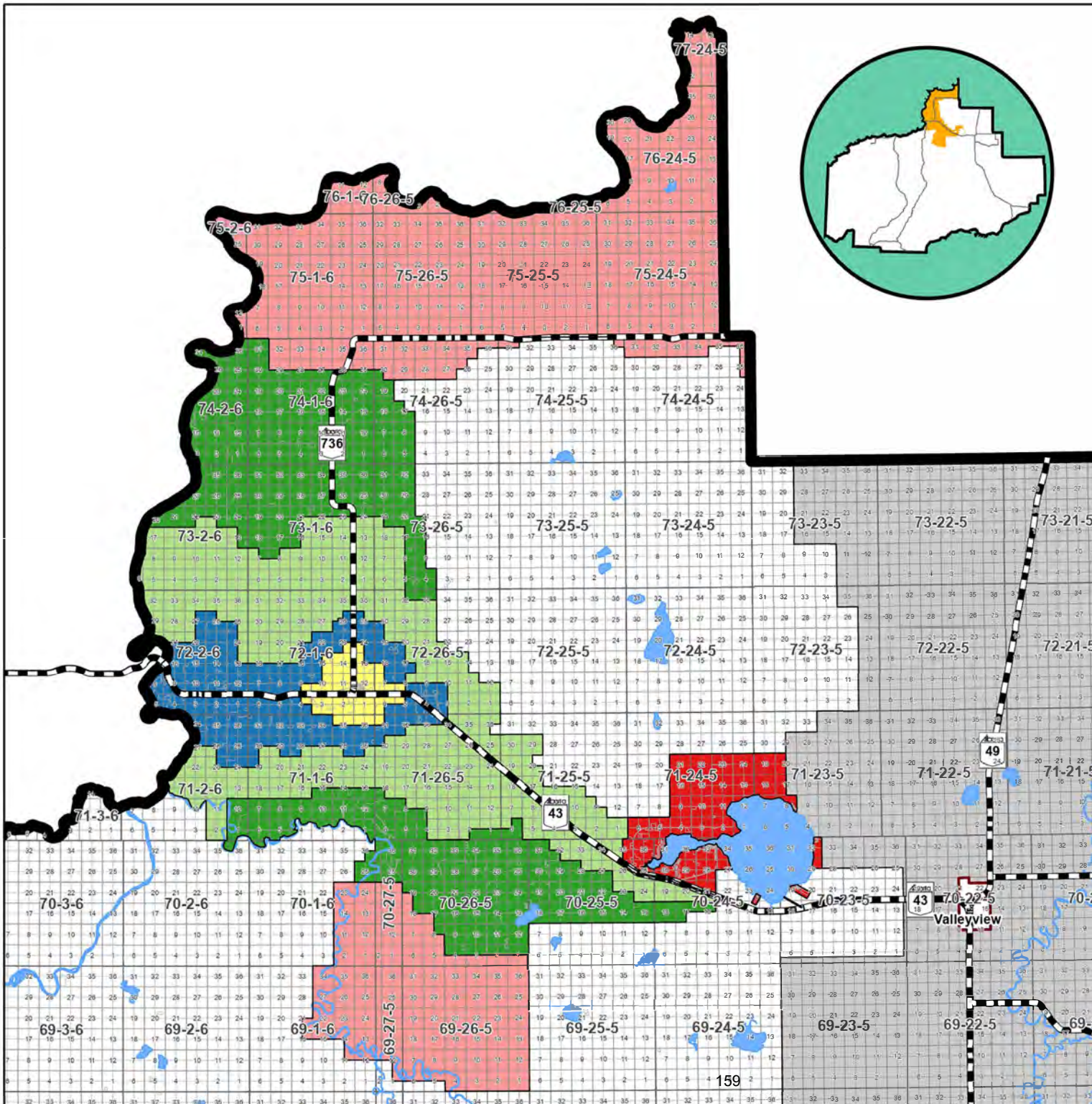
**DeBolt Area**

Titled Parcel Size in Acres	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES					
	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6
0-1	\$ 40,600	\$ 36,600	\$ 32,600	\$ 24,600	\$ 16,600	\$ 40,600
1-3	\$ 20,600	\$ 8,600	\$ 16,400	\$ 12,600	\$ 8,600	\$ 20,600
3-5	\$ 14,750	\$ 13,250	\$ 11,600	\$ 9,050	\$ 6,200	\$ 14,750
5-10	\$ 9,900	\$ 8,900	\$ 7,850	\$ 6,150	\$ 4,250	\$ 9,900
10-20	\$ 6,250	\$ 5,650	\$ 5,000	\$ 3,950	\$ 2,850	\$ 6,250
20-30	\$ 3,810	\$ 3,950	\$ 3,550	\$ 2,850	\$ 2,700	\$ 3,810
30-40	\$ 3,450	\$ 3,150	\$ 2,800	\$ 2,500	\$ 2,500	\$ 3,450
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

**Grovedale Area**

Titled Parcel Size in Acres	Landry Heights Price/Acre	Grovedale Price/Acre	Aspen Grove Price/Acre	RIGHT OF WAY FOR PROPERTIES UP TO 40 ACRES					
				Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6
0-1	\$ 55,600	\$ 43,600	\$ 23,600	\$ 49,000	\$ 47,600	\$ 30,600	\$ 29,100	\$ 26,600	\$ 25,600
1-3	\$ 27,900	\$ 22,200	\$ 12,400	\$ 25,100	\$ 2,410	\$ 15,400	\$ 14,900	\$ 13,700	\$ 13,250
3-5	\$ 19,750	\$ 15,750	\$ 8,900	\$ 17,750	\$ 17,100	\$ 10,950	\$ 10,600	\$ 9,800	\$ 9,450
5-10	\$ 13,150	\$ 10,550	\$ 6,050	\$ 11,850	\$ 11,450	\$ 7,400	\$ 7,200	\$ 6,650	\$ 6,450
10-20	\$ 8,250	\$ 6,650	\$ 3,900	\$ 7,450	\$ 7,200	\$ 4,750	\$ 4,600	\$ 4,250	\$ 4,150
20-30	\$ 5,700	\$ 4,600	\$ 2,800	\$ 5,200	\$ 5,000	\$ 3,400	\$ 3,300	\$ 3,050	\$ 2,950
30-40	\$ 4,600	\$ 3,600	\$ 2,500	\$ 4,050	\$ 3,900	\$ 2,700	\$ 2,600	\$ 2,500	\$ 2,500
40+	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400





## Schedule of Fees Bylaw 22-930 DeBolt

### Legend

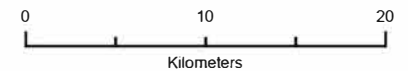
#### Schedules of Fees Phase

- DeBolt Rural Phase 1
- DeBolt Rural Phase 2
- DeBolt Rural Phase 3
- DeBolt Rural Phase 4
- DeBolt Rural Phase 5
- DeBolt Rural Phase 6

- Green Zone
- Other Phase
- Outside DeBolt

#### Base Feature

- Township Grid
- Section Grid



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

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## Schedule of Fees Bylaw 22-930 Grovedale Area

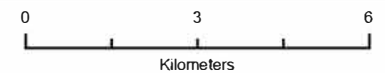
### Legend

#### Schedules of Fees Phase

- Aspen Grove
- Centralized Living Boundary
- Grovedale
- Grovedale Phase 1
- Grovedale Phase 2
- Grovedale Phase 3
- Grovedale Phase 4
- Grovedale Phase 5
- Grovedale Phase 6
- Grovedale Phase 7
- Landry Heights
- Green Zone

#### Base Feature

- Township Grid
- Section Grid

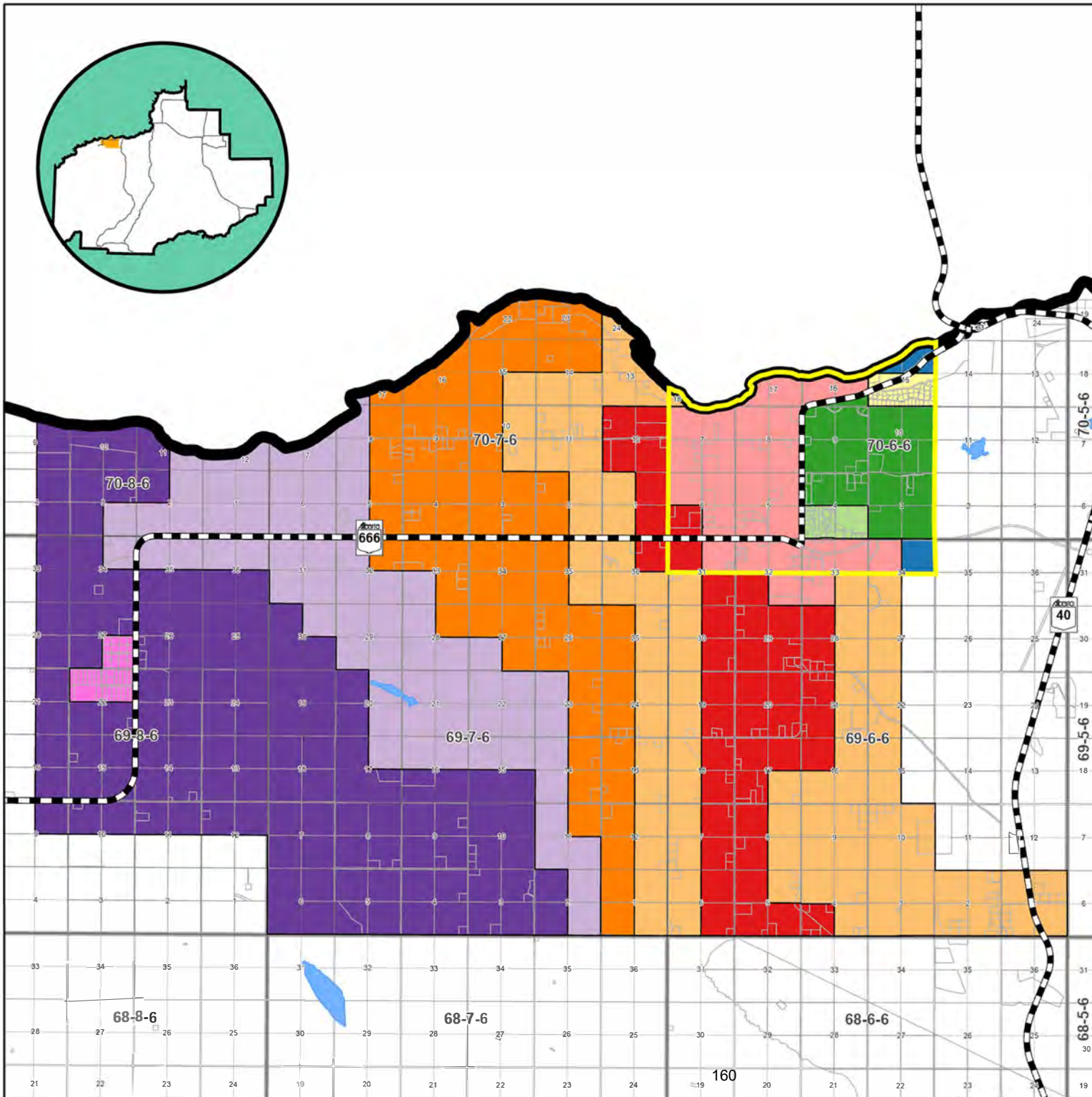


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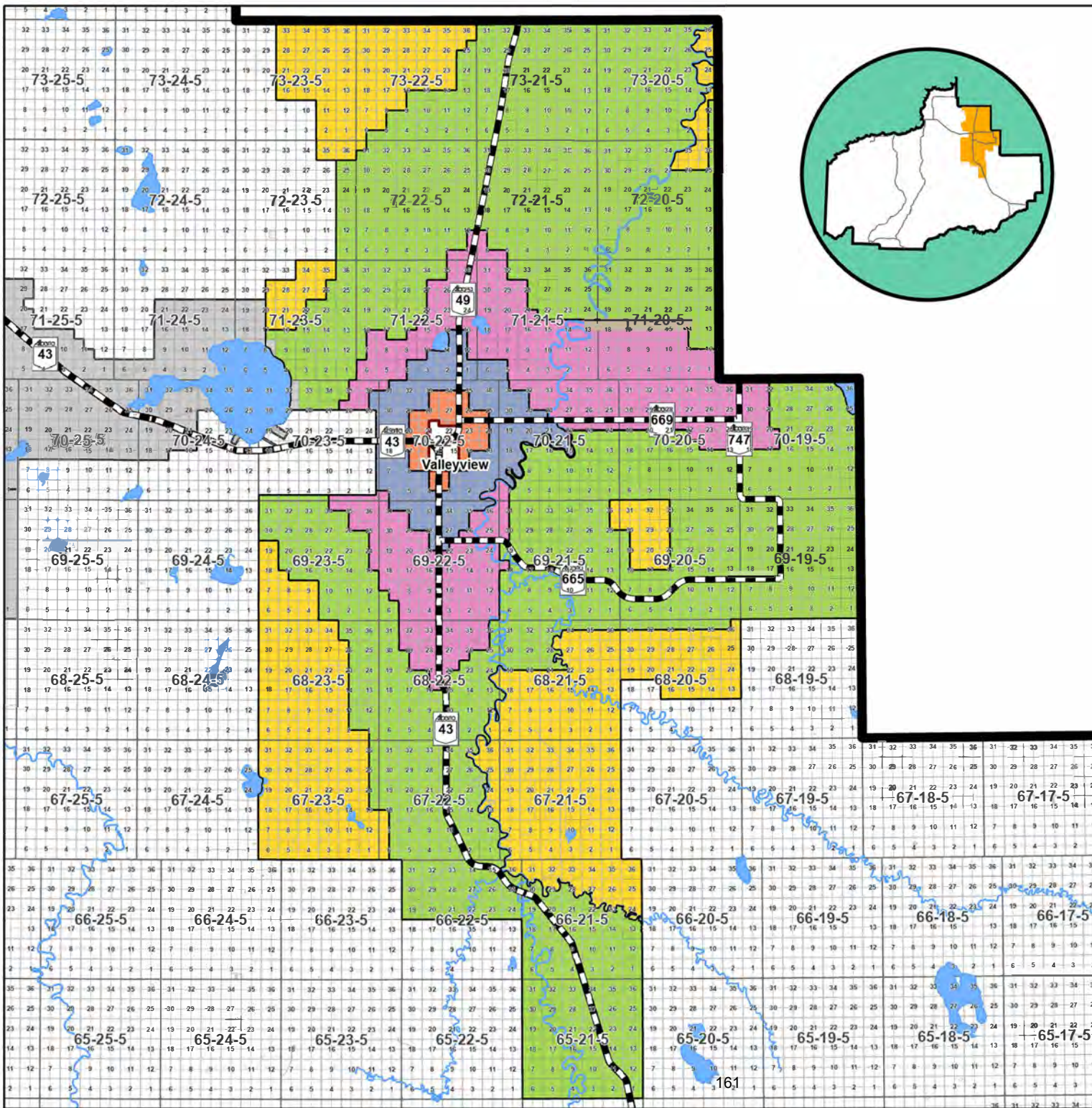
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## Schedule of Fees Bylaw 22-930 Valleyview (V.V)

### Legend

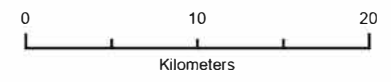
#### Schedules of Fees Phase

- V. V. Rural Phase 1
- V. V. Rural Phase 2
- V. V. Rural Phase 3
- V. V. Rural Phase 4
- V. V. Rural Phase 5
- Green Zone

- Other Phase Outside V.V

#### Base Feature

- Township Grid
- Section Grid



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# REQUEST FOR DECISION

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SUBJECT:	<b>Policy 1007 Council-CAO Covenant</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO:	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: DM
STRATEGIC PLAN:	Governance	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial – N/A**

**Council Bylaw/Policy – Policy 1007 Council-Chief Administrative Officer Covenant**

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## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 1007 “Council-CAO Covenant” as presented.**

---

## BACKGROUND/PROPOSAL:

The Council-CAO Covenant is a document which seeks to structure the relationship between Council and its CAO. It prescribes best practises to ensure there is respect for each actor’s role and promotes open communication.

Policy 1007 is being brought for Council’s review to ensure that the Covenant continues to foster a positive relationship between Council, the CAO, and Administration more generally.

The draft Policy 1007 has been updated to ensure grammatical clarity and to establish the focus of the Council-CAO covenant. Reforms to the policy include a focus on four essential pillars:

- Ethics
- Governance
- Relationship building
- Performance evaluation

Establishing the Council-CAO relationship on these principles will ensure that Greenview continues to have effective and responsive management.

On September 14, 2022, the Policy Review Committee recommended the following changes:

- Section 3.1 of the policy, “at the beginning of each political term” changed to “following a general municipal election”
- Section 1.5 of the policy, removed titles of directors in SLT definition
- Section 6.2 (Council self-assessment) of the covenant removed
- Add signature page with Councillor name below signature panel



- Administration is recommending that the signature page be reviewed for information only and not officially become part of the policy to allow for changes outside of the policy review schedule.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council approving the recommended motion is that Council and the CAO will have an updated Covenant which reflects current priorities and a renewed focus on the central elements of good municipal governance.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may make additional amendments to Policy 1007.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 make the necessary administrative changes to reflect the updated policy.

---

**ATTACHMENT(S):**

- Policy 1007 Council-CAO Covenant (Current) / Council-CAO Covenant (Current)
- Policy 1007 Council-CAO Covent (Draft Policy)

- Council-CAO Covenant (Draft Covenant)
- Signature Panel (For information)

**Title: Council-Chief Administrative Officer Covenant**

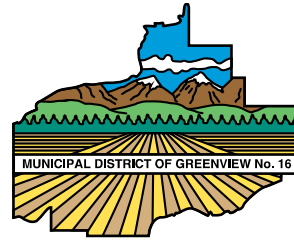
**Policy No: 1007**

**Effective Date: July 9, 2013**

**Motion Number: 18.05.287**

**Supersedes Policy No: (None)**

**Review Date: May 28, 2018**



## MUNICIPAL DISTRICT OF GREENVIEW NO. 16

**Purpose:** The purpose of this Council-CAO covenant is to formalize relational protocols to support respect for each other's functions. A Council-CAO Covenant commits both parties to seek clarity in the relationship, as well as emphasize the sincerity of undertaking their respective roles appropriately.

### DEFINITIONS

**Council** means the Reeve and Councillors of the M.D of Greenview No. 16 for the time being elected pursuant to the provisions of the Local Authorities Election Act whose term is unexpired, who have not resigned, and who continue to be eligible to hold office as such under the terms of the Municipal Government Act.

**Chief Administrative Officer (CAO)** means the person appointed by Council pursuant to Sections 207-210 of the Municipal Government Act.

**Senior Leadership Team (SLT)** means the CAO, the General Manager of Infrastructure and Planning, the General Manager of CAO and Corporate Services, and the General Manager of Community Services.

**The Covenant** means the Council-CAO Covenant outlined herein.

### POLICY

1. An effective organization demonstrates clarity and trust in the relationship between Council and its Chief Administrative Officer.
2. Establishing a Council-CAO Covenant commits both parties to seeking clarity in the relationship and to seriously undertake conduct within their respective roles appropriately.
3. The Covenant, as described, is authorised for the Reeve, Council Members and Chief Administrative Officer to sign for added authority.

4. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.

## **PROCEDURE**

1. The Covenant shall be executed by all parties at the beginning of each political term at the organizational meeting following the General Election.
2. The Covenant shall be provided annually and whenever a new member of council begins their term. At these times this Covenant shall be reaffirmed by Council Motion.

## **APPENDIX**

The Covenant is attached to this Policy as Schedule A.



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## Council - Chief Administrative Officer Covenant

### PURPOSE:

The purpose of this Council-CAO covenant is to formalize relational protocols to support respect for each other's functions. A Council-CAO Covenant commits both parties to seek clarity in the relationship, as well as emphasize the sincerity of undertaking their respective roles appropriately.

### PRINCIPLES:

- 1.1. An effective organization demonstrates clarity and trust in the relationship between Council and its Chief Administrative Officer.
- 1.2. Establishing a Council-CAO Covenant commits both parties to seeking clarity in the relationship and to seriously undertake conduct within their respective roles appropriately.
- 1.3. The Covenant, as described, is authorised for the Reeve, Council Members and Chief Administrative Officer to sign for added authority.
- 1.4. The Covenant shall be executed by all parties at the beginning of each political term at the organizational meeting following the General Election.
- 1.5. The Covenant shall be provided annually and whenever a new member of council begins their term. At these times this Covenant shall be reaffirmed by Council Motion.
- 1.6. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.

### COVENANT

#### **1. The Members of Council will:**

- 1.1 Carry out the responsibilities set out in the Municipal Government Act, and other applicable legislation; and follow the Bylaws and Policies of Greenview, to the best of their abilities;
- 1.2 Make decisions which are believed to be in the best interests of Greenview;

- 1.3 Review the background information and advice provided by Administration prior to rendering a decision;
- 1.4 Seek further input from the Senior Leadership Team (SLT) when there is uncertainty regarding the issues or the preferred course of action;
- 1.5 Refer any complaints, either written or verbal; about the decisions of Council or the actions of the organization, to the Chief Administrative Officer for review, comment and follow-up as appropriate;
- 1.6 Refrain from making any commitments on behalf of Council to individual citizens or groups other than a commitment to take the request to Council or the Chief Administrative Officer for response;
- 1.7 Seek to participate actively in the decision making process;
- 1.8 Refrain from any public or private criticism of the organization, or individual employees;
- 1.9 Act as good stewards for Greenview;
- 1.10 Demonstrate ethical conduct as public servants;
- 1.11 Provide effective leadership through guiding the corporation and the municipality through the approved strategic directions and goals, and the priorities set in annual budgets, and by agreeing to reasonable policies which reflect the best interests of Greenview;
- 1.12 Respect the apolitical nature of the office of Chief Administrative Officer and to receive their advice as being in the perceived interest of the community and/or organization. Councillors will respectfully listen to comments in response to questions posed at Council Meetings and will ensure that the CAO is accorded a respectful audience;
- 1.13 Internal requests for information and questions relative to Administration will be directed through the offices of the CAO and SLT.
- 1.14 Respect the apolitical nature of senior staff and treat their advice and reports with respect. Councillors will not knowingly or willfully interfere with their work and will coordinate concerns through the CAO and SLT, and;
- 1.15 Ensure a thorough and detailed evaluation of the performance of the CAO is conducted at least once annually and involve the CAO in this process so as to ensure a full understanding of Council's candid assessment.
  - a. Provide two (2) weeks' notice to the CAO and all members of Council that a formal evaluation will be occurring to allow parties time to prepare;
  - b. Provide the CAO with a written assessment from Council;



- c. Allow the CAO the opportunity to respond to the performance evaluation by providing a written response letter that will be shared with all members of Council;

- 1.16 Council will annually conduct a self-assessment on Council and how they are functioning;
- 1.17 Council acknowledges that Administration will introduce counterpoints and alternate viewpoints as part of their advisory role, and that information should be treated with respect; and
- 1.18 When possible, make information requests in advance of Council Meetings so as to allow Administration time to research answers.

**2. The Chief Administrative Officer will:**

- 2.1 Abide by the Municipal Government Act, and other applicable legislation, as well as the Bylaws and Policies of the M.D of Greenview to the best of their abilities;
- 2.2 Conduct them self as the chief policy advisor in an honest and ethical manner;
- 2.3 Ensure that the Reeve and Councillors are accorded respect in all personal and public comments;
- 2.4 Provide advice on all issues which is professionally sound, ethical, legal, and in accordance to the policies and resolutions of Council;
- 2.5 Guide the actions of the organization so that they are in accordance with the policies and resolutions of Council;
- 2.6 Act only on the will of Council as a whole as established by the resolutions, policies and bylaws of Greenview Council;
- 2.7 Forward any complaints or concerns of Council to the appropriate department and individual, so that reasonable and prompt follow-up is assured;
- 2.8 Ensure that Council is made aware of the full picture with regard to each issue, at least to the extent that the organization is aware of such information and ensure that Council has access to the reasonable decision options, as well as a recommendation as your Chief Administrative Officer;
- 2.9 Seek to ensure that Council is aware of any key issues as they arise and therefore mitigate the problems associated with surprises;
- 2.10 Maintain a current understanding of the applicable legislation as well as relevant programs, policies, and initiatives, of the Provincial and Federal governments;
- 2.11 Admit to any mistakes of substance made individually and on behalf of staff, and take corrective action;

- 2.12 Listen carefully to the concerns of Council vis-a-vis performance and seek to improve any deficiencies on an ongoing basis;
- 2.13 Ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems, or decision points.

### **3. Relationship Building**

In recognition that the relationship between Council and the CAO is paramount in the effective governance and operations of the M.D of Greenview, Council and the CAO, jointly agree to the following:

- 3.1 Hold a minimum of two (2) informal meetings between Council, the CAO and the SLT to discuss the status of the organization and the Council/Administration relationship.
  - a. Council, the CAO and the SLT agree that discussions will generally focus on the following:
    - i. Overall health and future dynamics impacting the organization;
    - ii. General concerns regarding the organization;
    - iii. Current relationship between Council and Administration;
    - iv. General inquiries relating to the operation of departments; and,
    - v. Concerns related to policies and programs of the municipality.
  - b. Council, the CAO and the SLT shall generally refrain from discussing:
    - i. Hiring and firing of staff;
    - ii. Individual staff performance; and,
    - iii. Formal matters more appropriate for discussion at Council Meetings.
- 3.2 It is understood that the informal meeting is to foster a positive relationship and not to conduct Council Business, give direction, or overstep the roles of the respective parties.



Signed this 11 day of June, 2018.

Dale Stevens  
Reeve

B. Smith  
Councillor

Roxie Kutt  
Councillor

L. Hume  
Councillor

Tom R. Burton  
Councillor

Dale R. Smith  
Councillor

[Signature]  
Councillor

[Signature]  
Councillor

Signed this 12 day of June, 2018.

[Signature]  
Chief Administrative Officer

**Title: Council-CAO Covenant**

**Policy No: 1007**

**Effective Date: Date passed in Council**

**Motion Number:**

**Supersedes Policy No: 1007**

**Department: CAO Services**

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



**Legal References:**

Municipal Government Act, R.S.A 2000, Chp. M-26

**Cross References:**

Bylaw 07-548 – Authority of the Chief Administrative Officer  
Policy 1010 – Councillor Orientation

**Purpose:** The purpose of this Council-CAO covenant is to formalize relational protocols to support respect for each other's functions. A Council-CAO Covenant commits both parties to seek clarity in the relationship, as well as emphasize the sincerity of undertaking their respective roles.

## 1. DEFINITIONS

- 1.1. **Chief Administrative Officer (CAO)** means the Chief Administrative Officer of the Municipal District of Greenview No. 16.
- 1.2. **Council** means the Reeve and Councillors of the Municipal District of Greenview No 16 and who continue to hold office.
- 1.3. **Covenant** means the Council-CAO Covenant outlined in herein.
- 1.4. **Greenview** means the Municipal District of Greenview No. 16.
- 1.5. **Senior Leadership Team (SLT)** means the directors and the CAO.

## 2. POLICY STATEMENT

- 2.1. An effective organization demonstrates clarity and trust in the relationship between Council and its Chief Administrative Officer.
- 2.2. Establishing a Council-CAO Covenant commits both parties to seeking clarity in the relationship and to seriously undertake conduct within their respective roles appropriately.
- 2.3. The Covenant, as described, is authorised for the Reeve, Council Members and Chief Administrative Officer to sign for added authority.
- 2.4. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.

## 3. PROCEDURE

- 3.1. The Covenant shall be reviewed by all parties following a general municipal election ~~at the beginning of each political term~~ and at the annual Organizational Meeting.
- 3.2. The Covenant shall be reviewed and signed by all parties:
  - A) At least once (1) annually, and;
  - B) When there is new member added to Council for any reason.

## 4. COUNCIL RESPONSIBILITIES

- 4.1. Council members shall be responsible for ensuring their behaviour conforms to the Covenant during all formal and informal meetings, during the regular course of business, and shall be implemented in their public and private discourse.

## 5. CAO RESPONSIBILITIES

- 5.1. The CAO shall be responsible for ensuring their behaviour conforms to the Covenant during all formal and informal meetings, during the regular course of business, and shall be implemented in their public and private discourse.

## 6. APPENDIX

- 6.1. The Covenant is attached to this policy as Schedule A.

DRAFT



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## Council – Chief Administrative Officer Covenant

### 1. Purpose

- 1.1. The purpose of this Council-CAO covenant is to formalize the relational protocols and to promote respect for each others' functions. A Council-CAO covenant commits both parties to seek clarity in the relationship, as well as emphasize the responsibility of their respective roles.

### 2. Principles

- 2.1. An effective municipal organisation establishes clarity and trust in the relationship between Council and its Chief Administrative Officer.
- 2.2. Establishing a Council-CAO Covenant commits both parties to seek clarity in the relationship and to seriously undertake administration within their respective roles.
- 2.3. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.
- 2.4. The Covenant shall be reviewed and signed by all parties:
  - A) At least once (1) annually, and;
  - B) When there is new member added to Council for any reason.
- 2.5. The Covenant is developed for the Reeve, Council Members, and the CAO to sign for added authority.
- 2.6. Council's direct contact with Administration shall be through CAO Services with SLT being a secondary point of contact.

### 3. Relationship Building

- 3.1. Recognising that the relationship between Council and the CAO is paramount in the effective governance of Greenview, Council and the CAO jointly agree to hold relationship building meetings.
- 3.2. Council, the CAO, and SLT shall hold a minimum of two (2) informal meetings to discuss the status of the organisation, the Council-Administration relationship, and will generally focus on the following:
  - A) Overall health and future dynamics impacting the organisation;
  - B) General concerns regarding the organisation;
  - C) Current relationship between Council and Administration;
  - D) General inquiries relating to the operation of departments, and;
  - E) Concerns related to municipal policies and programs.
  - F) The parties shall refrain from discussing:

- i) Hiring and dismissal of staff;
- ii) Individual staff performance, and;
- iii) Formal matters more appropriate for discussion at Council Meetings.

3.3. It is understood that the informal meeting is to foster a positive relationship and not to conduct Council business, give direction, overstep the role of the respective parties, or contravene the democratic process.

## **Council Responsibilities**

### **4. Ethics**

- 4.1. Act as good stewards for Greenview.
- 4.2. Demonstrate ethical conduct as public servants.
- 4.3. Respect the apolitical nature of the CAO and treat their advice and reports with respect.
- 4.4. Respect the apolitical nature of SLT and treat their advice and reports with respect.
  - A) Councillors shall not knowingly or willingly interfere in Administration's work and shall coordinate concerns through the CAO Services and SLT.

### **5. Governance**

- 5.1. Carry out the responsibilities set out in the Municipal Government Act and other applicable legislation.
- 5.2. Adhere to Greenview bylaws and policies in all areas of municipal governance.
- 5.3. Make decisions which are believed to be in the best interest of Greenview residents.
- 5.4. Review the background information and advice provided by Administration prior to rendering a decision.
- 5.5. Seek further input from SLT when there is uncertainty regarding an issue or recommended course of action.
- 5.6. Refer written or verbal complaints about Council decisions to the CAO for review, comment and follow-up action as appropriate.
- 5.7. Refer written or verbal complaints about actions of Greenview to the CAO for review, comment and follow-up action as appropriate.
- 5.8. Refrain from making any commitments on behalf of Council to individual citizens or groups, other than a commitment to take the request to Council or the CAO for response.
- 5.9. Actively participate in the decision-making process.

- 5.10. Lead the municipality through the approved strategic directions, goals, and priorities set in the annual budget, and by agreeing to policies which reflect the best interests of Greenview residents.
- 5.11. Accept the CAO and Administration's advice as being in the perceived interest of the community and the organisation.
- 5.12. Councillors will respectfully listen to comments in response to questions posed at Council Meetings and will ensure that the CAO is accorded a respectful audience.
- 5.13. Internal requests for information to Administration shall first be directed to CAO Services.
- 5.14. Council acknowledges that Administration will introduce counterpoints and alternative viewpoints as part of their advisory role, and such advice should be treated with respect.
- 5.15. When possible, make information requests through CAO Services in advance of Council Meetings so as to allow Administration time to research answers.

## **6. Performance Evaluation**

- 6.1. Ensure a thorough and detailed performance evaluation of the CAO is conducted at least once annually and involve the CAO in this process so as to ensure a full understanding of Council's candid assessment. Therefore, Council as a collective body shall:
- A) Provide two (2) weeks notice to the CAO and all members of Council that a formal evaluation will be occurring to allow parties time to prepare;
  - B) Provide the CAO with a written assessment from Council; and
  - C) Allow the CAO the opportunity to respond to the performance evaluation by providing a written response letter that will be shared with all members of Council.

~~6.2. Council will annually conduct a self-assessment on Council and how they are of its functioning.~~

## **Chief Administrative Officer Responsibilities**

### **7. Ethics**

- 7.1. Ensure the conduct of the CAO as chief policy advisor is honest, ethical, and impartial.
- 7.2. Ensure that the Reeve and Councillors are accorded respect in all personal and public comments.
- 7.3. Admit to any mistakes of substance made individually or on behalf of staff, and take corrective action as required.

### **8. Governance**

- 8.1. Abide by the Municipal Government Act and other applicable legislation.
- 8.2. Adhere to and ensure the adherence of Greenview bylaws and policies in all areas of municipal governance.

- 8.3. Provide advice on all issues which is professionally sound, ethical, legal, and in accordance with the policies and resolutions of Council.
- 8.4. Guide the actions of the organisation so that they conform to the policies and resolutions of Council.
- 8.5. Act only on the will of Council as a whole as established by resolution, bylaw, or policy.
- 8.6. Forward Council complaints or concerns to the appropriate department for follow-up.
- 8.7. Acknowledge that Council and the CAO work as a team to solve issues, and to this pursuit ensure that:
- A) Council is made aware of issues as they arise;
  - B) Council is provided the most recent and complete information;
  - C) Council has access to decision options, as well as the CAO's recommended approach.
- 8.8. Ensure Council is aware of issues as they arise in order to mitigate acute problems.
- 8.9. Maintain a current understanding of applicable provincial and federal legislation as well as relevant programs, policies, and initiatives.
- 8.10. Ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems, or decision points.

## **9. Performance Evaluation**

- 9.1. Listen carefully to the concerns of Council regarding performance management and seek to improve any deficiencies on an ongoing basis.

Council – Chief Administrative Officer Covenant

\_\_\_\_\_  
Reeve Olsen

\_\_\_\_\_  
Deputy Reeve Smith

\_\_\_\_\_  
Councillor Berry

\_\_\_\_\_  
Councillor Burton

\_\_\_\_\_  
Councillor Delorme

\_\_\_\_\_  
Councillor Didow

\_\_\_\_\_  
Councillor Ratzlaff

\_\_\_\_\_  
Councillor Rosson

\_\_\_\_\_  
Councillor Schlieff

\_\_\_\_\_  
Councillor Scott

\_\_\_\_\_  
Councillor Smith

\_\_\_\_\_  
Chief Administrative Officer Wabick

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.





# REQUEST FOR DECISION

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SUBJECT: **Policy 1023 “Councillor Years of Service Award”**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: November 22, 2022 CAO: MANAGER:  
DEPARTMENT: CORPORATE SERVICES DIR: EK PRESENTER: SS  
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:SS

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## RELEVANT LEGISLATION:

**Federal** – Canada Revenue Agency – Employers’ Guide: Taxable Benefits and Allowances

**Council Bylaw/Policy** (cite) – Policy 1023 Councillor Years of Service Award

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## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 1023 “Councillor Years of Service” as presented.**

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## BACKGROUND/PROPOSAL:

Policy 1023 is due for review in accordance with the policy review schedule, the policy was last reviewed in 2018.

The policy has been put on an updated template. There are no substantial amendments to the policy. Administration is recommending the following changes:

- Add: Canada Revenue Agency legal reference
- Add: Section 2.2., gifts may be considered a taxable benefit

Policy Review Committee did not recommend any substantive changes.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council approving the policy is that the taxation implications will be captured in the updated policy.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion.
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## ALTERNATIVES CONSIDERED:

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

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## FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 enact the necessary changes to reflect the updated policy.

---

**ATTACHMENT(S):**

- Policy 1023 “Councillor Years of Service” (Current)
- Policy 1023 “Councillor Years of Service” (Draft)
- Employers’ Guide: Taxable Benefits and Allowances (Excerpt)

**Title: COUNCILLOR – YEARS OF SERVICE AWARD**

**Policy No: 1023**

**Effective Date: January 8, 2018**

**Motion Number: 18.01.16**

**Supersedes Policy No: CO-13**



## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Purpose:** The purpose of policy is to give recognition and show appreciation for the years of service received from Councillors for their dedication and commitment to the Municipal District of Greenview No. 16 (Greenview).

### **DEFINITIONS**

1. None

### **POLICY**

1. This policy applies to all Councillors.

### **PROCEDURE**

1. Recipients of the "Years of Service Award Program" will be presented with a gift of appreciation in the value identified as follows:

4 Years	\$ 100 value gift	20 Years	\$ 400 value gift
8 Years	\$ 175 value gift	24 Years	\$ 500 value gift
12 Years	\$ 250 value gift	28 Years	\$ 750 value gift
16 Years	\$ 325 value gift	32 Years	\$ 1000 value gift

2. The Years of Service Awards will be presented to the Councillors receiving the awards at a councillor appreciation event that is planned prior to the next general election.
3. At the end of each term, Council members will be given a milestone plaque indicating the term of service.
4. Should a retirement or resignation occur between the years listed above, Council has the option of giving recognition as they deem appropriate.
5. A record is to be kept on all Councillors to indicate the number of complete years of service.

**Title: Councillor Years of Service**

**Policy No: 1023**

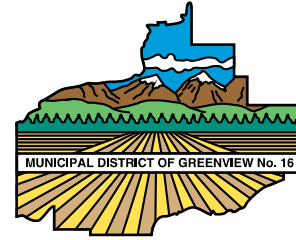
**Effective Date: Date passed in Council**

**Motion Number:**

**Supersedes Policy No: 1023**

**Department: CAO Services**

**Review Date: (3 Years from approved)**



**Legal References:**

Canada Revenue Agency – Employers’ Guide:  
Taxable Benefits and Allowances

**Cross References:**

*Not applicable*

**Purpose:** To give recognition and show appreciation for the years of service which Councillors have dedicated to public service for Greenview.

## 1. DEFINITIONS

1.1. **Councillor** means an individual who has served on Greenview’s municipal Council.

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

## 2. POLICY STATEMENT

2.1. A record is to be kept on all Councillors to indicate the number of complete years of service.

2.2. The Years of Service Award may be considered a taxable benefit in accordance with Canada Revenue Agency.

2.3. The Years of Service Awards will be presented to the Councillors at a councillor appreciation event that is planned prior to the next general election.

2.4. At the end of each term, Council members will be given a milestone plaque indicating the term of service.

2.5. Should a retirement or resignation occur between the years listed above, Council has the option of giving recognition as they deem appropriate.

2.6. Recipients of the “Years of Service Award” will be presented with a gift of appreciation in the value identified as follows:

Years of Service	Gift Value	Years of Service	Gift Value
4 Years	\$100	20 Years	\$400
8 Years	\$175	24 Years	\$500
12 Years	\$250	28 Years	\$750
16 Years	\$325	32 Years	\$1000

### Policy for non-cash gifts and awards

You may give an employee an unlimited number of non-cash gifts and awards with a combined total value of \$500 or less annually. If the FMV of the gifts and awards you give your employee is greater than \$500, the amount over \$500 must be included in the employee's income. For example, if you give gifts and awards with a total value of \$650, there is a taxable benefit of \$150 (\$650 – \$500).

Items of small or trivial value do not have to be included when calculating the total value of gifts and awards given in the year for the purpose of the exemption. Examples of items of small or trivial value include:

- coffee or tea
- T-shirts with employer's logos
- mugs
- plaques or trophies

### Long-service awards

As well as the gifts and awards in the policy stated above, you can, once every five years, give your employee a non-cash long-service or anniversary award valued at \$500 or less, tax free. The award must be for a minimum of five years' service, and it has to be at least five years since you gave the employee the last long-service or anniversary award. Any amount over the \$500 is a taxable benefit.

If it has not been at least five years since the employee's last long-service or anniversary award, then the award is a taxable benefit. For example, if the 15 year award was given at 17 years of service, and then the next award is given at 20 years of service, the 20 year award will be a taxable benefit, since five years will not have passed since the previous award.

The \$500 exemption for long-service awards does not affect the \$500 exemption for other gifts and awards in the year you give them. For example, you can give an employee a non-cash long-service award worth \$500 in the same year you give them other non-cash gifts and awards worth \$500. In this case, there is no taxable benefit for the employee.



# REQUEST FOR DECISION

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SUBJECT:	<b>Policy 1030 Flag Protocol</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO:	MANAGER:
DEPARTMENT:	FACILITY MAINTENANCE	DIR: EK	PRESENTER: SS
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Federal** – National Flag of Canada Etiquette (Canadian Heritage)

**Provincial** – Protocol Office of Alberta

**Council Bylaw/Policy** – Policy 1030

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## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 1030 “Flag Protocol” as presented.**

---

## BACKGROUND/PROPOSAL:

Greenview’s flag protocol policy has been reviewed in accordance with its policy review schedule and to ensure that it is up to date with municipalities of a similar regional character. Upon review, the following changes were made to the policy:

### Half-masting

The dates for which flags are to be lowered to half-mast have been updated to reflect direction given by the Protocol Office of Alberta and Heritage Canada’s National Flag of Canada Etiquette.

Greenview currently has flagpoles in the following areas:

- Administration Building (3)
- DeBolt Public Service Building (3)
- Green View FCSS, Valleyview (2)
- Grande Cache Public Service Building (3)
- Grande Cache Recreation Centre (1)
- Grovedale Public Service Building (3)

On September 14<sup>th</sup>, 2022, the Policy Review Committee approved the draft policy as amended with the following changes:

- Change Sovereign’s title from Queen to King
- Remove section 5 “Community Flags”
- Remove section 4.3 (Order of flag precedence when there is only two flagpoles)

With the removal of section 4.3, the Policy Review Committee recommended that all Public Service Buildings be outfitted with three flagpoles. This would require no action as all Public Service Buildings have three flags.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council approving the policy is that it will ensure Greenview is up to date with the half-masting guidelines of Alberta and Canada.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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**ALTERNATIVES CONSIDERED:**

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

---

**FINANCIAL IMPLICATION:**

There is no financial implication with the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 ensures compliance of the policy if approved.

---

**ATTACHMENT(S):**

- Policy 1030 "Flag Protocol" (Current)
- Policy 1030 "Flag Protocol" (Draft)
- Alberta Protocol Office (Flags at Half-mast)

- Alberta Protocol Office (Annual Half-masting days)
- Alberta Protocol Office (Flag Protocol)
- Canadian Heritage (Special Days, Half-Masting)



**Title: Flag Protocol**

**Policy No: 1030**

**Effective Date: July 8, 2019**

**Motion Number: 19.07.536**

**Supersedes Policy No: (None)**

**Review Date: July 8, 2022**



**Purpose:** The purpose of this policy is to ensure that the flags at Greenview owned and operated facilities and buildings are flown and displayed in a consistent and appropriate manner.

## DEFINITIONS

**CAO** means the Chief Administrative Officer of the M.D of Greenview No. 16.

**Greenview** means the Municipal corporation of the M.D of Greenview No. 16.

**Flag** means a symbol of national or corporate identity designed to be displayed or flown from a pole or similar device or draped appropriately.

**Protocol** means a code of ceremonial, diplomatic, military or religious etiquette and precedence.

## POLICY

1. Greenview's flag policy is adapted to incorporate practices by both Alberta protocol and Canadian Heritage.
2. The Flag order of precedence is as follows:
  - 2.1 The Governor General's Flag (Standard) takes precedence over all flags in Canada, except The Queen's Personal Canadian Flag and the flag of the Lieutenant Governor when the Lieutenant Governor is performing their duty as the Queen's representative in the province.
  - 2.2 The Lieutenant Governor's Flag (Standard) takes precedence over all flags except the Queen's Personal Canadian Flag.
  - 2.3 The National Flag takes precedence over all other flags. When flown with other provincial, territorial and municipal flags, the National Flag occupies the position of honour as defined by Canadian Heritage and the Government of Alberta.
  - 2.4 If a Union Jack is on display, it takes precedence over any Provincial or Territorial Flag.
  - 2.5 Provincial and Territorial Flags take next precedence. If more than one Provincial Flag is on display, they must be displayed in the order they joined confederation from left to right (Canada, Ontario, Quebec, Nova Scotia, New Brunswick, Manitoba, British Columbia, Prince Edward Island, Saskatchewan, Alberta, Newfoundland and Labrador, Northwest Territories, Yukon, Nunavut.)
  - 2.6 The Greenview flag takes precedence over all community or other flags.

3. At Greenview facilities and buildings where the Greenview has three flag poles, Greenview will display:
  - 3.1 The Canadian Flag on the centre pole
  - 3.2 The Alberta Flag on the left pole (when facing the flag poles)
  - 3.3 The Greenview Flag on the right pole (when facing the flag poles)
4. When a flag becomes worn, noticeably faded, or otherwise unfit to be flown, the flag will be disposed of in a respectful manner and immediately replaced.
5. Lowering the flags to half-mast on all Greenview facilities and buildings from the time of notification of death until sunset the day of the funeral of the following:
  - 5.1 Sovereign
  - 5.2 Member of the immediate royal family
  - 5.3 Governor General of Canada or former Governor General of Canada
  - 5.4 Prime Minister of Canada or former Prime Minister
  - 5.5 Lieutenant Governor of Alberta or former Lieutenant Governor
  - 5.6 Premier of Alberta or former Premier of Alberta
  - 5.7 Reeve of Greenview or former Reeve
  - 5.8 Current Member of Council or Greenview employee
  - 5.9 Members of Greenview Fire Services
  - 5.10 As directed by the Prime Minister's Office or the Premier's Office
6. Lowering of the flags to half-mast will also occur marking the following occasions in accordance with the Canadian Department of Heritage:
  - 6.1 April 28, Day of Mourning for Persons Killed or Injured in the Workplace (Workers' Mourning Day), sunrise to sunset;
  - 6.2 June 23rd National Day of Remembrance for Victims of Terrorism;
  - 6.3 Last Sunday in September, Police and Peace Officers' National Memorial Day, sunrise to sunset, unless Half-masting occurs near the place where a memorial is being observed, then Half-masting can occur according to the prescriber order of service, until sunset;
  - 6.4 November 11, Remembrance Day, unless Half-Masting occurs at the National War Memorial or a place where remembrance is being observed, then Half-Masting can occur at 11:00 a.m. or according to the prescribed order of service, until sunset;
  - 6.5 December 6, National Day of Remembrance and Action on Violence Against Women, sunrise to sunset;
  - 6.6 To commemorate the death of a member of the Canadian Forces (Albertan). In a show of respect for members of Canadian Forces born or stationed in Alberta, on the day(s) of the funeral(s).
  - 6.7 As directed by the Prime Minister's Office or the Premier's Office
7. The CAO, in consultation with the Reeve, will have at their discretion, the authority to lower the flags to half-mast for other circumstances of such nature or magnitude that they deem appropriate in which this policy does not address.

## PROCEDURE

1. All flags are to be flown on separate poles.
2. All flags are to be flown at the same height.
3. All flags flown in a group are to be the same size.
4. Flags at all Greenview facilities and buildings will be raised and lowered by designated staff.
5. Should any special occasion flag be flown in front of any Greenview facility or building, the special occasion flag shall replace the Greenview Flag.

CURRENT

**Title: Flag Protocol**

**Policy No: 1030**

**Effective Date: Date passed in Council**

**Motion Number:**

**Supersedes Policy No: 1030**

**Department: Facilities**

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



**Legal References:**

National Flag of Canada Etiquette  
Protocol Office of Alberta

**Cross References:**

*Not applicable*

**Purpose:** To ensure Greenview is demonstrating respect towards the Flag of Canada, the provincial Flag of Alberta, and local flags. This policy seeks to advance the sense of community within Greenview and ensure that the flags at Greenview facilities and buildings are flown and displayed in a consistent and appropriate manner.

## 1. DEFINITIONS

- 1.1. **Administration Building** means the Greenview building located at 4806 – 36 Avenue in Valleyview, Alberta.
- 1.2. **Chief Administrative Officer (CAO)** means the Chief Administrative Officer of the Municipal District of Greenview No. 16.
- 1.3. **Community Flag** means those flags which represent a community organisation or community initiative.
- 1.4. **Greenview** means the Municipal District of Greenview No. 16.
- 1.5. **Flag** means a symbol of governmental, communal, or associative group designed to be displayed or flown from a pole, similar device, or draped appropriately.
- 1.6. **Half-masting** means the position of the flag when flying at half-mast where, as a general rule, the centre of the flag should be exactly half-way down the mast. When hoisted to or lowered from half-mast position, a flag should be first raised to the masthead.
- 1.7. **Protocol** means a code of ceremonial, diplomatic, military or religious etiquette and precedence.

## 2. POLICY STATEMENT

- 2.1. Greenview's flag policy is adapted to incorporate practices by both the Protocol Office of Alberta and Canadian Heritage's Flag Etiquette.
- 2.2. Greenview recognises the symbolic importance of flags as national, regional, and associative insignia, and as such will treat all flags with respect.
- 2.3. When a flag becomes worn, noticeably faded, or otherwise unfit to be flown, the flag shall be immediately replaced and disposed of in a respectful manner.
- 2.4. The order of flags shall be in a descending sequence from that flag with the highest honour.
- 2.5. All flags shall be flown on separate poles.
- 2.6. All flags shall be flown at the same height.
- 2.7. All flags flown in a group shall be the same size.
- 2.8. Flags at all Greenview facilities and buildings shall be raised and lowered by the Manager of Facilities, or their designate.

## 3. HALF-MASTING PROCEDURE

- 3.1. Greenview facilities may lower the flags to half-mast on all buildings upon notification of death until sunset the day of the funeral for the following:
  - A) Sovereign
  - B) Member of the immediate royal family
  - C) Current or former Governor General of Canada
  - D) Current or former Prime Minister of Canada
  - E) Current or former Lieutenant Governor of Alberta
  - F) Current or former Premier of Alberta
  - G) Current or former Reeve of Greenview
  - H) Current members of Greenview Fire Services
  - I) Current members of Greenview Enforcement Services
  - J) Current Member of Council or current Greenview employee
  - K) As directed by the Prime Minister's Office through Canadian Heritage
  - L) As directed by the Premier's Office through the Protocol Office of Alberta
- 3.2. The lowering of all flags to half-mast may occur to mark the following occasions in accordance with the Protocol Office of Alberta and Canadian Heritage:
  - A) April 28, Day of Mourning for Persons Killed or Injured in the Workplace
  - B) April 9, National Day of Remembrance of the Battle of Vimy Ridge
  - C) June 23, National Day of Remembrance for the Victims of Terrorism
  - D) Second Sunday in September, Firefighters' National Memorial Day
  - E) Last Sunday in September, Police and Peace Officers' National Memorial Day
  - F) September 30, National Day of Truth and Reconciliation
  - G) November 11, Remembrance Day
    - i) Half-masting may occur at 11:00 a.m. if the half-masting is to occur during or near a place where remembrance is taking place
  - H) December 6, National Day of Remembrance and Action on Violence Against Women
  - I) As directed by the Prime Minister's Office through Canadian Heritage

J) As directed by the Premier's Office through the Protocol Office of Alberta.

3.3. The Flag of Canada must be flown at full-mast on Victoria Day and Canada Day.

#### 4. FLAG ORDER PRECEDENCE

4.1. The following order of precedence shall be given to all flags flown:

- A) The Governor General's Flag (Standard) takes precedence over all flags in Canada, except The **King's** Personal Canadian Flag and the flag of the Lieutenant Governor when the Lieutenant Governor is performing their vice-regal functions.
- B) The Lieutenant Governor's Flag (Standard) takes precedence over all flags except the **King's** Personal Canadian Flag.
- C) The Flag of Canada takes precedent over all other flags. When flown with other provincial, territorial and municipal flags, the Flag of Canada occupies the position of honour as defined by Canadian Heritage and the Protocol Office of Alberta.
- D) The flags of foreign countries take precedence over provincial and other flags.
- E) Provincial and territorial flags take next precedence.
  - i) When more than one provincial flag is on display, the flags must be displayed in the order they joined confederation from left to right: Canada, Ontario, Quebec, Nova Scotia, New Brunswick, Manitoba, British Columbia, Prince Edward Island, Saskatchewan, Alberta, Newfoundland and Labrador, Northwest Territories, Yukon, Nunavut.
- F) The Greenview flag takes precedence over all community or other flags.
- G) Flags of other municipalities, communities, or groups.

4.2. Where a Greenview facility has three (3) flag poles, to an observer facing the display, the following flags will be flown in the prescribed order:

- A) The Canadian Flag on the centre pole;
- B) The Alberta Flag on the left pole;
- C) The Greenview Flag on the right pole.

#### 5. COUNCIL RESPONSIBILITIES

- 5.1. Council is responsible for ensuring that this policy is followed and updated as needed.
- 5.2. Council shall have the authority to lower flags to half-mast by resolution for other circumstances of such nature or magnitude that it deems appropriate which this policy does not address.

#### 6. ADMINISTRATION RESPONSIBILITIES

- 6.1. The Manager of Facilities, or their designate, is responsible for ensuring Greenview facilities are following the flag procedures outlined in this policy.
- 6.2. The Manager of Facilities, or their designate, is responsible for half-masting Greenview's flags on the recognised days, or as prescribed by Greenview Council, the Protocol Office of Alberta, or Canadian Heritage.

# Flags at half-mast

Flags are flown at the half-mast position as a sign of mourning or in observance of a special day. To half-mast a flag, the flag is brought to the half-mast position by first raising it to the masthead and immediately lowering it slowly to the half-mast position. The flag should be raised again to the top before lowering for the day.

- The Alberta Protocol Office issues public notices to stakeholders on half-masting occasions and suggested duration of observance.

Flags shall be flown at half-mast at all Government of Alberta sites from the notice of death to sunset on the day of the funeral on the death of:

- the Sovereign
- immediate members of the Royal Family
- current and former Governors General
- current and former Prime Ministers
- current and former Lieutenant Governors of Alberta
- current and former Premiers of Alberta



# Annual half-masting days

- **National Day of Remembrance of the Battle of Vimy Ridge** (April 9): The flags at the Legislature Building and at McDougall Centre are lowered to half-mast from sunrise to sunset.
- **National Day of Mourning for Those Who Have Suffered and Died in the Workplace** (April 28): The flags at all Government of Alberta locations are lowered to half-mast from sunrise to sunset.
- **National Day of Remembrance for Victims of Terrorism** (June 23): The flags at the Legislature Building and at McDougall Centre are lowered to half-mast from sunrise to sunset.
- **Firefighters' National Memorial Day** (Second Sunday in September): The flags at the Legislature Building and at McDougall Centre are lowered to half-mast from sunrise to sunset.
- **Police and Peace Officers National Memorial Day** (Last Sunday in September): The flags at the Legislature Building, McDougall Centre, Justice and Solicitor General Training Academy, all provincial courthouses and correctional institutions across the Province of Alberta are lowered to half-mast from sunrise to sunset.
- **National Day of Truth and Reconciliation** (September 30): The flags at all Government of Alberta locations are lowered to half-mast from sunrise to sunset.
- **Remembrance Day** (November 11): The flags at all Government of Alberta locations are lowered to half-mast from 11 am to sunset.
- **National Day of Remembrance and Action on Violence Against Women** (December 6): The flags at the Legislature Building and at McDougall Centre are lowered to half-mast from sunrise to sunset.



# Protocol for flag displays

When the provincial flag is flown in display with one or more other flags, the order of precedence is:

1. Canadian flag
2. other national flag (for example, visit of ambassador or high commissioner)
3. Alberta flag
4. Others

## 11. Special Days

The Flag will be Half-masted on all federal buildings and establishments in Canada, including the Peace Tower, from sunrise to sunset on the following days:

- April 28, Day of Mourning for Persons Killed or Injured in the Workplace (Workers' Mourning Day);
- June 23, National Day of Remembrance for Victims of Terrorism;
- Second Sunday in September, Firefighters' National Memorial Day, unless Half-masting occurs near the place where a memorial is being observed, then Half-masting can occur according to the prescribed order of service;
- Last Sunday in September, Police and Peace Officers' National Memorial Day, unless Half-masting occurs near the place where a memorial is being observed, then Half-masting can occur according to the prescribed order of service;
- September 30, National Day for Truth and Reconciliation;
- November 11, Remembrance Day, unless Half-masting occurs at the National War Memorial or a place where remembrance is being observed, then Half-masting can occur at 11:00 or according to the prescribed order of service;
- December 6, National Day of Remembrance and Action on Violence Against Women.

In addition, the Flag will be Half-masted on the Peace Tower:

- April 9, Vimy Ridge Day; and
- for the duration of the annual Memorial Service on Parliament Hill to remember deceased Parliamentarians.



# REQUEST FOR DECISION

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SUBJECT:	<b>2023 Market/Cost of Living Allowance (COLA) Adjustments</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO: SW	MANAGER: EK
DEPARTMENT:	CORPORATE SERVICES	DIR: EGK	PRESENTER: EK
STRATEGIC PLAN:	Governance	LEG: SS	

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## RELEVANT LEGISLATION:

**Council Bylaw/Policy** (cite) – Policy 1033 – Compensation Review – Clause 3 and 4

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## RECOMMENDED ACTION:

**MOTION:** That Council accept the report regarding Market/Cost of Living Allowance (COLA) increases and Consumer Price Index (CPI), for information, as presented.

**MOTION:** That Council approve a        % Market/Cost of Living Adjustment for Council and staff, effective January 1, 2023.

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## BACKGROUND/PROPOSAL:

Council has adopted a market placement of the 75<sup>th</sup> Percentile. Administration would like to provide the relevant information consisting of data collected from participating organizations and the 2022 Consumer Price Index (CPI) and facilitate a discussion in order to support Council in making a decision regarding a possible increase for 2023 for Greenview staff.

The rationale for market adjustments is to ensure that Greenview does not fall behind the market, nor will Greenview jump ahead of Greenview's 75<sup>th</sup> Percentile positioning. This confirms our pay positioning and competitiveness with the market.

Administration consulted other Municipalities in Alberta and has provided the attached chart to indicate the proposed increases of those municipalities. We have polled our comparable group from our recent compensation review and also other municipalities, many municipalities are still determining their proposed recommendations at this time.

The average CPI for 2022 is 6.5.

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## BENEFITS OF THE RECOMMENDED ACTION:

The benefit of Council accepting the recommended motion is that:

1. Council and Administration are acutely aware of the rising costs of consumer goods in Alberta.
2. The Municipal District of Greenview would remain at the Council adopted market placement of the 75<sup>th</sup> percentile for all staff and Council.
3. The Municipal District of Greenview will be within the range of other Alberta Municipalities.

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#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The recommended action carries a financial cost that would be added to Greenview's budget.

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#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council could provide an increase percentage of their choosing for the Market COLA adjustment for 2023. Financial alternatives are listed under the Financial Implications section.

**Alternative #2:** Council could choose not to award a market/COLA increase.

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#### FINANCIAL IMPLICATION:

The financial implications, including payroll and employer contributions, from the recommend motion are dependent on the decision reached by Council. The costs for alternatives are below:

Council could provide a 1% increase, which would have seen an increase in the overall budget by approximately \$304,993.15.

Council could provide a 2% increase, which would have seen an increase in the overall budget by approximately \$609,986.30.

Council could provide a 3% increase, which would have seen an increase in the overall budget by approximately \$914,979.45.

Council could provide a 4% increase, which would have seen an increase in the overall budget by approximately \$1,219,972.60.

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#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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#### 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 all staff of Council's decision.

Administration will include relevant costs in the 2023 budget.

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**ATTACHMENT(S):**

- Policy 1033 – Compensation Review
- 2023 Market (COLA) Adjustment Research
- 2022 Consumer Price Index

**Title: Compensation Review**

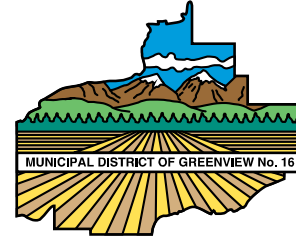
**Policy No: 1033**

**Effective Date: October 12, 2021**

**Motion Number: 21.10.506**

**Supersedes Policy No: NONE**

**Review Date: October 12, 2024**



**Purpose:** Greenview will provide for fair and equitable overall compensation to all staff based on internal equity and market comparison. Compensation will be structured so as to attract and retain competent and qualified staff and to appropriately reward performance.

## 1. DEFINITIONS

- 1.1. **CAO** means the Chief Administrative Officer of the M.D of Greenview No. 16.
- 1.2. **Greenview** means the municipal corporation of the M.D of Greenview No. 16.
- 1.3. **Pay Grid** means the salary structure that determines how much an employee is paid as a wage or salary, based on one or more factors such as the employee's level, rank, or status within the organization, the length of employment, and the difficulty of the job.
- 1.4. **Pay Rate** the individual salary or wage of an employee.
- 1.5. **Percentile** A value on a scale of one hundred that indicates the percent of a distribution that is equal to or below it. The 75th percentile is the point below which 75 percent of the data falls.

## 2. POLICY

- 2.1. Greenview's compensation package includes, competitive pay, employee benefit programs, vacation entitlements and paid leaves. Other elements include: Opportunities for employee learning and development, occupational health and safety, and other entitlements under the Staff Agreement.

## 3. COMPENSATION REVIEW

- 3.1. Greenview will engage an external consultant to conduct a compensation review at least every three years by surveying similar sized municipalities in Alberta, other public sector organizations in Alberta, and the broader public sector in Western Canada, to examine overall compensation provided to similar positions of relatively equal responsibility. A recommendation for changes will be made by the CAO to Council.

- 3.2. In addition, Council may annually, at their sole discretion upon the recommendation of the CAO, apply a cost-of-living factor to the pay grid, in order to maintain the Greenview pay structure in a competitive position.
- 3.3. Greenview strives to set pay for all positions at the 75% percentile of current pay levels of other similar sized municipalities in Alberta, other public sector organizations in Alberta, and the broader public sector in Western Canada.

## 4. PAY GRID

- 4.1. The pay Grid is based on a robust job classification process designed to ensure internal equity across all jobs at Greenview.
- 4.2. A pay range within Greenview's pay grid will be assigned to each employment position that is appropriate in relation to both the external market and relative internal responsibilities.
- 4.3. Compensation upon hiring will be based on the successful applicant's past experience and qualifications, as well as general market conditions.
- 4.4. An employee's movement within each range will be based upon the overall performance of the incumbent as determined by a performance review conducted prior to the end of their probationary period and in the employees annual performance review.
- 4.5. An employee who is not at the top of their wage range may be eligible for a step increase, dependent on their performance, at the recommendation of their immediate supervisor, and with the approval of their General Manager or CAO.

## 5. BENEFITS PROGRAM

- 5.1. Greenview provides an attractive package of affordable benefits for employees. Greenview's benefits offerings are intended to provide insurances for the financial consequences of health-related events and to promote over-all good health.
- 5.2. Benefits plan designs endeavor to balance sustainability and affordability while offering a package valued by current and potential employees. As with pay ranges, Greenview's benefits provisions are competitive with the benefits packages offered by other similar sized Alberta municipalities and other public sector organizations in Alberta.

## 6. STAFF AGREEMENT

- 6.1. Greenview provides a range of other benefits, including annual vacation entitlements, illness leave and special leaves, ensuring employees are treated in a fair and equitable manner. These provisions are included in the Staff Agreements and other policies.

## 7. COUNCIL COMPENSATION REVIEW

- 7.1. Annually Council will review travel, milage and subsistence rates to ensure Greenview remains comparable with the recommended rates established annually by the CRA Directives on Travel.
- 7.2. In the year prior to a General Election, Council will establish the Council Compensation Review Committee and appoint Members to the Committee to review the full compensation package and make recommended changes for the future Council's consideration.

	<b>Municipality</b>	<b>Increase in 2022</b>	<b>Proposed Increase for 2023</b>
Greenview Compensation Comparables	Clearwater County	2.00%	5.00%
	County of Grande Prairie	1.50%	3.00 or 3.50%
	Rocky View County	4.00%	3.00%
	Parkland County	1.00%	3.00%
	Yellowhead County	3.00%	3.00%
	Big Lakes County	0.00%	2-4%
	Strathcona County	1.00%	2.50%
	Mackenzie County	0.00%	TBD
	Aquatera	2.00%	TBD

	<b>Municipality</b>	<b>Increase in 2022</b>	<b>Proposed Increase for 2023</b>
Other Municipalities	Town of Olds	2.33%	5.98%
	Canmore	1.50%	5.90%
	Town of Banff	1.60%	5.40%
	Town of Edson	1.55%	5.37%
	Mountain View County	2.50%	4 - 4.5%
	Town of High River	2.50%	4.00%
	City of Wetaskiwin	2.00%	4.00%
	City of Airdrie	1.25%	2.60%
	City of Cold Lake	0.00%	2.00%
	Town of Hinton	0.00%	2.00%
	City of Grande Prairie	1.90%	1.90%
	Town of Morinville	0.00%	1.50%
	Westlock County	Unsure	1.50%
	Town of Strathmore	2.25%	1.5% - 3%
	Town of Wainwright	Unsure	1.50%
	Town of Blackfalds	Unsure	1.00%
	Lac La Biche	2.50%	Based on CPI
	Fort Saskatchewan	1.50%	TBD
	Beaumont	2.00%	TBD
	City of Camrose	1.50%	TBD
	Lacombe County	2.75%	TBD
	Lamont County	2.00%	TBD
	Red Deer County	1.50%	TBD
	Starland County	2.00%	TBD
	Sturgeon County	2.00%	TBD
	Town of High Prairie	0.00%	TBD
	Town of Penhold	2.50%	TBD
	Town of Raymond	2.50%	TBD
	Town of Three Hills	0.50%	TBD



<b>2022 Consumer Price Index Rates (Alberta)</b>	
<b>Month</b>	<b>CPI</b>
January	4.8
February	5.5
March	6.5
April	6.3
May	7.1
June	8.4
July	7.4
August	6.0
September	6.2
October	TBD
November	TBD
December	TBD
<b>Average</b>	<b>6.5</b>
<a href="https://economicdashboard.alberta.ca/ConsumerPriceIndexChange">https://economicdashboard.alberta.ca/ConsumerPriceIndexChange</a>	



# REQUEST FOR DECISION

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SUBJECT:	<b>Administrative Services Only (ASO) Benefit Model</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO: SW	MANAGER: EK
DEPARTMENT:	HUMAN RESOURCES	DIR: EGK	PRESENTER: EK
STRATEGIC PLAN:	Governance	LEG:	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council authorize Administration to move from an Insured Accounting arrangement to an Administrative Services Only accounting model without current health and benefits provider, Equitable Life of Canada.**

**MOTION: That Council authorize Administration to create an Employee Benefit Reserve to be used for any benefits surpluses and deficits realized by moving to the Administrative Services Only accounting model.**

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## BACKGROUND/PROPOSAL:

Our benefit consultants, Myers Benefit Consulting, have suggested that Greenview consider moving from an Insured Accounting arrangement to an Administration Services Only (ASO) accounting model. Rather than paying for premiums for benefit coverage, Greenview would fund the benefit plan cost and pay only for the benefits used. With an insured model, there is never a refund if you pay more premiums than benefits used. If your benefit utilization is above premiums, then those premiums are adjusted and increased for the following year. By moving to an ASO model we would remove the benefit carrier's risk premium and take ownership of surpluses and deficits.

Based on analysis from Myers Benefit Consulting, we would have realized a surplus of \$155,998 on health care and a \$123,767 surplus on dental care over the past three annual accounting periods.

There is valid concern that catastrophic claims could have a significant financial impact. To counter this, most carriers offer Inside Canada Pooling. Any claims in excess of the pooling threshold (\$15,000 with our carrier) per individual in a given policy year would be the responsibility of the pool. This protects Greenview and is something that we currently have in place as well. This change is only to the accounting of our health and dental benefits and does not result in any changes to Short Term Disability, Long Term Disability, Critical Illness, Life Insurance or any other benefits provided by Greenview.

Moving to this model does not tie us to one carrier indefinitely. We are still able to undertake a competitive procurement process as needed. It is important to note that before bringing this suggestion to Council, Administration ensured our due diligence by gaining insight into the consulting/health benefits market. With consultation and support from the Procurement Officer, Greenview conducted a Request for Information (RFI) for benefit consulting/brokerage services. The RFI was posted on Alberta Purchasing Connection in July 2022. In total, Greenview received five responses which were independently reviewed by Procurement, Human Resources, and the Director, Corporate Services in August. While it was noted that similar services exist, the financial benefit along with the additional services offered by ASO, through Myers Benefit consulting would still provide Greenview with the most advantageous holistic consultant and health benefit services program.

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#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefits of Council accepting the recommended motion is that Greenview will pay only for the benefits utilized and not the insured premiums. There is an opportunity to save money based on utilization. Any surpluses will be realized by Greenview and not our benefit carrier.
2. The change will be invisible to our employees and all coverage remains the same.

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#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. A possible disadvantage comes from the budgeting perspective. It is simpler to budget a regular premium than it is variable costs. Greenview would manage this by budgeting at an estimated premium level for employees. Any budgetary surpluses will be transferred to a reserve at year end to be used in years where there is a budgetary deficit. From a payment perspective, while Greenview stands to save money, the payments will be variable. Greenview would manage the ASO model by beginning with a float and then making monthly deposits.

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#### ALTERNATIVES CONSIDERED:

**Alternative #1:** That Greenview continues with its Insured Accounting model and pays all premiums for health and dental benefits remaining status quo.

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#### FINANCIAL IMPLICATION:

**Direct Costs:** The benefit General Ledgers will not change. We will continue to budget for benefit costs annually but may realize a surplus when compared to an insured/premium model. The financial impact is impossible to quantify as the benefits will be paid based on utilization.

**Ongoing / Future Costs:** Annually, we may receive a surplus or be in a deficit. The ongoing costs will be direct costs of health and dental benefits paying only for what is used.

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#### STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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#### 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:**

Our benefit carrier will be notified by our benefit consultant. This is simply a change to the accounting model and will be completely invisible to the employee. Greenview will utilize a budgeted ASO. A float will be set up and monthly payments will be made, and this fund will pay for claims and expenses. With this method there will be quarterly reports and an annual reconciliation where a surplus or deficit is declared. At that point, either a refund or an invoice will be issued.

Administration will create an Employee Benefits Reserve.

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**ATTACHMENT(S):**



# REQUEST FOR DECISION

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SUBJECT:	<b>Account 190222 Request to Waive Finance Charges</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO:	MANAGER: CG
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: CG
STRATEGIC PLAN:	Economy	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) – Bylaw No 94-118 Accounts Receivable Interest Charges, Policy 1504 Accounts Receivable Cancellation or Adjustment

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## RECOMMENDED ACTION:

**MOTION: That Council take no action to waive the finance charges in the amount of \$6,670.97 for account 190222.**

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## BACKGROUND/PROPOSAL:

As per the attached letter, the person responsible for account 190222 has requested that the finance charges be waived on the account. As per the attached letter, the new president was not aware that previous leadership had not been paying the invoices. They feel the finance charges should be waived as it would likely push the organization toward bankruptcy.

Administration reviewed the status of the organization with the list “Alberta Non-Profit Listing”, and the organization is listed as “struck”, which is a status given when the organization has dissolved or had their registration cancelled by the Registrar for not submitting required information for at least one year. This is consistent with the period that Greenview was not receiving payment for services.

The organization has submitted payment for the services provided, but not the finance charges, at this time.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended action is that it is consistent with Administration authority, as Council has the authority to waive such financing charges.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that the outstanding amount may cause significant hardship on the organization.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to waive the financing charges. This would result in a charge to Bad Debts Expense in the amount waived.

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 communicate the decision of Council to the applicant.

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**ATTACHMENT(S):**

- Policy 1504 Accounts Receivable Cancellation or Adjustment
- Bylaw 94-118 Accounts Receivable Interest Charges
- Request to Waive Finance Charges
- Account 190222 Transaction Inquiry

**Title: Accounts Receivable Cancellation or Adjustment**

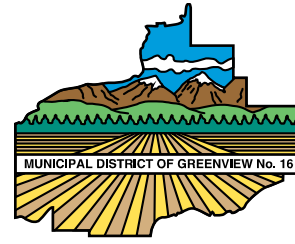
**Policy No: 1504**

**Effective Date: July 8, 2019**

**Motion Number: 19.07.538**

**Supersedes Policy No: AD 34**

**Review Date: July 8, 2022**



**Purpose:** To provide effective control of adjustments or cancellations to account receivable.

## DEFINITIONS

**CAO** means Chief Administrative Officer of the M.D of Greenview.

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

## POLICY

1. Greenview will process adjustments or cancellations only after appropriate authorization has been obtained.
2. Administration will make a minimum of three (3) attempts to collect outstanding Accounts Receivable prior to making a recommendation for cancellation.
3. Administration will provide written documentation to Council indicating the reason the Accounts Receivable is being cancelled or adjusted.
4. Cancellation of Accounts Receivable, excluding tax accounts, up to and including \$1,000.00 requires approval of the CAO. Cancellation of accounts in excess of \$1,000.00 requires Council approval.
5. Accounts or clerical errors (including clerical errors on tax accounts), Court of Revision or Assessment Review Board changes will be cancelled or adjusted with the authorization of the CAO.

## BYLAW NO. 94-118

### of the Municipal District of Greenview No. 16

A By-law of the Municipal District of Greenview No. 16 in the Province of Alberta, to authorize the imposition of interest charges on general Accounts Receivable which remain unpaid after 30 days from the date of mailing the account.

**WHEREAS** the Municipal Government Act, Chapter M-26, R.S.A. 1980, as amended, authorizes Council to impose an interest charge on general accounts receivable which remain unpaid after 30 days from the date of the mailing of the account.

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

1. that an interest charge of 1.5% per month shall be imposed on unpaid accounts receivable, excluding water and sewer public utility accounts and property tax accounts.

This By-law shall come into force and effect upon the day of final passing.

Read a first time this 28<sup>th</sup> day of September, A.D., 1994.

Read a second time this 28<sup>th</sup> day of September, A.D., 1994.

Read a third time and finally passed this 12<sup>th</sup> day of October, A.D., 1994.

  
REEVE

  
MUNICIPAL MANAGER



**From:** [REDACTED]  
**To:** [Greta Drysdale \(She/Her\)](#)  
**Subject:** Grande Cache Caribou Hockey League  
**Date:** October 11, 2022 11:23:39 AM

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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.

**Subject: Grande Cache Caribou Hockey League**

To who it may concern

Hello my name is [REDACTED] new President of the Caribou Hockey League in Grande Cache. We as an executive were hoping that you could please remove the late chargers that have been adding up. We just took over the league and had no idea that there were any outstanding invoices, we are very sorry and upset this has happened to be honest. If charged these late fees it would pretty much bankrupt the league. We would greatly appreciate anything that can be done to help us out.

Thank you for taking the time to read this email on behalf of the Caribou Hockey League in Grande Cache.

Sincerely

[REDACTED]

System: 10/17/22 9:40:53 AM  
User Date: 10/17/22

MD of Greenview  
TRANSACTION BY CUSTOMER INQUIRY REPORT  
Receivables Management

Page: 1  
User ID: Gretad

Customer ID: 190222 CARIBOU HOCKEY LEAGUE

Ranges: From: To:  
Document Number First Last  
Document Date First Last

Sorted By: Document Date Include: Work, Open, History

\* Voided

Origin	Type	Document Number	Cheque Number	Due Date	Audit Trail Code	Batch ID	Currency ID
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11/26/19		IVC000022987		\$0.00	\$0.00	\$1,338.75	\$0.00
History	SLS	IVC000022988		12/26/19	INVCE00001028	COMM SERVICES	
11/26/19		IVC000022988		\$0.00	\$0.00	\$5,310.38	\$0.00
History	SLS	IVC000023619		1/08/20	INVCE00001048	GCREC NOV 2019	
12/09/19		IVC000023619		\$0.00	\$0.00	\$4,462.50	\$0.00
History	PMT	CRREC00000276216-001	001362		CRREC00020219	20JAN10 CRVV	
1/10/20		PMT ON ACCOUNT		\$0.00	\$0.00	-\$11,111.63	\$0.00
Open	FIN	FCHRG0009891		1/10/20	RMSLS00000256	RM FIN CHG10000	
1/10/20		Jan. 2020 Finance Charge		\$0.00	\$0.00	\$99.74	\$99.74
History	SLS	IVC000024452		2/19/20	INVCE00001097	WEEKLY 12/31/19	
1/20/20		IVC000024452		\$0.00	\$0.00	\$3,927.00	\$0.00
Open	SLS	IVC000025346		3/27/20	INVCE00001132	WEEKLY 02/25/20	
2/26/20		IVC000025346		\$0.00	\$0.00	\$5,712.00	\$0.00
History	PMT	CRREC00000280495-001	0001369		CRREC00021754	20MAR05 CRVV	
3/05/20		IVC000024452 ICE RENT		\$0.00	\$0.00	-\$3,927.00	\$0.00
Open	SLS	IVC000025907		4/10/20	INVCE00001145	FEB INV 2020	
3/11/20		IVC000025907		\$0.00	\$0.00	\$4,060.87	\$0.00
Open	FIN	FCHRG0010290		3/12/20	RMSLS00000272	RM FIN CHG10000	
3/12/20		Mar. 2020 Finance Charge		\$0.00	\$0.00	\$1.50	\$1.50
Open	SLS	IVC000025924		4/24/20	INVCE00001159	WEEKLY 03/25/20	
3/25/20		IVC000025924		\$0.00	\$0.00	\$2,008.13	\$0.00
Open	FIN	FCHRG0010509		4/09/20	RMSLS00000278	RM FIN CHG10000	
4/09/20		Apr. 2020 Finance Charge		\$0.00	\$0.00	\$87.18	\$87.18
Open	FIN	FCHRG0010726		5/11/20	RMSLS00000286	RM FIN CHG10000	
5/11/20		May 2020 Finance Charge		\$0.00	\$0.00	\$178.23	\$178.23
Open	FIN	FCHRG0011076		6/10/20	RMSLS00000290	RM FIN CHG10000	
6/10/20		June 2020 Finance Charge		\$0.00	\$0.00	\$179.54	\$179.54
Open	FIN	FCHRG0011387		7/10/20	RMSLS00000296	RM FIN CHG10000	
7/10/20		July 2020 Finance Charge		\$0.00	\$0.00	\$182.21	\$182.21
Open	FIN	FCHRG0011630		8/12/20	RMSLS00000300	RM FIN CHG10000	
8/12/20		Aug. 2020 Finance Charge		\$0.00	\$0.00	\$184.91	\$184.91
Open	FIN	FCHRG0011929		9/11/20	RMSLS00000307	RM FIN CHG10000	
9/11/20		Sep. 2020 Finance Charge		\$0.00	\$0.00	\$187.64	\$187.64
Open	FIN	FCHRG0012202		10/07/20	RMSLS00000314	RM FIN CHG10000	
10/07/20		Oct. 2020 Finance Charge		\$0.00	\$0.00	\$190.41	\$190.41
Open	FIN	FCHRG0012447		11/13/20	212 RMSLS00000320	RM FIN CHG10000	
11/13/20		Nov. 2020 Finance Charge		\$0.00	\$0.00	\$193.23	\$193.23

System: 10/17/22 9:40:53 AM  
User Date: 10/17/22

MD of Greenview  
TRANSACTION BY CUSTOMER INQUIRY REPORT  
Receivables Management

Page: 2  
User ID: Gretad

Customer ID: 190222 CARIBOU HOCKEY LEAGUE

\* Voided

Origin	Type	Document Number	Cheque Number	Due Date	Audit Trail Code	Batch ID	Currency ID
Doc Date	Description		Discount Amount	Writeoff Amount	Document Amount	Amount Remaining	
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3/12/21	Mar. 2021 Finance Charge		\$0.00	\$0.00	\$204.91	\$204.91	
Open	FIN	FCHRG0013783		4/12/21	RMSLS00000340	RM FIN CHG10000	
4/12/21	Apr. 2021 Finance Charge		\$0.00	\$0.00	\$207.98	\$207.98	
Open	FIN	FCHRG0014040		5/10/21	RMSLS00000341	RM FIN CHG10000	
5/10/21	May 2021 Finance Charge		\$0.00	\$0.00	\$211.06	\$211.06	
Open	FIN	FCHRG0014294		6/09/21	RMSLS00000345	RM FIN CHG10000	
6/09/21	June 2021 Finance Charge		\$0.00	\$0.00	\$214.18	\$214.18	
Open	FIN	FCHRG0014549		7/12/21	RMSLS00000348	RM FIN CHG10000	
7/12/21	July 2021 Finance Charge		\$0.00	\$0.00	\$217.34	\$217.34	
Open	FIN	FCHRG0014805		8/13/21	RMSLS00000358	RM FIN CHG10000	
8/13/21	Aug. 2021 Finance Charge		\$0.00	\$0.00	\$220.56	\$220.56	
Open	FIN	FCHRG0015075		9/09/21	RMSLS00000359	RM FIN CHG10000	
9/09/21	Sep. 2021 Finance Charge		\$0.00	\$0.00	\$223.82	\$223.82	
Open	FIN	FCHRG0015351		10/13/21	RMSLS00000362	RM FIN CHG10000	
10/13/21	Oct. 2021 Finance Charge		\$0.00	\$0.00	\$227.12	\$227.12	
Open	FIN	FCHRG0015625		11/10/21	RMSLS00000370	RM FIN CHG10000	
11/10/21	Nov. 2021 Finance Charge		\$0.00	\$0.00	\$230.48	\$230.48	
Open	FIN	FCHRG0015898		12/09/21	RMSLS00000373	RM FIN CHG10000	
12/09/21	Dec. 2021 Finance Charge		\$0.00	\$0.00	\$233.89	\$233.89	
Open	FIN	FCHRG0016173		1/11/22	RMSLS00000377	RM FIN CHG10000	
1/11/22	Jan. 2022 Finance Charge		\$0.00	\$0.00	\$237.35	\$237.35	
Open	FIN	FCHRG0016421		2/14/22	RMSLS00000379	RM FIN CHG10000	
2/14/22	Feb. 2022 Finance Charge		\$0.00	\$0.00	\$240.85	\$240.85	
Open	FIN	FCHRG0016672		3/08/22	RMSLS00000387	RM FIN CHG10000	
3/08/22	Mar. 2022 Finance Charge		\$0.00	\$0.00	\$244.41	\$244.41	
Open	FIN	FCHRG0016930		4/08/22	RMSLS00000389	RM FIN CHG10000	
4/08/22	Apr. 2022 Finance Charge		\$0.00	\$0.00	\$248.03	\$248.03	
Open	FIN	FCHRG0017231		5/10/22	RMSLS00000393	RM FIN CHG10000	
5/10/22	May 2022 Finance Charge		\$0.00	\$0.00	\$255.41	\$255.41	
Open	FIN	FCHRG0017497		6/06/22	RMSLS00000394	RM FIN CHG10000	
6/06/22	June 2022 Finance Charge		\$0.00	\$0.00	\$255.41	\$255.41	
Open	FIN	FCHRG0017739		7/08/22	RMSLS00000400	RM FIN CHG10000	
7/08/22	July 2022 Finance Charge		\$0.00	\$0.00	\$259.24	\$259.24	
Open	FIN	FCHRG0017982		8/10/22	RMSLS00000401	RM FIN CHG10000	
8/10/22	Aug. 2022 Finance Charge		\$0.00	\$0.00	\$263.08	\$263.08	
Open	FIN	FCHRG0018237		9/19/22	RMSLS00000404	RM FIN CHG10000	
9/19/22	Sep. 2022 Finance Charge		\$0.00	\$0.00	\$266.96	\$266.96	
Open	PMT	CRREC00000357128-001 001373			CRREC00035243	22OCT07 CRGC	
10/07/22	CARIBOU HOCKEY LEAGUE		\$0.00	\$0.00	-\$11,781.00	\$0.00	
Open	FIN	FCHRG0018523		10/07/22	RMSLS00000405	RM FIN CHG10000	
10/07/22	Oct. 2022 Finance Charge		\$0.00	\$0.00	\$124.32	\$124.32	



# REQUEST FOR DECISION

**SUBJECT: Request for Property Tax Exemption**

**SUBMISSION TO: REGULAR COUNCIL MEETING**

**MEETING DATE: November 22, 2022**

**DEPARTMENT: FINANCE**

**STRATEGIC PLAN: Governance**

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO: SW**

**DIR: EK**

**LEG: SS**

**MANAGER: CG**

**PRESENTER:**

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## RELEVANT LEGISLATION:

**Provincial (cite)** – In accordance with the Municipal Government Act Community Organization Property Tax Exemption Regulation 281/1998 Part 3 Section 362(1)(n) 15.

**Council Bylaw/Policy (cite)** – N/A

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## RECOMMENDED ACTION:

**MOTION: Council approve the application for Property Tax Exemption for the 2023 taxation year for tax rolls 186993, 40296, 40529, 309616, 40174, 234607, 1038000 and 1074000.**

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## BACKGROUND/PROPOSAL:

As per the Community Organization Property Tax Exemption Regulation section 15, a non-profit organization that holds property on which any of the following facilities are operated may apply to the Municipality within whose area the property is located for an exemption from taxation:

- (a) The resources of the non-profit that holds the facility are devoted chiefly to the charitable or benevolent purpose for which the facility is used;

A municipality must grant a non-profit organization an exemption from taxation in a taxation year in respect of a property referred to in section 15 that is held by the organization if

- (a) The non-profit organization makes an application for an exemption to the Municipality by September 30 of the year preceding the taxation year and supplies the municipality with the following by November 30 of the year preceding the taxation year:
  - (i) Any information the municipality requires to determine if the organization meets conditions for the exemption
- (b) The facility on the property is one of the facilities described in section 15 and the non-profit organization operates the facility on a non-profit basis,
- (c) The funds of the non-profit organization are chiefly used for the purpose of the organization and not for the benefit of the organization's directors and employees.

ROLL	EXEMPT SINCE	ASSESSMENT	FINANCIAL CONSIDERATION
233084	2016	\$ 1,016,060	\$ 11,179.50
179105	2016	\$ 852,140	\$ 9,375.93
186993	1995	\$ 22,770	\$ 250.53
40296	2016	\$ 96,610	\$ 1,062.98
40529	1996	\$ 96,860	\$ 1,065.73
309616	2016	\$ 7,030	\$ 77.35
40174	2016	\$ 42,800	\$ 470.92
234607	1998	\$ 117,600	\$ 1,293.93
317022	2016	\$ 4,860	\$ 53.47
1038000	2015	\$ 303,790	\$ 3,342.54
1074000	2019	\$ 162,620	\$ 1,789.28
		<b>\$ 2,723,140</b>	<b>\$ 29,962.16</b>

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is the organizations will be able to continue to provide their services to the community without the added costs of property taxes.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to the recommended motion

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny the request for property tax exemption; however, Administration does not recommend this action due to the not-for-profit status of this organization. This will help keep their operating costs down and support the community.

**Alternative #2:** According to the *Property Tax Exemptions in Alberta Guide*, if a property tax exemption has been granted to a non-profit organization, the Municipality may waive the application requirement for up to three consecutive taxation years.

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**FINANCIAL IMPLICATION:**

Financial consideration was calculated using last year's non-residential mill rate for an estimated \$29,962.16 in property taxes.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

**FOLLOW UP ACTIONS:**

Administration will notify the Assessor of their continued exempt status.

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**ATTACHMENT(S):**

- Community Organization Property Tax Exemption Regulation 281/1998 Part 3 Section 362(1)(n) 15
- Applications for Property Tax Exemptions & Financial Statements

- (c) environmental reserves, conservation reserves, municipal reserves, school reserves, municipal and school reserves and other undeveloped property reserved for public utilities.

RSA 2000 cM-26 s361;2017 c13 s1(34)

**Exemptions for Government, churches and other bodies**

**362(1)** The following are exempt from taxation under this Division:

- (a) any interest held by the Crown in right of Alberta or Canada in property other than property that is held by a Provincial corporation as defined in the *Financial Administration Act*;
- (b) property held by a municipality, except the following:
  - (i) property from which the municipality earns revenue and which is not operated as a public benefit;
  - (ii) property that is operated as a public benefit but that has annual revenue that exceeds the annual operating costs;
  - (iii) an electric power system;
  - (iv) a telecommunications system;
  - (v) a natural gas or propane system located in a hamlet, village, summer village, town or city or in a school division that is authorized under the *Education Act* to impose taxes and has a population in excess of 500 people;
- (c) property, other than a student dormitory, used in connection with school purposes and held by
  - (i) the board of trustees of a school division,
  - (i.1) the Francophone regional authority of a Francophone education region established under the *Education Act*,
  - (i.2) the operator of a charter school established under the *Education Act*, or
  - (ii) the person responsible for the operation of a private school registered under the *Education Act*;
- (d) property, other than a student dormitory, used in connection with educational purposes and held by any of the following:

- (i) the board of governors of a university, polytechnic institution or comprehensive community college under the *Post-secondary Learning Act*;
- (ii) the governing body of an educational institution affiliated with a university under the *Post-secondary Learning Act*;
- (iii) a students association or graduate students association of a university under the *Post-secondary Learning Act*;
- (iv) a students association of a polytechnic institution or comprehensive community college under the *Post-secondary Learning Act*;
- (v) the board of governors of the Banff Centre under the *Post-secondary Learning Act*;
- (e) property, other than a student dormitory, used in connection with hospital purposes and held by a hospital board that receives financial assistance from the Crown;
- (f) property held by a regional services commission;
- (g) repealed by RSA 2000;
- (g.1) property used in connection with health region purposes and held by a health region under the *Regional Health Authorities Act* that receives financial assistance from the Crown under any Act;
- (h) property used in connection with nursing home purposes and held by a nursing home administered under the *Nursing Homes Act*;
- (i) repealed 1998 c24 s29;
- (j) property used in connection with library purposes and held by a library board established under the *Libraries Act*;
- (k) property held by a religious body and used chiefly for divine service, public worship or religious education and any parcel of land that is held by the religious body and used only as a parking area in connection with those purposes;
- (l) property consisting of any of the following:
  - (i) a parcel of land, to a maximum of 10 hectares, that is used as a cemetery as defined in the *Cemeteries Act*;



- (ii) any additional land that has been conveyed by the owner of the cemetery to individuals to be used as burial sites;
  - (iii) any improvement on land described in subclause (i) or (ii) that is used for burial purposes;
- (m) property held by
  - (i) a foundation constituted under the *Senior Citizens Housing Act*, RSA 1980 cS-13, before July 1, 1994, or
  - (ii) a management body established under the *Alberta Housing Act*,  
  
and used to provide senior citizens with lodge accommodation as defined in the *Alberta Housing Act*;
- (n) property that is
  - (i) owned by a municipality and held by a non-profit organization in an official capacity on behalf of the municipality,
  - (ii) held by a non-profit organization and used solely for community games, sports, athletics or recreation for the benefit of the general public,
  - (iii) used for a charitable or benevolent purpose that is for the benefit of the general public, and owned by
    - (A) the Crown in right of Alberta or Canada, a municipality or any other body that is exempt from taxation under this Division and held by a non-profit organization, or
    - (B) by a non-profit organization,
  - (iv) held by a non-profit organization and used to provide senior citizens with lodge accommodation as defined in the *Alberta Housing Act*, or
  - (v) held by and used in connection with a society as defined in the *Agricultural Societies Act* or with a community association as defined in the regulations,  
  
and that meets the qualifications and conditions in the regulations and any other property that is described and that meets the qualifications and conditions in the regulations;
- (o) property

- (i) owned by a municipality and used solely for the operation of an airport by the municipality, or
  - (ii) held under a lease, licence or permit from a municipality and used solely for the operation of an airport by the lessee, licensee or permittee;
  - (p) a municipal seed cleaning plant constructed under an agreement authorized by section 7 of the *Agricultural Service Board Act*, to the extent of 2/3 of the assessment prepared under Part 9 for the plant, but not including the land attributable to the plant.
- (2) Except for properties described in subsection (1)(n)(i), (ii) or (iv), a council may by bylaw make any property that is exempt from taxation under subsection (1)(n) subject to taxation under this Division to any extent the council considers appropriate.
- (3) A council proposing to pass a bylaw under subsection (2) must notify, in writing, any person or group that will be affected of the proposed bylaw.
- (4) A bylaw under subsection (2) has no effect until one year after it is passed.

RSA 2000 cM-26 s362;2003 cP-19.5 s142;2012 cE-0.3 s279;  
2017 c13 s1(35);2018 c19 s71

#### **Electric energy generation systems exemptions**

**362.1** Despite sections 359.1(4) and 359.2(4), the Minister may by order exempt, in respect of a taxation year, to any extent the Minister considers appropriate, one or more electric power systems used or intended for use in the generation or gathering of electricity from taxation for the purpose of raising the revenue needed to pay the requisitions referred to in section 326(1)(a)(ii) and (iii).

2017 c13 s1(36)

#### **Exempt property that can be made taxable**

**363(1)** The following are exempt from taxation under this Division:

- (a) property held by and used in connection with Ducks Unlimited (Canada) under a lease, licence or permit from the Crown in right of Alberta or Canada;
- (b) property held by and used in connection with
  - (i) the Canadian Hostelling Association -- Northern Alberta District,
  - (ii) the Southern Alberta Hostelling Association,

# Application for Property Tax Exemption Arts Facility or Museum

Application deadline September 30<sup>th</sup> of  
the year preceding the taxation year

SEP 23 2022

F22

SCANNED

## FOR OFFICE USE ONLY

Property Roll Identifier 186993, 40296 + 40529						Taxation Year 2023		Date VALLEYVIEW	
Legal Description	Lgt 19+20	Block 5	Plan 1273 HW 1273 HW	Part	Sec.	Township	Range	Mer.	
Municipal Property Address	6+7	5	1273 HW			SW-12-072-01-06			
Total Assessment 22,770 96,610 + 96,860			Land Assessment 22,770 + 46,070 + 41,710			Building Assessment 50,540 + 58,610			

## PART 1 - PROPERTY INFORMATION (Required by November 30<sup>th</sup> of the year preceding the taxation year)

Name of property owner DeBolt and District Pioneer Museum Society		Telephone Number (Bus) 780-957-3955	Telephone Number (Res) cell 780-814-9711
Address of property owner Box 298 (447) DeBolt AB		Postal Code T0H 1B0	Fax Number
Address of property for which exemption is requested SW-12-72-1-W6 Plan 1273 HW Block 5 Lots 6+7			
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:			
Is there an agreement in place that confirms the portion of the property held by the organization? <input type="checkbox"/> Yes If yes, provide expiry date (mm / dd / yyyy) <input checked="" type="checkbox"/> No			Date organization took occupancy (mm / dd / yyyy)

## PART 2 - ORGANIZATION INFORMATION

Name of organization operating the facility used for arts or a museum DeBolt and District Pioneer Museum Society		Telephone Number (Bus) 780-957-3955	Fax Number
Act under which organization is registered as a non-profit organization Society's act + Charity		Registration Number	
Organization's objectives/purposes 1. To develop and maintain a pioneer museum, in the Hamlet of DeBolt to illustrate pioneer life in the area 2. To record the names of people and their way of life as they arrived in the area. 3. To Collect items that identify with the arrival and life of the people in area 4. To tell the story of the area, pre-pioneer, including indigenous, the natural area + pre history (paleontology and archaeology, (see attachment)) 5.			
a) Are the resources of this organization devoted to the above objectives/purposes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation		
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No		
c) Does your organization expect to move from this property during the following year(s)?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No		
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No		
e) Are the organization's services similar to any other organization and /or business?	<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No		

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to

(Municipality Contact Information)

**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**Does the organization have a retail commercial area at this location? ☐ Yes ☒ NoIf yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☒ No

Class

Area (Sq.Ft)

**PART 4 – PROPERTY USE INFORMATION specific to an arts/museum facility**

What facilities are on the property?

1. Legion Hall with military exhibits
2. Hall is occasionally rented out to members of the public.
3. Art room - Cranberry Rodeo Assoc.
4. Other renters - Spring Creek Grazing Assoc., North Goodwin Stock Assoc.

What are the membership requirements including fees?

\$1.00 per year

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☒ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?

☒ General Public ☐ Members**PART 5 – CONTACT INFORMATION**

Contact Name

Bernice Gerwatowski

Position with Organization

Treasurer

Telephone Number (Bus)

Telephone Number (Res)

Mailing Address for non profit organization

Box 298

Postal Code

TOH 180

Fax Number

President of Organization

Elsie Giesbrecht

Telephone Number (Bus)

Telephone Number (Res)

Fax Number

Treasurer of Organization

Bernice Gerwatowski

Telephone Number (Bus)

Telephone Number (Res)

Fax Number

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) ☒ Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements ☒
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Bernice Gerwatowski

Name (Please Print)

Sept 20/22

Date

treasurer

Position

Bernice Gerwatowski

Signature

**DeBolt and District Pioneer Museum Society**  
Societies Act # 8665, Incorporated - September 15, 1975

Revision ----- 2007

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We, the undersigned, hereby declare we desire to form a society under the Society Act, R.S.A. 1970, and that:

The Name of the Society is - DeBolt and District Pioneer Museum Society

The Objects of the Society are:

- a) To develop and maintain a pioneer museum, in the Hamlet of DeBolt to illustrate pioneer life in the area, as follows:
  - 1) To record the names of people and their way of life as they arrived in the area.
  - 2) To collect items that identify with the arrival and life of the people in the area.
  - 3) To tell the story of the area, pre-pioneer, including the 1<sup>st</sup> Nations people, the natural area, and pre-history (paleontology, and archaeology).
  - 4) To preserve the items for the enjoyment and education of generations to come.
- b) To acquire sufficient building space to house our displays and include storage and work areas.
- c) To encourage local participation and interest in the development and maintenance of the museum.
- d) To have a special 'museum day' each year, either on it's own or in conjunction with other community events, to increase public awareness in the museum.
- e) To follow the themes:
  - 1) "The pioneer families and their stamina for hard work, ability to enjoy life, and their undying faith - built the community of DeBolt and District from the wilderness".
  - 2) "That the Natural Area and First Nations history in our region be collected and presented".
- f) To maintain and improve the grounds known as "Hubert Memorial Park", as well as the Heritage Buildings and sheds on these grounds.
- g) To maintain buildings and grounds of property known as the "Legion Hall"
- h) To maintain building and grounds of property known as "DeBolt Community Church", (formerly DeBolt United Church).

The operation of the society are to be carried on in DeBolt and the surrounding District in the Province of Alberta.





OTTAWA ON K1A 0L5

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<b>Date</b>	Jun 3, 2021
<b>Business Number</b>	11888 3511 RR0001
<b>Fiscal Period Ending</b>	Oct 31, 2020

DEBOLT AND DISTRICT PIONEER MU  
SEUM SOCIETY  
PO BOX 298  
DEBOLT AB T0H 1B0

**Subject: Confirmation of annual information return filing**

Thank you for filing the organization's information return, for the fiscal period ending **October 31, 2020**.

We have processed your financial information as submitted. However, we may review this information again in the future.

Registered charities are responsible for verifying that the information submitted is accurately reported on our website. If you notice a discrepancy, complete and submit an adjustment request.

For more information, go to [canada.ca/charities-giving](https://canada.ca/charities-giving) or call **1-800-267-2384**, or **1-800-665-0354** for TTY service for persons with a hearing or speech impairment.

Director General, Charities Directorate



CORPORATE ACCESS NUMBER

50008665

SOCIETIES ACT

## CERTIFICATE

DEBOLT & DISTRICT PIONEER MUSEUM SOCIETY  
CHANGED ITS OBJECTIVES. THE NEW OBJECTIVES WERE  
REGISTERED ON MARCH 25, 1996.



A handwritten signature in cursive script, likely belonging to the Registrar of Corporations.

Registrar of Corporations

**DeBolt and District Pioneer Museum Society**  
**Financial Statement for the year 11/01/2020 to 10/31/21**

**Income:**

Gov' Grants	\$ 65686.50
Casino	\$ 0.00
History Books Sales	\$ 913.07
Church/Legion Rent	\$ 1,000.00
Interest Earned	\$ 142.01
Donations	\$ 75.00
<u>Programming/Ticket Sales/Misc.</u>	<u>\$ 747.00</u>
<b>Total Income</b>	<b>\$ 68,563.58</b>

**Disbursements:**

Bank Service Charge	\$ 95.04
Wages for Manager & Summer Staff	\$ 22,830.63
Source Deductions	\$ 1,783.70
Travel & Training	\$ 360.00
Insurance	\$ 1,989.96
Office Supplies	\$ 697.72
Postage	\$ 183.19
Cleaning Supplies	\$ 496.60
Exhibits & Collections	\$ 390.61
Programming Expenses	\$ 746.25
Membership – Regional and Provincial	\$ 165.00
Advertising & Promotions	\$ 1,208.07
Gift shop	\$ 216.67
Cost of Goods Sold (Books)	\$ 341.45
Legal and Accounting	\$ 2,367.50
Telephone & Utilities	\$ 9,229.10
<u>Repairs &amp; Maintenance: Building &amp; Grounds</u>	<u>\$ 33,844.47</u>
<b>Total Expenses</b>	<b>\$ 76,945.96</b>

**Net Income** **\$ -8382.38**

This Financial Statement requires signatures of two Executive Directors

This financial statement has been reviewed and approved by:

Elsie Giesbrecht  
 Printed name and signature

President  
 Position

Dec 9th, 2021  
 Date

Bernice Gerwatoski  
 Printed name and signature

Treasurer  
 Position

Dec 9th, 2021  
 Date



**DeBolt & District Pioneer Museum Society**  
**Balance Sheet As at 10/31/2021**

**ASSET**

**Current Assets**

Petty Cash	101.14	
Bank: General	15,540.09	
Bank: Casino	2,310.34	
Total Cash		17,951.57
Investments: GIC		17,599.59
Purchase Prepayments		7.04
<b>Total Current Assets</b>		<b>35,558.20</b>

**Inventory Assets**

Inventory: History Books		44,995.00
<b>Total Inventory Assets</b>		<b>44,995.00</b>

**Capital Assets**

Equipment: Playground		200,000.00
Equipment: Basketball		30,000.00
Equipment		19,989.92
Buildings		786,180.00
Building: Gazebo		7,000.00
Land: Legion & Church		100,000.00
Furnishings		13,100.00
<b>Total Capital Assets</b>		<b>1,156,269.92</b>

<b>TOTAL ASSET</b>		<b>1,236,823.12</b>
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**LIABILITY**

**Current Liabilities**

Accounts Payable		1,797.49
Corporate Taxes payable		-73.82
GST Paid on Purchases	-2,092.55	
GST Owing (Refund)		-2,092.55
<b>Total Current Liabilities</b>		<b>-368.88</b>

<b>TOTAL LIABILITY</b>		<b>-368.88</b>
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**EQUITY**

**Retained Earnings**

Retained Earnings - Previous Y...		1,245,574.38
Current Earnings		-8,382.38
<b>Total Retained Earnings</b>		<b>1,237,192.00</b>

<b>TOTAL EQUITY</b>		<b>1,237,192.00</b>
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<b>LIABILITIES AND EQUITY</b>		<b>1,236,823.12</b>
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**DeBolt & District Pioneer Museum Society**  
**Income Statement 11/01/2020 to 10/31/2021**

**REVENUE**

**Sales Revenue**

Revenue: Rent	1,000.00
Revenue: History Books	913.07
Revenue: Ticket Sales	700.00
Revenue: Donations	75.00
Revenue: Grants	65,686.50
Revenue: Gift Shop	47.00

<b>Net Sales</b>	<u>68,421.57</u>
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**Other Revenue**

Revenue: Interest	142.01
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<b>Total Other Revenue</b>	<u>142.01</u>
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<b>TOTAL REVENUE</b>	<u>68,563.58</u>
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**EXPENSE**

**Cost of Goods Sold**

Books: Side Lake City	216.45
Freight Expense	125.00

<b>Total Cost of Goods Sold</b>	<u>341.45</u>
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**Payroll Expenses**

Wages & Salaries	22,830.63
EI Expense	510.78
CPP Expense	872.92
WCB Expense	400.00

<b>Total Payroll Expense</b>	<u>24,614.33</u>
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**General & Administrative Exp...**

Memberships	165.00
Advertising & Promotions	1,208.07
Accounting & Legal	2,367.50
Programming Expenses	746.25
Insurance	1,989.96
Interest & Bank Charges	95.04
Supplies: Office	697.72
Supplies: Gift Shop	216.67
Supplies: Postage	183.19
Supplies: Cleaning & Mnt	496.60
Supplies: Exhibits & Collections	390.61
Repair & Mnt: Grounds & Bldgs	33,844.47
Telephone & Utilities	9,229.10
Travel & Training	360.00

<b>Total General &amp; Admin. Expe...</b>	<u>51,990.18</u>
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<b>TOTAL EXPENSE</b>	<u>76,945.96</u>
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<b>NET INCOME</b>	<u>-8,382.38</u>
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**DeBolt & District Pioneer Museum Society**  
**Trial Balance As at 10/31/2021**

Ac...	Account Description	Debits	Credits
1050	Petty Cash	101.14	-
1055	Bank: Savings	0.00	-
1060	Bank: General	15,540.09	-
1062	Bank: Casino	2,310.34	-
1100	Investments: GIC	17,599.59	-
1200	Accounts Receivable	0.00	-
1205	Accounts Receivable: GST	0.00	-
1220	Advances & Loans	0.00	-
1300	Purchase Prepayments	7.04	-
1320	Prepaid Expenses	0.00	-
1520	Inventory: History Books	44,995.00	-
1810	Leasehold Improvements	0.00	-
1815	Equipment: Playground	200,000.00	-
1816	Equipment: Basketball	30,000.00	-
1820	Equipment	19,989.92	-
1825	Buildings	786,180.00	-
1826	Building: Gazebo	7,000.00	-
1830	Land: Legion & Church	100,000.00	-
1840	Artifacts: Priceless (non-replace)	0.00	-
1845	Furnishings	13,100.00	-
1910	Computer Software	0.00	-
1920	Goodwill	0.00	-
1930	Incorporation Cost	0.00	-
2100	Accounts Payable	-	1,797.49
2115	Import Duty Clearing	-	0.00
2160	Corporate Taxes payable	73.82	-
2170	Vacation payable	-	0.00
2180	EI Payable	-	0.00
2185	CPP Payable	-	0.00
2190	Federal Income Tax Payable	-	0.00
2230	WCB Payable	-	0.00
2234	User-Defined Expense 1 Payable	-	0.00
2235	User-Defined Expense 2 Payable	-	0.00
2236	User-Defined Expense 3 Payable	-	0.00
2237	User-Defined Expense 4 Payable	-	0.00
2238	User-Defined Expense 5 Payable	-	0.00
2240	Deduction 1 Payable	-	0.00
2250	Deduction 2 Payable	-	0.00
2260	Deduction 3 Payable	-	0.00
2270	Deduction 4 Payable	-	0.00
2280	Deduction 5 Payable	-	0.00
2310	GST Charged on Sales	-	0.00
2315	GST Paid on Purchases	2,092.55	-
2325	GST Adjustments	-	0.00
2460	Prepaid Sales/Deposits	-	0.00
2620	Bank Loans	-	0.00
2630	Mortgage Payable	-	0.00
2680	Loans from Shareholders	-	0.00
3350	Common Shares	-	0.00
3390	Preferred Shares	-	0.00
3560	Retained Earnings - Previous Y...	-	1,245,574.38
4020	Revenue: Rent	-	1,000.00
4030	Revenue: History Books	-	913.07

**DeBolt & District Pioneer Museum Society**  
**Trial Balance As at 10/31/2021**

Ac...	Account Description	Debits	Credits
4040	Revenue: Ticket Sales	-	700.00
4100	Revenue: Programming	-	0.00
4110	Revenue: Donations	-	75.00
4120	Revenue: Grants	-	65,686.50
4200	Revenue: Casino	-	0.00
4230	Revenue: Gift Shop	-	47.00
4240	Revenue: Memberships	-	0.00
4420	Freight Revenue	-	0.00
4440	Revenue: Interest	-	142.01
4460	Revenue: Misc	-	0.00
5020	Books: Spirit of the Peace	0.00	-
5021	Books: Side Lake City	216.45	-
5030	Books: Pioneer Coloring	0.00	-
5040	Inventory C Cost	0.00	-
5100	Inventory Variance	0.00	-
5120	Item Assembly Costs	0.00	-
5130	Adjustment Write-off	0.00	-
5140	Transfer Costs	0.00	-
5190	Subcontracts	0.00	-
5200	Purchases	0.00	-
5220	Purchase Returns	0.00	-
5240	Early Payment Purchase Disco...	0.00	-
5300	Freight Expense	125.00	-
5410	Wages & Salaries	22,830.63	-
5420	EI Expense	510.78	-
5430	CPP Expense	872.92	-
5440	WCB Expense	400.00	-
5464	User-Defined Expense 1 Expen...	0.00	-
5465	User-Defined Expense 2 Expen...	0.00	-
5466	User-Defined Expense 3 Expen...	0.00	-
5467	User-Defined Expense 4 Expen...	0.00	-
5468	User-Defined Expense 5 Expen...	0.00	-
5470	Employee Benefits	0.00	-
5610	Memberships	165.00	-
5615	Advertising & Promotions	1,208.07	-
5620	Bad Debts	0.00	-
5625	Business Fees & Licenses	0.00	-
5630	Accounting & Legal	2,367.50	-
5640	Programming Expenses	746.25	-
5660	Non-recoverable GST	0.00	-
5680	Income Taxes	0.00	-
5685	Insurance	1,989.96	-
5690	Interest & Bank Charges	95.04	-
5700	Supplies: Office	697.72	-
5701	Supplies: Gift Shop	216.67	-
5702	Supplies: History Books	0.00	-
5703	Supplies: Postage	183.19	-
5720	Property Taxes	0.00	-
5730	Supplies: Cleaning & Mnt	496.60	-
5735	Supplies: Exhibits & Collections	390.61	-
5740	Rep & Mnt: Equipment	0.00	-
5750	Realized Exchange Gain/Loss	0.00	-
5760	Sub-Contractors	0.00	-

**DeBolt & District Pioneer Museum Society**  
**Trial Balance As at 10/31/2021**

Ac...	Account Description	Debits	Credits
5765	Repair & Mnt: Grounds & Bldgs	33,844.47	-
5780	Telephone & Utilities	9,229.10	-
5784	Travel & Training	360.00	-
5789	Casino Expenses	0.00	-
		<u>1,315,935.45</u>	<u>1,315,935.45</u>

# Application for Property Tax Exemption Non Profit Organization

Application deadline September 30<sup>th</sup> of  
the year preceding the taxation year

## FOR OFFICE USE ONLY

Property Roll Identifier <u>309616</u>					Taxation Year <u>2023</u>		Date	
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.
				<u>SW</u>	<u>04</u>	<u>065</u>	<u>22</u>	<u>05</u>
Municipal Property Address <u>MLL 040088</u>								
Total Assessment <u>7,030</u>			Land Assessment <u>7030</u>			Building Assessment <u>—</u>		

### PART 1 – PROPERTY INFORMATION (Required by November 30<sup>th</sup> of the year preceding the taxation year)

Name of property owner <u>EDSON TRAIL HISTORICAL SOCIETY</u>		Telephone Number (Bus) <u>790-524-3884</u>	Telephone Number (Res)
Address of property owner <u>BOX 807 VALLEYVIEW</u>		Postal Code <u>T0H 3N0</u>	Fax Number
Address of property for which exemption is requested <u>WS-22-65-04-SW</u>			
Portion/Area of the property held by the organization <input type="checkbox"/> All <input checked="" type="checkbox"/> Part Area Occupied is: <u>APPROX - 1/4 AC</u>			
Is there an agreement in place that confirms the portion of the property held by the organization?		Date organization took occupancy (mm / dd / yyyy)	
<input checked="" type="checkbox"/> Yes If yes, provide expiry date <u>ANNUAL LEASE</u> <input type="checkbox"/> No (mm / dd / yyyy)			

### PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility <u>EDSON TRAIL HISTORICAL SOCIETY</u>		Telephone Number (Bus) <u>790-524-3884</u>	Fax Number
Act under which organization is registered as a non-profit organization <u>ALBERTA SOCIETIES ACT</u>		Registration Number <u>5010725207</u>	
Organization's objectives/purposes			
<ol style="list-style-type: none"> <li>1. <u>PRESERVE LOCAL HISTORY FOR FUTURE GENERATIONS</u></li> <li>2. <u>PROVIDE A DESTINATION FOR OUTDOOR ACTIVITIES</u></li> <li>3.</li> <li>4.</li> <li>5.</li> </ol>			
a) Are the resources of this organization devoted to the above objectives/purposes?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and/or business?		<input checked="" type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_

(Municipality Contact Information)



**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**Does the organization have a retail commercial area at this location? ☐ Yes ☒ NoIf yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☐ No

Class

Area (Sq.Ft)

**PART 4 – PROPERTY USE INFORMATION specific to a non profit organization**

What facilities are on the property?

1. LOG CABIN
- 2.
- 3.
- 4.

What times are they accessible to the general public?

7/24

What are the membership requirements including fees?

N/A

Describe the purpose for which the facility is used.

DESTINATION FOR ATV, HORSEBACK

Describe the typical beneficiary and where they reside.

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☒ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?

☒ General Public ☐ Members**PART 5 – CONTACT INFORMATION**

Contact Name

DALE GERVAIS

Position with Organization

PRES

Telephone Number (Bus)

[REDACTED]

Telephone Number (Res)

[REDACTED]

Mailing Address for non profit organization

BOX 807 VALLEYVIEW

Postal Code

T0H-3N0

Fax Number

[REDACTED]

President of Organization

DALE GERVAIS

[REDACTED] (B)

Telephone Number (Res)

[REDACTED]

Fax Number

[REDACTED]

Treasurer of Organization

DENISE GERVAIS

[REDACTED] (B)

Telephone Number (Res)

[REDACTED]

Fax Number

[REDACTED]

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements.
  - Certificate of Title (if applicable).
  - The current lease agreement with the property owner (if applicable).
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

DALE GERVAIS

Name (Please Print)

SEPT 13/2022

Date

PRES

Position

[Signature]

Signature



SOCIETIES ACT

**CERTIFICATE  
OF  
INCORPORATION**

**EDSON TRAIL HISTORICAL SOCIETY  
WAS INCORPORATED IN ALBERTA ON 2003/10/20.**





**Balance on Last Statement**

Description	Amount	GST
MISCELLANEOUS LEASE		
2019-05-17 PAYMENT	52.50CR	
2020-07-29 CHARGE		
RENTAL CHARGE	50.00	2.50

CURRENT BALANCE: 5

TOTAL DUE: 5

LAND DESCRIPTION: W5-22-065-04-SW

Client Name EDSON TRAIL HISTORICAL SOCIETY			Activity ID / Account # DML-040088
Statement Date 2020-04-16	Statement Number 0004939109	Current Annual Interest Rate 12.683	Current Charge Due Date 2020-07-29

ENVIRONMENT AND PARKS  
DIRECT INQUIRIES TO (780) 427-3570  
OUR REGISTRANT NUMBER IS R124072513  
INTEREST WILL BE ASSESSED ON THE OVERDUE BALANCE UNLESS  
PAYMENT IS RECEIVED BY 2020-08-29

MAIL TO:  
ENVIRONMENT AND PARKS  
9915 - 108 STREET  
EDMONTON, ALBERTA  
T5K 2G8

MAKE CHEQUE OR MONEY ORDER PAYABLE TO:  
GOVERNMENT OF ALBERTA

PLEASE DISREGARD THIS STATEMENT, IF PAYMENT HAS BEEN MADE.

Please see reverse for payment instructions

# EDSON TRAIL HISTORICAL SOCIETY

## FINANCIAL STATEMENT

November 24, 2020 – November 23, 2021

Prepared by Denise Gervais

### ASSETS:

CASH	Community Spirit Account to November 23, 2019	\$18,636.83
	T-Bill Savings Account	\$ 0
	Movie packages in stock – 23 @ \$100.00	\$ 2,300.00
	Buildings – (cabin)	\$20,506.96

---

Total Assets	<u>\$41,443.79</u>
--------------	--------------------

Liabilities:	Minister of Finance (Land Lease)	\$52.50
--------------	----------------------------------	---------

### Other Income

Movies Sold	\$0
Interest Earned	\$ 4.76

Income Total	<u>\$4.76</u>
--------------	---------------

### DISBURSEMENTS:

Meeting Expenses	\$190.20
Government of AB DML	\$ 52.50

Disbursements Total	<u>\$242.70</u>
---------------------	-----------------

This Financial Statement has been reviewed and approved by:

  
Mike Wilburn

Mar 22/22

  
Sean Jorgensen

Mar 24/22

—

# EDSON TRAIL HISTORICAL SOCIETY

## FINANCIAL STATEMENT

November 24, 2020 – November 23, 2021

Prepared by Denise Gervais

### ASSETS:

CASH	Community Spirit Account to November 23, 2019	\$18,636.83
	T-Bill Savings Account	\$ 0
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	Buildings – (cabin)	\$20,506.96

---

Total Assets

\$41,443.79

Liabilities: Minister of Finance (Land Lease) \$52.50

### Other Income

Movies Sold	\$0
Interest Earned	\$ 4.76

Income Total

\$4.76

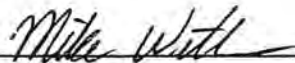
### DISBURSEMENTS:

Meeting Expenses	\$190.20
Government of AB DML	\$ 52.50


Disbursements Total

\$242.70

This Financial Statement has been reviewed and approved by:

  
Mike Wilburn

Mar 22/22

  
Sean Jorgensen

Mar 24/22

Edson Trail Historical Society					
	Column1	Column2	Column3	Column4	Column5
General Account	Date	Cheque #	Amount	Deposit	Balance
Bank Balance at Nov 23/20					\$18,875.13
Interest payment	Nov 30/20			\$0.36	\$18,875.49
Interest payment	Dec 31/20			\$0.38	\$18,875.87
Interest payment	Jan 31/21			0.38	\$18,876.25
Interest payment	Feb 28/21			0.34	\$18,876.59
Interest payment	Mar 31/21			\$0.38	\$18,876.97
Interest payment	Apr 30/21			0.36	\$18,877.33
Interest payment	May 31/21			0.38	\$18,877.71
The Crabbie Goat mtg exp Mar 10/21	Jun 7/21	200	\$190.20		\$18,687.51
Interest payment	Jun 30/21			0.36	\$18,687.87
Government of Alberta	July 11/21	201	\$52.50		\$18,635.37
Interest payment	July 11/21			\$0.36	\$18,635.73
Interest payment	July 31/21			\$0.37	\$18,635.74
Interest payment	Aug 31/21			\$0.37	\$18,636.11
Interest payment	Sept 30/21			\$0.35	\$18,636.46
Interest payment	Oct 31/21			\$0.37	\$18,636.83
Balance November 23/20			\$242.70	4.76	<b>\$18,636.83</b>

Edson Trail Historical Society  
Corporate Access Number: 5010725207  
Registration Date: 2003/10/20

List of Executive and Directors 2021

President Dale Gervais  
Box [REDACTED]  
Valleyview, AB T0H 3N0

Vice President Doug Williamson  
Box [REDACTED]  
Valleyview, AB T0H 3N0

Sec/Treasurer Denise Gervais  
Box [REDACTED]  
Valleyview, AB T0H 3N0

Directors Richard Hollingworth  
Box [REDACTED]  
Valleyview, AB T0H 3N0

Mike Wilburn  
Box [REDACTED]  
Valleyview, AB T0H 3N0

Sean Jorgensen  
Box [REDACTED]  
Valleyview, AB T0H 3N0

EDSON TRAIL HISTORICAL SOCIETY MINUTES  
MEETING – March 10, 2021

Attendance: Dale Gervais, Denise Gervais, Doug Williamson, Mike Wilburn, Dick Hollingworth, Sean Jorgensen

President, Dale Gervais called the meeting to order at 5:12 PM at the Crabby Goat

Mike moved to accept the agenda seconded by Doug. Carried

Doug moved to accept minutes of the February 3, 2020 meeting. Dick seconded. Carried

Correspondence – Mathieu Hyrniuk LLP re 2019 annual return filing

Moved by Dick and seconded by Sean, that the 2020 Financial Statements be accepted as presented and audited. carried

New Business

- a. Movies. Mike moves we change the price of the movies to \$25.00 each and look at other places to display them. Sean seconded. Carried. Mike will look into this. Dale to check into getting movie put on MD website.
- b. Dick moves we investigate reinvesting \$18,000.00 into something earning more interest. Sean seconds. Carried. Dale to look into it at the bank and get one of the other executive to sign.
- c. Cabin Maintenance. Dale and Denise there in February 2020. Everything was in good shape.
- d. Cairn – discussion tool place and Dick moved that one not be put up as there was already signage on the cabin. Seconded by Doug. Carried

Election of Officers: Doug moves the officers stay the same and signing authority at the bank remain as is, seconded by Sean. Carried

Meeting adjourned at 5:40 pm by Dick

## Application for Property Tax Exemption Non Profit Organization

Application deadline November 30<sup>th</sup> of  
the year preceding the taxation year

FOR OFFICE USE ONLY									
Property Roll Identifier <u>40174</u>					Taxation Year <u>2023</u>		Date <u>Sept 28/2023</u>		
Legal Description	Lot <u>9</u>	Block <u>8720364</u>	Plan <u>SW 04-70-06-W6</u>	Part	Sec.	Township	Range	Mer.	
Municipal Property Address <u>6366 twp RD 700 20A &amp; 6366 twp RD 700 20B</u>									
Total Assessment <u>42800</u>		Land Assessment <u>42,800</u>			Building Assessment				

### PART 1 – PROPERTY INFORMATION (Required no later than February 15<sup>th</sup> of the taxation year)

Name of property owner <u>Municipal District of Greenview No. 16</u>		Telephone Number (Bus)	Telephone Number (Res)
Address of property owner <u>Box 1079 Valleyview, AB</u>		Postal Code <u>T0H 3N0</u>	Fax Number
Address of property for which exemption is requested <u>Box 146 Gracedale AB T0H 1K0 SW 04-70-06-W6</u>			
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:			
Is there an agreement in place that confirms the portion of the property held by the organization?		<input checked="" type="checkbox"/> Yes If yes, provide expiry date <u>unlimited</u> (mm / dd / yyyy) <input type="checkbox"/> No	
		Date organization took occupancy (mm / dd / yyyy) <u>07 / 28 / 2005</u>	

### PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility <u>Gracedale Community Club &amp; Agricultural Society</u>		Telephone Number (Bus)	Fax Number
Act under which organization is registered as a non-profit organization <u>Agricultural Society</u>		Registration Number	
Organization's objectives/purposes 1. <u>Through facilities, programs &amp; events</u> 2. <u>GCCAS builds the future of our community with</u> 3. <u>teamwork</u> 4. 5.			
a) Are the resources of this organization devoted to the above objectives/purposes?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?		<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_

(Municipality Contact Information)



**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**Does the organization have a retail commercial area at this location? ☐ Yes ☒ NoIf yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☒ No

Class

Area (Sq Ft)

**PART 4 – PROPERTY USE INFORMATION specific to a non profit organization**

What facilities are on the property?

1. Arena
2. Hall
3. daycare
- 4.

What times are they accessible to the general public?

Changes with season / event

What are the membership requirements including fees?

yearly community membership \$25.00

Describe the purpose for which the facility is used.

Community enrichment

Describe the typical beneficiary and where they reside.

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☐ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?

☒ General Public ☐ Members**PART 5 – CONTACT INFORMATION**

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
--------------	----------------------------	------------------------	------------------------

Leah Diachuk

Treasurer

[REDACTED]

[REDACTED]

Mailing Address for non profit organization

Box 146 Ennisdale AB

Postal Code

T0H 1X0

Fax Number

President of Organization

Kaden Benson

Telephone Number (Bus)

[REDACTED]

Telephone Number (Res)

[REDACTED]

Fax Number

Treasurer of Organization

Leah Diachuk

Telephone Number (Bus)

[REDACTED]

Telephone Number (Res)

[REDACTED]

Fax Number

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Leah Diachuk  
Name (Please Print)Sep 28/22  
DateTreasurer  
Position[Signature]  
Signature

2155-02-GD

**LEASE AGREEMENT**

**MEMORANDUM OF AGREEMENT** made this 28 day of July A.D. 2005

**BETWEEN**

**MUNICIPAL DISTRICT OF GREENVIEW NO. 16  
BOX 1079  
VALLEYVIEW, ALBERTA  
T0H 3N0**

(hereinafter referred to as the "Lessor")

**OF THE FIRST PART**

**- and -**

**GROVEDALE COMMUNITY CLUB  
General Delivery  
Grovedale, Alberta T0H 1X0**

(hereinafter referred to as the "Lessee")

**OF THE SECOND PART**

**In consideration of the mutual promises, terms, covenants and conditions hereinafter set out, THE PARTIES AGREE AS FOLLOWS:**

1. The Lessor leases to the Lessee the property known as the "Grovedale Arena and Grounds", hereinafter referred to as the "land", situated on Lot G, Plan 8720364 within SW 04-70-06-W6.
2. The term of the lease is unlimited so long as the Lessee operates in good standing as the Grovedale Community Club, as registered under the Society's Act.
3. The Lessee shall pay annual rent of One (\$1.00) Dollar, receipt of which is herein acknowledged.
4. The land shall only be used by the Lessee for community events as determined by the Lessee.
5. In carrying out any activities on the land, the Lessee shall comply with all federal, provincial and municipal laws to the extent they apply and obtain necessary approvals, licenses and permits.

continued ...



15-2005 05:46 PM

VI VINCENYON MAIN

5132538

NO. 29/8 P. 3

P. 01

Grovedale Community Club / Lease Agreement

Page 2

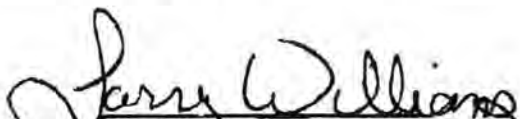
2155-02-GD

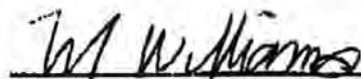
8. The Lessee shall keep the land in a clean and attractive condition and will not allow refuse to collect and will not create any nuisance on the land.
  7. The Lessor may terminate the lease in the following circumstances:
    - (a) where the land is not being used for the purposes set out in the lease;
    - (b) where the Lessee is in default of the payment of the rent for a period exceeding 90 days;
    - (c) where the lease was issued in error;
    - (d) where the Lessee notifies the Lessor of its dissolution.
  8. Termination of the lease by the Lessee shall be upon 30 days written notice to the Lessor.
  9. Termination of the lease by the Lessor shall be upon 30 days written notice to the Lessee, and the Lessor, upon termination, may re-enter and take possession of the land as though the term the lease had ended by expiration of the time fixed in the agreement.
  10. The Lessee shall, upon expiration of the term of the lease, or where the lease is terminated, give up occupation of the lands to the Lessor.
  11. The Lessee shall indemnify and save harmless the Lessor from all claims, environmental damages, costs, losses, expenses, actions and suits caused by or arising out of, directly or indirectly, the occupation of the lands under the lease by the Lessee.
- This provision shall survive the termination of the lease.
12. All notices and service of documents required to be given under this agreement shall be in writing and shall be deemed to be good and sufficient if delivered to the addresses indicated above.

IN WITNESS THEREOF, the parties have executed this Lease as of the day and year above written.

  
WITNESS

  
LESSOR

  
WITNESS

  
LESSEE  
Michelle Williams  
TREASURER

# Certificate of Organization

## PROVINCE OF ALBERTA THE AGRICULTURAL SOCIETIES ACT

This is to certify that on the 10th day of March A.D. 19 77, application was made to the Minister of Agriculture for the Province of Alberta by

Dale Smith  
Lawrence Scott  
Josephine Penson  
Lyle Penson  
Gwen Smith  
Michael Wright  
Joan Howell  
Dennis Howell  
D. Schenk  
Melba Schenk  
Dorothy Comeau  
P. J. Thetrault  
Darrel McAusland  
Leonard Loyck  
George Day  
Annette Day  
Anne Trarback  
Lorry Landry  
Penny Landry  
D. L. Smith

Brian Wilson  
Joanne Wilson  
Ron Olson  
Larry Smith  
Fred McAusland  
Marg McAusland  
Gilles Fortin  
Leslie Penson  
Dan Kuntz  
Rose Penson  
Tom Finch  
Raymond McCullough  
Lee Kettyle  
Mrs. Lee Kettyle  
Eric Olson  
Don Trarback  
W. R. McAusland  
Mrs. P. Agostini  
Mrs. E. McAusland  
Roy McAusland

Mrs. J. A. Smith  
Walter Smith  
Carol Payne  
Lillian Grubert  
Lloyd Hansen  
A. T. Creitchten  
Norine Arlent  
Jenny Naherniak  
May Lofstrom  
Lena McCullough  
Marilyn Berg  
Carol Wright  
Henry Berg  
Binar Olson  
Sheila Fortin  
Fernand Fortin  
Wendy Smith  
Jim Cox  
Rosann Cox

for the formation of an agricultural society under the provisions of The Agricultural Societies Act, to be known as "The Grovedale Community Club Agricultural Society" and to have its chief place of business at Grovedale in the said Province and the requirements of the said Act as to matters preliminary having been complied with, it is hereby declared that the said agricultural society has been this day organized under the name of "The Grovedale Community Club Agricultural Society" and having its chief place of business as aforesaid and subject in all respects of the provisions of the said Act.



Dated at Edmonton this 10th day of March

A.D. 19 77

Marvin E. Moore  
Minister of Agriculture



# Certificate of Good Standing For 2023

This is to Certify That, Under Section 26 of the  
*Agricultural Societies Act*  
(Chapter A-11 Revised Statutes of Alberta 2000), The

**Grovedale Community Club Agricultural Society**  
**5914285795**

Is In Good Standing, Having Complied With the Requirements Of The  
*Agricultural Societies Act.*

Signature:

Valid: April 1, 2022 - March 31, 2023

*Carmen A Andrew*

Carmen Andrew; Director  
Agricultural Societies

Please note: the above is your *legal registered name*. Please ensure to use your legal entity on all correspondence and financial information.

**Grovedale Community Club and Agricultural Society**  
**Financial Statements**  
*September 30, 2021*  
*(Unaudited)*

To the Members of of Grovedale Community Club and Agricultural Society:

We have reviewed the accompanying financial statements of Grovedale Community Club and Agricultural Society that comprise the statement of financial position as at September 30, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### Basis for Qualified Conclusion

In common with many not-for-profit organizations, the Society derives revenue from various donors, the completeness of which is not susceptible to us obtaining evidence we consider necessary for the purpose of review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of Grovedale Community Club and Agricultural Society. Therefore, we were unable to determine whether any adjustments might have been found necessary with respect to donation revenue, excess (deficiency) of revenue over expenses, and cash flows from operations for the years ended September 30, 2021 and 2020, current assets as at September 30, 2021 and 2020, and net assets as at October 1 and September 30 for both the 2021 and 2020 year ends. Our conclusion on the financial statements as at and for the year ended September 30, 2010 was modified accordingly because of the possible effects of this scope limitation.

### Qualified Conclusion

Based on our review, except for the effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Grovedale Community Club and Agricultural Society as at September 30, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Grande Prairie, Alberta

January 17, 2022

  
Chartered Professional Accountants

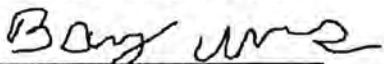
# Grovedale Community Club and Agricultural Society

## Statement of Financial Position

As at September 30, 2021  
(Unaudited)

	2021	2020
<b>Assets</b>		
<b>Current</b>		
Cash (Note 3)	57,149	132,760
Accounts receivable (Note 4)	222,698	554
Prepaid expenses and deposits	-	3,205
	279,847	136,519
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 5)	149,807	7,414
Deferred contributions (Note 6)	37,394	1,920
	187,201	9,334
<b>Net Assets</b>		
Unrestricted	92,646	66,535
Internally Restricted	-	60,650
	92,646	127,185
	279,847	136,519

Approved on behalf of the Board

  
Director

  
Director

The accompanying notes are an integral part of these financial statements



# Grovedale Community Club and Agricultural Society

## Statement of Operations

For the year ended September 30, 2021  
(Unaudited)

	2021	2020
<b>Revenue</b>		
Grants and donations	220,014	198,982
Arena (Schedule 1)	26,750	58,335
Fair	8,033	-
Memberships	3,691	2,871
Other income	130	95
Fundraising and events	-	75
Hall (Schedule 2)	-	7,234
<b>Total revenue</b>	<b>258,618</b>	<b>267,592</b>
<b>Expenses</b>		
Advertising	1,085	764
Arena (Schedule 1)	190,109	126,202
Bank charges and interest	62	160
Bookkeeping	5,760	5,520
Fair	18,000	466
Hall (Schedule 2)	37,881	125,530
Insurance	3,762	48
Office	2,325	8,422
Professional fees	6,023	6,450
Management salaries and benefits	23,121	-
Supplies - community events	624	-
Telephone and security	5,405	3,889
	<b>294,157</b>	<b>277,451</b>
<b>Deficiency of revenue over expenses before other item</b>	<b>(35,539)</b>	<b>(9,859)</b>
<b>Other item</b>		
Net funding and expenses related to managed arena flooring project	1,000	-
<b>Deficiency of revenue over expenses</b>	<b>(34,539)</b>	<b>(9,859)</b>

The accompanying notes are an integral part of these financial statements

**Grovedale Community Club and Agricultural Society**  
**Statement of Changes in Net Assets**

*For the year ended September 30, 2021*  
*(Unaudited)*

	<i>Internally Restricted</i>	<i>Unrestricted</i>	<i>2021</i>	<i>2020</i>
Net assets beginning of year	60,650	66,535	127,185	137,044
Deficiency of revenue over expenses	-	(34,539)	(34,539)	(9,859)
	60,650	31,996	92,646	127,185
Transfers from internally restricted	(60,650)	60,650	-	-
Net assets, end of year	-	92,646	92,646	127,185

*The accompanying notes are an integral part of these financial statements*

# Grovedale Community Club and Agricultural Society

## Statement of Cash Flows

*For the year ended September 30, 2021  
(Unaudited)*

	2021	2020
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Deficiency of revenue over expenses	(34,539)	(9,859)
Changes in working capital accounts		
Accounts receivable	(222,144)	728
Prepaid expenses and deposits	3,205	(3,205)
Accounts payable and accruals	142,393	(8,004)
Deferred contributions	35,474	1,020
<b>Decrease in cash resources</b>	<b>(75,611)</b>	<b>(19,320)</b>
<b>Cash resources, beginning of year</b>	<b>132,760</b>	<b>152,080</b>
<b>Cash resources, end of year</b>	<b>57,149</b>	<b>132,760</b>

*The accompanying notes are an integral part of these financial statements*

# Grovedale Community Club and Agricultural Society

## Notes to the Financial Statements

For the year ended September 30, 2021  
(Unaudited)

---

### 1. Purpose of the organization

Grovedale Community Club and Agricultural Society (the "Society") is a local organization that was established to encourage improvement in agriculture and in the quality of life of persons living in an agricultural community by developing programs, services, and facilities based on needs in the agricultural community.

#### **Impact on operations of COVID-19 (Coronavirus)**

In early March 2020 the impact of the global outbreak of COVID-19 (coronavirus) began to have a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders.

The Society's operations were impacted by COVID-19 due to reduced grant funding, inability to hold events, and overall uncertainty with respect to the ability to hold future events.

At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the organization as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. While the extent of the impact is unknown, it is anticipated this outbreak may cause reduced customer demand, supply chain disruptions, staff shortages, and increased cleaning expenses.

### 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada, and include the following significant accounting policies:

#### **Cash and cash equivalents**

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

#### **Revenue recognition**

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Event fees, rental income and interest income are recognized as revenue when earned.

#### **Capital assets**

Capital assets are expensed to unrestricted net assets when purchased and are not amortized over their estimated useful lives. In the current year, \$61,087 (2020 - \$27,022) in capital assets were purchased and no (2020 - \$0) capital assets were disposed of (2020 - \$nil) and included on the statement of operations.

#### **Contributed materials and services**

Volunteers contribute many hours during the year to assist the Society in carrying out its activities. Due to the difficulty of determining fair value, contributed services are not recognized in the financial statements.

Contributions of materials are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials are used in the normal course of the Society's operations and would otherwise have been purchased.

## Grovedale Community Club and Agricultural Society

### Notes to the Financial Statements

For the year ended September 30, 2021

(Unaudited)

#### 2. Significant accounting policies (Continued from previous page)

##### **Financial instruments**

The Society recognizes its financial instruments when the Society becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with Section 3840 *Related Party Transactions* (refer to Note 6).

At initial recognition, the Society may irrevocably elect to subsequently measure any financial instrument at fair value. The Society has not made such an election during the year.

The Society subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the Society's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess of revenues over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

##### **Financial asset impairment**

The Society assesses impairment of all of its financial assets measured at cost or amortized cost. The Society groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers whether the issuer is having significant financial difficulty, in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Society determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Society reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year deficiency of revenues over expenses.

The Society reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the deficiency of revenue over expenses in the year the reversal occurs.

##### **Measurement uncertainty (use of estimates)**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Provisions are made for slow moving and obsolete inventory as well as warranty and after sales service costs. Amortization is based on the estimated useful lives of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues over expenses in the periods in which they become known.

#### 3. Restricted cash

Included in cash is \$34,474 of externally restricted cash (2020 - \$nil) and \$nil (2020 - \$60,650) that has been internally restricted by the board. See Notes 6 and 10.

# Grovedale Community Club and Agricultural Society

## Notes to the Financial Statements

For the year ended September 30, 2021  
(Unaudited)

### 4. Accounts receivable

Included in accounts receivable is \$22,198 (2020 - \$554) of GST receivable from Canada Revenue Agency.

### 5. Accounts payable and accruals

	2021	2020
Trade payables	141,474	1,117
Accrued liabilities	5,000	5,000
Source deductions	3,333	1,297
	<u>149,807</u>	<u>7,414</u>

### 6. Deferred contributions

Deferred contributions consist of \$26,879 (\$50,000 received less \$23,121 spent) of unspent contributions externally restricted for manager's salary and \$7,595 of unspent contributions externally restricted for the day care project. Recognition of these amounts is deferred to periods when the specified expenditures are made.

The remaining balance of deferred revenue consists of deposits on hall rental and the gym fobs.

### 7. Related party transactions

Included in expenses for the current year are \$nil (2020 - \$6,563) of repair and maintenance expenses from work done by companies owned by board members. These transactions were in the normal course of operations and have been recorded at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

### 8. Income taxes

The Society is a registered not-for-profit organization incorporated under the Societies Act of Alberta. As such, no provision has been made for income taxes as the Society is exempt from income tax as a not-for-profit organization.

### 9. Financial instruments

The Society, as part of its operations, carries a number of financial instruments. It is management's opinion that the Society is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

### 10. Internally restricted net assets

During the year, the Society's board of directors internally restricted \$nil (2020 - \$60,650) of unrestricted net assets to be held for improvements to the Society's building and operating functions. These internally restricted amounts are not available for other purposes without approval of the board of directors.

### 11. Economic dependence

The Society's primary source of revenue is from various government grants. The grant funding can be cancelled if the Society does not observe certain established guidelines. The Society's ability to continue viable operations is dependent upon maintaining its grant funding. As at the date of these financial statements, the Society believes that it is in compliance with the guidelines.

### 12. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation.

**Grovedale Community Club and Agricultural Society**  
**Schedule 1 - Schedule of Arena Revenues and Expenses**

*For the year ended September 30, 2021*  
*(Unaudited)*

	2021	2020
<b>Revenue</b>		
	26,750	58,335
<b>Expenses</b>		
Capital asset additions	61,087	2,272
Internet expense	1,578	1,394
Renovations	23,980	2,036
Repairs and maintenance	11,776	28,058
Salaries and benefits	51,220	49,261
Supplies	85	1,312
Utilities	40,383	41,869
	190,109	126,202
<b>Deficiency of revenue over expenses</b>	<b>(163,359)</b>	<b>(67,867)</b>

**Grovedale Community Club and Agricultural Society**  
**Schedule 2 - Schedule of Hall Revenues and Expenses**

*For the year ended September 30, 2021*  
*(Unaudited)*

	2021	2020
<b>Revenue</b>		
	-	7,234
<b>Expenses</b>		
Capital asset additions	-	24,750
Catering	1,030	3,960
Functions	300	7,329
Office supplies	3,920	1,928
Repairs and maintenance	19,808	74,668
Utilities	12,823	12,895
	37,881	125,530
<b>Deficiency of revenue over expenses</b>	<b>(37,881)</b>	<b>(118,296)</b>





## Grovedale Community Club and Agricultural Society

September 30, 2021

Tanya Edmunds, CPA, CA.  
T: 780.831.1700  
E: [tanya.edmunds@mnpc.ca](mailto:tanya.edmunds@mnpc.ca)



Wherever business takes you

[MNP.ca](https://www.mnp.ca)



January 18, 2022

Grovedale Community Club and Agricultural Society  
Box 146  
Grovedale, AB T0H 1X0

PRIVATE AND CONFIDENTIAL

Dear Nicki:

Re: Fiscal Year-end September 30, 2021

We have completed our review of the financial statements of Grovedale Community Club and Agricultural Society (the "Society") for the year ended September 30, 2021 and enclose the following:

**FINANCIAL**

1. One digital copy of the September 30, 2021 reviewed financial statements.

**OTHER ENCLOSURES**

1. One digital copy of our Engagement Letter as previously signed by you.
2. One digital copy of the signed Representation Letter.
3. One digital copy of our Independence Letter as previously provided to the the Board of Directors.
4. One digital copy of the signed Summary of Differences.

**MNP**

Wherever business takes you

MNP.ca

5. One digital copy of the year-end journal entries as previously reviewed and approved by you and one digital copy of the closing trial balance for your records. Please ensure that these journal entries are posted to your general ledger, the general ledger is properly closed and your retained earnings balance agrees to the enclosed financial statements.
6. Our invoice for services rendered.

All records and documents should be retained in safekeeping for a minimum of seven years in the event that the Canada Revenue Agency demands them for audit purposes. This seven-year period is by Statute and, even after this time, the Canada Revenue Agency's permission to destroy records should be obtained.

We thank you for appointing our Firm as your business advisors. Please contact us at any time if you have questions on accounting, finance, tax or other general business concerns. We would also be pleased to discuss our suite of services with your friends and business associates. We appreciate your business and any referrals you may make to our Firm.

If you have any questions or comments, or if we can be of additional assistance, please feel free to call us at (780) 831-1700

Sincerely,

Tanya Edmunds, CPA, CA

encls.

**Grovedale Community Club and Agricultural Society**  
**Financial Statements**  
*September 30, 2021*  
*(Unaudited)*

To the Members of of Grovedale Community Club and Agricultural Society:

We have reviewed the accompanying financial statements of Grovedale Community Club and Agricultural Society that comprise the statement of financial position as at September 30, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### Basis for Qualified Conclusion

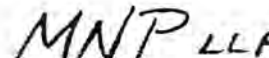
In common with many not-for-profit organizations, the Society derives revenue from various donors, the completeness of which is not susceptible to us obtaining evidence we consider necessary for the purpose of review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of Grovedale Community Club and Agricultural Society. Therefore, we were unable to determine whether any adjustments might have been found necessary with respect to donation revenue, excess (deficiency) of revenue over expenses, and cash flows from operations for the years ended September 30, 2021 and 2020, current assets as at September 30, 2021 and 2020, and net assets as at October 1 and September 30 for both the 2021 and 2020 year ends. Our conclusion on the financial statements as at and for the year ended September 30, 2010 was modified accordingly because of the possible effects of this scope limitation.

### Qualified Conclusion

Based on our review, except for the effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Grovedale Community Club and Agricultural Society as at September 30, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Grande Prairie, Alberta

January 17, 2022



Chartered Professional Accountants

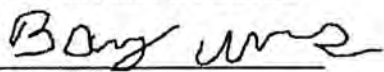
# Grovedale Community Club and Agricultural Society

## Statement of Financial Position

As at September 30, 2021  
(Unaudited)

	2021	2020
<b>Assets</b>		
<b>Current</b>		
Cash (Note 3)	57,149	132,760
Accounts receivable (Note 4)	222,698	554
Prepaid expenses and deposits	-	3,205
	279,847	136,519
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 5)	149,807	7,414
Deferred contributions (Note 6)	37,394	1,920
	187,201	9,334
<b>Net Assets</b>		
Unrestricted	92,646	66,535
Internally Restricted	-	60,650
	92,646	127,185
	279,847	136,519

Approved on behalf of the Board

  
Director

  
Director

The accompanying notes are an integral part of these financial statements

# Grovedale Community Club and Agricultural Society

## Statement of Operations

For the year ended September 30, 2021

(Unaudited)

	2021	2020
<b>Revenue</b>		
Grants and donations	220,014	198,982
Arena (Schedule 1)	26,750	58,335
Fair	8,033	-
Memberships	3,691	2,871
Other income	130	95
Fundraising and events	-	75
Hall (Schedule 2)	-	7,234
<b>Total revenue</b>	<b>258,618</b>	<b>267,592</b>
<b>Expenses</b>		
Advertising	1,085	764
Arena (Schedule 1)	190,109	126,202
Bank charges and interest	62	160
Bookkeeping	5,760	5,520
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Hall (Schedule 2)	37,881	125,530
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Office	2,325	8,422
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Management salaries and benefits	23,121	-
Supplies - community events	624	-
Telephone and security	5,405	3,889
	<b>294,157</b>	<b>277,451</b>
<b>Deficiency of revenue over expenses before other item</b>	<b>(35,539)</b>	<b>(9,859)</b>
<b>Other item</b>		
Net funding and expenses related to managed arena flooring project	1,000	-
<b>Deficiency of revenue over expenses</b>	<b>(34,539)</b>	<b>(9,859)</b>

The accompanying notes are an integral part of these financial statements

**Grovedale Community Club and Agricultural Society**  
**Statement of Changes in Net Assets**

*For the year ended September 30, 2021*  
*(Unaudited)*

	<i>Internally Restricted</i>	<i>Unrestricted</i>	<i>2021</i>	<i>2020</i>
Net assets beginning of year	60,650	66,535	127,185	137,044
Deficiency of revenue over expenses	-	(34,539)	(34,539)	(9,859)
	60,650	31,996	92,646	127,185
Transfers from internally restricted	(60,650)	60,650	-	-
Net assets, end of year	-	92,646	92,646	127,185

*The accompanying notes are an integral part of these financial statements*



# Grovedale Community Club and Agricultural Society

## Statement of Cash Flows

*For the year ended September 30, 2021  
(Unaudited)*

	2021	2020
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Deficiency of revenue over expenses	(34,539)	(9,859)
Changes in working capital accounts		
Accounts receivable	(222,144)	728
Prepaid expenses and deposits	3,205	(3,205)
Accounts payable and accruals	142,393	(8,004)
Deferred contributions	35,474	1,020
<b>Decrease in cash resources</b>	<b>(75,611)</b>	<b>(19,320)</b>
<b>Cash resources, beginning of year</b>	<b>132,760</b>	<b>152,080</b>
<b>Cash resources, end of year</b>	<b>57,149</b>	<b>132,760</b>

*The accompanying notes are an integral part of these financial statements*

# Grovedale Community Club and Agricultural Society

## Notes to the Financial Statements

For the year ended September 30, 2021  
(Unaudited)

---

### 1. Purpose of the organization

Grovedale Community Club and Agricultural Society (the "Society") is a local organization that was established to encourage improvement in agriculture and in the quality of life of persons living in an agricultural community by developing programs, services, and facilities based on needs in the agricultural community.

#### *Impact on operations of COVID-19 (Coronavirus)*

In early March 2020 the impact of the global outbreak of COVID-19 (coronavirus) began to have a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders.

The Society's operations were impacted by COVID-19 due to reduced grant funding, inability to hold events, and overall uncertainty with respect to the ability to hold future events.

At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the organization as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. While the extent of the impact is unknown, it is anticipated this outbreak may cause reduced customer demand, supply chain disruptions, staff shortages, and increased cleaning expenses.

### 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada, and include the following significant accounting policies:

#### *Cash and cash equivalents*

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

#### *Revenue recognition*

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Event fees, rental income and interest income are recognized as revenue when earned.

#### *Capital assets*

Capital assets are expensed to unrestricted net assets when purchased and are not amortized over their estimated useful lives. In the current year, \$61,087 (2020 - \$27,022) in capital assets were purchased and no (2020 - \$0) capital assets were disposed of (2020 - \$nil) and included on the statement of operations.

#### *Contributed materials and services*

Volunteers contribute many hours during the year to assist the Society in carrying out its activities. Due to the difficulty of determining fair value, contributed services are not recognized in the financial statements.

Contributions of materials are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials are used in the normal course of the Society's operations and would otherwise have been purchased.

**Grovedale Community Club and Agricultural Society**  
**Notes to the Financial Statements**  
*For the year ended September 30, 2021*  
*(Unaudited)*

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**2. Significant accounting policies** *(Continued from previous page)*

**Financial instruments**

The Society recognizes its financial instruments when the Society becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with Section 3840 *Related Party Transactions* (refer to Note 6).

At initial recognition, the Society may irrevocably elect to subsequently measure any financial instrument at fair value. The Society has not made such an election during the year.

The Society subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the Society's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess of revenues over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

**Financial asset impairment**

The Society assesses impairment of all of its financial assets measured at cost or amortized cost. The Society groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers whether the issuer is having significant financial difficulty, in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Society determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Society reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year deficiency of revenues over expenses.

The Society reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the deficiency of revenue over expenses in the year the reversal occurs.

**Measurement uncertainty (use of estimates)**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Provisions are made for slow moving and obsolete inventory as well as warranty and after sales service costs. Amortization is based on the estimated useful lives of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues over expenses in the periods in which they become known.

**3. Restricted cash**

Included in cash is \$34,474 of externally restricted cash (2020 - \$nil) and \$nil (2020 - \$60,650) that has been internally restricted by the board. See Notes 6 and 10.

# Grovedale Community Club and Agricultural Society

## Notes to the Financial Statements

For the year ended September 30, 2021  
(Unaudited)

**4. Accounts receivable**

Included in accounts receivable is \$22,198 (2020 - \$554) of GST receivable from Canada Revenue Agency.

**5. Accounts payable and accruals**

	2021	2020
Trade payables	141,474	1,117
Accrued liabilities	5,000	5,000
Source deductions	3,333	1,297
	<b>149,807</b>	<b>7,414</b>

**6. Deferred contributions**

Deferred contributions consist of \$26,879 (\$50,000 received less \$23,121 spent) of unspent contributions externally restricted for manager's salary and \$7,595 of unspent contributions externally restricted for the day care project. Recognition of these amounts is deferred to periods when the specified expenditures are made.

The remaining balance of deferred revenue consists of deposits on hall rental and the gym fobs.

**7. Related party transactions**

Included in expenses for the current year are \$nil (2020 - \$6,563) of repair and maintenance expenses from work done by companies owned by board members. These transactions were in the normal course of operations and have been recorded at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

**8. Income taxes**

The Society is a registered not-for-profit organization incorporated under the Societies Act of Alberta. As such, no provision has been made for income taxes as the Society is exempt from income tax as a not-for-profit organization.

**9. Financial instruments**

The Society, as part of its operations, carries a number of financial instruments. It is management's opinion that the Society is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

**10. Internally restricted net assets**

During the year, the Society's board of directors internally restricted \$nil (2020 - \$60,650) of unrestricted net assets to be held for improvements to the Society's building and operating functions. These internally restricted amounts are not available for other purposes without approval of the board of directors.

**11. Economic dependence**

The Society's primary source of revenue is from various government grants. The grant funding can be cancelled if the Society does not observe certain established guidelines. The Society's ability to continue viable operations is dependent upon maintaining its grant funding. As at the date of these financial statements, the Society believes that it is in compliance with the guidelines.

**12. Comparative figures**

Certain comparative figures have been reclassified to conform with current year presentation.

**Grovedale Community Club and Agricultural Society**  
**Schedule 1 - Schedule of Arena Revenues and Expenses**  
*For the year ended September 30, 2021*  
*(Unaudited)*

	2021	2020
<b>Revenue</b>		
	26,750	58,335
<b>Expenses</b>		
Capital asset additions	61,087	2,272
Internet expense	1,578	1,394
Renovations	23,980	2,036
Repairs and maintenance	11,776	28,058
Salaries and benefits	51,220	49,261
Supplies	85	1,312
Utilities	40,383	41,869
	190,109	126,202
<b>Deficiency of revenue over expenses</b>	(163,359)	(67,867)

**Grovedale Community Club and Agricultural Society**  
**Schedule 2 - Schedule of Hall Revenues and Expenses**

*For the year ended September 30, 2021*  
*(Unaudited)*

	2021	2020
<b>Revenue</b>		
	-	7,234
<b>Expenses</b>		
Capital asset additions	-	24,750
Catering	1,030	3,960
Functions	300	7,329
Office supplies	3,920	1,928
Repairs and maintenance	19,808	74,668
Utilities	12,823	12,895
	37,881	125,530
<b>Deficiency of revenue over expenses</b>	<b>(37,881)</b>	<b>(118,296)</b>

January 17, 2022

Mr. Penson  
Grovedale Community Club and Agricultural Society  
Box 146  
Grovedale, AB T0H 1X0

Dear Mr. Penson:

This letter will confirm the arrangements discussed with you regarding the services we will render to Grovedale Community Club and Agricultural Society (the "Society") commencing with the period ending September 30, 2021.

### **Our responsibilities**

We will conduct a review of the financial statements of Grovedale Community Club and Agricultural Society for the period ended September 30, 2021.

Our review will be conducted in accordance with Canadian generally accepted standards for review engagements and, accordingly, will consist primarily of inquiry, analytical procedures and evaluation of evidence obtained. We will also perform additional procedures if we become aware of any matters that cause us to believe the financial statements may be materially misstated. These procedures are performed to enable us to express our conclusion on the financial statements in accordance with Canadian generally accepted standards for review engagements. The procedures selected will depend on what we consider necessary in applying our professional judgment, based on our understanding of the Society and its environment, and our understanding of Canadian accounting standards for not-for-profit organizations ("ASNPO").

This review is not intended to, and will not, result in the expression of an audit opinion or the fulfilling of any statutory or other audit requirements.

This engagement cannot be relied upon to prevent or detect errors, irregularities, fraud, or illegal or possibly illegal acts. We wish to emphasize that responsibility for the prevention and detection of errors, irregularities, fraud, and illegal or possibly illegal acts must remain with management.

Our responsibilities, objective, scope and the inherent limitations of a review conducted in accordance with Canadian generally accepted standards for review engagements are detailed in Appendix A, which forms part of our mutual understanding of the terms of this engagement.

### **Independence**

The Rules of Professional Conduct require that we are independent when conducting this engagement. We will communicate to the Board of Directors any relationships between the Society (including related entities) and MNP LLP ("MNP") that, in our professional judgment, may reasonably be thought to bear on our independence.



Further, we will confirm in writing our independence with respect to the Society.

If matters should arise during this engagement that can reasonably be assumed to have impaired our independence, we may need to withdraw from this engagement.

### **Management's responsibilities**

The operations of the Society are under the control of management, which has responsibility for the accurate recording of transactions and the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations. This includes the design, implementation and maintenance of internal controls relating to the preparation and presentation of the financial statements.

Appendix B, which describes in detail management's responsibilities with respect to: information to be made available; fraud and misstatement; representations on recognition, measurement and disclosure; and reproduction or publication of our report, forms part of our mutual understanding of the terms of this engagement.

### **Reporting**

Unless unanticipated difficulties are encountered, our report will be substantially in the form illustrated in Appendix C.

### **Fees and expenses**

Our fees and expenses are discussed in detail in Appendix D.

### **Other matters**

We will ask that your personnel, to the extent possible, prepare various schedules and analysis, and make various invoices and other documents available to our team. This assistance will facilitate the progress of our work and minimize the cost of our service to you.

We will, as permitted by the Rules of Professional Conduct, provide additional services upon request, in areas such as taxation, leadership and human resource management, communication, marketing, strategic planning, financial management and technology consulting.

Our standard terms and conditions, included as Appendix E, form part of our mutual understanding of the terms of this engagement. In the event that you choose to terminate this engagement based on the terms outlined in Appendix E, we reserve the right to notify all financial statement users of the change.

These terms will continue in effect from year to year, unless changed in writing.



We believe the foregoing correctly sets forth our understanding, but if you have any questions, please let us know. If you find the arrangements acceptable, please acknowledge your agreement to the understanding by signing and returning the engagement letter to us.

It is a pleasure for us to be of service to you. We look forward to many years of association with you and Grovedale Community Club and Agricultural Society.

Sincerely,

*MNP LLP*

Chartered Professional Accountants

encs.

**RESPONSE:**

This letter correctly sets forth the understanding of Grovedale Community Club and Agricultural Society.

e-Signed by Nikki Smith  
2022-01-18 17:13:23:23 GMT

Management's Signature

\_\_\_\_\_  
Title

2022-Jan-18

\_\_\_\_\_  
Date

cc: Board of Directors

## **Appendix A: Our Review Responsibilities, Objective, Scope and Limitations**

The following details our responsibilities as practitioners and the objective, scope and inherent limitations of a review conducted in accordance with Canadian generally accepted standards for review engagements.

### **Our responsibilities, objective and scope**

The objective of our review is to submit to you our independent practitioner's review engagement report ("review engagement report") on the financial statements. If, during the course of our work, it appears for any reason that we will not be in a position to render an unmodified review engagement report on the financial statements, we will discuss this with you.

In performing a review engagement, we must communicate with those having oversight responsibility for the financial reporting process. Since the scope and objectives of a review are different from those of an audit, there is less likelihood that we will become aware of all matters to communicate to those having oversight responsibility for the financial reporting process. We will use professional judgment in determining with whom to communicate and the substance of those communications.

### **Review engagement limitations**

This review does not constitute an audit, and therefore does not provide assurance that we will become aware of any or all significant matters that might be identified in an audit, or that undetected error or fraud does not exist.

For example, it does not contemplate a study and evaluation of internal control or assessing control risk, testing of accounting records and corroborating responses to inquiries by obtaining audit evidence through inspection, observation, confirmation and other procedures ordinarily performed during an audit.

However, should we be required to perform additional procedures which might also be carried out in an audit engagement, in order to conclude that the financial statements as a whole are free from material misstatement, the performance of such additional procedures will not convert the review engagement to an audit engagement.

Since we are not accepting this engagement as auditors, we request that you do not record this as an audit engagement in the minutes of your Board of Directors meeting. You may wish to obtain legal advice concerning statutory (or contractual) audit requirements.

The review of the financial statements and the issuance of our review engagement report are solely for the use of the Society and those to whom our report is specifically addressed. We make no representations of any kind to any third party in respect of these financial statements and we accept no responsibility for their use by any third party. If our name is to be used in connection with the financial statements, you will attach our review engagement report when distributing the financial statements to third parties.

We ask that our names be used only with our consent and that any information to which we have attached a communication be issued with that communication unless otherwise agreed to by us.

## Appendix B: Management Responsibilities

During the course of our review, you will be required to provide and make available all information of which you are aware that is relevant to the preparation and presentation of the financial statements, and any additional information that we may request from you for the purpose of the review, including:

- Financial records and related data;
- Copies of all minutes of meetings of directors;
- Access to personnel to whom we may direct our inquiries;
- Information relating to any known or possible instances of non-compliance with laws, legislative or regulatory requirements (including financial reporting requirements);
- Information relating to all related parties and related party transactions; and
- Allowing access to those within the entity from whom the practitioner determines it necessary to obtain information.

Management's responsibility with respect to fraud and misstatement includes:

- The design and implementation of controls for prevention and detection of fraud and misstatement;
- Disclosure of situations where fraud or suspected fraud involving management, employees who have significant roles in controls, or others, where the fraud could have a material effect on the financial statements, has been identified or allegations have been made; and
- Communicating your belief that the effects of any uncorrected financial statement misstatements aggregated during the review are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

As management, you will also be asked to provide us with information relating to recognition, measurement and disclosure in the financial statements, specifically relating to:

- An assessment of the reasonableness of significant assumptions underlying fair value measurements and disclosures;
- An assessment of the entity's ability to continue as a going concern;
- Any future plans or intentions that may affect the carrying value or presentation of assets or liabilities;
- An assessment of the ability to derecognize financial assets and liabilities;
- The measurement and disclosure of related party transactions;
- An assessment of all areas of measurement uncertainty known to management requiring disclosure;
- Claims and possible claims, whether or not they have been discussed with the Society's legal counsel;
- Other liabilities and contingent gains or losses, including those associated with guarantees, whether written or oral, under which the Society is liable or contingently liable;
- Whether the Society has satisfactory title to assets, and whether liens or encumbrances on assets exist, or assets are pledged as collateral;
- Compliance with aspects of contractual agreements that may affect the financial statements; and
- Subsequent events.

In accordance with Canadian generally accepted standards for review engagements, we will request a letter of representation from management at the close of our review in order to confirm oral representations given to us and reduce the possibility of misunderstanding concerning matters that are the subject of the representations.

Specifically, we will request written confirmation of significant representations provided on matters that are:

- Directly related to items that are material, either individually or in the aggregate, to the financial statements;
- Not directly related to items that are material to the financial statements, but are significant, either individually or in the aggregate, to the engagement; and

## **Appendix B: Management Responsibilities (continued from previous page)**

- Matters relevant to your judgments or estimates that are material, either individually or in the aggregate, to the financial statements.

These representations are used as evidence to assist us in forming our review conclusion on the financial statements.

If the Society plans any reproduction or publication of our report, or a portion thereof, printer's proofs of the complete documents should be submitted to us in sufficient time for our review, prior to making such documents publicly available. It will also be necessary for you to furnish us with a copy of the printed report. Further, it is agreed that in any electronic distribution, for example on Grovedale Community Club and Agricultural Society's website, management is solely responsible for the accurate and complete reproduction of our report and the subject matter on which we reported, and for informing us of any subsequent changes to such documents.

## Appendix C: Illustrative Independent Practitioner's Review Engagement Report

To the Members of of Grovedale Community Club and Agricultural Society:

We have reviewed the accompanying financial statements of Grovedale Community Club and Agricultural Society that comprise the statement of financial position as at September 30, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### Basis for Qualified Conclusion

#### Qualified Conclusion

In common with many not-for-profit organizations, the Society derives revenue from various donors, the completeness of which is not susceptible to us obtaining evidence we consider necessary for the purpose of review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of Grovedale Community Club and Agricultural Society. Therefore, we were unable to determine whether any adjustments might have been found necessary with respect to donation revenue, excess (deficiency) of revenue over expenses, and cash flows from operations for the year ended September 30, 2021, current assets as at September 30, 2021 and net assets as at October 1 and September 30 for the 2021 year end. Our conclusion on the financial statements as at and for the year ended September 30, 2021 was modified accordingly because of the possible effects of this scope limitation.

Grande Prairie, Alberta

Chartered Professional Accountants

## Appendix D: Fees and Expenses

Our fees are determined on the basis of time spent on the engagement at the tariff rates of various members of our team. Any disbursements will be added to the billing.

Invoices will be rendered as work progresses in accordance with the following schedule:

- Initial billing of 50% of anticipated fees upon receipt of year end information;
- Final billing of remainder of fees upon release of returns.

In signing this letter, you acknowledge your approval of the above billing schedule and amounts. Invoices expected to be issued that do not adhere to this schedule, or are in excess of the amounts noted above will be discussed with you for your approval. Fees collected will be applied to overdue invoices first, followed by subsequently issued invoices in order of issuance. If payment is not received in accordance with the above schedule, we will at our discretion cease all work until the scheduled payments are received. A statement indicating any outstanding invoices and/or fees held in advance will be provided to you at least annually. Upon completion of the engagement, any fees in excess of rendered invoices will be refunded within 30 days of the release of our review engagement report on the financial statements. If, for any reason, we cannot complete the engagement, any excess fees will be refunded to you within 30 days of written notification of the termination of our services. Any unresolved dispute with respect to invoices rendered will be resolved through the Chartered Professional Accountants of Alberta's Fee Arbitration program and we will provide to them or its designee the fees received in advance, such funds to be paid out in accordance with the Arbitrator's decision.

Our estimated fees are based on our past experience and our knowledge of the Society. This estimate relies on the following assumptions:

- No significant deficiencies in financial reporting which cause procedures to be extended;
- No major unadjusted misstatement(s) or un-reconciled balances;
- Significantly all adjusting entries are completed prior to trial balance and journal entries being provided to the review engagement team;
- All management and required staff are available as needed;
- Information and working papers required, as outlined in our letter of fiscal year-end requirements, are provided in the mutually agreed form and timing; and
- There are no changes to the agreed upon engagement timetable and reporting requirements.
- We will ask that your personnel, to the extent possible, prepare various schedules and analysis and make other documents available to our team. This assistance will facilitate the progress of our work and minimize the cost of our service to you.

If any significant issues arise during the course of our review engagement which indicate a possibility of increased procedures or a change in the review timetable, these will be discussed with management by the practitioner leading your engagement so a mutually agreeable solution can be reached. In accordance with our standard terms and conditions, included as Appendix E, if significant changes to the arrangements set forth in this engagement letter are required, any change in scope of the engagement will need to be agreed in writing, in a "Change Order" agreement.



## Appendix E: Standard Terms and Conditions

The following standard terms and conditions and engagement letter to which they are attached form one agreement and set out the terms and conditions upon which MNP LLP ("MNP") will provide services to you (the "Society").

1. **Timely Performance** - MNP will use all reasonable efforts to complete, within any agreed-upon time frame, the performance of the services described in the engagement letter to which these terms and conditions are attached. However, MNP shall not be liable for failures or delays in performance that arise from causes beyond our control, including the untimely performance by the Society of its obligations as set out in the engagement letter.
2. **Right to Terminate Services** - The Society may terminate the engagement upon 30 days written notice. If this occurs, the Society shall pay for time and expenses incurred by MNP up to the termination date, together with reasonable time and expenses incurred to bring the services to a close in a prompt and orderly manner. Should the Society not fulfil its obligations as set out herein and in the engagement letter, and in the event that the Society fails to remedy such default within 30 days following receipt of notice from MNP to that effect, MNP may, upon written notification and without prejudice to its other rights and resources, terminate provision of our services as described in the engagement letter. In such case, MNP shall not be responsible for any loss, costs, expenses, or damages resulting from such termination.
3. **Change Order** - If, subsequent to the date of this engagement letter, the Society requires significant changes to the arrangements set forth in this engagement letter, the Society will be required to agree to the change in scope of the engagement in writing, in a "Change Order" agreement. The "Change Order" agreement will set forth the revised arrangements and scope of services to be performed and any related additional fees associated.
4. **Fees** - Any fee estimates by MNP take into account the agreed-upon level of preparation and assistance from the Society's personnel. MNP undertakes to advise the Society's management on a timely basis should this preparation and assistance not be provided, or should any other circumstances arise which cause actual time to exceed the estimate.
5. **Administrative Expenses** - Administrative expenses include costs such as long distance telephone and telecommunication charges, photocopying, delivery, postage, and clerical assistance. These expenses are based on a percentage of our fees for professional services 5%. Where applicable, federal, provincial, or other goods and services or sales taxes have been paid on these expenses. Other major costs such as travel, meals, accommodation and other significant expenses will be charged as incurred.
6. **Billing** - Bills will be rendered on a regular basis as the assignment progresses. Accounts are due and payable upon receipt. Interest may be charged on the balance of any accounts remaining unpaid for more than 30 days, at a rate of 1.5% per month (19.56% per annum).
7. **Taxes** - All fees and other charges do not include any applicable federal, provincial, or other goods and services or sales taxes, or any other taxes or duties whether presently in force or imposed in the future. The Society shall assume and pay any such taxes or duties, without deduction from the fees and charges hereunder.

## Appendix E: Standard Terms and Conditions (continued from previous page)

8. **Governing Law** - The engagement will be governed and construed in accordance with the laws of the Province of Alberta, and shall be deemed in all respects to be an Alberta contract. The Society and MNP submit to the courts of that jurisdiction with respect to all matters arising under or by virtue of this Agreement.
9. **Working Papers** - MNP owns all working papers and files, other materials, reports and work created, developed or performed during the course of the engagement, including intellectual property used in the preparation thereof. We will provide management with a copy of all practitioner-prepared working papers necessary for the Society's accounting records. MNP may develop software, including spreadsheets, documents, databases, and other electronic tools, to assist us with our assignment. As these tools and working papers were developed specifically for our purposes and without consideration of any purpose for which the Society might use them, any such tools which may be provided to the Society, will be made available on an "as is" basis only, at our discretion, and should not be distributed to or shared with any third party. Except as indicated in the Rules of Professional Conduct or by any legal proceeding, we have no responsibility to share our working papers with you or with any other parties.
10. **Data and Privacy** - The Society understands and agrees that you shall not provide us with information about any identifiable individual unless required for the purpose of the engagement, and in such event the Society shall only provide such information in compliance with applicable law, including obtaining consent where so required. Data received by MNP may be disclosed to vendors whose services are utilized by us in connection with the engagement. Some of these vendors are located outside Canada. Others, though located in Canada, may store or process your information outside the country. Data being uploaded and downloaded via vendor networks may reside on or transit servers located in or outside of Canada and in such cases, vendors may on occasion be required to disclose data in its custody to authorities of those jurisdictions. Additionally, in order to provide valuable insights on financial and other trends either (a) within your specific business organization over time, or (b) on an aggregated basis across an entire industry or sector, MNP may use relevant portions of data it receives from the Society for the purpose of conducting individualized (using your data only, for your eyes only) and aggregated analytics (using many data sources). Analytics involves the processing of anonymized data sets to draw conclusions about the information they contain. Even when using aggregated data sources, we only perform analytics on data that is disassociated from the identity of its source. None of the analysis generated from aggregated data processing contains any information which would identify those specific individuals or entities from which the underlying information was obtained. As such, none of the analytics reporting based on aggregated data will result in a disclosure of personal information. Finally, the Society acknowledges that our client files must be periodically reviewed by provincial or national practice inspectors and by other Firm personnel to ensure we are adhering to professional and Firm standards. MNP's privacy policy is posted on our website at <https://www.mnp.ca/en/privacy-policy> and may be updated from time to time.



## Appendix E: Standard Terms and Conditions (continued from previous page)

11. **Nature of the Limited Liability Partnership (LLP)** - MNP is a registered limited liability partnership, as permitted by legislation enacted in our governing jurisdiction of the Province of Alberta. This legislation provides that a partner of an LLP is not personally liable for any of the debts, obligations, or liabilities of the LLP or any of the other partners which may arise as a result of any negligent act or omission of another partner of the LLP, or by any employee of the partnership, unless such act or omission is committed by the partner him or herself or by a person under the partner's direct supervision and control. All partners of an LLP remain personally liable for any acts or omissions arising as a result of their own negligence, and for the acts or omissions of those directly under their supervision or control, and shall continue to be subject to unlimited personal liability for all of the other liabilities of the partnership. The legislation does not reduce or limit in any way the liability of the partnership itself, and all of the partnership's assets and insurance coverage remain at risk.

12. **Release and Limitation of Liability** - The Society and MNP agree to the following with respect to MNP's liability to the Society:

In any action, claim, loss or damage arising out of the engagement, the Society agrees that MNP's liability will be several and not joint and the Society may only claim payment from MNP of MNP's proportionate share of the total liability based on the degree of fault of MNP as finally determined by a court of competent jurisdiction.

Other than for matters finally determined to have resulted from the gross negligence, fraud or willful misconduct of MNP, whether the claim be in tort, contract, or otherwise:

- i. MNP shall not be liable to the Society and the Society releases MNP for all claims, damages, costs, charges and expenses (including legal fees and disbursements) incurred or suffered by the Society related to, arising out of, or in any way associated with the engagement to the extent that the aggregate of such amounts is in excess of the total professional fees paid by the Society to MNP in connection with this engagement during the 12 month period commencing from the date of the engagement letter to which these terms and conditions are attached; and,
- ii. MNP shall not be liable to the Society for any consequential, indirect, lost profit or similar damages, or failure to realize expected savings, relating to MNP's services provided under the engagement letter to which these terms and conditions are attached.

## Appendix E: Standard Terms and Conditions (continued from previous page)

13. **Indemnity** - The Society agrees to jointly and severally indemnify and hold harmless MNP against:
- a. All claims, damages, costs, charges and expenses (including legal fees and disbursements) which are related to, arise out of, or are in any way associated with the engagement, whether the claims are civil, penal, regulatory, or administrative in nature, other than those finally determined by a court of competent jurisdiction to have resulted from MNP's gross negligence, fraud or willful misconduct; and,
  - b. Notwithstanding "a.," all claims, damages, costs, charges and expenses (including legal fees and disbursements) which are related to, arise out of, or are in any way associated with the engagement, whether the claims are civil, penal, regulatory, or administrative in nature, that arise from or are based on any deliberate misstatement or omission in any material, information or representation supplied or approved by any officer or member of the Board of Directors of the Society.

For the purposes of paragraph 12. and 13., "MNP" shall mean MNP LLP and its directors, officers, partners, professional corporations, employees, subsidiaries and affiliates and to the extent providing services under the engagement letter to which these terms are attached, MNP LLP, its member firms, and all of their partners, principals, members, owners, directors, staff and agents; and in all cases any successor or assignee.

14. **Survival of Terms** - The Society and MNP agree that clauses 12. and 13. will survive termination of the engagement.
15. **Electronic Communications** - Unless the Society prefers we use a particular manner of communication and specifies as much in writing, MNP will use whatever form of communication it deems most efficient in the circumstances. In many instances, this will involve the use of internet e-mail. With respect to internet e-mail, MNP and the Society both acknowledge that neither party has control over the performance, reliability, availability, or security of internet e-mail. Additionally, MNP staff may be required or requested to work from your offices during which visits access to and use of and reliance upon your electronic environment (including but not limited to, your network, Internet, and extranet resources) is necessitated. The Society accepts that MNP shall not be liable for any loss, damage, expense, harm or inconvenience resulting from any loss, delay, interception, corruption, security breach, delivery failure, incompatibility, incompleteness or alteration of any document or transmission arising from the use of e-mail or the transmission of any document outside of MNP's electronic environment.
16. **Confirmation.com** - By signing this engagement letter, you agree to the use by MNP of Capital Confirmation Inc. ("CCI") as a third party service provider and the use of CCI's platform (the "Platform") to prepare, request and receive confirmations required to perform the engagement. You acknowledge and agree that data being uploaded/downloaded via the Platform may reside on servers located in the United States and that CCI could be required to disclose data, including personal information, in its custody to the United States government, government agencies, courts or law enforcement or regulatory agencies pursuant to the laws of the United States. MNP shall not be liable for any loss or damage arising from your or MNP's use of CCI as a service provider or use of the Platform, including any losses relating to CCI's collection, use, disclosure or loss of your data or personal information. You agree to pay all fees for requesting and receiving confirmations. For more information, you can review the third party service provider's Terms and Conditions and Privacy Policy on CCI's website at: <https://www.confirmation.com/>.

## Appendix E: Standard Terms and Conditions (continued from previous page)

17. **Praxity** - We are an independent accounting firm allowed to use the name "PRAXITY" in relation to our practice. We are not connected by ownership to any other firm using the name "PRAXITY" and we will be solely responsible for all work carried out by us on your behalf. In deciding to instruct us you acknowledge that we have not represented to you that any other firm using the name "PRAXITY" will in any way be responsible for the work we do.
18. **Solicitation** - The Society agrees that for a period of one year after completion of the services, it shall not, directly or indirectly, for itself or for any third party, solicit the services of, hire, contract for the services of, or otherwise entice away from their partnership, employment or contract of services with MNP or any MNP Person. In the event of a breach of this section by the Society, the Society shall be obliged to pay to MNP liquidated damages in the amount of one hundred fifty (150%) percent of the total compensation the Society or third party offered to pay the individual in their first year of service to such party, or one hundred fifty (150%) percent of total compensation the Society or third party actually paid to the individual in their first year of service to such party, whichever is greater. The Society further understands that any breach by the Society of this provision may result in a threat to our independence which may prevent us from accepting or continuing any engagement to provide assurance services to the Society. "MNP Person" means any and all partners, employees and contractors providing services to MNP, whether for a defined or indefinite period or on a part-time or full-time basis, and with whom the Society had contact during the term of this engagement.

Grovedale Community Club and Agricultural Society  
Box 146  
Grovedale, AB T0H 1X0

January 17, 2022

MNP LLP  
Suite 700, 9909 - 102 St.  
Grande Prairie, Alberta T8V 2V4

To Whom It May Concern:

This representation letter is provided in connection with your review of the financial statements of Grovedale Community Club and Agricultural Society ("the Society") for the year ended September 30, 2021, for the purposes of expressing a conclusion that, based on your review, nothing has come to your attention that causes you to believe that the financial statements of the Society do not present fairly, in all material respects, the financial position of the Society as at September 30, 2021 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

We understand that your review was made in accordance with Canadian generally accepted standards for review engagements and is a limited assurance engagement. Accordingly, the review consisted primarily of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures related to information supplied to you by the Society. We also understand that such a review would not necessarily detect errors, illegal acts, fraud or other irregularities, should there be any.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of its monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

We hereby confirm to the best of our knowledge and belief, the following representations made to you during the course of your review.

#### **Financial Statements**

1. We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated January 17, 2022, for the preparation and fair presentation of the Society's financial statements in accordance with Canadian accounting standards for not-for-profit organizations.

We believe these financial statements are complete and present fairly, in all material respects, the financial position of the Society as at September 30, 2021, and the results of its operations and its cash flows, in accordance with Canadian accounting standards for not-for-profit organizations.

2. All transactions have been recorded in the accounting records and are reflected in the financial statements, and are reported in the appropriate period.
3. We acknowledge that we are responsible for the accounting policies followed in the preparation of the Society's financial statements. Significant accounting policies, and any related changes to significant accounting policies, are disclosed in the financial statements. The selection of accounting policies is appropriate in accordance with the requirements of Canadian accounting standards for not-for-profit organizations, and are applied consistently throughout the financial statements.
4. We have disclosed to you all significant assumptions used in making accounting estimates and judgments, and believe they are reasonable.

5. We are aware of and concur with the contents and results of the attached journal entries prepared by you, and accept responsibility for the financial statement effects of the entries.
6. We believe the effects of those uncorrected financial statement differences aggregated by you during the review are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
7. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.
8. All events or transactions that have occurred subsequent to the statement of financial position and for which Canadian accounting standards for not-for-profit organizations require adjustment or disclosure have been adjusted or disclosed appropriately in the financial statements.
9. We further acknowledge the following items related specifically to COVID-19:
  - We have assessed the impact of COVID-19 on the Society's operations and have provided you all information relevant to the impact it has had and/or is anticipated to have on the Society's operations.
  - We have made available to you all source documentation requested, whether in original or scanned/electronic format. Where information has been provided in scanned/electronic format, it has been accurately reproduced.
  - All events or transactions that have occurred subsequent to the statement of financial position and for which Canadian accounting standards for not-for-profit organizations require adjustment or disclosure have been adjusted or disclosed appropriately in the financial statements.
10. All plans or intentions that may affect the carrying value or classification of assets and liabilities are appropriately reflected in the financial statements in accordance with Canadian accounting standards for not-for-profit organizations.
11. All liabilities, both known and contingent, requiring recognition or disclosure in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations have been adjusted or disclosed as appropriate.
12. All outstanding and possible claims, whether or not they have been discussed with legal counsel, have been disclosed to you and are appropriately reflected in the financial statements.
13. All assets, wherever located, to which the Society had satisfactory title at the year-end, have been fairly stated and recorded in the financial statements. The assets are free from hypothecation, liens and encumbrances, except as noted in the financial statements. We have disclosed the nature and carrying amounts of any assets pledged as collateral. All assets of uncertain value, and restrictions imposed on assets, are appropriately reported in the financial statements.
14. All aspects of laws, regulations or contractual agreements, including non-compliance, are appropriately reflected in the financial statements.
15. All cash accounts have been appropriately recorded in the financial statements and all terms and associated conditions have been disclosed to you in full. We have provided you with the most current banking agreements.
16. Accounts and contributions receivable are correctly described in the records and represent valid claims as at year-end. An appropriate allowance has been made for losses from uncollectible accounts and for costs or expenses that may be incurred with respect to sales made or services rendered.
17. Revenue has been recognized only where sales have been made and items delivered, or services rendered, and the amounts have been collected or are collectible. Revenues do not include any amounts arising from consignment sales or from any other transaction from which the Society is not entitled to the proceeds.



18. Contributions have been recognized only where a non-reciprocal transfer of cash or other assets, or a non-reciprocal settlement or cancellation of liabilities has occurred, and the amounts have been collected or are collectible. Contributions have been recognized in accordance with any stipulated restrictions and are recorded in the financial statements according to the requirements of Canadian accounting standards for non-for-profit organizations.
19. We have identified all financial instruments, including derivatives, and hedging relationships. These have been appropriately recorded and disclosed in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.
20. The Society's (and any entities it controls) average gross revenue for the current and preceding period was less than \$500,000, and thus, the cost of capital additions and replacements are expensed when incurred. Contributed capital assets are recorded at their estimated fair market value as at the contribution date

#### **Information provided**

1. We responded fully to all inquiries made to us and have provided you with:
  - Access to all information of which we are aware is relevant to the preparation and fair presentation of the financial statements;
  - Additional information that you have requested from us for the purpose of the review; and
  - Unrestricted access to persons within the entity from whom you determined it necessary to obtain evidence.
2. We acknowledge management's responsibility for the design, implementation and operation of controls necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
3. Where the impact of any frauds or suspected frauds, and non-compliance or possible non-compliance with laws and regulations, affect the financial statements, we have disclosed to you all known significant facts relating thereto, including circumstances involving management, employees having significant roles over controls, and others. We have made known to you any allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators and others. The effects of such events, if any, are properly presented in the financial statements.
4. We have disclosed to you the identities of all related parties to the Society and all related party relationships and transactions of which we are aware.
5. We have no knowledge of side agreements (contractual or otherwise) with any parties that have not been disclosed to you.
6. The use of the going concern assumption is appropriate and the Society will be able to realize the carrying value of its assets and discharge its liabilities in the normal course of business. We have provided you with appropriate and complete information about identified events or conditions that may cast significant doubt on the Society's ability to continue as a going concern, our plans for future action and the feasibility of these plans.
7. We have disclosed to you all events occurring subsequent to the date of the financial statements that may require adjustment or disclosure.
8. We have disclosed to you all material commitments, contractual obligations or contingencies that have affected or may affect the Society's financial statements, including disclosures.
9. We have disclosed to you all material non-monetary transactions or transactions for no consideration undertaken by the Society in the financial reporting period under consideration.
10. The previous year's representation letter dated February 8, 2021 is still applicable to the prior year's financial statements and no matters have arisen that require restatement of those financial statements.

**Professional Services**

1. We acknowledge the engagement letter dated January 17, 2022, which states the terms of reference regarding your professional services.
2. We are not aware of any reason why MNP LLP would not be considered independent for purposes of the Society's review.

Sincerely,

Grovedale Community Club and Agricultural Society



Signature

\_\_\_\_\_  
Title



January 17, 2022

Board of Directors  
Grovedale Community Club and Agricultural Society  
Box 146  
Grovedale, AB T0H 1X0

Dear Sirs/Mesdames:

We have been engaged to review the financial statements of Grovedale Community Club and Agricultural Society (the "Society") for the year ended September 30, 2021.

CSRE 2400 *Engagements to Review Historical Financial Statements* requires that we communicate with you matters that are significant to the engagement. One such matter is relationships between the Society and MNP LLP ("MNP") that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, we are required to consider relevant rules and related interpretations prescribed by the appropriate provincial institute and applicable legislation, covering such matters as:

- (a) Holding a financial interest, either directly or indirectly, in a client;
- (b) Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client or a related entity;
- (c) Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client or a related entity;
- (d) Economic dependence on a client; and
- (e) Provision of non-assurance services in addition to the review engagement.

We are not aware of any relationship between the Society and MNP that, in our professional judgment, may reasonably be thought to bear on our independence, which have occurred from October 1, 2020 to January 17, 2022.

We hereby confirm that MNP is independent with respect to the Society within the meaning of the the Rules of Professional Conduct of the Chartered Professional Accountants of Alberta as of January 17, 2022.

The total fees charged to the Society for review services were \$5,000 during the period from October 1, 2020 to January 17, 2022.

This report is intended solely for the use of Board of Directors, management and others within the Society and should not be used for any other purposes.

We will be prepared to answer any questions you may have regarding our independence as well as other matters.

Sincerely,

*MNP LLP*

Chartered Professional Accountants



MNP LLP

Review Program - Summary of Differences

Client: Gravelton Community Club and Agricultural Society  
 Client #: 644509  
 Year End: 30/09/2021

N.S.

Adjusted Differences

Designed to pull all journal entries recorded in the CaseWare file which are classified as "Normal Adjusting" entries

Adjustment to Earnings/Comprehensive Income (from Re-measurement Gain/Loss)										Adjustment to Balance Sheet Items									
DR (CR)										DR (CR)									
Journal Entry #	Ref	Type and Cause of Difference	Debited (A)	Credited (B)	Liability Aggregate	Income Tax Effect	Net Income after tax	Ret. Gain (Loss)	Opening Equity	Current Assets	Other Assets	Current Liabilities	L.T. Liabilities	Other Equity	Closing Equity	Out of Balance	Client Prepared JE (Yes/No)		
0001	001.00	To reclassify 25.00 from income to expense	25.00	0.00	25.00	0.00	25.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	25.00	0.00	No		
0002	001.00	To record dividend paid to manager's shareholding	25.00	0.00	25.00	0.00	25.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	25.00	0.00	No		
0003	001.00	To record payment to shareholder's dividend	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No		
0004	001.00	To record dividend received from the shareholder at year end	25.00	0.00	25.00	0.00	25.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	25.00	0.00	No		
0005	001.00	To reclassify cash and interest received to the shareholder's shareholding	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	No		
0006	001.00	To expense legal costs and repairs	64,230.00	0.00	64,230.00	0.00	64,230.00	0.00	0.00	0.00	0.00	64,230.00	0.00	0.00	64,230.00	0.00	No		
0007	001.00	To reclassify dividend paid to shareholder's shareholding	25.00	0.00	25.00	0.00	25.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	25.00	0.00	No		
Client adjustments DR (CR)			591,300	0	591,300	0	591,300	0	0	200,800	-427,342	-109,324	0	0	591,300	0			

$\frac{S}{N}$ 

Co-occurring with all other infections, early diagnosis and treatment is essential to prevent "unintentional" facial "ulceration" and "ulcerated pyoderma".

Coined in mid nineteenth century, with historic roots as "unrepresented Indian" "unrepresented person" "unrepresented judgment"

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## MNP LLP

## Review Program - Summary of Differences

Client: Grimsdale Community Club and Agricultural Society  
 Client #: 844569  
 Year End: 30/09/2021

N.S.

Insignificant Differences Threshold of Clearly Trivial 5% 235

"Clearly Trivial" is defined as an amount that would not need to be accumulated because the auditor/practitioner expects that the accumulation of such amounts clearly would not have a material effect on the financial statements.

Assigned to full of journal entries recorded in the Userwise file which are classified as "Unrecorded - Adjusted", "Unrecorded - projected", "Unrecorded - judgmental" entries AND determined to be UNDER the threshold for "Clearly Trivial".

The Clearly Trivial Threshold can be modified by selecting the Edit Material button at the top of the list and selecting an appropriate threshold between 2-5%. Practitioners should keep differences less than the Materiality in the back of their mind because aggregated with other differences, they may be material.

Adjustment to Earnings/Comprehensive Income Item Remeasurement Gain/Loss														Adjustments to Balance Sheet Item			
DR (CR)														DR (CR)			
Journal entry #	Ref	Type and Cause of Difference	Identified (A)	Possible (B)	Likely Aggregate	Income Tax Effect	Net Income after tax	RM Gain (Loss)	Opening Equity	Current Assets	Other Assets	Current Liabilities	LT Liabilities	Other Equity	Closing Equity	Out of Balance	
NO REC	40-2	To rectify reference in (paid expenses in NIS)	0.00	-141.25	-141.25	0.00	141.25	0.00	0.00	141.25	0.00	0.00	0.00	0.00	141.25	0.00	
SURDS	A	To paid share in (paid) undeposited bank balance to SUD	0.00	75.00	75.00	0.00	75.00	0.00	0.00	75.00	0.00	0.00	0.00	0.00	75.00	0.00	
Aggregate of insignificant differences identified			0	-141.25	-141.25	0	141.25	0	0	141.25	0	0	0	0	141.25	0	

## Accumulated Unadjusted &amp; Insignificant Differences

Accumulated unadjusted & insignificant differences	-1.745	-6.085	-6.730	0	-6.730	0	1.921	2.840	0	1.023	0	0	0	0	-3.970	
Materiality	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	6.700	0.700
Excess of accumulated unadjusted differences over materiality	A.945	1.615	.970	6.700	.970	6.700	5.779	3.934	6.700	6.677	6.700	6.700	6.700	6.700	2.930	

## Uncorrected Opening Differences

Adjustment to Earnings/Comprehensive Income Item										Adjustments to Balance Sheet Item						
DR (CR)										DR (CR)						
Year	Type and Cause of Difference	Identified (A)	Possible (B)	Likely Aggregate	Income Tax Effect	Net Income after tax	RM Gain (Loss)	Opening Equity	Current Assets	Other Assets	Current Liabilities	LT Liabilities	Other Equity	Closing Equity	Out of Balance	
Year -1	To reverse prior year proposed SUD entry	0.00	-3,275.32	-3,275.32	0.00	3,275.32	0.00	3,275.32	0.00	0.00	0.00	0.00	0.00	3,275.32	0.00	
Year -2	To reverse prior year uninvestigated deferred SUD entry	0.00	1,070.00	1,070.00	0.00	1,070.00	0.00	1,070.00	0.00	0.00	0.00	0.00	0.00	1,070.00	0.00	
Closing equity differences		0	-1,205.32	-1,205.32	0	-1,285.32	0	1,285.32	0	0	0	0	0	0	0	

# Grovedale Community Club and Agricultural Society

Year End: September 30, 2021

Adjusting Journal Entries

Date: 01/10/2020 To 30/09/2021

Number	Date	Name	Account No	Reference	Debit	Credit
BK01	30/09/2021	2025 Accrued Liabilities	2025	BB/40		5,250.00
BK01	30/09/2021	Professional fees	6580	BB/40	5,250.00	
To reallocate 2020 accounting fees from accrual to expense						
BK02	30/09/2021	Deferred Revenue	3000	20/KK		26,879.20
BK02	30/09/2021	Grants: Operating:5035 - MD Manager Salaries	5034	20/KK	26,879.20	
To record deferred portion of manager wage funding						
BK03	30/09/2021	Building Asset:1475 - Leasehold Improv - Dayca	1475	BB	129,800.00	
BK03	30/09/2021	2000 Accounts Payable	2000	BB		136,290.00
BK03	30/09/2021	2315 GST/HST Payable	2315	BB	6,490.00	
To record payable to Southwest design at year end						
BK04	30/09/2021	1200 Accounts Receivable	1200	20	200,500.00	
BK04	30/09/2021	Grants: Operating: 5038 - Daycare	5038	20		200,500.00
To record grant revenue receivable from MD Greenview at year end						
BK05	30/09/2021	Building Asset: Building Cost	1461	70/P		174,000.30
BK05	30/09/2021	Building Asset:1475 - Leasehold Improv - Dayca	1475	70/P		513,905.00
BK05	30/09/2021	Grants:Operating:5035 MD	5035	70/P	175,000.00	
BK05	30/09/2021	Grants: Operating: 5038 - Daycare	5038	70/P	521,500.00	
BK05	30/09/2021	Daycare Building Costs	6855	70/P	513,905.00	
BK05	30/09/2021	Arena Flooring Cost	6856	70/P	174,000.30	
BK05	30/09/2021	Daycare funding	6857	70/P		521,500.00
BK05	30/09/2021	Arena Flooring Funding	6858	70/P		175,000.00
To reallocate costs and revenue related to Daycare and arena flooring						
BK06	30/09/2021	Building Asset	1460	P/40		3,150.00
BK06	30/09/2021	Equipment	1500	P/40		61,086.59
BK06	30/09/2021	Arena: Arena Renovations	6102 ARENA	P/40	3,150.00	
BK06	30/09/2021	Capital asset additions	6165 ARENA	P/40	61,086.59	
To expense capital assets and repairs purchased during the year						
BK07	30/09/2021	Deferred Revenue	3000	70		7,595.00
BK07	30/09/2021	Daycare funding	6857	70	7,595.00	
To reallocate deferred portion of daycare funding						
					1,825,156.09	1,825,156.09

Net Income (Loss) -34,538.47

18/01/2022

2:36 PM

Preparer	Detailed	Supervisory
MKP 09/12/2021	BRS 14/12/2021	T.M.F 01/01/2022
Peer	Tax	
		TB1

# Grovedale Community Club and Agricultural Society

Year End: September 30, 2021

## Trial Balance

Account	Prelim	Adj's	Reclass	Rep	Rep 09/20	%Chg
1050 Petty Cash	0.00	0.00	0.00	0.00	250.00	-100
1060 Chequing Acct	57,073.87	0.00	0.00	57,073.87	132,510.16	-57
1070 1070 Undeposited Funds	75.00	0.00	0.00	75.00	0.00	0
Grovedale Community Club and Agricultural Society	57,148.87	0.00	0.00	57,148.87	132,760.16	-57
<b>A Cash</b>	<b>57,148.87</b>	<b>0.00</b>	<b>0.00</b>	<b>57,148.87</b>	<b>132,760.16</b>	<b>-57</b>
1200 1200 Accounts Receivable	15,526.32	200,500.00	0.00	216,026.32	554.38	38867
2315 2315 GST/HST Payable	181.46	6,490.00	0.00	6,671.46	0.00	0
Grovedale Community Club and Agricultural Society	15,707.78	206,990.00	0.00	222,697.78	554.38	40071
<b>C Accounts Receivable</b>	<b>15,707.78</b>	<b>206,990.00</b>	<b>0.00</b>	<b>222,697.78</b>	<b>554.38</b>	<b>40071</b>
1410 1410 Prepaid Expenses	0.00	0.00	0.00	0.00	1,619.32	-100
1420 1420 Prepaid Insurance	0.00	0.00	0.00	0.00	1,586.00	-100
Grovedale Community Club and Agricultural Society	0.00	0.00	0.00	0.00	3,205.32	-100
<b>F Prepaid Expenses and Deposits</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,205.32</b>	<b>-100</b>
1460 Building Asset	3,150.00	-3,150.00	0.00	0.00	0.00	0
1461 Building Asset: Building Cost	174,000.30	-174,000.30	0.00	0.00	0.00	0
1475 Building Asset: 1475 - Leasehold Improv - Dayc	384,105.00	-384,105.00	0.00	0.00	0.00	0
1500 Equipment	61,086.59	-61,086.59	0.00	0.00	0.00	0
Grovedale Community Club and Agricultural Society	622,341.89	-622,341.89	0.00	0.00	0.00	0
<b>P Capital assets</b>	<b>622,341.89</b>	<b>-622,341.89</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
2000 2000 Accounts Payable	-5,181.51	-136,290.00	-2.00	-141,473.51	-1,117.02	12565
2025 2025 Accrued Liabilities	250.00	-5,250.00	0.00	-5,000.00	-5,000.00	0
2030 2030 Payroll Liabilities	-3,333.34	0.00	0.00	-3,333.34	-1,296.77	157
Grovedale Community Club and Agricultural Society	-8,264.85	-141,540.00	-2.00	-149,806.85	-7,413.79	1921
<b>BB Accounts Payable and Accrued Liabilities</b>	<b>-8,264.85</b>	<b>-141,540.00</b>	<b>-2.00</b>	<b>-149,806.85</b>	<b>-7,413.79</b>	<b>1921</b>
2015 2015 Deposit on Hall Rental	-2,500.00	0.00	0.00	-2,500.00	-1,500.00	67
2455 2455 FOB Deposit - Gym	-420.00	0.00	0.00	-420.00	-420.00	0
3000 Deferred Revenue	0.00	-34,474.20	0.00	-34,474.20	0.00	0
Grovedale Community Club and Agricultural Society	-2,920.00	-34,474.20	0.00	-37,394.20	-1,920.00	1848
<b>KK Deferred Revenue &amp; Restricted Contribution</b>	<b>-2,920.00</b>	<b>-34,474.20</b>	<b>0.00</b>	<b>-37,394.20</b>	<b>-1,920.00</b>	<b>1848</b>
4990 Retained Earnings	-66,535.15	0.00	-60,649.92	-127,185.07	-76,393.62	66
4995 Net assets - internally restricted	-60,649.92	0.00	60,649.92	0.00	-60,649.92	-100
Grovedale Community Club and Agricultural Society	-127,185.07	0.00	0.00	-127,185.07	-137,043.54	-7
<b>WW Net Assets</b>	<b>-127,185.07</b>	<b>0.00</b>	<b>0.00</b>	<b>-127,185.07</b>	<b>-137,043.54</b>	<b>-7</b>
5023 5023 Functions	0.00	0.00	0.00	0.00	-75.00	-100
5029 Grants	-38,750.00	0.00	38,750.00	0.00	0.00	0
5030 Grants: Operating: 5030 Ag Board	-24,678.00	0.00	0.00	-24,678.00	-26,382.00	-6
5034 Grants: Operating: 5035 - MD Manager Salaries	-50,000.00	26,879.20	0.00	-23,120.80	0.00	0

18/01/2022

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Preparer	Detailed	Supervisory
MKP 13/12/2021	BRS 14/12/2021	TMC 04/01/2022
Peer	Tax	

TB

# Grovedale Community Club and Agricultural Society

Year End: September 30, 2021

Trial Balance

Account	Prelim	Adj's	Reclass	Rep	Rep 09/20	%Chg
5035 Grants:Operating:5035 MD	-300,000.00	175,000.00	0.00	-125,000.00	-131,300.00	-5
5036 Grants:Operating:5036 Rec Board	0.00	0.00	-38,750.00	-38,750.00	-38,500.00	1
5038 Grants: Operating: 5038 - Daycare	-321,000.00	321,000.00	0.00	0.00	0.00	0
5070 5070 Donation Income	-8,465.00	0.00	0.00	-8,465.00	-2,800.00	202
5090 5170 Interest Incomes:5090 ATB Interest	-102.70	0.00	0.00	-102.70	-75.17	37
5135 Fair: Bar	-8,033.34	0.00	0.00	-8,033.34	0.00	0
5170 5170 Interest Incomes	-27.65	0.00	0.00	-27.65	-19.68	40
5530 5530 Membership	-3,690.54	0.00	0.00	-3,690.54	-2,871.47	29
Grovedale Community Club and Agricultural Society	-754,747.23	522,879.20	0.00	-231,868.03	-202,023.32	15
5050 ARENA 5050 Arena	-26,749.83	0.00	0.00	-26,749.83	-58,073.03	-54
5540 ARENA 5540 Gym Income	0.00	0.00	0.00	0.00	-261.91	-100
Arena	-26,749.83	0.00	0.00	-26,749.83	-58,334.94	-54
5000 HALL 5000 Hall:Rentals	0.00	0.00	0.00	0.00	-3,054.05	-100
5020 HALL 5023 Functions:5020 Halloween	0.00	0.00	0.00	0.00	-3,539.05	-100
5026 HALL 5026 Catering	0.00	0.00	0.00	0.00	-640.76	-100
Hall	0.00	0.00	0.00	0.00	-7,233.86	-100
<b>20 Revenue</b>	<b>-781,497.06</b>	<b>522,879.20</b>	<b>0.00</b>	<b>-258,617.86</b>	<b>-267,592.12</b>	<b>-3</b>
6450 6350 Travel & Entertainment:6450 Meals	357.45	0.00	0.00	357.45	67.65	428
6460 6350 Travel & Entertainment:6460 Travel	660.76	0.00	0.00	660.76	2,574.93	-74
6510 6510 Advertising	1,084.50	0.00	0.00	1,084.50	714.38	52
6520 6520 Donation	0.00	0.00	0.00	0.00	50.00	-100
6530 6530 Memberships	495.00	0.00	0.00	495.00	684.03	-28
6550 6550 Insurance	3,762.39	0.00	0.00	3,762.39	47.58	7808
6570 6575 Office Supplies:6570 Postage and Deli	96.60	0.00	0.00	96.60	335.00	-71
6575 6575 Office Supplies	715.23	0.00	0.00	715.23	573.05	25
6580 Professional fees	772.80	5,250.00	0.00	6,022.80	6,450.00	-7
6590 6590 Bank Service Charges	59.70	0.00	0.00	59.70	134.00	-55
6690 6690 Bookkeeping / Accounting	5,760.00	0.00	0.00	5,760.00	5,520.00	4
6700 Arena Expense:6700 Telephone	2,387.89	0.00	0.00	2,387.89	638.46	274
6710 Fair Expenses: Band	1,331.25	0.00	0.00	1,331.25	0.00	0
6712 Fair Expenses:6712 - Concession, Bar & Caten	5,449.60	0.00	0.00	5,449.60	0.00	0
6713 Fair Exhibits	881.00	0.00	0.00	881.00	0.00	0
6725 Fair: Judges	524.94	0.00	0.00	524.94	0.00	0
6726 Fair: Kids Carnival	6,520.37	0.00	0.00	6,520.37	0.00	0
6746 Fair: Money/Prizes	240.00	0.00	0.00	240.00	0.00	0
6747 Fair: Team Penning	200.00	0.00	0.00	200.00	0.00	0
6755 Hall Expenses:6755 Telephone	3,017.30	0.00	0.00	3,017.30	3,250.60	-7
6756 Fair Expenses:6756 Entertainment	-507.66	0.00	0.00	-507.66	466.10	-209
6760 6590 Bank Service Charges:6760 Interest ch	1.86	0.00	0.00	1.86	26.17	-93
6761 6761 Board/Executive Expenses	0.00	0.00	0.00	0.00	3,836.68	-100
6762 6761 Board/Executive Expenses:Bad Debt Exp	0.00	0.00	0.00	0.00	350.40	-100
6780 Fair Expenses: 6780 - Ribbons & Trophies	3,360.24	0.00	0.00	3,360.24	0.00	0
6803 Community Services: 6803 - Gymkhana	624.18	0.00	0.00	624.18	0.00	0
6853 Payroll Expenses: Manager Salaries	23,120.80	0.00	0.00	23,120.80	0.00	0
Grovedale Community Club and Agricultural Society	60,916.20	5,250.00	0.00	66,166.20	25,719.03	157
6102 ARENA Arena: Arena Renovations	19,175.48	3,150.00	0.00	22,325.48	0.00	0

18/01/2022

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Preparer	Detailed	Supervisory
MKP 13/12/2021	BRS 14/12/2021	PAVE 03/01/2022
Peer	Tax	

TB-1



# Grovedale Community Club and Agricultural Society

Year End: September 30, 2021

Trial Balance

Account	Prelim	Adj's	Reclass	Rep	Rep 09/20	%Chg
6103 ARENA Arena Expense:6103 Caretaker:Janito	275.61	0.00	0.00	275.61	1,435.70	-81
6111 ARENA 6150 Arena Gym Expense:6111 Equip	0.00	0.00	0.00	0.00	271.98	-100
6112 ARENA 6150 Arena Gym Expense:6112 Sec	1,654.04	0.00	0.00	1,654.04	2,035.92	-19
6120 ARENA Arena Expense:6120 Repairs & Maint	11,776.00	0.00	0.00	11,776.00	28,058.38	-58
6130 ARENA Arena Expense:6130 Equipment & Su	84.75	0.00	0.00	84.75	1,040.04	-92
6140 ARENA Arena Expense:6140 Utilities	40,382.94	0.00	0.00	40,382.94	41,868.63	-4
6150 ARENA 6150 Arena Gym Expense:Internet Ex	1,578.43	0.00	0.00	1,578.43	1,393.94	13
6165 ARENA Capital asset additions	0.00	61,086.59	0.00	61,086.59	2,271.59	2589
6850 ARENA 6850 Payroll Expenses	49,605.95	0.00	0.00	49,605.95	48,200.89	3
6851 ARENA 6851 WCB Expense	1,338.56	0.00	0.00	1,338.56	88.44	1414
6852 ARENA Subsidy Income	0.00	0.00	0.00	0.00	-464.25	-100
Arena	125,871.76	64,236.59	0.00	190,108.35	126,201.26	51
6108 HALL Arena Expense:6108 Alarm System	0.00	0.00	0.00	0.00	400.00	-100
6166 HALL Capital Asset Additions	0.00	0.00	0.00	0.00	24,750.00	-100
6500 HALL Yard Maintenance/ Improvements:6500	7,798.82	0.00	0.00	7,798.82	14,537.18	-46
6605 HALL 6625 Hall Function Expenses:6605 Cat	1,029.95	0.00	0.00	1,029.95	3,959.67	-74
6630 HALL Hall Expenses:6630 Janitorial	3,920.00	0.00	0.00	3,920.00	1,928.43	103
6635 HALL Hall Expenses:6635 Repairs & Maintena	11,007.81	0.00	0.00	11,007.81	57,398.72	-81
6640 HALL 6625 Hall Function Expenses:6640 Equ	0.00	0.00	0.00	0.00	4,095.26	-100
6645 HALL Hall Expenses:6645 Utilities	12,823.24	0.00	0.00	12,823.24	12,494.59	3
6735 HALL 6625 Hall Function Expenses:6735 Fun	500.00	0.00	0.00	500.00	195.84	155
6737 HALL 6625 Hall Function Expenses:6735 Fun	850.00	0.00	0.00	850.00	1,558.16	-45
6748 HALL 6625 Hall Function Expenses:6735 Fun	-1,050.00	0.00	0.00	-1,050.00	1,480.00	-171
6750 HALL Yard Maintenance/ Improvements	0.00	0.00	0.00	0.00	1,050.00	-100
6770 HALL Yard Maintenance/ Improvements:6770	0.00	0.00	0.00	0.00	630.00	-100
6771 HALL Yard Maintenance/improvements - 6771	378.00	0.00	0.00	378.00	0.00	0
6772 HALL Yard Maintenance/ Improvements:6772	623.66	0.00	0.00	623.66	1,052.45	-41
Hall	37,881.48	0.00	0.00	37,881.48	125,530.30	-70
40 Expenses	224,669.44	69,486.59	0.00	294,156.03	277,450.59	6
6855 Daycare Building Costs	0.00	513,905.00	0.00	513,905.00	0.00	0
6856 Arena Flooring Cost	0.00	174,000.30	0.00	174,000.30	0.00	0
6857 Daycare funding	0.00	-513,905.00	0.00	-513,905.00	0.00	0
6858 Arena Flooring Funding	0.00	-175,000.00	0.00	-175,000.00	0.00	0
Grovedale Community Club and Agricultural Society	0.00	-999.70	0.00	-999.70	0.00	0
70 Other Items	0.00	-999.70	0.00	-999.70	0.00	0
	1.00	0.00	-2.00	-1.00	1.00	-200
Net Income (Loss)	556,827.62			-34,538.47	-9,858.47	250

18/01/2022

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Preparer	Detailed	Supervisory
MKP 13/12/2021	BRS 14/12/2021	TSR 04/01/2022
Peer	Tax	

TB-2



# Application for Property Tax Exemption Sports or Recreation Facility

Application deadline September 30<sup>th</sup> of  
the year preceding the taxation year

## FOR OFFICE USE ONLY

Property Roll Identifier VALLEYVIEW 234607						Taxation Year 2023		Date	
Legal Description REC 820003	Lot	Block	Plan	Part NW	Sec. 23	Township 70	Range 21	Mer. 5	
Municipal Property Address 21175 Hwy 669									
Total Assessment 117,600			Land Assessment 81,940			Building Assessment 35,660			

## PART 1 - PROPERTY INFORMATION (Required by November 30<sup>th</sup> of the year preceding the taxation year)

Name of property owner lessee VALLEYVIEW + DISTRICT GUN CLUB		Telephone Number (Bus)	Telephone Number (Res)
Address of property owner lessee Box 1696 VALLEYVIEW		Postal Code T0H 3N0	Fax Number
Address of property for which exemption is requested NW 23-70-21-W5			
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:			
Is there an agreement in place that confirms the portion of the property held by the organization?		<input checked="" type="checkbox"/> Yes If yes, provide expiry date MAY 4 2045 (mm / dd / yyyy)	Date organization took occupancy (mm / dd / yyyy) MAY 6, 1997

## PART 2 - ORGANIZATION INFORMATION

Name of organization operating the facility used for sports or recreation VALLEYVIEW + DISTRICT GUN CLUB		Telephone Number (Bus)	Fax Number
Act under which organization is registered as a non-profit organization ALBERTA REGISTRIES		Registration Number 847 800620	
Organization's objectives/purposes 1. PROVIDE A SAFE C.F.O APPROVED SHOOTING RANGE 2. 3. 4. 5.			
a) Are the resources of this organization devoted to the above objectives/purposes?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?		<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_

(Municipality Contact Information)

**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**Does the organization have a retail commercial area at this location? ☐ Yes ☒ NoIf yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

NONE

For what purpose is the net income from the retail commercial area used?

RANGE MAINTENANCE AND IMPROVEMENTS

Has an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☒ No Class Area (Sq.Ft)**PART 4 – PROPERTY USE INFORMATION specific to sports and recreation facilities**

List the sports and recreation activities occurring at the facility.

1. SHOOTING RANGE

2.  
3.  
4.

How many hours per week is your portion of the facility operated for sports and recreation?

DAYLIGHT HOURS

Are the majority of those participating in sports or recreation under the age of 18?

☐ Yes ☒ No

Percentage of time participants under the age of 18 use facility

ADULT

What are the membership requirements including fees?

ONLY WHEN ACCOMPANIED BY AN ADULT \$50 SINGLE \$65 FAMILY PER YEAR

Are there any restrictions in place preventing anyone from using the facility? ☒ Yes ☐ No

If there are restrictions, explain MUST BE A PAID MEMBER

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?

☐ General Public ☒ Members**PART 5 – CONTACT INFORMATION**

Contact Name

BERNIE OLANSKI

Position with Organization

PRESIDENT

Telephone Number (Mob)

[REDACTED]

Telephone Number (Res)

Mailing Address for non profit organization

Box 1696

VALLEYVIEW, AB

Postal Code

T0H 3N0

Fax Number

President of Organization

PRESIDENT

Telephone Number (Bus)

[REDACTED]

Fax Number

Treasurer of Organization

MAXINE HYATT

Telephone Number (Bus)

[REDACTED]

Fax Number

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable), LEASE
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

M. R. HYATT

Name (Please Print)

Apr. 12/22

Date

TREASURER

Position

[Signature]

Signature



## CERTIFICATE OF STATUS

Form 32

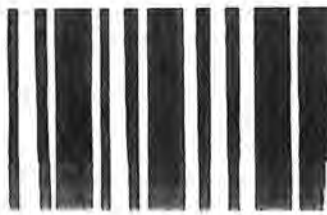
I CERTIFY THAT ACCORDING TO THE OFFICIAL RECORDS OF THE CORPORATE REGISTRY

VALLEYVIEW AND DISTRICT GUN CLUB  
INCORPORATED IN ALBERTA ON 1972/01/14  
IS AS OF THIS DATE A VALID AND SUBSISTING CORPORATION.

GIVEN UNDER MY SEAL OF OFFICE IN THE PROVINCE OF ALBERTA.

DATED: 2010/09/20





# DISPOSITION

PROVINCE OF ALBERTA

*PUBLIC LANDS ACT*

**R.S.A. 2000, c.P-40, as amended**

DISPOSITION TYPE

**RECREATIONAL LEASE**

DISPOSITION NUMBER

**REC 820003**

PURPOSE

**Recreational Development**

ACTIVITY

**Shooting Range**

DISPOSITION HOLDER

**Valleyview and District Gun Club**

EFFECTIVE DATE

**May 5, 2020**

TERM

**25**

EXPIRY DATE

**May 4, 2045**

PLAN NUMBER

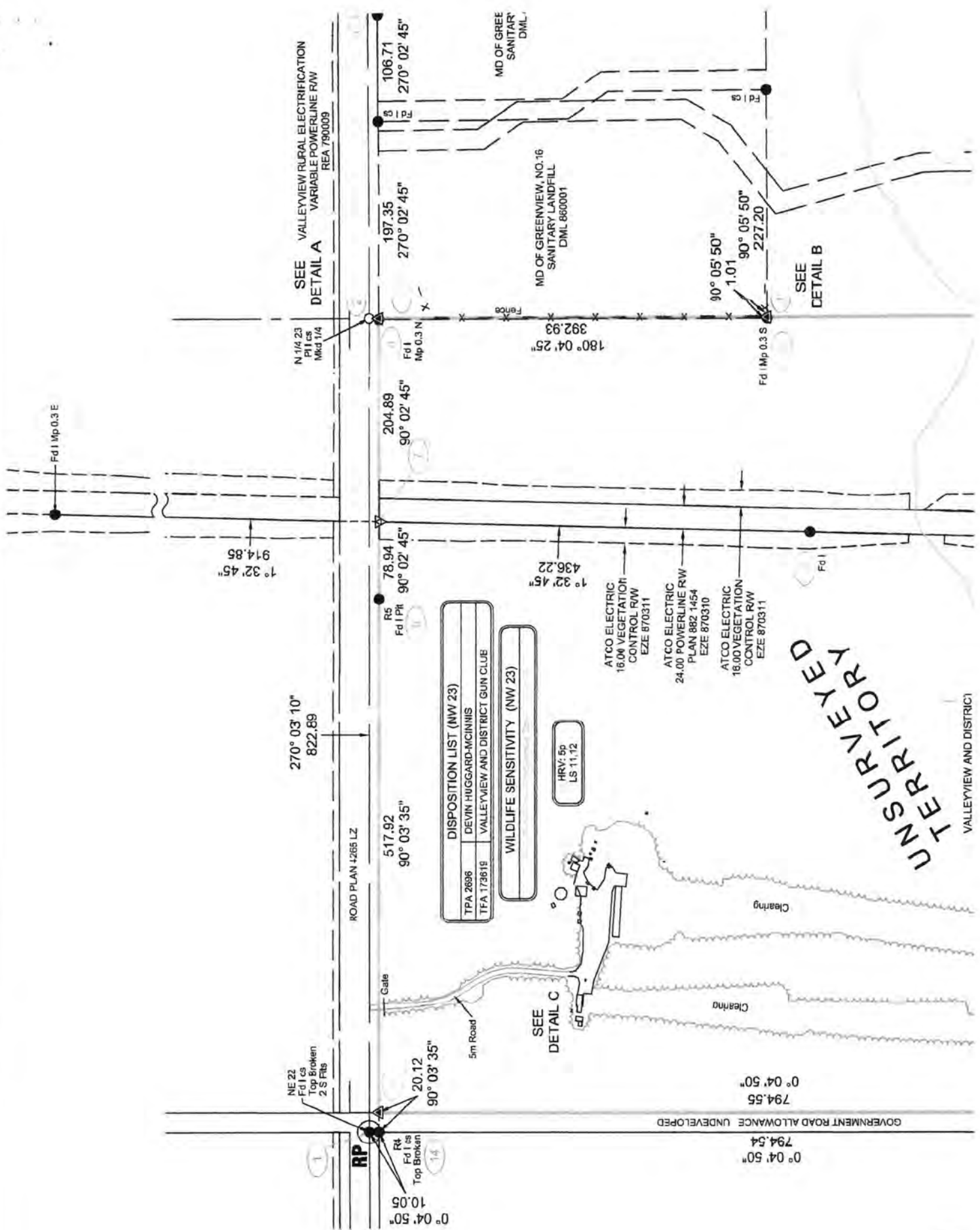
**5779 GEN**

PLAN VERSION DATE

**Sept. 10, 2019**

NOW THEREFORE the director under the Public Lands Act has executed this disposition on the date noted above.

The director, *Public Lands Act*





# Application for Property Tax Exemption Non Profit Organization

Application deadline September 30<sup>th</sup> of  
the year preceding the taxation year

## FOR OFFICE USE ONLY

Property Roll Identifier <b>1038000 &amp; 1074000</b>						Taxation Year <b>2023</b>		Date	
Legal Description	Lot <b>46.47</b>	Block <b>9B</b>	Plan <b>4978RS</b>	Part	Sec.	Township	Range	Mer.	
Municipal Property Address <b>4600 PINE PLAZA</b> <b>10012 97 ST. G.C.</b>									
Total Assessment <b>OTHER 303,790</b> <b>162,620</b>			Land Assessment <b>90,320</b>			Building Assessment <b>72,300</b>			

### PART 1 – PROPERTY INFORMATION (Required by November 30<sup>th</sup> of the year preceding the taxation year)

Name of property owner Willmore Wilderness Preservation & Historical Foundation		Telephone Number (Bus) 780-827-2696	Telephone Number (Res)
Address of property owner 4600 Pine Plaza Grande Cache, Alberta		Postal Code T0E 0Y0	Fax Number
Address of property for which exemption is requested 4600 Pine Plaza Grande Cache, Alberta			
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:			
Is there an agreement in place that confirms the portion of the property held by the organization?		Date organization took occupancy (mm / dd / yyyy)	
<input type="checkbox"/> Yes If yes, provide expiry date _____ (mm / dd / yyyy) <input type="checkbox"/> No			

### PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility Willmore Wilderness Preservation & Historical Foundation		Telephone Number (Bus)	Fax Number
Act under which organization is registered as a non-profit organization Alberta Societies Act		Registration Number 5010217213	
Organization's objectives/purposes			
1. Preserve the history of the area 2. Focus on advancement of education in the park 3. Restore historical Pack trails and sites 4. Enhance the use of Willmore Wilderness Park for Albertans and visitors alike 5. Provides health and wellness programs which focus on the culture and traditions of the Rockies			
a) Are the resources of this organization devoted to the above objectives/purposes?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?		<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s 33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_ (Municipality Contact Information)

**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**Does the organization have a retail commercial area at this location? ☒ Yes ☐ NoIf yes, do you operate this area? ☒ Yes ☐ NoWhat goods or services are sold at the retail commercial area?  
Books and Dvd'sFor what purpose is the net income from the retail commercial area used?  
To support the foundations objectivesHas an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☒ No Class Area (Sq.Ft)**PART 4 – PROPERTY USE INFORMATION specific to a non profit organization**

What facilities are on the property?

1. offices
2. 4 bathrooms
3. kitchen
4. meeting areas

What times are they accessible to the general public?  
9-5 Monday -FridayWhat are the membership requirements including fees?  
single memberships are \$25, family \$35 and 5-year \$100Describe the purpose for which the facility is used.  
office, retail, meeting space

Describe the typical beneficiary and where they reside.

General public in Grande Cache and anyone interested in the Willmore Wilderness Park.

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☒ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☒ General Public ☐ Members**PART 5 – CONTACT INFORMATION**Contact Name  
Heather DevoePosition with Organization  
financial Manager

Telephone Number (Bus)

Telephone Number (Res)

Mailing Address for non profit organization  
Box 93, Grande Cache, AlbertaPostal Code  
T0E 0Y0

Fax Number

President of Organization  
Bazil Leonard

Telephone Number (Bus)

Telephone Number (Res)

Fax Number

Treasurer of Organization  
Arthur Veitch

Telephone Number (Bus)

Telephone Number (Res)

Fax Number

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Bazil Leonard

September 27, 2022

President

Name (Please Print)

Date

Position

Signature



# Application for Property Tax Exemption Non Profit Organization

Application deadline September 30<sup>th</sup> of  
the year preceding the taxation year

FOR OFFICE USE ONLY									
Property Roll Identifier						Taxation Year		Date	
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.	
Municipal Property Address									
Total Assessment			Land Assessment			Building Assessment			

## PART 1 – PROPERTY INFORMATION (Required by November 30<sup>th</sup> of the year preceding the taxation year)

Name of property owner Willmore Wilderness Preservation & Historical Foundation		Telephone Number (Bus) 780-827-2696	Telephone Number (Res)
Address of property owner 4600 Pine Plaza Grande Cache, Alberta		Postal Code T0E 0Y0	Fax Number
Address of property for which exemption is requested 10012-97 Street, Grande Cache Plan 5117RS, Block 32, Lot 13			
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:			
Is there an agreement in place that confirms the portion of the property held by the organization? <input type="checkbox"/> Yes If yes, provide expiry date _____ (mm / dd / yyyy) <input type="checkbox"/> No			Date organization took occupancy (mm / dd / yyyy)

## PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility Willmore Wilderness Preservation & Historical Foundation		Telephone Number (Bus)	Fax Number
Act under which organization is registered as a non-profit organization Alberta Societies Act		Registration Number 5010217213	
Organization's objectives/purposes			
1. Preserve the history of the area 2. Focus on advancement of education in the park 3. Restore historical Pack trails and sites 4. Enhance the use of Willmore Wilderness Park for Albertans and visitors alike 5. Provides health and wellness programs which focus on the culture and traditions of the Rockies			
a) Are the resources of this organization devoted to the above objectives/purposes?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?		<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?		<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_ (Municipality Contact Information)

**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**Does the organization have a retail commercial area at this location? ☐ Yes ☒ NoIf yes, do you operate this area? ☐ Yes ☒ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☒ No

Class

Area (Sq.Ft)

**PART 4 – PROPERTY USE INFORMATION specific to a non profit organization**

What facilities are on the property?

1. Storage
2. Workshop
3. Training and Tourism Facility
4. Office for infrastructure improvement for ID #25

What times are they accessible to the general public?  
9-5 Monday -FridayWhat are the membership requirements including fees?  
single memberships are \$25, family \$35 and 5-year \$100

Describe the purpose for which the facility is used.

Training facility, storage of trail equipment and assets, workshop area, office

Describe the typical beneficiary and where they

reside. Residents of Alberta and the MD of Greenview

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☒ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members?

☒ General Public ☐ Members**PART 5 – CONTACT INFORMATION**Contact Name  
Heather DevoePosition with Organization  
Financial ManagerTelephone Number (Bus)  
780-827-2696

Telephone Number (Res)

Mailing Address for non profit organization  
Box 93, Grande Cache, AlbertaPostal Code  
T0E 0Y0

Fax Number

President of Organization  
Bazil Leonard

Telephone Number (Bus)

Telephone Number (Res)

Fax Number

Treasurer of Organization  
Arthur VeitchTelephone Number (Bus)  
780-827-2696

Telephone Number (Res)

Fax Number

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Bazil Leonard

September 27, 2022

President

Name (Please Print)

Date

Position

Signature

WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2021

WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION  
BALANCE SHEET  
AS AT DECEMBER 31, 2021

	2021	2020
	\$	\$
<b>ASSETS</b>		
Current		
Cash	28,854.94	23,881.66
Paypal	4,244.34	1,273.61
Accounts Receivable	10,472.75	5,529.04
Advances to People & Peaks	263,615.57	57,208.17
Security Deposits	200.00	200.00
	<u>307,387.60</u>	<u>88,092.48</u>
Capital Assets		
Building - 4600 Pine Plaza	287,000.00	287,000.00
Building - 10014-97 St.	290,565.16	175,000.00
Equipment	18,437.65	15,175.20
Office Equipment	8,218.01	8,218.01
Camera, Video & Film Equipment	73,538.65	73,831.33
Computer	84,839.91	84,839.91
Furniture & Fixtures	18,933.71	18,933.71
Seacan Storage Container	8,031.22	0.00
Horses	10,000.00	0.00
	<u>799,564.31</u>	<u>662,998.16</u>
Less: Accumulated Amortization	<u>168,752.67</u>	<u>157,559.24</u>
	<u>630,811.64</u>	<u>505,438.92</u>
	<u>938,199.24</u>	<u>593,531.40</u>
<b>LIABILITIES &amp; EQUITY</b>		
Current Liabilities		
Accounts Payable	<u>63,403.37</u>	<u>47,104.83</u>
	<u>63,403.37</u>	<u>47,104.83</u>
Long Term Liabilities		
CEBA Loan	60,000.00	60,000.00
Community Futures Loan	<u>128,392.48</u>	<u>134,685.31</u>
	<u>188,392.48</u>	<u>194,685.31</u>
Equity		
Retained Earnings	<u>686,403.39</u>	<u>351,741.26</u>
	<u>938,199.24</u>	<u>593,531.40</u>

WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION  
STATEMENT OF EARNINGS  
FOR THE YEAR ENDED DECEMBER 31, 2021

	2021	2020
	\$	\$
REVENUE		
Grants	235,095.56	243,294.00
Memberships	825.00	1,096.95
Book Sales	13,115.00	2,179.00
DVD Sales	6,326.50	287.00
Donations	4,884.44	500.00
Contracts	319,335.00	103,086.00
Gain (Loss) on disposal of Assets	0.00	0.00
Interest	25.03	11.03
	<u>579,606.53</u>	<u>350,453.98</u>
OPERATING EXPENSES		
Accounting & Legal	550.00	550.00
Advertising & Promotion	1,726.09	217.96
Donations	250.00	100.00
Amortization	11,193.43	12,547.36
Bank/Credit Card Charges & Fees	1,517.26	1,238.37
Loan Interest	10,659.67	9,060.53
Insurance	12,334.00	3,637.07
License, Fees & Permits	485.51	766.68
Trail Clearing Supplies & Expense	21,305.81	21,033.34
Training & Clinics	4,597.69	1,741.22
Office	18,624.37	27,934.25
Utilities	11,335.60	10,377.54
Book & Film Production Costs	25,255.75	21,128.88
Telephone & Fax	4,487.12	2,970.34
Maintenance & Repairs	7,473.59	2,122.38
Travel	1,281.78	825.89
Wages & Benefits	84,749.34	143,331.56
Contract Services	27,117.39	71,437.96
	<u>244,944.40</u>	<u>331,021.33</u>
EARNINGS (LOSS) FROM OPERATIONS	<u>334,662.13</u>	<u>19,432.65</u>

Prepared April 7, 2022  
Y L Services  
Yvonne Lambert

---


Financial statements reviewed & approved by:

Title                      President

Signature                      

Basil Leonard

Title                      Director

Signature                      

Arthur Veitch





# **WILLMORE WILDERNESS FOUNDATION**

## **2022 Annual Newsletter**

Pictured above: Roy Hargreaves and daughter Margie Hargreaves Duncan on the upper Smoky River (1936).

Photo courtesy of Ishbel Hargreaves Cochrane



## Soon to be Aired: NEW CANADIAN ROCKIES STORIES

People & Peaks Productions has produced the Canadian Rockies Series (3 X 1 1/2-hour HD · Documentary Mini-Series). The Series will be aired on Wild TV, RFD TV and The Cowboy Channel Canada. Find out about broadcast dates on our social media platforms at <https://CanadianRockiesSeries.com/>.



February 2022

### Willmore Wilderness Foundation Annual Newsletter

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## Inside This Edition

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## President's Report

by Basil Leonard



*Pictured left:*  
Wranglers Martin Hallock  
and Braiden Hallock  
with Outfitter Basil Leonard.

Martin and Braiden were  
employed by the  
Willmore Wilderness Foundation  
as members  
of the trail crew in 2021.

*Photo by Susan Feddema-Leonard*

It is hard to believe that another year has come and gone. I am very grateful that our 2021 trail crew had an opportunity to travel deep into scenic Willmore Wilderness Park during the summer and fall months. Riding the historic packtrail transported our trail crew back in time 100 years. The expeditions opened a window into the amazing natural world. It was a breath of fresh air to work in the deep recesses of the Canadian Rockies, and never think or speak of life back in the modern world.

Our trail crew spent over 60-days refurbishing camp grounds, clearing trails and cleaning up garbage in the Park. I want to thank Martin Hallock, Braiden Hallock, Gabe McDonald and Dallas Watson, who were hired on as our summer staff. A special thanks also goes out to Josh Hallock, Kristina Hallock, and their children Connor Hallock and Helen Hallock for their invaluable help on the trail. Josh led Martin, Braiden, Gabe and Dallas on campsite restoration initiatives. Josh provided valuable leadership to the

trail crew. Special thanks goes to Jaely Willow Moberly who joined our camp to share her knowledge of trail life with Connor and Helen.

I wish to acknowledge 90-year-old Elder Tom Wanyandie who mentored our trail crew. Tom travelled over 200 kilometers deep into the Rocky Mountain Wilderness and never missed a beat. He helped teach our young trail hands the old ways of the trail.

Another thanks goes to Tyler McMahon and his trail crew for their continued support. Tyler is a much appreciated neighbour and a talented Outfitter and Guide. I wish to also thank Nanette Hamilton Moseley, who helped pull camp in early September. Her assistance was invaluable when we were short handed.

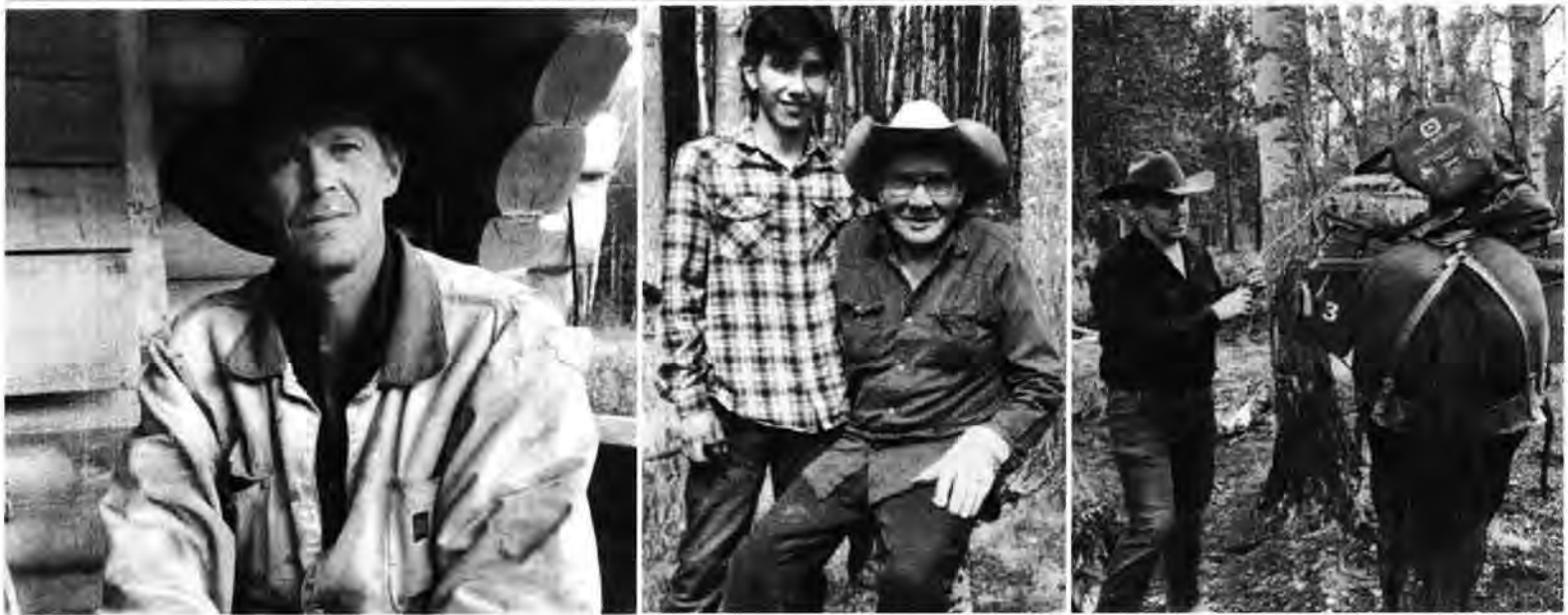
There is so much to share about our organizational accomplishments over the past year. Our film production team completed the 13-part one-hour Canadian Rockies Series. The 13-episodes were produced over a 13-year period. We followed young

people as they grew up in a horseback culture, being mentored by Elders and old time mountain men or women.

The series portrays a collection of stories sharing the history, culture and traditions of Alberta's eastern slopes. The narratives reveal the tales of many of the trail hands who have lived and worked in some of the most remote regions of the Alberta Rocky Mountain wilderness.

The Canadian Rockies Series has been nominated for twenty-two (22) Alberta Film and Television Rosie Awards. Nominations includes; Best Documentary Series; Best Documentary; Best Cinematographer, Best Director, Best Musical Score and Best Overall Sound. In 2021 Pieces of the Sky, #13 of the Series was nominated by the Alberta Film and Television Rosie Awards for the BEST DOCUMENTARY SERIES and the BEST MUSICAL SCORE.

... continued on page 4



## President's Report

... continued from page 3

Thanks goes to Producers Heather Devoe, Chehala Leonard and Susan Feddema-Leonard, Cinematographer/Editor Alexandre Moretti, Writer Kristina Shrestha-Hallock and Art Director Randi Lester. We wish to extend a big congratulations to Chehala Leonard who left our creative team in August of 2021 to work as a Producer for the National Film Board of Canada (NFB).

The Canadian Rockies Series has been/will be aired on The Cowboy Channel Canada, The Cowboy Channel USA, RFD TV and Wild TV. You can purchase books, DVDs, the Canadian Rockies Series box set, posters and Willmore Wilderness memberships at the online store <https://willmorewilderness.com/shop/>.

We have also completed three ½-hour documentaries that will be aired on the same networks 2022. These are called *Willmore's Wildlife*, *Discovering Mount deVeber* and *Living the Dream*. Our editors are in post-production of *Heart of the Rockies*, a three ½-hour documentary series. We are also in production for *Packsaddles Along the Great Divide*, yet another three ½-hour documentary series. We are promoting these three different mini-series under the Canadian Rockies Stories brand.

Our creative team has been busy filming the first families who arrived in Grande Cache in 1969. We also shot interviews of key professionals who helped shape our community like Fish and Wildlife Officer Shane Ramstead and 34-year Native Counselling Services of Alberta staffer Loretta Belcourt. We also interviewed former Mayor Louise Krewusik and her husband Bob Krewusik. These one-on-one interviews will be invaluable archives that will be used in the future. We interviewed many Elders including Joe Karakuntie who was a Municipal District of Greenview representative for many years.

Caitlind Delorme and Allylee Lamb were hired this fall on a Canada Summer Jobs project. Both ladies have proven to be invaluable assets. Caitlind has been helping transcribe Cree interviews into English. These interviews were filmed years ago, and were archived in our in-house servers. We are grateful for Caitlind and Allylee's contribution to our success.

In 2002, our Founding President Julian Kinisky insisted that the Foundation's formal name be registered as the Willmore Wilderness Preservation and Historical Foundation. We have abbreviated our name to Willmore Wilderness Foundation for every day use. One of the original objectives of the Foundation has been to do historical research and

archive the information on our in-house servers. We also keep old fashioned physical files in several filing cabinets. The Foundations has been a major contributor in providing various groups historical data for various purposes including the Mountain Metis Center.

The Willmore Wilderness Foundation has been renovating the recently purchased Grande Cache Bottle Depot. We have named this building the Willmore Wilderness Traditional Training Center. Thanks goes out to the Federal Gas Tax Credit for the funds to complete the restoration of the building. The exterior/interior metal replacement has been completed, along with a new heating and plumbing system. We have upgraded the electrical work to code. We have secured a contractor who has built a wheel chair accessible bathroom, along with a second bathroom and a coffee area.

On a personal note, I am pleased to say that I am looking forward to travelling Willmore Wilderness park in 2022, as I recently had a cataract operation on both of my eyes. This miraculous surgery has given me my vision back. This is a gift from our talented health care professionals. I feel grateful for the opportunity to travel and experience the wonders of Willmore Wilderness Park.

**Happy Trails in 2022, Bazil Leonard.**





## The Value of the Willmore Wilderness Foundation

by Tom Thackeray, Vice President

I became involved with the Willmore Wilderness Foundation in 2014. This was shortly after my wife, Kathy, met up with Susan Fedema-Leonard at their nursing class reunion. We were invited to join Susan and Basil on a trail ride to Kvass Flats and then explore the Willmore from there for a few days. It was an interesting time as neither Kathy nor I had much experience with horses. But we survived and that started our love affair with the Willmore. Later that year we became members of the Foundation and attended our first Annual General Meeting the next summer. At that time, I joined the board and later became the Vice-President.

As I started to learn more about the Foundation, I was amazed at the amount and type of work that was accomplished. The amount of time that is spent every summer clearing trails within the park to make it more accessible for all to enjoy. They also build and rehabilitate Spirit Houses to acknowledge the ancestral heritage of the region. Work is also done to improve and rebuild campsites to enhance the experiences of visitors. Their dedication and enthusiasm in completing these tasks is truly amazing. I only wish that I was more accomplished in horsemanship and trail clearing so I could be a part of the team.

Shortly after I became a member of the Foundation, I was surprised to learn that we owned a film production company – People and Peaks Productions. I have viewed the majority of the documentaries that have been created and am always amazed at the beauty of Willmore and the fascinating stories of the people associated with the park. The documentaries have been nominated for quite a few "Rosie Awards" which are sponsored by the Alberta Motion Picture Industry Association. It is quite an honour for a small production company to be held in such high esteem.

All of these activities provide employment for the people who live in or around Grande Cache. The work being done by the Willmore Wilderness Foundation provides opportunities for not only local people but also showcases what the Willmore has to offer to visitors to the area. We have provided film footage to the town as well as the Municipal District of Greenview to incorporate into their tourism initiatives.

Being a member of the Board of the Willmore Wilderness Foundation is truly an honour. I look forward to my continued involvement with the foundation in promoting the beauty and unique history of the area.



### Some of the 2020 Trail Crew

*Pictured on left page:*  
Left: Tyler McMahon,

*Middle:* Gabe McDonald and Elder Tom Wanyandie.  
*Right:* Josh Hallock.

*Pictured on right page:*  
*Left:* Helen Hallock, Elder Tom Wanyandie, Konnor Hallock, Braiden Hallock and Jaely Moberly.  
*Right:* Dallas Watson, Martin Hallock, Gabe McDonald, Basil Leonard and Elder Tom Wanyandie

*Above:* Tom Thackeray, Vice President Willmore Wilderness Foundation

## Traditional Tales

By Caitlind Delorme



Above: Caitlind Delorme  
Administrative and Research Assistant  
Willmore Wilderness Foundation

*Pictured on right page:*  
*Left: Elizabeth & Louis Joachim*

Hello, my name is Caitlind Delorme and I was born in Grande Cache, Alberta. I was adopted by my Great Aunt and Uncle Louis and Elizabeth Joachim who I have come to call my Mom and Dad. Both spoke Cree and lived in traditional ways "off the land" on the Muskeg River Co-op, where I was raised. I learned English after I started attending school. I had been taught the basics of English a little before that, but the main language I spoke was Cree. My first language is Cree.

My Parents were very hard working people. From a young age, from the moment I was able to help, I did. My parents would take me everywhere, even to work. From the time I was an infant, to the day I turned sixteen (16), there was no such thing as a babysitter. Over the years my parents worked in the bush picking cones for the Forestry companies. I was out there with them picking cones, from the age of four (4). As I got older I learned about the areas on the back roads, and the old names that were given to certain places that my ancestors travelled or lived. There were not many places that dad didn't share a story about. He has the knowledge and the history of this area. He knew the people that lived in this area. It has been a blessing for me to hear all of the oral history and teachings that he carries.

My mom taught me to make traditional meals, sewing, beading and how to read syllabics in Cree. She also taught me how to trap

and track animals. Dad took me out hunting and taught me how to track animals as well. Mom and dad worked together and they managed to finish making traditional smoke tanned hides in no time at all. The process is quite long but they made it look easy. I am lucky to have been taught this set of skills. Mom has this certain way of making the hides feel super soft and giving them that beautiful golden tan hide color. She really knew her stuff.

Mom and Dad both taught me how to gather from the land, be it food, or plants for medicine. Mom worked with herbal natural remedies and medicines that were handed down to her for many generations. She knew so much about the land, and it was always awesome going out to the bush with her. Sadly, she had passed before I started my journey on learning more about my family history with the help of the Willmore Wilderness Foundation. My Dad continues to help me learn and understand the land-based medicine and oral history of my ancestors.

There wasn't much they didn't know. Land based knowledge is a big part of our survival. They taught me how to make tools from animal bones, that were used to help make the hides. They taught me how to be resourceful. If you didn't have it, you made it.

Growing up in a place surrounded by nature was by far the best way to be raised. I learned so much and I can say I had a



great childhood. I believe that I am able to keep my culture and traditions going. I want to keep the Cree language alive. I am fortunate to have been given the chance in life to keep these important values and lifestyle alive.

I was always told to never forget where I came from, and to embrace who I am. Being able to practice my traditions and being able to speak the language of my ancestors is a big thing for me. It gives me a great sense of connection to everything my Elders have passed onto the younger generations. I am grateful for all the things that have been handed and passed down through oral history. I feel privileged to learn the traditions my ancestors passed on

for us to know today in a modern society. As our Elders slowly start to pass away in our community, many things I have come to learn from my parents are no longer being done.

I wanted to further my knowledge and get a greater understanding about where my ancestors came from. I wanted to know who they were and how they lived. I started doing my own research and started finding out more and more. It has been the beginnings of an adventure, learning about my family and ancestors. I started to gain a window into who they were and what they did along the way.

I am definitely feeling rich in

culture. Its exciting getting to learn more as I work doing historical research with the Willmore Wilderness Foundation. I think this is going to be a great learning experience and the atmosphere is very welcoming, making you feel at home, all the while working in a busy environment. As the years go on, I believe that I will have a greater sense of my ancestors, and have a better idea of who we are as a community. I will come to know more of who I am, deep down. Each day is exciting, not knowing what's to come.



## Women of Willmore Wilderness

### Sophia Hargreaves' 1936 Journal of 'Range Trip' from Mt. Robson to Corral Creek

prepared by Susan Feddema-Leonard

My favourite book is called the Women of Willmore Wilderness. The publication details the journals and photos of four women over a 100-year period who travelled extensively in the western portion of Willmore Wilderness Park. The narratives reveals the secrets of the almost forgotten trail network, routes of summer pack trips, historical camp sites, hunting trips and game patterns.

The following is an excerpt of Sophia Hargreaves 1936 Journal, the wife of legendary Guide & Outfitter the late Roy Hargreaves. Her journals detail an annual horse round up, from Mount Robson to Grande Cache. This was a four-day trip, one way. This is a re-print of Section Two of Women of Willmore Wilderness, by Susan Feddema-Leonard.

The Hargreaves brothers (*Frank, Roy, Jack and George*) were some of the first settlers in Jasper in 1912 and made a living as building contractors, constructing the new town. Roy Hargreaves and his brothers became friends with Curly Phillips, another new settler in the area. The boys worked in the outfitting business during the pre-war years, and Roy made his first trip to the north base of Berg Lake in 1913. He and his brothers outfitted hunting parties out of the Mount Robson area between 1913 and 1917.

One notable early expedition was one that Curly Phillips, Jack Hargreaves and Mary Jobe took to the Kakwa River in 1917. I do believe that William C. Taylor, author of *Tracks across my trail: Donald "Curly" Phillips, Guide and Outfitter* was incorrect when he penned that the 1917 trip went to the Wapiti River. The following is an account that Sophia Hargreaves and her sister-in-law, Gladys Hargreaves and Jack's wife, co-authored and signed in 1976:

In 1917, Jack went with Curly Phillips and Miss Mary L. Jobe on a trip to the Porcupine (Kakwa) River. The purpose of this trip was to build a trapper's cabin for Curly to take in his winter's supply of food (on the Jackpine River) and to show Miss Jobe the country around the Porcupine River.<sup>1</sup> When this was accomplished,

<sup>1</sup> The trapline cabin was built at the confluence of Meadowland Creek and the Jackpine River in 1917. This cabin is located two hours upstream

the party started for home. They found a very heavy snowfall had occurred, so horses and men moved very slowly. Curly and Jack took turns at breaking trail, the snow being belly-deep for the horses. They had little food for either man or beast and they returned through Grande Cache, an Indian village. Jack and Curly were known by some of the Indians and were given fine treatment. Miss Jobe, being a white woman, was of great interest. The party arrived back in Jasper many days overdue.<sup>2</sup>

The Hargreaves brother's time in the Rockies was interrupted, when they had to go to war between 1917 and 1919. Sophia and Gladys Hargreaves' notes account of the post war period:

Jack and Frank took adjoining homesteads at Robson in 1921. George, Frank and Jack built log buildings for their homes, saddle shed, barn, store, icehouse, bunkhouse, and corrals,

from Curly's Ptarmigan cabin, which is built on the banks of the Jackpine River, which is a twenty-minute ride on the pack trail to Ptarmigan Lake. Cody Leonard found this cabin on a Willmore Wilderness Foundation trail clearing expedition in 2003. Cody and his mentor Tom Wanyandie found the old blaze trees that marked the trail to the glacial fed lake.

<sup>2</sup> Hargreaves, Gladys & Hargreaves, Sophia. (1976) transcript signed in 1976 by Gladys Hargreaves & Sophia Hargreaves; Willmore Wilderness Foundation, Grande Cache, Alberta.

Jack married Gladys Guild, a teacher from Edmonton, June 30, 1922. Roy followed suit the next year and married Sophia MacLean, a teacher in Jasper, May 9, 1923. Jack and Gladys began their married life at Robson. Also from Robson, the Hargreaves began their early outfitting business of big game hunting in the fall, trail trips in the summer, plus tourists to Berg Lake.

Curly Phillips and Frank built the first cabin at Berg Lake. This cabin was known as Curly's cabin and was shared by the Hargreaves for overnight stops. It was always left unlocked and many people used it. Built at the foot of Mount Mumm, it had a fine view of Robson Glacier.

Many hunting parties began from the home ranch at Robson. George and Frank handled one outfit, usually two or more hunters, using extra guides, with Dave Henry as cook. Jack took a second outfit with a single hunter, using Ted Abraham as cook.

New houses were being built in Jasper in order to move the town of Lucerne to Jasper. Roy was working on these houses, carpentering. When construction ended, Roy went to Mount Robson with his wife Sophia and became a B.C. guide and outfitter. The following year (1924), Jack sold his share in the company of Hargreaves Brothers at Robson to Roy and moved to Jasper to begin outfitting from there.

Before having his own outfit, Jack had worked with Otto Brothers and





Curly Phillips on hunting parties and trail trips. Some of the early outfitters here were: (Curly) Phillips and (Bert) Wilkins, Otto Brothers, (Stan) Kitchen and (Red) Creighton, Johnnie Unland, Brewsters, etc. Jack's partner was Don Guild who worked with Jack as guide for several years. Don had also worked at Robson as guide for Roy's outfit.

After Jack moved from Robson, George and Frank each took a homestead and also bought six hundred acres of land near Jackman, B.C. In 1923, Father (Edward Hargreaves) took a homestead near Robson. The boys built him a cabin on the banks of the Fraser River. Roy, at Mount Robson, carried on with the good help of his wife Sophia. Roy's daughter Ishbel was born Feb. 18, 1924. Marguerite (Margie) the younger daughter was born Sept. 26, 1927.<sup>3</sup>

<sup>3</sup> Hargreaves, Gladys & Hargreaves, Sophia. (1976) transcript Signed in 1976 by Gladys Hargreaves & Sophia

Sophia was a mother who worked alongside her husband. She was the bookkeeper, accountant and the hostess who ran Mount Robson Ranch. She was also an essential ingredient in Roy's guiding and outfitting business. Ishbel and Margie grew up at Mount Robson Ranch helping their mother and became a critical component to Roy's hunting operation during World War II. Men were scarce during the war years, resulting in Ishbel and Margie working in place of the usual male packers and cooks from 1942 to 1946.

Outfitting hunters on thirty-day expeditions required many horses and Mount Robson area had harsh winters with deep snow. Roy had a herd of more than a hundred horses, and he found an ideal winter pasture for them. There was good grassland over the Continental Divide in an area that was dubbed the Range, located

Hargreaves; Willmore Wilderness Foundation, Grande Cache, Alberta.

Sophia and Roy Hargreaves crossing the Smoky River while in flood in 1936 on a "Range Trip."

Photo courtesy of the Ishbel Cochrane Hargreaves.

continued on page 10

## Women of Willmore Wilderness continued from page 9

downstream in the Smoky River valley. Rocky Mountain Natives lived in this area and were descended from the families that were evicted from the Jasper area in 1907 by the Canadian federal government. These people were extremely skilled in mountain survival and were living a traditional lifestyle by hunting, trapping and gathering.

Roy struck up friendships with Smoky River and Grande Cache Natives. He hired men like Henry Joachim, Louis Delorme, Frank McDonald, and other mountain Cree to help move horses from the Range on the Smoky River back to Mount Robson Ranch.

Sophia usually went with her husband on the yearly trips each spring to help round up horses. The Range was ninety miles north of Mount Robson Ranch and was located from Mile 1 to Mile 6 on the Smoky River—the mileage started at the Muddy Water River heading eastward. Hargreaves' winter pasture can still be seen today when riding the Smoky River trail between Eaton Creek and the Muddy Water River. The lush mountain grasslands remain excellent grazing habitat for horses, deer and elk.

Each May long weekend, Roy Hargreaves packed up and headed out on the trail for the annual Range trip. He trailed from Mount Robson down the Smoky River to his base camp on Corral Creek. This creek is located an hour and a half downstream from the Muddy Water River and was named after the corrals that Roy built to round up his horses in.

Roy could usually look at the mountains and judge the snow conditions. The hardest part of the ninety-mile trip to the Range was getting over Mount Robson's shoulder and through the trails located beside the glacial fed Berg Lake. The snow conditions could be high in the spring when Roy took his annual pilgrimage. The other difficulty he faced was the rising waters of the Smoky River and the

Muddy Water River. These two rivers could be treacherous and had to be taken seriously.

Sophia was known by the local Aboriginal people and trail men to be a skilled mountain woman who rode an English saddle. She was a legend in her own right and many a story has been told about this woman. Sophia was reputed to take difficulties in stride and never lost her composure. She was revered as a skilled trail hand and an excellent trail cook who was also a competent horsewoman.

In the spring of 1936, Sophia decided to take her two young daughters on a Range trip. She took Ishbel and Margie out of school in May so that they could accompany their parents on their annual pilgrimage. It was to be the two youngsters' first excursion down the Smoky River drainage. Chuck Chesser also accompanied the Hargreaves family on their yearly pack trips to the Range. Chuck was Roy Hargreaves' outfitting partner, and he eventually married Sophia's sister Anne.

It would take three to four days to ride the old pack trail from Mount Robson Ranch to Corral Creek. Time would be needed to round up the horses and, of course, there would be the ride back upstream.

The following represents a journal that Sophia Hargreaves wrote on her 1936 horseback trip from Mount Robson to the Range. She did not complete the journal due to the extremely high water levels and a fire across the Smoky River. The documentation of this journey was concluded in an interview that the author had with Sophia's oldest daughter in 2004. Ishbel (*Hargreaves*) Cochrane vividly remembered her first trip to Corral Creek.

I have taken some editorial liberty with the consent of Ishbel to annotate Sophia's journals, which were written in a shorthand style. The following is a factual and historic account of Sophia's travels through the areas that are now called Mount Robson Park, Jasper National Park and Willmore Wilderness Park down the mighty Smoky River.

## Sophia's Shorthand Journal

Sunday, May 24, 1936

### To Kinney Lake

Roy, Ishbel, Margie, Chuck and I started on a pack trip for the Range to round up our horses for our summer and fall operations. We decided to make our first day's camp at Kinney Lake. There is a cabin there that had a small stove in it, with a little fence and rails close to the structure. The rails or bars were essential, as they prevented the horses from wandering back to Mount Robson Ranch.

Monday, May 25 1936

### To Pamm Creek

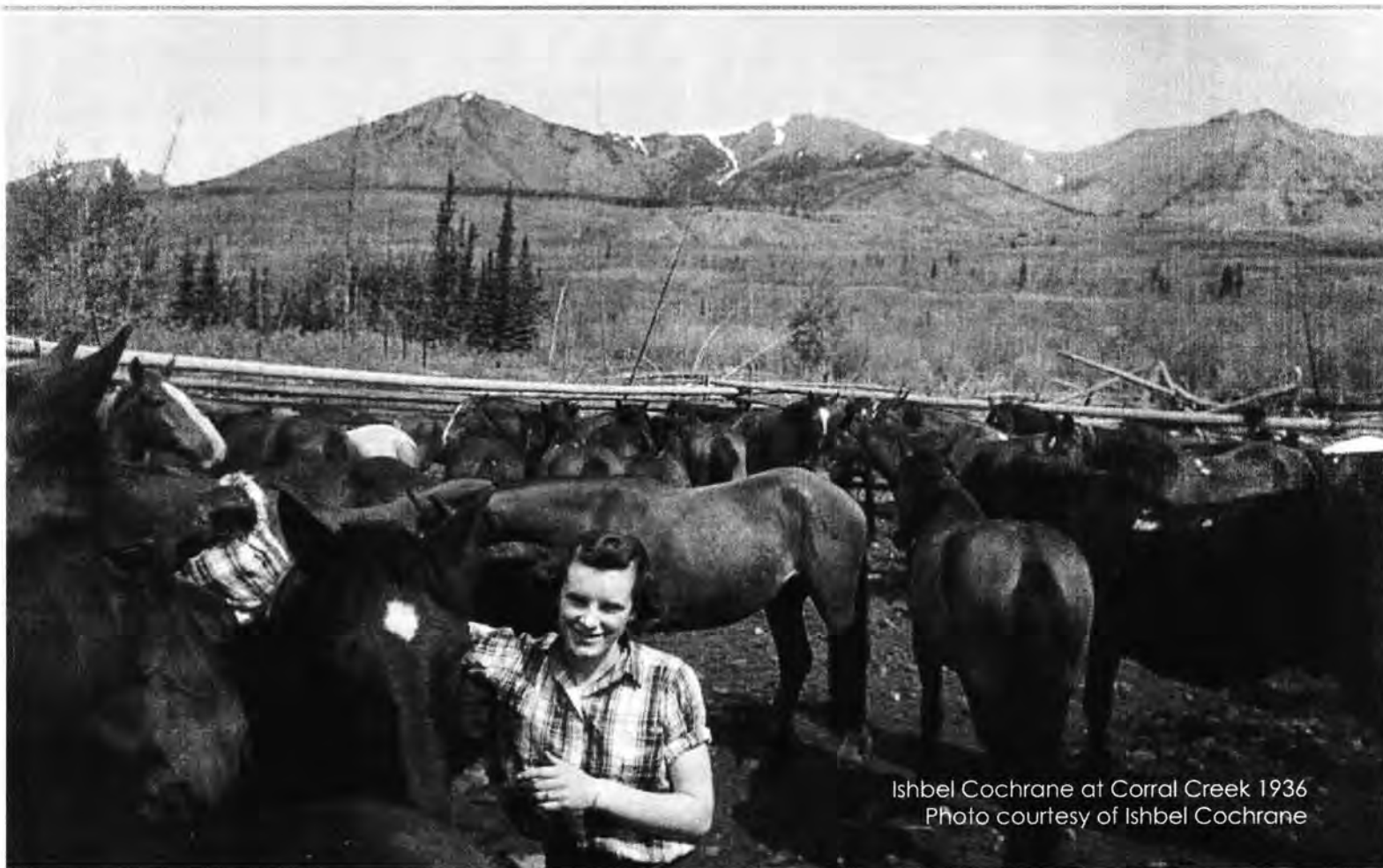
We were up early and the horses were found immediately. We had breakfast, packed up and were away at 7:30 a.m. There is snow in the canyon and it is good going on the hill (*up Mount Robson*). The Berg Lake side of the hill was OK except for a few banks of snow. One packhorse called Maude had her usual tumble.

It was dreadfully hot once we reached the Smoky River gravel bars. We rode in to Pamm Creek about 4:00 p.m. and there we made our camp.<sup>4</sup> The trip went well, but Margie lost her leather coat on the trail somewhere.

As luck would have it, Chuck found our neighbour GMD's (*George Dennison's*) gun at the "bars."<sup>5</sup> The "bars" is where the Jasper Park

4 Mount Pamm was renamed Mount Swoda in 1923. Swoda Mountain is 3003 meters or 9853 feet and is located at the head of Swoda (*Pamm*) Creek in Jasper National Park, Alberta. Swoda (*Pamm*) Creek is one of the major headwaters of the Smoky River. Swoda Mountain is located WNW of Calumet Peak and north of Calumet Ridge. "Swoda" is the Stoney Indian name of the nearby Smoky River. This mountain was first ascended in 1913 by Donald (*Curly*) Phillips, A.F. Amistrad, K.D. McClelland, H.H. MacCarthy.

5 George had a homestead at Mount Robson Park and was a neighbour. George applied for the homestead in 1910 and it was granted to him in 1913, just before Mount Robson Park was created. George wintered approximately one hundred head of horses on the Range, farther downstream than Roy's herd. George Dennison and his nephew Harold Britton established a guiding and outfitting business that was called *Dennison and Britton* and their brand was Diamond DB.



Ishbel Cochrane at Corral Creek 1936  
Photo courtesy of Ishbel Cochrane

Wardens put up rails to keep the horses from wandering away.

#### **Tuesday, May 26, 1936**

##### **To Short River**

We packed up and left Pamm Creek camp at 8:00 a.m. A few minutes after leaving camp, a mare called Pearl bucked everything off—so more delays.

We stopped at the Ranger's cabin to fix the pack.<sup>6</sup> We had to stop to sign a register and tried to phone the warden Don Hoover.<sup>7</sup> (It was necessary to report every time the family trailed through the area. The Parks staff

<sup>6</sup> The Ranger's cabin was at the junction of the Smoky and Twin Tree Lake. They were traveling downstream on the Smoky River.

<sup>7</sup> Don Hoover eventually left the Jasper Park Warden Service and guided for Stan Kitchen on the 1947 Bing Crosby hunt. See Chapter Sixteen of *People & Peaks of Peaks of Willmore Wilderness Park: 1800s to mid-1900s*.

wanted everyone to voluntarily sign the book so that the District Warden knew who was traveling through the country.)

We traveled farther downstream and cut a new trail back of Frank's old cabin at Short River. Another packhorse called Sadie lost her blankets, so we decided to make camp at Short River.

#### **Wednesday, May 27, 1936**

##### **To the Fish Hole**

The boys were up at 4:00 a.m. and were away looking for horses. It wasn't long before Roy brought some back into camp. Chuck rode a mare called Lilly over to one of our other camps located at the foot of a big hill to bring back Jessie and Kay.

We didn't leave until 9:00 a.m. We forded the Smoky River at Short River without swimming.<sup>8</sup> It is very hot, and

<sup>8</sup> The Resthaven Glacier feeds Short River.

we shed all the clothes we could! There is lots of water in all the back channels, to say nothing of the main channel.

We traveled all the way to the Fish Hole on the north side of the Smoky. There is lots of cutting to do. The Fish Hole is as muddy as the Smoky. Muddy water everywhere, so we drank it and ate it.

Sadie bucked off her pack in the river, so the bread is rather wet.

#### **Thursday, May 28, 1936**

Across the Smoky by a Rock Bluff upstream from the Muddy Water River

We were up early again and the boys set off to cut trail on the east side of Coyote Cliff's (*Faulk*) cabin.<sup>9</sup>

<sup>9</sup> This cabin is located on the east side of the Smoky River across from an island that is south of the Boulder Creek confluence. Remnants of the cabin are still evident today.

...Continued on page 12



**Women of Willmore Wilderness**

continued from page 11

They arrived back in camp at 10:30 a.m. There was trouble with one horse called Shorty.

I made dinner and left two packs behind when we broke camp at 2:00 p.m. We blew up a (yellow) rubber boat at the ford and swam the outfit over. Margie and Roy continued down river in the boat to the "Swim" while the rest of us trailed the outfit downstream. Such water and such heat!

We led the loose horses around the island and Jessie caught up. Shorty pulled the horn off of Roy's saddle after he lunged back on the halter shank, which was dallied to the saddle.

Chuck and Roy crossed the roaring Smoky River, taking the tent, and made a good landing. Roy came back for me and two panniers. He was back again for Margie and more equipment. Chuck went back in the next trip; but before returning, he and Ishbel drove horses into the swim (river).<sup>10</sup> Lily started into the river but turned back, and all the horses followed her; so Ishbel and Chuck had to push them into the Smoky again. There was no sign of Kay or Sadie who were without packs.

Chuck rowed back across the Smoky with Ishbel and the beds and went back again for the remainder of the etc.

The horses stopped their ford on the island, so Chuck took the boat over the rock bluff to meet Roy who rowed out to drive the horses off the island. Chuck and Ishbel caught them once they crossed the small channel of the Smoky and brought them over the rock bluff.<sup>11</sup> There we tied all of the horses to a tree.

We ate supper at 10:00 p.m. and went to bed. There were five of us

<sup>10</sup> This crossing was upstream from the Muddy Water River confluence.

<sup>11</sup> We believe that the rock bluff is what is now called "The Rock." We feel that they were crossing the Smoky on the islands upstream from "The Rock." This is a very dangerous trail to cross and is blocked by a beaver dam today.

in one tent, but we were glad to be there.

The end of a perfect??? Day!

**Friday, May 29, 1936**  
**To Corral Creek Camp**

Roy and Chuck were up at 3:30 a.m. Chuck saddled his horse while Roy rowed the rubber raft over the Smoky River for the remainder of the equipment. We had breakfast at 5:00 a.m. and were away at 6:30 a.m. Roy floated the rubber raft down the Smoky River and met us at the Muddy (Water River). We trailed the pack outfit downstream. There is muddy water everywhere. We found Kay, Trixie and Lollypop and their colts. There is no sign of Sadie, however.

We rolled up the boat and turned Jessie loose (Margie's horse) and Margie rode behind Chuck with the instructions to "hold tight." First and second fords (Muddy Water) were as bad as main channel at usual times. We found we could ford in the regular place, so we followed the gravel bar—then Roy crossed. The water was over the horses' back—it was so swift and rocky. Our packhorse Maude went next and the pack was sometimes covered with water. Chuck and Margie went next, and Chuck was almost cut in two by Margie's clutch, but we all made it and reached Corral Creek at 9:30 a.m.

We unpacked and let the horses go. There is not a drop of clean water anywhere, since we left the Jackpine country. I made dinner at 11:00 a.m., and at 12:30 p.m., I took tea pail and went up the hill and found clear water! I drank lots and brought back to camp. All were resting. Showers started, and all jumped to gather stuff. A big smoke appeared at the lower end of the Range about 2:30 p.m. After supper Chuck walked down and found that a fire is burning across the Smoky. All to bed early

**Saturday, May 30, 1936**  
**Corral Creek**

We all slept and rested till 7:00

a.m., as it was Sunday today. Roy and Margie went out looking for horses and brought in Wampus and Curly. We could see flames across the Smoky River on the skyline.

*(The Hargreaves had a good fenced in area at Corral Creek to round up the horses in. They would ride to Findlay Flats and would round up 100 head. The horses were taken back to Mount Robson Ranch to use for the summer trail rides and hunting trips.)*

**Sunday, May 31, 1936**  
**Corral Creek**

Chuck rode off towards Grande Cahe this morning. Roy and Margie went looking for horses and brought in a gelding called Buster and company. Chuck rode back into camp at 2:00 p.m. He could not pass the lower end of the Range as there is too much water and driftwood.<sup>12</sup> Fire is in sight.<sup>13</sup>

Corral Creek is lower today than when we arrived in camp, and the Smoky River is about an inch lower. We were waiting for the Smoky to drop a lot more—but more so for the Muddy.

Nothing rounded up yet today. It is cooler today. We rode down country—bringing Nigger and Jake back. The fire is still raging on the opposite side of the river and is about five to seven miles downstream (on Knife Mountain).

**Monday, June 1, 1936**  
**Corral Creek**

It was chilly this morning and Corral Creek is down to its lowest point yet. The Smoky River is at the same level as about 3:00 p.m. yesterday. It was hot at 8:00 a.m. and there is smoke everywhere. Roy, Chuck and Ishbel went up country in search of horses.

Sophia stopped writing her journal at this point; however, Ishbel remembered many of the events

<sup>12</sup> The lower end of the Range would have been at Eaton Creek.

<sup>13</sup> The fire was on Knife Mountain, which lies between Mount Mawdsley and Mount Braithwaite. You can see the fire line today if you look at the mountain in the right light.



of the 1936 trip. The following is an excerpt taken from Ishbel's 2004 interview with Susan Feddema-Leonard regarding this memorable excursion.

### **Ishbel's Memories of the 1936 trip.**

"My dad loved to float in his rubber boat and there were times that he waited until he got past the Smoky River Falls and floated it all the way downstream. The Smoky River Falls were about halfway down the river between Mount Robson and the Range.

"Mother always liked to stop and fish in the Fish Hole. One time she got a big fish and ended up carrying it on her saddle all the way to the Range. It was so big that its tail was slapping on the horse's legs. It was all we could do to lift the catch up onto her saddle.

"On the 1936 Range trip, we had

to chase the horses across the river, floating our gear and crew across in the boat. We loosened the saddle cinches before they crossed so that the horses could blow up their bellies in order to swim.

"On my first trip in 1936 to the Range—that was when my sister Margie was 8 years old and I was 12 years old—I was riding a horse that swam high up in the water, but there was no swimming there. My horse was just trying to keep her feet on the ground and the water washed over my saddle. My mare wasn't swimming at all.

"Dad and my Uncle Chuck used to check to see if we could safely cross the river or not. Once the riders came back, we would stay a little longer because they didn't want to chance crossing the river when it was so high.

1936 Range Trip

Ishbel Hargreaves Cochrane (front)

Chuck Chesser (rear).

On the trail from Kvass Flats near

Grande Cache to

Mount Robson Ranch

Photo courtesy of

Ishbel Hargreaves Cochrane

...Continued on page 14



Top:

Ishbel Cochrane Hargreaves

Bottom:

Margie Hargreaves Duncan.

Ishbel and Margie are the daughters of Roy and Sophia Hargreaves. The girls are at Corral Creek. (1936)

Photo courtesy of Ishbel Cochrane

...Women of Willmore Wilderness continued from page 13

We spent a few days at Corral Creek. You can look at a river and judge it. Sometimes when you crossed you would go downstream—sometimes you would ford it by going upstream. If you've traveled in the wilderness a lot—you would know that you're not going to go straight across.

"One time my Uncle Dick Hargreaves went to the Range and was coming back to Mount Robson Ranch. His horse sank down and tried to walk on the bottom of the Smoky instead of swimming. Dick ended up in the river without his horse. This little colt was floating by and Dick grabbed the colt's tail. The colt pulled him up on the bank and took one look at Dick and swam back to the other side of the river. The colt ended up a packhorse in Dad's outfit and we named him Trailer.

"When my family arrived back at Mount Robson Ranch in 1936, my Uncle George Hargreaves was just about to leave the ranch to look for us, as the water was very high and my sister and I were very young. He was worried about our safety. Uncle George was going to bring Murray Cochrane with him in order to find us. Murray was from Croydon, B.C. and was working for my Uncle George at that time. We arrived home before they had packed up. My Uncle George would always say, "That darn Roy—he shouldn't take those kids down there!" George did not want his nieces out on the Range—especially in high water. It's funny because years later, I ended up marrying Murray Cochrane.

"Uncle George died in his sleep that same fall (1936) while on a hunting trip. He was outfitting hunters and was camped at the confluence of Sheep and Casket Creeks. Art Allen was guiding for my uncle at that time. Art had to phone my mother from the Lower Smoky Cabin where the Jasper Park Wardens were stationed at Short River. It was a sad day when the outfit came back to Mount Robson Ranch with an empty saddle on old Smoky.

"My sister Margie and I grew up on the trail. I traveled to Berg Lake when

I was four years old and rode a horse called Black Beauty all the way. My sister grew up the same way and she rode Black Beauty after I did. Going to the Range was no big deal, as it was part of our life. Our family lived on the trail and coped with adversity whenever it came up. We learned how to live with the elements. My mother was a pretty tough woman and could adapt to any situation. The first time my mother went on the outfit, she learned from an old trail cook called Dave Henry. She learned a lot from that man."

Roy and Sophia Hargreaves sold Mount Robson Ranch to Miss. Alice Wright in 1959. Miss Alice Wright was from the United States and had been a guest at the Ranch for twenty years previous to this. Miss Wright hired Roy's daughter Ishbel and her husband Murray Cochrane to run the ranch. Alice Wright eventually turned the property over to Ishbel and Murray who operated it until the 1990s. Mount Robson Ranch grew into a going concern during the years that Roy, Sophia, Ishbel and Murray managed it. During the 1990s, Murray and Ishbel sold their ranch and moved to an acreage near Valemount, B.C.

The Hargreaves family traveled the pack trails between Mount Robson and Grande Cache for over fifty years. The Mountain People who include the Mountain Métis and the Aseniwuche Winewak have traversed this same landscape for many years on horseback. Sadly, horses are not welcome today in Mount Robson Park. Jasper National Park also has restricted rules on horse use, which has been imposed since the federal government took this land base from the indigenous people in 1907. The only trails that remain horse friendly are in Willmore Wilderness Park. The right to hunt, trap and use horses has been protected by the Willmore Wilderness Act.





Peavine Lake

Photo by Arthur Veitch

## From Willmore's Wild Camera

by Arthur Veitch

"When you get older, you'll be listening to country music," my friend warned me.

I was tuned to punk and hard rock. Country music was banal and mainstream. To be tapping my toes to a country tune was to lose my growl.

"It'll never happen," I promised her.

The same was true for landscape photography.

When I first picked up a camera, it was as a news photographer. I loved the intensity of shooting hard news events. Capturing the "moment" at a fire or rescue was pulse-pounding. Sports photography was next. This required intense concentration and quick reflexes. I followed the action while ducking pucks and baseballs. The long lens skills easily translated into my life-long passion for wildlife photography.

Landscapes were for more sedate photographers. They ambled up

mountains and hung around for the right light. Landscape photographers ate granola and listened to country music. It wasn't the right fit for an adrenaline-junky. I would snap a few "environmental" shots to complete a story but I didn't put much consideration into them.

I then became addicted to camera trap photography. Setting a camera over a kill, knowing the cougar was likely just out of sight, fulfilled my need lust for a rush. The resulting images were often excellent. After a while, it became evident that I was lacking something. I was missing a fuller appreciation of composition. Without placing my subject in a compelling environment, I wasn't producing anything better than a spotlighted critter against a bland backdrop.

I went back to school, watching how-to vlogs on YouTube. Now I'm hooked. I have taken to the woods with a new drive. I walk slower looking for compositions. I wait for good light. More than that, I plan for it.

There are some favorite locations that have I have mistreated. They need better photographic care. One such location is the Sulphur Gates. I've been dreaming of shooting the Milky Way as the galactic core blooms behind the cliffs. There are the stone people that can only be separated from the rock face by shooting from the east side of the Smoky River.

I'm determined to go back to these well-trodden locations with a new eye and I'm eager to find new spots to plant a tripod. I'll hopefully blend this with camera trapping to get my best wildlife images yet. My new mission is to fully represent the wild around Grande Cache and not just its furry denizens.

Do I listen to country music? No, not really. There are a few tunes (Seminole Wind and Blown Away) that are among my all-time favorites but I usually avoid that honky tonk twang. I guess I still have some growing to do.



# WILLMORE WILDERNESS FOUNDATION

Registered Charitable Organization #89655 0308 RR0001 since 2002

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## Willmore Wilderness Foundation Financial Statement For the Year Ending 2020

### WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION BALANCE SHEET AS AT DECEMBER 31, 2020

	2020 \$	2019 \$
<b>ASSETS</b>		
Current		
Cash	23,881.66	0.00
Paypal	1,273.61	0.00
Accounts Receivable	5,529.04	58,964.15
Advances to People & Peaks	57,208.17	0.00
Security Deposits	200.00	200.00
	<u>88,092.48</u>	<u>59,164.15</u>
Capital Assets		
Building - 4600 Pine Plaza	287,000.00	287,000.00
Building - 10014-97 St.	175,000.00	175,000.00
Equipment	15,175.20	15,175.20
Office Equipment	8,218.01	6,062.85
Camera, Video & Film Equipment	73,831.33	70,553.86
Computer	84,839.91	84,010.97
Furniture & Fixtures	18,933.71	18,933.71
	<u>662,998.16</u>	<u>656,736.59</u>
Less: Accumulated Amortization	<u>157,559.24</u>	<u>145,011.88</u>
	<u>505,438.92</u>	<u>511,724.71</u>
	<u>593,531.40</u>	<u>570,888.86</u>
<b>LIABILITIES &amp; EQUITY</b>		
Current Liabilities		
Bank Overdraft	0.00	8,093.42
Line of Credit	0.00	45,372.30
Accounts Payable	47,104.83	41,932.71
	<u>47,104.83</u>	<u>95,398.43</u>
Long Term Liabilities		
CEBA Loan	60,000.00	0.00
Community Futures Loan	134,685.31	143,181.82
	<u>194,685.31</u>	<u>143,181.82</u>
Equity		
Retained Earnings	<u>351,741.26</u>	<u>332,308.61</u>
	<u>593,531.40</u>	<u>570,888.86</u>



## ANNUAL EDITION - 2022

WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION  
STATEMENT OF EARNINGS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	2020 \$	2019 \$
<b>REVENUE</b>		
Grants	243,294.00	188,723.95
Memberships	1,096.95	915.00
Book Sales	2,179.00	4,661.00
DVD Sales	287.00	363.51
Donations	500.00	4,071.00
Contracts	103,086.00	304,020.00
Gain (Loss) on disposal of Assets	0.00	-275.90
Interest	11.03	12.83
	<u>350,453.98</u>	<u>502,491.39</u>
<b>OPERATING EXPENSES</b>		
Accounting & Legal	550.00	3,119.52
Advertising & Promotion	217.96	12,306.67
Donations	100.00	0.00
Amortization	12,547.36	13,134.16
Bank/Credit Card Charges & Fees	1,238.37	1,058.29
Loan Interest	9,060.53	5,531.11
Insurance	3,637.07	3,043.90
License, Fees & Permits	766.68	3,060.95
Trail Clearing Supplies & Expense	21,033.34	22,939.67
Conventions, Banquets & Meetings	0.00	3,654.34
Training & Clinics	1,741.22	12,281.84
Office	27,934.25	23,696.39
Utilities	10,377.54	7,743.24
Property Taxes	0.00	1,064.12
Book & Film Production Costs	21,128.88	36,417.29
Telephone & Fax	2,970.34	2,808.48
Maintenance & Repairs	2,122.38	19,794.03
Travel	825.89	8,343.06
Wages & Benefits	143,331.56	191,772.05
Contract Services	71,437.96	112,218.95
	<u>331,021.33</u>	<u>483,988.06</u>
<b>EARNINGS (LOSS) FROM OPERATIONS</b>	<u>19,432.65</u>	<u>18,506.33</u>

**ANNUAL GENERAL  
MEETING**

**June 5, 2022  
2:00 pm  
Smoky River Ranch  
for good weather  
or the  
Willmore Foundation  
Office  
if raining.  
  
Meal to follow the  
meeting.**



**Willmore Wilderness Travellers**

*Pictured from left to right:*

- Braiden Hallock
- Kristina Shrestha-Hallock
- Tyler McMahan, Landon Ozga and  
Paydon McMahan
- Lois McMahan,  
Hamilton Nanette Moseley  
Tyler McMahan



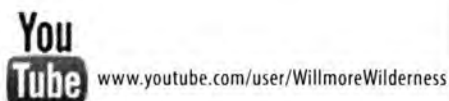
## Willmore Wilderness Foundation

a registered charitable organization  
#89655 0308 RR001  
Box 93 Grande Cache, Alberta T0E 0Y0  
Canada

Phone: 1-780-827-2696  
Toll Free: 1-866-WILMORE  
Email: [info@willmorewilderness.com](mailto:info@willmorewilderness.com)

Web Pages:  
[WillmoreWilderness.com](http://WillmoreWilderness.com)  
[PeopleandPeaks.com](http://PeopleandPeaks.com)  
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Margie Hargreaves Duncan  
on a 1936 Range Trip.  
Photo courtesy of Ishbel Hargreaves Cochrane

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Yearly Membership is as follows:

- \$25.00 Individual Membership or \$100.00 for five years
- \$35.00 Family Membership or \$140.00 for five years
- Life Time Membership \$500.00
- Corporate Membership \$100.00
- Youth Fees are 1/2 price
- Visa, MasterCard, American Express, Debit, Interac, PayPal, & Cheques



## Randi's View Point

By Randi Lester

This year has been a busy one for those of us at the Willmore Wilderness Foundation. This year I had the pleasure of working with our team, flying over the Willmore and assisting our field crews. A view of the Willmore Wilderness Park from the sky is incredible. Suddenly the far reaching view broadens and the expansive wilderness is seen in all its glory. Below the chopper I watch as a cow moose and her calf slowly saunter along the soon to be frozen landscape.

Hidden waterfalls, pools of bright blue lagoons, cliffs, ridges, and the ever expanding sky greet us as we glide above. In the chopper it took all of 10 minutes to cover the same amount of ground it had taken me 10 hours to cover on horse back. Flying high above I get the sense of what 'wild' truly means. Seeing the Willmore Wilderness Park in its true scale brought about a new kind of appreciation for this gem, and place that I call home.

Pictured above:  
People & Peaks Production Crew;  
Heather Devoe, Randi Lester and  
Pilot of Adam Shular,  
Gemini Helicopters



LIVING OUR  
HISTORY,  
TRADITIONS  
AND CULTURE.

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13 episodes created over 13 years

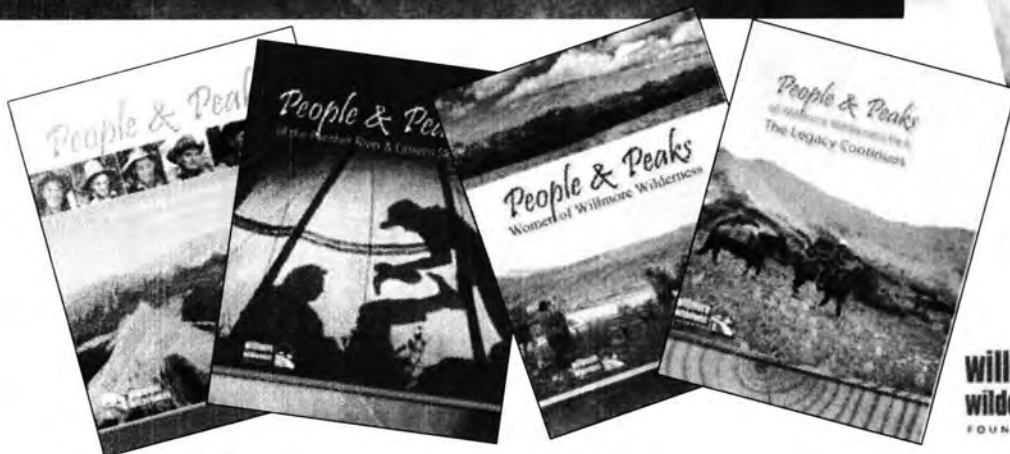


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[PeopleandPeaks.com/shop](http://PeopleandPeaks.com/shop) or  
[CanadianRockiesSeries.com/](http://CanadianRockiesSeries.com/)

Enjoy documentaries based on an authentic way of life, with original musical scores composed by Laura Vinson and Dave Martineau. The 13-part Series has been nominated for 20 Alberta Film and Television Rosie Awards.

Books feature the tales of trail men and women who have made their living hunting, fishing, trapping and guiding in and around Willmore Wilderness Park. The intimate stories of the tenacious mountain people are humorous and riveting.

For more information call us at  
1-780-827-2696.



**CORPORATE ACCESS NUMBER: 5010217213**



**SOCIETIES ACT**

**CERTIFICATE  
OF  
INCORPORATION**

**WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION  
WAS INCORPORATED IN ALBERTA ON 2002/12/11.**



# Application for Property Tax Exemption Short Form

Application deadline September 30<sup>th</sup> of  
the year preceding the taxation year

FOR OFFICE USE ONLY									
Property Roll Identifier <u>317022</u>						Taxation Year <u>2023</u>		Date	
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.	
				<u>NE</u>	<u>30</u>	<u>060</u>	<u>16</u>	<u>5</u>	
Municipal Property Address									
Total Assessment <u>4860</u>			Land Assessment <u>4860</u>			Building Assessment			

PART 1 – PROPERTY INFORMATION (Required by November 30 <sup>th</sup> of the year preceding the taxation year)		
Name of property owner <u>Alberta Government</u>		Telephone Number (Bus)
Address of property owner		Telephone Number (Res)
Postal Code		Fax Number
Address of property for which exemption is requested <u>NE-1/4 - Sec. 30 - TWP. 60 - RGE 16 - W5M</u>		
Portion/Area of the property held by the organization <input type="checkbox"/> All <input checked="" type="checkbox"/> Part Area Occupied is: <u>1. h.a.</u> <u>MLP100009</u>		
Is there an agreement in place that confirms the portion of the property held by the organization?		Date organization took occupancy (mm / dd / yyyy)
<input checked="" type="checkbox"/> Yes If yes, provide expiry date <u>April 2023</u> <input type="checkbox"/> No <u>Disposition</u>		<u>April 2011</u>

PART 2 – ORGANIZATION INFORMATION			
Name of organization operating the facility <u>Whitecourt River Boat(1982) Association</u>		Telephone Number (Bus)	Fax Number
Contact Name <u>Richard Grant</u>	Position with Organization <u>President</u>	Telephone Number (Bus)	Telephone Number (Res) <u>780-268-2448</u>
Mailing Address for non profit organization <u>P.O. Box. 1553 Whitecourt, AB, T7S-1P4</u>		Postal Code	
Organization's objectives/purposes			
<ol style="list-style-type: none"> <li>1. We are a not-for-profit organization registered under the societies Act in Alberta.</li> <li>2. We promote safety and the responsible use of water ways in Alberta.</li> <li>3. We organize river races, boat rallies and social events for boating families.</li> <li>4. We are a resource for Federal, Provincial and Municipal Agencies, assisting with search and rescue and environmental activities on local rivers.</li> <li>5. We promote Whitecourt and surrounding Counties as Jet Boating Tourism Destination.</li> </ol>			
List the facilities and services provided and how they benefit the general public			
<ol style="list-style-type: none"> <li>1. The "Camp Site" located at NE-30-60-16-W5 on the bank of the Athabasca River has a small cleared area for River recreational users to gather for day use and occasional over night camping. We cut the grass, and provide Fire wood. The only building on site is a small out-house. The site is open to the public. The site is used by both powered and non-powered boats and canoers.</li> </ol>			



**PART 3 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments***

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - ☒ The organizations most current financial statements, *attached*
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - ☒ A plan showing the area leased. *Plan 20900203 MLP, attached*
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

*I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 3 of this application is included.*

Richard Grant  
Name (Please Print)

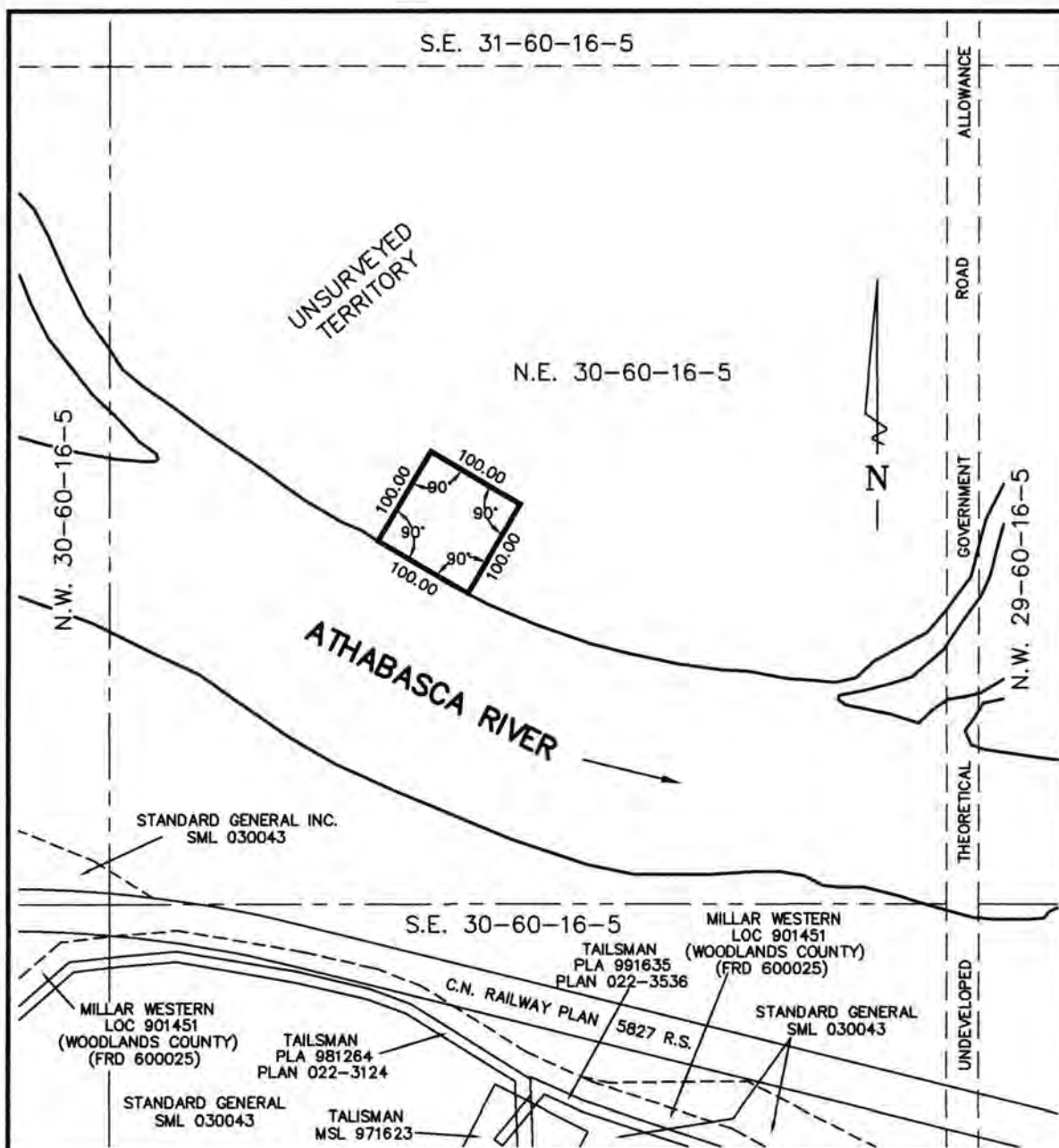
Sept 25/2022  
Date

President  
Position

  
Signature

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR261/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_

(Municipality Contact Information)



**WHITECOURT RIVERBOAT (1982) ASSOCIATION**  
**STAGING SITE WITHIN THE N.E.1/4- SEC.30-TWP.60-RGE.16-W5M.**  
**M.D. OF GREENVIEW NO. 16, ALBERTA**

**LEGEND**

PORTION REFERRED TO BOUND THUS .....  
 DISTANCES ARE IN METRES AND DECIMALS THEREOF.  
 AREA = 1.00 ha. (2.47 ac.)

**BLANKET DISPOSITIONS (N.E.30-60-16-5)**

FMA 7500020: MILLAR WESTERN FOREST PRODUCTS LTD.  
 TPA 1310: FOURNIER, WJ RENE  
 TPA 1340: NELSON, JOHN BLAIR  
 AOA 060007: TALISMAN ENERGY INC.

3			
2			
1			
0	ORIGINAL DRAWING	09/09/30	BM
No.	REVISION	Y/M/D	BY

PALS SURVEYS AND ASSOCIATES LTD.  
 4105 - 41 AVE, WHITECOURT, AB (PH: 780-778-5559)

SCALE :  
 1:33000

DATE :  
 SEPT 30/09

JOB NO.:

**20900203MLP**

REV: **0**

1 of 1

**WHITCOURT RIVERBOAT (1982) ASSOCIATION**

**FINANCIAL STATEMENT**

**Reporting Period March 1, 2021 to February 28, 2022**

**Assets**

Cash - Bank Account	\$68,584.28	
<b>Total Assets</b>		<b><u>\$68,584.28</u></b>

**Liabilities**

None	\$0.00	
<b>Total Liabilities</b>		<b><u>\$0.00</u></b>


**Income**


Fundraising	\$3,270.00	
<b>Total Income</b>		<b><u>\$3,270.00</u></b>

**Disbursements**

Bank Fees/Permits/Office Supplies/Club Dues	\$895.68	
Boat Park, Building, Launch & Campsite Maintenance	\$137.45	
CGL and D&O Insurance	\$2,920.00	
<b>Total Disbursements</b>		<b><u>\$3,953.13</u></b>

This financial statement has been reviewed and approved by:

  
\_\_\_\_\_  
Signature  
Richard Grant  
\_\_\_\_\_  
Print  
President  
\_\_\_\_\_  
Position  
May 4, 2022  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature  
Karey Crawford  
\_\_\_\_\_  
Print  
Vice-President  
\_\_\_\_\_  
Position  
May 4, 2022  
\_\_\_\_\_  
Date

SCANNED

# Application for Property Tax Exemption Non Profit Organization

Application deadline September 30<sup>th</sup> of  
the year preceding the taxation year

## FOR OFFICE USE ONLY

Property Roll Identifier	233084 + 179105					Taxation Year	2023		
Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.	
	9,10+11	5	127.3HW	SW	12	72	1	6	
Municipal Property Address									

Total Assessment	Land Assessment	Building Assessment
1,016,060	47,410	968,650
852,140	181,420	670,720

## PART 1 – PROPERTY INFORMATION (Required by November 30<sup>th</sup> of the year preceding the taxation year)

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
DEBOLT + DISTRICT AGRICULTURAL SOCIETY	780-957-3958	
Address of property owner	Postal Code	Fax Number
Box 388 DEBOLT, AB	T0H 1B0	
Address of property for which exemption is requested		
Plan 127.3HW, block 5 Lot 9,10+11 AND SE-28-72-1-W6		
Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is:		
Is there an agreement in place that confirms the portion of the property held by the organization? <input type="checkbox"/> Yes If yes, provide expiry date <input checked="" type="checkbox"/> No		Date organization took occupancy (mm / dd / yyyy)

## PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility	Telephone Number (Bus)	Fax Number
DeBolt + District Agricultural Society	780-957-3958	
Act under which organization is registered as a non-profit organization	Registration Number	
Societies Act	121088173	
Organization's objectives/purposes – Please see attached		
1.		
2.		
3.		
4.		
5.		
a) Are the resources of this organization devoted to the above objectives/purposes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation	
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?	<input checked="" type="checkbox"/> Yes If Yes, attach explanation <input type="checkbox"/> No	
c) Does your organization expect to move from this property during the following year(s)?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	<input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No	
e) Are the organization's services similar to any other organization and /or business?	<input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) <input checked="" type="checkbox"/> No	

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to \_\_\_\_\_

(Municipality Contact Information)

**PART 3 – RETAIL COMMERCIAL OR LICENSED AREA**Does the organization have a retail commercial area at this location? ☐ Yes ☒ NoIf yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? ☒ Yes If yes, enclose copy ☐ No Class C Area (Sq.Ft) 1000**PART 4 – PROPERTY USE INFORMATION specific to a non profit organization**

What facilities are on the property?

1. DeBolt Curling Rink
2. The Centre - Community Hall
- 3.
- 4.

What times are they accessible to the general public?

Office hours Mon-12-5  
Wed-11-3 or upon booking  
or event

What are the membership requirements including fees?

No membership is required

Describe the purpose for which the facility is used.

Community Events

Describe the typical beneficiary and where they reside.

All ages - DeBolt / Glenora / Glenora /Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☒ No Goodwin / Puskwasset

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☒ General Public ☐ Members**PART 5 – CONTACT INFORMATION**

Contact Name <u>Laura Gervais</u>	Position with Organization <u>Manager</u>	Telephone Number (Bus) <u>780 957 3958</u>	Telephone Number (Res) <u>[REDACTED]</u>
Mailing Address for non profit organization <u>Box 358 DeBolt AB</u>		Postal Code <u>T0H 1B0</u>	Fax Number
President of Organization <u>TRENA D'OUST</u>	Telephone Number (Bus) <u>[REDACTED]</u>	Telephone Number (Res) <u>[REDACTED]</u>	Fax Number
Treasurer of Organization <u>STACIE LOEWEN</u>	Telephone Number (Bus) <u>[REDACTED]</u>	Telephone Number (Res) <u>[REDACTED]</u>	Fax Number

**PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments**

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
  - The organizations most current financial statements,
  - Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

STACIE LOEWEN  
Name (Please Print)

MAY 24/22  
Date

ITZKUPER  
Position

[Signature]  
Signature



# Government Corporation/Non-Profit Search of Alberta ■ Corporate Registration System

Date of Search: 2020/10/28  
Time of Search: 11:39 AM  
Search provided by: DOBKO & WHEATON  
Service Request Number: 34296378  
Customer Reference Number: 50,580 JC

**Corporate Access Number:** 5914286140

**Business Number:**

**Legal Entity Name:** DEBOLT & DISTRICT AGRICULTURAL SOCIETY

**Legal Entity Status:** Active

**Legal Entity Type:** Agricultural Society

**Registration Date:** 1976/08/26 YYYY/MM/DD

**Mailing Address:**

**Post Office Box:** BOX 388  
**City:** DEBOLT  
**Province:** ALBERTA  
**Postal Code:** T0H1B0

**Officers:**

**Last Name:** D'AOUST  
**First Name:** TREENA  
**Street:** RR1 SITE 3 BOX 14  
**City:** CROOKED CREEK  
**Province:** ALBERTA  
**Postal Code:** T0H0Y0  
**Officer Type:** Secretary

**Last Name:** LEMAY  
**First Name:** CHRIS  
**Street:** BOX 405  
**City:** DEBOLT  
**Province:** ALBERTA  
**Postal Code:** T0H1B0  
**Officer Type:** Vice President



**Last Name:** MOODY  
**First Name:** JOSH  
**Street:** BOX 420  
**City:** BEZANSON  
**Province:** ALBERTA  
**Postal Code:** T0H1B0  
**Officer Type:** President

**Other Information:****Outstanding Returns:**

Annual returns are available for the 2020, 2019, 2018 and 42 previous file year(s).

**Fiscal Year End:** 01/15 MM/DD

**Filing History:**

List Date (YYYY/MM/DD)	Type of Filing
2020/01/24	Change Officer / Branch for an Agricultural Society

This is to certify that, as of this date, the above information is an accurate reproduction of data contained within the official records of the Corporate Registry.



## **DeBolt and District Agricultural Society**

Incorporated Under

The Agricultural Societies Act

Province of Alberta

### **1. Objectives**

As stated in the Agricultural Societies of Alberta Act, Article three:

The object of a society is to encourage improvement in agriculture and enhance quality of life for persons living in the community by developing educational programs, events, services and facilities based on the needs of the community.

- a) To organize and hold an Annual Agricultural Fair and Farmers Market.
- b) To operate and maintain the DeBolt Centre which includes, a fitness centre, indoor playground, Library, banquet and meeting rooms and curling rink. As well as operate and maintain the Gunby Ranch golf course and the DeBolt Sports field.
- c) To build, operate and maintain any other buildings or projects which may come within the scope of agricultural, social or recreational activities.
- d) To acquire a membership of persons in the area who are interested in agriculture, social and recreational activities and to cultivate a friendly social spirit among members.
- e) To encourage improvement in Agriculture, horticulture, homemaking, manufacturing and the useful arts.
- f) To raise, promote and secure funds for carrying out the objects of the society, in such a manner as the members should consider appropriate, without borrowing funds.

# CERTIFICATE OF MEMBERSHIP

THIS IS TO CERTIFY THAT

DeBolt & District Agricultural Society

IS A 2022 MEMBER IN GOOD STANDING OF

THE ALBERTA ASSOCIATION OF AGRICULTURAL SOCIETIES



Tim Carson  
Chief Executive Officer

ALBERTA ASSOCIATION OF AGRICULTURAL SOCIETIES  
SUITE 108, J.G. O'DONOGHUE BLDG  
7000—113TH STREET  
EDMONTON, ALBERTA T6H 5T6  
[www.albertaagsocieties.ca](http://www.albertaagsocieties.ca)



ALBERTA ASSOCIATION OF  
AGRICULTURAL SOCIETIES





GAMING, LIQUOR AND CANNABIS ACT  
LIQUOR LICENCE

LICENCE NUMBER: 706240-1  
CLASS C  
CLUB

**LICENSEE(S):** DEBOLT & DISTRICT AGRICULTURAL SOCIETY  
**PREMISES:** DEBOLT CURLING RINK  
**ADDRESS:** DEBOLT, ALBERTA

IS AUTHORIZED TO PURCHASE ALL KINDS OF LIQUOR FROM THE AGLC OR AS OTHERWISE APPROVED BY THE AGLC AND TO SELL AND ALLOW CONSUMPTION IN THE AREAS DESCRIBED BELOW, IN ACCORDANCE WITH THE PROVISIONS OF THE GAMING, LIQUOR AND CANNABIS ACT, THE GAMING, LIQUOR AND CANNABIS REGULATION, AGLC POLICIES AND ALL OTHER CONDITIONS PRESCRIBED BY THE BOARD. THE LICENSED PREMISES INCLUDE: (A) THE AREAS WHERE LIQUOR MAY BE SOLD AND CONSUMED, AND (B) AREAS INCLUDING ANY STOREROOM, LOBBY, WASHROOM, KITCHEN, HALLWAY, OR ADDITIONAL AREAS, USED BY THE LICENSEE IN SUPPORT OF THE AREAS WHERE LIQUOR MAY BE SOLD AND CONSUMED.

**Maximum Liquor Service Hours and Conditions:**

MONDAY TO SUNDAY ----- 9:00 AM TO 2:00 AM, CONSUMPTION TO 3:00 AM.  
MINORS ALLOWED AT ALL TIMES.

**Designated Areas:**

MEMBERS LOUNGE AND VIEWING GALLERY ON THE GROUND FLOOR INCLUDING THE SECOND LEVEL.

**Special Authorizations:**

THE FOLLOWING AREAS WHEN USED TO PROVIDE LIQUOR SERVICE AND FOOD SERVICE ACCEPTABLE TO THE BOARD:

THE CENTRE BANQUET ROOM IN THE EAST SECTION OF THE GROUND FLOOR.

**Conditions:**

LICENCE IS IN EFFECT AT THE DEBOLT CURLING RINK ONLY WHEN THE APPROVED RECREATIONAL ACTIVITY IS AVAILABLE, DURING ASSOCIATED FUNCTIONS OR AS OTHERWISE AUTHORIZED BY THE REGULATORY DIVISION.

**EFFECTIVE:** OCTOBER 22, 2021

**EXPIRES:** OCTOBER 21, 2022

(UNLESS CANCELLED OR SUSPENDED EARLIER)

*K. Machado*

Alberta Gaming, Liquor and Cannabis Commission

It is a condition of this licence that the Gaming, Liquor and Cannabis Act and the Gaming, Liquor and Cannabis Regulation and all conditions prescribed by the Board be complied with at all times and any breach of the Act or Regulation or the conditions prescribed by the Board may result in suspension or cancellation of this licence.

THIS LICENCE MUST BE KEPT POSTED IN A PROMINENT POSITION IN THE LICENSED PREMISES.



# GAMING, LIQUOR AND CANNABIS ACT LIQUOR LICENCE

LICENCE NUMBER: 637009-3  
CLASS B  
RECREATIONAL FACILITY

LICENSEE(S): DEBOLT & DISTRICT AGRICULTURAL SOCIETY  
PREMISES: GUNBY RANCH GOLF CLUB  
ADDRESS: M.D. OF GREENVIEW NO. 16 (DEBOLT DISTRICT), ALBERTA

IS AUTHORIZED TO PURCHASE ALL KINDS OF LIQUOR FROM THE AGLC OR AS OTHERWISE APPROVED BY THE AGLC AND TO SELL AND ALLOW CONSUMPTION IN THE AREAS DESCRIBED BELOW IN ACCORDANCE WITH THE PROVISIONS OF THE GAMING, LIQUOR AND CANNABIS ACT. THE GAMING, LIQUOR AND CANNABIS REGULATION, AGLC POLICIES AND ALL OTHER CONDITIONS PRESCRIBED BY THE BOARD. THE LICENSED PREMISES INCLUDE (A) THE AREAS WHERE LIQUOR MAY BE SOLD AND CONSUMED, AND (B) AREAS INCLUDING ANY STOREROOM, LOBBY, WASHROOM, KITCHEN, HALLWAY OR ADDITIONAL AREAS USED BY THE LICENSEE IN SUPPORT OF THE AREAS WHERE LIQUOR MAY BE SOLD AND CONSUMED.

Maximum Liquor Service Hours and Conditions:  
MONDAY TO SUNDAY --- 9:00 AM TO 2:00 AM. CONSUMPTION TO 3:00 AM  
MINORS ALLOWED AT ALL TIMES

Designated Areas:  
PREMISES ON THE GROUND FLOOR  
OUTDOOR PATIO OFF THE WEST SIDE OF THESE PREMISES WITH AN OCCUPANT LOAD OF 60  
OUTDOOR PATIO OFF THE EAST SIDE OF THESE PREMISES WITH AN OCCUPANT LOAD OF 55

Special Authorizations:  
LIQUOR SERVICE FROM MOTORIZED VENDING CART, CONSUMPTION IN AREAS AS APPROVED BY THE LICENSEE/COURSE MARSHALL

EFFECTIVE: APRIL 01, 2022

EXPIRES: MARCH 31, 2023

(UNLESS CANCELLED OR SUSPENDED EARLIER)

NOTE - THIS LICENCE BECOMES VOID SHOULD THE PREMISES BE SOLD, LEASED, ASSIGNED, OR OTHERWISE TRANSFERRED TO THE CONTROL OF ANOTHER PERSON.

It is a condition of this licence that the Gaming, Liquor and Cannabis Act and the Gaming, Liquor and Cannabis Regulation and all conditions prescribed by the Board be complied with at all times and any breach of the Act or Regulation or the conditions prescribed by the Board may result in suspension or cancellation of this licence.

THIS LICENCE MUST BE KEPT POSTED IN A PROMINENT POSITION IN THE LICENSED PREMISES

Alberta Gaming, Liquor and Cannabis Commission

*K Macnab*

Part 2. b

The DeBolt & District Agricultural Society is made up of multiple entities in the community. Entities being the golf course, the sports field, the community hall, the fair and the curling rink. Some of these entities may gain revenue in a fiscal year and another entitie will lose revenue. Revenues gained are always used within the society as a whole to help the programming with little or no revenue. We are a non profit organization and an agricultural society with no profits for members or shareholders.

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY**  
**Financial Statements**  
**Year Ended September 30, 2021**



**DEBOLT & DISTRICT AGRICULTURAL SOCIETY**  
**Index to Financial Statements**  
**Year Ended September 30, 2021**

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FRIESEN BAIN LLP  
CHARTERED PROFESSIONAL  
ACCOUNTANTS

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## INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

---

To the Members of DeBolt & District Agricultural Society

We have reviewed the accompanying financial statements of DeBolt & District Agricultural Society (the Society) that comprise the statement of financial position as at September 30, 2021, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Practitioner's Responsibility*

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### *Conclusion*

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of DeBolt & District Agricultural Society as at September 30, 2021, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.

Grande Prairie, Alberta  
November 9, 2021

*Friesen Bain LLP*  
CHARTERED PROFESSIONAL ACCOUNTANTS

# DEBOLT & DISTRICT AGRICULTURAL SOCIETY

## Statement of Financial Position

September 30, 2021

	2021	2020 <i>(Revised - note 12)</i>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash (Notes 3, 12)	\$ 560,937	\$ 293,120
Accounts receivable	1,745	6,778
Prepaid expenses	-	2,347
	<u>562,682</u>	<u>302,245</u>
LONG TERM INVESTMENTS (Note 4)	123,845	122,000
CAPITAL ASSETS (Note 5)	<u>4,412,362</u>	<u>4,484,882</u>
	<b>\$ 5,098,889</b>	<b>\$ 4,909,127</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable	\$ 28,569	\$ 13,827
LONG TERM DEBT (Note 6)	30,000	40,000
DEFERRED REVENUE (Note 7)	<u>167,377</u>	<u>10,521</u>
	<u>225,946</u>	<u>64,348</u>
<b>NET ASSETS</b>		
Unrestricted	336,736	94,710
Internally restricted (Note 4)	123,845	265,187
Invested in capital assets	<u>4,412,362</u>	<u>4,484,882</u>
	<u>4,872,943</u>	<u>4,844,779</u>
	<b>\$ 5,098,889</b>	<b>\$ 4,909,127</b>

### ON BEHALF OF THE BOARD

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

See notes to financial statements

# DEBOLT & DISTRICT AGRICULTURAL SOCIETY

## Statement of Revenues and Expenditures

Year Ended September 30, 2021

	2021	2020
<b>REVENUES</b>		
Municipal District #16 grant	\$ 91,000	\$ 91,000
Alberta Agriculture operating grant	36,752	28,472
Government subsidies	25,462	3,790
Fundraising	3,140	12,894
Interest revenue	1,845	2,274
Casino revenues	36	44
Golf Course (Schedule 1)	277,316	222,481
Indoor Recreation / Curling Rink (Schedule 2)	6,598	669
Community Centre (Schedule 3)	56,903	54,304
Fair and Festivals (Schedule 4)	1,688	700
Sports Fields (Schedule 5)	5,403	10,395
	<u>506,143</u>	<u>427,023</u>
<b>EXPENDITURES</b>		
Advertising and promotion	599	1,353
Amortization	893	1,050
Bad debts	131	-
Insurance	2,779	135
Interest and bank charges	1,656	2,745
Memberships and conventions	728	465
Office	2,111	3,466
Professional fees	6,100	6,800
Salaries and wages	31,805	41,631
Sub-contracts	11,230	20,630
Travel	350	430
Golf Course (Schedule 1)	202,167	182,854
Indoor Recreation / Curling Rink (Schedule 2)	54,235	22,137
Community Centre (Schedule 3)	155,886	168,516
Fair and Festivals (Schedule 4)	2,876	753
Sports Fields (Schedule 5)	4,433	3,124
	<u>477,979</u>	<u>456,089</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<u>\$ 28,164</u>	<u>\$ (29,066)</u>

See notes to financial statements

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY**

**Statement of Changes in Net Assets**

**Year Ended September 30, 2021**

	Unrestricted	Internally Restricted	Invested in Capital Assets	2021	2020
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 94,710	\$ 265,187	\$ 4,484,882	<b>\$ 4,844,779</b>	\$ 4,873,845
EXCESS OF REVENUES OVER EXPENDITURES	28,164	-	-	<b>28,164</b>	(29,066)
Amortization of capital assets	113,246	-	(113,246)	-	-
Acquisition of capital assets, net of government grants	(52,386)	-	52,386	-	-
Sale of capital assets	11,660	-	(11,660)	-	-
Transfer from reserve	141,342	(141,342)	-	-	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 336,736</b>	<b>\$ 123,845</b>	<b>\$ 4,412,362</b>	<b>\$ 4,872,943</b>	<b>\$ 4,844,779</b>

During the year, \$141,342 was transferred from the Internally Restricted Capital Reserve to Unrestricted Net Assets. This amount reflects capital expenditures that were funded by the general account over the past three years that have now been deemed to be eligible uses for the Capital Reserve.

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY****Statement of Cash Flows****Year Ended September 30, 2021**

	2021	2020
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenues over expenditures	\$ 28,164	\$ (29,066)
Items not affecting cash:		
Amortization of capital assets	113,246	116,860
Loss on disposal of capital assets	229	-
	<u>141,639</u>	<u>87,794</u>
Changes in non-cash working capital:		
Accounts receivable	5,033	618
Accounts payable	14,746	8,888
Deferred revenue	156,856	(30,278)
Prepaid expenses	2,347	(571)
	<u>178,982</u>	<u>(21,343)</u>
Cash flow from operating activities	<u>320,621</u>	<u>66,451</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of capital assets	(52,386)	(78,831)
Proceeds on disposal of capital assets	11,429	478
Reduction (increase) in investments	(1,847)	-
Cash flow used by investing activities	<u>(42,804)</u>	<u>(78,353)</u>
<b>FINANCING ACTIVITIES</b>		
Proceeds from long term financing	-	40,000
Forgiveness of long term debt	(10,000)	-
Cash flow from (used by) financing activities	<u>(10,000)</u>	<u>40,000</u>
<b>INCREASE IN CASH FLOW</b>	<u>267,817</u>	<u>28,098</u>
Cash - beginning of year	<u>293,120</u>	<u>265,022</u>
<b>CASH - END OF YEAR</b>	<u>\$ 560,937</u>	<u>\$ 293,120</u>

See notes to financial statements

# DEBOLT & DISTRICT AGRICULTURAL SOCIETY

## Notes to Financial Statements

Year Ended September 30, 2021

### 1. PURPOSE OF THE SOCIETY

The DeBolt & District Agricultural Society (the "Society") is a local organization operating facilities for the provision of education and recreation in the community of DeBolt, Alberta. The Society is incorporated under the Agricultural Societies Act of Alberta.

The Society is registered as a not-for-profit organization under the Income Tax Act of Canada and as such is exempt from income taxes. In order to maintain its not-for-profit status, the Society must meet certain requirements within the Income Tax Act. It is the opinion of management that these requirements have been met.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

#### Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Land	N/A
Campsites	N/A
Buildings	2% declining balance method
Equipment	10% declining balance method
Grass greens	N/A
Paved surfaces	N/A
Automotive	15% declining balance method

The society regularly reviews its capital assets to eliminate obsolete items. Government grants are treated as a reduction of capital assets cost.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

In years prior to 2020, capital assets were expensed in the year acquired and recorded at cost on the statement of financial position with a corresponding entry to net assets invested in capital assets.

In the past, some of the capital assets were recorded at market value rather than original cost.

#### Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in treasury bills or guaranteed investment certificates and are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

#### Leases

Leases are classified as either capital or operating leases. At the time the society enters into a capital lease, an asset is recorded with its related long-term obligation to reflect the acquisition and financing. Rental payments under operating leases are expensed as incurred.

(continues)



## DEBOLT & DISTRICT AGRICULTURAL SOCIETY

### Notes to Financial Statements

Year Ended September 30, 2021

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#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

##### Revenue recognition

DeBolt & District Agricultural Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

##### Allocation of common expenses

Salaries and wages are allocated to various departments based on hours worked in each area. Utilities are allocated based on area occupied. Amortization is allocated based on which department is the primary user of an asset.

##### Government grants

Government grants are recorded when there is a reasonable assurance that the society had complied with and will continue to comply with, all the necessary conditions to obtain the grants.

##### Contributed materials and services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

##### Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

##### Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

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# DEBOLT & DISTRICT AGRICULTURAL SOCIETY

## Notes to Financial Statements

Year Ended September 30, 2021

### 3. CASH

	2021	2020
General bank accounts	\$ 560,452	\$ 292,599
Casino bank account	485	521
	<u>\$ 560,937</u>	<u>\$ 293,120</u>

All accounts are held on deposit with a Canadian financial institution.

The Casino account funds have conditions pertaining to their use imposed by Alberta Gaming Liquor and Cannabis.

### 4. LONG TERM INVESTMENTS

Long term investments consist of internally restricted funds on deposit that are designated for future capital expenditures or large unexpected maintenance expenditures and require approval from the Society's board.

### 5. CAPITAL ASSETS

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Land	\$ 640,775	\$ -	\$ 640,775	\$ 640,775
Campsites	172,986	-	172,986	172,986
Buildings	2,530,720	100,217	2,430,503	2,480,106
Equipment	691,390	126,652	564,738	586,762
Grass greens	552,153	-	552,153	552,153
Paved surfaces	46,150	-	46,150	46,150
Automotive	7,000	1,943	5,057	5,950
	<u>\$ 4,641,174</u>	<u>\$ 228,812</u>	<u>\$ 4,412,362</u>	<u>\$ 4,484,882</u>

### 6. LONG TERM DEBT

	2021	2020
Canadian Emergency Business Account loan, net of forgivable portion, bearing no interest. No principal due until December 31, 2022.	\$ 30,000	\$ 40,000
Amounts payable within one year	-	-
	<u>\$ 30,000</u>	<u>\$ 40,000</u>

# DEBOLT & DISTRICT AGRICULTURAL SOCIETY

## Notes to Financial Statements

Year Ended September 30, 2021

### 7. DEFERRED REVENUE

	2021	2020
Deferred revenue includes		
Grants not yet used for eligible expenditures	\$ 166,892	\$ 10,000
Casino proceeds not yet used for eligible expenditures	485	521
	<u>\$ 167,377</u>	<u>\$ 10,521</u>

All deferred grants in the prior year have been applied against capital expenditures in the current year.

Deferred grants in the current year include Alberta CFEP of \$95,701, MD of Greenview of \$59,000, and Pembina Pipeline Corporation of \$12,190. These amounts are intended for future capital expenditures.

### 8. FINANCIAL INSTRUMENTS

The society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the society's risk exposure and concentration as of September 30, 2021.

#### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The society is exposed to this risk mainly in respect of its receipt of funds from its supporters.

Unless otherwise noted, it is management's opinion that the society is not exposed to significant other price risks arising from these financial instruments.

### 9. COMMITMENTS

As at September 30, 2021, the society had commitments of \$77,972 for the installation of a concrete pad for the skating rink in October 2021. Also, the society has placed an order for new golf carts costing \$40,918 that will be delivered in 2022.

### 10. GOVERNMENT SUBSIDIES

The society received \$15,461 in Canada Emergency Wage Subsidy (2020 - \$3,789) and \$10,000 in debt forgiveness for the Canada Emergency Business Account loan.

### 11. RELATED PARTY TRANSACTIONS

Included in subcontract and travel expenditures are payments of \$NIL (2020 - \$8,310) to the former secretary-treasurer for bookkeeping services and motor vehicle allowance. These amounts result from transactions conducted in the normal course of business and were recorded at the exchange rate, which is the amount of consideration established and agreed to by the related parties.

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY**

**Notes to Financial Statements**

**Year Ended September 30, 2021**

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**12. COMPARATIVE FIGURES**

Some of the comparative figures for the prior year ending September 30, 2020 have been reclassified to conform to the current year's presentation.

Funds held for future capital expenditures that were formerly included in current assets (cash) have been reclassified to non-current (long term investments).

---

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY**

**Golf Course  
(Schedule 1)**

**Year Ended September 30, 2021**

*(Unaudited)*

	2021	2020
<b>REVENUES</b>		
Advertising	\$ 9,600	\$ 3,240
Campground	83,582	76,510
Cart and club rental	47,207	32,589
Cart storage	10,424	9,191
Government grants <i>(Note 10.)</i>	5,820	3,360
Green fees	50,593	43,420
Memberships	58,498	43,426
Tournaments	9,943	9,559
Trail fees	1,878	1,186
Gain/(loss) from sale of capital assets	(229)	-
	<u>277,316</u>	<u>222,481</u>
<b>EXPENDITURES</b>		
Advertising and promotion	801	1,912
Amortization	3,700	702
Chemicals and fertilizer	7,752	9,321
Clubhouse operator	24,269	27,802
Fuel and oil	8,100	6,279
Greenskeeper	79,165	69,500
Insurance	6,577	4,032
License fees and permits	880	810
Repairs and maintenance	23,048	29,345
Salaries, wages and benefits	6,868	13,110
Supplies	7,508	1,496
Telecommunications	1,670	1,679
Tournament expenses	3,259	1,082
Utilities	28,570	15,784
	<u>202,167</u>	<u>182,854</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>\$ 75,149</u>	<u>\$ 39,627</u>

See notes to financial statements

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY****Indoor Recreation / Curling Rink  
(Schedule 2)****Year Ended September 30, 2021***(Unaudited)*

	2021	2020
<b>REVENUES</b>		
Donations and advertising	\$ 1,840	\$ -
Event income	3,922	378
Membership fees	350	-
Other income	80	-
Rink rent	406	291
	<u>6,598</u>	<u>669</u>
<b>EXPENDITURES</b>		
Amortization	4,557	4,754
Event expense	2,323	243
Insurance	7,809	5,577
Repairs and maintenance	6,636	6,237
Salaries, wages, and benefits	18,950	-
Supplies	589	49
Utilities	13,371	5,277
	<u>54,235</u>	<u>22,137</u>
<b>DEFICIENCY OF EXPENDITURES OVER REVENUES</b>	<u>\$ (47,637)</u>	<u>\$ (21,468)</u>

See notes to financial statements

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY**

**Community Centre**

**(Schedule 3)**

**Year Ended September 30, 2021**

*(Unaudited)*

	2021	2020
<b>REVENUES</b>		
Community functions	\$ 611	\$ 1,878
Donations and advertising	3,803	8,734
Events	11,430	939
Fitness Centre	3,667	5,300
Grants	15,838	15,000
Hall rent	7,154	7,577
Library utility share	14,400	14,400
Other	-	476
	<u>56,903</u>	<u>54,304</u>
<b>EXPENDITURES</b>		
Amortization	103,521	109,714
Event expenses	8,463	11,074
Insurance	7,259	6,944
Office	-	122
Repairs and maintenance	5,578	18,784
Salaries, wages and benefits	8,159	805
Supplies	5,620	3,214
Telecommunications	1,355	2,232
Utilities	15,931	15,627
	<u>155,886</u>	<u>168,516</u>
<b>DEFICIENCY OF EXPENDITURES OVER REVENUES</b>	<u>\$ (98,983)</u>	<u>\$ (114,212)</u>

See notes to financial statements



**DEBOLT & DISTRICT AGRICULTURAL SOCIETY**

**Fair and Festivals**

***(Schedule 4)***

**Year Ended September 30, 2021**

*(Unaudited)*

	2021	2020
<b>REVENUES</b>	\$ 1,688	\$ 700
<b>EXPENDITURES</b>		
Supplies	2,876	753
<b>DEFICIENCY OF EXPENDITURES OVER REVENUES</b>	\$ (1,188)	\$ (53)

See notes to financial statements

**DEBOLT & DISTRICT AGRICULTURAL SOCIETY****Sports Fields  
(Schedule 5)****Year Ended September 30, 2021***(Unaudited)*

	2021	2020
<b>REVENUES</b>		
Events	\$ 2,260	\$ 114
Federal grants	3,143	-
Municipal District grant	-	10,281
	<u>5,403</u>	<u>10,395</u>
<b>EXPENDITURES</b>		
Amortization	576	640
Salaries, wages and benefits	1,539	1,163
Supplies	1,028	287
Utilities	1,290	1,034
	<u>4,433</u>	<u>3,124</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>\$ 970</u>	<u>\$ 7,271</u>

See notes to financial statements



# REQUEST FOR DECISION

---

SUBJECT:	<b>Community Futures Grande Prairie &amp; Region Sponsorship</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 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 8004- Greenview Sponsorships & Donations

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## RECOMMENDED ACTION:

**MOTION: That Council approve a speaker sponsorship in the amount of \$5,000.00 to Community Futures Grande Prairie & Region for the Hyper Drive Women in Business Summit from March 17 to March 19, 2023, in Jasper, Alberta, with funds to come from the 2023 Community Services Grants and Sponsorships Budget.**

---

## BACKGROUND/PROPOSAL:

Community Futures Grande Prairie & Region is requesting a sponsorship in the amount of \$5,000.00 for the Hyper Drive Women in Business Summit scheduled from March 17 to March 19, 2023, in Jasper, Alberta to help pay for the cost of speakers.

Community Futures Grande Prairie & Region is a non-profit organization that helps entrepreneurs and businesses grow, helping the region turn their business ideas into reality through free business planning and coaching.

The Hyper Drive Women in Business Summit is a new event intended to support up to 100 women entrepreneurs and leaders in strengthening their business, personal and professional wellbeing by providing a connection to regional employers and entrepreneurs. The Women in Business Summit will include unique and diverse speakers, training opportunities, hands on learning, personal growth sessions and panel presentations.

The estimated cost of the Hyper Drive Women in Business Summit is \$78,000.00. Sponsorship opportunities range from \$800.00 to \$3,000.00 (see attached). It has been confirmed that the cost of speakers ranges from \$2,000.00 to \$5,000.00 and that \$5,000.00 would cover the cost of one keynote speaker. Providing sponsorship for a keynote speaker includes the opportunity to introduce the speaker, highlighting your organization, logo on all marketing materials and social media as well as verbal recognition from the MC throughout the event. Administration recommends supporting a keynote speaker in the amount of \$5,000.00.

To date, funding has been requested from Alberta Labor, City of Grande Prairie, County of Grande Prairie and private sources.

The balance of the Community Services Miscellaneous Grants Budget as of November 21, 2022, is approximately \$543, 459.78.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenvue would be supporting the growth and businesses of women entrepreneurs in the Grande Prairie region.

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**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 a speaker sponsorship in the amount of \$3,000.00, or to provide a sponsorship in the amount of their choosing.

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

---

**FINANCIAL IMPLICATION:**

**Direct Costs: \$5,000.00**

**Ongoing / Future Costs: N/A**

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 inform Community Futures Grande Prairie & Region of Council's decision.

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ATTACHMENT(S):

- Sponsorship Application
- Sponsorship Package
- Hyper Drive Women in Business Summit Information

# Greenview Sponsorship and Donation Request Form

Row 19

<b>Organization or Person Requesting Funds</b>	Community Futures Grande Prairie & Region
<b>Date of Application</b>	10/06/22
<b>Form Date Field</b>	108
<b>Date of Event</b>	03/17/23
<b>Phone Number</b>	7805183586
<b>Purpose of Organization</b>	holly.sorgen@albertacf.com
<b>Mailing Address</b>	#170, 11039 99 ave Grande Prairie, AB T8V 2V4
<b>Funding Request Total</b>	\$5,000.00
<b>Type of sponsorship request</b>	Conference Event
<b>Describe your organization</b>	We are a non-profit organization that helps entrepreneurs
<b>Intended Purpose</b>	The funds would help pay the cost for speakers
<b>Direct Goals</b>	The goal of the project is to help empower women entrepreneurs in Northern Alberta.
<b>Where/When?</b>	Jasper Alberta. March 17-19 2023
<b>Benefit to residents of Greenview</b>	We will be inviting women from all over the region. Women will become empowered, find educational sessions and build a network of other women business owners.
<b>Funding from others</b>	We have applied for funding with Alberta labor, city of Grande Prairie, County of Grande Prairie and private sources
<b>Recognition</b>	Social media marketing, signage at the event, possibility to be included in swag bags for delegates as well
<b>Previous Donation</b>	no
<b>Grant Funds</b>	

<b>Received from other sources?</b>	
<b>Have you performed any other fundraising projects?</b>	
<b>Agreement</b>	
<b>Grant Purpose</b>	
<b>Year Grant Received</b>	
<b>Amount of Grant</b>	
<b>List the donatee, purpose and amount</b>	
<b>What type of fundraising &amp; how much did you raise?</b>	
<b>Signature</b>	
<b>Date</b>	
<b>Financial Statement</b>	
<b>Administration Recommendations</b>	
<b>Email</b>	
<b>Column41</b>	
<b>MD Logo</b>	
<b>Email Comm.</b>	
<b>Column44</b>	
<b>List for Recognition</b>	
<b>Contact Name(s)</b>	Holly Sorgen
<b>Column47</b>	
<b>Logo Permission</b>	hs
<b>Agreement with</b>	hs



Statement

Signature1      Holly Sorgen

FOIP Disclosure      hs



# HYPER DRIVE Women in Business Summit

## Sponsorship Packages

### 2023 Jasper Alberta Summit

#### Sponsor a Delegate



Sponsor 1 or more delegate spots that allow any women, regardless of financial position, to attend the event. You will be formally recognized as an event sponsor in all Event marketing, and will have opportunity to connect with your sponsored delegates

Available: 100 at \$800 each

#### Speaker Sponsorship



Sponsor a Keynote Speaker for the event and have the opportunity to introduce the speaker from the staff, highlighting your company, have your logo included on all marketing materials and on social media and formal recognition by the event MC throughout the Retreat.

Available: 4 at \$3000 each

#### Networking Sponsor

Sponsor a networking session on the Friday or Saturday and have your logo on signage at the session and recognized as a sponsor in marketing materials.

Available: 2 at \$1000 each

#### Lunch Sponsor

Sponsor a lunch on Friday or Saturday and have your logo on signage at lunch, recognized by the lunch MC and as a sponsor on all marketing materials.

Available: 2 at \$2000 each

#### Brunch Sponsor

Sponsor our Sunday brunch and have your logo on signage at brunch, recognized by our Brunch MC, an opportunity to speak from the stage/introduce our speaker and recognized as a sponsor on all marketing materials.

Available: 1 at \$3000

#### Delegate Bag Sponsor

As a Delegate Bag Sponsor, you will have opportunity to include an item of your choosing in the bag, have your logo on the bag and be recognized as a sponsor on all marketing materials.

Available: 1 at \$2000



# **HYPER DRIVE**

Women in Business  
Summit

2022



Version 4

Community Futures Grande Prairie & Region

9/27/2022



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## Introduction:

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CF Grande Prairie is planning a Women in Business Summit over three days in the Spring of 2023. The Summit is intended to support up to 100 women entrepreneurs and leaders in strengthening their business, personal and professional wellbeing by providing a connection of regional employers and entrepreneurs with experts in labour force development along with unique and diverse speakers and training opportunities, hands on learning, personal growth sessions and panel presentations about a variety of topics from HR to Health, Cash Flow to Change Management. Entrepreneurship is alive and well in Northwest Alberta, with demand for business startup and growth supports growing exponentially over the past 6 months.

Female business owners are challenged by four main areas:

1. Balancing their role as entrepreneurs with other roles they fill, including spouse, parent, volunteer, and others
2. Dealing with imposter syndrome and a lack of confidence to take their business to the next level
3. Bookkeeping, financial management and analysis
4. Staffing – when to hire, how to hire, how to retain employees and how to grow their teams to grow their business

### *Labour Market Need:*

These 4 issues connect with one another, so a big focus on the Summit is to bring women together, equip with the skills to build excellent teams and contribute net job gains into the local economy, to overcome personal challenges including guilt and doubt with proven mentors and resources available to them, to build strong business growth plans via a good understanding of their finances, financial wherewithal and risk management and to find and grow the right team to attain those business goals.

The 3-day event combines a mix of keynote, speak from the stage, speakers, roundtables, and panels that showcase strong women leaders who become new resources and fonts of information for the delegates in attendance. The event is designed as a gathering, allowing women who attend to get away from the ordinary, to focus entirely on business and their role as leaders and to immerse themselves in the empowered talks and activities built into the itinerary.

Strong, successful, and sustained businesses scale faster and are more likely to add new staff too their teams in a short timeframe than those companies left to scale organically. The recent Regional Labour Market Needs Assessment Study (led by the Grande Prairie & District Chamber of Commerce in partnership with the City of Grande Prairie, County of Grande Prairie, MD of Greenview NO. 16 and Alberta Labour and Immigration showed that small, owner-operated businesses, many of whom are female owned, are an important part of the Region's economy, as they account for 61% of all businesses. (p. 10, December 2020.)

It was found that the region has a net gap of approximately 5,148 workers. (p. 13) It is Community Futures' experience that many start up female owned businesses, given their small nature, are more impacted by this lack of workers. A large percentage of CF supported businesses fall into business categories that rely heavily of sales representatives and salespersons, sales support occupations, services supervisors, retail sales supervisors – all areas identified to have labor market gaps. It is here that the

opportunity lies. Delegates attending Hyper Driver will learn about effective recruitment and retention techniques, will network, and discuss employment and hiring best practices with Human resource professionals, business coaches, other women business owners and leaders and set real goals, specific to labor market attraction and retention for their businesses while attending.

### *Community Futures Background*

Community Futures aims to provide a summit designed to support businesses and entrepreneurs in developing their skills, tools, and workforce as we build and diversify the local economies of scale in Alberta. With the summit, CF looks to inspire, promote thoughtful conversations, provide strategies for success, training, and resources directly to the business community. The networks forged during the 3 days event will effectively new tools to the entrepreneurs' toolkit for success.

Community Futures Grande Prairie & Region has been a regional Economic Development hub since opening in 1986. Throughout the past 36 years, CF, as a grass roots, board led, organization has continually met its clientele where they are at. The organization has served more than 50,000 entrepreneurs, 7 municipal councils, 100s of partners and more than 200 nonprofit organizations.

CFGP has successfully operated provincial programs such as the Self Employment program, Youth Connections, regional and private sector projects such as Shell LiveWIRE, focused on Indigenous entrepreneurship, SMARTStart for startups, Growing the North Conference, and several smaller projects that were necessitated by local need.

Recently, CFGP has engaged in new programs to support women, via the CGI loans program in partnership with the province, to support innovators via the Grande Prairie Regional Innovation Network (GPRIN) and work collaboratively with local, regional, provincial, and federal counterparts to leverage resources and time to support the large goal of Community Economic Development.

### **Rationale:**

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This project meets Alberta Labour's 2022-25 Business Plan Priority **Outcome 1**: "Alberta has a skilled a resilient labour force to support economic recovery, growth and diversification". Especially, 1.3: Attract and retain talent, including entrepreneurs with specialized skills and talent, to Alberta and support employers in supplementing their workforce by leveraging targeted attraction, retention, and settlement strategies

There is strong alignment with Priorities for Workforce Partnerships to "Support Industry, sector and regional job creation and workforce creation in a variety of ways, namely to "Enable job creators to increase employment through attraction and retention initiatives," not the least of which is assisting female entrepreneurs who attend the summit with being more confident and purposeful in their business growth plans and execution of those plan that very normally includes a hiring plan that will help the business to scale more effectively.

Those who attend the Summit will also develop relationships with other business owners, speakers and educators who present that will afford them with many sources of information and support in creating strong recruitment and retention plans for their businesses. We are looking to invite a diverse group of women made up of underrepresented populations – female, Indigenous, Visible minority, New Canadian,

and Youth. The delegates in their drive to create sustainable, diverse, and inclusive workplaces will assist in building a new diversified workforce. This fits well to support one of the Priorities for Workforce Partnership, encouraging owners to “build industry and employer capacity to increase and enhance workforce participation of newcomers, youth, Indigenous peoples, women, mature workers and people living with a disability.” In essence, it is a goal of the Summit to equip female entrepreneurs with the knowledge, confidence, and network to support them in finding and retaining excellent employees that in turn help to scale and diversify their businesses.

A recent article by Diversity Institute at Ryerson University (March 28, 2022) indicated that the “proportion of majority women-owned businesses (over 50% of a business's ownership) among all small and medium enterprises (SMEs) has steadily grown hitting 16.8 percent in 2020....”

The following is a direct excerpt for the article that speaks to the value and potential of women owned businesses not only for economic growth but for the jobs those businesses will create.

“Women entrepreneurs are also showing high-growth and earning potential. The number of new start-ups with a valuation of more than US\$1 billion (unicorns) in Canada with women-founders has almost doubled since 2019 and the gap in exporting between men and women entrepreneurs has almost closed... Yet, barriers to growth still exist for women entrepreneurs and the pandemic hit their businesses harder. For example, during the first quarter of 2021, fewer majority women-owned businesses remained fully operational, compared to other businesses. More (38.5 percent) majority women-owned businesses had laid off at least one employee since the beginning of the pandemic, and 71.9 percent of those who laid off employees had reduced their workforce by at least half.

The economic impact of the pandemic is exacerbated for Indigenous, Racialized and Black women entrepreneurs and those who are in rural areas. However, case studies from organizations that support women entrepreneurs reinforce the positive impact of investing in women entrepreneurs and suggest that the return on these investments is more consistent and the risk much lower compared to other programs.

"Entrepreneurship is a pathway to economic growth and an inclusive ecosystem is critical to supporting diverse women entrepreneurs and women entrepreneur are also more likely to help advance environmental and social goals," said Wendy Cukier, founder of Ryerson's Diversity Institute and academic research lead of WEKH. "When we develop policies and programs, we must apply a gender and diversity lens. Most of our entrepreneurial financing and support systems were designed by men for men."

The “Hyper-Drive” Women in Business Conference focuses on building strong female entrepreneurs, bringing tools and resources directly to the business community for use and ongoing support for growth. The summit aims to support female business owners’ diverse needs and developing a comprehensive network of women supporting women in their business growth. Business growth = job creation and opportunities for hiring from a pool of “non-traditional” employees. Talal Rafl with Forbes Business Council writes that “The Harvard Business Review found that women outscore men in most leadership skills, and it is those skills that bear testament to the immense potential of women, when given a more level playing fields, such as mentoring, capacity building and access to credit, combined with their skills critical success in entrepreneurship.” (May 18, 2020). Again, this is the population that has the most potential to impact the new and ever-changing workforce.



## Scope of the Project

Plans are underway to host a three-day Women in Business Summit. The event will be hosted in the Town of Jasper at the Forest Park Hotel, formerly the Sawridge Hotel.

Below is a breakdown of the planning Schedule and the Event Agenda.

Hyper-Drive Summit Timeline								
Activity	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
Planning Committee in Place								
Proposal to LMPP								
Venue Booked								
Sponsorship package complete								
Seeking sponsors/\$ partners								
Invitation for Female Entrepreneurs								
Social Media Contest for Remaining Seats								
All Delegates Confirmed								
Catering Confirmed								
Speakers Confirmed								
Event Complete								
Event Debrief and Reporting								

## Hyper-Drive Event Agenda

### Day 1: Friday, March 17, 2023

Check in and Registration

Keynote Speaker – Topic Area: Thriving Through Disruption

- Resilient businesses can weather the storm – how to build your resilience

Evening Workshop: Goal Setting

- How do we take an idea, define a goal, create a plan, and execute?
- What are your goals for the summit?

### Day 2: Saturday, March 18, 2023

Breakfast

Morning Roundtable: *Workforce Development* - Navigating Staff Recruitment and Retention in the New World of Work

- Program Representatives for FTW, LMIA, HR Professional, etc.: A discussion of HR best practices, facilitated by HR Professional

Morning Workshop: Tips for Maintaining Strong Business and Lifestyle Harmony

Afternoon Keynote –*Dollars and Cents*– Making Sense of Dollars and Cents, Chartered Accountant:

- analyzing your financial statements, what to look for and what to work on
- understanding your numbers so you know when you can hire

Afternoon Workshop – Conscious Focus on Goals - Visualizing Your Preferred Future

Afternoon Speaker – Dealing with Fear relating to scaling, hiring, and financing

- possible speaker - Jody Urquhart – Hustle Hangover

Dinner Speaker: On Becoming a Sales Diva, led by Sales Professional

- Understanding that we are selling something and how to motivate our staff to “sell better” via service and sales tools that work

### **Day 3: Sunday, March 19, 2023**

Breakfast Speaker TBA

Morning Coffee Panel – Topic Area: Turning Imposter Syndrome into Confidence

- Successful female entrepreneur panel comprised of 4 diverse successful women business owners

Morning Workshop – Tips for Maintaining Momentum in Business

Closing Keynote - Topic Area: Networking Like a Boss

- Potential speaker: Emily Marshall, ABCDs of creating a first impression/personal brand

### **Proposed Outcomes:**

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As part of the invitation and registration process, all delegates will be surveyed to establish a baseline for the following date:

- Number of employees
- Plans to hire
- Concerns about hiring

After the Summit, delegates will be surveyed via telephone and/or live meeting, within 2 weeks to gauge

- Number of Delegates who plan to hire in next 90 days: our goal is to have 10 businesses plan to hire
- Number of Delegates who plan to diversify their business in next 90 days: goal to support 10 businesses with developing and executing diversification plans
- Number of attendees indicate that they have better strategies and tools for the recruitment and retention of labour – with the goal of 70%
- Number of delegates that report improved mental health and support for business owners / employers with regards to human resources and making decisions around growing their business
- Number of delegates who say they will use the available tools and resources for attendees to use in their day-day business – 70%

The abovementioned statistics will be incorporate in the final report to Alberta Labour and Immigration 60 days after the event.

90-120 days after the Summit, delegates will be surveyed via telephone and/or live meeting, to gauge:

- Number of jobs created after 90 days – and measured against the baseline above
- Business profitability as it relates to business scaling – the goal is to see Average Business growth by \$100,000, the bulk of which entrepreneurs will reinvest into the business as part of their scaling strategy, which will inevitably include staff

## Contributors:

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To pull together an effective program, CF Grande Prairie will be seeking out other regional CF partners, Western Canada Business Support Network Partners Alberta Women Entrepreneurs and The Business Link and Project Gazelle. Further information about these contributors is listed below:

- Northwest Community Futures Partners, including:
  - CF Lesser Slave Lake Region
  - CF West Yellowhead
  - CF Yellowhead East
  - CF Capital Region
  - CF Tawatinaw
    - CF offices are committed to assisting with planning and executing the summit plan; they also will provide subject matter experts for some of the sessions; each office has also indicated an ability to provide cash sponsorship of \$100-\$3000 per office
- Alberta Women Entrepreneurs –
  - subject matter experts/sponsorship, a Western Canada Business Support Network Partner to CF
  - potential delegate sponsor or speaker sponsor
- Project Gazelle - subject matter experts/sponsorship, CFs have been working with this project for the past 3 years; the project is funded via the Federal Women's Initiative and has covered workshops, speakers, training
- Alberta Labour and Immigration, LMPP Grant - Venue and Speakers
- The Business Link – subject matter experts/sponsorship, a Western Canada Business Support Network Partner to CF

## *Sponsorship:*

The planning committee is beginning work to secure sponsorship in earnest and will continue through December 2022 with the goal of securing \$25,000 - \$30,000 in sponsorship. A sponsorship package has been completed and ready for use.

## Marketing/Communications:

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Delegates will first be invited by participating CF offices to attend at the reduced delegate rate of \$100, which covers the cost of the summit, meals, delegate resources, speakers, and accommodations. Cost of registration is kept low to ensure that any Female Entrepreneur who wishes to attend can regardless of financial wherewithal.

Once 90 spots are allocated to invited guests, the additional 10 spots will be filled via a social media based "competition" where interested women can apply to be chosen to attend the Summit. Project partners will strike a sub-committee to consider the applicants and choose 10 from the pool. Additional applicants will be contacted by their local CF to see how they can be supported via programming, financing, training, and coaching.

During the event, Committee members will be posting regularly to Facebook, Instagram, and LinkedIn. Delegates will be asked to share their journey via #Hyper-Drive as well. These posts will be useful for program reporting.

## Risk Management:

The biggest risk associated with hosting an event is not having enough delegates. The invitation-only model should help to allay that risk and the reduced, all-inclusive cost will also assist with filling seats. If numbers are lower than anticipated, venue specifics such as rooms, meals, accommodations, etc. can be altered until a week prior to the event.

If sufficient additional cash sponsorship is not forth coming, the committee can scale the event as well, opting for less paid speakers, and more in-kind subject matter experts, of which we have access to many.

Should a natural catastrophe occur, such as fire, flood, pandemic, etc., the committee can look to pivot to an online format or postponing the event until circumstances are more favourable.

Given the event is planned for March, there is risk of inclement weather and unsafe travelling conditions. As with other conferences, we will accommodate as best we can, the needs of those unable to make it by quickly pivoting to an online platform that will allow a speaker to delegate to connect.

## Total Cost of Project:

Community Futures Grande Prairie & Region is seeking \$32,500 from Alberta Labour & Immigration to cover venue and speaker fees for the Hyper Drive Women in Business Summit. The following is a full breakdown of the budget for the event.

Of the 100 delegates, 90 women business owners will be invited by Community Futures and Community Futures Partners (i.e., Chamber of Commerce, Financial Institutions, Legal and Accounting offices, etc.) to attend and 10 spots will be available to women as part of a social media contest campaign in which women will self-nominate or nominate a female business owner for a chance to attend the event.

Women in Business Summit Budget			
Expenses	Amount	Revenue	Amount
Venue (Ballroom, 3 breakout rooms)	\$7,500.00	LMPP	\$7,500.00
Speakers	\$25,000.00	LMPP	\$25,000.00
Delegate Resource Bags	\$10,000.00	Delegate Registrations	\$10,000.00
Catering	\$25,000.00	Sponsorships	\$25,000.00
Delegate activities and amenities	\$18,000.00	Northwest CFs (6 at \$3000)	\$18,000.00
<b>Totals</b>	<b>\$85,500.00</b>		<b>\$85,500.00</b>
<b>In-Kind Contributions</b>			<b>Amount</b>
Administration - CFGP&R			\$5,000.00
Project Partners - 5 CFs - planning and execution			\$5,000.00



# REQUEST FOR DECISION

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SUBJECT: **Valleyview Jets Hockey Club Sponsorship**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: November 22, 2022 CAO: MANAGER:  
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL  
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

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## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –Policy 8004-Greenview Sponsorships and Donations

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## RECOMMENDED ACTION:

**MOTION: That Council approve a Gold Sponsorship in the amount of \$1,500.00 to the Valleyview Jets Hockey Club, with funds to come from the 2022 Community Services Grants and Sponsorships budget.**

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## BACKGROUND/PROPOSAL:

The Valleyview Jets Hockey Club is requesting a \$1,500.00 Gold Sponsorship from Greenview for the 2022-2023 season.

The Valleyview Jets Hockey Club is a non-profit organization in the North Peace Hockey League, whose home arena is located at the Polar Palace in Valleyview. The Valleyview Jets Hockey Club is not new to the Valleyview and area communities but has not had a team since 2017. The Valleyview Jets Hockey Club provides an opportunity for the Valleyview and area residents to come together as a community to watch competitive adult men's hockey.

There is a sponsorship package (see attached) ranging in sponsorship levels from \$100.00 to \$3,500.00. The recognition associated with a gold sponsorship is a full page of advertising in programs and verbal mentions at all home games as well as a 4x8 foot logo to be placed on the ice level boards at the Polar Palace Arena in Valleyview.

Greenview currently sponsors a sign at the Polar Palace arena through the Valleyview Recreation department that comes out of Greenview communications budget at a cost of \$420.00 annually. The Valleyview Jets Hockey Club have not previously requested sponsorship for a rink board from Greenview.

The balance of the Community Services Miscellaneous Grants Budget as of November 21, 2022, is approximately \$543,459.78.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting the only hockey club in Greenview that is part of the North Peace Hockey League.
2. The benefit of Council accepting the recommended motion is that Greenview advertising would be promoted in an arena used by the Valleyview area communities.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage to the recommended motion is that Greenview could set a standard for sponsoring adult elite sports teams located in Greenview.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to provide a different level of sponsorship or take no action to the recommended motion.

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**FINANCIAL IMPLICATION:**

**Direct Costs:** \$1,500.00

**Ongoing / Future Costs:** N/A

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Administration will advise the Valleyview Jets Hockey Club of Council's decision.

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**ATTACHMENT(S):**

- Sponsorship Application

- Sponsorship Package
- Valleyview Jets Game Schedule



# Greenview Sponsorship and Donation Request Form

Row 21

<b>Organization or Person Requesting Funds</b>	Valleyview Jets Hockey Club
<b>Date of Application</b>	11/01/22
<b>Form Date Field</b>	110
<b>Date of Event</b>	11/01/22
<b>Phone Number</b>	780-552-6234
<b>Purpose of Organization</b>	valleyviewjets@gmail.com
<b>Mailing Address</b>	Box 1743
<b>Funding Request Total</b>	1500.00
<b>Type of sponsorship request</b>	Event
<b>Describe your organization</b>	Valleyview Jets Hockey Club is a non-profit club to provide senior mens hockey entertainment to Valleyview and Area residents.
<b>Intended Purpose</b>	The funds requested are for a sponsorship sign to be hung up in the Valleyview Polar Palace Arena. All persons attending games for the hockey club will be able to see the sign that hangs in the arena. Sponsors will also be recognized in our game program, and announced at home games.
<b>Direct Goals</b>	Provide a local competitive hockey team to play in the NPHL league. This will provide local entertainment for many hockey fans and residents of the Town of Valleyview and MD of Greenview.
<b>Where/When?</b>	2022-23 Hockey Season - approximately Oct 2022 - April 2023 Sign will remain hanging in the arena until start of next season (all summer as well)
<b>Benefit to residents of Greenview</b>	Provide sports entertainment for residents of all ages in the Town of Valleyview and surrounding MD of Greenview.
<b>Funding from others</b>	Sponsorship requests for various levels of sponsorship (signs, program advertising, and media) have been provided to various

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businesses in and around the Valleyview area. Each level provides similar benefits with some additional benefits as the sponsorship funds increase in amount. Title Sponsors - \$3500 Gold Sponsors - \$1500 Silver Sponsors - \$750 Bronze Sponsors - \$350 Business Card Sponsors - \$100 (Sponsorship package attached)

**Recognition**

A 4 x 8 sign provided by the Jets with your logo / business information to be hung in the arena in a prominent location Full page ad in the team program

**Previous Donation**

N/A - The Valleyview Jets have not been in operation since 2017 and this is their first year back after a 5 year hiatus. However, I believe the MD of Greenview sign was hanging in the arena for this time frame and funds may have been given to the Town of Valleyview

**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)	Shawna Caron
Column47	
Logo Permission	
Agreement with Statement	
Signature1	Debbie Wirth, Secretary
FOIP Disclosure	



## VALLEYVIEW JETS SPONSOR PACKAGE DETAILS 2022/23

It's been 5 long years with NO Jets Hockey in Valleyview. The new JETS 2022/23 Board Executive and Players are excited for this year's NPHL season. The NPHL is back with 8 teams; Valleyview, Falher, Grimshaw, Manning, Spirit River, Grande Prairie, Dawson Creek and FSJ. The JETS had 35+ players out on the first skate! Things are coming together quickly and look very promising. We appreciate your time to review this year's sponsorship opportunities.

The Annual Fee choices for sponsorship and advertising are listed below. All Arena signage remains up year-round for all events.

### **TITLE SPONSOR - \$3500**

- PA Recognition at all home games as the Valleyview Jets Title/Ice Time Sponsor
- 4x8ft Logo on the Ice Level Boards in priority spot in front of Benches (sign provided by Jets)
- Logo on pant shells or Jersey.
- Home Game Program Full Page Back or Centre Fold logo advertising
- Advertising on JETS Website Link and Facebook page.

### **GOLD SPONSOR - \$1500**

- 4x8ft Logo on the Ice Level Boards (sign provided by Jets)
- Home Game Program Full Page advertising.

### **SILVER SPONSOR - \$750**

- 4x8ft Sign on the back wall in the VV rink (must supply sign)
- Home Game Program 1/2-Page advertising

### **BRONZE SPONSOR - \$350**

- 4x4 Sign on the back wall in the VV Rink (must supply sign)
- Home Game Program 1/4-Page advertising.

### **PROGRAM SPONSOR - \$100.00**

- Business Card size Logo will be printed in all home programs.

The Valleyview Jets are a non-profit organization and all money raised will go towards ice time, referees, travel expenses and equipment costs.

THANK YOU AGAIN FOR YOUR SUPPORT!

Any Question please reach out to [valleyviewjets@gmail.com](mailto:valleyviewjets@gmail.com) or Call Allen or Shawna 780-524-9229

THE JETS EXECUTIVE

# VALLEYVIEW JETS

## 2022-23 SEASON SCHEDULE



DATE / TIME	AWAY		HOME	LOCATION
October 29, 2022	Manning	at	Valleyview	Polar Palace
November 5, 2022	Valleyview	at	Falher	Falher
November 12, 2022	Valleyview	at	Grimshaw	Grimshaw
November 19, 2022	Valleyview	at	Spirit River	Spirit River
November 25, 2022	Manning	at	Valleyview	Polar Palace
November 26, 2022	Valleyview	at	Dawson Creek	Dawson Creek
December 2, 2022	Falher	at	Valleyview	Polar Palace
December 3, 2022	Fort St. John	at	Valleyview	Polar Palace
December 9, 2022	Valleyview	at	Manning	Manning
December 10, 2022	Grande Prairie	at	Valleyview	Polar Palace
December 16, 2022	Valleyview	at	Grimshaw	Grimshaw
December 17, 2022	Falher	at	Valleyview	Polar Palace
January 6, 2023	Spirit River	at	Valleyview	Polar Palace
January 7, 2023	Valleyview	at	Fort St. John	Fort St. John
January 13, 2023	Valleyview	at	Grande Prairie	Grande Prairie
January 14, 2023	Grimshaw	at	Valleyview	Polar Palace
January 20, 2023	Dawson Creek	at	Valleyview	Polar Palace
January 21, 2023	Valleyview	at	Manning	Manning
January 28, 2023	Grimshaw	at	Valleyview	Polar Palace
February 4, 2023	Valleyview	at	Falher	Falher



# REQUEST FOR DECISION

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SUBJECT:	<b>Grande Cache Golf Carts Report</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council accept the Grande Cache Golf Carts Report for information, as presented.**

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## BACKGROUND/PROPOSAL:

Council made a Motion at the August 23, 2022, Regular Council meeting directing Administration to provide a report regarding the potential of entering into an agreement with the Grande Cache Golf & Country Club to support the purchase of new golf carts.

Administration has provided a Grande Cache Golf Carts report (see attached) as requested, including historical information, and outlining three agreement options for Council's consideration.

The balance of the Community Services Miscellaneous Grants Budget as of November 21, 2022, is approximately \$543, 459.78.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be provided additional information regarding the Grande Cache Golf Carts.

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## DISADVANTAGES OF THE RECOMMENDED ACTION:

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

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## ALTERNATIVES CONSIDERED:

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

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## FINANCIAL IMPLICATION:

**Direct Costs: N/A**

**Ongoing / Future Costs: N/A**

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

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

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**ATTACHMENT(S):**

- Grande Cache Golf Carts Report





# MUNICIPAL DISTRICT OF GREENVIEW

## Grande Cache Golf Carts Report

Historically Greenview has supported the Grande Cache Golf & Country Club through the grant program awarding \$75,000.00 in operational grants and \$115,000.00 in capital grants since 2018 as indicated in the table below.

Funding Year	Grant Type	Awarded Grant Use	Grant Awarded
2022	Operating	Assist with operational expenses	\$20,000.00
2022	Capital	Assist with the purchase of 10 new golf carts	\$10,000.00
2021	Operating	Assist with operational expenses	\$30,000.00
2021	Capital	Assist in creating Master Plan for the golf course to identify improvements	\$35,000.00
2019	Operating	Assist with operational expenses	\$12,500.00
2019	Capital	Purchase course signage	\$25,000.00
2018	Operating	Assist with operational expenses	\$12,500.00
2018	Capital		\$45,000.00
		<b>Total</b>	<b>\$190,000.00</b>

The Grande Cache Golf & Country Club presented at the July Committee of the Whole meeting regarding their request for golf carts.

In April 2022 the Grande Cache Golf & Country Club applied for a capital grant in the amount of \$60,000.00 to purchase 10 new golf carts and an operating grant in the amount of \$30,000.00 to offset operational costs. Greenview awarded the Grande Cache Golf & Country Club a capital grant of \$10,000.00 and an operational grant of \$20,000.00.

In 2021 Greenview awarded \$35,000.00 in capital funding to the Grande Cache Golf & Country Club for the development of a Master Plan to improve the golf course and provide a means of sustaining operations. The Master Plan is anticipated to be received by December 31, 2022.

The Grande Cache Golf & Country Club currently has 18 golf carts, five (5) of which are out of service. The current fleet consists of eight (8), 2006-2007 models, three (3) in use and five (5) out of service as well as ten (10) 2013 models.

The Grande Cache Golf & Country Club requires ten (10) replacement golf carts and have a goal to purchase an additional ten (10) golf carts, which would increase the fleet to 30 golf carts in total, meeting client demand. There have been several times they had to turn down a larger event request due to restricted capacity.

The cost of one (1) new golf cart is approximately \$8,450.00 with accessories, excluding GST. The cost of ten (10) new golf carts is approximately \$84,790.00 with accessories, excluding GST. The cost of 20 new golf carts is approximately \$170,000.00 with accessories, excluding GST.

Generally, levels of government have rules and guidelines in relation to stacking and funding to sponsored organizations. Stacking is when an organization receives funds through multiple types of agreements such as loans, sponsorships, capital grants, operating grants, or other one-time grant applications. In the absence of Greenview having a policy on stack agreements, Council would be required to direct Administration on how to handle this type of request and future applications from the recipient.

Administration has outlined three options below for Council's consideration:

### **Option 1- Loan Agreement**

Municipalities can make loans or provide guarantee on the repayment of a loan to non-profit organizations under the Municipal Government Act (MGA) if Council considers the money loaned or money obtained under the loan will be used for a purpose that will benefit the municipality. To provide a loan, a specific bylaw authorizing the loan must be completed that sets out:

- the amount to be loaned in general terms
- the purpose for which the loan will be used
- the minimum rate of interest
- how the rate of interest is calculated
- the term of the repayment of the loan is required

The bylaw authorizing the loan must also be advertised. The amount of the loan would count towards the municipality's debt limit, unless otherwise authorized by the Minister of Municipal Affairs.

Administration does not recommend this option as these loans are usually unsecure and Greenview would have limited control over how the loan is used.

### **Option 2- Multi-Year Grant Agreement**

A Grant over a 3-year term, restricted to capital funding for golf carts could be provided, taking into consideration the \$10,000.00 capital funding grant that has been awarded in 2022 for the purchase of golf carts. The best practice for a multi-year-grant agreement is to ensure funding is not stacked, therefore no additional funding is provided during the term of the multi-year grant.

Administration does not recommend this option as a viability report has not been received to date.

### **Option 3- Capital Grant**

A capital grant in the full amount requested as per Greenview's current grant policy. A capital grant has been awarded in 2022 in the amount of \$10,000.00 to assist with the purchase of 10 new golf carts. Normally Administration would not accept a second grant application for the same capital request in the same year. In addition, this is a multi-year project that could impact future capital grant applications as Administration does not normally consider applications with outstanding outcome reports, however this is at the discretion of Council.



# REQUEST FOR DECISION

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SUBJECT:	<b>RV Dumping Station Location</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 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) – N/A

---

## RECOMMENDED ACTION:

**MOTION:** That Council accept the locations and costs regarding the Recreational Vehicle (RV) Dumping Station near the Hamlets of DeBolt and Ridgevalley within Greenview, for information, as presented.

**MOTION:** That Council direct Administration to proceed with the RV dumping station in location #2, located on Lots 7 & 8, Block 2, Plan 1273HW, in the Hamlet of DeBolt, AB, within Greenview for all rate payers and tourists, with funds to come from the 2023 Capital Budget, RD22006.

---

## BACKGROUND/PROPOSAL:

Starting in 2018 Administration has brought forward multiple locations in the DeBolt area for an RV Dumping Station, for discussion. Each site has had their own series of pros and cons. Through these conversation with Council, Administration believes they have narrowed the sites down to three for Council to choose from.

The three locations below are the options that Administration is recommending to chose from due to the location, size, current services and the most economical for Greenview.

**Location 1, located on Plan 1273HW, Block 2, Lots 1 & 2** – (West of the Feedlot Restaurant) – Construction only cost \$282,341.80 +/-

Additional Costs	
Land to be purchased	\$48,000
Legal Land Survey (to combine both lots)	\$2,000
<b>Cons</b>	<b>Pros</b>
<ul style="list-style-type: none"><li>Would have to purchase 15,000 sq. feet of land approx. at \$20,706.00 as per Schedule of Fees. Price agreed on previously was \$48,000.00</li></ul>	<ul style="list-style-type: none"><li>Sanitary connection will be gravity fed (Records show lateral connection would have to be installed to the sanitary main)</li></ul>

<ul style="list-style-type: none"> <li>Sewer connection is not serviced (No records located for connections to property line)</li> </ul>	<ul style="list-style-type: none"> <li>Able to accommodate multiple units on the lot</li> </ul>
<ul style="list-style-type: none"> <li>Water connection not serviced (No records located for connections to property line)</li> </ul>	<ul style="list-style-type: none"> <li>Benefits to small business in the area</li> </ul>
<ul style="list-style-type: none"> <li>Land Use Amendment would be required</li> </ul>	<ul style="list-style-type: none"> <li>Easy access</li> </ul>
<ul style="list-style-type: none"> <li>Loss of annual Tax Revenue (\$451.89 in 2022)</li> </ul>	<ul style="list-style-type: none"> <li>Water connection (Records show water line connection would have to be installed to water main.)</li> </ul>
	<ul style="list-style-type: none"> <li>Zoned Hamlet Commercial</li> </ul>

**Location 2, located on Lots 7 & 8, Block 2, Plan 1273HW** (East of Feedlot Restaurant) – Construction only cost \$242,668.91 +/-

Additional Costs	
Land to be purchased	\$45,000
<b>Cons</b>	<b>Pros</b>
<ul style="list-style-type: none"> <li>Would have to purchase 17,475 sq. feet of land for \$16,240.00 as per schedule of fees – Price previously agreed upon by landowner is \$45,000.00.</li> </ul>	<ul style="list-style-type: none"> <li>Water service onsite</li> </ul>
<ul style="list-style-type: none"> <li>Land Use Amendment would be required</li> </ul>	<ul style="list-style-type: none"> <li>Sanitary connection will be gravity fed</li> </ul>
<ul style="list-style-type: none"> <li>Loss of Annual Tax Revenue (\$132.28 in 2022)</li> </ul>	<ul style="list-style-type: none"> <li>Able to accommodate multiple units on the lot</li> </ul>
	<ul style="list-style-type: none"> <li>Benefits to small business in the area</li> </ul>
	<ul style="list-style-type: none"> <li>Easy access</li> </ul>
	<ul style="list-style-type: none"> <li>Zoned Hamlet Commercial</li> </ul>

**Location 3, located on NE 26-71-26 W5M – Crooked Creek** (East of Water Point) – Construction only cost \$628,189.73

Septic System and Package Treatment Plant (based on prelim quote from certified installer)	\$280,000
<b>Cons</b>	<b>Pros</b>
<ul style="list-style-type: none"> <li>Full on-sight septic system</li> </ul>	<ul style="list-style-type: none"> <li>Water service already onsite</li> </ul>
<ul style="list-style-type: none"> <li>Land Use Amendment would be required</li> </ul>	<ul style="list-style-type: none"> <li>Benefits to small business in the area</li> </ul>
	<ul style="list-style-type: none"> <li>Easily accessible</li> </ul>
	<ul style="list-style-type: none"> <li>Power is available</li> </ul>
	<ul style="list-style-type: none"> <li>Highly visible</li> </ul>
	<ul style="list-style-type: none"> <li>Zoned Institutional</li> </ul>

- Permits were approved but expired (Sept. 2019)

Overall, the locations above can accommodate this type of development, the costs are substantially different, but all three benefit local businesses.

Administration is recommending site location number 2 because there are existing water/ wastewater/power utility connections on site. This will enable Administration to follow Council's Strategic Plan, "maintain fiscal responsibility".

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is there will be a RV Sani-Dump located within the DeBolt/Ridgevalley area.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to not chose a location and remove from the 2023 Capital Budget.

**Alternative #2:** Council has the alternative to choose an alternate location.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** \$300,000.00

**Ongoing / Future Costs:** Ongoing maintenance to include mowing, winterization, garbage disposal and cleaning of stage 2 containment chamber, at approximately \$35,000.00/year.

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**STAFFING IMPLICATION:**

Staffing implications would consist of additional tasks being added to staff's workload, garbage removal, mowing throughout the area and winterizing the site during the off season.

---

**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:**

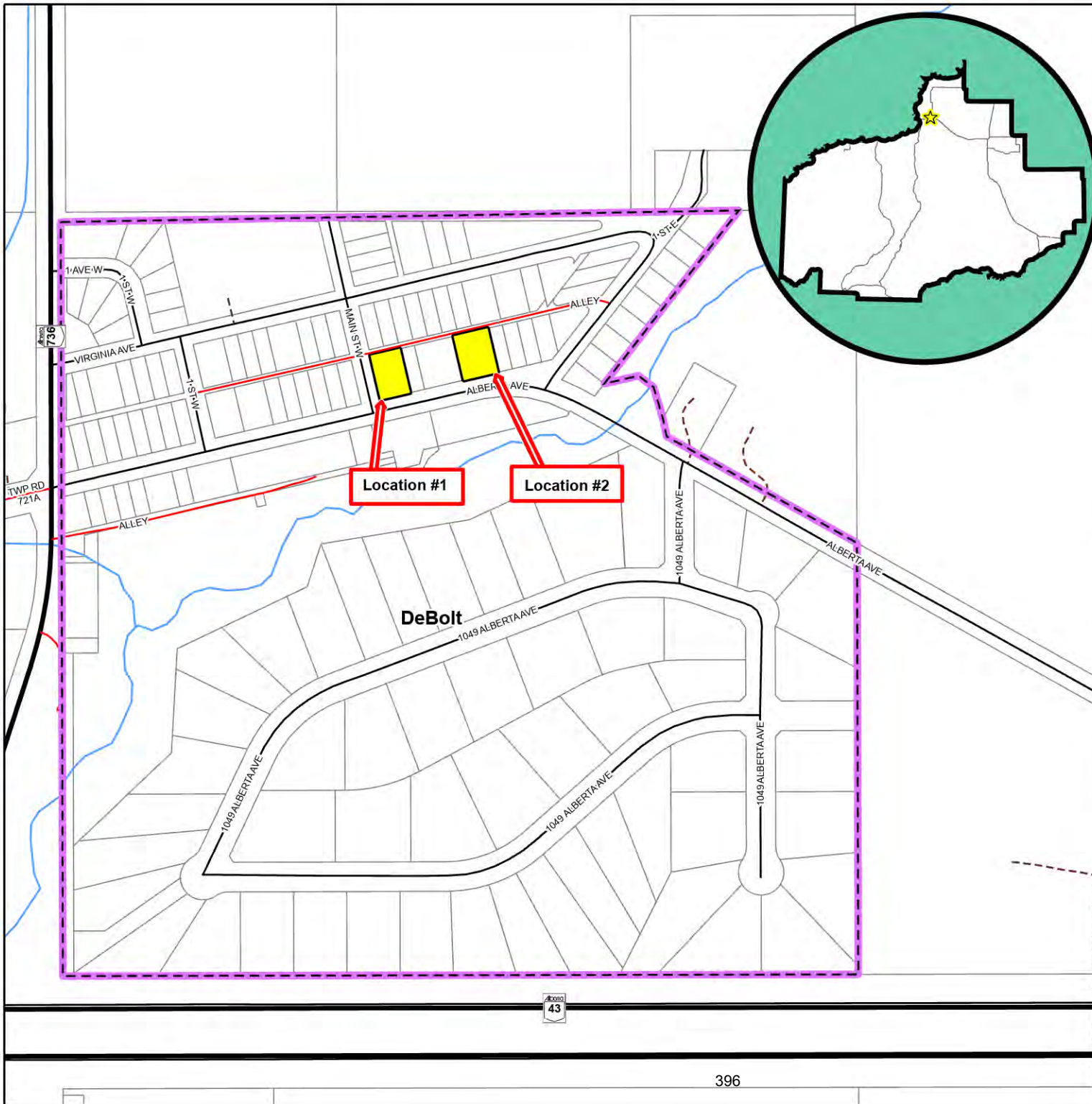
Once Council makes a decision Administration will have the tender prepared for construction in 2023.

---

**ATTACHMENT(S):**

- Location Map 1, 2 and 3
- Drawings for Location 1, 2 and 3
- Costs associated for locations 1, 2 and 3
- Tax summary of Locations 1 and 2

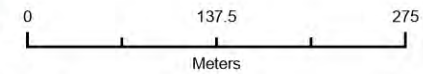




## Recreational Vehicle Proposed Dumping Station: DeBolt

### Legend

- Proposed Dumping Station
- Road**
  - Driveway
  - Gravel
  - Other
  - Paved
- Base Features**
  - Cadastre
  - Hamlet

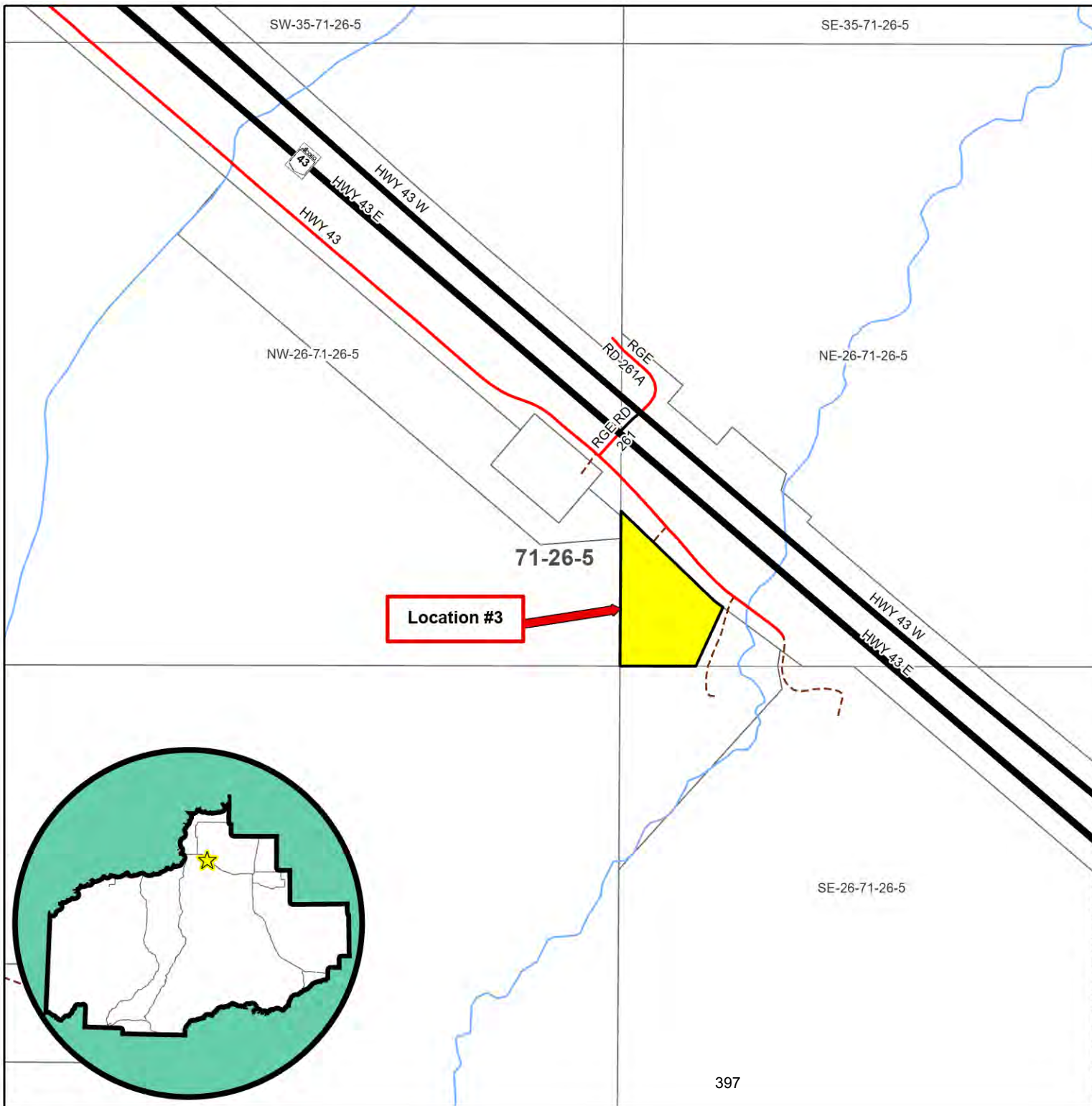


**Produced:** November, 2022 **Projection:** UTM Zone 11N NAD 83

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## Recreational Vehicle Proposed Dumping Station: Crooked Creek

**Legend**

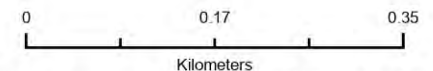
- Proposed Dumping Station

**Road**

- Driveway
- Gravel
- Other
- Paved

**Base Features**

- Cadastre
- Township Grid
- Section

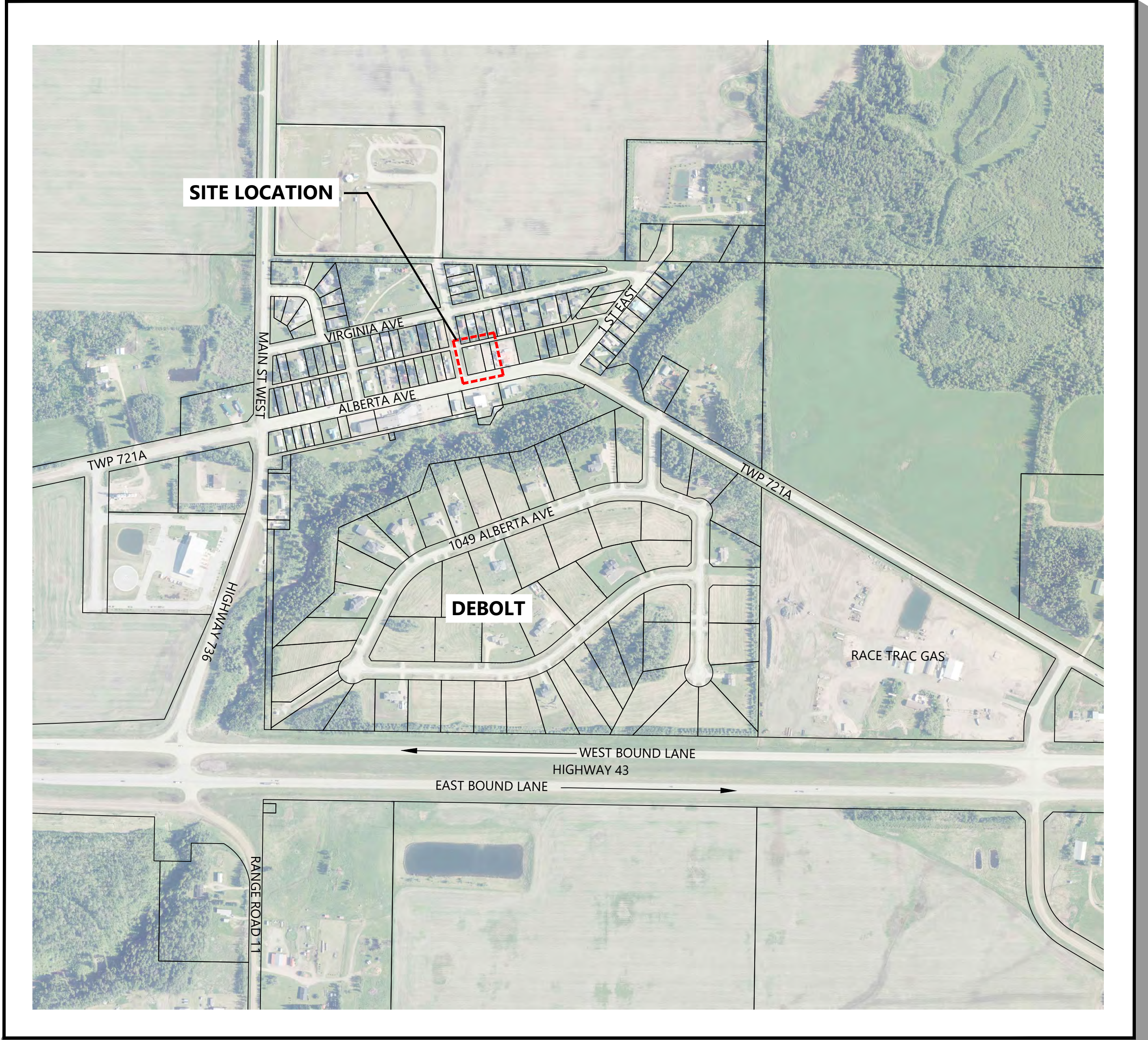
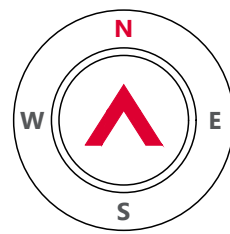


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**LOCATION MAP**

Scale: N.T.S.



# DEBOLT RV SANITARY DUMP STATION SW-12-72-1-6

**DRAWING LIST**

DRAWING NO	DRAWING TITLE	REVISION
2202058-100-1100-000	COVER PAGE	A
2202058-100-1100-001	SITE PLAN	A
2202058-100-1100-002	LOT GRADING PLAN	A
2202058-100-1100-003	LOT SERVICING PLAN	A
2202058-100-1100-004	STANDARD DETAILS	A
2202058-100-1100-005	SERVICING DETAILS	A

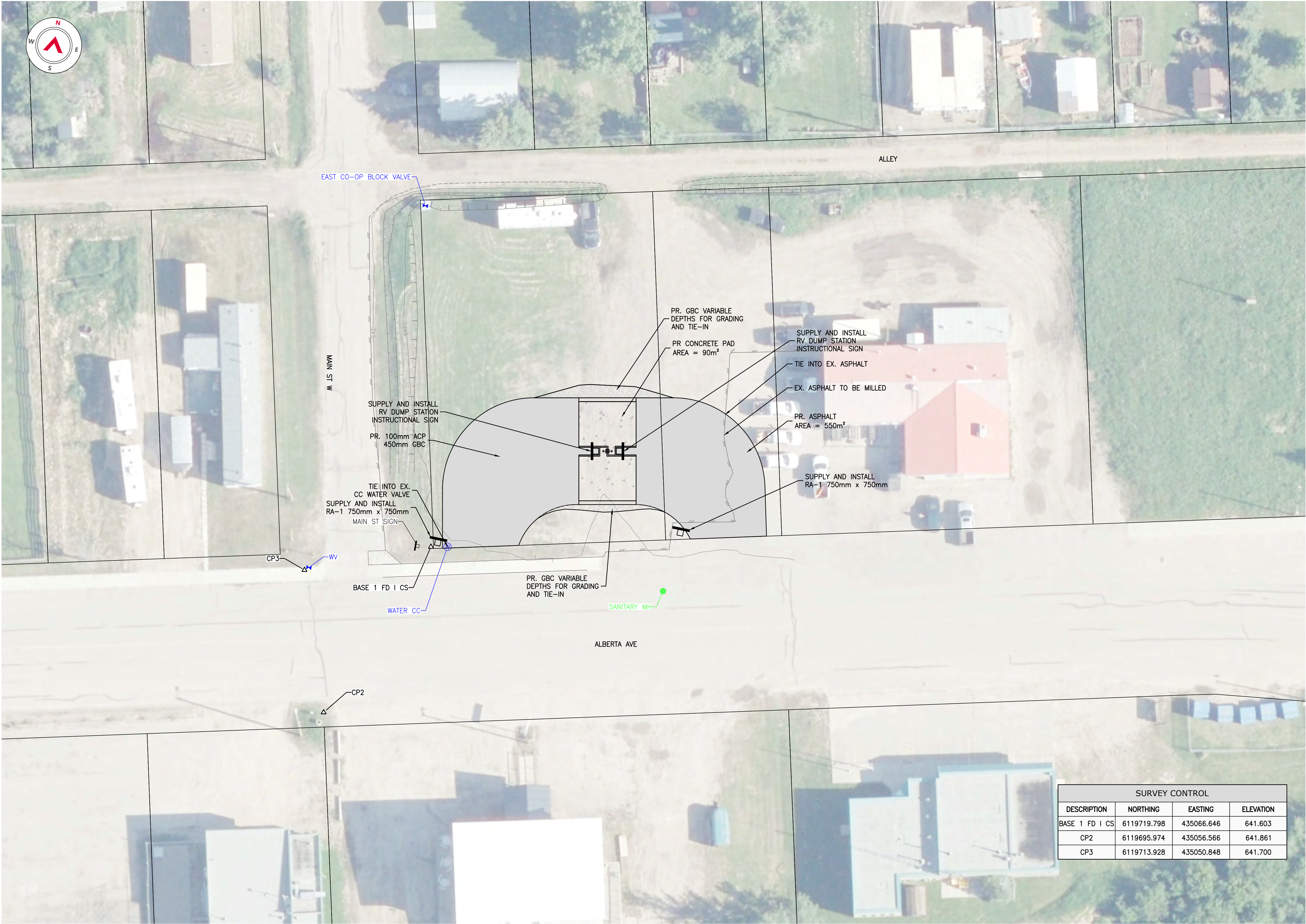
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**DESCRIPTION: ISSUED FOR INFORMATION**  
**ISSUE DATE: 22/10/06**

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REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD



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PROJECT NO:	2202058	DSGN:	HB	DATE:	-
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SCALE:	AS NOTED	APVD:	HB	DATE:	-
DWG NO:	2202058-100-1100-000	REV:	A		





SITE PLAN  
SCALE: 1:250

- LEGEND  
EXISTING
- WALKWAY
  - EDGE OF ASPHALT
  - PROPERTY LINES
  - EDGE OF GRAVEL SHOULDER
  - BOTTOM OF SLOPE
  - TOP OF SLOPE
  - CULVERTS
  - TREE LINE
  - SANITARY MAIN
  - WATER VALVE
  - SANITARY MANHOLE
  - WATER CURB COCK

- PROPOSED
- MUNICIPAL WATER TUBE
  - SANITARY SERVICE
  - ASPHALT AREA
  - CONCRETE AREA
  - 0.50m CONCRETE MEDIAN
  - 150mm BARRIER CURB
  - SIGNS
  - SANITARY MANHOLE
  - EX. SPOT ELEVATIONS
  - PR. SPOT ELEVATIONS

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REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD

CLIENT:



CLIENT NO:	-	DRWN:	TMM	DATE:	22/07/28
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DRAWING SIZE:	ANSI "D"	CHKD:	AP	DATE:	-
SCALE:	AS NOTED	APVD:	HB	DATE:	-

PROJECT:

**DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6**

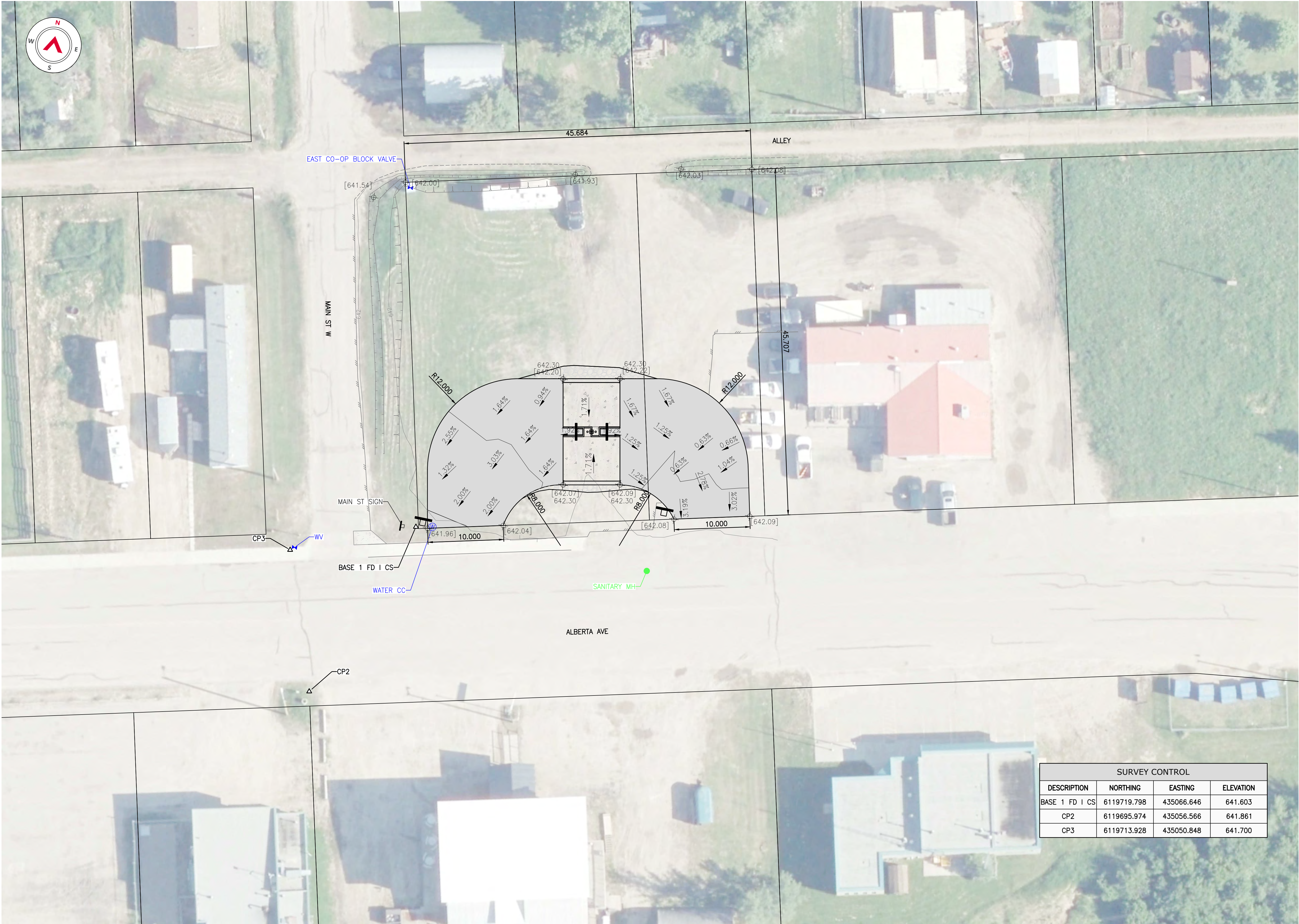
TITLE:

**SURFACE  
TREATMENT  
PLAN**

DWG NO:	2202058-100-1100-001	REV:	A
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SURVEY CONTROL			
DESCRIPTION	NORTHING	EASTING	ELEVATION
BASE 1 FD I CS	6119719.798	435066.646	641.603
CP2	6119695.974	435056.566	641.861
CP3	6119713.928	435050.848	641.700





LOT GRADING PLAN  
SCALE: 1:250

SURVEY CONTROL			
DESCRIPTION	NORTHING	EASTING	ELEVATION
BASE 1 FD I CS	6119719.798	435066.646	641.603
CP2	6119695.974	435056.566	641.861
CP3	6119713.928	435050.848	641.700

- LEGEND  
EXISTING
- WALKWAY
  - EDGE OF ASPHALT
  - PROPERTY LINES
  - EDGE OF GRAVEL SHOULDER
  - BOTTOM OF SLOPE
  - TOP OF SLOPE
  - CULVERTS
  - TREE LINE
  - SANITARY MAIN
  - WATER VALVE
  - SANITARY MANHOLE
  - WATER CURB COCK

- PROPOSED
- MUNICIPAL WATER TUBE
  - SANITARY SERVICE
  - ASPHALT AREA
  - CONCRETE AREA
  - 0.50m CONCRETE MEDIAN
  - 150mm BARRIER CURB
  - SIGNS
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A	22/10/06	ISSUED FOR INFORMATION	TMM	AP	HB
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CLIENT:



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PROJECT NO:	2202058	DSGN:	HB	DATE:	-
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PROJECT:

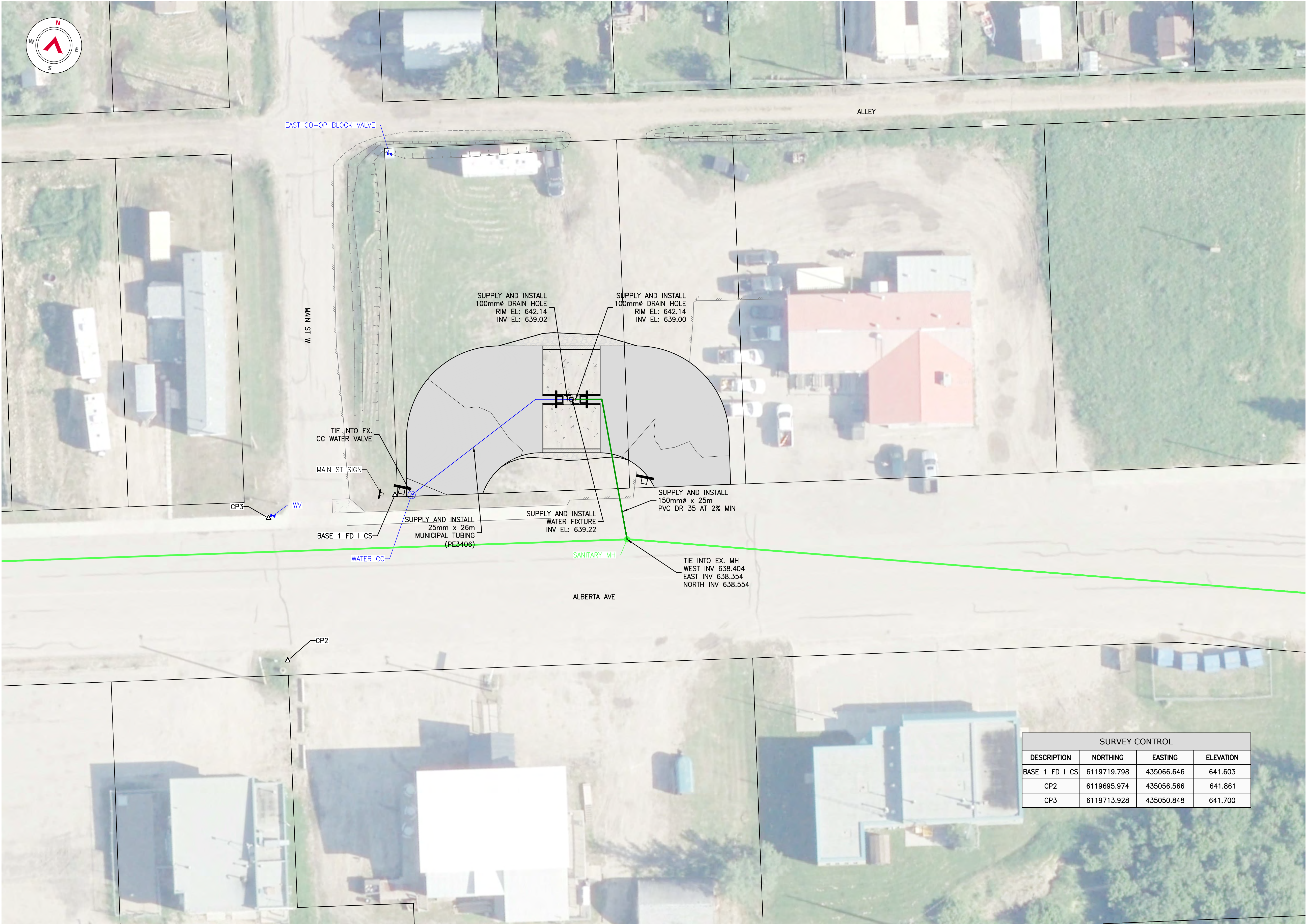
**DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6**

TITLE:

**LOT  
GRADING  
PLAN**

DWG NO:	2202058-100-1100-002	REV:	A
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LOT SERVICING PLAN  
SCALE: 1:250

SURVEY CONTROL			
DESCRIPTION	NORTHING	EASTING	ELEVATION
BASE 1 FD I CS	6119719.798	435066.646	641.603
CP2	6119695.974	435056.566	641.861
CP3	6119713.928	435050.848	641.700

LEGEND	
EXISTING	
	WALKWAY
	EDGE OF ASPHALT
	PROPERTY LINES
	EDGE OF GRAVEL SHOULDER
	BOTTOM OF SLOPE
	TOP OF SLOPE
	CULVERTS
	TREE LINE
	SANITARY MAIN
	WATER VALVE
	SANITARY MANHOLE
	WATER CURB COCK

PROPOSED	
	MUNICIPAL WATER TUBE
	SANITARY SERVICE
	ASPHALT AREA
	CONCRETE AREA
	0.50m CONCRETE MEDIAN
	150mm BARRIER CURB
	SIGNS
	SANITARY MANHOLE
	EX. SPOT ELEVATIONS
	PR. SPOT ELEVATIONS

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REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD

CLIENT:



CLIENT NO:	-	DRWN:	TMM	DATE:	22/07/28
PROJECT NO:	2202058	DSGN:	HB	DATE:	-
DRAWING SIZE:	ANSI "D"	CHKD:	AP	DATE:	-
SCALE:	AS NOTED	APVD:	HB	DATE:	-

PROJECT:

DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6

TITLE:

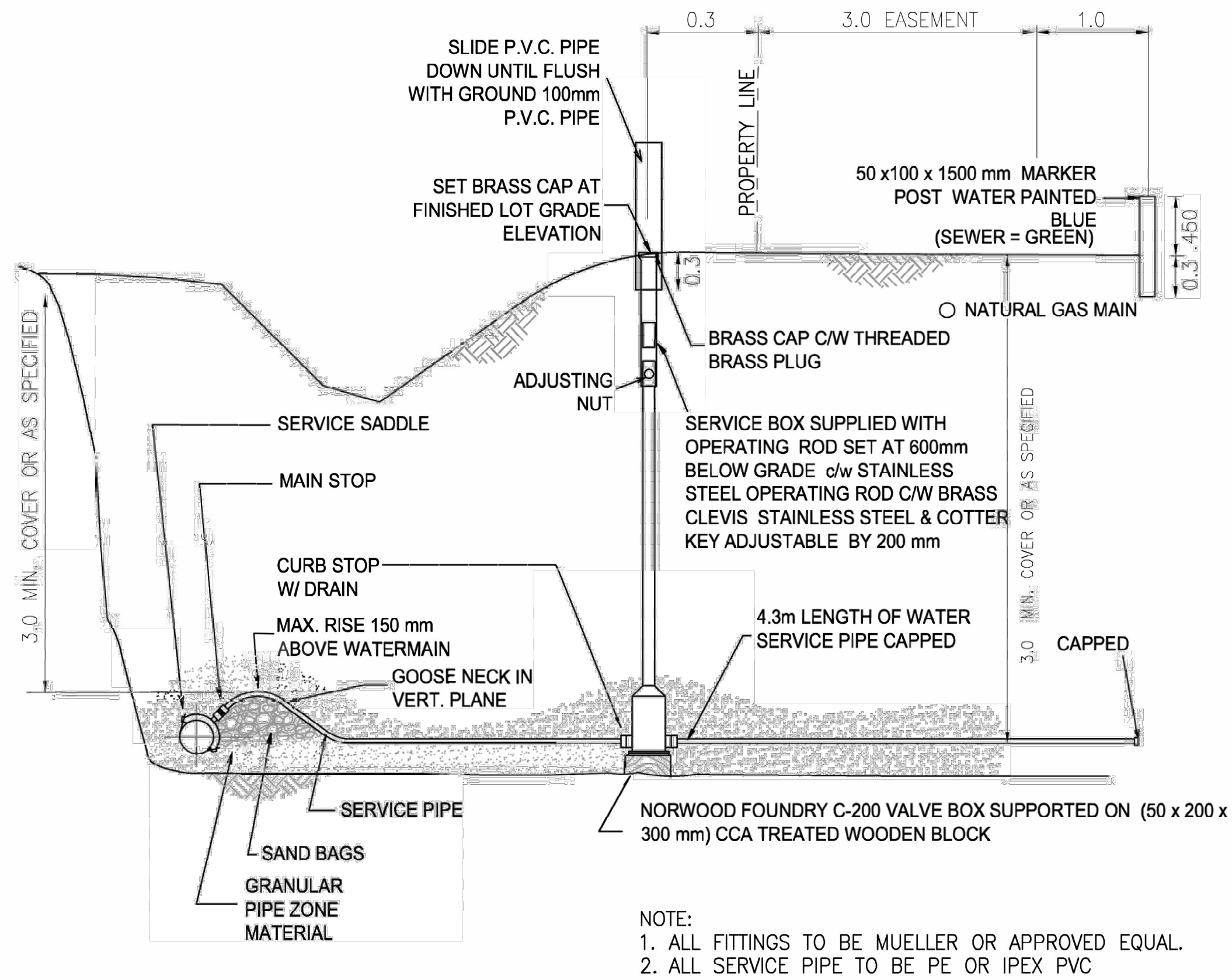
LOT  
SERVICING  
PLAN

DWG NO:	2202058-100-1100-003	REV:	A
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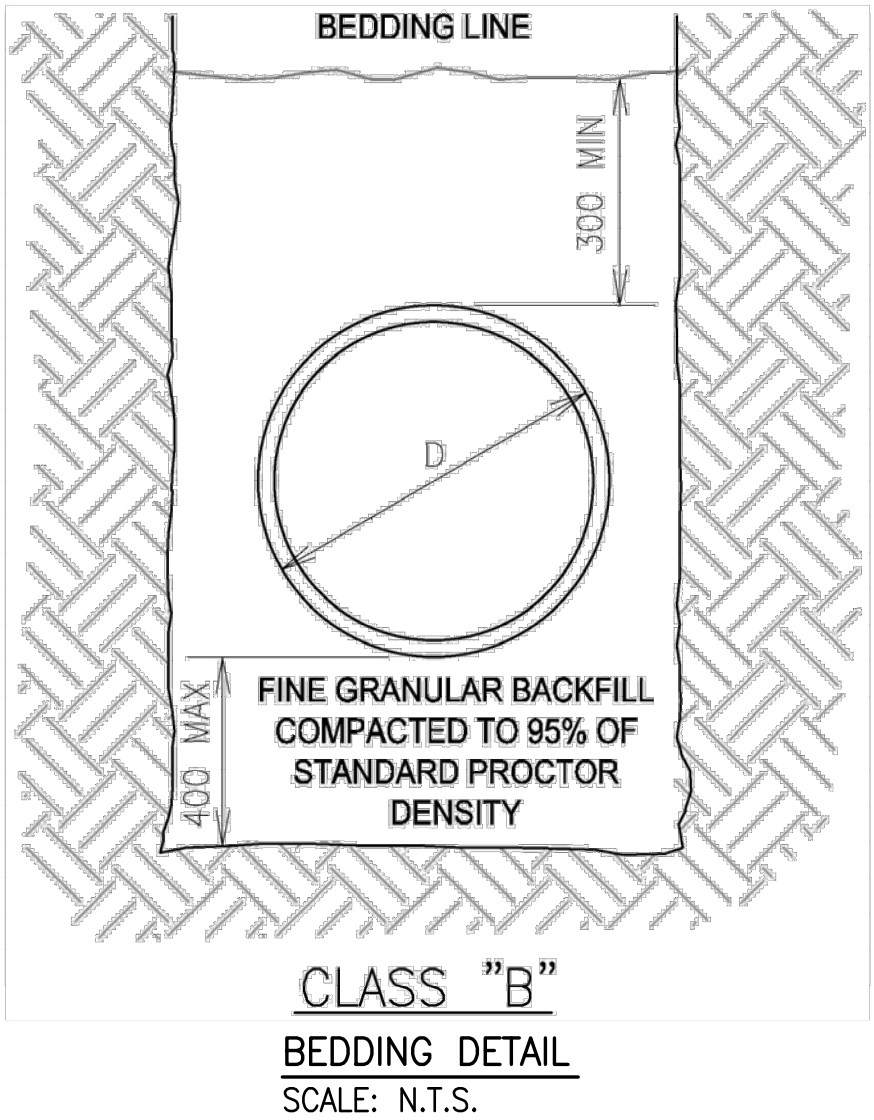






ALL DIMENSIONS SHOWN IN METRES.

WATER SERVICE CONNECTION  
SCALE: N.T.S.



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REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD

CLIENT:



CLIENT NO:	-	DRWN:	TMM	DATE:	22/07/28
PROJECT NO:	2202058	DSGN:	HB	DATE:	-
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PROJECT:

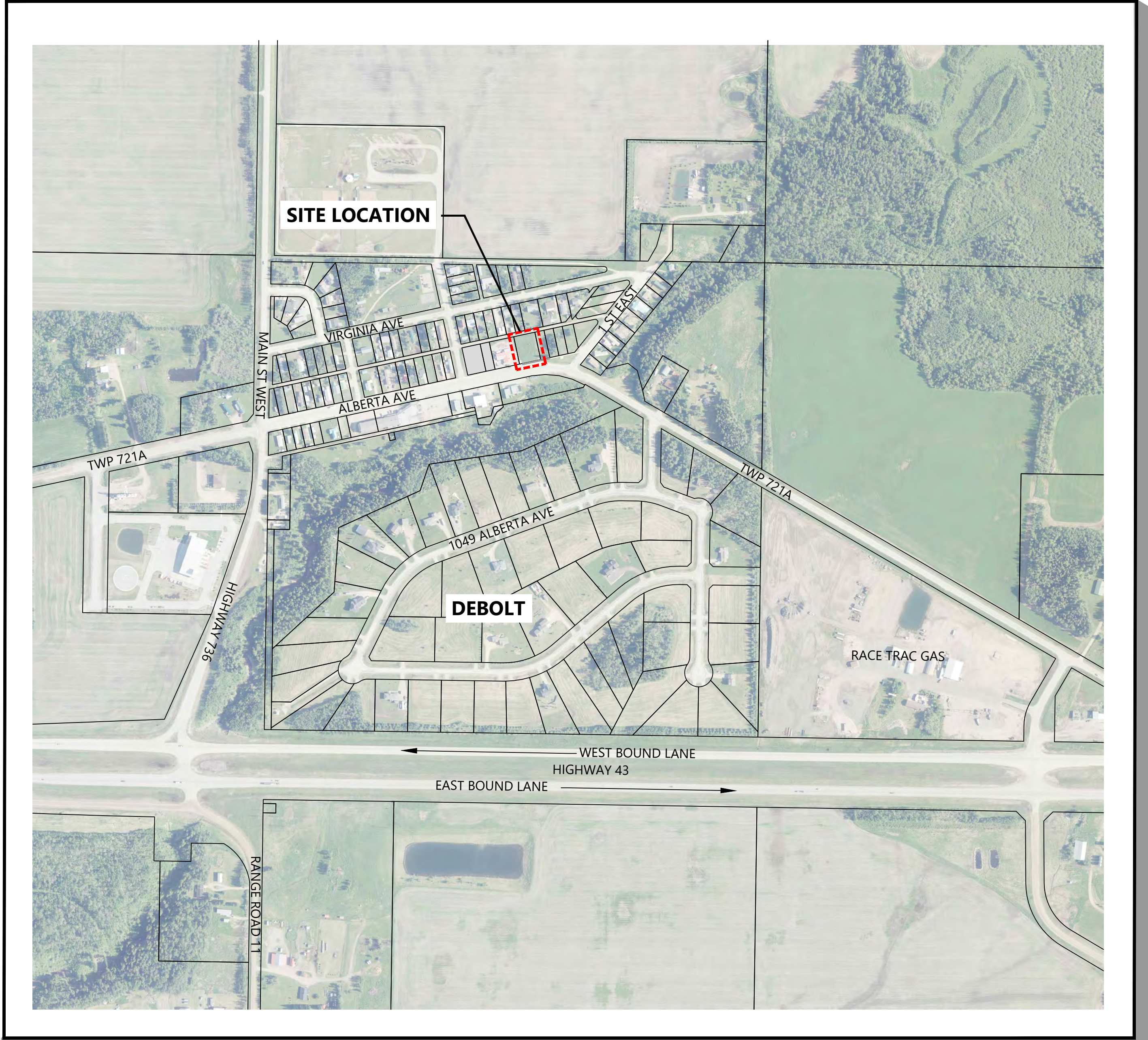
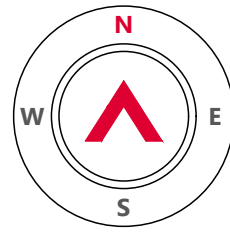
DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6

TITLE:

SERVICING  
DETAILS

DWG NO:	2202058-100-1100-005	REV:	A
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**LOCATION MAP**

Scale: N.T.S.

B	22/10/20	ISSUED FOR INFORMATION	TMM	AP	HB
A	22/10/06	ISSUED FOR INFORMATION	TMM	AP	HB
REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD



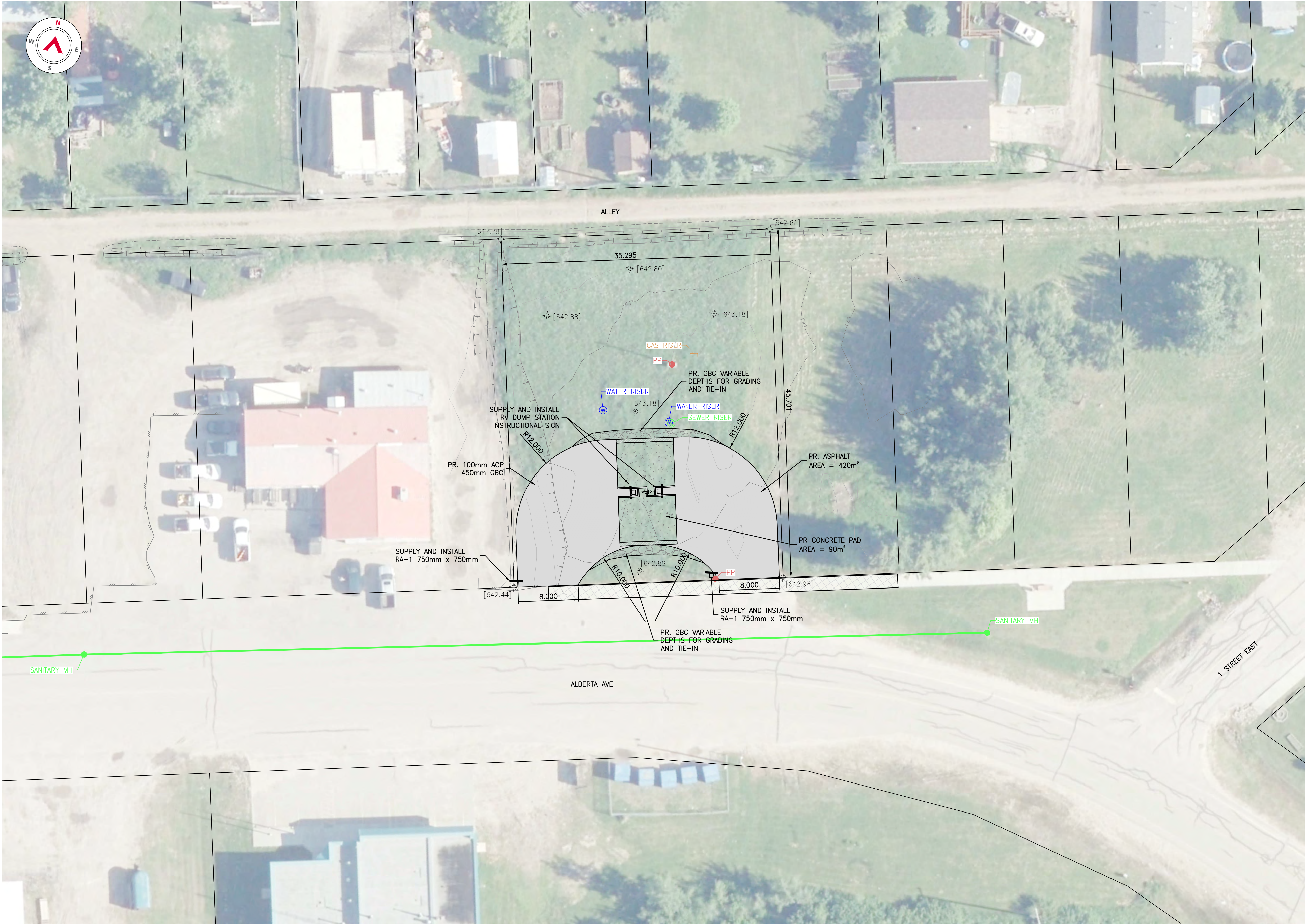
**DEBOLT  
RV SANITARY DUMP STATION  
SW-12-72-1-6  
OPTION 2**

DRAWING LIST		
DRAWING NO	DRAWING TITLE	REVISION
2202058-200-1100-000	COVER PAGE	B
2202058-200-1100-001	SITE PLAN	B
2202058-200-1100-002	LOT GRADING PLAN	B
2202058-200-1100-003	LOT SERVICING PLAN	B
2202058-200-1100-004	STANDARD DETAILS	B
2202058-200-1100-005	SERVICING DETAILS	B

**PRELIMINARY - NOT FOR CONSTRUCTION**  
**DESCRIPTION: ISSUED FOR INFORMATION**  
**ISSUE DATE: 22/10/20**

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PROJECT NO:	2202058	DSGN:	HB
DRAWING SIZE:	ANSI "D"	CHKD:	AP
SCALE:	AS NOTED	APVD:	HB
DWG NO:	2202058-200-1100-000	REV:	B





SITE PLAN  
SCALE: 1:250

LEGEND

EXISTING

WALKWAY

EDGE OF ASPHALT

PROPERTY LINES

EDGE OF GRAVEL SHOULDER

BOTTOM OF SLOPE

TOP OF SLOPE

CULVERTS

TREE LINE

SANITARY MAIN

WATER VALVE

SANITARY MANHOLE

WATER CURB COCK

SIDEWALK

PROPOSED

MUNICIPAL WATER TUBE

SANITARY SERVICE

ASPHALT AREA

CONCRETE AREA

0.50m CONCRETE MEDIAN

150mm BARRIER CURB

SIGNS

EX. SPOT ELEVATIONS

PR. SPOT ELEVATIONS

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A	22/10/06	ISSUED FOR INFORMATION	TMM	AP	HB
REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD

CLIENT:

CLIENT NO: - | DRWN: TMM | DATE: 22/07/28

PROJECT NO: 2202058 | DSGN: HB | DATE: -

DRAWING SIZE: ANSI "D" | CHKD: AP | DATE: -

SCALE: AS NOTED | APVD: HB | DATE: -

PROJECT:

DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6  
OPTION 2

TITLE:

SURFACE  
TREATMENT  
PLAN

DWG NO: 2202058-200-1100-001 | REV: B





LOT GRADING PLAN  
SCALE: 1:250

**LEGEND**

**EXISTING**

- WALKWAY
- EDGE OF ASPHALT
- PROPERTY LINES
- EDGE OF GRAVEL SHOULDER
- BOTTOM OF SLOPE
- TOP OF SLOPE
- CULVERTS
- TREE LINE
- SANITARY MAIN
- WATER VALVE
- SANITARY MANHOLE
- WATER CURB COCK

**PROPOSED**

- MUNICIPAL WATER TUBE
- SANITARY SERVICE
- ASPHALT AREA
- CONCRETE AREA
- 0.50m CONCRETE MEDIAN
- 150mm BARRIER CURB
- SIGNS
- EX. SPOT ELEVATIONS
- PR. SPOT ELEVATIONS

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REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD



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PROJECT NO:	2202058	DSGN:	HB	DATE:	-
DRAWING SIZE:	ANSI "D"	CHKD:	AP	DATE:	-
SCALE:	AS NOTED	APVD:	HB	DATE:	-

PROJECT:

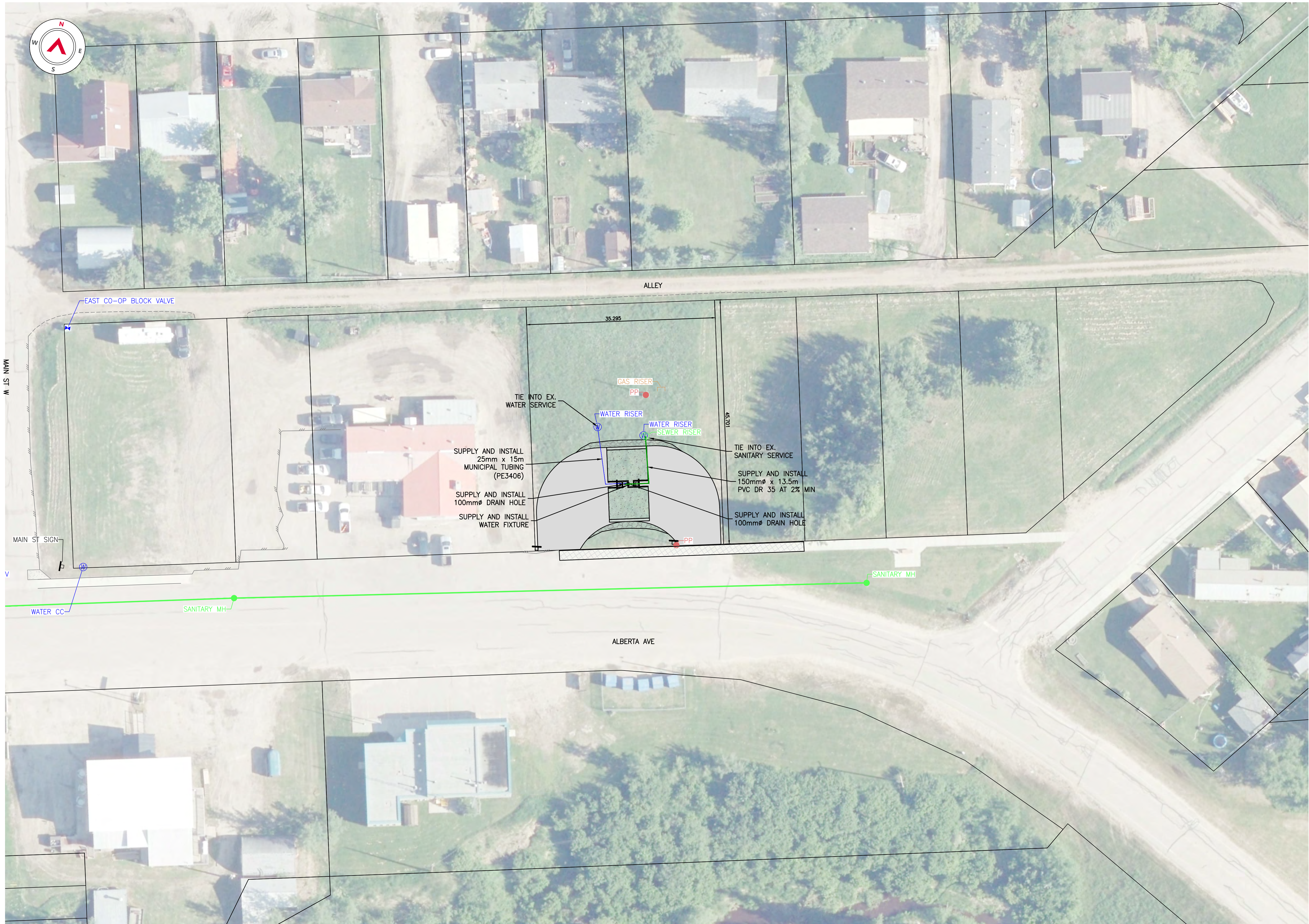
**DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6  
OPTION 2**

TITLE:

**LOT  
GRADING  
PLAN**

DWG NO:	2202058-200-1100-002	REV:	B
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LOT SERVICING PLAN  
SCALE: 1:250

<b>LEGEND</b>	
<b>EXISTING</b>	
	WALKWAY
	EDGE OF ASPHALT
	PROPERTY LINES
	EDGE OF GRAVEL SHOULDER
	BOTTOM OF SLOPE
	TOP OF SLOPE
	CULVERTS
	TREE LINE
	SANITARY MAIN
	WATER VALVE
	SANITARY MANHOLE
	WATER CURB COCK
	SIDEWALK
<b>PROPOSED</b>	
	MUNICIPAL WATER TUBE
	SANITARY SERVICE
	ASPHALT AREA
	CONCRETE AREA
	0.50m CONCRETE MEDIAN
	150mm BARRIER CURB
	SIGNS
	EX. SPOT ELEVATIONS
	PR. SPOT ELEVATIONS

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B	22/10/20	ISSUED FOR INFORMATION	TMM	AP	HB
A	22/10/06	ISSUED FOR INFORMATION	TMM	AP	HB
REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD

CLIENT:



CLIENT NO:	-	DRWN:	TMM	DATE:	22/07/28
PROJECT NO:	2202058	DSGN:	HB	DATE:	-
DRAWING SIZE:	ANSI "D"	CHKD:	AP	DATE:	-
SCALE:	AS NOTED	APVD:	HB	DATE:	-

PROJECT:

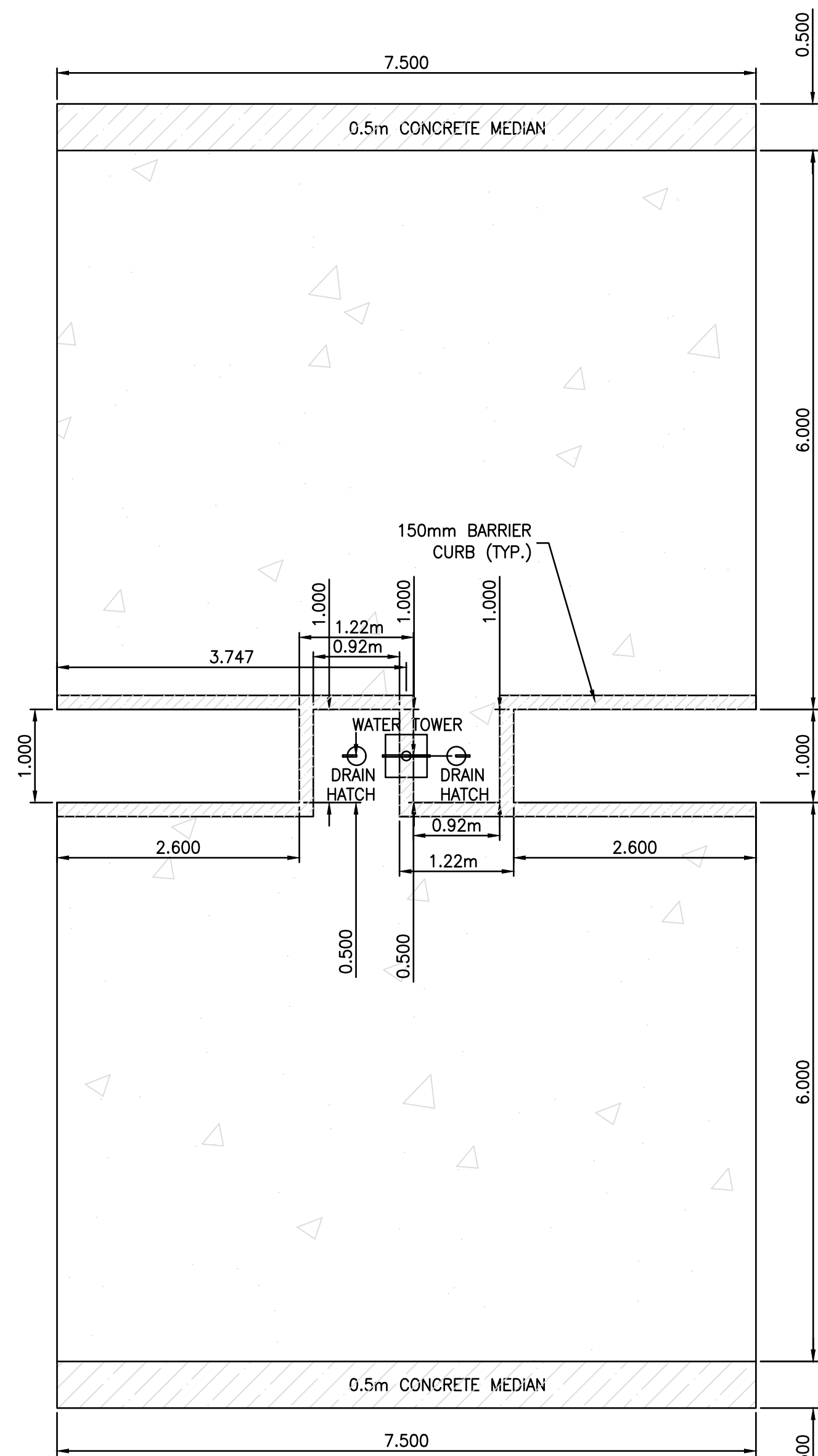
**DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6  
OPTION 2**

TITLE:

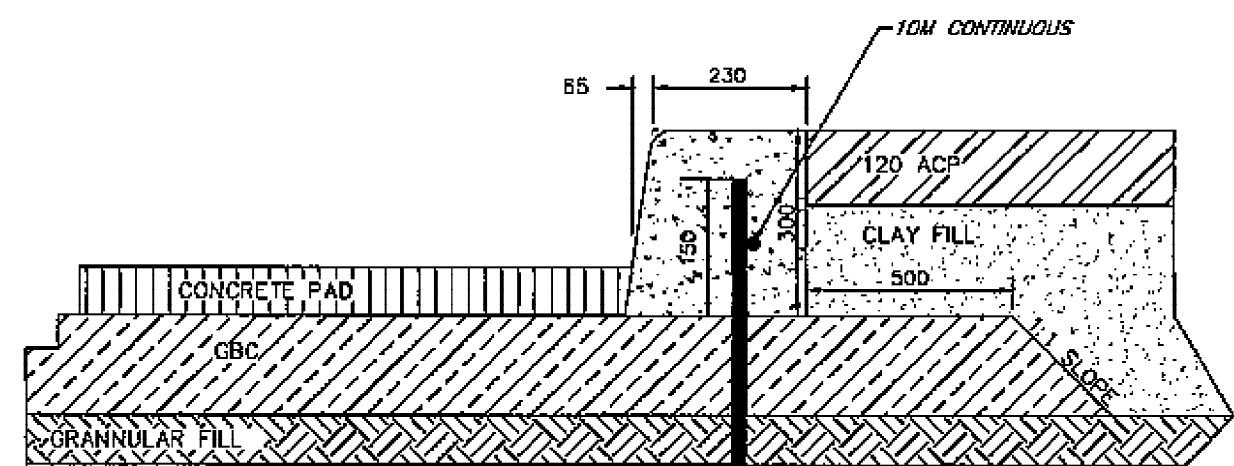
# LOT SERVICING PLAN

DWG NO: <b>2202058-200-1100-003</b>	REV: <b>B</b>
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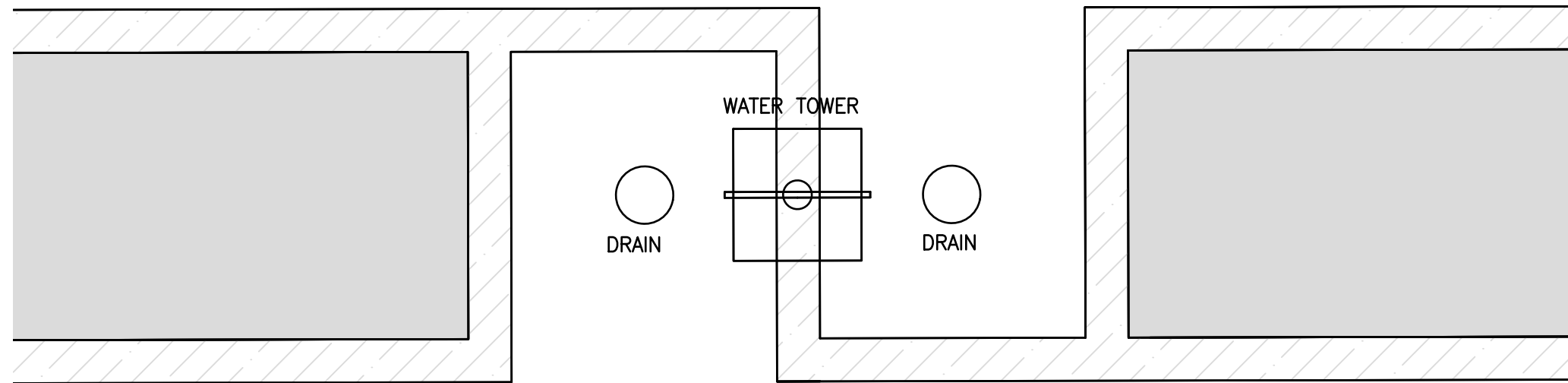


CONCRETE PAD PLAN VIEW  
SCALE: 1:100

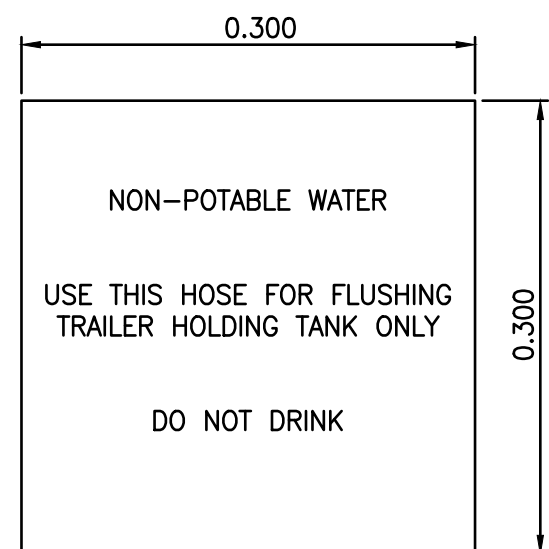


NOTES:  
1. ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE STATED.

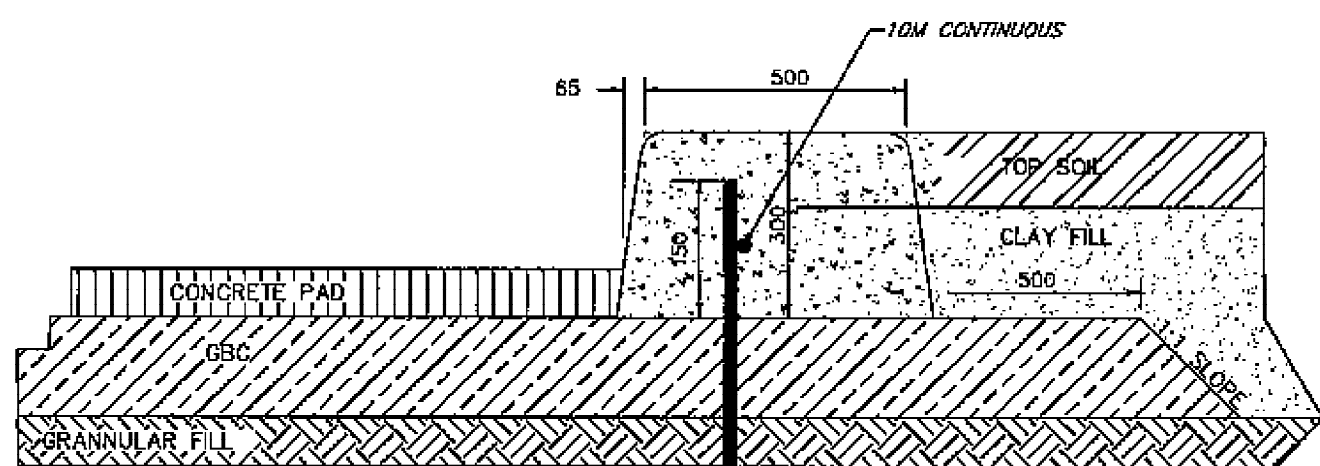
PIN-ON CURB  
SCALE: N.T.S.



SANITARY DUMP DETAIL  
SCALE: 1:20

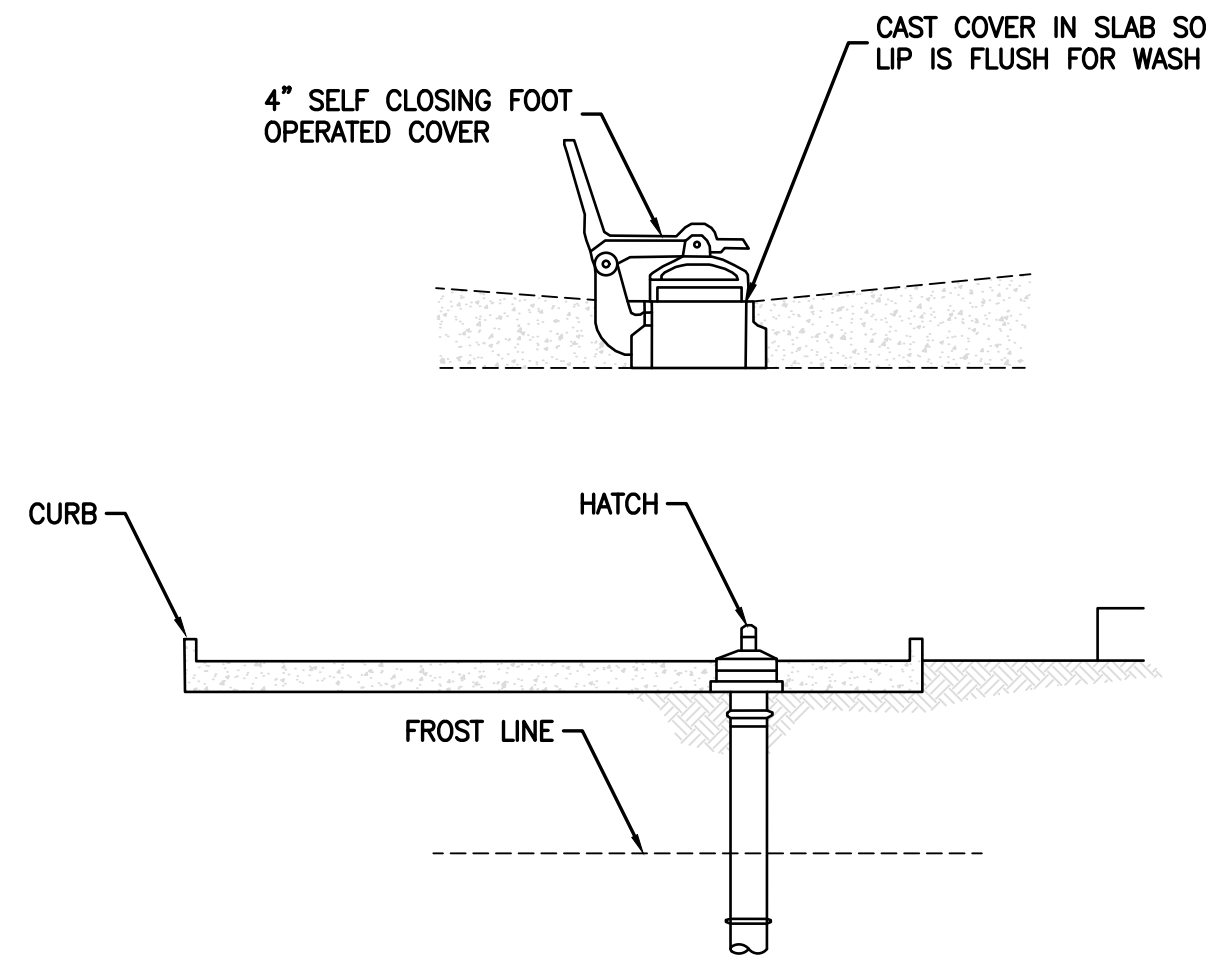


SIGNAGE DETAIL  
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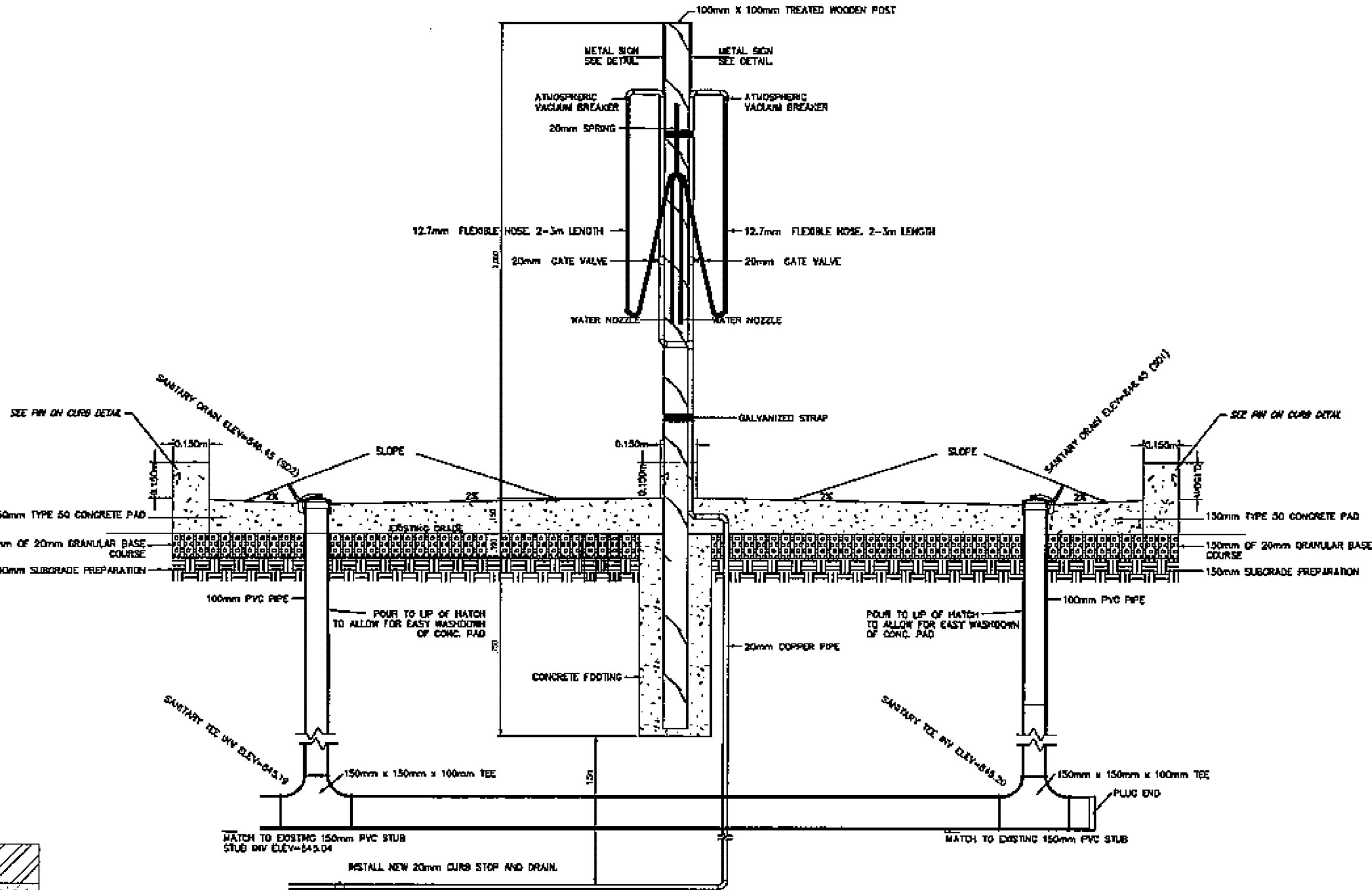


NOTES:  
1. ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE STATED.

CONCRETE MEDIAN DETAIL  
SCALE: N.T.S.



DRAIN HATCH DETAIL  
SCALE: N.T.S.



SANITARY DUMP STATION  
SCALE: N.T.S.

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REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD
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A	22/10/06	ISSUED FOR INFORMATION	TMM	AP	HB

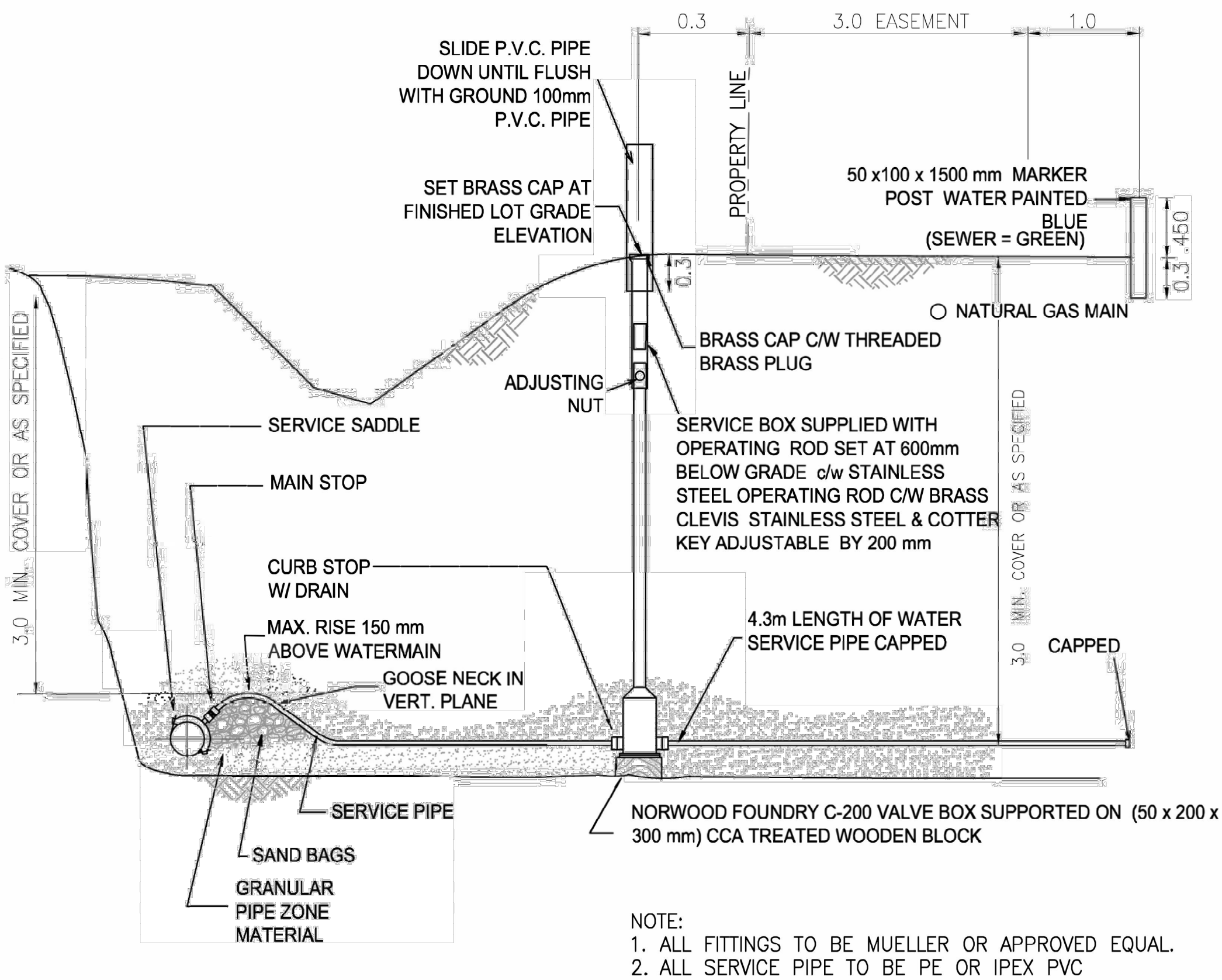


CLIENT NO:	-	DRWN:	TMM	DATE:	22/07/28
PROJECT NO:	2202058	DSGN:	HB	DATE:	-
DRAWING SIZE:	ANSI "D"	CHKD:	AP	DATE:	-
SCALE:	AS NOTED	APVD:	HB	DATE:	-

PROJECT:  
**DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6  
OPTION 2**

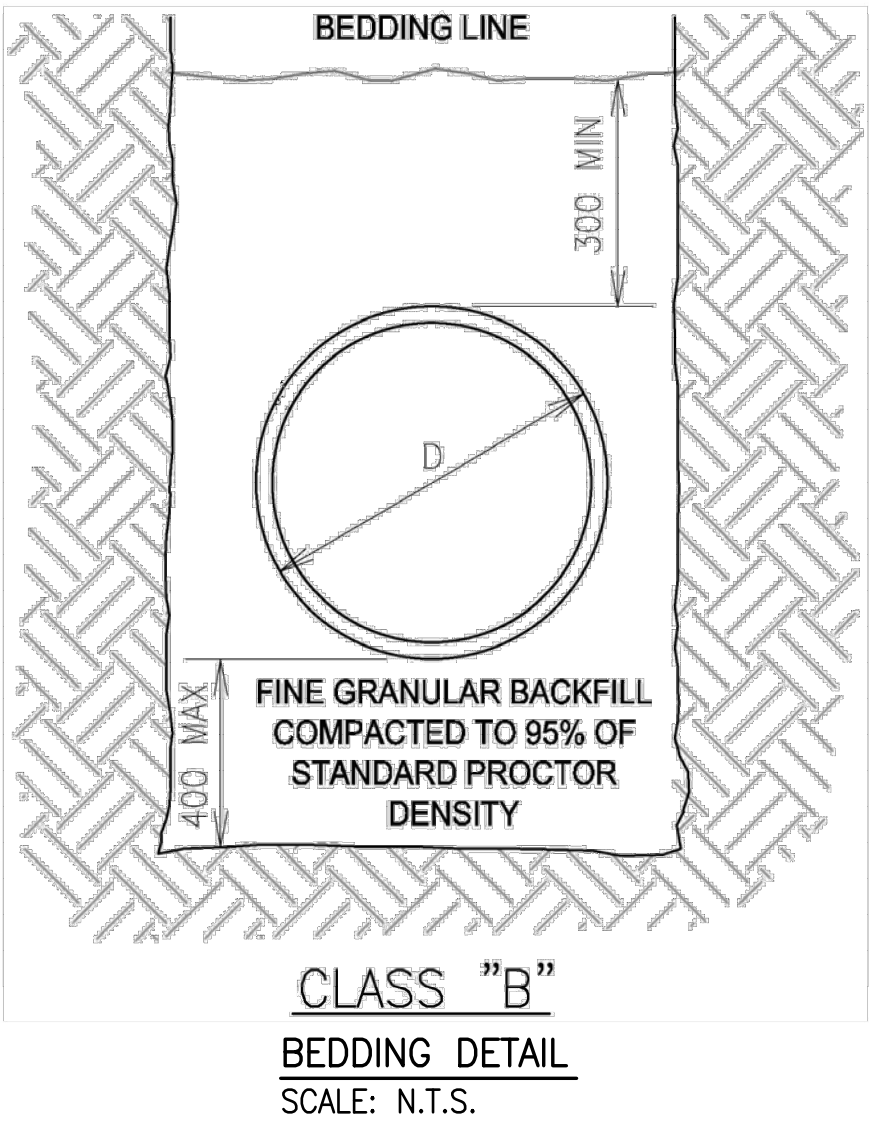
TITLE:  
**STANDARD  
DETAILS**

DWG NO:	2202058-200-1100-004	REV:	B
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ALL DIMENSIONS SHOWN IN METRES.

WATER SERVICE CONNECTION  
SCALE: N.T.S.



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REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD
B	22/10/20	ISSUED FOR INFORMATION	TMM	AP	HB
A	22/10/06	ISSUED FOR INFORMATION	TMM	AP	HB



CLIENT NO:	-	DRWN:	TMM	DATE:	22/07/28
PROJECT NO:	2202058	DSGN:	HB	DATE:	-
DRAWING SIZE:	ANSI "D"	CHKD:	AP	DATE:	-
SCALE:	AS NOTED	APVD:	HB	DATE:	-

PROJECT:

**DEBOLT RV  
SANITARY DUMP  
STATION  
SW-12-72-1-6  
OPTION 2**

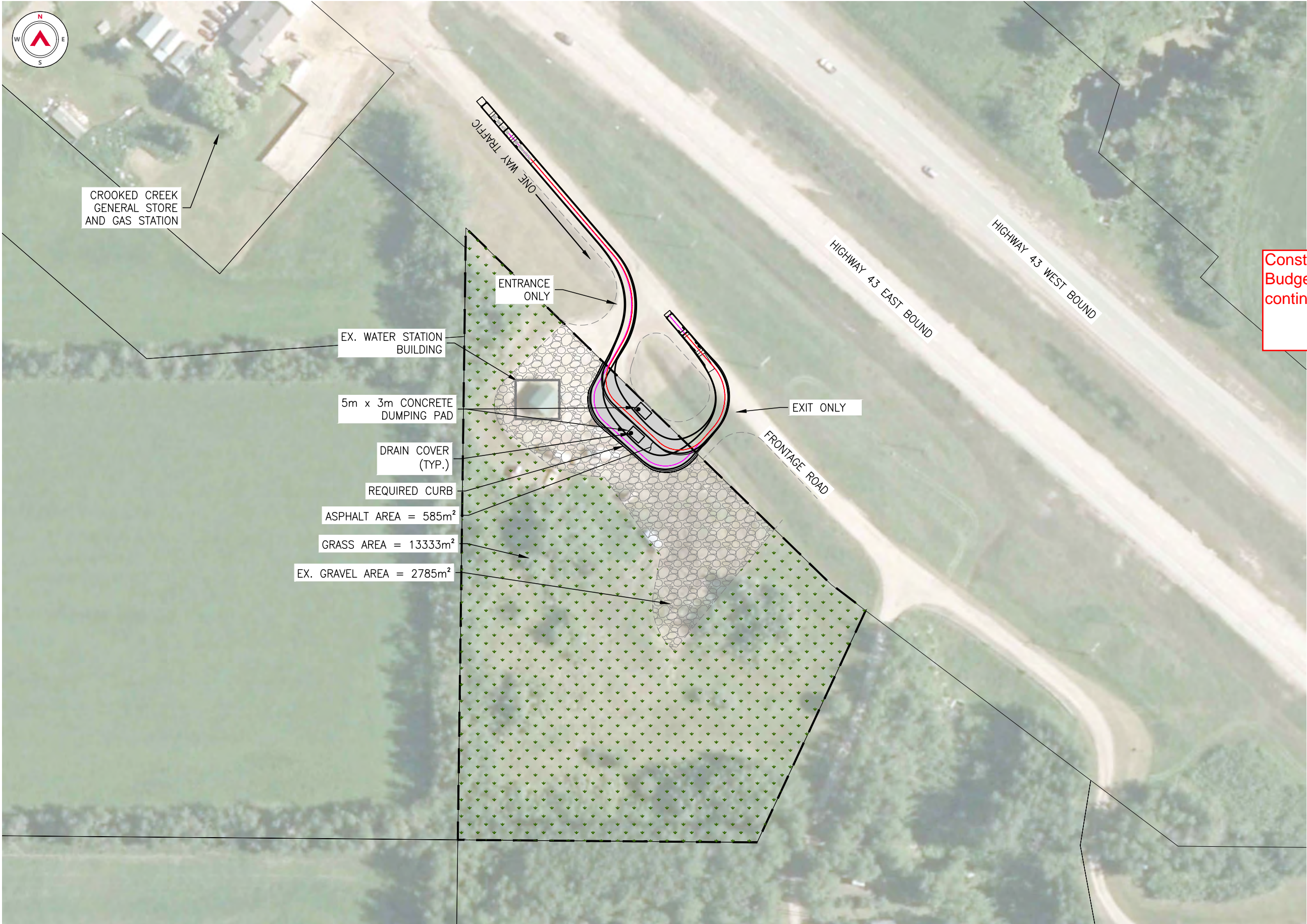
TITLE:

**SERVICING  
DETAILS**

DWG NO:	2202058-200-1100-005	REV:	B
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Date: 2022/09/06 9:20 AM | User: Teena Major | File: P:\GP\2022\2020558 RV Dumping Station\1000-Dwg\101-CH\101-Production\2202058-000-1100-RevC | Layout: 002(B) | Paper Size: 558.8mm x 431.8mm



GENERAL LAYOUT  
SCALE: 1:1250

REFERENCE DRAWINGS		
DRAWING NO	DRAWING DESCRIPTION/TITLE	REF
-	-	1

PROPOSED ASPHALT	
PROPOSED GRAVEL	
PROPOSED VEGETATION	

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A	22/09/06	ISSUED FOR REVIEW	TMM	HB	HB
REV	YY/MM/DD	DESCRIPTION	DRWN	CHKD	APVD

CLIENT:



CLIENT NO:	####	DRWN:	TMM	DATE:	22/09/02
PROJECT NO:	2202058	DSGN:	####	DATE:	####
DRAWING SIZE:	ANSI "B"	CHKD:	HB	DATE:	22/09/06
SCALE:	AS NOTED	APVD:	HB	DATE:	22/09/06

PROJECT:

**CROOKED CREEK  
RV DUMPING  
STATION**

TITLE:

**GENERAL LAYOUT  
OPTION B**

DWG NO:	2202058-000-1100-002(B)	REV:	A
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Description	Unit	Est. Qty	Unit Price	Total Amt
<b>GENERAL</b>				
Mobilization/Demobilization	L.S.	1	\$ 19,220.00	\$ 19,220.00
Traffic accommodation	L.S.	1	\$ 5,766.00	\$ 5,766.00
<b>SITE WORK AND REMOVALS, &amp; SURFACE IMPROVEMENT</b>				
Topsoil Stripping	m3	225	\$ 20.00	\$ 4,500.00
Surplus and Waste Material remove and dispose	m3	210	\$ 30.00	\$ 6,300.00
Woven Geotextile	m <sup>2</sup>	650	6.00	3,900.00
Granular Base Course- Des2 CI25- 450 mm	tonnes	750	\$ 40.00	\$ 30,000.00
Ashphalt Concrete Pavement- 100 mm	tonnes	150	210.00	\$ 31,500.00
Topsoil Distribution	m <sup>2</sup>	200	3.50	\$ 700.00
Seed, fertilize, harrow, & landscaping	m <sup>2</sup>	200	2.00	\$ 400.00
Supply and Install Sign and Post	ea.	5	\$ 500.00	\$ 2,500.00
<b>SANITARY SEWER</b>				
SDR 35 PVC- 200 mm PVC DR 35, assume- Supply and Install	l.m.	25	\$ 200.00	\$ 5,000.00
Sanitary Main Trench Excavation, Bedding, Backfill and Compaction to 98% SPD- assume 3.5-4.0m depth	l.m.	25	\$ 2,000.00	50,000.00
1200 mm Type 5A Manhole including precast barrel, slab top, grade rings and/or bricks, and base	ea.	0	\$ 12,500.00	0.00
Supply and Install F-49 Frame and Cover	ea.	0	\$ 1,500.00	0.00
100 mm drain hole c/w Hatch Cover	ea.	2	\$ 1,000.00	2,000.00
Sanitary Connections/Miscellaneous	LS	1	\$ 3,500.00	3,500.00
Tie in to existing sanitary sewer	ea.	1	5,000.00	5,000.00
<b>WATER MAIN</b>				
26 m of 19 mm PE 3406 Municipal Tube, Associated fittings, cc valve- install tube 2.75 m below surface in same trench as San	L.S.	1	10,000.00	10,000.00
Freeze Proof Water Fixture	ea.	2	\$ 1,200.00	\$ 2,400.00
Tie into existing Water Main	ea.	1	\$ 2,500.00	\$ 2,500.00
<b>Concrete</b>				
Concrete Drain Pad Including Reinforcement	m <sup>2</sup>	90	\$ 275.00	\$ 24,750.00
Concrete Straight Curb	m	30	\$ 150.00	\$ 4,500.00
Concrete Median c/w dowel, reinforcement, and 150 mm GBC	m <sup>2</sup>	10	\$ 275.00	\$ 2,750.00
<b>Project Subtotal:</b>				<b>\$ 217,186.00</b>
15% Engineering:				32,577.90
15% Contingency:				\$ 32,577.90
<b>Project Total:</b>				<b>\$ 282,341.80</b>



Description	Unit	Est. Qty	Unit Price	Total Amt
<b>GENERAL</b>				
Mobilization/Demobilization	L.S.	1	\$ 15,907.50	\$ 15,907.50
Traffic accommodation	L.S.	1	\$ 4,772.25	\$ 4,772.25
<b>SITE WORK AND REMOVALS, &amp; SURFACE IMPROVEMENT</b>				
Topsoil Stripping	m3	170	\$ 20.00	\$ 3,400.00
Surplus and Waste Material remove and dispose	m3	150	\$ 30.00	\$ 4,500.00
Woven Geotextile	m <sup>2</sup>	550	6.00	3,300.00
Granular Base Course- Des2 CI25- 450 mm	tonnes	570	\$ 40.00	\$ 22,800.00
Ashphalt Concrete Pavement- 100 mm	tonnes	105	210.00	\$ 22,050.00
Topsoil Distribution	m <sup>2</sup>	150	3.50	\$ 525.00
Seed, fertilize, harrow, & landscaping	m <sup>2</sup>	150	2.00	\$ 300.00
Supply and Install Sign and Post	ea.	5	\$ 500.00	\$ 2,500.00
<b>SANITARY SEWER</b>				
SDR 35 PVC- 200 mm PVC DR 35, assume- Supply and Install	l.m.	20	\$ 200.00	\$ 4,000.00
Sanitary Main Trench Excavation, Bedding, Backfill and Compaction to 98% SPD- assume 3.5-4.0m depth	l.m.	20	\$ 2,000.00	40,000.00
1200 mm Type 5A Manhole including precast barrel, slab top, grade rings and/or bricks, and base	ea.	0	\$ 12,500.00	0.00
Supply and Install F-49 Frame and Cover	ea.	0	\$ 1,500.00	0.00
100 mm drain hole c/w Hatch Cover	ea.	2	\$ 1,000.00	2,000.00
Sanitary Connections/Miscellaneous	LS	1	\$ 3,500.00	3,500.00
Tie in to existing sanitary sewer	ea.	1	7,000.00	7,000.00
<b>WATER MAIN</b>				
22 m of 19 mm PE 3406 Municipal Tube, Associated fittings, cc valve- install tube 2.75 m below surface in same trench as San	L.S.	1	6,300.00	6,300.00
Freeze Proof Water Fixture	ea.	2	\$ 1,200.00	\$ 2,400.00
Tie into existing Water Main	ea.	1	\$ 3,000.00	\$ 3,000.00
<b>Concrete</b>				
Concrete Drain Pad Including Reinforcement	m <sup>2</sup>	90	\$ 270.00	\$ 24,300.00
Concrete Straight Curb	m	30	\$ 150.00	\$ 4,500.00
Concrete Median c/w dowel, reinforcement, and 150 mm GBC	m <sup>2</sup>	10	\$ 270.00	\$ 2,700.00
<b>Project Subtotal:</b>				<b>\$ 179,754.75</b>
35% Contingency and Engineering				62,914.16
<b>Project Total:</b>				<b>\$ 242,668.91</b>



Description	Unit	Est. Qty	Unit Price	Total Amt
<b>GENERAL</b>				
Mobilization/Demobilization	L.S.	1	\$ 23,702.50	\$ 23,702.50
Traffic accommodation	L.S.	1	\$ 7,110.75	\$ 7,110.75
<b>SITE WORK AND REMOVALS, &amp; SURFACE IMPROVEMENT</b>				
Topsoil Stripping	m3	300	\$ 10.00	\$ 3,000.00
Surplus and Waste Material remove and dispose	m3	250	\$ 30.00	\$ 7,500.00
Woven Geotextile	m <sup>2</sup>	1,000	\$ 6.00	\$ 6,000.00
Granular Base Course- Des2 CI25- 450 mm	tonnes	1,200	\$ 40.00	\$ 48,000.00
Ashphalt Concrete Pavement- 100 mm	tonnes	210	\$ 210.00	\$ 44,100.00
Topsoil Distribution	m <sup>2</sup>	250	\$ 3.50	\$ 875.00
Seed, fertilize, harrow, & landscaping	m <sup>2</sup>	250	\$ 2.00	\$ 500.00
800 mm CSP- Supply and Install	m	25	\$ 450.00	\$ 11,250.00
Supply and Install Sign and Post	ea.	5	\$ 500.00	\$ 2,500.00
<b>SANITARY SEWER</b>				
SDR 35 PVC- 200 mm PVC DR 35, assume- Supply and Install	l.m.	22	\$ 200.00	\$ 4,400.00
Sanitary Main Trench Excavation, Bedding, Backfill and Compaction to 98% SPD- assume 3.5-4.0m depth	l.m.	22	\$ 2,000.00	\$ 44,000.00
1200 mm Type 5A Manhole including precast barrel, slab top, grade rings and/or bricks, and base	ea.	0	\$ 12,500.00	0.00
Supply and Install F-49 Frame and Cover	ea.	0	\$ 1,500.00	0.00
100 mm drain hole c/w Hatch Cover	ea.	2	\$ 1,000.00	\$ 2,000.00
Sanitary Connections/Miscellaneous	LS	1	\$ 3,500.00	\$ 3,500.00
Septic system/ treatment plant	LS	1	\$ 0.00	0.00
Tie in to existing sanitary sewer	ea.	1	\$ 10,000.00	\$ 10,000.00
<b>WATER MAIN</b>				
24 m of 19 mm PE 3406 Municipal Tube, Associated fittings, cc valve- install tube 2.75 m below surface in same trench as San	L.S.	1	\$ 10,000.00	\$ 10,000.00
Freeze Proof Water Fixture	ea.	2	\$ 1,200.00	\$ 2,400.00
Tie into existing Water Main	ea.	1	\$ 5,500.00	\$ 5,500.00
<b>Concrete</b>				
Concrete Drain Pad Including Reinforcement	m <sup>2</sup>	90	\$ 270.00	\$ 24,300.00
Concrete Straight Curb	m	30	\$ 150.00	\$ 4,500.00
Concrete Median c/w dowel, reinforcement, and 150 mm GBC	m <sup>2</sup>	10	\$ 270.00	\$ 2,700.00
<b>Project Subtotal:</b>				<b>\$ 267,838.25</b>
15% Engineering:				40,175.74
15% Contingency:				\$ 40,175.74
Septic System and Packaged Treatment Plant (Based on prelim quote from certified installer)				280,000.00
<b>Project Total:</b>				<b>\$ 628,189.73</b>



# Summary Report

Year of General Assessment: 2021

Roll: [REDACTED]	
Legal: 1273HW 2 1 & 2 SW-12-72-1-6	
Description:	
Address:	Subdivision: DeBolt
Zoning: Hamlet Commercial	
Actual Use: Primary: M00000	
Market Loc: 200 DEBOLT HAMLET	Assbl. Land Area: 15,000 Sq. Feet
Econ.Zone: Economic Zone 13	
Assbl.Party: C Corporation	
[REDACTED]	
[REDACTED]	
[REDACTED]	



## Market Value Land

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Value
138001079	30 COMMERCIAL	15,000 Sq. Feet	50%	100%	215	100%	41,070

## Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	215	*VACANT COMM	41,070	0	0	41,070
Grand Totals:			41,070	0	0	41,070

## Inspections

Visual Exterior	10/23/2020	MEADOWS, Kris	2020 Global Inspection - No change
Visual Exterior	06/25/2015	MEADOWS, Kris	2015 Global Inspection - No change
Visual Exterior	06/30/2010	MEADOWS, Kris	2010 Global Inspection - No change

## Sales

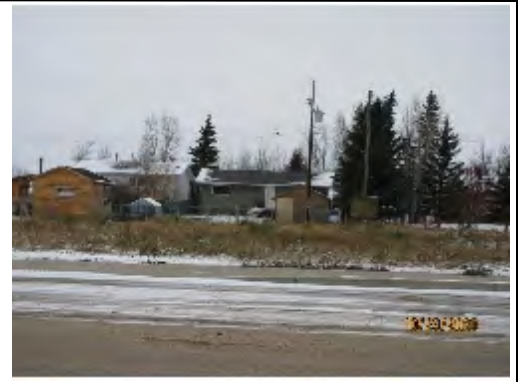
Date	Asmt	Price	Adj. Price	Sale Code	Type	Ratio	CofT
09/10/2016	\$41,070	\$308,000	\$41,800	1 Unverified Sale	Vacant	98%	162250654001
12/06/2005	\$46,070	\$28,000	\$45,400	1 Unverified Sale	Vacant	101%	052541044
02/04/2002	\$38,570	\$8,000	\$12,310	61 *Owner Previous Interest	Vacant	313%	022041577



# Summary Report

Year of General Assessment: 2021

Roll: [REDACTED]	
Legal: 1273HW 2 7 & 8 SW-12-72-1-6 AND EAST 16 1/2 FT OF LOT 6	
Description: DEBOLT GENERAL STORE	
Address:	Subdivision: DeBolt
Zoning: Hamlet Commercial	
Actual Use: Primary: R00000	
Market Loc: 200 DEBOLT HAMLET	Assbl. Land Area: 17,475 Sq. Feet
Econ.Zone: Economic Zone 13	
Assbl.Party: I Individual	
[REDACTED]	
[REDACTED]	



## Market Value Land

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Value
138001081	30 COMMERCIAL	17,475 Sq. Feet	100%	100%	115	100%	24,150
Categories	Details	Factors	Inf %	Inf \$	Serv.Cost	Serv.Cost \$	
2 SITE CHARACTER	1 SEE COMMENTS	50 Factor 50	-50.0%	0	-50.0%	0	

## Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	115	VACANT RES	24,150	0	0	24,150
Grand Totals:			24,150	0	0	24,150

## Narratives

300	03/30/2012	COMMENT	POTENTIAL CONTAMINATION-TEST HOLES NEEDED
997	02/21/2015	Permit inspected	D14-201 2, 8' x 30' bruster model camptrailers to house workers for DeBolt Construction \$80,000
997	10/19/2016	Permit inspected	D16-295 4 person camp renewal - NOT COMPLETED

## Inspections

Visual Exterior	10/23/2020	MEADOWS, Kris	2020 Global Inspection - Relocatable office no longer here, removed from assessment, lot is vacant
Visual Exterior	01/25/2018	MEADOWS, Kris	2017 Annual Inspection - No change
Visual Exterior	12/01/2016	MEADOWS, Kris	2016 Annual Inspection - No change

## Sales

Date	Asmt	Price	Adj. Price	Sale Code	Type	Ratio	CofT
10/01/2001	\$24,150	\$64,900	\$64,900	96 *Listing	Improved	37%	LISTING
06/02/1997	\$24,150	\$7,000	\$7,000	90 *Not A Good Sale	Vacant	345%	972154389
07/05/1995	\$24,150	\$1	\$0	98 *Opinion on Docs	Improved		952171674



# REQUEST FOR DECISION

---

**SUBJECT:** **WD22005 Tender Award - Engineering Services Water & Wastewater Main Extension Grande Cache**

**SUBMISSION TO:** REGULAR COUNCIL MEETING      **REVIEWED AND APPROVED FOR SUBMISSION**

**MEETING DATE:** November 22, 2022      **CAO:** SW      **MANAGER:** DB

**DEPARTMENT:** ENVIRONMENTAL SERVICES      **DIR:** RA      **PRESENTER:** DB

**STRATEGIC PLAN:** Environment      **LEG:** SS

---

**RELEVANT LEGISLATION:**

**Provincial (cite) –**

**Council Bylaw/Policy (cite) –**

---

**RECOMMENDED ACTION:**

**MOTION: That Council award the Engineering Services- Water & Wastewater Main Extension Grande Cache RFP to Allnorth Consultants Limited in the amount of \$67,576.00 excluding GST, WD22005 as funded by Motion 22.08.485.**

---

**BACKGROUND/PROPOSAL:**

On July 12<sup>th</sup> and August 23<sup>rd</sup>, 2022, Council made the following motions:

*“MOTION: 22.07.418 Moved by: COUNCILLOR DAVE BERRY*

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

*CARRIED”*

*“MOTION: 22.08.485 Moved by: COUNCILLOR DUANE DIDOW*

*That Council approve a commitment of \$70,000.00 for the Preliminary Design and Engineering of the roadway reconstruction and underground utilities from 104 Avenue and 97 street intersection, east to Memorial Drive in the Hamlet of Grande Cache to be funded by the Infrastructure Replacement Reserves.*

*CARRIED”*

Administration developed and posted a Request for Proposal (RFP) for Engineering Services to extend the Water and Wastewater Mains from 104 Avenue and 97 street intersection, east to Memorial Drive in Grande Cache. The RFP closed on October 4<sup>th</sup> at 2:00:59 p.m. and eight (8) proposals were received, four (4) of which did not meet the mandatory requirements as listed in section 7.1 of the RFP. The remaining four (4) proposals were independently reviewed and evaluated by Administration.

Below is the four qualified bid submissions.



NAME OF PROPONENT	BID SUBMISSION
Allnorth Consultants Limited	\$67,576
M2eng Alberta Limited	\$172,615
McElhanney Limited	\$93,569
MPE Engineering Limited	\$69,997

As per the attached evaluation matrix, proposals were scored using the Likert scale and focused on the following criteria:

- Meeting the RFP requirement
- Resume, Qualification And experience
- Past performance & references
- Leadership and Project Management Plan
- Budget

Name of Proponent:	1	2	3	4	5	Total Score	COMMENTS
Allnorth Consultants Limited	8	21	7	19	25	81	Lowest bid of all submissions, Familiar with APC, not much water/wastewater work
M2eng Alberta Ltd	8	18	7	18	13	64	Highest Bid, prequalified sub list a bonus
McElhanney Ltd.	8	14	7	19	15	64	Good understanding of project
MPE Engineering Ltd.	8	19	7	17	17	67	Within budget, Experience with similar projects, Communication concerns

Through this process it was determined that Allnorth Consultants Limited received the overall best rating as well as provided the lowest compliant bid.

Based on the in-house evaluation process Administration recommends Council award the Engineering Services - Water & Wastewater Main Extension Grande Cache RFP to Allnorth Consultants Limited in the amount of \$67,576.00 excluding GST.

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#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the consultants can begin preliminary engineering work including geotechnical.

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#### DISADVANTAGES OF THE RECOMMENDED ACTION:

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

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#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to not award the RFP, however Administration does not recommend this action if construction completion is anticipated during the 2024 construction season.

**Alternative #2:** Council has the alternative to award to a different company, however, Administration does not recommend this action, as administration has scored / evaluated for most valuable candidate.

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FINANCIAL IMPLICATION:

**Direct Costs:** \$67,576.00

**Ongoing / Future Costs:** Future construction costs currently estimated at \$2,000,000.

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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:

Letter of award will be drafted to the successful proponent.

---

ATTACHMENT(S):

- Greenview Evaluation Matrix – RFP Engineering Services- Water & Wastewater Main Extension Grande Cache



## Evaluation Scoring Tool

### For

### Engineering Services - Water and Wastewater Main Extension Grande Cache

#### **Purpose:**

The Municipal District of Greenview No.16 (hereafter referred to as Greenview) is seeking proposals for Engineering Services within the Hamlet of Grande Cache for the extension of approximately 260 meters of water and wastewater service mains from the 104 Avenue and 97 street intersection, east to Memorial Drive. A summary of the construction project can be found on Appendix C. Engineering Services are to include Project Management, Preliminary Design, Detailed Design, Contract Administration, Construction Services, and Post Construction Services

#### **Evaluation Process:**

1. Evaluators will review and score each of the proposals submitted in its entirety, keeping the matrix criteria and objectives in mind (identified below).
2. After reading each proposal, evaluators will score them individually based on the matrix, utilizing the Likert Scale.
3. Once independent evaluations are completed, the evaluation team will gather to share their respective scores and identify the strengths and weaknesses of each proposal. Each proposal will be given a final score, determined by the average mean of all the evaluator's independent scores. There must be a consensus on the final score to proceed. Scores along with the identified strengths and weaknesses will be recorded for proponent debriefs if they so choose. Consolidated information will also be kept on file as part of the tender records.

#### **Tips for evaluators:**

1. Review the RFP to ensure you have a good understanding of the requirements and expectations before evaluating proposals.
2. Independently read every submission in its entirety, being mindful of the evaluation matrix
3. It is important that you are objective, and score each proposal based on the same criteria. Please ensure you are consistent and fair with all proposals, being aware of any bias and previous personal history.
4. Please note any strengths and weaknesses that helped you determine the score for each section of the matrix. This information is essential for the debriefs.

### Likert Scale:

RFP Proposal Evaluation Likert Scale		
Score	Descriptor	Additional Guidance
1	Very Poor	Does not meet basic requirements, significant gaps in content, details, and quality. Demonstrates little understanding of the requirements.
2	Poor/Marginal	Content areas may be addressed; however, significant gaps in content, details, understanding, and quality.
3	Fair	Basic understanding of requirements, moderate challenges in content, and the content meet basic expectations.
4	Good	All content areas were addressed. Includes strengths and some minor challenges in content, quality, and details.
5	Very Good	Strong Content, essentially no challenges. Identifies field current and upcoming best practices.
6	Exceptional	Exceptionally strong content. Content exceeds expectations and requirements, and clearly demonstrates an understanding of requirements. Incorporates best practices along with innovative and new ideas.

### Evaluation Matrix (Proposal):

Criteria	Objective	Weight (Percentage)	Category Score
Meeting the RFP requirement	Receiving complete, reliable, and accurate information	10%	(Likert core/6) X 10
Resume, Qualification And experience	Provides detailed information regarding professional experience, reputation, project understanding, multi disciplined and related experience	25%	(Likert core/6) X 25
Past performance & references	Provide two (2) references where similar services have been provided.	10%	(Likert core/6) X 10
Leadership and Project Management Plan	Capabilities in providing instant information, building a strong customer relationship (advice), technical abilities, project management & expertise, and project timeline	25%	(Likert core/6) X 25
Budget	Budget fits within the current practices, and understandings and rates of Greenview	30%	(Likert core/6) X 30

## Evaluation Sheet

Proponent Name:					
Criteria	Likert Rating		Score	Comments	
Meeting the RFP requirement	/6	Receiving complete, reliable, and accurate information	<b>/10</b> <i>(Likert rating divided by 6) x 10</i>		
Resume, Qualification And experience	/6	Provides detailed information regarding professional experience, reputation, project understanding, multi disciplined and related experience	<b>/25</b> <i>(Likert rating divided by 6) x 25</i>		
Past performance & references	/6	Provide two (2) references where similar services have been provided.	<b>/10</b> <i>(Likert rating divided by 6) x 10</i>		
Leadership and Project Management Plan	/6	Capabilities in providing instant information, building a strong customer relationship (advice), technical abilities, project management & expertise, and project timeline	<b>/25</b> <i>(Likert rating divided by 6) x 25</i>		
Budget	/6	Budget fits within the current practices, and understandings and rates of Greenview	<b>/30</b> <i>(Likert rating divided by 6) x 30</i>		

Cumulative Score	Proposals areas of strengths	Proposals Areas of Growth
<b>/100</b>		

Evaluator Conflict of Interest Disclosure Form	
Evaluator Name	
Evaluator Position	
Evaluator Department	
Procurement Title	
Do you have a real, potential, or perceived conflict of interest to disclose in relation to this procurement?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>If you answered yes to the above question, please complete this section.</b></p> <p><i>Real, potential, or perceived conflicts of interest may include, but are not limited to:</i></p> <ol style="list-style-type: none"> <li>1. Close family member who is an employee of one of the proponents/organizations.</li> <li>2. Financial interest that is direct, or is significant though indirect, in the proponent(s)/ organization(s) that is being evaluated.</li> <li>3. Current or previous direct or significant though indirect experience with the proponent(s)/ organization(s) being evaluated, including involvement in the program design or previous iterations of the project.</li> <li>4. Current or previous work experience or seeking employment with a proponent(s)/ organization(s) who is being evaluated.</li> <li>5. Preconceived ideas toward individuals, groups, organizations, or objectives of the proponent(s) and organization(s) being evaluated that could bias the evaluation.</li> <li>6. Other (please describe)</li> </ol>	<p>Indicate in the space provided the real, potential, or perceived conflict of interest.</p>
<p align="center"><b>If circumstances change during the evaluation of this procurement, I will immediately notify the respective facilitator.</b></p>	
Signature:	
Date:	



# REQUEST FOR DECISION

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SUBJECT:	<b>Victims Services Redesign</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO:	MANAGER: LH
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LH
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council direct Administration to submit a letter to the Minister of Justice and Solicitor General, opposing the potential regionalization of Victims Services Units across Alberta.**

---

## BACKGROUND/PROPOSAL:

On July 19, 2022, an announcement was made by the Minister of Justice and Solicitor General making recommendations for the redesign and regionalization of the current Victims Services Units throughout the province. The proposal includes replacing all the current Victims Services Boards in Alberta with one regionalized Board in each of the four zones that align with four current zones of the Alberta RCMP. The MD of Greenview being in the Western Alberta District. There are currently 64 police-based Victims Services Units that are embedded in the RCMP detachments, plus an additional 30 municipal based units in Alberta.

Several municipalities, particularly in rural and remote areas of the province, have written letters opposing this regionalization. Factors that may inhibit service delivery include the large size of proposed zones, the length of time it would take to respond to victims, uncertainty as to where the services would be provided from, and the lack of knowledge about resources currently embedded in our communities. Restructuring to a centralized service will decrease efficiencies in the system and lead to less impactful support to victims.

A major loss would be that the local community victims services board would be forced to dissolve as a provider, resulting in the loss of community driven support and direction as to how victims are served. The Board has aptly served our community for almost 30 years to ensure Victims in our community are supported.

While the redesign implementation may not take place until 2024, preventive advocacy may be instrumental in encouraging the Ministry to reconsider the redesign.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of submitting a letter to the Minister is to ensure that Greenview Council has communicated their concerns about the proposed restructuring.



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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to not submit a letter to the Minister. This alternative is not being recommended for if the Minister does not receive feedback from rural municipalities, they may not be aware of the negative impacts resulting from the redesign.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

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**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

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**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.

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**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

If Council is in favour of the motion, a letter will be sent to the Minister.

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**ATTACHMENT(S):**

- Draft Letter



# MUNICIPAL DISTRICT OF GREENVIEW

November 23, 2022

The Honorable Tyler Shandro  
Minister of Justice and Solicitor General  
Deputy House Leader  
Office of the Minister  
204, Legislature Building  
10800-97 Avenue  
Edmonton, AB T5K 2B6  
Ministryofjustice@gov.ab.ca

**RE: Victim Services Redesign**

Dear Minister Shandro,

The Municipal District of Greenview has recently heard of the proposed reorganization of Victim Service Units in Alberta, and how the model will likely be moving to regionalization and centralized services. The Greenview Council is concerned about this move, and the resulting negative effect this will have on residents in Greenview.

Currently, when a local resident requires services from Victims Assistance, they can be directed to and assisted by staff and advocates who are local community members and who are well versed in the resources available. Our local Victims Assistance Unit, Board and Advocates are volunteers that are based in the community and understand the challenges of rural and remote areas, as well as the resources currently embedded in the communities. Restructuring to a centralized services will decrease efficiencies in the system and lead to less impactful support to victims. The proposed zones in the restructuring are so large that we are concerned that waiting times for victims will be lengthy and that the quality of support provided will decrease. The challenges in each individual rural and remote community must be recognized, as the needs and points of access are vastly different than those in urban centers.

The current Victims Assistance Board is community based, providing the governance and means for Advocates and staff to provide the direct service to Victims, both during the crisis and the months following the incident. Having a centralized service distant from the community and the Victim, will result in less positive outcomes, which may contribute to the trauma experienced by those who are already feeling vulnerable.

We have also been informed that the redesign includes the loss of support for non-criminal trauma. If Victims Services Units are not able to respond to situations such as house fires, serious accidents, assisting in the municipalities provision of emergency supports, or aiding those who are in a domestic violence situation that may not have been reported to the RCMP, many Albertans in rural communities will be left unsupported. This in and of itself is concerning as I am sure you are aware of the ripple effects felt in small communities after a tragedy happens, whether its of a criminal nature or not. Inhibiting the support provided to noncriminal events will have a devastating impact that may create confusion and further injustices for victims. It is the community who contributes and supports the Victims Services Units in providing services above government funding to ensure all Victims have access to resources and referrals.

We hope the province reconsiders moving forward with the current design, and instead consults further with the current Victims Services Units embedded in municipalities to ensure the service provision currently experienced by Victims continues to be community driven to make certain the services currently provided do not deteriorate.

Respectfully,

Tyler Olson  
Reeve  
Tyler.Olsen@MDgreenview.ab.ca

cc: The Honorable Danielle Smith, Premier of Alberta  
Arnold Viersen, MP, Peace River-Westlock  
Todd Loewen, MLA, Central Peace  
Alberta Municipalities Members  
Marlene Marcotte, Program Manager-Valleyview Victims Assistance  
Samantha Redknap, Program Manager-Grande Cache Victims Assistance



# REQUEST FOR DECISION

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SUBJECT:	<b>Greenview Regional Multiplex/Joint K-12 School Valleyview School Project</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO: SW	MANAGER:
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: MAV
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial – N/A**

**Council Bylaw/Policy –N/A**

---

## RECOMMENDED ACTION:

**MOTION: That Council support moving forward with joint use of the Greenview Regional Multiplex Fieldhouse by the New K-12 school pending a mutually beneficial joint use agreement with the Northern Gateways Public School Division.**

---

## BACKGROUND/PROPOSAL:

The Superintendent from the Northern Gateway Public School Division presented to the Committee of the Whole in Grovedale on October 18, 2022. That presentation included but was not limited to:

- Architectural block plans and rendering for the new K-12 School in Valleyview that physically attached to the Greenview Regional Multiplex;
- Proposed that the new school does not include the building of a gym, and in place use the Greenview Regional Multiplex fieldhouse;
- Cost savings of not building a gym would be approximately \$8,000,000 which would then be used to build or enhance components that could benefit the school population and community. These include learning commons/library, theatre/fine arts, shop, daycare, small activity gym, home economics room, change room/washrooms;
- The school division has requested a decision from Greenview regarding the sharing of the fieldhouse in principle before December 2022. Administration has not confirmed if an extension is available.

Administration has confirmed that the school division has an approved funding amount of approximately \$40,000,000. More refined funding amounts will be determined when details such as timing of build occurs, final architectural etc. No financial request for facility construction has been made of Greenview.

If Council decides in principle that joint use of the Greenview Regional Multiplex fieldhouse is acceptable the next step will be that the parties agree to the terms and conditions of a Joint Use Agreement. Most details of the Joint Use Agreement will need to be negotiated between the period of approval (2023) and construction (2026). The following issues are still to be determined in detail:

- General maintenance (janitorial), repair of damages and cost-sharing of capital replacement (e.g. floor replacement);

- Cost sharing of utilities, operating costs, user fees, competing events scheduling preferences and nonstandard usage;
- Security, prevention, lockdown process, and how separate and community (bridged) facilities are accessed and secured during off hours and weekends;
- Staffing implications and expectations, refusal of service to minors who violate GRM rules and standards of use; and
- Governance and Dispute resolution protocols.

The nature of the agreement in large part centers on levels of service that Greenview is willing to offer the school division in the form of the use of the Greenview Regional Multiplex, while also balancing use and availability to the general public. If Administration is directed to proceed, a draft agreement will be prepared for Councils review. A similar, sample agreement from another community has been provided to Council for the purpose of information of how the agreement will likely look and the contents within.

---

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that public funds and facilities are maximized in the delivery of public use, space, and services through the investment of the approximately \$8,000,000 into community facilities.
2. Both the Municipality and School Division demonstrate the ability to work collaboratively towards improved public service and maximizing use of our public facilities.

---

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are many unknowns which will require identification and issues which will need to be addressed at the administrative levels and having a clear picture of all the issues is not possible at this stage.

---

#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council can resolve to not allow the Multiplex Fieldhouse to be used as the primary Gymnasium facilities of the new k-12 School. This will not allow the bridging facilities to be developed and may have affect the perception of Greenview.

---

#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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#### 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 solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW-UP ACTIONS:**

Joint Use Planning Agreements are being prepared with each School Division and are required to be complete before June 2023. These are expected to be general in nature and will form a framework to work from for facility specific agreements, such as the one required for the Greenview Multiplex should this move forward. A more specific agreement can be negotiated prior to the completion of this building project.

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**ATTACHMENT(S):**

- Concept Design
- Site plan options
- School bridge components
- Sample agreement

# Greenview Multiplex

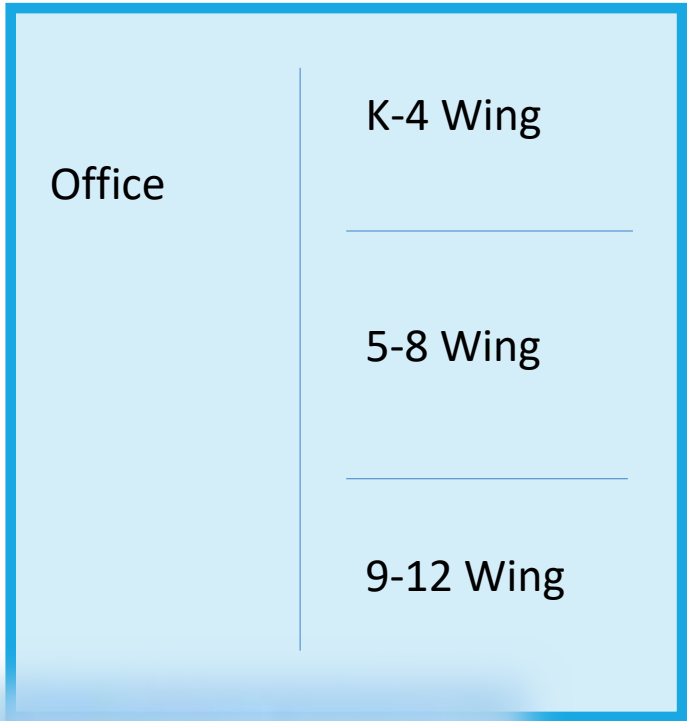


# Bridge shared spaces



# NGPS K-12 School

720 students and maintenance shop







Concept Render - SW  
Overseeing Multiplex Parking Lot







Concept Render - SE  
Overseeing Proposed Building Parking Lot







Concept Render - Entrance  
Front Entrance of Proposed Building with Connection to Multiplex

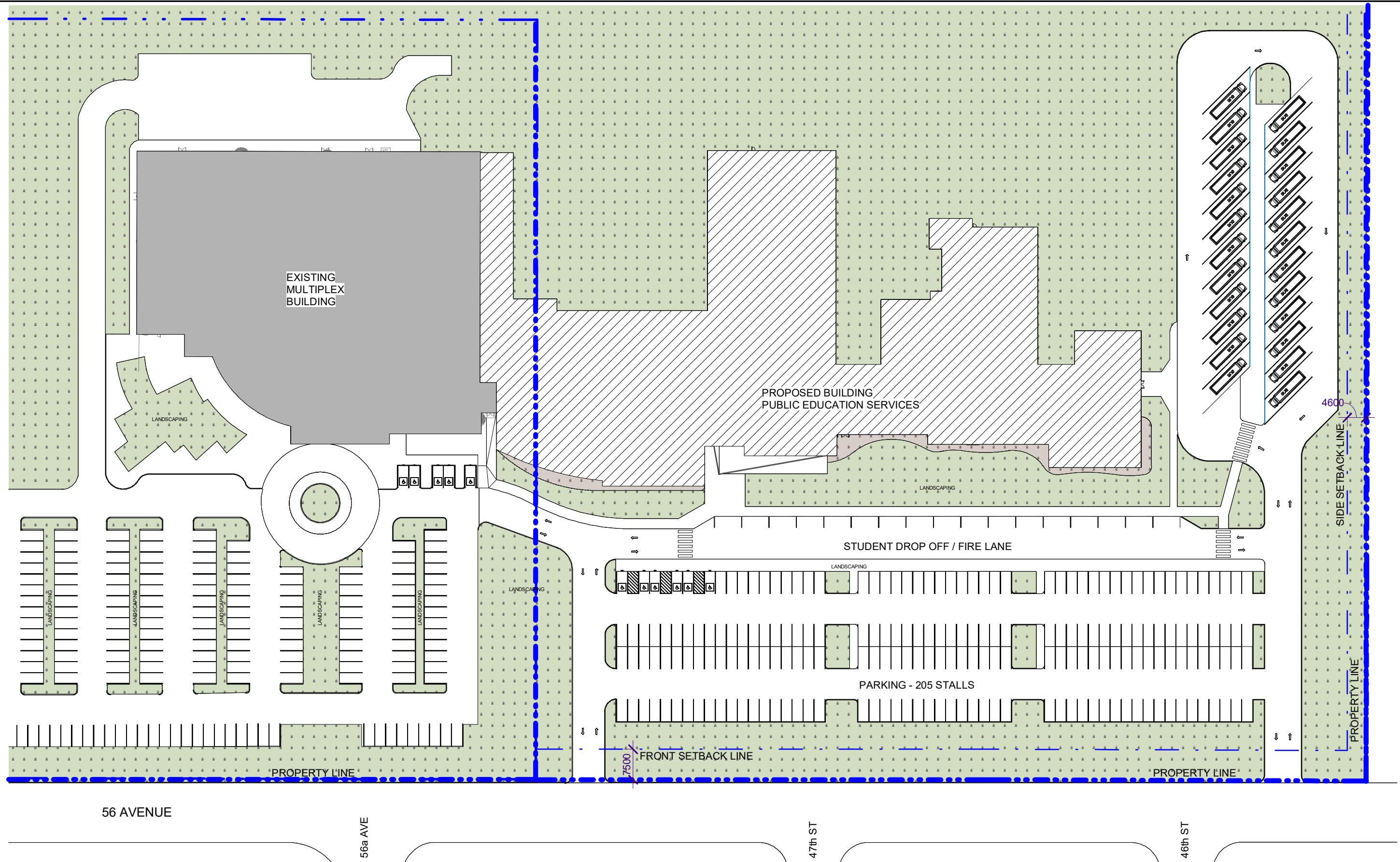




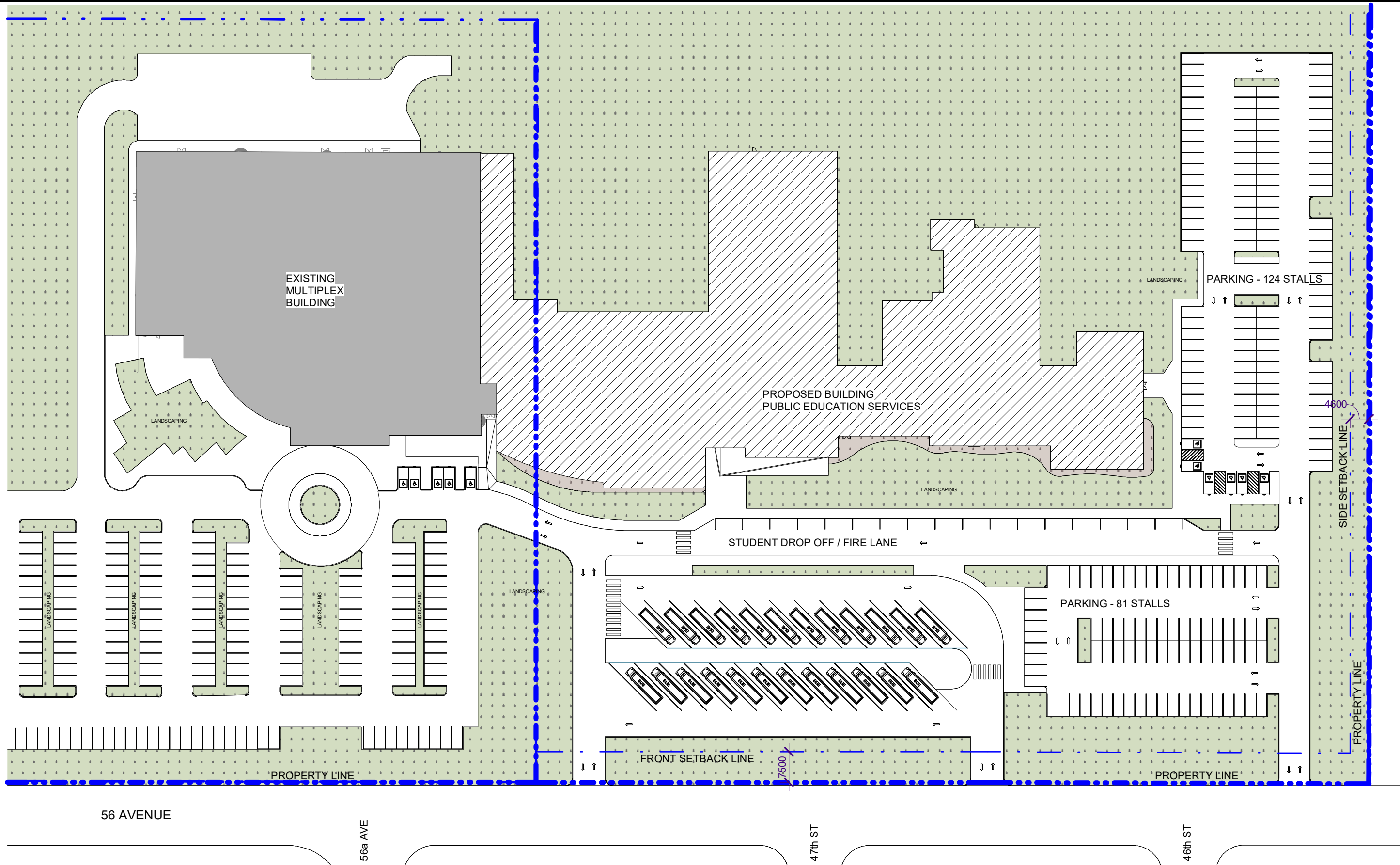


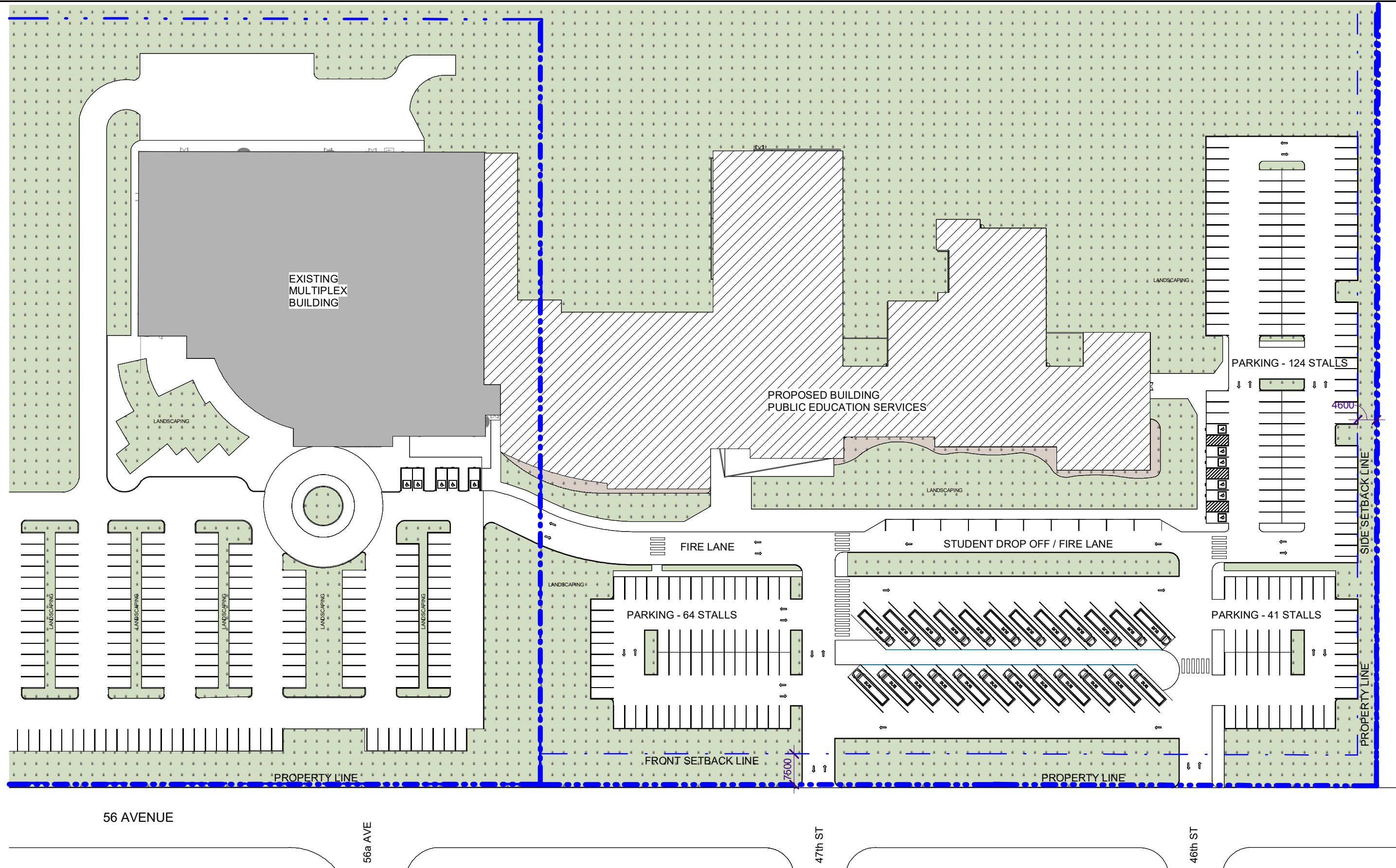
Concept Render - Connection  
Multiplex Connection to Proposed Building















# REQUEST FOR DECISION

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SUBJECT:	<b>Valleyview Airport</b>	REVIEWED AND APPROVED FOR SUBMISSION
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO: SW                      MANAGER:
MEETING DATE:	November 22, 2022	DIR: MAV                    PRESENTER: MAV
DEPARTMENT:	INFRASTRUCTURE & PLANNING	LEG:
STRATEGIC PLAN:	Economy	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION:** That Council supports the cost-sharing of the Valleyview Airport Rehabilitation work with the Town of Valleyview as part of the Community Airport Grant, committing up to the anticipated \$255,000, with funds to come from the unrestricted reserve.

---

## BACKGROUND/PROPOSAL:

Greenview and the Town of Valleyview have a joint agreement for Cost Sharing and Maintenance Operations for the Valleyview Airport. The agreement has been in place since January 1, 2005. The Airport was initially surfaced in 1970 and has only had maintenance (crack sealing and Line painting) done since. The Airport runway, taxiway and aprons show their age with excessive cracking and are due for rehabilitation.

Our joint agreement for the airport limits contributions from Greenview to a maximum of \$25,000, except for capital projects which must be approved for cost sharing. In September 2022, the CDI Agreement of \$3,000,000 does reference the funds are apportioned to address, among other facilities, the operation of the Valleyview Airport. At the June 14, 2022, Regular Council Meeting, Council deferred motion 22.06.315, Valleyview Airport, until more information could be brought forward. Administration reached out to the Town of Valleyview, and they have responded that the Community Airport Grant has been approved; Town Administration has confirmed there is no longer a hangar contemplated in the construction. As no previous motion determining our participation in the resurfacing work was decided in 2022, the work has been held over and is now planned for 2023.

The Town has already engaged McElhanney for a report showing cost estimates of the proposed surface work. The town has applied for the “Community Airport Grant” to cover 75% (\$1,317,728.13) of the associated costs but is requesting Greenview cost share the remaining cost of the overlay. In 2021, Greenview’s share of the cost was estimated at \$255,000.00. Administration has asked for an estimate of additional expenses expected due to inflation on this amount.

The Valleyview Town Council has deferred the required Airport Rehabilitation work to 2023, given that there was no approval of capital by Greenview.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The Benefit of the recommended action is assurance that the airport resurfacing will occur.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There is no disadvantage to the recommended action.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny the request for participation in the capital project identifying the maximum contribution of \$25,000 indicated under the agreement. The Town may then proceed without the contribution from the MD of Greenview or not proceed with the work.

**Alternative #2:** Council has the alternative to ask for a joint meeting with Valleyview to discuss the project further.

---

**FINANCIAL IMPLICATION:**

**Direct Costs: \$255,000.00**

**Ongoing / Future Costs: Annual Agreement 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**

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**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW-UP ACTIONS:**

Once Council makes a decision, Administration will follow up with the Town of Valleyview on the Grant and inform Council.

---

**ATTACHMENT(S):**

- McElhanney -- Valleyview Airport Full Pavement Rehabilitation Budget
- McElhanney -- Valleyview Airport Minimum Pavement Rehabilitation Budget
- McElhanney -- Valleyview Airport Full Pavement Rehabilitation Cost Breakdown
- Valleyview CDI Agreement
- Transportation STIP Grant Letter May 2022
- Valleyview Airport Agreement

**Town of Valleyview  
Valleyview Airport Pavement Rehabilitation  
Construction Costs Unit Price Schedule**



**McElhanney**

Item	Reference	Description	Unit	Unit Price	Estimate Quantity	Extension
<b>SCHEDULE A - Runway Rebuild</b>						
1.01	GCS 1.2.9	Mobilization	l.s.	9%	1.0	\$ 19,219.14
1.02		Coordination with Lighting Contractor	l.s.	\$ 5,000.00	1.0	\$ 5,000.00
1.03		Full Depth Asphalt Removal c/w Sawcutting (Heaved Areas)	m <sup>2</sup>	\$ 28.38	800	\$ 22,704.00
1.04		Granular Base Course Removals (Heaved Areas)	m <sup>3</sup>	\$ 25.00	186	\$ 4,650.00
1.05		Unsuitable Clay Sub-Grade Removals (300mm Heaved Areas)	m <sup>3</sup>	\$ 25.00	240	\$ 6,000.00
1.06		Woven Geo-textile - Supply and Place (Heaved Areas)	m <sup>2</sup>	\$ 3.75	800	\$ 3,000.00
1.07		Granular Base Course - Supply and Place (Des 3 Class 20) (615 to 685mm; Heaved Areas)	m <sup>2</sup>	\$ 133.87	800	\$ 107,096.00
1.08		Asphalt Concrete Pavement - Supply and Place (225mm Heaved Areas)	m <sup>2</sup>	\$ 87.62	800	\$ 70,096.00
<b>Schedule A Construction Estimate</b>						<b>237,765</b>
<b>SCHEDULE B - Runway Overlay</b>						
1.01	GCS 1.2.9	Mobilization	l.s.	9%	1	\$ 124,263.68
1.02		Asphalt Concrete Pavement Milling (40mm Runway)	m <sup>2</sup>	\$ 27.50	22,539	\$ 619,822.50
1.03		Asphalt Concrete Pavement Overlay - Supply & Place (70mm Runway)	m <sup>2</sup>	\$ 20.00	23,338	\$ 466,760.00
1.04		Pavement Markings - Supply & Install (Runway)	l.s.	\$ 44,125.00	1	\$ 44,125.00
1.05		Lighting - Supply & Install	l.s.	\$ 250,000.00	1	\$ 250,000.00
<b>Schedule B Construction Estimate</b>						<b>1,504,971</b>
<b>SCHEDULE C - Taxiway Overlay</b>						
1.01	GCS 1.2.9	Mobilization	l.s.	9%	1.0	\$ 10,899.90
1.02		Asphalt Concrete Pavement Milling (40mm Taxiway)	m <sup>2</sup>	\$ 27.50	2,493.0	\$ 68,557.50
1.03		Asphalt Concrete Pavement Overlay - Supply & Place (70mm Taxiway)	m <sup>2</sup>	\$ 20.00	2,493.0	\$ 49,860.00
1.04		Pavement Markings - Supply & Install (Taxiway)	l.s.	\$ 2,692.50	1.0	\$ 2,692.50
<b>Schedule C Construction Estimate</b>						<b>132,010</b>
<b>SCHEDULE D - Apron Overlay</b>						
1.01	GCS 1.2.9	Mobilization	l.s.	9%	1.0	\$ 25,004.48
1.02		Asphalt Concrete Pavement Milling (40mm Apron)	m <sup>2</sup>	\$ 27.50	5,849.0	\$ 160,847.50
1.03		Asphalt Concrete Pavement Overlay - Supply & Place (70mm Apron)	m <sup>2</sup>	\$ 20.00	5,849.0	\$ 116,980.00
<b>Schedule D Construction Estimate</b>						<b>302,832</b>
<b>Total Construction Estimate</b>						<b>2,177,578</b>

## 567

## COST ESTIMATE

Table 1: Summary of Cost Estimate of the Valleyview Airport Runway Rebuild

Town of Valleyview Valleyview Airport Pavement Rehabilitation Runway Rebuild Cost Estimate	
Cost Estimate	Description
	Runway Rebuild
Engineering/Consulting	\$21,355
Construction Costs	\$232,765
<b>Total (Excl. GST)</b>	<b>\$254,120</b>

The cost estimate for the runway rebuild includes the full depth removal of the existing structure, the installation of woven geotextile fabric, supply and placement of the granular base course, and the supply and placement of asphalt concrete pavement at the three cracked locations. The total cost for the runway re-build at these locations is estimated to be \$254,120. The complete unit price breakdown can be found in Appendix A.

## CLOSING

Sincerely,  
McElhanney Ltd.

Prepared by:

*Colby Dechant*

Colby Dechant, Civil Technologist  
[cdechant@mcelhanney.com](mailto:cdechant@mcelhanney.com)  
780-836-0669

Reviewed by:

Josh Warkentin, P. Eng., Division Manager  
[jwarkentin@mcelhanney.com](mailto:jwarkentin@mcelhanney.com)  
780-624-1234

## McElhanney

9410-100 Street, Peace River, AB T8S 1H7  
Tel. 780-624-1234 | Fax: 1-855-407-3895 |

# APPENDIX A

## UNIT PRICE BREAKDOWN



# UNIT PRICE BREAKDOWN

Table 2: Unit Price Breakdown

Town of Valleyview Valleyview Airport Pavement Rehabilitation Construction Costs Unit Price Schedule						
				McElhanney		
Item	Reference	Description	Unit	Unit Price	Estimate Quantity	Extension
<b>SCHEDULE A - Runway Rebuild</b>						
1.01	GCS 1.2.9	Mobilization	l.s.	9%	1	\$ 19,219.14
1.02		Full Depth Asphalt Removal c/w Sawcutting (Heaved Areas)	m <sup>2</sup>	\$ 28.38	800	\$ 22,704.00
1.03		Granular Base Course Removals (Heaved Areas)	m <sup>3</sup>	\$ 25.00	186	\$ 4,650.00
1.04		Unsuitable Clay Sub-Grade Removals (300mm Heaved Areas)	m <sup>3</sup>	\$ 25.00	240	\$ 6,000.00
1.05		Woven Geo-textile - Supply and Place (Heaved Areas)	m <sup>2</sup>	\$ 3.75	800	\$ 3,000.00
1.06		Granular Base Course - Supply and Place (Des 3 Class 20) (615 to 685mm; Heaved Areas)	m <sup>2</sup>	\$ 133.87	800	\$ 107,096.00
1.07		Asphalt Concrete Pavement - Supply and Place (225mm Heaved Areas)	m <sup>2</sup>	\$ 87.62	800	\$ 70,096.00
1.08		Engineering Fees	l.s.	10%	1	\$ 21,354.60
<b>Schedule A Construction Estimate</b>						<b>254,120</b>
<b>Total Construction Estimate</b>						<b>254,120</b>

**Town of Valleyview  
Valleyview Airport Pavement Rehabilitation  
Budget Breakdown**



**McElhanney**

Budget Breakdown	Description				
	Runway Rebuild	Runway Overlay	Taxiway Overlay	Apron Overlay	Cost Estimate Total
Engineering/Consulting	\$ 23,776.50	\$ 150,497.10	\$ 13,201.00	\$ 30,283.20	
Construction Costs	\$ 237,765.00	\$ 1,504,971.00	\$ 132,010.00	\$ 302,832.00	
<b>Total:</b>	<b>\$ 261,541.50</b>	<b>\$ 1,655,468.10</b>	<b>\$ 145,211.00</b>	<b>\$ 333,115.20</b>	<b>\$ 2,395,335.80</b>

**This COMMUNITY DEVELOPMENT INITIATIVE AGREEMENT dated effective June 26, 2022 (the “Agreement”).**

**BETWEEN:**

**THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16,**  
a municipal corporation in the Province of Alberta  
 (“Greenview”)

**AND**

**TOWN OF VALLEYVIEW,**  
a municipal corporation in the Province of Alberta  
 (the “Town”)

**WHEREAS:**

- A. Greenview recognizes and is committed to the well-being of its communities, its environment, and to a high quality of life within Greenview;
- B. Greenview considers the incorporated urban municipalities contained within its boundaries to be part of its community, its environment, and recognizes that the communities contribute to the quality of life in the region;
- C. Greenview acknowledges that economic growth outside of a community may cause strain on that community and its various resources as it strives to accommodate, and develop capacity for, the economic growth;
- D. Greenview acknowledges that residents and the industries within Greenview benefit from the services and facilities provided by the Town;
- E. Greenview and the Town acknowledge that each municipality is independent, and responsible for their own residents and the provision of services to their residents, and Greenview is not required to provide funding to the Town except where the parties have entered into written agreement specifying otherwise;
- F. Greenview and the Town are desirous of entering into a new agreement to support community development initiatives as set out herein and to cooperate for the provisions of services to residents of Greenview and the Town as contemplated herein;

**NOW THEREFORE** the parties in consideration of mutual promises, terms, covenants, and conditions set out herein agree as follows:

- 1. Subject to the terms and conditions contained herein and provided that the Town is in compliance with this Agreement, Greenview will provide a grant to be used for Community Development Initiatives (the “CDI Grant”) in the amount of THREE MILLION DOLLARS (\$3,000,000.00), made payable:

- a. September 12, 2022.....\$3,000,000.00
2. For the purposes of this Agreement, “Community Development Initiatives” shall include but are not limited to the continued operation of the following facilities and services by the Town:
  - a. Valleyview Tourist Information Centre;
  - b. Valleyview Memorial Hall;
  - c. Valleyview Municipal Cemetery and Board
  - d. Valleyview Airport;
  - e. Valleyview Arena;
  - f. Valleyview Splash Park;
  - g. Valleyview and District Recreation Board;
  - h. Any other community development initiative that Greenview and the Town shall mutually agree to in writing.
3. The Town acknowledges and agrees that all prior commitments from the MD for funding for the Community Development Initiatives shall be replaced by this Agreement.
4. The MD and the Town agree to establish the following advisory boards and committees:
  - a. The Valleyview Cemetery Committee is hereby established, and such, Committee’s membership shall consist of:
    - i. One (1) member of Council from the Town;
    - ii. One (1) member of Council from the MD; and
    - iii. One (1) member of staff from the Town,
    - iv. One (1) member of Clergy
    - v. One (1) member of Legion
  - b. The Valleyview and District Recreation Board (“Recreation Board”) is hereby established and:
    - i. the Recreation Board shall consist of:
      1. 4 representatives appointed by the Town;
      2. 4 representatives appointed by the MD,

- ii. The Town and the MD shall for the purposes of this section be collectively referred to as the “Participating Municipalities”.
  - iii. All representatives shall be appointed annually by their respective Participating Municipalities, of which one representative shall be an elected official.
  - iv. The Recreation Board shall elect from among themselves a Chairperson.
  - v. No Officer or Recreation Board member shall be an employee or contractor of the Board.
  - vi. The Participating Municipalities may appoint one alternate member to represent them in the absence of their regular member, and in such absence the alternate member shall have full voting rights.
  - vii. Should a vacancy occur on the Recreation Board, the Participating Municipality responsible for such appointment shall, within SIXTY (60) DAYS from the date of such vacancy, appoint another person to complete the unexpired term.
  - viii. If an appointed member is absent from three (3) consecutive meetings without approval from the Recreation Board, that member may be removed and/or replaced by the Participating Municipality responsible for that member’s appointment.
5. The term of this Agreement shall be for a period of one (1) year beginning on January 1, 2022 and expiring on December 31, 2022 (the “Term”).
6. The parties acknowledge that funding provided pursuant to any other agreements between Greenview and the Town for inter-municipal funding, including, but not limited to the:
- a. Valleyview Fire Protection & Emergency Services Complex -Agreement;
  - b. Valleyview Fire - Fee for Service Agreement
  - c. Medical Clinic Agreement;
  - d. FCSS Agreement
  - e. Greenview Regional Waste Management Commission Bylaw No. 17-002

is funding in addition to, and separate from, this Agreement. This Agreement does not affect any funding received by the Town from Greenview under any other valid and duly executed agreement.

7. During the Term, the parties agree that:
  - a. residents of Greenview shall have access to all Town facilities and services in the same manner and on the same terms (financial and otherwise) as residents of the Town; and
  - b. residents of the Town shall have access to the Greenview Regional Multiplex in the same manner and on the same terms (financial and otherwise) as residents of Greenview.
8. The Town is permitted to make specific capital funding requests beyond the CDI Grant to Greenview and such requests will be reviewed and considered by Greenview on a case-by-case basis in its sole discretion.
9. The Town agrees that during the Term it shall not pursue annexation or dissolution without first obtaining the written consent from Greenview. In the event that the Town applies to the Province of Alberta for annexation or dissolution without first obtaining the expressed written consent of Greenview, this Agreement shall be immediately terminated, and the Town shall return any funding received within thirty (30) days of submitting its application. The amounts owed by the Town to Greenview pursuant to this provision are a debt owed to Greenview and Greenview shall be entitled to all remedies it has at law to collect the debt from the Town.
10. Greenview may, in its sole discretion, terminate this Agreement and payment of the CDI Grant immediately if in the sole opinion of Greenview there are economic impacts, legislative or regulatory changes that negatively affect the assessments or the municipal taxes collected within Greenview and Greenview provides written notice of that opinion to the Town.
11. The Town shall indemnify and hold harmless Greenview, its employees or agents, from any and all claims, demands, actions and costs whatsoever that may arise, including solicitor client costs, directly or indirectly out of any act or omission of the Town, its employees or agents, resulting directly or indirectly from receiving payment from Greenview or resulting from or related to any services to be provided by the Town pursuant to this agreement. Such indemnification shall survive the termination of this Agreement.
12. Both Parties agree to participate in public recognition of the financial contribution made by Greenview for the facilities and services captured in this agreement.
13. This Agreement may be amended by mutual consent in writing.
14. Notices under this Agreement shall be addressed and delivered as follows:

In the Case of Greenview to:

Municipal District of Greenview # 16  
c/o Chief Administrative Officer  
Box 1079, 4806 36 Avenue  
Valleyview, AB T0H 3N0

In the Case of the Town to:

Town of Valleyview  
c/o Chief Administrative Officer  
Box 270, 4909 50<sup>th</sup> Street  
Valleyview, AB T0H 3N0

15. This Agreement shall be governed by the laws of the Province of Alberta.

In WITNESS WHEREOF the parties have caused this Agreement to be executed effective on the date set out above.

**MD OF GREENVIEW**

**TOWN OF VALLEYVIEW**

**Per:** \_\_\_\_\_  
**Reeve**

**Per:** \_\_\_\_\_  
**Mayor**

**Per:** \_\_\_\_\_  
**Chief Administrative Officer**

**Per:** \_\_\_\_\_  
**Chief Administrative Officer**





ALBERTA  
TRANSPORTATION

*Office of the Minister*

May 12, 2022

AR 89587

His Worship Vern Lymburner  
Mayor  
Town of Valleyview  
PO Box 270  
Valleyview, AB T0H 3N0  
[mayor@valleyview.ca](mailto:mayor@valleyview.ca)

Dear Mayor Lymburner:

I am pleased to advise your council that the following projects will be funded under the Strategic Transportation Infrastructure Program.

**Community Airport Program:**

Based on your submitted application(s), the approved grant is 75 per cent of the eligible project cost.

Valleyview Airport Rehabilitation, maximum grant: \$1,317,728

The final grant amount will be based on the actual eligible costs at the time of project completion, up to the approved maximum grant amount.

Budget 2022 focuses on protecting lives and livelihoods. Our government continues to make investments in hospitals, schools, roads, bridges, transit, and water infrastructure to support municipalities in improving critical local transportation infrastructure, creating jobs, and stimulating the economy.

Alberta Transportation staff will be in contact with your administration to formalize the funding agreement to undertake this work. As part of the previous approval conditions, no cost increases can be considered.

While I look forward to sharing the news about this important investment, I ask that you please do not publicly communicate this project approval until provincial announcements are made.

Sincerely,

Rajan Sawhney  
Minister of Transportation

cc: Mr. Chase Milligen, Regional Director, Peace Region

f 2510-02-VV  
Replaces - AG 12-02  
Expiry - N/A  
Agmt # 2005

## VALLEYVIEW AIRPORT AGREEMENT

Between the

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

P.O. Box 1079, Valleyview, Alberta T0H 3N0

OF THE FIRST PART

(Hereinafter referred to as the "Municipal District")

And the

### TOWN OF VALLEYVIEW

P. O. Box 270, Valleyview, Alberta T0H 3N0

OF THE SECOND PART

(Hereinafter referred to as the "Town")

Signed and sealed by all parties this 24 day of January, 2005

XC Carey D 2/21/05

A JOINT AGREEMENT BETWEEN THE MUNICIPAL DISTRICT AND THE TOWN FOR THE  
COST SHARING OF MAINTENANCE OPERATIONS OF THE  
"VALLEYVIEW AIRPORT"

WHEREAS, the Town owns and operates the Valleyview Airport located within the boundaries of the Municipal District on the property legally described as:

The Block 4, Plan 852-2102 (lying within Part of North East and North West Quarter of Section Four (04), Township Seventy (70), Range Twenty-Two (22), West of the Fifth Meridian), containing 95.26 acres more or less, (hereinafter referred to as the "Airport"); and

WHEREAS, the Municipal District and the Town wish to share the costs for operating and maintaining the Airport, and/or for any approved capital expenditures of the Airport.

THEREFORE, pursuant to the Municipal Government Act, the parties hereto, in consideration of the mutual promises and covenants hereinafter contained, AGREE AS FOLLOWS:

1. The Town shall operate, maintain and manage the Airport.
2. The Town will allow use of the Airport to residents of the surrounding area and in the event that the Town imposes fees for such use, the fees shall not differentiate between the residents of the Town and the residents of the Municipal District.
3. Annually, before the first day of November, the Town shall submit to the Municipal District an estimate of proposed expenditures for the ensuing year.
4. Each years operating budget shall include a transfer of funds to a Capital Reserve Fund, to be used for the purpose of equipment and building replacement as required.
5. The Town will maintain a record of expenditures and revenues relating to all operations of the Airport, and will, prior to March 31st of each year, provide to the Municipal District a financial statement of such expenditures and revenues.
6. The M.D. agrees to contribute FIFTY PERCENT (50%) of the deficit of the airport costs, to a maximum of **TWENTY THOUSAND DOLLARS** (\$20,000), per year. Payments shall be made by July 1<sup>st</sup> in each year.
7. All major capital replacement or repairs not funded from the Capital Reserve Fund shall obtain approval from the respective municipalities prior to proceeding.
8. In the event of unforeseen or additional major operating expenditures that may occur within any given year, the Town may negotiate with the M.D. to cost share the additional expenses.
9. Upon cessation of Airport operations, the Participating Municipalities shall be responsible for their portion of any deficit that may have occurred and shall be entitled to their portion of the remaining assets.




10. The Municipal District's responsibility and liability under this Agreement shall be limited to the payment of the amount stipulated in clause 6 above. The Town shall bear the responsibility of operating and maintaining the Airport and shall indemnify and save harmless the Municipal District, its agents and employees, from any and all claims, damages, costs, losses, expenses, actions and suits caused by or arising out of anything done or omitted to be done, directly or indirectly, by the Commission in connection with the operation and maintenance of the Airport.
11. The Town shall obtain such consent, approvals, or licenses as may be necessary to operate the Airport.
12. The Town shall at all times maintain comprehensive general liability insurance in an amount of not less than Ten Million Dollars (\$10,000,000.00) to cover any losses or claims which may arise out of the operation of the Airport.
13. This Agreement shall be deemed to have come into effect January 1, 2005, and may be terminated by either Party hereto by giving written notice to the other Party of the intention to terminate thirty days prior to the specific date of termination.
14. This Agreement may be amended by mutual consent of the Parties hereto.
15. This Agreement supercedes and replaces any and all previous agreements.

SIGNED AND SEALED on the day previously written:



**TOWN MANAGER**  
TOWN OF VALLEYVIEW



**MAYOR,**  
TOWN OF VALLEYVIEW



**MUNICIPAL MANAGER**  
M.D. OF GREENVIEW



**REEVE**  
M.D. OF GREENVIEW



# REQUEST FOR DECISION

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SUBJECT:	<b>Valleyview Seed Cleaning Plant Cooperative Property Offer</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	November 22, 2022	CAO:	MANAGER: SK
DEPARTMENT:	AGRICULTURE	DIR: MH	PRESENTER: SK
STRATEGIC PLAN:	Governance	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – Cooperatives Act SA 2001, C-28.1, Part 14, 299-330

**Council Bylaw/Policy** (cite) –

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## RECOMMENDED ACTION:

**MOTION: That Council take no action on the Valleyview Seed Cleaning Plant Cooperative offer to sell the property to Greenview.**

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## BACKGROUND/PROPOSAL:

The Valleyview Seed Cleaning Cooperative (Co-op) has been a part of the agricultural community of Greenview beginning in 1962 when the land was purchased to establish a seed cleaning plant. In 1975, ownership of the plant was transferred to the Co-op and it provided a valuable service to the community for many years. Greenview has had membership on the Board of Directors for that time and continues to have an elected official sit on the Board of Directors. The facility ceased operations in 2014 and is currently in the final stages of formal dissolution as set forward in the Cooperatives Act.

The Cooperatives Act sets out instructions as to how a Cooperative may dissolve, with different parameters depending on the assets and liabilities of the Cooperative. Part 14, Section 306(2) specifies the steps required to reach dissolution if a Cooperative has property, liabilities, and shareholders. This situation requires special resolution of the members, which the Valleyview Seed Cleaning Co-op has completed, and Greenview retains records for. After the special resolution has been executed, the Directors then have leave to distribute property, discharge liabilities, liquidate, and dissolve.

The certificate of intent to dissolve was filed with the Director of Cooperatives of Alberta on April 18, 2017. Attempts were made by the Co-op to sell by sealed bid any equipment that could be sold. The last step is to dispose of the property. The property was listed in February of 2019 for \$275,000 and received no offers. The property was re-listed in 2020, for \$175,000 and again received no offers to purchase.

Without sale of the property, dissolution cannot proceed. The Board of Directors has voted to offer the title for \$1 to the Town of Valleyview or the MD of Greenview; whichever party is interested in the property. The

Board would prefer the property benefit one of these municipalities, in recognition of the many years of support received by the Cooperative from the community.

To rehabilitate the property would cost in excess of \$300,000, far in excess of the property valuation. This estimate could increase with potential undiscovered hazards. There are currently no budgetary funds allocated to this potential expenditure and risk.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended action is Council does not take on an unknown financial liability.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage to the recommended motion is that the Town of Valleyview may also decline the offer, leaving formal dissolution of the Co-op unable to move forward.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** An alternative to the recommended action is that Council may choose to approve purchase of the Valleyview Seed Cleaning Co-op property for \$1. Administration does not recommend this alternative as the property would need future reclamation work that would be greater than the benefit of having the property for Greenview. Currently, there is no need or proposed use of the located property for Greenview.

---

**FINANCIAL IMPLICATION:**

There are no financial implications associated with the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 communicate the response back to the Valleyview Seed Cleaning Plant Co-op LTD, Board of Directors and Chair.

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ATTACHMENT(S):

- Valleyview Seed Cleaning Co-op November 2, 2022, letter.



# VALLEYVIEW SEED CLEANING PLANT CO-OP

Po Box 1079 – Valleyview, AB – T0H 3N0

November 2, 2022

Reeve Tyler Olsen  
MD of Greenview  
PO Box 1079  
Valleyview, Ab  
T0H 3N0

Mayor Vern Lymburner  
Town of Valleyview  
PO Box 270  
Valleyview, Ab  
T0H 3N0

RE: Formal Dissolution of the Valleyview Seed Cleaning Plant Co-op

Dear Reeve Olsen and Mayor Lymburner,

Since 2017, the Valleyview Seed Cleaning Plant has been working through the difficult process of formal dissolution of the Cooperative in line with the Cooperatives Act of Alberta. We have reached the stage where all that is left is to dispose of the property.

After some thought, the Board of Directors has decided to offer the property to the communities that have supported us for so many years. To that end, we extend the opportunity to obtain the property for \$1 to the Town of Valleyview or the Municipal District of Greenview #16.

Please consider our offer and reply to our letter, as we are eager to finalize this process and have the Cooperative formally dissolved.

Kind Regards,

Doug Penson  
Chair  
Valleyview Seed Cleaning Co-op

Cc: Stacey Wabick, CAO MD of Greenview  
Michelle Honeyman  
Sheila Kaus  
Ben Berlinguette, CAO Town of Valleyview



# 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		
Oct. 26	18:00	21:00	M	Community Futures West Yellowhead	150			1	50.00		262.00
Oct. 27	9:00	15:00	M	Community Futures West Yellowhead	150	1	1		40.00		308.00
Oct. 31	15:00	18:00	M	Travel to GP	200						262.00
Nov. 1	7:00	19:00	M	Budget Meeting	300	1		1	70.00		447.00
Nov. 2	7:00	19:00	M	Budget Meeting	300	1		1	70.00		447.00
Nov. 3	7:00	19:00	M	Budget Meeting	300	1			20.00		447.00
Nov. 3	7:00	18:00	M	Budget Meeting	350	1			20.00		447.00
NOTES:				KILOMETER CLAIM			TOTAL		270.00		2620.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.61 per km	1750	1067.50	NET CLAIM		270.00		2620.00
				\$0.17 per km	1750	297.50					
				SUBTOTAL		1365.00	TOTAL CLAIM				4255.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1365	AMOUNT DUE (OWING)				\$4,255.00



# 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		
11-Oct	8:30	13:30	M	Council	16							308.00
11-Oct	18:30	19:30	M	VV Rec Board	16							262.00
12-Oct	8:30	13:30	M	MPC & PRC	16							308.00
12-Oct	15:15	17:15	M	NLC - CEC	16							262.00
13-Oct	9:00	13:30	M	GRWMC & Tour Regional site	104							308.00
13-Oct	17:00	19:30	M	Travel to NLC CCEC Meeting	210							
14-Oct	9:30	17:15	M	NLC - CEC Slave Lake & Return	210							308.00
17-Oct	8:45	9:30	M	EAC Zoom								262.00
18-Oct	7:30	17:15	M	LUA PH & COTW Grovedale	256							447.00
19-Oct	9:00	12:30	M	FCSS	16							262.00
19-Oct	12:30	16:30	M	Ridgevalley Seniors	80							262.00
19-Oct	18:00	19:15	M	Todd Hirscht Virtual & 2022 Business Awards								262.00
NOTES:				KILOMETER CLAIM			TOTAL					3251.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.55 per km	940	517.00	NET CLAIM					3251.00
				\$0.26 per km	940	244.40						
				SUBTOTAL		761.40	TOTAL CLAIM					4012.40
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		761.4	AMOUNT DUE (OWING)					\$4,012.40

Sally Ann Rosson  
Claimant

October 21, 2022  
Date

589

Approved

Date



# 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		
25-Oct	8:30	16:15	M	Organizational/Council	16						308.00
27-Oct	18:45	20:00		Chamber of Commerce Awards	16						N/C
28-Oct	9:45	10:30		Poppy Presentation	16						N/C
01-Nov	8:30	16:15	M	Budget	16						308.00
02-Nov	8:30	16:00	M	Budget	16						308.00
03-Nov	8:30	16:00	M	Budget	16						
04-Nov	8:30	12:00	M	Breakfast w/Guys & Budget	16						
NOTES:				KILOMETER CLAIM			TOTAL				924.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	112	61.60	NET CLAIM				924.00
				\$0.26 per km	112	29.12					
				SUBTOTAL		90.72	TOTAL CLAIM				1014.72
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		90.72	AMOUNT DUE (OWING)				\$1,014.72

Sally Ann Rosson  
Claimant

October 21, 2022  
Date

592

Approved

Date



# 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		
11-Oct	8:15	14:30	M	RCM	80						308.00
12-Oct	8:15	12:30	M	MPC/PRC	80						308.00
12-Oct				Little Smoky Community hall meeting							
13-Oct	9:45	13:00	M	GRWMC	7						262.00
14-Oct				Council of Community Education Committees							
18-Oct	7:00	5:45	M	SCM and COTW Grovedale	350						
19-Oct	12:00	16:30	M	Ridgevalley Seniors Home	186						308.00
19-Oct				Greenview Small Business Awards							
22-Oct				Fox Creek Fireman's Ball							
NOTES:				KILOMETER CLAIM			TOTAL				1186.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	703	386.65	NET CLAIM				1186.00
				\$0.26 per km	703	182.78					
				SUBTOTAL		569.43	TOTAL CLAIM				1755.43
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		569.43	AMOUNT DUE (OWING)				\$1,755.43





# 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		
25-Oct	8:15	16:30	M	RCM	80						447.00
26-Oct	5:45	21:00	M	Fox Creek Culture & Rec Board	120						510.00
29-Oct	7:00	17:30	M	Regional ASB Meeting GP	340						447.00
01-Nov	8:15	16:30	M	SCM Budget	80						447.00
02-Nov	8:15	16:30	M	SCM Budget	80						447.00
03-Nov	8:15	16:00	M	SCM Budget	80						308.00
04-Nov	6:15	12:30	M	Breakfast with the Guys & SCM Budget	80						308.00
07-Nov	12:00	17:30	C	RMA Fall Conference	320						447.00
NOTES:				KILOMETER CLAIM			TOTAL				3361.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	1180	649.00	NET CLAIM				3361.00
				\$0.26 per km	1180	306.80					
				SUBTOTAL		955.80	TOTAL CLAIM				4316.80
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		955.8	AMOUNT DUE (OWING)				\$4,316.80



# 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		
25-Oct	8:30	16:30	M	Council Org Reg Council	30						308.00
26-Oct	8:30	14:00	M	ASB							308.00
28-Oct	7:00	18:00	M	Peace Region ASB	200						447.00
01-Nov	8:30	16:30	M	Budget Review	30						308.00
02-Nov	8:30	16:30	M	Budget Review	30						308.00
03-Nov	8:30	16:30	M	Budget Review	30						308.00
04-Nov	8:30	13:00	M	Budget Review	30						308.00
NOTES:				KILOMETER CLAIM			TOTAL				2295.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	350	192.50	NET CLAIM				2295.00
				\$0.26 per km	350	91.00					
				SUBTOTAL		283.50	TOTAL CLAIM				2578.50
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		283.5	AMOUNT DUE (OWING)				\$2,578.50

\_\_\_\_\_  
Claimant

\_\_\_\_\_  
Date

\_\_\_\_\_  
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		
11-Oct	8:30	14:00	M	Reg Council	30						308.00
12-Oct	8:30	12:00	M	MPC PRC	30						262.00
17-Oct	9:00	9:30	M	EOC zoom							262.00
18-Oct	7:00	16:00	M	Public Hearing, COTW Grovedale	320						447.00
19-Oct	12:00	16:30	M	Ridge Valley Lodge	140						308.00
19-Oct	18:00	19:30	M	Todd Hirsch Buisness zoom							262.00
NOTES:				KILOMETER CLAIM			TOTAL				1849.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	520	286.00	NET CLAIM				1849.00
				\$0.26 per km	520	135.20					
				SUBTOTAL		421.20	TOTAL CLAIM				2270.20
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		421.2	AMOUNT DUE (OWING)				\$2,270.20



# Municipal District of Greenview No. 16

NAME: Tom Burton  
 ADDRESS : [REDACTED]

Employee # : [REDACTED]  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
October 11 2022	7:45	15:50	M	Council & Ridgevalley Lagoon Discussions	120						447.00
October 12 2022	7:30	13:15	M	Municipal Planning Commission & Policy Review Committee	120		1		20.00		308.00
October 14 2022	8:00	9:30	M	MD of Greenview Library Board							262.00
October 15 2022	8:15	15:00	M	MD of Greenview Library Board	170						308.00
October 17 2022	19:15	20:45	M	East Smoky Recreation Board							262.00
October 18 2022	8:50	15:15	M	Public Hearing & Committee of the Whole							308.00
October 19 2022	12:45	16:15	M	Ridgevalley Seniors' Home	30						262.00
October 19 2022	18:00	19:30	M	Greenview's 2022 Business Awards							262.00
October 20 2022	8:00	15:00	M	Grande Spirit Spirit River Lodge Viewing	270		1		20.00		308.00
October 22 2022	17:00	22:15	M	Friends of the Grande Spirit Board	120						308.00
October 23 2022				Pinty's Grand Slam of Curling	120	1	1		40.00		
NOTES:				KILOMETER CLAIM			TOTAL		80.00		3035.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	950	522.50	NET CLAIM	80.00			3035.00
				\$0.26 per km	950	247.00					
				SUBTOTAL		769.50	TOTAL CLAIM				3884.50
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		769.5	AMOUNT DUE (OWING)				\$3,884.50

\_\_\_\_\_  
 Claimant

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Date



# Municipal District of Greenview No. 16

NAME: Tom Burton  
 ADDRESS : [REDACTED]

Employee # : [REDACTED]  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM		
							B	L	D	AMOUNT				
October 24 2022	18:00	18:30	M	East Smoky Recreation Board								262.00		
October 25 2022	7:30	17:00	M	Greenview Organizational & Council	120							447.00		
October 25 2022	17:30	21:30	M	International Paper	120							262.00		
October 27 2022	12:00	13:00	M	Alberta Counsel Webinar								262.00		
October 28 2022	8:00	14:30	M	Grande Spirit Foundation	120							308.00		
November 1 2022	8:00	17:00	M	Greenview 2022 Budget Discussions	120							447.00		
November 2 2022	8:00	17:00	M	Greenview 2022 Budget Discussions	120							447.00		
November 3 2022	8:00	17:00	M	Greenview 2022 Budget Discussions	120							447.00		
November 4 2022	6:30	12:00	M	Breakfast With The Guys & Greenview 2022 Budget Discussions	120							308.00		
NOTES:				KILOMETER CLAIM			TOTAL					3190.00		
Meeting Code : M for Meetings  C for Conferences				RATE		KM's	TOTAL	LESS GST						
				\$0.55 per km		840	462.00	NET CLAIM					3190.00	
				\$0.26 per km		840	218.40							
				SUBTOTAL			680.40	TOTAL CLAIM						3870.40
				LESS G.S.T.				LESS ADVANCES						
				TOTAL			680.4	AMOUNT DUE (OWING)						\$3,870.40

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 Claimant

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Date





# Municipal District of Greenview No. 16

NAME: Jennifer Scott

Employee # : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
11-Oct	8:00	16:00	M	Regular Council Meeting	76							308.00
12-Oct	8:00	12:30	M	MPC, PRC	76							308.00
18-Oct	7:30	17:00	M	COTW Grovedale	268							447.00
19-Oct	12:30	16:30	M	Ridgevalley Home Tour	30							262.00
				Todd Hirsch Virtual Event								
NOTES:				KILOMETER CLAIM			TOTAL					1325.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.55 per km	450	247.50	NET CLAIM					1325.00
				\$0.26 per km	450	117.00						
				SUBTOTAL		364.50	TOTAL CLAIM					1689.50
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		364.5	AMOUNT DUE (OWING)					\$1,689.50



# 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				
25-Oct	8:00	16:30	M	Organizational and Regular Council Mee	76							447.00		
26-Oct	17:00	20:30	M	PACE	168							262.00		
01-Nov	8:00	16:30	M	Budget Review	76							447.00		
02-Nov	8:00	16:30	M	Budget Review	76							447.00		
03-Nov	8:00	16:30	M	Budget Review	76							447.00		
04-Nov	6:30	12:00	M	Budget Review, Breakfast with the Guys	76							308.00		
NOTES:				KILOMETER CLAIM			TOTAL					2358.00		
Meeting Code : M for Meetings  C for Conferences				RATE		KM's	TOTAL	LESS GST						
				\$0.55 per km		548	301.40	NET CLAIM					2358.00	
				\$0.26 per km		548	142.48							
				SUBTOTAL			443.88	TOTAL CLAIM					2801.88	
				LESS G.S.T.				LESS ADVANCES						
				TOTAL			443.88	AMOUNT DUE (OWING)					\$2,801.88	



# Municipal District of Greenview No. 16

NAME: Christine Schlieff  
 ADDRESS : [REDACTED]

Employee # :  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
11-Oct	7:00	15:30	M	Regular council meeting	305						447.00
12-Oct	7:00	14:00	M	MPC,PRC	305						308.00
15-Oct	10:00	13:00	M	MD Library Board							262.00
14-Oct	13:30	16:30	M	Wapiti trail planning	26						262.00
18-Oct	9:00	15:00	M	COTW							308.00
19-Oct	9:30	13:00	M	FCSS							262.00
NOTES:				KILOMETER CLAIM			TOTAL				1849.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	636	349.80	NET CLAIM				1849.00
				\$0.26 per km	636	165.36					
				SUBTOTAL		515.16	TOTAL CLAIM				2364.16
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		515.16	AMOUNT DUE (OWING)				\$2,364.16



# Municipal District of Greenview No. 16

NAME: Bill Smith

Employee # : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
11-Oct	6:30	18:00	m	council	300						447.00
12-Oct	9:00	17:00	m	mpc/prc/toews gig update	500						308.00
13-Oct	10:00	23:00	m	minister nally	500			x	50.00		510.00
14-Oct	13:00	17:30	m	wapiti trail	30						308.00
17-Oct	9:00	10:00	m	emrg advisory committee							262.00
18-Oct	8:00	16:00	m	public hearing / cow	30						308.00
24-Oct	16:00	21:00	m	canfore / adv	70						308.00
25-Oct	6:30	19:00	m	council and org meeting	300			x	50.00		510.00
26-Oct	7:30	16:00	m	ASB meeting	300						447.00
28-Oct	8:00	13:30	m	ASB Regional	70						308.00
NOTES:				KILOMETER CLAIM			TOTAL		100.00		3716.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	2100	1155.00	NET CLAIM		100.00		3716.00
				\$0.26 per km	2100	546.00					
				SUBTOTAL		1701.00	TOTAL CLAIM				5517.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1701	AMOUNT DUE (OWING)				\$5,517.00



# Municipal District of Greenview No. 16

NAME: Christine Schlieff  
 ADDRESS : [REDACTED]

Employee # :  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
25-Oct	7:00	17:30	M	Regular Council	305						447.00
01-Nov	7:00	17:30	M	Budget	305						447.00
02-Nov	7:00	18:00	M	Budget	305						447.00
03-Nov	7:00	17:30	M	Budget	305						447.00
03-Nov	5:15	13:30	M	Budget	305						447.00
NOTES:				KILOMETER CLAIM			TOTAL				2235.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	1525	838.75	NET CLAIM				2235.00
				\$0.26 per km	1525	396.50					
				SUBTOTAL		1235.25	TOTAL CLAIM				3470.25
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1235.25	AMOUNT DUE (OWING)				\$3,470.25





# 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		
10-Oct	17:00	20:00	M	Travel to VV	350						262.00
11-Oct	7:00	16:00	M	Regular Council meeting		X			20.00	169.56	447.00
12-Oct	7:00	16:00	M	MPC PRC	350	X			20.00	143.42	447.00
18-Oct	6:30	16:00	M	COWT	400						447.00
NOTES:				KILOMETER CLAIM			TOTAL		40.00	312.98	1603.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	1100	605.00	NET CLAIM		40.00	312.98	1603.00
				\$0.26 per km	1100	286.00					
				SUBTOTAL		891.00	TOTAL CLAIM			2846.98	
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		891	AMOUNT DUE (OWING)			\$2,846.98	

D. Didow  
Claimant

Oct. 24, 2022  
Date

628

\_\_\_\_\_  
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		
10-Oct	14:00	17:00	m	Travel For RC	200			1	50.00		262.00
11-Oct	7:00	21:00	m	RC in Vallleyview, RDDMS executive dir	260					15.00	510.00
12-Oct	9:00	14:30	m	MPC(virtual), PRC(virtual), MLA Toews, t	450					285.32	308.00
13-Oct	10:00	19:30	m	Associate minister Nally, Carbon hub fee	430					259.74	447.00
17-Oct	14:00	16:30	m	Travel for COtW	200						262.00
18-Oct	8:00	16:00	m	Public hearing, COtW	30					15.00	308.00
19-Oct	13:00	21:00	m	Western Cree Tribal meeting, Nitehawk board orientation		1			20.00	15.00	308.00
20-Oct	9:00	13:30	m	Return to GC, RDDMS board meeting	200	1			20.00	405.48	308.00
22-Oct				Fox Creek firemans ball	800						
NOTES:				KILOMETER CLAIM			TOTAL		90.00	995.54	2713.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	2570	1413.50	NET CLAIM		90.00	995.54	2713.00
				\$0.26 per km	2570	668.20					
				SUBTOTAL		2081.70	TOTAL CLAIM				5880.24
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		2081.7	AMOUNT DUE (OWING)				\$5,880.24



# Municipal District of Greenview No. 16

NAME: Duane Didow  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
24-Oct	17:00	20:00	M	Travel to VV	350						262.00
25-Oct	7:00	19:00	M	Organizaional/Regular Council meeting	350	X		X	70.00	169.99	447.00
26-Oct	16:00	17:00	M	Gr Prairie Regional Tourism Assc. (zoom)							262.00
31-Oct	17:00	20:00	M	Travel to VV	350			X	50.00		262.00
01-Nov	7:00	17:00	M	Budget review	200	X		X	70.00		447.00
02-Nov	7:00	17:00	M	Budget review	200	X		X	70.00		447.00
03-Nov	7:00	18:00	M	Budget review	350	X			20.00	405.48	447.00
04-Nov	9:00	11:30	M	Budget review (Zoom)							262.00
NOTES:				KILOMETER CLAIM			TOTAL		280.00	575.47	2836.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	1800	990.00	NET CLAIM		280.00	575.47	2836.00
				\$0.26 per km	1800	468.00					
				SUBTOTAL		1458.00	TOTAL CLAIM				5149.47
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1458	AMOUNT DUE (OWING)				\$5,149.47

D. Didow  
 Claimant

Nov 4, 2022  
 Date

634

\_\_\_\_\_  
 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		
24-Oct	14:00	16:30	m	Travel for RC	200			1	50.00		262.00
25-Oct	7:00	20:30	m	Regular Council, Nitehawk regular board	220	1			20.00	15.00	510.00
26-Oct	7:00	20:00	m	travel to Calgary, Calgary regional promotion event		1			20.00	285.32	510.00
27-Oct	9:00	19:00	m	CFWY(virtual), return from Calgary	200	1		1	70.00		447.00
31-Oct	14:00	16:30	m	travel for budget	200			1	50.00		262.00
01-Nov	7:00	17:00	m	Budget	220	1			20.00	15.00	447.00
02-Nov	7:00	17:00	m	Budget	220	1			20.00	15.00	447.00
03-Nov	7:00	17:00	m	Budget	220	1		1	70.00	15.00	447.00
04-Nov	6:00	14:00	m	Breakfst with the guys, budget, return to	300					540.64	308.00
NOTES:				KILOMETER CLAIM			TOTAL		320.00	885.96	3640.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.55 per km	1780	979.00	NET CLAIM		320.00	885.96	3640.00
				\$0.26 per km	1780	462.80					
				SUBTOTAL		1441.80	TOTAL CLAIM				6287.76
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1441.8	AMOUNT DUE (OWING)				\$6,287.76