



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

May 9, 2023

9:00 a.m.

Administration Building  
Valleyview, AB

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#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
	3.1 Regular Council Meeting Minutes held April 25, 2023	3
	3.2 Business Arising from Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
#6	BYLAWS	
	6.1 Bylaw No. 23-936 Land Use Bylaw Amendment to Re-designate Parts of SW-11-068-23-W5M from Agricultural One (A-1) to Country Residential One (CR-1) District	19
	6.2 Bylaw 23-937 Regional Promotional Committee	32
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#7	BUSINESS	
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	7.2 FRIAA Firesmart Program Resolution	53
	7.3 Greenview Clay Shoot 2023 Recipients	63
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#8 NOTICE OF MOTION

#9 CLOSED SESSION

9.1 Cemeteries Survey Tender  
Disclosure Harmful to Business Interests of a Third Party  
(Section 16, FOIP)

9.2 Pinto Gravel Crushing  
Disclosure Harmful to Business Interests of a Third Party  
(Section 16, FOIP)

9.3 Ridgevalley Lagoon  
Disclosure Harmful to Economic and Other Interests of a Public  
Body  
(Section 26, FOIP)

9.4 Bin Truck Tender  
Disclosure Harmful to Business Interests of a Third Party  
(Section 16, FOIP)

9.5 Wet Rescue Fire Truck  
Disclosure Harmful to Business Interests of a Third Party  
(Section 16, 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

#11 ADJOURNMENT

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
Greenview Administration Building,  
Valleyview, Alberta on Tuesday, April 25, 2023

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

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

**PRESENT**

Ward 9	Reeve Tyler Olsen
Ward 8	Deputy Reeve Bill Smith
Ward 1	Councillor Winston Delorme (virtual)
Ward 2	Councillor Ryan Ratzlaff
Ward 3	Councillor Sally Rosson
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, Corporate Services	Ed Kaemingh
Director, Planning & Economic Development	Martino Verhaeghe
Director, Community Services	Michelle Honeyman
Director, Infrastructure and Engineering	Roger Autio
Manager, Communications & Marketing	Stacey Sevilla
Recording Secretary	Constance Boyd

**ABSENT**

Legislative Services Officer, Sarah Sebo

**#2**  
**AGENDA**

MOTION: 23.04.224 Moved by: COUNCILLOR DALE SMITH

That Council adopt the Agenda of the April 25, 2023, Regular Council Meeting as amended.

- Leave 9.6 in Closed Session and all others to move to Open Session, New Business

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

CARRIED

**#3  
MINUTES**

**MOTION: 23.04.225 Moved by: COUNCILLOR SALLY ROSSON**

That Council adopt the minutes of the April 11, 2023, Regular Council Meeting as amended.

- Councillor Didow was “for” the GP Stompede Sponsorship Motion 23.04.208.
- Page 5 in attendance Planning and Development should read full staff names.
- Page 17 full names should be used in Reeve Olsen’s report.

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

CARRIED

**BUSINESS ARISING  
FROM THE MINUTES**

**BUSINESS ARISING FROM MINUTES**

**7.0 NEW BUSINESS**

**7.1 COUNCIL MOTION AMENDMENT**

**MOTION  
AMENDMENT**

**MOTION: 23.04.226 Moved by: COUNCILLOR JENNIFER SCOTT**

That Council direct Administration to amend motion 23.03.168 *“That Council approve an upset budget limit of \$15,000 to come from the Unrestricted Reserve.”* to read as follows *“That Council approve a budget for the Regional Promotional Committee with an upset limit of \$15,000 to come from the Unrestricted Reserve.”*

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

CARRIED

**7.2 APPOINTMENT OF ASSESSMENT REVIEW BOARD (ARB) CLERK**

**ARB CLERK**

**MOTION: 23.04.227 Moved by: COUNCILLOR DALE SMITH**

That Council appoint Constance Boyd as Clerk for the Assessment Review Board.

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

CARRIED

### **7.3 REPLENISH NUTRIENTS LETTER OF SUPPORT**

#### **REPLENISH**

MOTION: 23.04.228 Moved by: DEPUTY REEVE BILL SMITH

That Council direct Administration to provide a letter of support to Replenish Nutrients for their proposed development and application to the Emission Reduction Alberta Industrial Transformation Challenge.

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

CARRIED

### **7.4 UNITED WAY ALBERTA NORTHWEST – MENDING MENTAL HEALTH EVENT SPONSORSHIP**

#### **UNITED WAY**

MOTION: 23.04.229 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council approve a sponsorship in the amount of \$1,000.00 to United Way Alberta Northwest to host Mending Mental Health at Maddhatters on April 27, 2023, in Grande Prairie, Alberta, with funds to come from the Community Services Grants and Sponsorships budget.

FOR: Councillor Dale Smith, Councillor Burton, Councillor Schlieff, Councillor Didow

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

DEFEATED

### **7.5 WANHAM PLOWING MATCH – SPONSORSHIP REQUEST**

#### **WANHAM PLOWING MATCH**

MOTION: 23.04.230 Moved by: COUNCILLOR SALLY ROSSON

That Council approve a sponsorship in the amount of \$2,000.00 to the Community of Cooperating Organizations (COCO) Wanham Plowing Match Agricultural Society, for the 50th Wanham Plowing Match, on June 23-25, 2023, in Wanham, Alberta, with funds to come from the Community Services Grants and Sponsorships budget.

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

CARRIED

**RANGE ROAD 212**

**7.6 ROAD CONSTRUCTION REQUEST TO ACCESS NW 26-71-21 W5M**

MOTION: 23.04.231 Moved by: COUNCILLOR DALE SMITH

That Council approve the road construction request of approximately 830m to access NW 26-71-21 W5 located on Range Road 212 north of Township Road 714 with funding to come from Capital Block funding.

FOR: Councillor Rosson, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow

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

CARRIED

**Q1 FINANCIAL**

**7.7 Q1 2023 FINANCIAL REPORTING**

MOTION: 23.04.232 Moved by: COUNCILLOR JENNIFER SCOTT

That Council accepts the Operating and Capital reports for the period ending March 31st, 2023, for information, as presented.

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

CARRIED

**GC WASTEWATER**

**7.8 TENDER AWARD - HAMLET OF GRANDE CACHE WASTEWATER TREATMENT FACILITY UPGRADES, CONTRACT 6 – GENERAL CONSTRUCTION CONTRACT- WW19002**

MOTION: 23.04.233 Moved by: COUNCILLOR DALE SMITH

That Council approve the additional funding of \$13,546,488.00 to Capital Project WW19002 (Hamlet of Grande Cache Wastewater Treatment Facility Upgrades).

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

CARRIED

MOTION: 23.04.234 Moved by: COUNCILLOR WINSTON DELORME

That Council award the Hamlet of Grande Cache Wastewater Treatment Facility Upgrades, Contract 6 – General Construction Contract to Alpha Construction Inc., in the amount of \$43,577,000 plus GST, with funds to come from WW19002.

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

CARRIED

**MOTION: 23.04.235 Moved by: COUNCILLOR JENNIFER SCOTT**  
That Council direct Administration to debenture fund project WW19002 Grande Cache Sewage Treatment Plant for an estimated value of \$40,104,228.

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

#### **4.0 PUBLIC HEARING**

##### **4.1 Public Hearing Bylaw 23-934**

Chair Tyler Olsen opened the Public Hearing regarding Bylaw No. 23-934 at 10:26 a.m.

#### **IN ATTENDANCE**

Samantha Dyck, Manager of Planning and Development

#### **REFERRAL AGENCY & ADJACENT LANDOWNER COMMENTS**

#### **APPLICANT BACKGROUND INFORMATION**

The province of Alberta has three (3) classifications for Landfills. Class I is the highest level for all hazardous and non-hazardous waste types. Class II has two (2) categories, Approved and Industrial Approved. These can only accept non-hazardous solid waste. Class III can only accept inert waste. Under the Class II – Industrial Approved, to be able to accept non-hazardous industrial waste, the registered landfill must have an engineered liner and leachate collection system.

Currently, the province has registered twelve (12) landfills within Greenview, four (4) have a Class II registration, two (2) have a Class III registration, and six (6) have a Class II – Industrial Waste Registration. Adding Landfill, Industrial to Crown Lands means that the six (6) Industrial Landfills we currently have within Greenview will be able to expand operations at their current sites and align with provincial regulations.

In accordance with Section 619 of the Municipal Government Act (MGA) the municipality is permitted to issue a development permit for any uses that we regulate within our Land Use Bylaw, which is also regulated by the NRCB, ERCB, AER, AEUB, or AUC. We must uphold the approval of these authorities, but we may require that adjacent landowners be consulted about concerns. Section 619 (3) also allows for the amendment of a statutory plan or land use bylaw amendment to allow for the use to be approved.

#### **QUESTIONS FROM COUNCIL**

The Chair called for any questions from Council.

Councillor Sally Rosson inquired if the applicant indicated the size and location of their proposed expansion sites. Samantha Dyck, Manager of Planning and Development, responded that they have indicated that they will be enlarging the South Wapiti Industrial Landfill and the Fox Creek Landfill.

Councillor Dave Berry inquired if this bylaw enables the applicant to expand any or all of their landfills. Samantha Dyck, Manager of Planning and Development, responded that it allows the applicant the opportunity to apply. The application would still be brought to a Municipal Planning Committee meeting.

**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.

**CLOSING BYLAW** Chair Tyler Olsen closed the Public Hearing regarding Bylaw No.23-934  
Closed at 10:33 a.m.

Reeve Olsen recessed the meeting at 10:34 a.m.

Reeve Olsen reconvened the meeting at 10:42 a.m.

**6.1 Bylaw 23-934 to Amend Land Use Bylaw 18-800 to add Landfill, Industrial to Crown Land (CL) District.**

**BYLAW 23-934**

MOTION: 23.04.236 Moved by: COUNCILLOR TOM BURTON

That Council give second reading to Bylaw 23-934, being a Land Use Bylaw Amendment to add Landfill, Industrial as a discretionary use to the Crown Land (CL) District.

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

CARRIED



MOTION: 23.04.237 Moved by: COUNCILLOR RYAN RATZLAFF

That Council give third reading to Bylaw 23-934, being a Land Use Bylaw Amendment to add Landfill, Industrial as a discretionary use to the Crown Land (CL) District.

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

CARRIED

Councillor Burton exited the meeting at 11:03 a.m.

**GC SAND AND SALT  
SHED**

**7.9 CANCEL TENDER AWARD - GRANDE CACHE SAND AND SALT SHED**

MOTION: 23.04.238 Moved by: COUNCILLOR DUANE DIDOW

That Council does not award the New Grande Cache Sand and Salt Storage Structure due to tendered costs coming in over budget for FM22008.

FOR: Reeve Olsen, Councillor Delorme, Councillor Dale Smith, Councillor Scott, Councillor Didow

AGAINST: Deputy Reeve Bill Smith, Councillor Schlieff, Councillor Berry, Councillor Ratzlaff, Councillor Rosson

ABSENT: Councillor Burton

DEFEATED

MOTION: 23.04.239 Moved by: COUNCILLOR SALLY ROSSON

That Council award the New Grande Cache Sand and Salt Storage Structure to TDN Jenkins in the amount of \$844,615.58 with funds to come from Capital Budget FM22008.

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

ABSENT: Councillor Burton

CARRIED

**GRM STANDBY  
GENERATOR**

**7.11 TENDER AWARD FOR THE GREENVIEW REGIONAL MULTIPLEX (GRM)  
STANDBY GENERATOR**

MOTION: 23.04.240 Moved by: COUNCILLOR JENNIFER SCOTT

That Council approves increased funding for Capital Project FM22009 – Greenview Regional Multiplex Standby Generator by \$115,000 from the Unrestricted Reserve.

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

ABSENT: Councillor Burton

DEFEATED

**MOTION: 23.04.241 Moved by: COUNCILLOR DALE SMITH**  
That Council not award the Greenview Regional Multiplex Standby Generator tender due to being over budget.  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow  
**ABSENT:** Councillor Burton

CARRIED

**TRANSFER SWITCH  
TENDER**

**MOTION: 23.04.242 Moved by: COUNCILLOR SALLY ROSSON**  
That Council direct Administration to tender electrical transfer switch for the Greenview Regional Multiplex and the Grovedale Community Centre with funds to come from the Capital Project Budget FM22009.  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow  
**ABSENT:** Councillor Burton

CARRIED

**7.12 AWARD OF GROVEDALE LAGOON DECOMMISSIONING**

**GD LAGOON  
DECOMMISSIONING**

**MOTION: 23.04.243 Moved by: DEPUTY REEVE BILL SMITH**  
That Council award the Grovedale Lagoon Decommissioning (WW17002) to Wild West Dirt Works Ltd., in the amount of \$1,371,130.00 plus GST, with funds to come from the Approved 2023 Capital Budget.  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow  
**ABSENT:** Councillor Burton

CARRIED

**7.13 TOWNSHIP ROAD 704 ENGINEERING AWARD**

**TWP RD 704**

**MOTION: 23.04.244 Moved by: COUNCILLOR SALLY ROSSON**  
That Council award the Township Road 704 Engineering to WSP, in the amount of \$44,809.00 plus GST, with funds to come from the 2023 approved Capital Budget (PV23004).  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow  
**ABSENT:** Councillor Burton

CARRIED

Reeve Olsen recessed the meeting at 11:58 a.m.  
Reeve Olsen reconvened the meeting at 12:40 p.m.

**RIVER TOP  
GRAVEL CRUSHING**

**7.14 RIVER TOP SAND & GRAVEL – GRAVEL CRUSHING**

MOTION: 23.04.245 Moved by: COUNCILLOR DUANE DIDOW

That Council direct Administration to award D. Ray Construction Ltd. a gravel crushing contract at the River Top Sand & Gravel Pit in the amount of \$480,920.00 plus GST with funding to come from the 2023 Operations' Road Maintenance Budget.

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

ABSENT: Councillor Burton

CARRIED

Councillor Burton returned to the meeting at 12:46 p.m.

**JUG FILL STATION**

**7.15 TURN KEY HAUL AND STORE JUG FILL STATION – TENDER AWARD**

MOTION: 23.04.246 Moved by: DEPUTY REEVE BILL SMITH

That Council award the Turn-Key Haul and Store Jug Fill Station to Flowpoint Environmental Systems Inc, in the amount of \$148,475.97 plus GST, with funds to come from the 2023 Capital Budget (WD23006).

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

CARRIED

**WEED CONTROL**

**7.16 WEED CONTROL ON THE FORESTRY TRUNK ROAD**

MOTION: 23.04.247 Moved by: COUNCILLOR JENNIFER SCOTT

That Council awards a one-year contract for the Weed Control on the Forestry Trunk Road tender to 2395426 AB Ltd. O/A Hodge Vegetation Control Ltd./C&D Vegetation Control Ltd., in the amount of \$48,825.00 plus GST, with funds to come from Agricultural Services Contracted Maintenance Service Budget.

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

AGAINST: Deputy Reeve Bill Smith, Councillor Delorme, Councillor Berry

CARRIED

## 5.0 DELEGATIONS

### 5.1 ACCURATE ASSESSMENT GROUP LTD. – 2023 ANNUAL ASSESSMENT PRESENTATION

#### AAG 2023 ASSESSMENT

MOTION: 23.04.248 Moved by: COUNCILLOR DALE SMITH

That Council accept Accurate Assessment Group's annual Greenview Property Assessment report for information, as presented.

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

CARRIED

### 5.2 2022 DRAFT FINANCIAL STATEMENTS

#### 2022 FINANCIALS

MOTION: 23.04.249 Moved by: COUNCILLOR DAVE BERRY

That Council receive the presentation of the 2022 audit results from Metrix Group LLP for information as presented.

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

ABSENT: Councillor Dale Smith

CARRIED

MOTION: 23.04.250 Moved by: COUNCILLOR TOM BURTON

That Council approve the 2022 Audited Financial Statements as presented by Metrix Group LLP for submission to the Minister of Alberta Municipal Affairs.

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

ABSENT: Councillor Dale Smith

CARRIED

#### CLOSED SESSION

MOTION: 23.04.251 Moved by: COUNCILLOR TOM BURTON

That Council enter a Closed Session for the purpose of a discussion with Greenview's auditor at 3:10 p.m.

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

ABSENT: Councillor Dale Smith

CARRIED

**OPEN SESSION**

**MOTION: 23.04.252 Moved by: COUNCILLOR WINSTON DELORME**  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:14 p.m.  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow  
**ABSENT:** Councillor Dale Smith

**CARRIED**

**6.0 BYLAWS**

**6.2 Bylaw 23-939 "Tax Bylaw 2023"**

**BYLAW 23-939**

**MOTION: 23.04.253 Moved by: COUNCILLOR JENNIFER SCOTT**  
That Council lift the deferred motion 23.04.200 Bylaw 23-939 Second Reading from the April 11, 2023, Regular Council Meeting.  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow  
**ABSENT:** Councillor Dale Smith

**CARRIED**

**BYLAW 23-939  
2<sup>ND</sup> READING**

**MOTION: 23.04.200 Moved by: COUNCILLOR CHRISTINE SCHLIEF**  
That Council give second reading to Bylaw 23-939 "Tax Bylaw 2023," as amended, setting the 2023 non-residential tax rate at 7.3550 mills.  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Scott, Councillor Schlieff, Councillor Didow  
**AGAINST:** Councillor Burton  
**ABSENT:** Councillor Dale Smith

**CARRIED**

**BYLAW 23-939  
3<sup>RD</sup> READING**

**MOTION: 23.04.254 Moved by: COUNCILLOR SALLY ROSSON**  
That Council give third reading to Bylaw 23-939 "Tax Bylaw 2023" as presented.  
**FOR:** Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Scott, Councillor Schlieff, Councillor Didow  
**AGAINST:** Councillor Burton  
**ABSENT:** Councillor Dale Smith

**CARRIED**

**SMALL BUSINESS TAX**

**MOTION: 23.04.255 Moved by: COUNCILLOR DAVE BERRY**

That Council direct Administration to investigate the potential of implementing a Small Business sub-class tax for the purpose of supporting small businesses within Greenview for the 2024 tax year.

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

ABSENT: Councillor Dale Smith

CARRIED

**8.0 NOTICE OF MOTION**

**9.0 CLOSED SESSION**

**CLOSED SESSION**

**MOTION: 23.04.256 Moved by: COUNCILLOR TOM BURTON**

That the meeting go to Closed Session, at 3:52 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

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

ABSENT: Councillor Dale Smith

CARRIED

**9.1 RECYCLING, WASTE, AND CONFIDENTIAL SHREDDING SERVICES TENDER AWARD DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY**

**9.0 OPEN SESSION**

**OPEN SESSION**

**MOTION: 23.04.257 Moved by: COUNCILLOR CHRISTINE SCHLIEF**

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 4:24p.m.

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

ABSENT: Councillor Dale Smith

CARRIED

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

**10.0 MEMBERS BUSINESS**

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

- April 11, 2023, Regular Council Meeting
- Emergency Advisory Committee Meeting
- Economic Developers Alberta Conference
- April 18, 2023, Committee of the Whole
- Kikinow Elders Lodge Sod Turning
- West Yellowhead RWMA

**WARD 2**

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

- April 11, 2023, Regular Council Meeting
- Economic Developers Alberta Conference
- Fox Creek CEC Meeting
- April 18, 2023, Committee of the Whole
- FCSS Volunteer Appreciation Supper
- Asset Management Training

**WARD 3**

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

- April 11, 2023, Regular Council Meeting
- Valleyview Recreation Board
- Little Smoky Ski Hill Board
- ICF meeting with County of Big Lakes and MD of Smoky River
- EAC Meeting – GC
- Volunteer Appreciation – Grande Cache
- April 18, 2023, Committee of the Whole
- FCSS Meeting
- Volunteer Appreciation Event – Valleyview
- Asset Management for Elected Officials
- Volunteer Appreciation – Grovedale

**WARD 4**

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

- April 11, 2023, Regular Council Meeting
- Seed plant meeting
- ICF meeting County of Big Lakes and MD of Smoky River
- Emergency Management Committee Grande Cache
- April 18, 2023, Committee of the Whole
- Golden Triangle Woodlands County

**WARD 5**

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

- April 11, 2023, Regular Council Meeting
- Little Smoky Ski Hill Board
- ICF Meeting County of Big Lakes and MD of Smoky River
- FCSS Volunteer appreciation – Valleyview
- Heart River Housing Regular Board Meeting

**WARD 6**

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

- April 11, 2023, Regular Council Meeting
- Economic Developers Alberta Conference
- Municipal District of Greenview Library Board
- East Smoky Recreation Board
- April 18, 2023, Committee of the Whole
- Kikinow Elders Lodge Sod Turning
- Asset Management for Elected Officials Workshop
- River of Death & Discovery Dinosaur Museum Society

**WARD 7**

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

- April 11, 2023, Regular Council Meeting

**WARD 8**

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

- April 11, 2023, Regular Council Meeting
- Emergency Advisory Committee Meeting
- April 18, 2023, Committee of the Whole
- Volunteer Appreciation Dinner – Grovedale

**WARD 8**

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

- April 11, 2023, Regular Council Meeting
- Municipal District of Greenview Library Board
- April 18, 2023, Committee of the Whole
- FCSS Meeting
- Asset Management for Elected Officials
- Community Futures Grande Prairie



**WARD 9**

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

- April 11, 2023, Regular Council Meeting
- Grande Cache Rec Board mtg
- Grande Cache Medical Clinic Committee Meeting
- West Yellowhead Regional Waste Management Authority Meeting
- April 18, 2023, Committee of the Whole
- Kikinow Elders Lodge sod turning
- Community Futures Reg Board Meeting
- Planning and Development Open House Grande Cache

**WARD 9**

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

- April 11, 2023, Regular Council Meeting
- Virtual meeting – Eventures w/ Minister Jean
- Economic Developers Alberta Conference
- GIG update meeting with City of Grande Prairie
- Emergency Management Committee
- Volunteer appreciation Dinner Grande Cache
- April 18, 2023, Committee of the Whole
- Minister Tour
- Kikinow Elders Lodge Sod turning
- Community Futures West Yellowhead
- Planning and Development Open House Grande Cache

**#10 MEMBERS  
BUSINESS**

MOTION: 23.04.258 Moved by: COUNCILLOR TOM BURTON

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

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

ABSENT: Councillor Dale Smith

CARRIED

**#11 ADJOURNMENT**

**11.0 ADJOURNMENT**

MOTION: 23.04.259 Moved by: COUNCILLOR WINSTON DELORME

That Council adjourn this Regular Council Meeting at 4:39p.m.

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

ABSENT: Councillor Dale Smith

CARRIED

---

CHIEF ADMINISTRATIVE OFFICER

---

CHAIR



# REQUEST FOR DECISION

---

**SUBJECT:** Bylaw No. 23-936 Land Use Bylaw Amendment to Re-designate Parts of SW-11-068-23-W5M from Agricultural One (A-1) to Country Residential One (CR-1) District

**SUBMISSION TO:** REGULAR COUNCIL MEETING                      REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** May 9, 2023                                      CAO: SW                                      MANAGER: SD

**DEPARTMENT:** PLANNING & DEVELOPMENT                      DIR: MAV                                      PRESENTER: JS

**STRATEGIC PLAN:** Development

---

**RELEVANT LEGISLATION:**

**Provincial** – *Municipal Government Act, RSA 2000*

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

---

**RECOMMENDED ACTION:**

**MOTION:** That Council give first reading to Bylaw No. 23-936, to re-designate three (3) 4.046-hectare (10.0-acre) ± area lots from Agricultural One (A-1) to Country Residential One (CR-1) District, within SW-11-068-23-W5M.

**MOTION:** That Council schedule a public hearing for Bylaw No. 23-936, to be held on June 13, 2023, at 9:15 a.m. for the redesignation of three (3) 4.046-hectare (10.0-acre) ± lots from Agricultural One (A-1) to Country Residential One (CR-1) District within SW-11-068-23-W5M.

---

**BACKGROUND/PROPOSAL:**

An application for a Land Use Amendment has been submitted for Clayton Pankiw, Tanya Pankiw, and Michelle Cormack to redesignate three (3) 4.046-hectare (10.0-acre) +/- lots from Agriculture one (A-1) District to Country Residential One (CR-1) District within SW-11-068-23-W5M. The proposed lots are located approximately 20 km south of the Town of Valleyview on Highway 43 and 8 km west on Township Road 681, within Ward 2, Little Smoky area.

The proposed lots are located within vacant, treed areas, in a unsubdivided quarter section. The balance of the quarter section is a mix of cultivated and treed areas. To the north of the quarter, sections are portions of land that are under cultivation, while to the south of the quarter, the section is comprised of forested areas.

The three (3) proposed lots can be accessed via Township Road 681. As no approaches exist for the proposed lots, approach applications will need to be submitted concurrently with the subdivision application. Approaches to the balance of the quarter exist along Range Road 232, one approach is located approximately 30.0 meters north of Township Road 681 to access a small hay field, and the second approach is located approximately 400.0 meters north of Township Road 681 to access the balance of the quarter.

<b>Proposed Servicing:</b>	Onsite Servicing
<b>Soil Type:</b>	Loam and Clay Loam
<b>Topography:</b>	Rolling
<b>Wetland Inventory:</b>	40 – intermittent creek runs towards northeast–east near middle of quarter
<b>LSRS Spring Grains Rating:</b>	<p>6W(8) – 2H(2): 80% of the area is Class 6, indicating extremely severe suitability limitations due to drainage– soils in which excess water (not due to inundation) limits the production - 20% of the area is Class 2 indicating slight suitability limitations due to temperature – inadequate heat units for the optimal growth.</p> <p>2(8) – 5W(2): 80% of the area is Class 2, indicating slight suitability limitations – 20% of the area is Class 5, indicating very severe suitability limitations due to drainage – soils in which excess water (not due to inundation) limits the production.</p>

### **Land Use Bylaw No. 18-800**

The current zoning of Agriculture One (A-1) District only allows for one parcel to be taken out from an unsubdivided quarter section without rezoning. Rezoning the proposed lots to Country Residential (CR-1) District will then allow three (3) lots to be taken out for subdivision within the quarter section, conforming to the regulations in the A-1 District.

The purpose of the Country Residential One (CR-1) District is to allow for residential development on mid-sized parcels, which include minor agricultural pursuits and allow for the keeping of a limited number of livestock. The proposed land use district will allow residential developments and associated servicing within the proposed 10-acre lots.

The maximum parcel size for subdivisions within the Agricultural One (A-1) District is 8.1 hectares (20.0 acres), while the parcel size range for the Country Residential One (CR-1) District is 1.2 hectares (3.0 acres) to 4.0 hectares (9.9 acres). The subsequent subdivision of SW-11-068-23-W5M would result in three (3) parcels, approximately 4.046 hectares (10.0 acres) in size.

### **Municipal Development Plan - Bylaw No. 15-742**

#### *Section 3.5.1 Subdivision of Agricultural Land*

*On those lands that are not defined as better agricultural lands, or that are considered exceptions by Greenview to the definition of better agricultural land by virtue of slope, configuration, surrounding land use or size, Greenview may allow the subdivision and/or development of non-agricultural uses.*

The subject lands where the proposed subdivision will occur, is not defined to be as better agricultural land. Through section 3.5.1, the municipality may allow the development of a multi-lot country residential subdivision.

#### *Section 4.3.4 Cluster Development*

*In order to protect environmentally sensitive areas and to preserve agricultural land for agricultural use, Greenview shall encourage applicants for subdivision to incorporate cluster design as a means of minimizing potential impacts and promoting efficiency of development.*

The design of the proposed subdivision is three (3) lots adjacent to Township Toad 681, where the lots are side-by-side. In accordance with Section 4.3.4, the proposed subdivision meets this policy where the multi-lot subdivision uses a cluster design. This reduces any potential impacts of fragmentation, and conflicts with adjacent lands and uses.

#### *Section 4.3.5 Restrictions on Locations*

*Greenview shall direct the development of multi-lot country residential subdivisions from:*

- (a) Urban fringe areas except where allowed in an IDP;*
- (b) Waste transfer stations and active, abandoned or un-reclaimed sanitary landfills;*
- (c) Environmentally sensitive lands;*
- (d) Existing confined feeding operations;*
- (e) Highways, unless accommodated in an approved ASP;*
- (f) Existing sand and gravel extraction sites;*
- (g) Sour gas facilities and other potentially hazardous industrial operations; and*
- (h) Gun ranges.*

The proposed multi-lot country residential subdivision meets the requirement to locate them away from developments, infrastructures and features identified in Section 4.3.5.

#### *Section 10.3.2 Area Structure Plans and Concept Plans Prepared by Developer*

*Greenview shall require the adoption of an ASP, prepared in accordance with Section 633 of the Act and Area Structure Plan and Concept Plan Policy 6001, or a Concept Plan prepared in accordance with Area Structure Plan Policy 6001, prior to the approval of:*

- (c) A country residential subdivision resulting in a cumulative density of four (4) or more lots on the subject quarter section;*

*A plan prepared under this policy may be referred to as a “Minor” ASP.*

Due to the nature of the proposed subdivision of three (3) country residential lots, a Minor ASP or a Concept Plan may be required as per Section 10.3.2. However, this policy does not specify whether the calculation of the cumulative density includes the balance of the quarter section, which will affect whether section 10.3.2 will apply for this proposed subdivision.

Administration has reviewed the proposed land use bylaw amendment application to redistrict the lands from Agricultural-One (A-1) District to Country Residential One (CR-1) District. Although policies above relate to proposed subdivision, these policies will apply as this land use bylaw amendment to rezone affects

whether council will allow this subdivision to occur. Based on the *Municipal Government Act*, *Municipal Development Plan*, and *Land Use Bylaw 18-800*, the proposed multi-lot subdivision conforms to the policies within these documents.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the redesignation would allow the landowner to subdivide the subject lands to allow country residential developments, with minimal disturbance to the agricultural lands.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage to the recommended motion is that the redesignation and subsequent subdivision would create rural residential parcels. This is an unsustainable method of housing when Council considers the costs of servicing, and service delivery.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to table Bylaw No. 23-936 for further discussion or information, and require the adoption of a Minor ASP or Concept Plan for the proposed subdivision.

**Alternative # 2:** Council has the alternative to deny the first reading and not allow the rezoning.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

Staff functions associated with the recommended motion are part of Administration's normal anticipated duties.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

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

---

**FOLLOW UP ACTIONS:**

Administration will notify the landowner of the decision made by Council. If the first reading is given, the proposed bylaw will be publicly advertised, and adjacent landowners and appropriate referral agencies will be notified. Affected parties will have the opportunity to comment or attend the Public Hearing.

---

ATTACHMENT(S):

- Bylaw 23-936
- Aerial Map
- Overview Map
- Farmland Report
- Wetland Inventory
- Topographical Map



# **BYLAW No. 23-936**

## **of the Municipal District of Greenview No. 16**

---

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

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

1. That Map No. 20 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to redistrict the following area:

All that Portion of the  
Southwest (SW) Quarter of Section Eleven (11)  
Within Township Sixty-Eight (68)  
Range Twenty-Three (23) West of the Fifth Meridian (W5M)

As identified on Schedule "A" attached.

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

Read a first time this \_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_.

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

---

**REEVE**

---

**CHIEF ADMINISTRATIVE OFFICER**



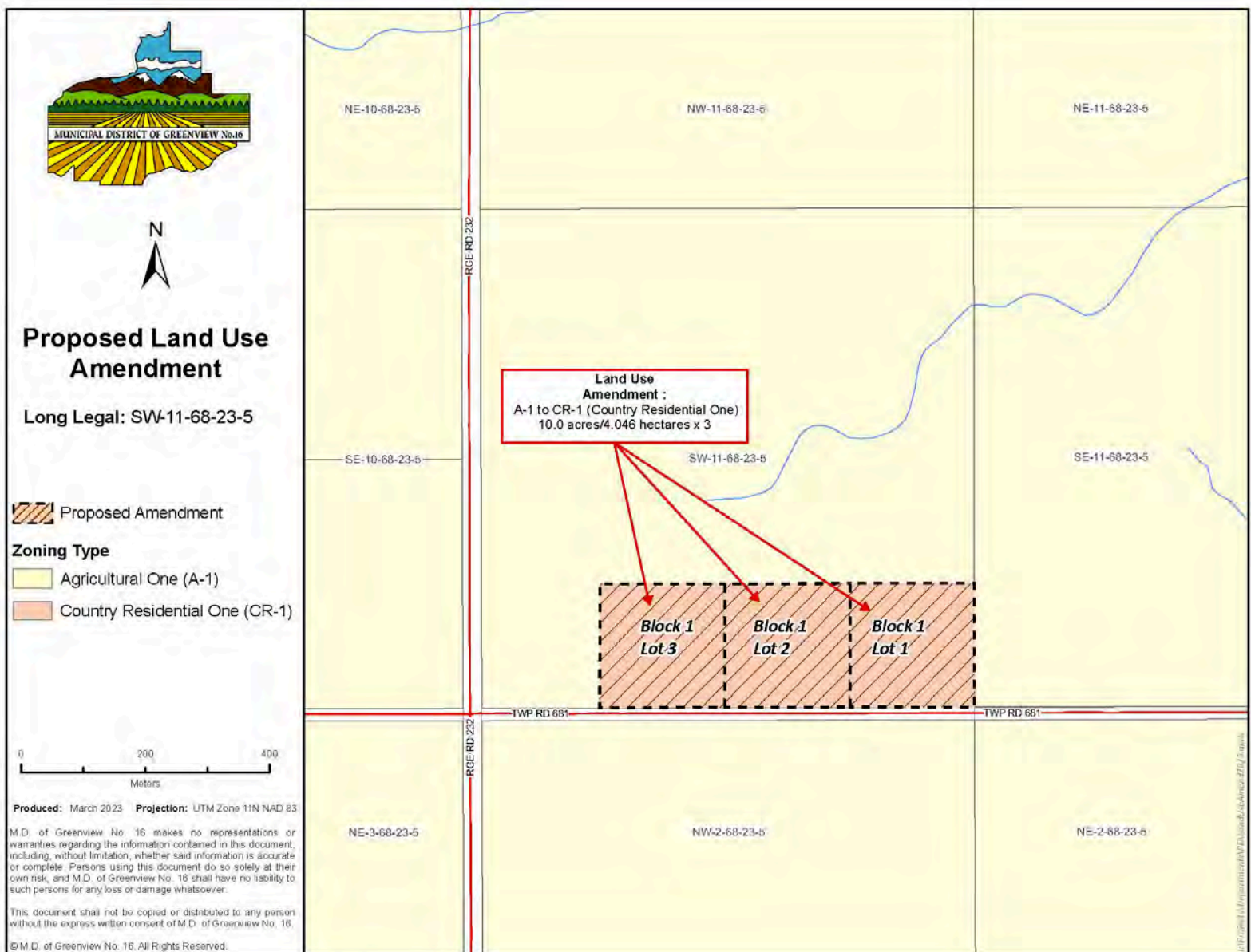
## SCHEDULE "A"

To Bylaw No. 23-936

### MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the  
Southwest (SW) Quarter of Section Eleven (11)  
Within Township Sixty-Eight (68)  
Range Twenty-Three (23) West of the Fifth Meridian (W5M)

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






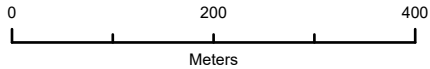


# Proposed Land Use Amendment

Long Legal: SW-11-68-23-5

 Proposed Amendment

40cm Imagery, 2022

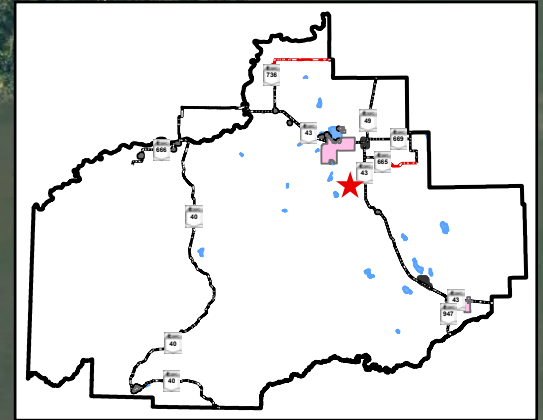
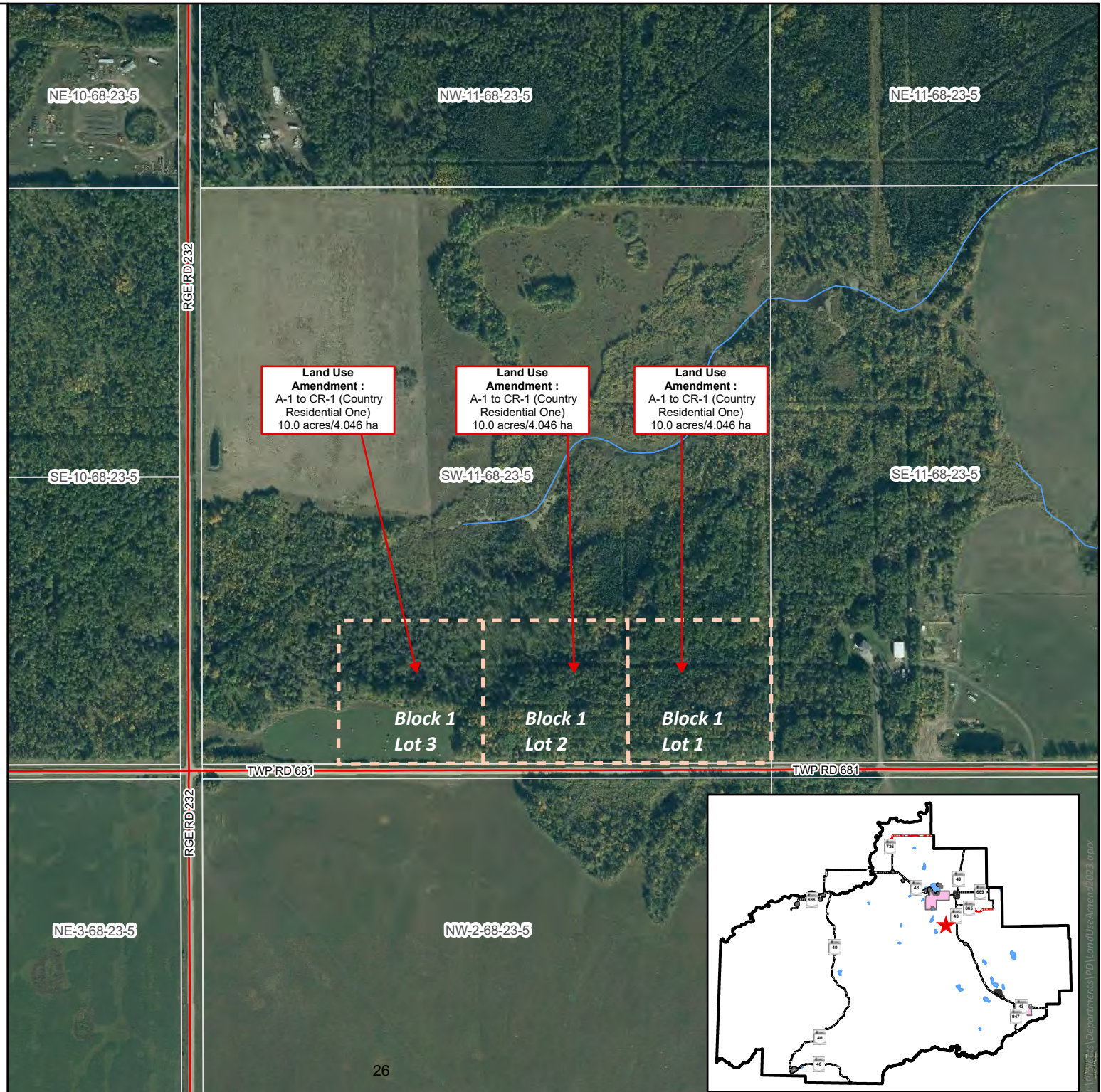


Produced: April 2023 Projection: UTM Zone 11N NAD 83

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




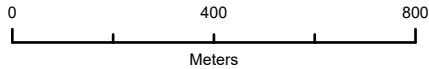
# Proposed Land Use Amendment

Long Legal: SW-11-68-23-5

 Proposed Amendment

## Zoning Type

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

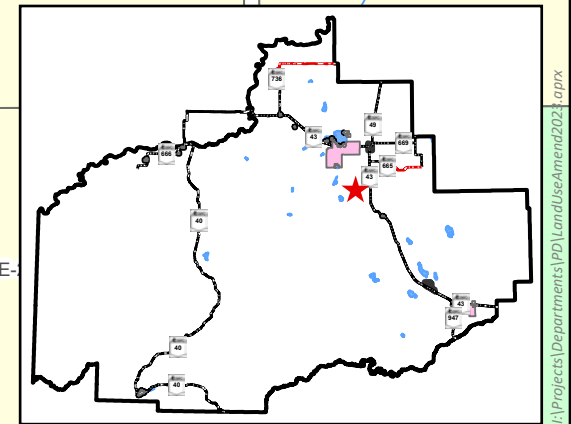
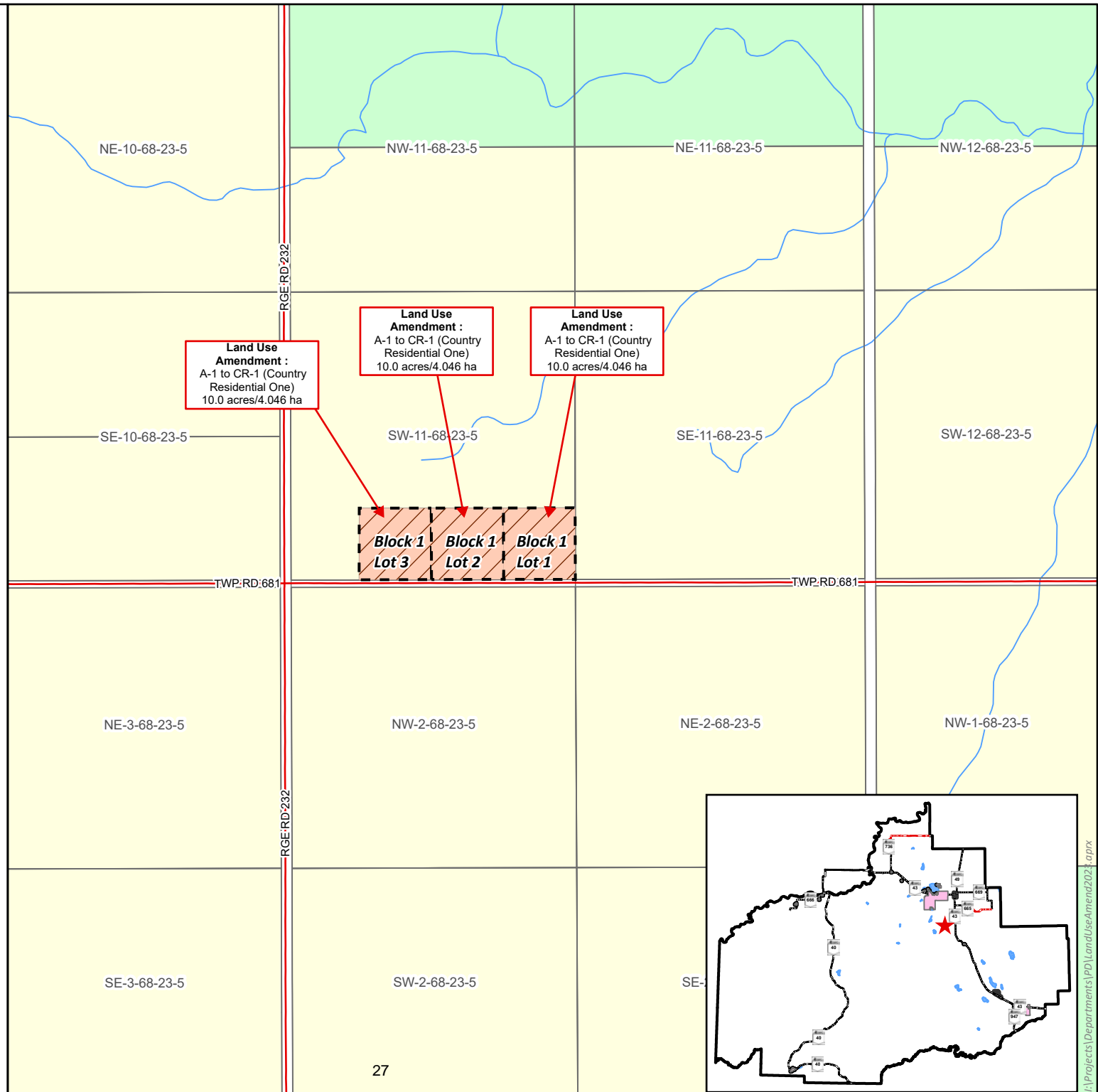


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## Proposed Land Use Amendment - AGRASID

Long Legal: SW-11-68-23-5

 Proposed Amendment

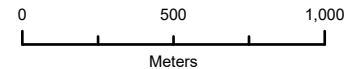
### Legend

#### AGRASID

-  inclined to steep - low relief
-  level organic
-  rolling - medium relief
-  undulating - high relief

**\*\* Spring Grain LSRS Values Displayed\*\***

Scale: 1:25,000

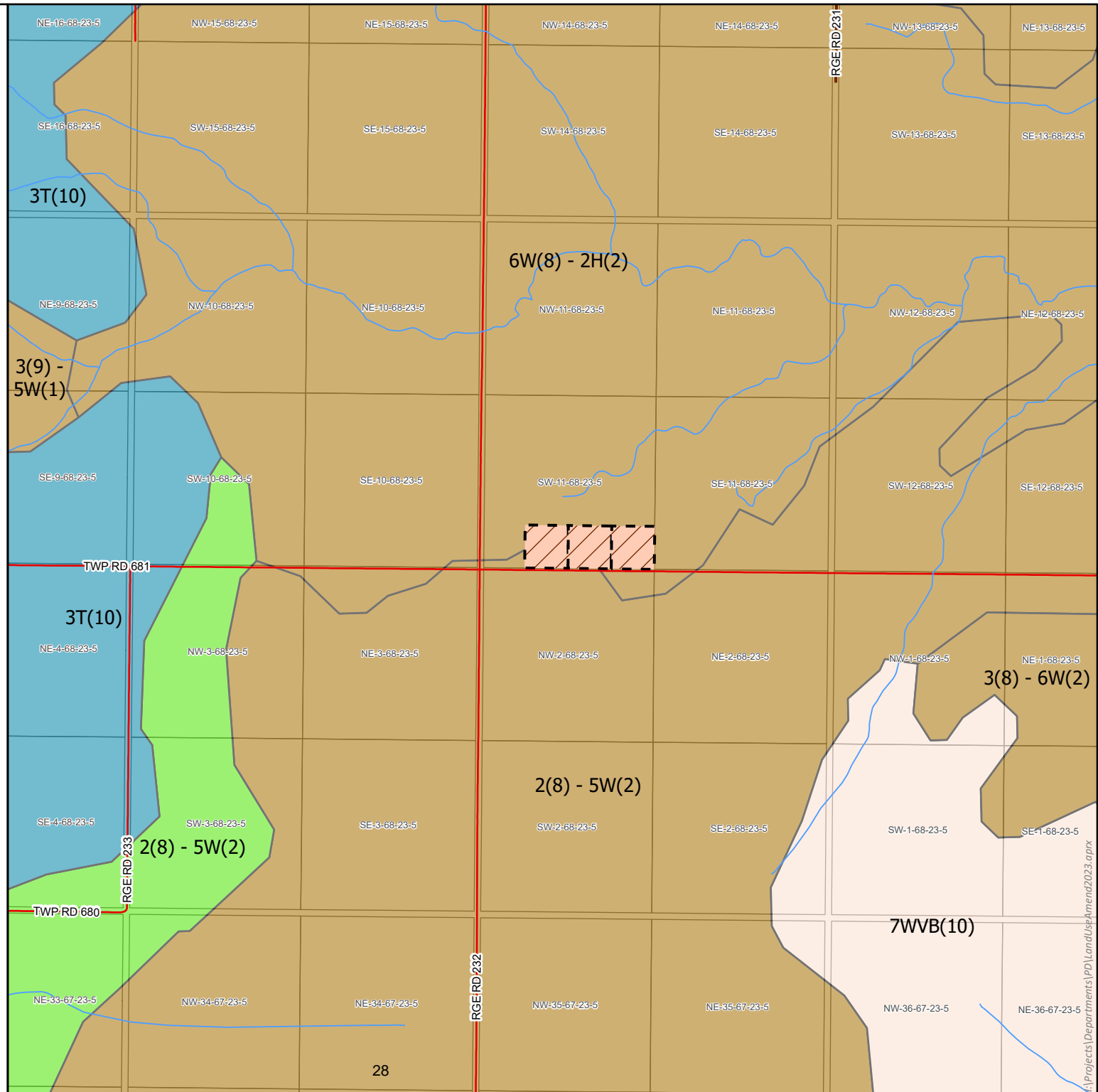


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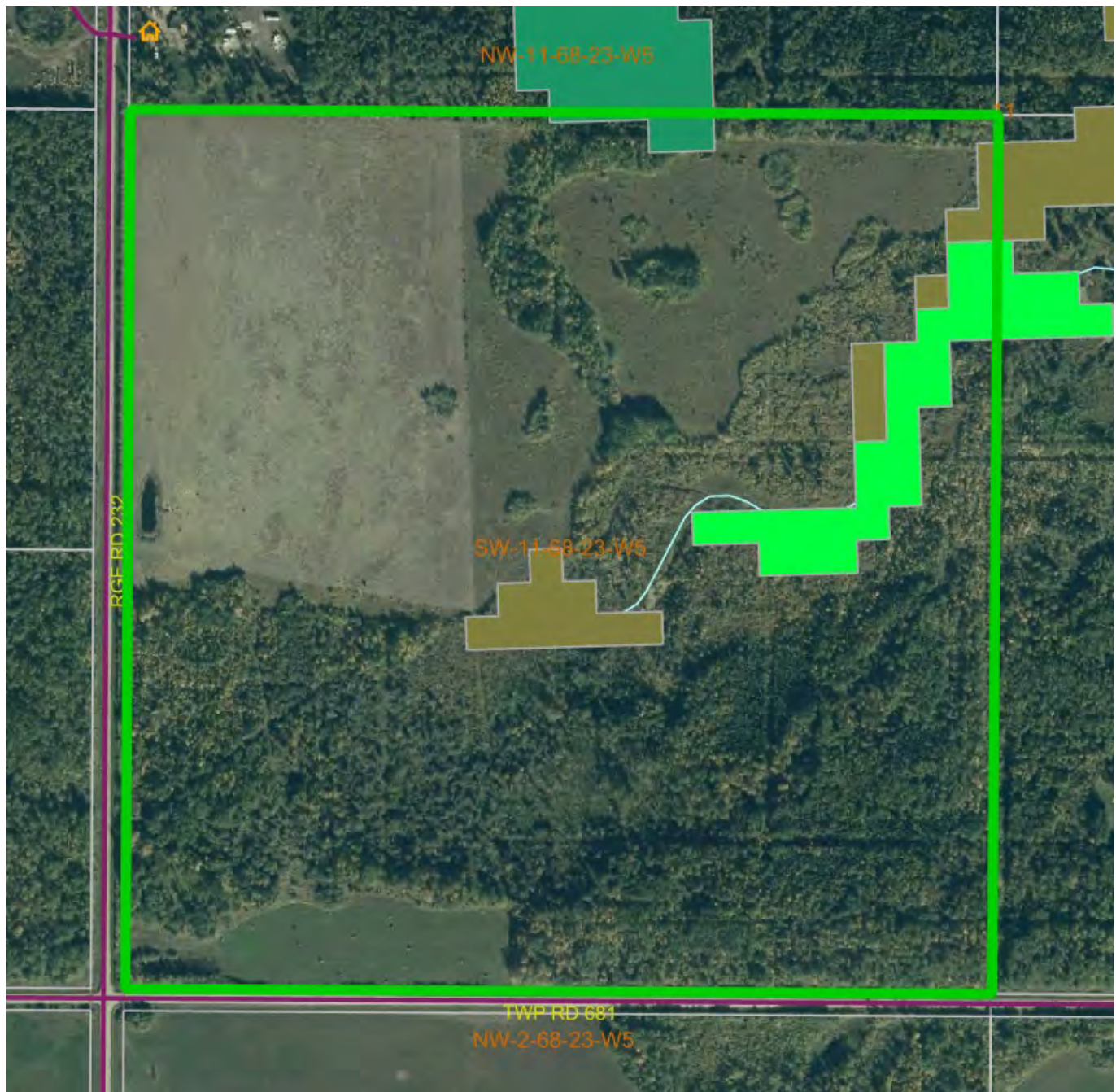
## WETLAND INVENTORY

BYLAW 23-936

APPLICANT: CLAYTON PANKIW, TANYA PANKIW,  
& MICHELLE CORMACK

LEGAL LOCATION: SW-11-068-23-W5M

LANDOWNER: CLAYTON PANKIW, TANYA  
PANKIW, & MICHELLE CORMACK



Bog  
Open Water

Fen  
Swamp

Marsh








# Proposed Land Use Amendment - Topography

Long Legal: SW-11-68-23-5

 Proposed Amendment

## Legend

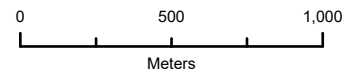
Contour Line(m)

— Minor

— Major

40cm Imagery, 2022

Scale: 1:25,000



Produced: April 2023 Projection: UTM Zone 11N NAD 83

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# REQUEST FOR DECISION

---

SUBJECT:	<b>Bylaw 23-937 Regional Promotional Committee</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 9, 2023	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNICATIONS	DIR: MAV	PRESENTER: SAS
STRATEGIC PLAN:	Governance	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – *Municipal Government Act*, R.S.A. 2000, Chapter M-26, s.145(2)

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council give second reading to Bylaw 23-937 Regional Promotional Committee, as presented.**

**MOTION: That Council give third reading to Bylaw 23-937 Regional Promotional Committee, as presented.**

---

## BACKGROUND/PROPOSAL:

At the August 23, 2022, Regular Council Meeting, Council directed Administration to enter a 4-year term Memorandum of Understanding with the City of Grande Prairie and the County of Grande Prairie for the purposes of developing a coordinated approach to promoting the economic diversity and opportunities of the region. Greenview Administration has since worked collaboratively to plan and hold two (2) joint regional events to market the region in 2022, both of which were held in Calgary, AB.

In accordance with the Municipal Government Act section 145 and Greenview's current practices, bylaws are created to establish Council Committees. Council amended the name of the proposed committee at the first reading from "Regional Branding Committee" to "Regional Promotional Committee" and expanded the committee's mandate. The Regional Promotional Committee is a temporary inter-municipal committee between Greenview, the County of Grande Prairie No.1, and the City of Grande Prairie. The goal of this temporary committee is for all three municipalities to come to an agreement on a future regional collaborative marketing concept.

It is proposed that each municipality have three (3) Councillors sit on a Regional Promotional Committee. The committee will coordinate and discuss a Regional Promotional marketing concept with a contracted facilitator who will work through a limited exercise, resulting in a marketing concept style guide (to include acceptable colour themes, fonts, and a visual look). Each municipality shall appoint three Councillors to sit on the committee until a "Regional Marketing Concept" is agreed upon. At this time, the committee will dissolve, and the bylaw will expire.



How the committee will function procedurally will be agreed upon at a later date. This bylaw is simply a bylaw for Greenview to enact the committee.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is Council will be closer to forming an intermunicipal Regional Promotional Committee.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to defeat the motion. However, Administration does not recommend this because Council Committees are required to be established by bylaw.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:**

**Ongoing / Future Costs:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will bring the bylaw back for third reading.

---

**ATTACHMENT(S):**

- Bylaw 23-937 - Draft
- MGA section 145(2).

**Bylaws — Council and Council committees**

145(2) A council may, by bylaw, establish council committees and other bodies.



## BYLAW No. 23-937 of the Municipal District of Greenview No. 16

### A Bylaw of the Municipal District of Greenview No. 16 to establish the Regional **Promotional** Committee.

**Whereas**, pursuant to Sections 145 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 Council may, by bylaw, establish council committees and other bodies;

**Whereas**, The Councils of the Municipal District of Greenview No. 16, the County of Grande Prairie No. 1 and the City of Grande Prairie have recognized the need to cooperate in promoting the economic diversity and opportunities of the region;

**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 "~~Regional Branding Committee~~ "**Regional Promotional Committee.**"

2. **DEFINITIONS**

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

3. **ESTABLISHMENT**

3.1. The Regional ~~Branding~~ **Promotional** Committee is established by this bylaw as a temporary council committee.

4. **MANDATE**

4.1. The Regional ~~Branding~~ **Promotional** Committee will collaborate to establish a coordinated regional **marketing** approach, ~~including but not~~ **which may include but not** limited to a **name, marketing colours, fonts, and possible visual look.**

5. **MEMBERSHIP**

5.1. Greenview will appoint three members of Council to sit on the Regional ~~Branding~~ **Promotional** Committee.

6. **REPEAL**

6.1. This bylaw will automatically be repealed once Greenview Council has made a resolution to adopt an agreed upon regional **marketing concept.**

7. **COMING INTO FORCE**

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

Read a first time this 28 day of March, 2023.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2023.

Read a third time this \_\_\_\_ day of \_\_\_\_\_, 2023.

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REEVE

---

CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT: **Council Motion Amendment**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: May 9, 2023  
DEPARTMENT: FINANCE  
STRATEGIC PLAN: Governance

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: SW                      MANAGER: MH  
DIR: EK                      PRESENTER: MH  
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 amend the mill rate in motion 23.04.200 from 7.3550 to 7.335 mills.

---

## BACKGROUND/PROPOSAL:

At the April 25, 2023, Regular Council Meeting Council passed the following motion:

*MOTION: 23.04.200 Moved by: COUNCILLOR CHRISTINE SCHLIEF*

*That Council give second reading to Bylaw 23-939 "Tax Bylaw 2023," as amended, setting the 2023 non-residential tax rate at 7.3550 mills.*

*CARRIED*

However, the intent of Council was to raise the 2022 non-residential tax rate by 0.6500 mills. The 2022 non-residential tax rate was 6.6850 mills so an increase of 0.6500 mills is 7.3350 mills. The bylaw and budget adjustments were calculated using the correct mill rate of 7.3350 mills. The original motion was a mistype and therefore only an adjustment to the mill rate in the motion is required to make the tax rate bylaw accurately reflect the mill rate in the motion. This amendment does not alter the approved tax rate bylaw in anyway.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Motion 23.04.200 will match the intent of Council and the 2023 tax rate bylaw.

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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 leave the motion “as is” however Administration does not recommend this action because the tax rate bylaw will have to be repealed and replaced. In addition, the 2023 operating budget would need to be adjusted to reflect the updated tax revenue estimate.

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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:

N/A

---

ATTACHMENT(S):

- Bylaw 23-939 “Tax Bylaw 2023”



**BYLAW No. 23-939  
of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16 to provide for the rates of taxation to be levied against assessable property within the Municipal District of Greenview No. 16 for the 2023 taxation year.**

**Whereas,** the Municipal District of Greenview No. 16 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on March 28, 2023; and

**Whereas,** the estimated municipal expenditures and transfers set out in the budget for the Municipal District of Greenview No. 16 for 2023 total \$175,104,140; and

**Whereas,** the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$64,029,856 and the balance of \$111,074,284 is to be raised by general municipal taxation; and

**Whereas,** the requisitions are:

<b>Alberta School Foundation Fund (ASFF)</b>	
Residential/Farmland	\$ 2,648,582
Non-Residential	<u>\$ 27,089,081</u>
	\$ 29,737,663
<b>Opted Out School Boards</b>	
Residential/Farmland	\$ 81,639
Non-Residential	<u>\$ 810</u>
	\$ 82,449
<b>Requisition Allowance MGA (359(2))</b>	\$ 150,000
<b>Seniors Foundation</b>	\$ 4,914,817
<b>Designated Industrial Properties Requisition</b>	\$ 1,054,422

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

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

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

Residential/Farmland	\$	849,283,690
Residential Municipal Only	\$	4,623,170
Residential Grande Cache	\$	300,270,260
Residential Grande Cache Municipal Only	\$	4,263,100
DIP Residential/Farmland	\$	18,320
Non-Residential	\$	249,356,130
Non-Residential Municipal Only	\$	2,082,110
Non-Residential Grande Cache	\$	121,697,920
Machinery & Equipment	\$	46,933,930
DIP Non-Residential	\$	7,396,601,210
DIP Machinery & Equipment	\$	6,620,232,040
DIP Power Generation	\$	<u>117,489,260</u>
Total Taxable Assessment	\$	15,712,851,140

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

**1. TITLE**

1.1. This Bylaw may be cited as “Tax Bylaw 2023.”

**2. AUTHORIZATION**

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

	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
<b>General Municipal</b>			
Residential/Farmland	\$ 2,132,849	\$ 853,925,180	2.4977
Residential Grande Cache	\$ 2,184,966	\$ 304,533,360	7.1748
Non-Residential	\$ 106,756,470	\$ 14,554,392,600	7.3350
<b>Grande Cache Properties Special Tax (Borrowing)</b>			
Residential/Non-Residential	\$ 411,528	\$ 421,968,180	0.9753
<b>ASFF/Opted-Out School Boards</b>			
Residential/Farmland	\$ 2,730,221	\$ 1,149,572,270	2.3750
Non-Residential	\$ 27,089,891	\$ 7,767,655,260	3.4875
<b>Requisition Allowance</b>	\$ 150,000	\$ 8,917,227,530	0.0168
<b>Seniors Foundations</b>	\$ 4,914,817	\$ 15,701,882,760	0.3130
<b>Designated Industrial Properties</b>	\$ 1,054,422	\$ 14,134,322,510	0.0746



- 2.2. The minimum amount payable as property tax for general municipal purposes shall be \$20.00.

**3. DUE DATES**

- 3.1. Non-Residential taxes are due and payable on June 30th, 2023.
- 3.2. Residential/Farmland taxes are due and payable on November 15th, 2023.

**4. PENALTIES**

- 4.1. In the event of any current taxes remaining unpaid for Non-Residential after June 30th, 2023, there shall be levied a penalty of 8%, on July 1st, 2023.
- 4.2. In the event of any current taxes remaining unpaid for Residential/Farmland after November 15th, 2023, there shall be levied a penalty of 8%, November 16, 2023.
- 4.3. In the event of any current taxes remaining unpaid after December 31st, 2023, there shall be levied a penalty of 10% on January 1st, 2024.
- 4.4. In the event of any arrear's taxes remaining unpaid after December 31st, 2023, there shall be levied a penalty of 18% on January 1st, 2024, and in each succeeding year thereafter, so long as the taxes remain unpaid.

**5. INDEMNIFICATION**

- 5.1. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.

**6. COMING INTO FORCE**

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

Read a first time this 11<sup>th</sup> day of April, 2023.

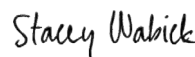
Read a second time this 25<sup>th</sup> day of April, 2023.

Read a third time this 25<sup>th</sup> day of April, 2023.



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REEVE



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CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT:	<b>Solid Waste and Recycling Service for Grande Cache Cooperatives and Enterprises</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 9, 2023	CAO: SW	MANAGER: DB
DEPARTMENT:	INFRASTRUCTURE & ENGINEERING	DIR: RA	PRESENTER: RA
STRATEGIC PLAN:	Economy	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 report regarding the weekly pick up of solid waste and recycling in the Co-operatives and Enterprises around the Hamlet of Grande Cache for the purpose of information and providing additional direction on how to proceed in the coming years.

---

## BACKGROUND/PROPOSAL:

In 2017, a 5-year Agreement was signed between the Municipal District of Greenview and the former Town of Grande Cache for weekly solid waste (garbage) bin service pick up within the Co-operatives and Enterprises to be done by the former town.

Council made the following motion;

*MOTION: 17.03.111 Solid Waste Truck and Bin Service Contract for Grande Cache Cooperatives and Enterprises "That Council approve the Solid Waste Bin Service Contract between the Municipal District of Greenview and the Town of Grande Cache as amended"*

During the 2017 budget discussions, Council approved Capital Project SW16003 for \$400,000.00 with the purpose and description of the Grande Cache Garbage truck and bins (attached).

As directed by Council, Administration made the amendments to the Solid Waste Bin Service 5 – Years Service Contract and it was signed by both parties on April 28th, 2017. This contract expired, on April 28, 2022, however, Administration has continued the service of weekly garbage collection to the Grande Cache Cooperatives and Enterprises. Following Council 2022-2025 Strategic Plan: *Governance; Provide quality municipal services; Establish levels of service*. Administration is now looking for direction as not all residents have access to this benefit.

The table below provides the bins offered to Greenview residents 5 (please note this does not include commercial bins or private bins that are rented monthly). The estimated population data is from Greenview's 2018 Unofficial Census Results posted on the website.

Location of Bins	Est. Population	Solid Waste Bins for Residents	# of Bins	Solid Waste Curb Pick up	Recycling Bins	# of Bins	Transfer Site and or Landfill
Grande Cache	3571			X			X
DeBolt	868				X	5	X
Little Smoky	594				X	6	X
Sunset House	476				X	5	X
Crooked Creek	882				X	5	X
Grovedale	1463				X	6	X
5 Cooperatives <ul style="list-style-type: none"> <li>Victor Lake</li> <li>Susa Creek</li> <li>Muskeg Seepee</li> <li>Wanyandie East</li> <li>Wanyandie West</li> </ul>	310	X	13		X	6	X
2 Enterprises <ul style="list-style-type: none"> <li>Joachim</li> <li>Kamisak</li> </ul>		X	5		X	2	X
All other Hamlets	1451						X
All other Subdivisions							X
All other Settlements							X
All other Residents							X

Greenview's estimated cost for bi-weekly Recycling Bin pick-up service is \$325.00/bin/month. The estimate for weekly solid waste bin pick-up service is \$250.00/bin/month. The current bin rental fee per month is \$140.00/bin.

The estimated cost of this service is as follows.

Location	# of Recycling Bins @ \$325.00/bin	# of Solid Wastes @ \$250.00/bin	Monthly	Annually
Cooperatives	6	13	\$5,200.00	\$62,400.00
Enterprises	2	5	\$1,900.00	\$22,800.00
Estimated Administration Time from multiple departments 50 hours @ \$35/hr			\$1,750.00	\$21,000.00
<b>TOTAL</b>			<b>\$8,850.00</b>	<b>\$106,200.00</b>

Administration has prepared a few optional motions below for Council Consideration.

**MOTION: That Council direct Administration to continue with the solid waste and recycling pick up service for the Cooperatives and Enterprises near Grande Cache with funds to come from Environmental Reserves.**  
(The annual cost estimate for this motion is \$106,200.00).

**MOTION: That Council direct Administration to continue with the solid waste and recycling pick up service for the Cooperatives and Enterprises and all other Hamlets, Subdivisions, and Settlements within Greenview with funds to come from Environmental Reserves.**  
(The annual cost estimate for this motion is \$1,600,000.00).

**MOTION: That Council direct Administration to discontinue with the solid waste and recycling pick up service for the Cooperatives and Enterprises near Grande Cache.**  
(The annual cost savings estimate for this motion is \$106,200.00).

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended motion is that Administration will have a clear direction to follow as it relates to the Co-operatives and Enterprises' around Grande Cache.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of the recommended motion is that an existing level of service may be altered which can raise or lower the annual operational budget.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to continue the Solid Waste and Recycling Bin Service to the Grande Cache Cooperatives and Enterprises, however Administration does not recommend this service as it is not consistent throughout Greenview and may be seen as showing favoritism.

**Alternative #2:** Council has the alternative to continue the Solid Waste and Recycling Bin Service to the Grande Cache Cooperatives and Enterprises and add other subdivisions/hamlets within Greenview to show the same service level to all residents.

**Alternative #3:** Council has the alternative to discontinue the service entirely.

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

Staffing implications moving forward include proceeding with Council's direction. To date it is estimated Administration has spent 10 hours on the project with an anticipated additional 600 hours from multiple departments should this level of service continue.

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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 move forward with Council's direction.

---

**ATTACHMENT(S):**

- 2017 Budget Sheet
- Agreement



## GREENVIEW CAPITAL PROJECT FORM

**Department:** Infrastructure & Planning **Job ID:** SW16003  
**Area:** Environmental Services,  
Solid Waste Management **Project Title:** Grande Cache garbage truck & bins

### Service Description & Benefits

The Environmental Services department is proposing to purchase a garbage truck and bins for the Grande Cache co-ops & enterprises. The town of Grande Cache would receive truck in exchange for providing the pick up service to the co-ops and enterprises. Working with Greenview's Community Coordinator in Grande Cache and Grande Cache public works, to facilitate a potential agreement. Greenview would pay the tipping fee for a timeframe agreed upon. The original budget for this project was \$1,000,000 to build a transfer station in the Grande Cache area. With the reviewing of both options, the truck and bins is the most beneficial for the rate payers in terms of service and economics. **Previously called Grande Cache Area Transfer Station Study.**

### Council Strategy/Goal

### Project Funding/Costs

#### Funding Source:

Types of Funding:

	<u>Dollar Amount:</u>
Grants	
Reserves	\$50,000.00
Utility Revenue	
Tax Revenue	\$350,000.00
<b>Total Funding</b>	<b>\$400,000.00</b>

#### Costs:

Type of Cost:

	<u>Dollar Amount:</u>
• Grande Cache Area Garbage truck & bins(2016 carryover)	\$50,000.00
• Grande Cache garbage truck & bins 2017 Funding	\$350,000.00
<b>Total Cost:</b>	<b>\$400,000.00</b>

### Schedule

**Design Start:** 2017 **Design End:** 2017  
**Project Start:** 2017 **Project End:** 2017



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## 5 – YEAR SERVICE CONTRACT SOLID WASTE BIN SERVICE

**THIS GENERAL SERVICE AGREEMENT** dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

### BETWEEN:

**MUNICIPAL DISTRICT OF GREENVIEW**  
Box 1070, Valleyview, Alberta T0H 3N0

### -AND-

**TOWN OF GRANDE CACHE**  
Box 300, Grande Cache, Alberta T0E 0Y0

WHEREAS the Municipal District of Greenview No. 16 (“Greenview”) wishes to engage the Town of Grande Cache (“Grande Cache”) to provide weekly Solid Waste Bin Service (the “Services”) at the Grande Cache Cooperatives and Enterprises (the “Coops”);

AND WHEREAS Greenview currently pays all tipping fees associated with solid waste disposal at the Grande Cache Landfill from the residents of the Coops but many of the residents do not have the ability to transport their solid waste to the facility;

AND WHEREAS Grande Cache is willing to provide weekly the Services at the Coops in accordance with the terms and conditions of this Agreement;

NOW THEREFORE, in consideration of the promises, mutual terms, covenants and conditions set out herein, the parties hereto agree as follows:

### 1.0 NOTICE

**1.1** Any notice required or permitted to be given under this Agreement shall be in writing and addressed to the appropriate Party at the address below:



**MD of Greenview:** Mike Haugen, Chief Administrative Officer  
Municipal District of Greenview No. 16  
4806-36 Avenue, Box 1079, Valleyview, AB. T0H 3N0  
Direct: 780-524-7650  
[mike.haugen@mdgreenview.ab.ca](mailto:mike.haugen@mdgreenview.ab.ca)

**Town of Grande Cache:** Loretta Thompson, Chief Administrative Officer  
Town of Grande Cache  
Box 300, Grande Cache, AB. T0E 0Y0  
Direct: 780-827-3362  
[loretta.thompson@grandecache.ca](mailto:loretta.thompson@grandecache.ca)

## **2.0 TERM**

- 2.1** This Term of this Agreement shall be the period of time commencing on \_\_\_\_\_, 2017 and ending on \_\_\_\_\_, 20\_\_ subject to extension or earlier termination as set forth herein.
- 2.2** This Agreement shall be deemed to have come into effect upon signature by the authorized officials from both organizations.

## **3.0 TERMINATION**

- 3.1** Either party may at any time and for any reason terminate this Agreement upon providing 60 days' written notice to the other party.
- 3.2** If and whenever an event of default occurs, the party not in default may give notice to the other party that an event of default has occurred (the "default notice") and the defaulting party shall have fifteen (15) days from the date of the default notice to rectify the specified default. If the specified default is not rectified within the fifteen (15) days, or such longer period as the parties may agree, the party not in default shall have the right to give notice (the "termination notice") to the defaulting party that this Agreement shall terminate fifteen (15) days from the date of the termination notice.
- 3.3** For the purposes of this Agreement an event of default shall be defined to include the following:
- (a) A material breach of any provision of this Agreement;
  - (b) A party files for bankruptcy, goes into receivership or files for protection from its creditors; and
  - (c) Revocation of required licenses, permits or approvals reasonably required for the continued operations of either party pursuant to the terms of this Agreement.
- 3.4** Notwithstanding the delivery of a notice of termination Grande Cache shall continue to perform the Services up to and including the effective date of termination specified in the notice.
- 3.5** Grande Cache shall be entitled to payment for all Services rendered to Greenview up to and including the date of termination. Following the termination of this Agreement Grande Cache



shall provide Greenview with a written report on and invoice for the Services provided up to the date of termination.

#### **4.0 GREENVIEW'S OBLIGATIONS**

##### **4.1 Greenview shall:**

- (a) Provide Grande Cache<sup>HT</sup> with funds to purchase a solid waste truck (the "Greenview Truck"), and sixteen (16) commercial bear proof garbage bins (the "solid waste bins"), up to a maximum of \$390,000, to be used by Grande Cache in the provision of the Services;
- (b) Allocate a reserve fund for maintenance and replacement of damaged bear proof commercial solid waste bins and replace the solid waste bins when required;
- (c) Develop and enter into Road Access Agreements with the Coops for the provision of the Services under this Agreement;
- (d) Develop and enter Road Maintenance Agreements with the Coops to ensure sustainable access to the solid waste bin location within the Coops;
- (e) Ensure the solid waste bins are located in a location that allows reasonable access and egress for a solid waste truck;
- (f) Ensure that only bagged domestic household waste is deposited into the solid waste bins for pickup under this Agreement, excluding any foreign materials such as tires, mattresses, contaminated, hazardous, toxic or radioactive waste or materials etc.; and
- (g) Provide Grande Cache with an Emergency Spot Device for their use in the provision of the Services.

#### **5.0 GRAND CACHE'S OBLIGATIONS**

##### **5.1 Grande Cache shall:**

- (a) Perform the Services in accordance with and subject to the terms and conditions contained in this Agreement, including once weekly pick up of solid waste on Wednesdays or previously advertised from the Coops located at:
  - (i) Wanyandie Flats East
  - (ii) Wanyandie Flats West
  - (iii) Joachim Enterprises
  - (iv) Victor Lake Coop
  - (v) Kamisak Development Corporation (Grande Cache Lake)
  - (vi) Susa Creek
  - (vii) Muskeg Seepee
- (b) Prepare and construct the site locations for the solid waste bins at all the Coops;

- (c) Purchase the Greenview Truck and the solid waste bins for a total cost not to exceed \$390,000, to be used in the provision of the Services. Nothing prevents Grande Cache from using the Greenview Truck for the provision of solid waste services to other customers;
- (d) Be solely responsible for the operation and maintenance of the Greenview Truck and the solid waste bins;
- (e) Work with Greenview and the Coops to determine the best location for the garbage bins within the Coops;
- (f) Upon the termination of this Agreement for whatever reason, or when no longer required for the provision of the Services, whichever may occur sooner, transfer the Greenview Truck to Greenview at no cost;
- (g) Provide qualified staff to provide the Services;
- (h) With the exception of the Greenview Truck and the solid waste bins, provide all equipment and facilities necessary to provide the Services in a proper and safe manner;
- (i) Be bound by and observe all applicable federal, provincial and municipal legislation and related regulations, which, without limiting the generality of the foregoing, shall include the provisions of the *Freedom of Information and Protection of Privacy Act*, the *Occupational Health and Safety Act*, *Workers' Compensation Act* and the *Environmental Protection and Enhancement Act*, all as amended from time to time, or if repealed as replaced, and Grande Cache shall cause all of its employees and approved subcontractors to be so bound;
- (j) Obtain and maintain at its sole expense all necessary permits, licenses, consents and approvals required by all authorities having jurisdiction incidental to the performance of Grande Cache's obligations under this Agreement and in particular Grande Cache's obligation to provide the Services;
- (k) Pay all fees and costs incidental to the performance of Grande Cache's obligations under this Agreement;
- (l) provide all written and verbal reports as reasonably required by Greenview on the provision of the Services, including the status of the solid waste bins. Grande Cache will make available such information, including data and documents, as Greenview may reasonably require from time to time to allow Greenview to evaluate the quality and progress of the Services; and
- (m) upon receipt of request from the Greenview, provide evidence of full compliance with all requirements of the *Workers' Compensation Act* to and including the dates of such requests, such evidence to include the Commission and any and all subcontractors.

## 6.0 PAYMENT OF FEES

- 6.1 Greenview will not pay Grande Cache any fees for the provision of the collection services, as the parties recognize Grande Cache has received funds from Greenview in order to purchase the



Greenview Truck which truck may be used by Grande Cache to provide solid waste services to other customers..

**6.2** Greenview will continue to pay all tipping fees associated with solid waste disposal at the Grande Cache Landfill collected from the Coops under this Agreement.

**6.3** Grande Cache shall be responsible for collecting, remitting, and paying all source deductions, Canada Pension contributions, Employment Insurance premiums, taxes and GST and all other required payments, contributions or deductions under all applicable laws and authorities including, but not limited to, any assessments levied pursuant to the *Workers' Compensation Act* (Alberta) which arise or may hereafter arise with respect to the performance of the obligations of Grande Cache under this Agreement and Greenview shall have no liability for the same.

## **7.0 REPORTING**

**7.1** Representatives of both Greenview and Grande Cache will review the effectiveness and adherence to this agreement on an annual basis or as needed and agreed upon by both Parties.

## **8.0 INSURANCE AND INDEMNITY**

**8.1** Each of the Parties to this Agreement shall obtain and maintain in force during the Term such insurance as they deem appropriate having regard to their obligations and responsibilities pursuant to this Agreement.

**8.2** Each of the Parties to this Agreement shall be responsible for and indemnify and save harmless the other Party for any damages, losses (including legal fees on a solicitor and his own client full indemnity basis), injuries or loss of life, resulting from the negligent or wrongful acts or omissions of their respective employees, servants or agents which may occur in the performance, purported performance, or non-performance of their respective obligations under this Agreement, provided that such indemnity shall be limited to an amount in proportion to the degree to which the indemnifying Party, its employees, servants or agents are at fault or otherwise held responsible in law. This indemnification shall survive the expiration of the Term or termination of this Agreement for whatever cause.

## **9.0 GENERAL**

**9.1** This Agreement is not assignable by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld.

**9.2** This Agreement is binding up and shall ensure to the benefit of the Parties and their successors and permitted assigns.

**9.3** The Parties acknowledge and agree that this Agreement does not create and shall not be construed as creating any relationship of agency, partnership or joint venture between the Parties. The Parties enter this Agreement as, and shall remain, independent parties.

9.4 If any term, covenant or condition of this Agreement, or the application thereof to any person or circumstance, is to any extent held or rendered invalid, unenforceable or illegal, then that term, covenant or condition: (i) is deemed to be independent of the remainder of this Agreement and to be severable and divisible therefrom, and its invalidity, unenforceability or illegality does not affect, impair or invalidate the remainder to the Agreement or any part thereof; and (ii) continues to be applicable to and enforceable to the fullest extent permitted by law against any person and circumstances other than those as to which it has been held or rendered invalid, unenforceable or illegal.

9.5 This Agreement sets forth all covenants, promises, representations, agreement, conditions and understanding between Grande Cache and Greenview concerning the matters referenced herein and there are no other covenants, promises, representations, agreements, conditions, or understandings, either oral or written, between them. No alteration or amendment to this Agreement will be binding upon the Town or Greenview unless in writing and signed by the Town and Greenview.

9.6 The expiry or termination of this Agreement shall not relieve any Party of any rights, liabilities or obligations that by their nature survive expiry or termination, including warranties, remedies, indemnities, or that arose prior to the expiry or termination of this Agreement.

9.7 If either Party shall overlook, excuse, condone or permit any default, breach, non-observance, improper compliance or non-compliance by the other of any obligation herein, this shall not operate as a waiver of such obligation in respect of any continuing or subsequent default, breach or non-observance, and no such waiver shall be implied but shall only be effective if expressed in writing.

9.8 This Agreement shall be construed in accordance with and governed by the laws of the Province of Alberta.

**IN WITNESS WHEREOF**, and as evidence of their Agreement to be bound by the terms hereof, the Parties have caused this Agreement to be executed and delivered by their authorized signatories with effect as of the date set out on page one above.

**TOWN**

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**TOWN OF GRANDE CACHE**

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Per: 

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Per: \_\_\_\_\_

**GREENVIEW**

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**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

)

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Per: \_\_\_\_\_

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Per: \_\_\_\_\_





# REQUEST FOR DECISION

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SUBJECT:	<b>FRIAA Firesmart Program Resolution</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 9, 2023	CAO: SW	MANAGER:
DEPARTMENT:	PROTECTIVE SERVICES	DIR: MH	PRESENTER: WB
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** N/A

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## RECOMMENDED ACTION:

**MOTION: That Council support the submission of the Forest Resource Improvement Plan of Alberta (FRIAA) FireSmart Program application, for the purpose of developing a comprehensive public awareness campaign based on the 2021 Sturgeon Heights Wildfire Hazard & Risk Assessment.**

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## BACKGROUND/PROPOSAL:

Administration has submitted an Expression of Interest (EOI) as the first step in an application to FRIAA FireSmart Program Grant for funds to develop a public awareness campaign based on the 2021 Sturgeon Heights Wildfire Hazard & Risk Assessment commissioned by the Forestry Division. There is no financial contribution required from Greenview, however, the application process requires a motion of Council for the support to meet the criteria of the grant application.

The proposed project includes Greenview Fire-Rescue Services firefighters engaged in all activities in the development of a public education and awareness campaign aimed at emphasizing the importance of having FireSmart homes and firepits. Implementation of this program will mitigate the risk of a wildfire and substantially increase the preparedness and awareness levels of community members in Greenview.

The submitted project is the Greenview-Sturgeon Heights Community FireSmart Education and Awareness Program (EOI-23-26). The Council Resolution is a required component to allow the Forest Resource Improvement Association of Alberta (FRIAA) Grant Expression of Interest (EOI) to move forward for consideration and approval.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is this will permit Greenview-Sturgeon Heights Community FireSmart Education and Awareness Program (EOI-23-26) to complete the final step for approval.
- 

## 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 alter or take no action on the motion; however, this is not recommended as this is a specific motion that Administration has requested Council to consider in order to complete the final step of the grant.

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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:**

Once Council makes the recommended motion Administration will forward it to FRIAA for submission.

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**ATTACHMENT(S):**

- FRIAA FireSmart RFEOI (Education)
- RSP Solicit Letter EOI-23-26

 <b>Forest Resource Improvement Association of Alberta</b> P.O. Box 11094, Main Post Office, Edmonton, Alberta T5J 3K4		EOI # (Internal Use Only)		
		Project Title		<b>Greenview – Sturgeon Heights Community Fire Smart Education and Awareness Program</b>
		FireSmart - Discipline (Project Type)		<b>Education</b>

<b>FRIAA FIRESMART PROGRAM</b>		<b>Attn: FRIAA Administrator</b>	
<b>Request for Expression of Interest - Application Form &amp; Template</b>		<b>Telephone: 780-429-5873</b>	
<b>FRIAA-FFP January 2023, RFEOI</b>		<b>Submission Portal: <a href="https://friaa.ab.ca/program-submissions/">https://friaa.ab.ca/program-submissions/</a></b>	
<b>Submission Deadline: February 17, 2023 4pm</b>			

<b>Applicant Information</b>			
Applicant Organization (Legal name):	Municipal District of Greenview #16 (Greenview)	Phone:	7805524513
Mailing Address:	4806 – 36 Avenue Valleyview, AB, T0H3N0	Fax:	
Authorized Representative (name and title of signing authority)	Wayne Brown, Regional Fire Chief, Greenview Fire-Rescue Services (GFRS)	Email:	Wayne.brown@mdgreenview.ab.ca
Project Manager (name and organization / company)	Wayne Brown, Regional Fire Chief, Greenview Fire-Rescue Services (GFRS)	Phone:	7805524513
		Email:	Wayne.brown@mdgreenview.ab.ca

<b>FireSmart Discipline - Project Information</b>			
<b>Primary Eligible Activity</b>		<b>Term of Project</b>	<b>Amount of Funding Applied for</b>
<input checked="" type="checkbox"/> Public education (e.g. increased awareness regarding wildfire threat and application of FireSmart principles) <input type="checkbox"/> Inter-agency cooperation and cross-training	<input type="checkbox"/> Legislation and planning (e.g. review provincial and municipal legislation, land-use bylaws and plans, updating to FireSmart standards) <input type="checkbox"/> Development (e.g. roadway access, water supply and utilities placement)	<b>(05/2023 to 05/2024)</b>	<b>\$20,000.00</b>
If requesting additional funding support to for a third party to assist in the completion of a full proposal, indicate the amount: <b>\$5000.00</b>			
<input checked="" type="checkbox"/> Applicant called in to an "Information call-in Session" and was recorded as attending by FRIAA (highly encouraged) <input checked="" type="checkbox"/> Applicant has been in contact with a FRIAA Field Representative to discuss the specified application activity (encouraged for EOI, required by RFP submission)			
<b>Agency Support Attachments:</b> <input checked="" type="checkbox"/> Project Support Letter from Fire Department / Fire Emergency Service Provider (required by RFP stage, strongly encouraged with EOI submission) (see 3.1 of template) <input checked="" type="checkbox"/> Project Support Letter from Wildfire Management Branch, Forestry, Tourism and Parks (strongly encouraged) (see 3.2 of template) <input checked="" type="checkbox"/> Project Support Letter from FireSmart Provincial Liaison for Alberta – (required for Public Education projects with Home Assessments and/or the use of FireSmart branded materials by RFP stage) (see 3.3 of template) <input checked="" type="checkbox"/> Cover Page of Current Approved Plan (see 4.3 of template)			
<b>Acknowledged by Applicant</b>			
<input type="checkbox"/> Band Council Resolution (attached for applications from Alberta First Nations) <input type="checkbox"/> Settlement Council Resolution (attached for applications from Métis Settlements) or President Letter for Métis Co-operative/Enterprise/Local <input type="checkbox"/> Municipality Council Resolution (attached for applications from Municipalities)			
The Applicant acknowledges that it has read, understands and agrees with the requirements, terms and conditions of the FRIAA FireSmart Program (the "Program"), the Request for Expressions of Interest (the "RFEOI") and Program Outline, and the FRIAA FireSmart Project Grant Agreement (the "PGA") and by its submission of this Application and its Expression of Interest acknowledges and agrees that the Applicant shall be bound by the requirements, terms and conditions of the Program, the RFEOI and Program Outline, the PGA and FRIAA's policies, procedures protocols and guidelines as well as any and all requirements and directions as may be determined by FRIAA's Board of Director at its sole discretion. The Applicant also acknowledges and agrees that this Application and Expression of Interest may be accepted by FRIAA on further terms and conditions which shall be binding on the Applicant and that the acceptance of this Application and Expression of Interest does not represent a commitment by FRIAA to fund all or any of the activities proposed therein.			
Wayne Brown		02/17/2023	
<b>Authorized Representative (as named above)</b>		<b>Date</b>	

# Application Template

## 1. Project Overview (Values-At-Risk)

### 1.1. DESCRIPTION OF PROJECT TYPE, ELIGIBLE ACTIVITIES AND OUTCOMES

If this is an inter-agency project, indicate what type of exercise will be developed.

- ☐ Live Exercise
- ☐ Tabletop Exercise
- ☐ Other (Specify): \_\_\_\_\_

If this is an education project, indicate what type of deliverables will be developed.

- ☒ Home Assessments (as per FireSmart Alberta) (how many) 150-200
- ☒ Public Education / Awareness Event(s) (how many) 4-6
- ☒ Other (Specify): FireSmart promotional material (brochures, pamphlets, etc)

### 1.2. DESCRIPTION OF VALUES-AT-RISK<sup>1</sup> IN THE COMMUNITY / PROJECT LOCATION

- ☒ Critical Infrastructure: school, health center, water treatment plant, communication tower, power generation (specify) communication tower(s)
- ☒ Standard Values: residential homes, country subdivision, cabins (specify) residential homes, cabins
- ☐ Other (Specify) \_\_\_\_\_

## 2. Project Location (Access and Egress)

### 2.1. DESCRIBE THE PROJECT LOCATION

General project location and the community included in the proposed project:

As per attached **Sturgeon Heights Wildfire Hazard & Risk Assessment**, the targeted area includes all the developed and undeveloped lands that are within the areas of Sturgeon Heights and Sandy Bay. NOTE: Does not include the Sturgeon Lake Cree Nation.

Any non-fuel landscape features adjacent or near the community (lake, agriculture areas.):

- Sturgeon Lake

Remoteness/accessibility of the community:

- Accessible – Not remote

Indicate the number of evacuation routes.

- The main roadway within the Planning Area is Highway 43 for north/south traffic. Township Road 704 serves Sturgeon Heights and Youngs Point Road serves the North shore of Sturgeon Lake. The Sandy Bay area is accessed by Township Road 712. There is also a grid of all-weather gravel roads through most of the area. These roads are both private and public roadways.

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<sup>1</sup> Additional information on values-at-risk can be found in the "Guidebook for Community Protection": <https://wildfire.alberta.ca/firesmart/documents/FireSmart-GuideCommunityProtection-Nov2013.pdf>



As per attached **Sturgeon Heights Wildfire Hazard & Risk Assessment** see page 4

Community evacuations in the past:

- As per attached **Sturgeon Heights Wildfire Hazard & Risk Assessment** see page 10 - Fire History.

Fire Emergency Services providers:

- Valleyview Fire Department (contracted service) - 25 kms
- Greenview Fire-Rescue Services (GFR) STN 31- DEBOLT – 43 kms

### 3. Emergency Services Engagement

#### 3.1. INDICATION OF ENGAGEMENT AND SUPPORT OF FIRE EMERGENCY SERVICES PROVIDER(S)

Greenview will direct our fire-rescue service (Greenview Fire Rescue Services) in collaboration with the Valleyview Fire Department (contracted service) to assist in all aspects of providing educational outreach and awareness to our targeted communities and will be trained in FireSmart Home assessment.

See attached [Letter of Support](#)

#### 3.2. INDICATION OF REVIEW AND SUPPORT WILDFIRE MANAGEMENT BRANCH

Greenview Fire-Rescue Services (GFRS) has and continues to work closely with Grande Prairie Forestry, Tourism and Parks (AFTP) team.

The commissioning of the attached **Sturgeon Heights Wildfire Hazard & Risk Assessment** was a collaborative effort between GFRS and Wildlife Technologist Gavan Hojka.

GFRS representative and FRIAA lead (Regional Fire Chief Wayne Brown) continues to collaborate with Officer Mike Kingsbury and Officer Rick Hoddinott for the acquisition of pertinent information for the preparation of this EOI submission.

See attached [Letter of Support](#)

#### 3.3. Indication of review and support FireSmart ALBERTA

Greenview will continue to work collaboratively with FireSmart Specialist Laura Stewart, FireSmart Canada Provincial Liaison in the planning and implementation of the project.

In planning phase Greenview has offered to to host a training workshop for the Advanced FireSmart Home Assessment program.

We will be reviewing and utilizing tools and information available on the AB Fire Smart website

<https://www.alberta.ca/firesmart.aspx#:~:text=FireSmart%20uses%20preventative%20measures%20to,of%20wildfire%20on%20the%20landscape>

See attached [Letter of Support](#)

## 4. Project Scope and Priority

### 4.1. DESCRIBE THE PROJECT SCOPE

#### **Sturgeon Heights Wildfire Hazard & Risk Assessment**

FireSmart™ comprises of seven disciplines: Education, Vegetation Management, Legislation and Planning, Development Considerations, Interagency Cooperation, Cross-training Emergency Planning. These disciplines create a framework for how FireSmart addresses wildfire at the home, community and provincial levels.

Our project will be based on the attached **Sturgeon Heights Wildfire Hazard & Risk Assessment** and will concentrate on the Education discipline; this will include but will not be limited to:

- A public education and awareness campaign aimed at the importance of having FireSmart homes and fire pits.
- As part of our Advanced FireSmart Home Assessment:
  - inspect and recommend decks, porches and balconies have the area between the ground and the base of the structure sheathed from the floor level to the ground level with fire resistant material.
  - Encourage the management of the grass around residential properties, clean roofs, and gutters of leaf materials.

### 4.2. DESCRIPTION OF ANTICIPATED PROJECT OUTCOMES

- The overall collaboration and coordination between Forestry, FireSmart and Greenview will increase allowing for more consistent messaging and a greater understanding of the FireSmart strategies.
- All community members will have a greater understanding of the benefits of the FireSmart program.
- Some community members will take action and FireSmart their homes and cabins.
- Greenview staff and GFRS firefighters will be trained in the use of Advanced FireSmart Home Assessment program app and will be able to continue to offer these assessments to the community.

### 4.3. DESCRIPTION OF HOW THE PROPOSED ACTIVITIES LINK TO CURRENT FIRESMART PLANS

This project is a continuation of the work completed by the attached **Sturgeon Heights Wildfire Hazard & Risk Assessment**.

This project will priority 1 as it relates to FireSmart projects in Greenview.

## 5. Community Engagement

### 5.1. DESCRIBE THE APPLICANT AND PROJECT PARTNERS

Applicant:

- The Municipal District of Greenview No. 16 is a municipal district in northwest Alberta, Canada. It covers the full extent of Census Division 18, and with an area of 32,984 km<sup>2</sup>, it is the largest municipal district in Alberta.

Partners:

- GFRS Firefighters

- Greenview Communications
- Greenview GIS
- FireSmart Alberta
- Grande Prairie - Forestry, Tourism and Parks (AFTP) team

As an overview, Greenview will be engaging internal staff as required, including but not limited to Communications, GIS, full time, and volunteer firefighting staff to assist in the planning, development, and execution of the plan. Activities will include project management, quality control, financial reporting, vehicle costs, equipment and hall rentals, printing costs, tendering, and any other project support that is offered by the applicant to subsidize the cost of the project.

Contractors may be hired to develop the overall public education and awareness program; this will be investigated and may depend on available funds.

## 5.2. DESCRIBE THE STAKEHOLDERS

- Sturgeon Lake communities - Eagle Bay, Cosy Cove, Golf Course, Narrows/Boyd's, and Sandy Bay
- See page 6 in the attached **Sturgeon Heights Wildfire Hazard & Risk Assessment** for additional Stakeholders.

All Stakeholders listed will be advised of FireSmart RFEI and the importance of the pending public education and awareness project. Greenview Communications will be engaged to assist in messaging through all social media.

An overview of the project will be presented to Greenview Council at a Community of the Whole meeting.

### PROJECT SUPPORT

See attached [CAO Letter of Support](#)

## 5.3. ADDITIONAL INFORMATION

None at this time

## 6. Funding requested

### 6.1. DESCRIBE THE ESTIMATED FUNDING REQUIRED

<b>*FUNDING</b>	
<b>Project</b>	<b>Est. Cost</b>
Community Meetings	\$6,000
Promotional material (brochures, pamphlets, etc.)	\$4,000
Home Assessments	\$5,000
Public Communications	\$15,000
Consultant fees	\$5,000
<b>TOTAL</b>	<b>\$35,000</b>

*\*approximate values at this point*

As per Greenview Policy we will be requiring three quotes for all work. Greenview will be collaborating with FireSmart and Forestry personnel to ensure the most cost effective use of funding.

A contractor or other expertise may required to lead or support the work.

### 6.2. DESCRIBE OTHER (NON-FRIAA OR IN-KIND) SOURCES OF FUNDING

Greenview will be providing funding in the amount of \$10,000.00 to support this project.



March 27, 2023

**Sent by email only to: [wayne.brown@mdgreenview.ab.ca](mailto:wayne.brown@mdgreenview.ab.ca)**

**RE: FRIAA-FFP January 2023 Expression of Interest**

Dear Wayne,

The Review Committee has completed its review of all responses to FRIAA's Request for Expression of Interest published on January 19, 2023. We are pleased to confirm that we are requesting a full proposal for the following project: Greenview - Sturgeon Heights Community FireSmart Education and Awareness Program (EOI-23-26). The full proposal should address the following feedback or concerns provided by the Review Committee:

- 1) Contact Wes Nimco at 780-689-9073 or [wes.nimco@friaa.ab.ca](mailto:wes.nimco@friaa.ab.ca) (FRIAA Field Representative) to discuss developing this project further.
- 2) FRIAA has approved up to \$1,000 for a third-party consultant to assist in the development of a full Proposal.
- 3) Identify the unit cost of each deliverables (i.e. 150 Home Assessments at \$100 each and \$5,000 for public communications) and provide detailed budget for the proposed activities.
- 4) A Municipal Council Resolution indicating support of this application is required with submission of a full Proposal.

The deadline for the receipt of Proposals is 4:00 pm on Monday, May 8, 2023. A copy of the Request for Proposals and the required template for a full proposal are attached.

The Review Committee has also approved funding support for a maximum of \$1,000 for you to hire a third-party consultant with expertise in FireSmart to assist in the completion of a full proposal. This must be invoiced directly to FRIAA under separate cover with all associated supporting documentation from the third-party consultant enclosed.

We wish to remind you that this solicitation of a full proposal does not constitute a funding commitment stated or implied (other than for financial assistance for completing the proposal as outlined in the preceding paragraph). Please refer to details outlined in the attached Request for Proposals including, in particular, Section 4 Legal Notice.

For more information regarding the Review Committee feedback on your Expression of Interest or any other questions contact Jinhan Xie 780-401-7079 or myself at 780-733-8620.

Forest Resource Improvement  
Association of Alberta (FRIAA)  
Box 11094, Main Post Office  
Edmonton AB T5J 3K4



Tel.: (780) 429-5873  
Fax: (780) 429-4026

Sincerely,

Forest Resource Improvement  
Association of Alberta (FRIAA)

per: Sherry Norton



# REQUEST FOR DECISION

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SUBJECT:	<b>Greenview Clay Shoot 2023 Recipients</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 9, 2023	CAO: SW	MANAGER: SS
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: NB
STRATEGIC PLAN:	Governance	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 choose the five Food Banks that serve Greenview residents (Fox Creek, Valleyview, DeBolt, Grande Prairie, and Grande Cache) as the donation recipient(s) for the 2023 Clay Shoot Stakeholder Event, with the total funds raised split equally among them.**

---

## BACKGROUND/PROPOSAL:

Since 2018, Greenview Council has hosted an Annual Greenview Clay Shoot, an opportunity for networking, fellowship, and friendly competition. In 2021 and 2022, Greenview Council divided all funds raised from the clay shoot event among the five food banks that serve Greenview residents. Over the last two years, this event has raised almost \$100,000.00.

## **Motion 22.10.685 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.*

In order to clearly identify the intention of the fundraising effort for the 2023 Annual Greenview Clay Shoot to stakeholders, sponsors, and participants, Administration would like Council to choose the recipient(s) of the funds raised from the event prior to commencing with invitations and offering sponsorship opportunities.

To ensure that this event benefits multiple areas within Greenview, Administration once again recommends equally splitting the funds raised between the five Food Banks within Greenview (Fox Creek, Valleyview, DeBolt, Grande Prairie and Grande Cache).

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council choosing the recipient(s) prior to the event will inform stakeholders where their sponsorships and donations will be allotted and assist with Greenview's advertising campaign.

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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 of choosing alternate recipient(s) for the funds raised at the 2023 Clay Shoot Stakeholder Event.

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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:

If Council approves the motion, the recipients of the fundraising will be advertised in the sponsorship packages and advertising campaign.

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ATTACHMENT(S):

- N/A





# REQUEST FOR DECISION

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SUBJECT: **Greenview Clay Shoot Registration Fees**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 9, 2023	CAO: SW	MANAGER: SS
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: NB
STRATEGIC PLAN:	Governance	LEG:	

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RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –N/A

---

RECOMMENDED ACTION:

**MOTION: That Council directs Administration to set the subsidized amount of registration fees for the Annual Clay Shoot event to 50% of the registration cost annually per participant.**

---

BACKGROUND/PROPOSAL:

Since 2018, Greenview Council has hosted an Annual Greenview Clay Shoot, an opportunity for networking, fellowship, and friendly competition. Administration is in the process of organizing the upcoming Greenview Stakeholder Clay Shoot.

**Motion 22.10.685 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.*

When this fundraising event was first held in 2018, Greenview provided a subsidized registration fee, with Greenview covering \$80.00 of the registration cost. Since then, the actual registration cost has increased, but the subsidized amount hasn't.

By setting the subsidized amount of the registration fees to 50% of the annual registration fee, Greenview will incur fewer costs than in previous years (Based on 2022 costs – Greenview's portion would have been \$95.00 per participant instead of the actual amount subsidized \$110.00).

Administration is recommending that the subsidized amount be a percentage of the annual registration fee so that the fees can be set each year without having to bring back annually, until such time that Council requests them to be reviewed.

Year	Registration Fee	Participant Fee	Amount subsidized	Percentage Subsidized
2018	\$160.00	\$80.00	\$80.00	50%
2019	\$160.00	\$80.00	\$80.00	50%
2020	\$160.00	\$80.00	\$80.00	50%
2021	\$160.00	\$80.00	\$80.00	50%
2022	\$190.00	\$80.00	\$110.00	58%
2023	\$190.00	<b>Recommended - \$95.00</b>	<b>Recommended - \$95.00</b>	<b>50%</b>

---

#### BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council increasing registration fees will help offset the event cost, which will allow more funds to be donated to the fundraising recipients instead of offsetting event costs.

---

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may choose to keep the registration fees the same as in previous years or set the subsidized amount as they feel acceptable.

---

#### 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:**

If Council approves the motion, the registration fees will be updated in the registration packages.

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**ATTACHMENT(S):**

- N/A



## MUNICIPAL DISTRICT OF GREENVIEW

# Manager's Report

**Department:** CAO Services

**Submitted by:** Stacey Wabick, CAO

**Date:** 5/9/2023

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**Chief Administration Officer, Stacey Wabick**

This month CAO Services has been working on organizing an event to take place at the Federation of Canadian Municipalities. Greenview has taken the initial lead on this event in partnership with the County of Grande Prairie and City of Grande Prairie. The event will focus on providing a venue to discuss the tremendous potential for investment and growth in Northwest Alberta.

CAO Services attended a number of notable meetings this month. First up was with the road Safety Alliance. This past year Greenview stepped away from this group and focused on more local programs and initiatives. CAO Services will be looking into opportunities for information sharing with the group, while maintaining current focuses led by Greenviews Protective Services Departments. A meeting with Aquatera took place to discuss winding down our contract with them to assist with staff shortages now that we have successfully recruited for the positions our Environmental Services Department requires. A meeting with the Grande Cache Community events Foundation occurred. Greenview provides funds to this group and the meeting provided an opportunity discuss a number of items including proper municipal process to obtain authority for events and misconceptions that were occurring. An opportunity to sit down with the Town of Valleyview CAO and Deputy CAO occurred. This is always a wonderful chance to catch up and share information on common municipal interests and projects. Items discussed included but not limited to the Valleyview Firehall, Alberta Health Ambulance Services, and local infrastructure. We continue regular correspondence with Alberta Transportation to help our projects stay top of mind. We have been able to build a good relationship with this provincial department and value the ability to have regular, candid conversation.

As far as meetings go, last but certainly not least, along with Reeve Olsen and Director Verhaeghe, we had an opportunity to host Minister Loewen and MLA Long for lunch at the Grande Cache Tourism Information

Center. It was a very good meeting, and we had an opportunity to discuss tourism throughout Greenview and the challenges that can come with this endeavour.

Overall, the month of April was productive for all Greenview departments. Runoff was a non event, however, it is disturbingly dry in some areas, the Greenview tax rate bylaw and audit are completed after much work, Recreation and Ag Departments are getting into full swing and construction projects are all cued up. Here comes summer.



# Manager's Report

**Department:** Infrastructure & Engineering

**Submitted by:** Roger Autio, Director Infrastructure & Engineering

**Date:** 5/9/2023

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### Director of Infrastructure & Engineering, Roger Autio

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects that have been worked on this month are:

- **Governance**
  - Received a grant for “Watercourse Crossing Remediation” that is 100% funded by the province for identifying specific fish breeding streams obstructions. This is mainly around Grande Cache and along the Forestry Truck Road.
  - Send notice of award to Flowpoint Environmental for the Nose Creek Jug Fill Station.
  - Attended the funeral of Nathan Saby (Grande Cache employee) in Camrose, Alberta
  - Meeting with consultant and contractor on “Liquidated Damages” for the Grovedale Water Treatment Plant, Raw Water Line and Distribution System. Information briefing is coming in May
  - Meeting with ratepayer on Twp Rd. 692 over drainage concerns. Construction will be working with contractor once season starts.
  - Meeting with ratepayer on Twp Rd. 702 in the Valleyview area, on road damage complaint. Spoke with ratepayer and explained Greenview’s views on the matter. Enforcement also attended and advised ratepayer of all policies. No road damage viewed during the site visit.
  - Discussions continue with Alberta Transportation about Hwy 666. Administration is waiting for a formal letter before discussing a counteroffer.
- **Hwy 40 Update**
  - Girders for the Wapiti crossing are all up and the formwork is starting in earnest.
  - Concrete deck pours are starting up in June and the bridge on pace to be open for traffic for this fall.

- The second phase south of the river has been going well with the earthworks considerably ahead of schedule due to collaborative work between the teams. Approximately 65% of earthworks volume has been moved already.
- Crushing is mostly complete and a considerable amount of the paving is on pace for completion this year.

## **Manager, Construction & Engineering, Leah Thompson**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects that Construction and Engineering has worked on this month are:

- **Governance**
  - Construction and Engineering is working on internal Request for Proposals for Engineering for upcoming projects.
  - Day Labour completed brushing on Township Road 714, 720 and 722.
  - The RV Dumping Station Tender was approved by Council on April 25, 2023. The contractor has been notified of the final decision. Preconstruction meeting will be held at the end of July beginning of August.
  - The Grovedale Lagoon Decommissioning has been approved by Council on April 25, 2023. The contractor has been notified of the final decision. Preconstruction will be scheduled for the first week of June as the water sample is scheduled for mid May.
  - Met with local landowner to discuss the concerns regarding his property located on Township Road 692.
  - The landowner that submitted the road construction request has been notified due to the final decision and approval by Council on April 25, 2023.
- **Economy**
  - Construction meeting (after winter shut down) on Township Road 692 is scheduled for April 28<sup>th</sup>, 2022. During this meeting discussions of how the contractor intends to finalize the project, improvements that have shown up over the spring runoff and any other concerns that have come forward.

## **Manager, Operation, Josh Friesen**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance**
  - Met with all direct reports for 2023 goal setting including focus on staff growth opportunities and succession planning.
  - Met with representatives from a northern Alberta construction/aggregate company upon request to review locations where they proposed opportunities for aggregate supply.
  - Brought 4 RFD's in April for Council's consideration and direction
- **Economy**

- Initial testing is underway utilizing the new PSD Citywide software for Fleet Services in coordination with Asset Management.
- **Environment**
  - Roads Supervisors are taking training regarding watercourse crossings, erosion control, water legislation, and relevant environmental considerations for their work.
- **Culture, Social & Emergency Services**
  - Advertising is presently active for:
    - Road Bans

## **Operations East**

- 1 stop sign replaced on TWP RD 714 / RGE RD 260 in the Ridgevalley area.
- Erosion repair completed on the roadway's edge RGE RD 225 south of HWY 43 in the Valleyview South area.
- Ridgevalley and surrounding area.
- 50 problem culverts opened in strategic locations to facilitate better water flow prior to spring thaw and 40 culverts steamed during spring thaw.
- Valleyview North, South and New Fish Creek areas.
- 40 problem culverts opened prior to spring thaw and 15 culverts steamed during spring thaw.
- Sunset House/Sweathouse and Little Smoky areas
- 20 problem culverts opened prior to spring thaw and 16 culverts steamed during spring thaw.

## **Operations Central**

- Operations Central has been focusing on flood control and preparing for the start of the 2023 Roadside Ditch Cleanup, which will be held on May 13, 2023.
- Brushing crews were sent out to remove windfallen trees from roadways.
- Signposts replaced in Operations Central and along the Forestry Trunk Road.
- 3 signs installed - 1 checkerboard at the north end of RGE RD 222/TWP RD 730, and 2 stop signs - 1 at 1<sup>st</sup> Street and Alberta Avenue and 1 on the NW corner of RGE RD 15/TWP RD 714.
- Crews cleaned signs along the Forestry Trunk Road and on heavily travelled roads in the DeBolt area.
- A minor washout repair completed on the access road to Moody's Crossing.
- A culvert on RGE RD 265 south of TWP RD 732 washed out under the road so rig mats were brought in to bridge the gap for public safety until conditions are suitable for reconstruction.

## **Operations West**

- Met with landowner and crews hauled 2 loads of gravel onto TWP RD 692 west of HWY 666 and are regularly monitoring road condition.
- Windfallen trees removed from roadways.
- Operators completed steaming and cleaning culvert ends.



- 1 approach temporarily repaired on Big Mountain Road in Operations West. Further repairs and ditching are planned once road bans are rescinded.
  - Worked with AG Services to remove problem beavers that backed up water in the area.
  - Assisted the HWY 40 roadbuilding contractor to have mud and gravel swept off TWP RD 700.
- **Operations South**
  - Snowplowed and sanded as required in Operation South.
  - Thawed frozen catch basins, storm drains, and culverts in the Hamlet of Grande Cache.
  - Pothole patching and street sweeping are ongoing.
  - Assisted Environmental Services with 3 curb stop water digs.
  - Road erosion repaired at KM 140 on the Forestry Trunk Road in Operations South.
- **Fleet Services**
  - Unanticipated repairs for a grader, water truck, and snowblower have resulted in increased expenses to the Fleet & Shop - Components and Parts budget.
  - The 2022 capital purchase for the Grande Cache Street sweeper is on schedule to be built in the second week of May.
  - Mechanics from Operations will be hosting a Greenview U “Greenview Operations 101” on May 8<sup>th</sup>, 2023 in the shop at the Valleyview Operations building.
  - Rental equipment from the Agricultural Services Department has been in the shop for repairs and maintenance in preparation for the summer seasonal work.
  - Brandt Tractor Ltd. came and performed an inspection on grader unit G35 to identify all worn or failing parts so they could be replaced prior the end of the equipment’s warranty.

Road Requests Received - 20	Operations East	Operations West	Operations Central	Operations South
Brushing	1			
Beaver Dam / Plugged Culverts	1			
Culverts	4		1	
Dust Control	1		1	
Gravel Requests	1			
Flooding	3	1	1	
Roadside Mowing		1		
Safety Concerns	2		1	
Signage	1			
<b>TOTAL</b>	<b>14</b>	<b>2</b>	<b>4</b>	

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	54

Grovedale Shop	27
Valleyview Shop	147
<b>TOTAL</b>	<b>228</b>

RoaData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Services
TOTALS	43	479	18	0
RoaData-Municipal Loads		Single Trip Loads	Multiple Legal Trip Loads	
TOTALS		489	0	
Grand Total-Approval Requests/Municipal Loads		1029		

Road Use Agreements	
New Road Use Agreements	7
<b>Total Road Use Agreements</b>	<b>916</b>

Log Haul Route Requests		
Received	Approved with Conditions	Pending
<b>1</b>	<b>1</b>	<b>0</b>

2023 Road Bonds		
Received	Approved	Cancelled by Requestor
<b>18</b>	<b>16</b>	<b>2</b>

## Manager, Facility Maintenance, Wayne Perry

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

Maintenance Activities Completed	102	Items added to Maintenance backlog	104
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- **Governance**

- Springs cleaning of the building exteriors continues. This involves removing all the gravel and debris from the parking lots, flower beds and grass areas. We have completed the Valleyview area and are now moving to DeBolt.
- Conducted leadership assessments for high performing succession candidates in the department now are working on completing a gap analysis to develop their opportunity areas.

- **Economy**

- Replaced a unit heater in the Valleyview Operations building which was identified as leaking CO into the building on the preventive maintenance survey. This heater was replaced by in-house resources for less than 60% the cost of contracting the replacement.
- Started trialing the use of Artificial Intelligence (AI) cameras in the Valleyview FCSS. These cameras can detect weapons and fighting which occur in their range of sight. We are still working the bugs out of the systems in the trial before looking to use the technology to shut down building and sound panic alarms. If the technology works as expected, we will further move the technology to other public-facing buildings.
- Conducted an overall health assessment of the Valleyview Medical Clinic which lead to bringing in a consultant to get an opinion on the condition of the building's foundation. Found areas in the foundation which have raised causing cracking of the grade beams. This is partly due to groundwater management we are developing an action plan for the spring to mitigate as many potential problems as possible.
- Worked with Environment on outstanding deficiencies from the Grande Cache Water Treatment Plant. We installed panic bars on all process areas doors which lead to the outside of the building as required in the building code.
- Conducted the annual fire extinguisher inspections in the Valleyview, Grovedale and DeBolt areas, these inspections involve the recertification of all extinguishers in the buildings and on mobile equipment. In total 450 fire extinguishers were recertified and 160 first aid kits were brought up to the new Occupational Health and Safety standard.
- Conducted test bore hole testing in the area where we plan to install the Salt & Sand shed in Grande Cache. This provided solid geotechnical data of the soil conditions.
- Replace the Greenview Vision, Mission and Values posters in the frames and rehung the frames in every office complex in Greenview.
- Constructed pallet racking in the Valleyview Operations building to allow our Mechanics more area for parts storage.

- **Environment**

- The team in their Q1 meeting developed a list of potential projects. The team identified 24 energy saving projects with Return On Investment (ROI) from around 1 year to around 8 years. We are going to start looking at timers for vehicles plug-ins as they appear to be the biggest potential savings.

## **Manager, Environmental Services, Doug Brown**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance**

- The Grovedale Lagoon de-watering pump has been replaced.

- A clean in place procedure was carried out on the reverse osmosis membranes at the Little Smoky water treatment plant.
- The Solid Waste team has completed bin servicing for the summer.
- At the request of Agricultural Services, the Solid Waste team replaced the old weed bin.
- The Grande Cache team has repaired three more water meters, three curb stop valves, and installed vacuum breakers on the Sani- dump station yard hydrants.
- Met with All north for 90% design review for the utility extensions on Memorial Drive in Grande Cache.
- Delco Equipment Supply conducted a warranty inspection and cleaning of RO Unit 1 at the Grovedale water treatment plant.
- The sewer cameras from Grande Cache and Valleyview have been returned from repairs and are now functional.
- Delco Equipment Supply has completed the calibrations and servicing of analytical equipment at the Grande Cache water and wastewater treatment plants.
- A failed pressure tank was replaced at the Grovedale Water Point.
- The Solid Waste team replaced missing No Scavenger Signs at the Transfer Sites.
- Site meeting with Infrastructure and Operation Departments to discuss servicing extensions and roadworks, including drainage, on Memorial Drive in Grande Cache.
- The Grande Cache truck fill is operational and now selling water.
- The Grande Cache team hydro excavated water and sewer lines on Memorial Drive and the Campground Road to identify material types, sizes, and locations for future utility extension.
- One of our Valleyview Operators took his Level 2 water treatment course and has registered to write exams this summer.
- Valleyview Operator is taking the Level 1 water and wastewater preparation course and is excited to write exams in the future.
- Administrative support took a “Administrative Professionals Course” in April.
- Solid Waste Supervisor attended a recycling day in conjunction with West yellowhead regional waste management authority.

- **Economy**

- A predesign meeting was held with M2 Engineering to discuss the Grovedale Lagoon Repairs.
- DBS Environmental has completed the household hazardous waste collection at the Sunset House and Little Smoky transfer stations.
- The Alberta Recycling Management Authority has approved the Grande Cache Household Hazardous Waste Roundup, which is scheduled to take place on June 17, 2023.
- The Solid Waste Department has acquired Trailer TRL 22 from Agricultural Services and has added it to the Environmental Fleet.
- Council awarded the Grande Cache Wastewater Treatment Facility project and letters have been sent to contractors and consultant.

CAPITAL BUDGET – DEPARTMENT UPDATE for 2022 and 2023

<b>Planning</b> is from the conception of an idea to Council/Budget discussions.	<b>Engineering</b> consists of Preliminary, draft, final design and preparing/evaluating tenders.	<b>Tendering</b> consists of advertising the project, completing tender evaluations, thorough overview of budget/project and preparing RFD for Council.	<b>Construction</b> consists of contractor starting on site to project completion.	<b>Final &amp; Warranty</b> consists of all contract representatives on site to walk through the project pointing out deficiencies and monitoring the completed project as per contract.
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CAPITAL APPROVED PROJECTS	COUNCIL APPROVED BUDGET AMOUNT	EST. COST SPENT TO DATE	Percentage of budget spent	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	QUARTERLY REPORT	NOTES
<b>ROADS</b>								
WW17002 GD Evaporative Lagoon Decommissioning	\$ 2,162,216.00	\$ 20,811.44	1%	Environment	Associated Engineering	Construction 46-95%		Construction Tender posting on APC February 27 closing on March 27 - Council April 25th - Wild West Ventures Unofficial award winner
RD20008 Twp 692 - GD Industrial Rd - West of Hwy 666	\$ 350,898.00	\$ 13,811.45	4%	Economy	PME Inc.	Final 96-99%		Final landscaping and seeding in 2023, will be completed in spring/ early summer. Pre Construction meeting April 29th with consultant and contractor
RD22001 FTR Phase 6	\$ 6,201,250.00	\$ 23,660.30	0%	Economy	Beirsto & Associates	Tendering 31-45%		Construction Tender posted on APC January 20 closing February 17 - Council March 14th - Awarded to Thompson Construction - Preconstruction was on April 14 and contractor schedule to be on site the week of May 8.
RD22006 RV Dumping Access	\$ 492,919.00	\$ 41,321.50	8%	Economy	AllNorth Consulting	Tendering 31-45%		Construction Tender posting on APC February 6 closing March 6 - Council April March 28th. Project awarded to Wapiti. Waiting for Pre Construction schedule.
RD23002 Block Funding Roads	\$ 1,000,000.00		0%	Economy	Internal	Tendering 31-45%		Residential Road Construction 830 m for Kluytz in June. ATCO to move power poles
RD23003 FTR Improvements	\$ 500,000.00		0%	Economy	Internal	Engineering 11-30%		Working on details
RD23005 FTR Canfor South	\$ 783,900.00		0%	Economy	Internal	Engineering 11-30%		Internal RFP being prepared - Traffic counts in progress - Counts are complete, will approach engineering firm for Canfor intersection south approx. 5km
<b>PAVING</b>								
PV22001 Rge Rd 251 South	\$ 74,602.00	\$ -	0%	Economy	AllNorth Consulting	Final 96-99%		Deficiencies in Spring of 2023 - to be completed by June 1 2023
PV22002 Twp 701A Overlay	\$ 1,082,099.00	\$ -	0%	Economy	AllNorth Consulting	Final 96-99%		Deficiencies in Spring of 2023 - to be completed by June 15 2023
PV22003 RR 230 (defeated)	REMOVED as per Council direction	\$ 11,734.37	removed	Economy	Beirsto & Associates	Tendering 31-45%		Construction Tender posting on APC January 20 closing February 17 - Council March 14th. Council removed the project from the 2023 construction season.
PV22004 GC Phase 6 Sidewalk / Driveways	\$ 1,012,135.00	\$ 913,261.62	90%	Economy	Beirsto & Associates	Final 96-99%		Deficiencies in Spring of 2023 - to be completed by
PV23004 Twp Rd704 Overlay	\$ 60,000.00	\$ 2,670.17	4%	Economy	Internal	Engineering 11-30%		Posted and going to Council April 25th for award
<b>BF/DRAINAGE</b>								
BF77159 Asplund Creek finance to fix	\$ 54,921.25	\$ 54,164.25	99%	Economy	MPA Engineering	Engineering 11-30%		STIP Application submitted - Ready for Construction
BF78503 RR 225	\$ 45,000.00		0%	Economy	MPA Engineering	Engineering 11-30%		STIP Application submitted - Engineering in progress
BF79118 Tributary to Sturgeon Creek	\$ 50,000.00		0%	Economy	MPA Engineering	Engineering 11-30%		STIP Application submitted - Engineering in progress
BF 77244 Tributary to Sweathouse	\$ 517,331.00	\$ 396.25	0%	Economy	Green Acres	Construction 46-95%		Construction completion 2023
BF 76902 Tributary to Clouston Creek	\$ 189,318.00	\$ 2,423.25	1%	Economy	Green Acres	Final 96-99%		Final landscaping and seeding in 2023, will be completed in spring/ early summer.
<b>ENVIRONMENTAL SERVICES</b>								
ES23001 1/2 Ton Replacement A161	\$ 60,000.00	\$ -	0%	Economy	Greenview	Final 96-99%		Procurement posted closes March 6. Invoice signed, will be a few months before delivery
ES23002 1/2 Ton Replacement A197	\$ 60,000.00	\$ -	0%	Economy	Greenview	Final 96-99%		Procurement posted closes March 6. Invoice signed, will be a few months before delivery
ES23003 1/2 Ton Replacement A108	\$ 60,000.00	\$ -	0%	Economy	Greenview	Final 96-99%		Procurement posted closes March 6. Invoice signed, will be a few months before delivery
<b>SOLID WASTE</b>								
SW19004 GC Landfill & Recycling Land Purchase	\$ 30,000.00	\$ -	0%	Environment	Alberta enviro Lands	Construction 46-95%		Awaiting final agreement from AEP Lawyer.
SW20001 GC Transfer Station Development	\$ 100,000.00	\$ -	0%	Environment	Associated Engineering	Planning 0-10%		Final report done, Engineering/ design/ Tender phase in 2023, Planning meeting early May.
SW23001 Hook Bin Truck Replacement A201	\$ 300,000.00	\$ -	0%	Economy	Greenview	Construction 46-95%		Tender is out Closes Feb 28, public opening. Coming to Council May 23.
<b>WATER DISTRIBUTION/TREATMENT PLANTS</b>								
WD15002 GD Water Treatment Plant	\$ 15,118,940.19	\$ 13,190,786.56	87%	Economy	Clarke Builders	Warranty 100%		In 2 year warranty period. Carryover Funds
WD16004 Landry Heights Water Distribution System	\$ 4,834,680.84	\$ 4,817,430.84	100%	Governance	GP lawn doctor	Construction 46-95%		Final landscaping and seeding in 2023, will be completed in spring/ early summer.
WD17002 SCADA Upgrades	\$ 314,749.98	\$ 162,165.98	52%	Environment	Nason contracting	Engineering 11-30%		Master SCADA project. Equipment on order. Contract signed Feb 7.

WD19004 GC Distribution Pumphouse Upgrades	\$ 1,879,581.84	\$ 732,161.84	39%	Economy	Associated Engineering	Planning 0-10%		Will update the Tender document end of 2023 some work being done internally.
WD21001 Sunset House Water	\$ 150,000.00	\$ 113,503.65	76%	Environment	To be determined	Planning 0-10%		This project has no carry over into 2023. Council direction was to monitor and track usage / well recovery for changes
WD22002 SCADA Upgrades	\$ 200,000.00	\$ 166,700.00	83%	Environment	Nason Contracting	Engineering 11-30%		Contracts signed Feb 7, Materials on order April invoice of \$5000 + Est.Cost Spent to Date\$166,700
WD22004 GC Master Plan	\$ 1,361,733.22	\$ 1,124,145.15	83%	Environment	Associated Engineering	Construction 46-95%		Compiling reports and reviewing, to be in final combined Master report. Invoice Received 01-27-2023 for 2022 work
WD22005 Water & Sewer Extension - Memorial Drive	\$ 100,000.00	\$ 37,555.26	38%	Environment	AllNorth Engineering	Engineering 11-30%		Engineering Tendered & Awarded late Fall 2022, 90% design completed, looking at water model , options for roadworks and sidewalks Geotechnical drilling completed Jan 2023.
WD23006 Nose Creek Water Point	\$ 240,000.00	\$ -	0%	Environment	Flowpoint Environmental	Tendering 31-45%		Reaching out to Public Health/ see if any special provisions. Tender closed, coming to Council in April. Tender awarded. Contractor in scheduling the building delivery date.
<b>WASTEWATER SYSTEMS</b>								
WW 17001 GD Collection System	\$ 25,000.00	\$ -		Environment	Mainline construction	Warranty 100%		Post warranty inspections in spring early summer of 2023.
WW19001 GD Floating Liner	\$ 10,063,400.00	\$ 215,272.75	2%	Economy	M2 Engineering	Engineering 11-30%		Council has awarded to M2 Engineering, kickoff meeting scheduled for April 26.
WW19002 GC Sewage Treatment Plant	\$ 49,136,488.83	\$ 1,517,066.59	3%	Environment	Alpha Construction	Construction 46-95%		Coming to Council April 25 April invoice of \$10,158.85 + Est.Cost Spent to Date \$1,506,907.74
WW20005 DB Lift station Forcemain Upgrades	\$ 1,544,500.00	\$ 10,000.00	1%	Environment	MPE Engineering	Final 96-99%		Post construction deficiencies to be assessed in spring early summer.
WW21001 RV Lagoon Expansion	\$ 2,732,000.00	\$ 73,552.55	3%	Economy	M2 Engineering	Engineering 11-30%		Evaluating options/ land sale is critical component. Will be coming to Council in May April invoice of \$3387.30 + Est.Cost Spent to Date \$70,165.25
<b>OPERATIONS EQUIPMENT</b>								
OP 22001 GC Street Sweeper	\$ 365,000.00	\$ -	0%	Economy	Joe Johnston Equipment	Planning 0-10%		Delivery in June 2023
OP23004 1/2 Ton Truck Purchase - Replacement of A127 (3/4 ton)	\$ 60,000.00	\$ -	0%	Economy	Internal	Final 96-99%		Procurement posted closes March 6. Invoice signed, will be a few months before delivery
OP23005 2 ton, Extended Cab Pick Up Truck Replacement of A145 & F22	\$ 100,000.00	\$ -	0%	Economy	Internal	Final 96-99%		Procurement posted closes March 6. Invoice signed, delivery will be late in the year 2023
<b>FACILITIES MAINTENANCE</b>								
FM21008 Security Improvement 4 yr. plan	\$ 242,200.00	\$ 35,000.00	14%	Governance	Apex Security	Construction 46-95%		Completed yard security upgrades in all yards in Grande Cache, Valleyview and Grovedale, Still DeBolt Maintenance building and water points to complete. Compiling quotes and a plan moving forward for the employee safety improvements. Have completed a review of the sites we will be upgrading in 2023 around the waterpoints and transfer stations. Studying camera capacities to detect threats in our public facing buildings. Completed the installation of the tempered glass in the front of the Valleyview FCSS building. Issued a PO to make modifications to the Grande Cache PSB to restrict access into the building. Trialing a camera in the front of the FCSS building which will detect weapons and aggressive behaviors.
FM 20013 DeBolt PSB Expansion	\$ 953,200.00	\$ 950,157.00	100%	Governance	South West Construction	Final 96-99%	Waiting for Spring to complete deficiencies	Electrical & carpentry deficiencies to be fixed in spring. Have substantial completion and operations has moved into the building. Still planning deficiencies to be repaired in the spring. Have now connected all components to our building management system . Date set in May for completion of project deficiencies.
FM 22001 Skid Steer Broom Replacement	\$ 12,000.00	\$ -	0%	Governance	Bob Cat of the Peace	Construction 46-95%	Still waiting on arrival	On order should arrive middle of June 2023. No update as of yet
FM22007 Renovations to FM/Enviro Building	\$ 50,000.00	\$ -	0%	Governance	Standard Roofing, Quattro Homes, Southwest Design	Engineering 11-30%	Received 2 quotes both significantly higher than budget. Working with the low bidder to see what can be some for the budget	Have contacted 3 companies to provide us with a quotation to strap and install new metal siding for the building and carpenter shop. Received 2 quotes which are significantly over our budget. I am working with the lowest bid to see if we can complete part of the project this year.

FM22008 GC Operations Sand/Salt Building	\$ 1,100,000.00	\$ -	0%	Economy		Tendering 31-45%	Tendered and received 2 bids significantly over our planned budget. Reviewing with council to cancel the bid and move forward with a CoverCo building	Developing tender package for 60' by 150' pole shed design. Have researched the price of a 72' by 150' coverall building. Have a price from a RMA approved vendor. Building is out for tender closing in late March. We have received one quotation for the paving of the yard area and waiting for another. We are doing test holes on the site in early March. Received two bid in the tender which we both significantly over our \$700,000 estimate. Presenting to council on April 25 to cancel the tender and move forward with the Coverall building from the RMA approved vendor.
FM22009 GRM Emergency Generator (350kW)	\$ 425,000.00	\$ -	0%	Economy		Tendering 31-45%	Tendered presenting to Council April	Tender will be closing in mid-March for this project. Coming to Council in April. Received two bids in the tender but only one included the generator and transfer switch. Taking to council April 25 to accept the one bid which was \$115,00 higher than the approved budget. If approved the install won't start till the summer of 2024.
FM23005 Replacement of BR1 with new Broom	\$ 6,000.00	\$ 5,533.50	92%	Governance	Deerline Edmonton	Warranty 100%	The broom has arrived and is in service	Broom has arrived so project is complete
FM23009 Purchase a Wide Area Mower	\$ 95,000.00	\$ -	0%	Governance	Deerline Edmonton	Construction 46-95%	Ordered in January, 1 year delivery expectations	This is ordered with a quoted delivery date of January 2024.
Council Requests over the approved budgets								
Range Road 202 Graveling	\$ -	\$ 26,586.00		Governance		Construction 46-95%		
Little Smoky Recycling Bins	\$ -			Governance		Tendering 31-45%		EOI Contractor scheduled for mid June



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Department:** Corporate Services

**Submitted by:** Ed Kaemingh, Director Corporate Services

**Date:** 5/2/2023

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### **Director Corporate Services – Ed Kaemingh**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** – *Monitor and maintain capital spending and operational fiscal responsibility:*

Finance and Administration and Financial Reporting worked very hard to have the audit completed on time this year with a much-improved audit result. This kept me busy as well working with the Audit Partner, reviewing the financial statements and audit findings while working with the team to finalize the process and get the information to Council for approval. The next step in the process is to meet with the audit committee to go over the results.

The two-year audit extension granted to Metrix Group has reached its end, the request for proposal for audit services for the period 2023 to 2025, with an optional 2-year extension closed in April, Administration will evaluate the proposals and come to Council with a recommendation.

I reviewed the tax rate by-law with Financial Reporting including the Committee of the Whole presentations, we started the research on options for small business incentives with information to come at a future date. I coordinated the tax information on past due oil field accounts for Council regarding the Government of Alberta news release for addressing unpaid oil and gas municipal taxes. I worked with Community Services on a tax recovery issue through a previous tax sale of land.

I reviewed cash flow needs and investments with finance and our investment provider and handled various banking matters. We ordered a debit machine to be used at the FCSS building and added authorised contacts to our Moneris and banking accounts to facilitate bank inquiry access and bank reconciliations.



- **Governance** – *Increase staff success.*

I held six one on one meetings with direct reports, these meetings focus on our progress towards department and organizational goals, project plans and staff development.

I chaired the quarterly corporate services meeting, we updated our team on progress with procurement, human resources, asset management, records management, software project, health and safety audit and the financial audit.

I attended the Agriculture Services Greenview U; these sessions are valuable for the organization by bringing everyone together and developing relationships and common understanding of our roles in the organization.

I reviewed and approved changes with the Health and Safety team to repurpose the vacant safety advisor position to provide administrative support to the team on a trial basis. The current dynamic on the team is working well and administrative support will help manage their workflow.

I worked out of the DeBolt Office April 3<sup>rd</sup>, the Grovedale Office April 17<sup>th</sup>, and Grande Cache Office April 18<sup>th</sup> to 21<sup>st</sup>.

- **Governance** – *Regular communication between Council & Administration:*

I reviewed and submitted the Council weekly updates and the monthly manager report.

I reviewed the Health and Safety audit presentation that went to Committee of the Whole, the team has made improvements since 2019, needing 80% to pass is a high standard and they met it with 82%.

- **Governance** – *Establish levels of service:*

Tender Award templates were reviewed with legal, procurement and legislative services and will be reviewed by administration prior to implementation. These will help with setting a standard practice across the organization and will be timed with the policy development.

I reviewed and approved the Yardstick Contract for Desk Top Services as awarded by Council.

I worked with the Software Project Lead to refine the project plan, with asset management moving forward, and now that the chart of accounts refresh and the financial services component have started it is critical to synchronize these elements with each other and the organization.

- **Culture, Social & Emergency Services** – *Actively participate in community events:*

I attended the Grande Cache volunteer appreciation dinner on April 17<sup>th</sup>, and the Evergreens Foundation Kikinow Elders Lodge – Sod Turning Ceremony on April 18<sup>th</sup>.

- **Governance** – *Provide open dialogue between municipalities within the region:*

We met with the Sturgeon County Finance team to share our experiences with the software project, they are considering a similar change and we had a good dialogue, they were appreciative of the time and work we've done.

### **Finance & Administration, Manager – Cara Garrett**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** - *Monitor and maintain capital spending and operational fiscal responsibility:*

The end of April came with the end of the Audit and the presentation of the Financial Statements and Audit Findings to Council. This will result in the Financial Information Return for Greenview being submitted on time almost two months earlier than it was submitted last year. This did not come without significant effort on the part of the Finance Team and the support of managers and staff throughout the organisation. The next steps will be to take a more detailed look at the findings to the audit committee and debrief the managers on items that will affect them specifically or more generally in the next audit. As this also coincides with the end of first Quarter, this means that the team will be updating and preparing working papers so that Greenview is in a better position for the next audit.

The Request for Submissions for the tendering of the new auditors has closed and the evaluation team will be working on reviewing submissions, so that a contract can be in place in time for interim audit. Finance looks forward to working with the team of evaluators to choose the auditor that will support the next three to five years.

The end of audit does not mean that Finance slows down, it just changes the focus. With the passing of the tax rate bylaw the next major effort for the team is the production of the assessments and tax notices. As these are required to be out by the end of May, that will be the key subject of the next update.

### **Accounts Payable Statistics:**

METHOD	MONTH	# OF PAYMENTS	# OF INVOICES	\$ VALUE OF PAYMENTS
EFT	April 2023	363 Vendor Payments	919	\$3,019,697
CHQ	April 2023	108 Vendor Payments	130	\$6,378,335

## Financial Reporting, Manager – Marley Hanrahan

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** - *Monitor and maintain capital spending and operational fiscal responsibility:*

April was a continuation of the year end audit file. After submission to the auditors in late March, we worked with them on pulling additional samples, reports, and information throughout the month. We worked with them in reviewing the financial statements for presentation to Council at the April 25th RCM as well as on the financial information return which are both due to the Province by May 1.

We completed Q1 2023 close which includes a review of actuals and preparation of any required adjusting journal entries. Following that, we prepared the financial reporting package for Council which was also presented at the April 25th regular meeting.

The final step in the budgeting process is approval of the tax rate bylaw. We brought the 2023 tax rate bylaw to Council at the April 11<sup>th</sup> RCM. After some good discussions, second reading was deferred to the next meeting as Council requested additional information on options for increasing the non-residential tax rate. We brought those options and information to the April 18<sup>th</sup> COTW meeting for consideration. The bylaw was passed at the April 25<sup>th</sup> RCM with Council giving second and third reading to the bylaw as amended.

## Asset Management Officer – Jamie Hallett

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** – *Adopt an asset management plan:*

Working with Greenview's Community Services group for the upcoming Associated Named Insured (ANI) annual workshop in DeBolt June 5<sup>th</sup>. This meeting will have folks from RMA Risk & Liability department, RMA insurance department, RCMP, Greenview's Community Services and Corporate Services, along with local Councillors. This year we have added 3 new ANI to Greenviews list of ANI's. They are DeBolt AG Society, Goodwin Community Hall, and Laundry Heights Homeowners Society.

Continue to work on reviewing the ever-evolving insurance lists of assets; ensuring the right assets are insured on the right schedule and new assets don't get lost in the mix. Having the liability of our Crown Leases being covered off and fully functional is a process that has happened over 10 weeks of work. We have the lease now as per the requirement of the Province of Alberta.

Collaborating with Procurement, Agriculture, Community Services and Fleet on new policy development, to help reduce unknown risk and have guidance to staff on asset per department matters.

Working on drafting a Cemetery Asset Management Plan for fall of 2023.

- **Economy** – *Prioritize our infrastructure investments to align with operational capacity:*

## Software Project 2022 - 2024

Meetings with Phase 1 & 2 departments are going well with input from them all and continue working through new and used workflows. We have generated lots of change as to the way things are being completed and the optimization that can help in the process. Attended a workshop with our project transition lead with our software provider PSD Citywide and working on access to the new software for seasonal staff additions as they occur.

### Information Systems, Manager – Peter Stoodley

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects worked on this month are:

- **Governance** – *Establish levels of service:*

Information Systems has met with Nutanix (server vendor) to begin the process of testing and documenting the procedure for failover from the Valleyview servers to the secondary servers in DeBolt. This is being planned for a Saturday in May. This process has never been introduced or used by Greenview before so documentation will be strategic, methodical, and precise. It is expected that this process will need two tests this year to ensure the process is sound. It is important our support team, Greenview's IS team and Nutanix is on the same page for such an emergency.

Information Systems has been updating Nutanix hardware to keep Greenview IT posture in line with the latest security patches and to ensure our systems are working at peak performance. This has now become a monthly scheduled event for Greenview IS. It has always been left for third party support to maintain which is not a preferred since Greenview's equipment would fall behind in version control impeding performance.

A new Cyber Security Policy is being developed to further protect Greenview with ever immerging threats with electronic communications, internet, removable media, and introduce a more comprehensive education package on how to identify bad actors and threats.

Information Systems has compiled a report which provides stats on blocked email due to Greenview's cyber security measures to protect staff email accounts and the organization. These stats are from March 28 to April 28, 2023.

Quantity	Type
16	Malware Blocked
1645	Phishing Inbound Blocked
4	Spam Outbound Blocked
2410	Spam Blocked

## **Legislative Services Officer – Sarah Sebo**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** - *Ensure our policies address changing and growing community needs:*

On April 11, the following policies and bylaws were before Council for approval.

- Bylaw 22-887 “Town of Grande Cache Obsolete Bylaw Repeal” was given third reading and has come into force.
- Bylaw 23-939 “Tax Bylaw 2023” was given first reading.
- Policy 8003 “Letters of Support” was approved as presented.
- Policy CO 16 “Grande Cache Eagles Nest Hall Rental” was repealed in favour for a rental agreement.

On April 25, the following bylaw was before Council for approval.

- Bylaw 22-939 “Tax Bylaw 2023” was given second and third reading, coming into force, as amended.

Policy Review Committee was cancelled for April. The next Policy Review Committee is scheduled for May 10, 2023.

## **Procurement Officer, Ashlee Holmes**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** – *Establish levels of service:*

During the month of April, I have primarily focussed on procurement, purchasing, contract, and expenditure officer policy and procedures. I have updated the Procurement and Purchasing Policy, Expenditure Officer Policy, and Contract Management Policy. These policies are anticipated to come before the Policy Review Committee in May 2023. The policies will help support Greenview’s expenditure officer, procurement, purchasing, and contract management practices. In addition to policy development, I have been working with our Senior Leadership team to develop a process for bringing the request for decisions for the tendering awarding before Council to ensure Council has the information, they require to make an informed decision.

Regarding tenders, this month, I supported Administration in finalizing the Cemeteries Survey, the new Salt and Sand Shed in Grande Cache, the Greenview Regional Multiplex Emergency Generator, and the Recycling, Waste, and Confidential Shredding Services tenders. Administration also closed the External Auditor tender on April 24, 2023, and launched the ice resurfacer for Grande Cache tender on April 13.

In the follow-up to the standardized tender templates, I wrote about in last month’s report. This month, we reviewed all our edits with legal and submitted the templates to Senior Leadership for approval. Once approved, Greenview will have templates for Invitations to Tender, Request for Proposals, Request for Prequalifications,

Request for Quotes, and Request for Information. Once approved, these templates will be available for all departments to use as needed.

As mentioned last month, I have met with the Procurement Advisor from Grande Prairie County, She and I have made plans to connect next month to discuss practices further, along with the roles that Asset Management and Finance play in procurement. This month I also reached out to the Town of Valleyview and the Town of Fox Creek to see if there was interest in having a community of the practice-like group. I have heard back from both communities and am currently working on scheduling a time to meet. Working with and collaborating with the Town of Fox Creek and the Town of Valleyview directly relates to pillar one, Governance, and goal three of improving inter-municipal government relationships by having an open dialogue between municipalities within the region.

### **Software Transition, Project Lead - Teresa Marin**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** - *“Monitor and maintain capital spending and operational fiscal responsibility”*:

Some of the Greenview departments are currently tracking inspections/assessments within a management solution application titled Smartsheet. The selections do not display on the exported excel Smartsheets and are required for the import into the software program. The data entry staff will be assigned to note the associated drop-down selections available for all the columns within each of the Smartsheet excel exports received from the departments. The software program will eliminate the requirement to enter the data in Smartsheets, staff will directly enter the data into the software.

Workflow meetings are planned this week with Fleet, Outdoor Recreation Department, and the Tourism Information Centre. The workflows are assessed to ensure that the processes are captured for the software.

Met with some of the office staff within the Facility Maintenance team to review the software functionality processes for their department. The Facility Maintenance team plans to input monthly inspection data into the software program commencing in May 2023 and to continue going forward.

Inputting store locations (work facilities within Greenview) into the software program. The associated area is selected when adding or depleting parts and materials within the software.

The first Chart of Account workshop to review the Project Plan has been established for May 12<sup>th</sup> with Human Resources, Finance Department, Legislative Services, and Planning and Development. The other departments will be scheduled to follow later. The plan presented will demonstrate the new proposed general ledgers for the applicable department's review.

The Greenview GIS Technician has added the Greenview water wells and the other environment sites, residents (all the house locations) and facilities into the geographic information system (GIS). The data will be sent to PSD Citywide once it has been bundled, ready for export.

A Data Entry staff member completed an assignment to acquire water well data for uploading into the software program.



## MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Manager's Report

**Department:** Community Services

**Submitted by:** Michelle Honeyman, Director

**Date:** 5/9/2023

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**Director of Community Services, Michelle Honeyman**

**Governance-Goal 2- Provide quality municipal services.**

The CAO has approved the following sponsorships and donations:

Organization Name	Event	Approved Donation
Heart River Housing	Employee Appreciation Event Donations	Gift in-kind valued up to \$300.00

The Cemetery Survey Proposal Tender closed on APC on March 29<sup>th</sup>. Administration reviewed and evaluated nine (9) received proposals and identified a lead proponent. Administration will bring the results forward to the May 9<sup>th</sup> Council meeting.

Administration has received twenty (20) applications for the Spring 2023 Community Grants. These applications will be discussed at a future Committee of the Whole Meeting. The deadline for submitting applications was April 15<sup>th</sup>. As the grant portal process moves forward, there will be a review of the deadlines, timelines, and criteria required for implementation.

The Grant Portal Program contract has been signed and completed. The initial implementation stage with Administration will start on May 4<sup>th</sup>.

**Governance-Goal 4-Provide good governance.**

Administration has developed annual community engagement plans and drafted agreements for each of the Greenview-owned halls and arenas. These plans and agreements aim to ensure that the facilities are used effectively and meet the needs of the community.

Administration has been actively providing support to community organizations in obtaining insurance through "Additional Named Insurers" (ANI). We have held separate meetings with the DeBolt Agricultural



Society and the Landry Heights Homeowners Society to assist with the insurance process and address any concerns. Additionally, Administration is organizing the first ANI Meeting, which is scheduled for June 5th at the DeBolt Public Service Building. This meeting will be aimed at discussing ANI and providing further assistance to organizations.

Administration participated in the first meeting of the Valleyview Agricultural Building Board, where they discussed grant opportunities available through Greenview. They also provided resources for external funding sources. Administration addressed any questions that the Board had regarding the process of obtaining funding for their proposed new arena.

Administration attended the Grovedale Cemetery meeting. Administration and board members discussed the asset management plan, agricultural services plans on spraying, how their previous grant funding is being allocated, and discussed plans for another meeting. We also participated in a meeting for the Grande Cache Cemetery and collaborated with the cemetery group to develop an internal cemetery procedure.

Administration has also continued to work with the Grande Cache Golf & Country Club Committee. Topics of discussions were ANI Insurance, review of the draft master plan and received updates on the grant funds used for new golf carts.

### **Culture, Social & Emergency Services-Goal 2-Enhance communication to our public.**

Administration has posted a notice for board members needed for the Little Smoky Cemetery on the Greenview website, social media and Community Bulletin boards. One (1) applicant has come forward. The notice will be on the Greenview website until May 5<sup>th</sup> in hopes of other members coming forward.

Administration is continuing to assist Greenview's not-for-profit organizations by providing resources and support for grant funding.

### **Agricultural Services Manager, Sheila Kaus**

In alignment with the 2022-2025 Greenview Strategic Plan, some of the key activities and projects worked on by Agricultural Services in April were:

#### **Governance – Increase staff success**

Greenview Agricultural Services had one problem wildlife officer off to Ottawa in their capacity as a Director for the Fur Institute of Canada for the Institute's lobbying efforts. Expenses for the trip were covered by the Fur Institute of Canada for what they call "Fur Day on the Hill" and the officer attended 28 meetings in total with Members of Parliament and Senators. Contact was made with Alberta-elected Members of Parliament that were interested in what Greenview is doing regarding wild boar. Information was shared regarding Greenview's concern regarding wild boar, that the municipality is actively pursuing eDNA detection, and is working with the province and neighbouring municipalities, as Greenview is on the leading edge of the range of the invasive species. The Alberta-elected Members of Parliament indicated they would be interested in learning more about Greenview's efforts in the future. Additional topics of conversation revolved around the need to keep coyote numbers in check, the downturn in fur prices, and indigenous issues.

Administration met with Alberta Forestry and Tourism to discuss weed concerns in the Willmore Wilderness Area. Utilizing Greenview's partnership with the Alberta Invasive Species Council, Administration will offer

training to the Willmore Wilderness Association and recreation enthusiasts on weed identification and mapping through the citizen science detection application, EDDMaps. Administration learned that to facilitate Greenview weed inspections within the Willmore, a temporary field authorization will be required. Agricultural Services will have the authorization filed in time to conduct formal inspections in 2023. Talks have begun with Yellowhead County for a joint effort to cover the entire Willmore Wilderness Area in this inspection effort to facilitate the creation of a three-year weed management plan, bolstered by an education and awareness campaign. The first education event is hoped to take place the first week of June. Administration will keep Council informed as to new developments.

Weed inspections have begun with preliminary phone calls to landowners with scentless chamomile and tall buttercup infestations taking place. These phone calls are meant to touch base and extend offers of assistance through Greenview's various weed control programs and serve as a point of contact before agricultural producers being in the fields. Landowners with an active clubroot notice were called to remind them of Greenview's inspection procedures and which fields to not plant canola in. These are informal courtesy calls done to reduce unintended planting in a field, reducing the likelihood of the department needing to enforce on a notice.

### **Economy – create a diverse economy**

The Landcare Coordinator delivered a Classroom Agriculture Program presentation to grade 4 students at St. Stephens in Valleyview. The presentations went very well, the students asked many questions and seemed very interested. The shelterbelt program is nearing a complete sell-out and an extension event to assist ratepayers in the successful planting and maintenance of trees will happen on May 11<sup>th</sup>. In support of these efforts and cooperation with the Greenview Communications department, Agricultural Services is happy to report the publication of "Greenview Tree Resources", written by the certified arborist who will also be delivering the planting event.

### **Problem Wildlife Work Orders**

File Status	Beaver- MD	Beaver- Ratepayer	Customer Service	Predation	Totals
In Queue	-	-	-	-	
Open	1	2	3	5	11
Closed	1	-	9	12	22
<b>TOTALS</b>	<b>2</b>	<b>2</b>	<b>12</b>	<b>17</b>	<b>33</b>

Problem Wildlife has begun to receive calls regarding beaver activity in Greenview right-of-ways and on private property. Staff are in the process of responding and assessing locations. Additionally, staff have begun to check locations from 2022 to assess if activity continues. The intention of this is to control potential issues before flooding or damaging the underlayment of Greenview infrastructure.

Veterinary Services Incorporated (VSI) encourages livestock producers to access veterinary care and maintain herd health, protecting the economic viability of their livestock operation.

## **VSI Quarterly Reports and Service Breakdown – 2023**

First quarter VSI totals have not yet been received. When they are received, Administration will provide an update.

	# Services	2023	2022	2021	2020	+/- (%)
<b>Total 1<sup>st</sup> Quarter</b>			\$17,268.52	\$19,269.77	\$21,172.35	-8.99%
<b>Total 2<sup>nd</sup> Quarter</b>			\$33,563.50	\$33,953.33	\$36,569.40	-1.15%
<b>Total 3<sup>rd</sup> Quarter</b>			\$6,361.23	\$ 8,382.80	\$ 8,342.09	-24.1%
<b>Total 4<sup>th</sup> Quarter</b>			\$41,106.15	\$40,995.55	\$34,228.60	0.3%
<b>2023 Claims</b>			<b>\$98,299.40</b>	<b>\$102,601.45</b>	<b>\$100,312.44</b>	<b>-4.2%</b>

Preg Checks:  
Semen Testing:  
C-Sections:  
Exams:  
Herd Health:

The Agricultural Equipment Rental Program contributes to the economic viability of agricultural producers by providing equipment for rent that is cost-prohibitive to purchase when measured against the frequency of use. Rental Equipment stands at 181 rental days up to April 18<sup>th</sup>, 2023. While this total is trending significantly higher than typical, it is due to the heavy usage of scare cannons to deter elk from feed stacks.

### **Greenview Fire-Rescue Manager, Wayne Brown**

#### **Economy**

The Regional Fire Chief is now working with a consultant to finalize the expression of interest (EOI) for the Sturgeon Heights Community FireSmart Education and Awareness Program. The date of submission is May 8, 2023. The Regional Fire Chief has also prepared a Request for Decision requesting a Council Resolution (part of the FRIAA submission process) supporting the FRIAA Grant for the May 9, 2023, Council meeting.

#### **Culture, Social & Emergency Services**

FireSmart Alberta has agreed to provide home hazard assessment training for those who will be conducting these assessments as part of the Sturgeon Heights Community FireSmart Education and Awareness Program. The training will take place at the DeBolt Public Service Building on June 2 and 3.

On April 17, 2023, the Emergency Advisory Committee (EAC) met at the Grande Cache PSB. Items that were discussed included the Pembina incident, the FRIAA grant application, and a review of the Greenview Community Halls' use as reception centres.

Deputy Fire Chiefs and Admin Assistants are working on a complete set of Standard Operating Guidelines for Greenview Fire-Rescue Services. This work should be completed by the end of the year.

There continue to be ongoing safety issues at the Main Street Lofts building in Grande Cache. The upper floor containing the apartments was boarded and secured from illegal entry. The lower portion of the structure is not secured, this has now become a haven for those who illegally enter and inhabit the areas. This area is in the process of being locked and secured to ensure the safety of the nearby community members, those who choose to illegally occupy, and emergency responders who may be required to attend the site. All actions taken by the Fire Safety Codes Officer (Regional Fire Chief) complied with the AB Safety Codes Act, Part 4, 47.

## April Incidents:

	STN 31	STN 32	STN 33	FCFD`	VVFD
Emergency Response	1	2	3	3	12
Medical Co-Response	5	5	13	1	0

- Of the total 21 emergency responses:
  - 8 were Motor Vehicle Collisions
  - 6 were Vegetation/Wildland/Brush Fires
  - 1 was Backcountry Rescue
  - 1 was a small outside fire.
  - 1 was citizens' assist.
  - 2 were electrical fires.
  - 2 were Vehicle fires.
- Fire Crews were stood down 6 times for Emergency Responses
- Fire Crews were stood down 4 times for Medical Co-Responses

## Environment

On March 9, Regional Fire Chief and all Deputy Fire Chiefs met with local fire services and Forestry Officers to discuss and strategize regarding the upcoming wildfire season.

## Enforcement Manager, George Ferraby

### Culture, Social & Emergency Services

Enforcement Officers have been busy concentrating on the Forestry Trunk Road (FTR) with road bans being in place. Several patrols and check stops have been performed on the FTR and other MD roads ensuring that commercial vehicles are being compliant with the road bans.

Sergeant Ferraby is actively working with the County of Grande Prairie Enforcement Services to draft an MOU to take animals to the Grande Prairie Pound starting on June 1<sup>st</sup> as the current contract with Little Critters is expiring May 31<sup>st</sup> and is not being renewed.

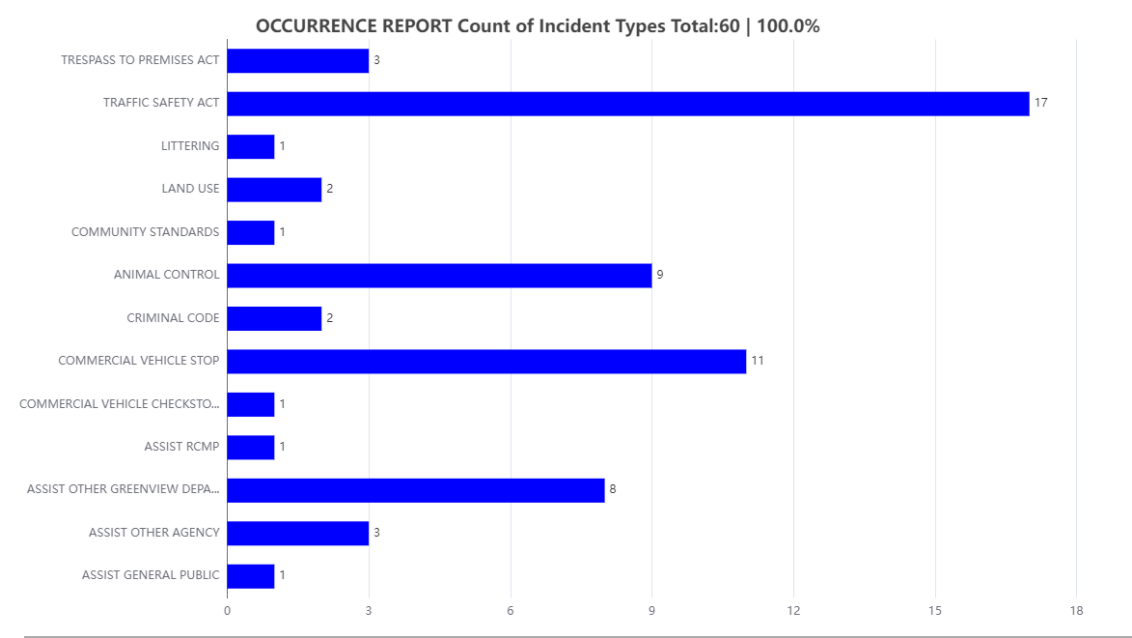
Enforcement Services along with the Grande Prairie Royal Canadian Mounted Police (RCMP) are continuing to conduct weekly joint force operations for speeding in the construction zone just South of the Wapiti River on Highway 40. Enforcement Services has targeted this area due to the volume of complaints received from construction crews working in the area.

Sergeant Ferraby is in discussion with outside peace officer agencies who are looking to purchase our used Peace Officer vehicles once they are replaced. We will be replacing two peace officer vehicles later this year.

All Terrain Vehicle (ATV) patrols are starting to ramp up with the spring weather. Enforcement Services will begin ATV patrols starting at the beginning of May.

From March 29<sup>th</sup> to April 22<sup>nd</sup>, Enforcement Services attended 60 calls for service including 13 bylaw calls, issued 67 Violation Tickets and 59 warnings.

Stats:



Ticket Create Date: 2023-03-29 ~ 2023-04-22

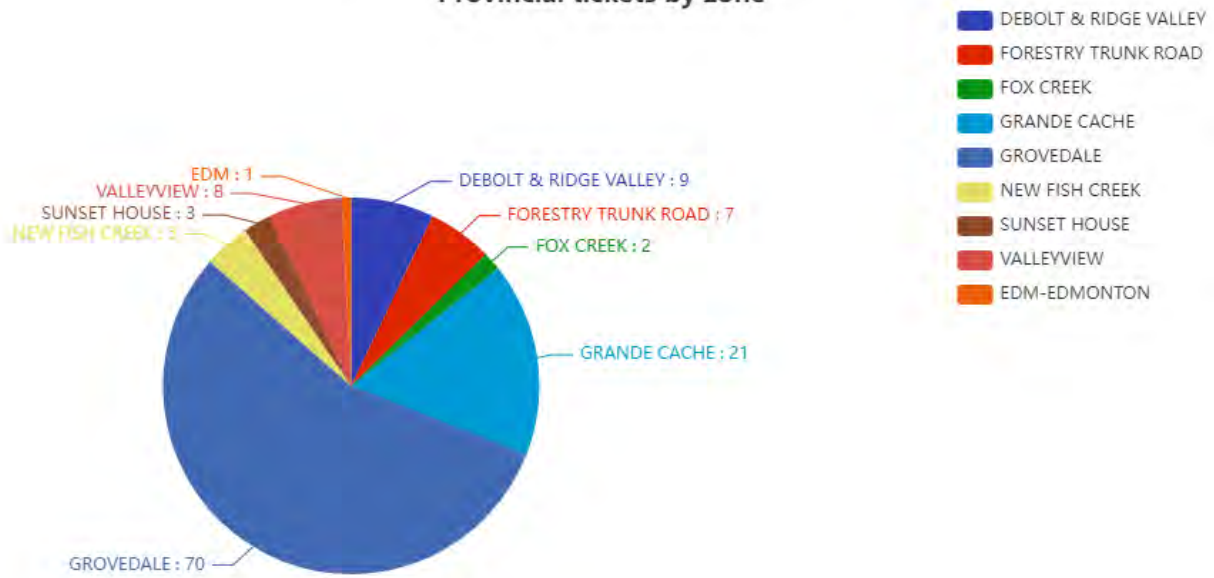
Provincial tickets by type



Ticket Create Date:

2023-03-29 ~ 2023-04-22

### Provincial tickets by zone



## **Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford**

### **Culture, Social & Emergency Services**

The Community Volunteer Income Tax program is currently available in both Grande Cache and Valleyview offices. This program allows those on modest incomes to get their taxes done at no charge. In 2022, 849 taxes were filed bringing over 3.9 million dollars back into the community. Thus far this year, over 620 taxes have been filed, and we can anticipate more in the coming weeks. An important item to note is the growth of the program which indicates a rise in those who are struggling financially and therefore meet the criteria for the program. In 2010, only 32 people accessed the program, and in 2022 this figure rose to 849- 720 of which were completed in Valleyview, and 129 completed in Grande Cache.

The Community Resource Centers combined continue to average about 200 visits/inquiries per week. Approximately half of these were community volunteer income tax related – clients were assisted by phone and in person with information about the program, assistance with completing paperwork, signing completed taxes that could not be eFiled, and providing further information for filing.

Green View FCSS hosted three Volunteer Appreciation Dinners to celebrate and recognize Greenview's volunteers during National Volunteer Week. The first dinner was held in Grande Cache on April 17 and though it was the first time the department has celebrated volunteers in this hamlet, there were approximately 75 people in attendance. Many groups and individuals were recognized, and the outcomes were extremely positive. The second dinner was held in Valleyview on April 19, and we saw a record-breaking 170 people in attendance. The final dinner was hosted in Grovedale on April 20. The Grovedale location typically sees approximately 40 people who attend the dinner, however, this year 140 people attended! All dinners were extremely well received, and outcomes show that the appreciation events are opportunities for volunteers to feel recognized for what they do, and help people feel a sense of belonging in their communities.

A cyber safety night information session for parents and/or caregivers is scheduled for May 10 at the Community Resource Center in Valleyview. This free educational session will cover topics including -how to check security and privacy settings on devices; privacy settings on social media; types of Apps and age restrictions; virtual predators; and what to do if your child receives unsolicited messages.

A Just in Case File Workshop is scheduled at the Valleyview Pioneer Seniors Center on May 16. This community workshop is for everyone 18 and over and is aimed at providing information on what documents are necessary for individuals and their family members to have on hand in case of sudden death or emergency. The discussion will include advanced planning documents such as wills, power of attorney and personal directives.

### **Governance**

The Men's Shed in Valleyview has secured a location in the bus barns behind Valleyview Building Supplies 5010-49<sup>th</sup> Street. The group is in the process of cleaning up the bays, collecting and purchasing equipment and working to make the space suitable for a variety of activities. The Green View FCSS Board met on April 19 and authorized administration to provide \$2500.00 to Valleyview Men's Shed for seed money to purchase tools.

The FCSS Board also authorized \$5000.00 in funding to the HEART Committee to continue the services of an Outreach Worker in Valleyview. The HEART Committee, (Health Education and Action in Relationships Team),



is a partnership between Green View FCSS and Valleyview Victims Assistance. The two groups work together to fund a Community Support Worker (CSW) from Odyssey House, who visits clients in Valleyview twice per month. The Community Support Worker can assist with safety planning, danger assessments, and family court support. The CSW, beginning in May, will also provide women's support groups out of the Green View Community Resource Center. These groups are offered to women 18 and over and may include topics such as healthy relationships, self-esteem, and boundaries.

Green View FCSS administration is working with the communications department to deliver emergency preparation messaging to ratepayers during the National Emergency Preparation Week the first week of May. Topics include how to build a 72-hour emergency prep kit, what is a state of local emergency; emergency preparation for seniors; how to make a plan, how to best plan for pets and livestock, and the importance of community connections. This messaging will help prepare residents for how to best prepare themselves and their families for at least 72 hours. While these messages will be delivered through our website and various social media, similar information in paper copy will also be available at all of the ratepayer's BBQs this summer.

On a final note, the FCSS programs have heard from the executive director of Civil Society and Community Initiatives, in the Ministry of Seniors, Community and Social Services, that there has been a \$5 million increase to the FCSS programs included in the 2023 budget. The grant amendments will be available in the coming weeks. Some messaging from the province alludes to a \$15 million funding increase for FCSS, however, it is important to note that \$10 million of \$15 million is earmarked as food bank grants that the FCSSAA association is the fiscal agent for and that only \$5 million will be dispersed as an increase to the various FCSS programs through the province.

#### **Recreation Services Manager, Kevin Gramm**

##### **Governance – GOAL 1: Increase staff success.**

The Grande Cache Recreation Centre Programming and Fitness Team were host to the second quarter Recreational Services joint programming and development meeting in the Hamlet of Grande Cache. Travelling from the Greenview Regional Multiplex and the Outdoor Recreation Services sub-departments in Valleyview, Grande Cache led the group through an information planning session, training and ice-breaking exercises and brainstorming session to collaborate and idea-share excellence in programming. Opportunities to increase Greenviews programs and services through our Recreation Services Department were reviewed and success stories were shared. Wrapping up the day with a round table sharing exercise, the local Fitness Coordinator led the group on a small outdoor hike and viewing of this beautiful region.

Aquatics Team Supervisors at the Greenview Regional Multiplex and the Grande Cache Recreation Centre conducted April staff training in which all participants in the field of Lifeguarding participate in National Lifeguard skills and situations, safety training and facility updates. This provides additionally a chance to build relations amongst all the staff through ice-breaking games which in turn allows the staff to grow into better lifeguards through team communication and support.

The Greenview Regional Multiplex has recently issued 4 lifeguards their Swim Instructor certifications. The new instructors will be scheduled to shadow other instructors as part of their training before facilitating a lesson session solo.

##### **Governance – GOAL 2: Provide quality municipal services.**

The Grande Cache Recreation Centre was host to the Grande Cache Memorial Ice Breaker Tournament this past weekend in the Hamlet of Grande Cache. Over 3 days, the facility was utilized in its full capacity to be

host to an Adult Hockey Tournament, Memorial Dance in the Curling Rink and Sponsored Swims in the Aquatics Facility. Weekends such as this are great opportunities to meet new community members and visit with returning family members. All Recreation Services staff were on hand for 3 days to offer a fantastic event to the community of Grande Cache and its participants.



The Super Senior Club was launched on January 1<sup>st</sup> and is proving to be well received and enjoyed by our Super Seniors. In order to be placed on the Super Senior Wall of Fame, attendance is required a minimum of once per week for 3 consecutive months.

Currently, there are 19 Super Seniors on the Wall of Fame, located at Customer Service.

Administration is pleased to report that we have received a security deposit for our 1<sup>st</sup> Wedding to be held in the Fieldhouse this summer. This is exciting news! We hope that this event will be successful and that word-of-mouth advertising will work in our favour for the GRM to be the number one choice for special events.

#### Governance – GOAL 3: Improve intermunicipal government relations.

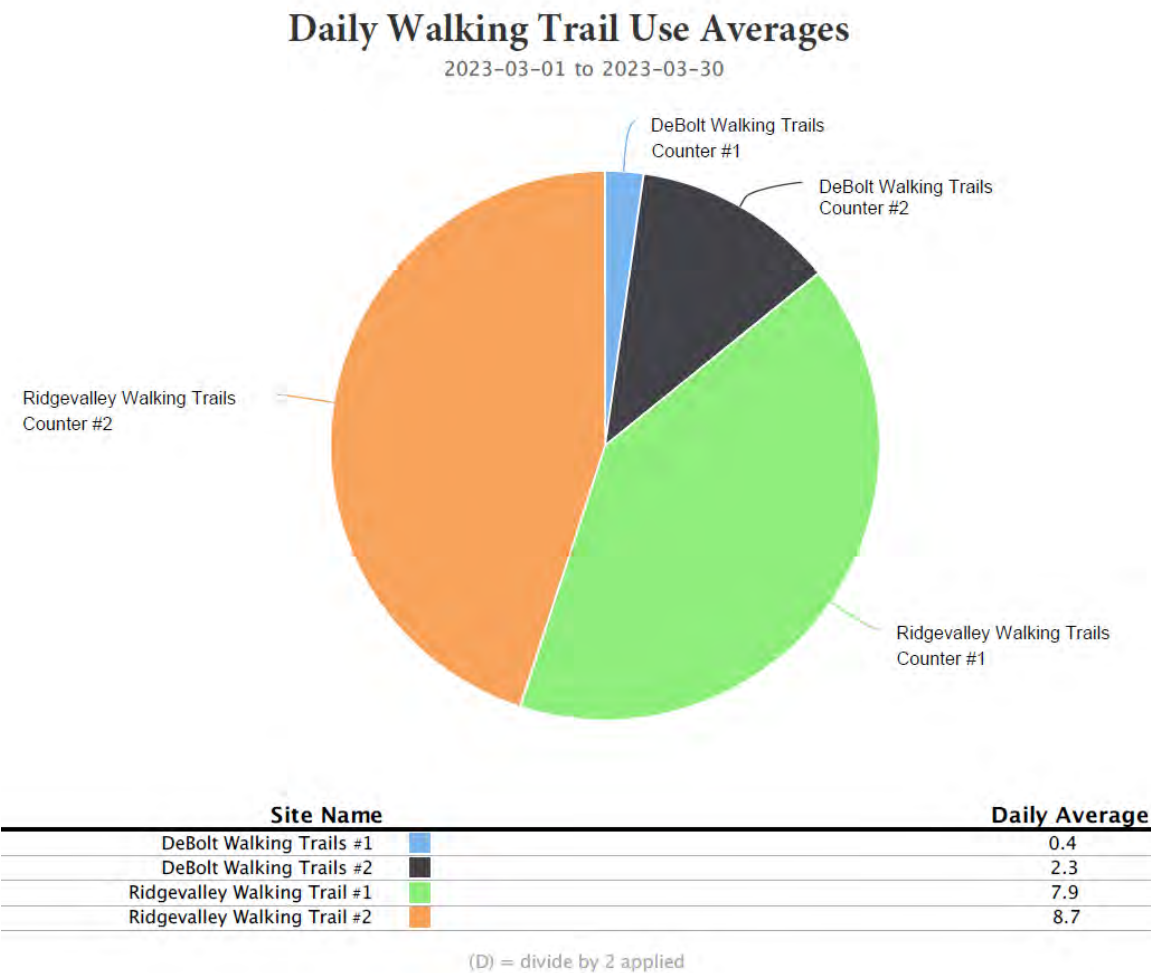
- The Kakwa Trail Corridor Consulting Services contract with McElhanney Ltd is now in place. The project start-up meeting took place on April 17<sup>th</sup>, and work is now underway.
- The Province has run into technical difficulties with the Tourism and Commercial Recreation Lease conversions. As such, Greenview's leases have been added to the list to be created manually. A timeline for when this will be completed has not been provided.
- Administration has requested for the Grande Cache Golf Board to provide information on the management of the golf course to provide the Province of Alberta with an accurate management plan for the lease. This will be a portion of the process for formalizing a sublease.
- Administration is still waiting for direction from Alberta Culture on how to proceed with the consultation process for the Victor Lake Boat Launch.

Administration was recently informed of an internal decision made regarding the technical committee assigned to the Wapiti Recreation and Trails Management Plan. Administration was informed by Abdi Siad-Omar that the plan has slightly changed and will no longer have a separate technical team. The Province has indicated that there will now be three levels of engagement:

1. Advisory Committee – providing overall direction to the planning outcome.
2. Focus group meetings - working directly with trail users.
3. Public engagement - creating a project website to provide additional opportunities for public comments and input which Abdi is still waiting for approval of the online public engagement

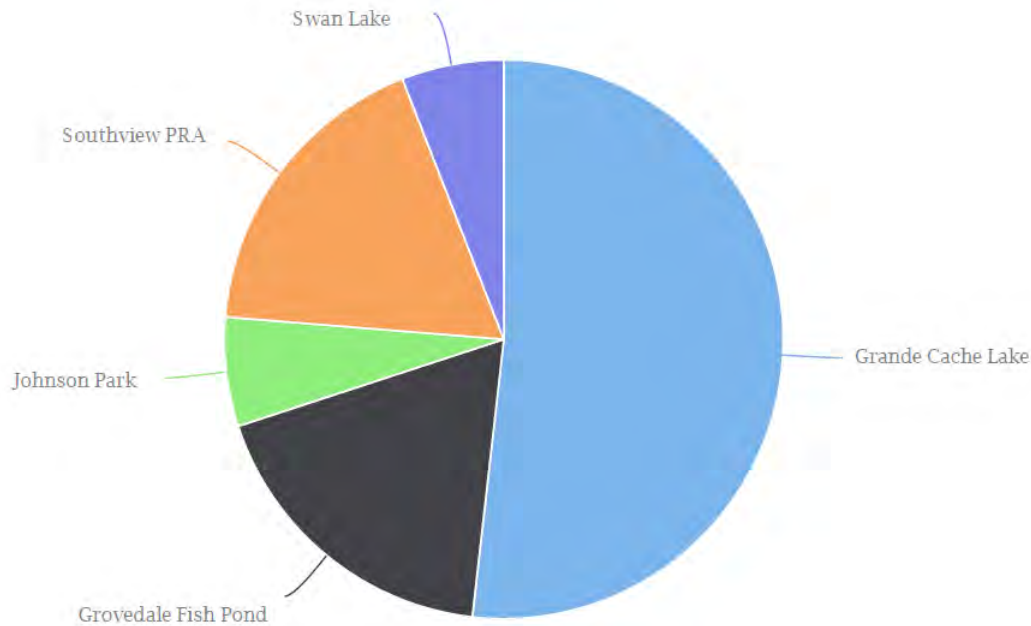
Administration met with Alberta Forestry, Parks & Tourism about the Hamlet of Grande Cache trail project. The project lead for the Province on this project, Courtney Hughes, will present an update to Greenview

Council at the June 20th Committee of the Whole Meeting in Grovedale. This presentation will provide an overview of the jointly developed Grande Cache Trails Master Plan and the next steps.



## Daily Vehicle Counter Averages

2023-03-01 to 2023-03-31



Site Name	Daily Average
Grande Cache Lake	56.8
Grovedale Fish Pond	19.9
Johnson Park	6.9
Southview PRA	19.5
Swan Lake	6.5

(D) = divide by 2 applied

### Providing Quality Municipal Services – Child and Youth Programming at GCRC / GRM

Program	Days Offered	Attendance (registered)
Travel the World with Disney Africa	March 1, 2023	7 (8)
Travel the world with Disney India	March 2, 2023	6 (6)
Travel the world with Disney Paris	March 7, 2023	4 (5)
Travel the world with Disney Germany	March 8, 2023	3 (6)
Travel the world with Disney Hawaii	March 9, 2023	5 (6)
Travel the world with Disney Greece	March 14, 2023	3 (5)
Travel the world with Disney Italy	March 15, 2023	3 (6)
Travel the world with Disney China	March 16, 2023	4 (6)
Travel the world with Disney Scotland	March 17, 2023	4 (6)
Travel the world with Disney New Orleans	March 21, 2023	3 (4)
Travel the world with Disney movies and popcorn	March 22, 2023	5 (8)

Aquatics	Fitness	Age Categories
Swim Lessons	Fitness Classes	
74	44	Children (0-4)
98 + 70 school	123	Youth (5-17)
6	154	Adult (18 +)
0	141	Senior (6- 69)
0	121	Senior 70 +

### GRM Programs and Attendance Stats – March 2023

Program	Participant Registration
PD Day Camp	16
Fundamental Afterschool Programming, Ages 5-12yrs Monday-Thursday	30
Mini Movers, Ages 1-3yrs, Monday's	5
Jungle Monkeys, 3-5yrs	16
Homeschool Gym Class	43
3 on 3 Basketball Tourney – March 25th	59
Family Basketball Night – March 31 <sup>st</sup>	62

Program	Participant Registration
Gentle Yoga	6
Snowshoeing (Adult)	6
Snowshoeing (Youth)	6
Sit & Be Fit	14
Bodyworks	7
Stretch	6

Program	Participant Registration
Water Babies, infants & parent	10
Pirate & Mermaid Camp	15
Water Works – Aqua Fitness Class	13
Sturgeon Lake School Swim Lessons	86
Junior Lifeguard Club	7
Youth Aqua Mat	5

### Economy - GOAL 1: Maintain fiscal responsibility.

The Grande Cache Recreation Centre (GCRC) was host to a Sponsored “WAVE RAVE” swimming event hosted by the Aquatics Team and Sponsored by the Youth Action Club!



# WAVE RAVE

SWIMMING  
WATER SLIDE  
MUSIC

**FRIDAY, April 28, 2023**

**8:00 - 9:30 pm**

**For Ages 10-14**

**FREE**

**Sponsored by the  
Youth Action Club**



Greenview Regional Multiplex Administration participated in the Expression of Interest process to apply for Grant Funding in the amount of \$5,000.00 to partner with the Alberta Government & co-host the Seniors' Week Provincial Launch on June 5<sup>th</sup>, 2023. On April 4<sup>th</sup>, we received notification that the Town of Okotoks was awarded the opportunity for 2023. It was mentioned that although the Expression of Interest package we provided was impressive, the Town of Okotoks has been participating in the process for the past 9yrs and is being awarded the opportunity for the 1<sup>st</sup> time. This grant is available annually and administration will be sure to apply again in 2024.

Grande Cache Recreation Centre Statistics			
Date(s): March 1- 30, 2023			
Department	Customer Service		
Age Categories	Pool Usage	Fitness Centre Usage	Arena Usage (Shinny & Public)
2 & Under	102	0	0
Children 3-12	387	0	75
Youth13-17	185	88	44
Adult (18 +)	632	124	92
Senior (6- 69)	93	124	6
Senior 70 +	58	68	0
<b>Total</b>	<b>1457</b>	<b>404</b>	<b>217</b>
Facility Bookings			

	Association Bookings (in hours)	Private Bookings (# of Bookings/hr)	Public Offering (in hours)
Meeting Room(s)	43 hours	19 hours	0
Arena	288.75	6/13.75hours	90/175 hours
Pool Offerings (Aquatics)		10 hours	165.5 hours
Community Bus			
	Hinton	Grande Cache	Grande Prairie
One-Way Trip (# of people)	4	56	10
Two-Way Trip (# of people)	4	57	11
Total Passengers	8	113	21

#### Greenview Regional Multiplex March 1 – 30 2023 Total Facility Usage

Age	Aquatic Centre	Fitness Centre	Fieldhouse	Walking Track	Indoor Play Centre	Total
Under 3	142	0	11	5	60	218
Child	564	3	326	14	120	1027
Youth	292	186	354	3	0	835
Adult	776	1308	293	131	0	2508
Senior	139	114	10	126	0	389
Super Senior	85	69	4	138	0	296
<b>Total</b>	<b>1998</b>	<b>1680</b>	<b>998</b>	<b>417</b>	<b>180</b>	<b>5273</b>

#### Average Daily Usage

Age	Aquatic Centre	Fitness Centre	Fieldhouse	Walking Track	Indoor Play Centre	Total
Under 3	5	0	0	0	2	7
Child	19	0	11	0	4	34
Youth	10	6	12	0	0	28
Adult	26	44	10	4	0	84
Senior	5	4	0	4	0	13
Super Senior	3	2	0	5	0	10
<b>Total</b>	<b>67</b>	<b>56</b>	<b>33</b>	<b>12</b>	<b>6</b>	<b>174</b>

#### Facility Rentals

Aquatic Centre	Party Room	Fieldhouse	Boardroom	Greenview Party Packages	Commercial Kitchen	Total
3	4	1	1	6	1	16



**Culture, Social & Emergency Services – GOAL 3: Improve public perception of Greenview.**

Administration has been receiving feedback from staff and patrons regarding the Fieldhouse flooring at the GRM. Most recently, following the Basketball 3 on 3 Tourney held on March 25th. Slippery flooring is a safety concern, one that Administration does not take lightly. We have been working with the flooring supplier to provide our Custodian Contractors with proper floor care procedures. On April 21st, a deep clean floor procedure has been scheduled. This procedure will involve eight hours of cleaning to remove excess buildup of floor cleaning residue, which has been identified as a contributing factor to the slippery conditions. Administration will closely monitor the condition of the Fieldhouse flooring and provide regular updates to the GRM Advisory Board.

**Culture, Social & Emergency Services – GOAL 4: Support and maintain recreational opportunities.**

The Grande Cache Campground contract authorized by Council through

*MOTION: 23.03.177 Moved by: COUNCILLOR DUANE DIDOW*

*That Council award the Grande Cache Campground Contract for a 2-year term starting May 1st, 2023, to MP2A Management Inc. in the amount of \$156,000 plus GST with \$50,400 plus GST to come from the 2023 Recreation Services – Grande Cache Campground Operations budget, and future funding to be included in the 2024 and 2025 budgets.*

is complete. In support of Pillar 4, the agreement between Greenview and MP2A Management has been put in service and scheduled training sessions will proceed in the next couple of weeks on the management software and reservation system. The Grande Cache Campground is due to open for online reservation Monday, May 15<sup>th</sup> at 9 am and will open for full service on May 19<sup>th</sup>, 2023 at 9:00 am.

Administration held debrief meetings with two of the unsuccessful companies that submitted proposals for the Kakwa Trail Corridor Consulting Services RFP. A follow-up letter was provided to one of these companies to provide further feedback, as requested during the debriefing.

The Little Smoky Community Centre Board is obtaining quotes for proposed plans for the ball diamond project. Once these quotes have been received, a final plan will be developed, and Administration will continue to support them with approval processes, grant information, mapping, etc.

Community Services has taken over the action item of finalizing an agreement with the Landry Heights Home Owners Society. (Motion 21.01.003) as this process aligns with their objectives:

*MOTION: 21.01.003. Moved by: DEPUTY REEVE BILL SMITH*

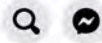
*That Council authorize administration to enter into an agreement with the Landry Heights Homeowners Association for the purpose of operating a community park within the municipal reserve located at SE-15-70-6 W6M.*

Administration will be providing a presentation on Fireman's Pit at the May 16<sup>th</sup> Committee of the Whole Meeting in Valleyview. Administration toured the area recently to assess the conditions of the assets located on the lease for the purpose of safety and understanding.

10:24



facebook



2dayfm GP · Follow

1d · 🌐

I love this idea - so cute! It's got to be your Smile of the Day, brought to you by [Plaza Dental Clinic!](#)



Grande Cache Recreation Centre

1d · 🌐

Thank you to everyone who joined us to "Paint the Ice" and show us their artistic talents this afternoon! We had approximately 85 people attend a... See more



👍❤️ 51

4 comments 2 shares

# Manager's Report

**Department:** Planning & Economic Development

**Submitted by:** Martino Verhaeghe, Director Planning & Economic Development

**Date:** 5/9/2023

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## **Director Planning & Economic Development – Martino Verhaeghe**

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects the Economic Development and Tourism teams have worked on this month:

### **Governance - Increase staff success.** *Provide current staff growth opportunities when appropriate:*

- Attended Greenview U – Agricultural Services 101
- Attended the Economic Developers Alberta Conference in Kananaskis April 11-14, 2023
- Interviews underway for the Manager of Economic Development position
- Attended the APPI Webinar

### **Governance – Improve intermunicipal government relations.** *Build relationships with industry focused organizations:*

- Meeting with Alberta Transportation – Municipal District of Greenview No. 16 quarterly meeting
- Meeting with Greenleaf Fuel on the Development of Phase 1 of Floyd McLennan Business Park
- Meeting with Willmore Wilderness Foundation and Grand Cache Chamber of Commerce
- Meeting with Grande Cache Community Events Foundation W/ CAO

### **Governance – Improve intermunicipal government relations.** *Provide open dialogue between municipalities within the region:*

- Meeting with ID no. 25 – Willmore Wilderness Park CAO

### **Governance – Provide good governance.** *Identify ways for Council and Administration to participate in community engagement:*

- Grande Cache Planning Open House on signage, new policies and public participation.

### **Governance – Provide good governance.** *Ensure our policies address changing and growing community needs:*

- Initial kick-off meeting for Hamlet's of DeBolt and Ridgevalley Area Structure Plans and engagement plan
- Attended the Planning and Development Grande Cache Open House

## Ongoing:

- FCM Event Organization Support

## **Communications & Marketing, Manager – Stacey Sevilla**

The communications department continues to produce regular external communications for ratepayers, stakeholders and the general public. The Comms department also works closely in collaboration with all other departments to create, launch and promote new services and programs etc.

Please note that the list below highlights Communications department activities but is not exhaustive.

## **Projects completed or underway:**

### **Governance - Increase staff success. *Provide current staff growth opportunities when appropriate:***

- Assisted with Greenview University 2023 – Agricultural Services 101 (posters/setup signup links, send email to staff)
- Assisted with Greenview University 2023 – Operations Department 101 (posters/setup signup links, send email to staff)
- Internal Communications: Wellness Committee posters, Safety ERP Drills & Tabletops Schedule, Social Committee posters
- Greenview Walks Canada 2023 Internal challenge
- Proofing and editing Safety Meetings and Safety Bulletins

### **Economy – Create a diverse economy. *Increase tourism attractions:***

- Weekly Anchor Ad

### **Economy – Create a diverse economy. *Create opportunities to support and attract businesses in Greenview:***

- Economic Development Week – Website page and daily social media campaign with advertising on digital signs where applicable. Also assisting with an event on May 11, 2023, in Grande Cache as part of the week
- Economic Development 4-page economic profile document created and professionally printed

### **Culture, Social & Emergency Services – Enhance communication to our public. *Re-establish our quarterly newsletter for our public:***

- April 2023 Mountains to Meadows Newsletter mailed out to all subscriber's chosen mediums and widely shared via the website and social media
- Glitz local Valleyview newspaper full-page advertisement scheduled for May 2023 distribution
- Grande Cache Mountain Voice newspaper full-page advertisement scheduled for May 2023 distribution
- Advertised and attended Grande Cache Open House with Planning & Development

### **Culture, Social & Emergency Services – Enhance communication to our public. *Continually improve our social media and digital platforms + Continue to use & expand the use of digital & non-digital bulletin boards:***

- Update programming posters/flyers/website/social media posts for both Recreation Centres
- Greenview Fire-Rescue Grande Cache BBQ poster and advertising
- Spray Exemption Agreements updates and advertising campaign
- Shelterbelt Tree advertising campaign updates
- Digital Advertising for multiple Ag Services programs

- Prepared GIG Business cards with QR codes, designed GIG USB cards and updated GIG map/word art two pager for handout at hydrogen convention
- Created an updated Digital Sign form for the community to submit and ran an advertising campaign on the website and social media
- Advertising for Assessment Review Board and Little Smoky Cemetery Board volunteer members wanted

**Culture, Social & Emergency Services – Improve public perception of Greenview.** *Actively participate in community events:*

- Attended FCSS Volunteer Appreciation Dinner events in Grande Cache and Valleyview with members of Council
- Attended Evergreens Foundation Kikinow Elders Lodge sod-turning event held at Victor Lake Cooperative in the Grande Cache area with Reeve and members of Council

**Culture, Social & Emergency Services – Support and maintain recreational opportunities.** *Recognize opportunities to increase recreation development:*

- Recreation program marketing posters and digital advertising for Fitness, After School Programs, Lifeguard programs, Aquatic Centre hours, Spring Break Arena Schedule and more for both GCRC and GRM recreation teams
- Moberly mascot received a professional cleaning
- Paint on Ice Event, Grande Cache advertising and coverage
- GRM Sports and Tournaments survey and advertising
- Outdoor Survival Camps posters and advertising campaign

**Projects Underway:**

- Greenview Engagement Procedure Toolkit
- Tree Resources publication for Agricultural Services and brochures completed and sent to printers
- Greenview Values Word Art Wall Signage production set to begin with the Grande Cache Public Service Building
- Business cards created and ordered for multiple staff members
- Strategic Plan Progress Report document update
- 2022 Annual Report: Layout and design underway
- Planning underway for upcoming events:
  - State of the Region event June 15
  - FCM Alberta Northwest Evening of Opportunity
  - Ratepayer BBQ events
  - 2023 Annual Sporting Clay Shoot

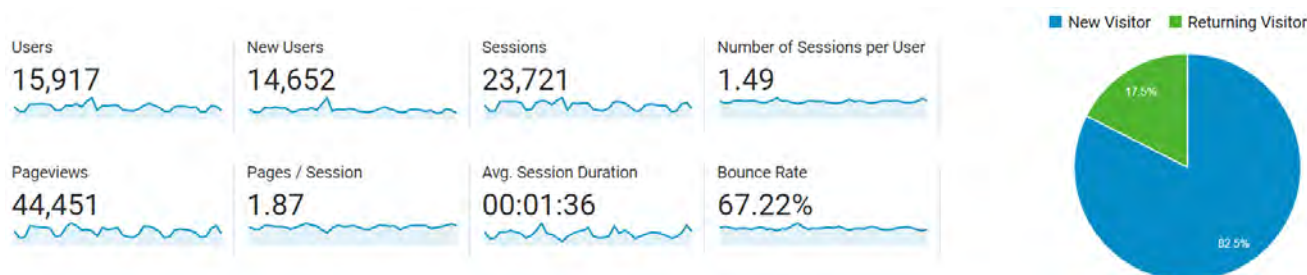
## Digital presence statistics

**Culture, Social & Emergency Services – Enhance communication to our public.**

*Continually improve our social media and digital platforms*

**Website (April 2023)**

Greenview's website has seen **44,451** pageviews on the website through the month of April. The Greenview website has seen a slight decrease in new users through April at **14,652**. Website access from mobile devices remains almost on par with the national average, with approximately **45%** of website users from a mobile device in April. **\*NEW:** Visits to the Careers page of posted jobs totalled **2,235** at the time of this report, accounting for approximately **5%** percent of all website visits.



### Facebook (April 2023)



Efforts to grow our Twitter and Instagram presence continue. Twitter followers as of April 26, 2023 = 1,846. Instagram followers as of April 26, 2023 = 614.

### Greenview APP (April 2023)

The app was used approximately 422 times through the month of April, with users accessing the "Notifications" section the most often. We have had 26 new downloads over this period. Approx 1088 live app users to date, showing our user base to be holding steady.

### Economic Development & Tourism

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects the Economic Development and Tourism teams have worked on this month:

#### **Economy – Create a diverse economy. Create opportunities to support and attract businesses in Greenview:**

Administration continues collaborating with the Grande Prairie Regional Chamber of Commerce and partners on the Regional Attraction and Retention Project. The employee survey was launched on April 17, 2023. Within the first week, 333 employees participated. 6% live in Greenview, and 8% work in Greenview. Economic Development will promote this survey to Greenview employees and residents to increase the value of this project for Greenview and the region.

#### **Economy – Create a diverse economy. Create opportunities to support and attract businesses in Greenview:**

#### **Culture, Social & Emergency Services – Improve public perception of Greenview. Actively participate in community events:**

Greenview Economic Development attended the Fox Creek Regional Business Support Network (BSN). Tanara Ferguson, from Trucking HR Canada, presented a detailed, informative presentation on successfully recruiting and retaining employees in the transportation industry and touching on equity, inclusion, flexible workplaces,



communication, changes in compensation and the immigration system, as well as incentive programs. This was offered both in person and virtually to capture the most coverage of the region. All Greenview businesses are invited to Fox Creek Regional BSN presentations.

**Economy – Create a diverse economy. *Create opportunities to support and attract businesses in Greenview:***

Greenview Economic Development received the exciting news that Greenview and Valleyview have been granted Rural Renewal Stream Designation on March 29, 2023. Administration is currently working on the preliminary steps of this project and will be ready to run the program by May 26, 2023.

**Economy – Create a diverse economy. *Create opportunities to support and attract businesses in Greenview:***

**Culture, Social & Emergency Services – Improve public perception of Greenview. *Actively participate in community events:***

The 2023 Business Retention and Expansion International Conference is being hosted by the County of Grande Prairie on June 19-23, 2023. Administration has been working with the County of Grande Prairie and other partners to organize site tours and information sessions for this conference. Registration is currently open. However, more information on partnership registration will be received and forwarded shortly.

**Economy – Create a diverse economy. *Create opportunities to support and attract businesses in Greenview:***

Greenview Economic Development Team attended EDA Conference on April 11-14, 2023. Economic Development appreciates the opportunity to participate in this conference as it allows for learning about new projects in other municipalities that could fit Greenview and network and build relationships for future collaboration within Greenview, the region, and throughout Alberta.

**Tourism:**

**Culture, Social & Emergency Services – Support and maintain recreational opportunities. *Promote the use of current recreational facilities and campgrounds:***

The Tourism Centre is experiencing increased visitor traffic as the weather warms up. The focus has been promoting the area, especially recreational opportunities and accommodations, including Greenview facilities and campgrounds.

**Culture, Social & Emergency Services – Improve public perception of Greenview. *Actively participate in community events:***

The Tourism Team hosted the annual Easter Egg Hunt with the Recreation Programs Department. This event was well received by the community seeing 310 attendees. Youth programs, including Sprouts, Jr. Adventurers and Lost in the Woods, continue throughout the month. The month will wrap up with an inspiring “Night at the Museum.”

**Economy – Create a diverse economy. *Increase tourism attractions:***

On April 27, 2023, Travel Alberta presented the new Northern Canadian Rockies development study to the steering committee. Administration is excited to see the progress of this study as it will assist in creating a sustainable Tourism Eco-System for the region and benefit Greenview in many ways.

**Tourism Highlights**

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- April 1: Annual Easter Egg Hunt (310 attendees)
- April 24: Construction has begun on the dino-track exhibit space at the GC TIC



- April 27: Legacy Tourism Consulting and Travel Alberta to announce plans for NCR TDZ
- April 29: Night at the Museum (youth sleepover program)

## Statistics

Total Visitors Mar: 898	* Visitors April (1-23): 1235
Total Mar Revenue: \$3680.64	* Revenue April (1-23): \$6862.87
<b>YTD Total Visitors</b>	<b>YTD Total Revenue</b>
<b>2020</b> 870	<b>2020</b> \$4394.40
<b>2021</b> 1635	<b>2021</b> \$10,330.69
<b>2022</b> 3129	<b>2022</b> \$19,254.40
<b>2023</b> 3275	<b>2023</b> \$17,530.05

### Planning and Development, Manager – Samantha Dyck

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects the Planning & Development Team has worked on this month are:

#### **Governance - Increase staff success.** *Provide current staff growth opportunities when appropriate:*

Planning Staff attended the AG Greenview U at Burnside Theatre. It was an informative time.

#### **Governance – Provide good governance.** *Ensure our policies address changing and growing community needs:*

Planning Staff met with the Invisitec Consulting Ltd. Team to discuss the opening steps in starting the work on the new ASPs for DeBolt and Ridgevalley. Review of Hamlet ASPs Public Engagement Plan and Steering Committee Terms of Reference. Preparation of draft policy allowing sidewalk patio licensing as an economic development initiative.

#### **Governance – Provide good governance.** *Regular communication between Council & Administration:*

1. Of the = eleven (11) Development Permit applications received this month, six (6) had estimated project costs exceeding \$500,000:

D23-049 / E-36-65-4-W6 / HAMMERHEAD RESOURCES / DUGOUTS (2) - WATER RESERVOIRS & BORROW PIT / \$3,000,000.00 / WARD 7

D23-050 / 11-2-68-3-W6 / PGI PROCESSING ULC / OIL & GAS FACILITY EXPANSION - 1480HP COMPRESSOR / \$1,532,000.00 / WARD 7

D23-051 / SW-29-56-8-W6 / MUNICIPAL DISTRICT OF GREENVIEW NO. 16 / UTILITIES, MAJOR - WASTEWATER TREATMENT PLANT UPGRADE / \$43,700,000.00 / WARD 1

D23-052 / SE-4-70-6-W6 / MUNICIPAL DISTRICT OF GREENVIEW NO.16 / DECOMMISSIONING WASTEWATER LAGOON / TBD /WARD 8

D23-057 / 15-7-70-5-W6 / KEYSTONE FIELD ENGINEERING INC / OIL & GAS FACILITY – EXPANSION / \$3,500,000.00 / WARD 8

D23-058 / NW-20-64-18-W5 / PARAMOUNT RESOURCES LTD. / OIL & GAS FACILITY EXPANSION- COMPRESSOR / \$1,200,000.00 / WARD 2

2. Applications received this month include:

Type	Applications
Business Licenses:	1
Development Permits:	11
Land Use Amendments:	1
Subdivisions:	1
Approaches:	0

**Governance – Provide good governance.** *Identify ways for Council and Administration to participate in community engagement:*

Three (3) Planning and Development staff went to Grande Cache and held an Open House to engage businesses with the community. It was well attended, and some good ideas were generated.

**Governance – Improve inter-municipal government relations.** *Build relationships with industry focused organizations:*

Planning and Development met with a developer in Grande Cache to go over their development idea and the requirements that would be needed to go forward.



# Municipal District of Greenview No. 16

NAME: Ryan Ratzlaff  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
11-Apr	8:15	20:00	M	RCM & travel to Kananaskis for EDA con	160						459.00
12-Apr	8:00	17:00	C	EDA conference							459.00
13-Apr	8:00	17:00	C	EDA conference							459.00
14-Apr	8:30	20:30	C	EDA conference and travel home	160		1		20.00		459.00
17-Apr	14:45	21:30	M	Fox Creek CEC & travel to GC	470		1		20.00		317.00
18-Apr	9:00	19:30	M	COTW Grande Cache	340		1		20.00		459.00
19-Apr				FCSS Volunteer appreciation dinner							
20-Apr	6:45	16:50	M	Asset Management training	320						459.00
NOTES:				KILOMETER CLAIM			TOTAL		60.00		3071.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.68 per km	1450	986.00	NET CLAIM		60.00		3071.00
				\$0.17 per km	1450	246.50					
				SUBTOTAL		1232.50	TOTAL CLAIM				4363.50
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1232.5	AMOUNT DUE (OWING)				\$4,363.50

\_\_\_\_\_  
 Claimant

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Date



# Municipal District of Greenview No. 16

NAME: Sally Ann Rosson  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE 2023	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
11-Apr	8:30	14:45	M	Council	16							317.00
11-Apr	18:45	19:45	M	VV Rec Board	16							207.00
14-Apr	7:45	13:15	M	LS Ski Hill / ICF's Big Lakes/Smoky River	104							317.00
17-Apr	9:00	19:00	M	EAC Meeting / Volunteer Apprec. - GC	299			X		20.00		459.00
18-Apr	8:30	18:00	M	COW - GC	299							459.00
19-Apr	9:00	15:30	M	FCSS & Volunteer Appreciation VV	32							317.00
20-Apr	7:00	16:30	M	RMA Asset Management Session - GP	111							459.00
20-Apr	17:00	20:00	M	Volunteer Appreciation Gdale	136							65.00
NOTES:				KILOMETER CLAIM			TOTAL			20.00		2600.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.68 per km	1013	688.84	NET CLAIM			20.00		2600.00
				\$0.17 per km	1013	172.21						
				SUBTOTAL		861.05	TOTAL CLAIM					3481.05
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		861.05	AMOUNT DUE (OWING)					\$3,481.05

Sally Ann Rosson  
 Claimant

April 24, 2023  
 Date

113

Approved

Date



# Municipal District of Greenview No. 16

NAME: Dave Berry  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
4-Apr	13:00	17:30	M	ASB	30							317.00
4-Apr	19:00	20:30	M	Rural Crimewatch	30							269.00
11-Apr	8:30	14:30	M	Reg Council	30							317.00
13-Apr	13:00	14:00	M	Seed Plant	30							269.00
14-Apr	10:00	14:30	M	ICF Ski Hill	130							317.00
17-Apr	10:30	15:30	M	EOC Grande Cache and travel to	325							317.00
18-Apr	9:00	18:30	M	COTW Grande Cache and travel home	325							459.00
21-Apr	8:00	14:30	M	Golden Triangle Whitecourt	390							317.00
NOTES:				KILOMETER CLAIM			TOTAL					2582.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.68 per km	1290	877.20	NET CLAIM					2582.00
				\$0.17 per km	1290	219.30						
				SUBTOTAL		1096.50	TOTAL CLAIM					3678.50
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		1096.5	AMOUNT DUE (OWING)					\$3,678.50

\_\_\_\_\_  
 Claimant

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Date



# Municipal District of Greenview No. 16

NAME: Tom Burton  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
April 11 2023	7:45	22:15	M	Council, EDA Leaders' Summit & Conference	700			1	50.00		524.00
April 12 2023			C	Economic Developers Alberta Leaders' Summit & Conference							459.00
April 13 2023			C	Economic Developers Alberta Leaders' Summit & Conference							459.00
April 14 2023			C	Economic Developers Alberta Leaders' Summit & Conference	700		1	1	70.00		459.00
April 15 2023	6:45	16:30	M	MD of Greenview Library Board Meeting	520	1	1		40.00		459.00
April 17 2023	19:15	22:30	M	East Smoky Recreation Board, Committee of the Whole	260						269.00
April 18 2023	7:00	18:30	M	Committee of the Whole	260						459.00
April 19 2023	8:30	18:45	M	Kikinow Elder Lodge Sod Turning	520						459.00
April 20 2023	8:15	19:15	M	Asset Management for Elected Officials Workshop, River of	165			1	50.00		459.00
				Death and Discovery Dinosaur Museum Society							
NOTES:				KILOMETER CLAIM			TOTAL		210.00		4006.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.62 per km	3125	1937.50	NET CLAIM		210.00		4006.00
				\$0.26 per km	3125	812.50					
				SUBTOTAL		2750.00	TOTAL CLAIM				6966.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		2750	AMOUNT DUE (OWING)				\$6,966.00

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 Claimant

\_\_\_\_\_  
 Date

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 Approved

\_\_\_\_\_  
 Date



# Municipal District of Greenview No. 16

NAME: bill smith  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
							x		20.00		
8-Mar	8:00	21:00	m	met with ministers trans/forestry	500			x	50.00		524.00
13-Mar	18:00	20:00	m	south wapiti rec board	30						269.00
14-Mar	6:30	17:00	m	council	300						459.00
15-Mar	9:00	14:30	m	mpc/prc/rcmp							317.00
9-Mar	9:00	17:00	m	ed minister meetings	500		x		20.00		317.00
16-Mar	9:30	17:00	m	SLCN gig update	70						317.00
19-Mar			c	spring rma	500		x		20.00		459.00
20-Mar			c	spring rma							459.00
21-Mar			c	spring rma							459.00
22-Mar			c	spring rma	500						459.00
28-Mar	6:00	19:00	m	council	300	x			20.00		524.00
NOTES:				KILOMETER CLAIM			TOTAL		130.00		4563.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.68 per km	2700	1836.00	NET CLAIM		130.00		4563.00
				\$0.17 per km	2700	459.00					
				SUBTOTAL		2295.00	TOTAL CLAIM				6988.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		2295	AMOUNT DUE (OWING)				\$6,988.00

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 Claimant

\_\_\_\_\_  
 Date

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 Approved

\_\_\_\_\_  
 Date





# Municipal District of Greenview No. 16

NAME: Christine Schlieff  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
11-Apr	6:45	16:30	M	council meeting	305							459.00
15-Apr	7:45	14:00	M	MD Library Board	24							317.00
17-Apr	17:00	19:00	M	travel to Grande Cache	184							269.00
18-Apr	8:30	17:30	M	COTW and travel back to GD	184							459.00
19-Apr	7:45	14:00	M	FCSS	305							317.00
20-Apr	7:45	20:30	M	Asset Management/Community Futures	64							524.00
NOTES:				KILOMETER CLAIM			TOTAL					2345.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.68 per km	1066	724.88	NET CLAIM					2345.00
				\$0.17 per km	1066	181.22						
				SUBTOTAL		906.10	TOTAL CLAIM					3251.10
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		906.1	AMOUNT DUE (OWING)					\$3,251.10



# 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		
10-Apr	17:00	20:00	M	Travel to VV	350				X	50.00		269.00
11-Apr	7:00	19:00	M	Regular Council meeting	350		X			20.00	159.14	459.00
12-Apr	19:00	21:00	M	GC Rec Board mtg								269.00
13-Apr	9:30	10:30	M	Gr Cache Medical Clinic Comm.								269.00
17-Apr	8:00	14:30	M	WY Waste Management Authority	300			X		20.00		317.00
18-Apr	9:00	15:00	M	COTW								317.00
19-Apr	9:30	12:00	M	Gr Cache Medical Clinic Comm.								269.00
20-Apr	10:30	13:00	M	WY Community Futures reg board mtg								269.00
NOTES:				KILOMETER CLAIM			TOTAL			90.00	159.14	2438.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.62 per km	1000	620.00	NET CLAIM		90.00	159.14	2438.00	
				\$0.26 per km	1000	260.00						
				SUBTOTAL		880.00	TOTAL CLAIM				3567.14	
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		880	AMOUNT DUE (OWING)				\$3,567.14	

*D. Didow*  
 Claimant

April 24, 2023  
 Date

Approved

Date



# Municipal District of Greenview No. 16

NAME: Tyler Olsen  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
10-Apr	14:00	17:00	m	Travel to GP	200						269.00
11-Apr	7:00	20:00	m	Regular council, eventure, travel to Kana	220						524.00
12-Apr			c	EDA							459.00
13-Apr			c	EDA							459.00
14-Apr			c	EDA and return to GC	200			1	50.00		459.00
17-Apr	11:00	18:00	m	City og GP, Emergency Advisory, volunteer appreciation							317.00
18-Apr	8:30	15:00	m	COTW							317.00
19-Apr	8:30	15:00	m	Tour minister Loewen, Kikinow sod turning							317.00
20-Apr	10:30	20:00	m	CFWY, CFWY executive, Greenview planning open house							459.00
NOTES:				KILOMETER CLAIM			TOTAL		50.00		3580.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.62 per km	620	384.40	NET CLAIM		50.00		3580.00
				\$0.26 per km	620	161.20					
				SUBTOTAL		545.60	TOTAL CLAIM			4175.60	
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		545.6	AMOUNT DUE (OWING)			\$4,175.60	

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 Claimant

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 Date

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 Approved

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 Date