



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

October 10, 2023

9:00 a.m.

Administration Building
Valleyview, AB

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
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	<ul style="list-style-type: none"> • 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, September 26, 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
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, Community Services	Michelle Honeyman
Director, Infrastructure and Engineering	Roger Autio
Recording Secretary	Wendy Holscher
Legislative Services Officer	Sarah Sebo
Manager, Communications	Stacey Sevilla

ABSENT

#2
AGENDA

MOTION: 23.09.493 Moved by: COUNCILLOR DALE SMITH
That Council adopt the Agenda of the September 26, 2023, Regular Council Meeting as amended.

- Addition of 9.2 Confidential Evaluations
- 9.1 Disclosure Harmful to Business Interests of a Third Party

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

CARRIED

**#3
MINUTES**

MOTION: 23.09.494 Moved by: COUNCILLOR TOM BURTON

That Council adopt the minutes of the September 12, 2023, Regular Council Meeting as amended.

- Change Councillor Tyler Olsen to Reeve on Motion 23.08.491

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

CARRIED

**BUSINESS ARISING
FROM THE MINUTES**

BUSINESS ARISING FROM MINUTES

Councillor Scott: Did Council receive enough tickets for the Stars gala.
Admin: Yes, we have 7 tickets to the event.

**BYLAW 23-951 2ND
READING**

6.2 BYLAW 23-951 BUSINESS LICENSING

MOTION: 23.09.495 Moved by: COUNCILLOR RYAN RATZLAFF

That Council give second reading to Bylaw 23-951, "Business Licensing Bylaw," as amended.

- Remove all reference to Special Events.
- Add maps showing the boundaries of each Hamlet.

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

CARRIED

4.1 PUBLIC HEARING BYLAW 23-950

Chair Tyler Olsen opened the Public Hearing regarding Bylaw No. 23-950 at 9:22 a.m.

IN ATTENDANCE

Planning and Development Officer, Nicole Friesen

**REFERRAL AGENCY &
ADJACENT
LANDOWNER
COMMENTS**

No concerns received.

**APPLICANT
BACKGROUND
INFORMATION**

The subject quarter section, SW-9-70-22-W5M, is located approximately 1 km southwest of the Town of Valleyview along Range Road 224, within Ward 3, Valleyview area. The proposed subdivision is currently vacant. The north and east portions of the quarter section are pasture lands, while the southwest portion is treed. A portion of the trees will be cleared to accommodate the

proposed subdivided lot. There is also one other subdivided lot on the quarter section located north of the proposed lot.

The current zoning of the quarter section is Agricultural One (A-1) District, which only allows one A-1 parcel to be taken out of the quarter section. Since there is already one lot taken out of the quarter section, the proposed subdivision will need a rezoning to Country Residential One (CR-1) District. However, the rezoning cannot occur or be formally adopted until a Valleyview IDP amendment has also been changed to accommodate the rezoning. As it stands, the future land use designation for the quarter section is SW-9-70-22-W5M, is industrial, which is counter to the proposed Country Residential use for the subdivision.

**QUESTIONS FROM
COUNCIL**

None Heard

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.

**FAIR & IMPARTIAL
HEARING**

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

N/A

**CLOSING PUBLIC
HEARING BYLAW**

Chair Tyler Olsen closed the Public Hearing regarding Bylaw No. 23-950 closed at 9:27 a.m.

6.0 BYLAWS

6.1 BYLAW 23-950 AMENDMENT TO THE VALLEYVIEW INTERMUNICIPAL DEVELOPMENT PLAN

BYLAW 23-950 2ND READING

MOTION: 23.09.496 Moved by: COUNCILLOR DALE SMITH

That Council give second reading to Bylaw 23-950, being an amendment to the Valleyview Intermunicipal Development Plan (IDP) to change the future land use for all of the SW-9-70-22-W5M from future industrial to agricultural.

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

CARRIED

BYLAW 23-950 3RD READING

MOTION: 23.09.497 Moved by: COUNCILLOR RYAN RATZLAFF

That Council give third reading to Bylaw 23-950, being an amendment to the Valleyview Intermunicipal Development Plan (IDP) to change the future land use for all of the SW-9-70-22-W5M from future industrial to agricultural.

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

CARRIED

7.1 FIREMAN'S PIT SUBLEASE AGREEMENT

FIREMANS PIT SUBLEASE AGREEMENT

MOTION: 23.09.498 Moved by: COUNCILLOR JENNIFER SCOTT

That Council authorize Administration to enter into a formal sublease agreement for the occupation and operation of Fireman's Pit, located at E 28 – 56 – 8 – W6M, as amended.

- Change the term of the sublease to be renewed every 5 years.
- 1. change to 5th anniversary from 25th anniversary
- 4.8.1 change sublessor to sublessee in the 2nd paragraph.
- 6.2 financial records provided annually.

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

CARRIED

**GPACOS
SPONSORSHIP-
ROUND DANCE**

**7.2 GRANDE PRAIRIE ABORIGINAL CIRCLE OF SERVICES SPONSORSHIP –
ROUND DANCE**

MOTION: 23.09.499 Moved by: COUNCILLOR WINSTON DELORME

That Council approve sponsorship in the amount of \$500.00 to the Grande Prairie Aboriginal Circle of Services for the 9th Annual Grande Prairie Round Dance, to be hosted on November 25, 2023, in Grande Prairie, Alberta, with funds to come from the Community Services Grants and Sponsorships budget.

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

CARRIED

**GPACOS
SPONSORSHIP-
TRUTH & REC**

**7.3 GRANDE PRAIRIE ABORIGINAL CIRCLE OF SERVICES SPONSORSHIP –
TRUTH AND RECONCILIATION**

MOTION: 23.09.500 Moved by: COUNCILLOR WINSTON DELORME

That Council approve sponsorship in the amount of \$1,000.00 to the Grande Prairie Aboriginal Circle of Services event in honouring National Day of Truth and Reconciliation, to be held on September 30th, 2023, in Grande Prairie, Alberta, with funds to come from the Community Services Grants and Sponsorships budget.

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

AGAINST: Councillor Ratzlaff

CARRIED

Reeve Olsen recessed the meeting at 10:04 a.m.

Reeve Olsen reconvened the meeting at 10:15 a.m.

**RIDGEVALLEY
SENIORS HOME-
REALLOCATION OF
FUNDS**

7.4 RIDGEVALLEY SENIORS HOME – REALLOCATION OF FUNDS

MOTION: 23.09.501 Moved by: COUNCILLOR JENNIFER SCOTT

That Council approve the reallocation of funds in the amount of \$14,235.05 from the awarded 2022 grant to the Ridgevalley Seniors Home, to be used for the replacement of the main boiler.

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

CARRIED

8.0 NOTICE OF MOTION

9.0 CLOSED SESSION

MOTION: 23.09.502 Moved by: COUNCILLOR WINSTON DELORME

That the meeting go to Closed Session, at 10:27 a.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

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

CARRIED

MOTION: 23.09.503 Moved by: COUNCILLOR TOM BURTON

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 1:26 p.m.

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

CARRIED

Reeve Olsen recessed the meeting at 1:26 p.m.

Reeve Olsen reconvened the meeting at 1:32 p.m.

#10 MEMBER REPORTS AND EXPENSE CLAIMS

10.0 MEMBERS BUSINESS

WARD 1

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

- September 12, 2023, Regular Council Meeting
- September 19, Committee of the Whole
- Co-Ops and Enterprises Meeting
- Northwest Alberta Energy Event
- Kikinow Construction Meeting
- ASCHA Board Meeting
- Municipal Planning Commission
- Policy Review Committee
- Community Futures Board Meeting

WARD 2

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

- September 12, Regular Council Meeting
- Municipal Planning Commission

- Policy Review Committee
- Iosegun Manor Grande Opening
- Fox Creek Synergy
- September 19, 2023, Committee of the Whole
- Greenview Regional Waste Management Commission Meeting

WARD 3

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

- September 12, 2023, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- September 19, 2023, Committee of the Whole
- FCSS Meeting
- GRM Advisory Board Meeting
- Fox Creek Community Night

WARD 4

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

- September 12, 2023, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- DeBolt ASP
- September 19, 2023, Committee of the Whole
- Golden Triangle
- Sunset House Cemetery Committee Meeting

WARD 5

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

- September 12, 2023, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Iosegun Manor Grande Opening
- Heart River Housing Meeting

WARD 6

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

- September 12, 2023, Regular Council Meeting
- Ridgevalley ASP Open House
- Municipal Planning Commission
- Policy Review Committee
- DeBolt ASP Open House
- Friends of Grande Spirit

- HRH Iosegun Manor Grande Opening
- Northern Transportation Advocacy Bureau Meeting
- Peace Library System
- East Smoky Recreation Board Meeting
- September 19, 2023, Committee of the Whole
- Power the Future Energy Forum
- Northwest Alberta Energy Evening
- Grovedale Seniors Housing Open House
- Grande Spirit Foundation Housing Meeting

WARD 7

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

- September 12, 2023, Regular Council Meeting
- Ridgevalley ASP
- Municipal Planning Commission
- Policy Review Committee
- DeBolt ASP
- September 19, 2023, Committee of the Whole
- GRM Advisory Board

WARD 8

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

- AER Minerals
- GIG FN Meeting
- Municipal Planning Commission
- Kakwa Trails
- September 19, 2023, Committee of the Whole
- AB Counsel Energy Forum
- Northwest Alberta Energy Evening
- Grovedale Grande Spirit Open House
- Maskwa update

WARD 8

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

- September 12, 2023, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Community Futures
- September 19, 2023 Committee of the Whole
- Swan City Snowmobile Club AGM
- Grande Prairie Region Recreation Board Meeting
- Grovedale Seniors Housing Open House

- PACE

WARD 9

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

- September 12, 2023, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee

WARD 9

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

- September 12, 2023, Regular Council Meeting
- Carbon Capture Conference
- Industrial Heartland Conference
- Community Futures Board Meeting
- International Paper 50th Anniversary
- AWN Meeting
- September 19, 2023, Committee of the Whole
- Energy Forum (AB Counsel)
- Northwest Alberta Energy Evening
- Keyera Lunch

**#10 MEMBERS
BUSINESS**

MOTION: 23.09.504 Moved by: DEPUTY REEVE BILL SMITH

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

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

CARRIED

11.0 ADJOURNMENT

#11 ADJOURNMENT

MOTION: 23.09.505 Moved by: COUNCILLOR SALLY ROSSON

That Council adjourn this Regular Council Meeting at 2:25 p.m.

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

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR

UNADOPTED



REQUEST FOR DECISION

SUBJECT: Bylaw 23-953 Land Use Bylaw Amendment to Rezone 8.35 ha (20.64 ac) within SW 29-70-24-W5M from Agricultural One (A-1) to Country Residential Two (CR-2)

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: October 10, 2023 CAO: SW MANAGER:

DEPARTMENT: PLANNING & DEVELOPMENT DIR: MAV PRESENTER: NF

STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act (MGA) Section 633 and 692, RSA 2000

Council Bylaw/Policy (cite) – Municipal Development Plan (MDP) Bylaw 15-742, Sturgeon Lake Area Structure Plan (SLASP) Bylaw 20-865, Cozy Acres Minor Area Structure Plan Bylaw 23-948

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 23-953, being a Land Use Bylaw Amendment, to rezone an 8.35-hectare (20.64-acre) area within SW 29-70-24-W5M from Agricultural One (A-1) district to Country Residential Two (CR-2) district, as presented.

MOTION: That Council schedule a Public Hearing prior to a second reading of Bylaw 23-953, to be held on November 28, 2023, at 9:15 a.m.

BACKGROUND/PROPOSAL:

The Cozy Acres Minor Area Structure Plan (ASP) was adopted by Council on August 22, 2023, the plan included a pattern of development phases for the entire quarter section SW 29-70-24-W5M. The current application for rezoning represents Phase 1 of development in accordance with the plan, however, eight (8) Country Residential Two (CR-2) lots were subdivided from the quarter section prior to the Cozy Acres Minor ASP adoption. The proposal to rezone 8.35 hectares (20.64 acres) is consistent with existing development within the quarter section and meets the requirements of Greenview's Municipal Development Plan, the Sturgeon Lake Area Structure Plan, and the Cozy Acres Minor Area Structure Plan.

Site Assessment

The applicant completed the following studies for the Phase 1 area in preparation of the Cozy Acres Area Structure Plan:

- Biophysical Impact Assessment (Desktop)
- Geotechnical Evaluation
- Groundwater Availability Study

Proposed Servicing: Private, well and septic holding tank

Soil Type: Clay, Clay loam

Topography:	Rolling
Wetland Inventory:	Swamp within quarter section, east and west of Phase 1
LSRS Spring Grains Rating:	3(10): Moderate limitation (Phase 1) & 7WVB (10): Unsuitable due to drainage, soil reaction, and degree of decomposition or fibre content

Policy Review

Municipal Development Plan (MDP) Bylaw 15-742

4.3.6 Multi-lot country residential subdivisions shall only be supported if the following conditions are met:

(b) The proposed subdivision is contiguous to other country residential development to encourage cluster development unless it cannot be supported due to environmental constraints;

The proposal aligns with the existing Country Residential subdivision; therefore, the requirements of the MDP are met.

Sturgeon Lake Area Structure Plan Bylaw 20-865

Residential Development Policies Section 3.2

3.2.1 The Development Area shown on Map 3 is intended primarily for residential and recreational purposes. These areas shall, subject to rezoning and subdivision approval, be reserved for:

a. Country residential development,

3.2.2 Residential lots in the Development Area shall be:

a. A minimum of 0.2 ha (0.5 ac) provided such lots are serviced with municipal or communal water and sewer system,

b. A maximum of 4.0 ha (10 ac), and

c. Shall meet the development regulations of the CR-3 District of the LUB.

3.2.6 In order to reduce the occurrence of piecemeal subdivision and to promote cluster development all subdivision exceeding first parcel out shall be subject to a minor ASP prepared in accordance with Greenview Policy 6001 (Minor Area Structure Plan). A minimum density of four lots per quarter section is encouraged.

The type of development proposed meets the requirements of section 3.2.1, and the lot sizes adhere to section 3.2.2. However, the applicants have applied to rezone the subject area to Country Residential Two (CR-2), which aligns with the existing lots but needs to meet the intention of section 3.2.2.c.

Environmental Protection Policies Section 5.2

5.2.5 In addition to lands required under Policy 5.2.4, [abutting the bed and shore of the Sturgeon Lake] Greenview may require that the following lands also be dedicated as ER [Environmental Reserve]:

a. Swamps and marshes in accordance with the recommendations of a wetland assessment, and

b. Steep slopes, flood-prone and erosion-prone areas in accordance with the recommendations of a geotechnical assessment.

5.2.8 At the time of subdivision, Greenview shall require that 10% of the land that is subject of subdivision be dedicated as Municipal Reserve (MR). MR shall be dedicated in parcel form in order to provide lands for municipal parks and playgrounds, trail corridors, or public access points to the lake.

5.2.9 Notwithstanding Policy 5.2.8, Greenview may acquire MR as money-in-lieu, calculated in accordance with the Act that will be invested in the park and open space network.

No reserve lands are suggested within the current phase of development however, they are proposed for later phases within the minor ASP. The subdivision authority may require that land be dedicated as a condition of subdivision approval, but as greenspace exists as ER in the area it is seen as a minimal benefit.

Infrastructure

Servicing Section 8.2

8.2.1 Greenview shall require all developments to provide holding tanks or composting toilets for sewage disposal for:

- a. New residential development or subdivision located within a Development Area;
It is intended that all holding tanks be installed at locations that are easily accessible for a vacuum truck and are to be pumped out regularly for disposal at a licensed facility.*

Section 4.3 of the plan states that the lots may be serviced with treatment fields or mounts; however, the SLASP requires holding tanks. Greenview's requirement is also stated in the plan.

8.2.7 For all new subdivisions, the applicant shall be required to demonstrate the availability of potable water and/or construct a water system in accordance with the requirements of Greenview's MSS.

Section 4.3 of the minor ASP states that the studies completed confirmed sufficient groundwater availability for the five (5) lots proposed in phase 1, which satisfied the requirements of section 8.2.7. Additional studies will be required for further development phases.

8.2.8 In the case of multi-lot subdivisions, developers are required to provide stormwater management plans in accordance with Greenview's MSS. Such plans shall consider impacts on drainage patterns, ditch erosion, the mitigation of environmental damage, lake sedimentation, and the design and construction of any storm ponds that may be required.

A stormwater management plan has yet to be completed. However, it is not anticipated that additionally created runoff would require a retention area, which may be completed at the subdivision stage if required.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the application may proceed to Public Hearing where neighbours, the public, and referral agencies may provide comment or attend to express their opinion on the proposed Land Use Bylaw Amendment.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to defer first reading of the bylaw until after the Public Hearing. Administration does not recommend this option as giving first reading to the Bylaw in no way expresses Council's support for the proposal; Council may amend, defeat, or table the bylaw at second or third reading.

Alternative #2: Council has the alternative to defeat first reading of the bylaw and not schedule a Public Hearing. Administration does not recommend this option as the proposal is supported by Greenview's MDP the Sturgeon Lake Area Structure Plan, and the Cozy Acres Minor Area Structure Plan Bylaw 23-948.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

The applicant will be notified of the decision made by Council. If 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 23-953
- Land Use Bylaw Amendment Application – Redacted
- Applicant Sketch
- Aerial Map
- Overview Map
- AGRASID Map
- Topography Map
- Cozy Acres Minor ASP Phasing Map
- Land Use Bylaw 18-800 Section 8.1 Agricultural One (A-1) District
- Land Use Bylaw 18-800 Section 8.4 Country Residential 1 (CR-2) District



BYLAW NO. 23-953
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**

WHEREAS, the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as amended, authorizes the Council of the Municipal District of Greenview No. 16 to establish and amend Land Use Bylaw No. 18-800;

AND WHEREAS, the Council of the Municipal District of Greenview No. 16 has deemed it desirable to amend the Land Use Bylaw No. 18-800;

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

1. That Map No. 3 and Map No. 14 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to reclassify the following area:

All that Portion of the
Southwest (SW) Quarter of Section Twenty-Nine (29)
Within Township Seventy (70)
Range Twenty-Four (24) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

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

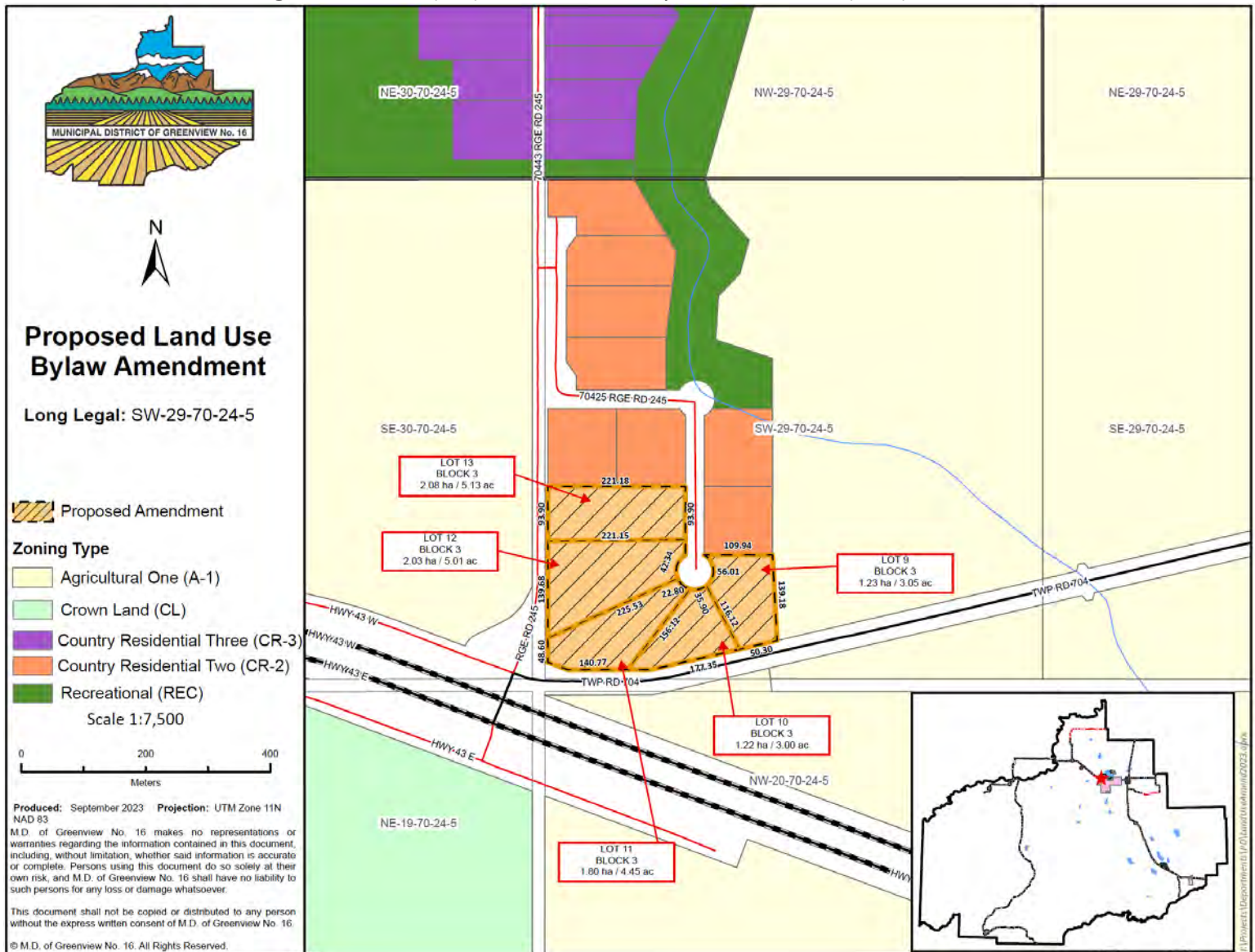
SCHEDULE "A"

To Bylaw No. 23-953

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
Southwest (SW) Quarter of Section Twenty-Nine (29)
Within Township Seventy (70)
Range Twenty-Four (24) West of the Sixth Meridian (W6M)

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





APPLICATION FOR LAND USE AMENDMENT

Municipal District of Greenview No. 16

4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca

FOR ADMINISTRATIVE USE

LUB MAP NO.	BYLAW NO.
APPLICATION NO.	
RECEIPT NO.	
ROLL NO.	
RFLA RATING	

Complete if Different from Applicant

NAME OF APPLICANT(S) BEIRSTO & ASSOCIATES ENGINEERING LTD.

NAME OF REGISTERED LANDOWNER(S) DARCY CLARKE & PATRICIA CLARKE

Legal description of the land affected by the proposed amendment

QTR./L.S. SW	SEC 29	TWP. 70	RG. 24	M. 5	OR	REGISTRATION PLAN NO.	BLOCK	LOT
-----------------	-----------	------------	-----------	---------	----	-----------------------	-------	-----

Land Use Classification for Amendment Proposed:

FROM: AGRICULTURE	TO: COUNTRY RESIDENTIAL - 2
-------------------	-----------------------------

Reasons Supporting Proposed Amendment:

TO FULFILL THE WISHES OF OUR CLIENT

Physical Characteristics:

Describe Topography: FLAT	Vegetation: MOSTLY TREED	Soil: LOAM & CLAY
---------------------------	--------------------------	-------------------

Water Services:

Existing Source:	Proposed Water Source: WATER WELL
------------------	-----------------------------------

Sewage Services:

Existing Disposal:	Proposed Disposal: OPEN DISCHARGE SYSTEM
--------------------	--

Approach(s) Information:

Existing: EXISTING ROAD	Proposed:
-------------------------	-----------

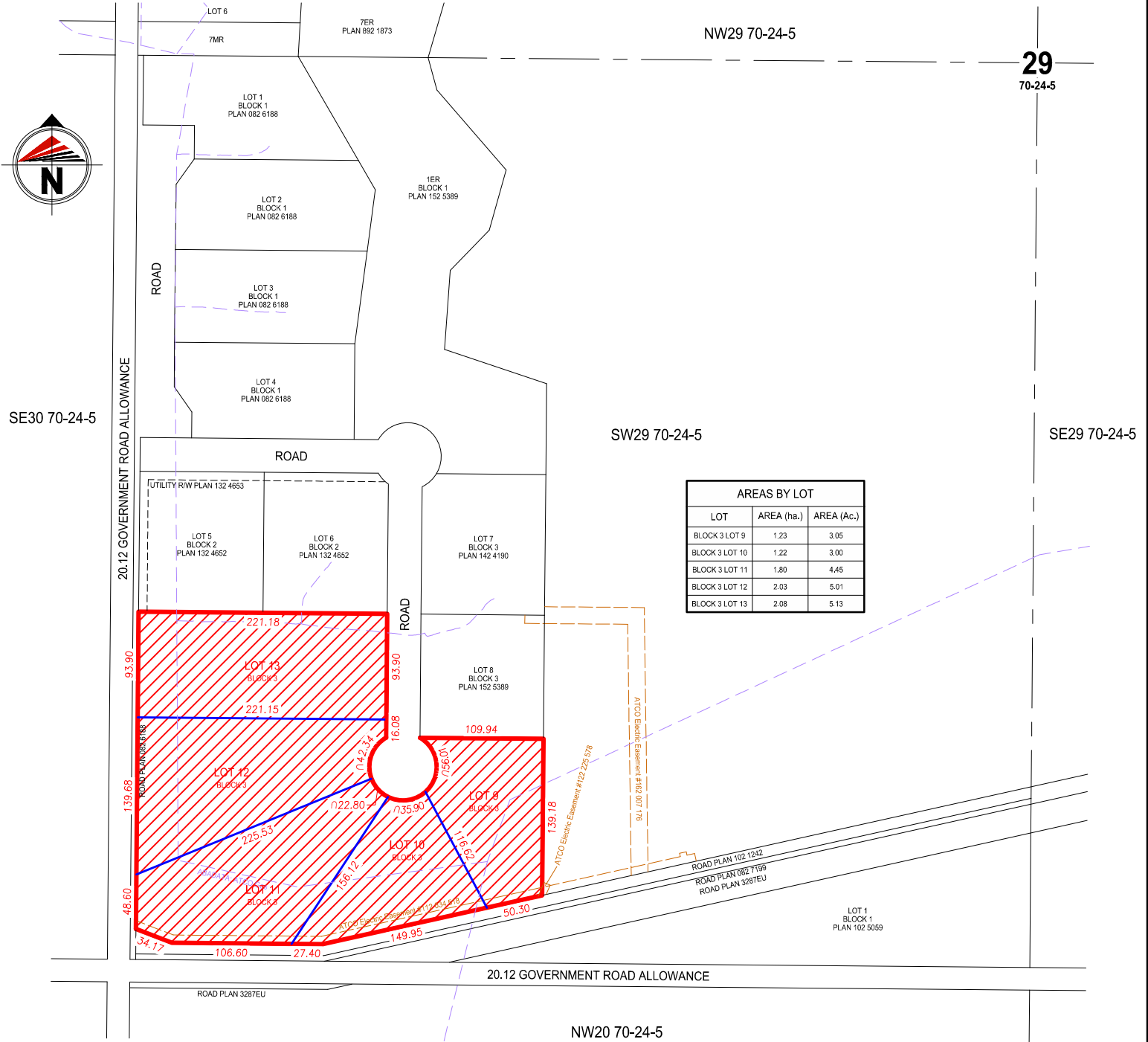
☐ I / We have enclosed the required Application Fee of \$ 1500.00.

Date: Oct 11th, 2022 Applicant(s) BEIRSTO & ASSOCIATES ENGINEERING LTD.

Date: September 21, 2022 Registered Landowner(s): DARCY CLARKE & PATRICIA CLARKE

NOTE: Registered Landowner(s) Signatures required if different from Applicant.

The personal information collected on this form is being collected under the authority of Sections 33 and 39(1)(a)(b) of the Alberta Freedom of Information and Protection of Privacy Act, and Section 301.1 of the Municipal Government Act. The information will be used to process your application(s). Your name, contact telephone number and address may be used to carry out current and/or future construction, operating programs, services or activities of the Municipality. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the Freedom of Information and Protection of Privacy Coordinator at 780.524.7600.



MUNICIPAL DISTRICT OF GREENVIEW NO. 16
REZONING PLAN
SHOWING PROPOSED REZONING OF
PART OF THE
S.W. 1/4 SEC. 29, TWP. 70, RGE. 24, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: —
AND CONTAINS: 8.35 HECTARES (20.64 ACRES)

LEGEND





*NO FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN

BURIED PIPE CONTAINING
VARIOUS SUBSTANCE: ---
SOUR SUBSTANCE: ---
ABANDONED: ---
DISCONTINUED: ---

● Power Pole
■ Anchor
+ Light
▲ Pedestal
— Water Course

PROJECT DETAILS

SURVEYOR:	BRUCE C. E. TATTRE, A.L.S.
PROJECT:	DARCY CLARKE
DRAFTED BY:	BLAKE ROSSOL
CHECKED BY:	DARRIN TRYDAL
DATE:	JANUARY 10, 2022
SCALE:	1:5000

REVISIONS

1		
2		
3		
4		
5		
6		



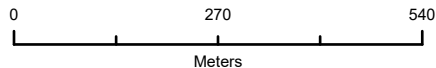
Proposed Land Use Bylaw Amendment

Long Legal: SW-29-70-24-5

 Proposed Amendment

40cm Imagery, 2022

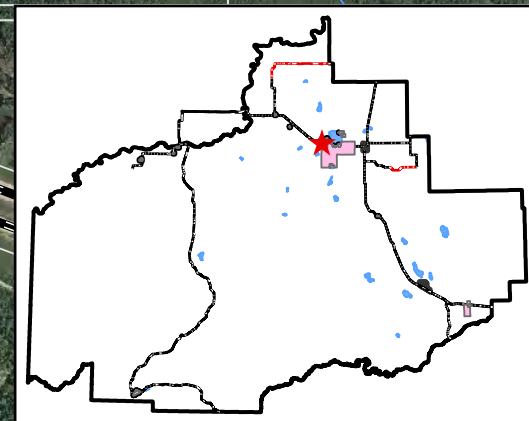
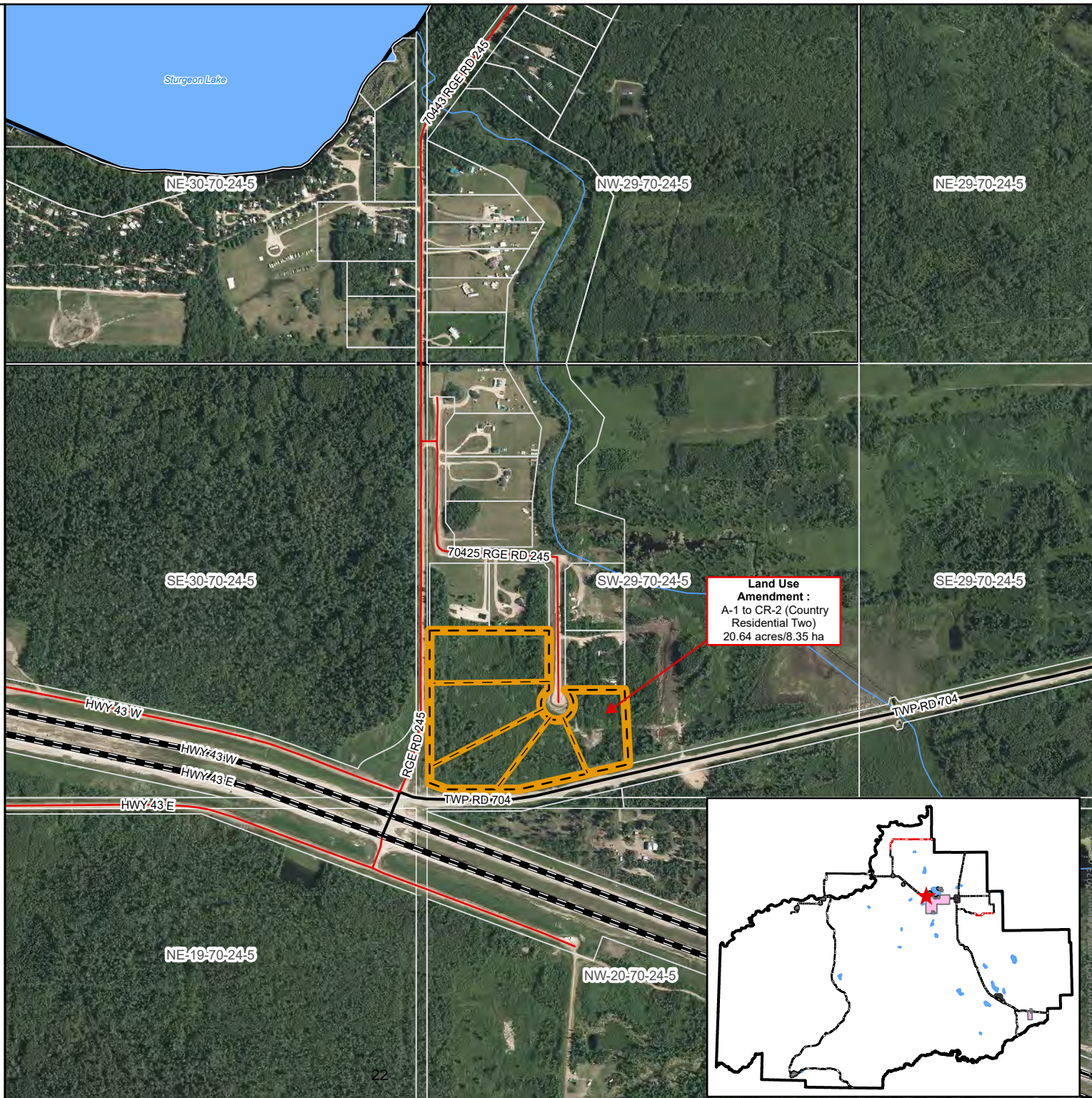
Scale 1:10,000



Produced: September 2023 **Projection:** UTM Zone 11N NAD 83
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Proposed Land Use Bylaw Amendment

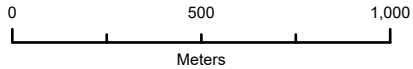
Long Legal: SW-29-70-24-5

 Proposed Amendment

Zoning Type

-  Agricultural One (A-1)
-  Crown Land (CL)
-  Country Residential Three (CR-3)
-  Country Residential Two (CR-2)
-  Recreational (REC)

Scale 1:20,000

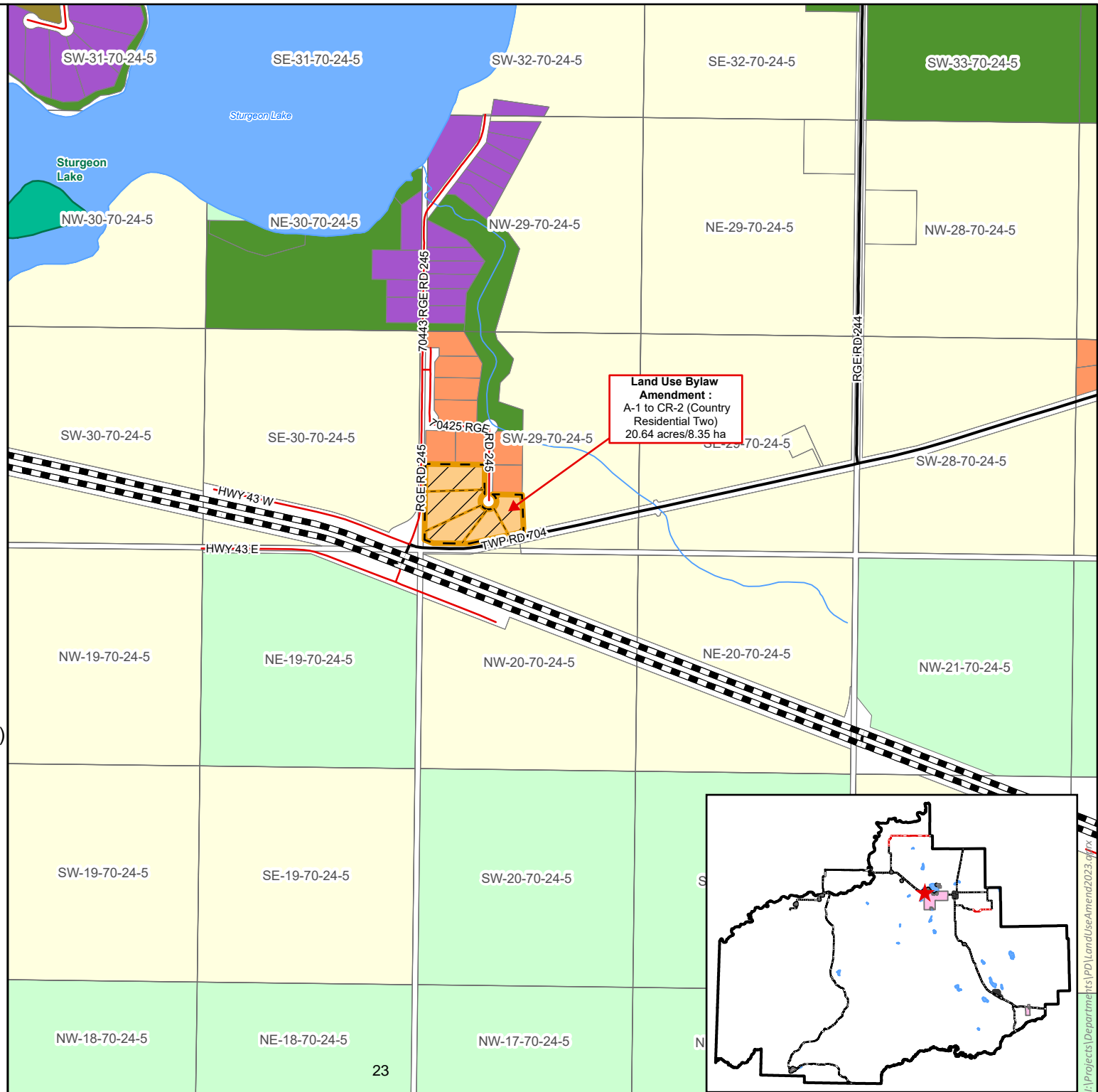


Produced: September 2023 Projection: UTM Zone 11N NAD 83

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Proposed Land Use Bylaw Amendment AGRASID

Long Legal: SW-29-70-24-5









Proposed Amendment

Legend

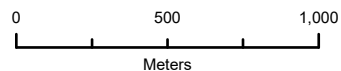
AGRASID

lcode	desc
-------	------

-  hummocky - low relief
-  hummocky - medium relief
-  large single water body
-  level organic
-  undulating - low relief
-  undulating - high relief

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

Scale: 1:25,000

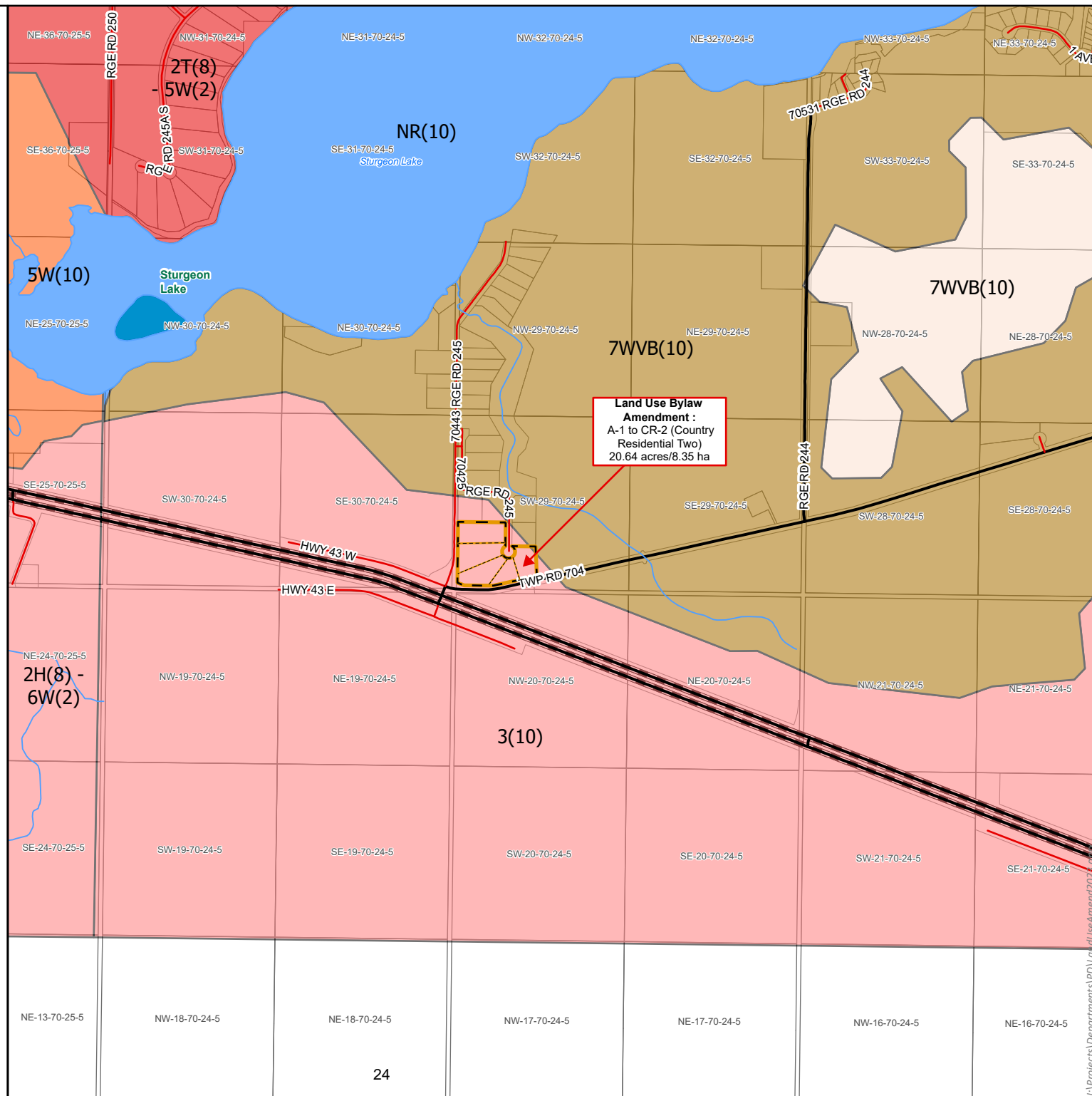


Produced: September 2023 **Projection:** UTM Zone 11N NAD 83

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Proposed Land Use Bylaw Amendment Topography

Long Legal: SW-29-70-24-5



Proposed Amendment

Legend

Contour Line(m)

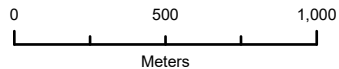
major_break

Minor

<all other values>

40cm Imagery, 2016

Scale: 1:25,000

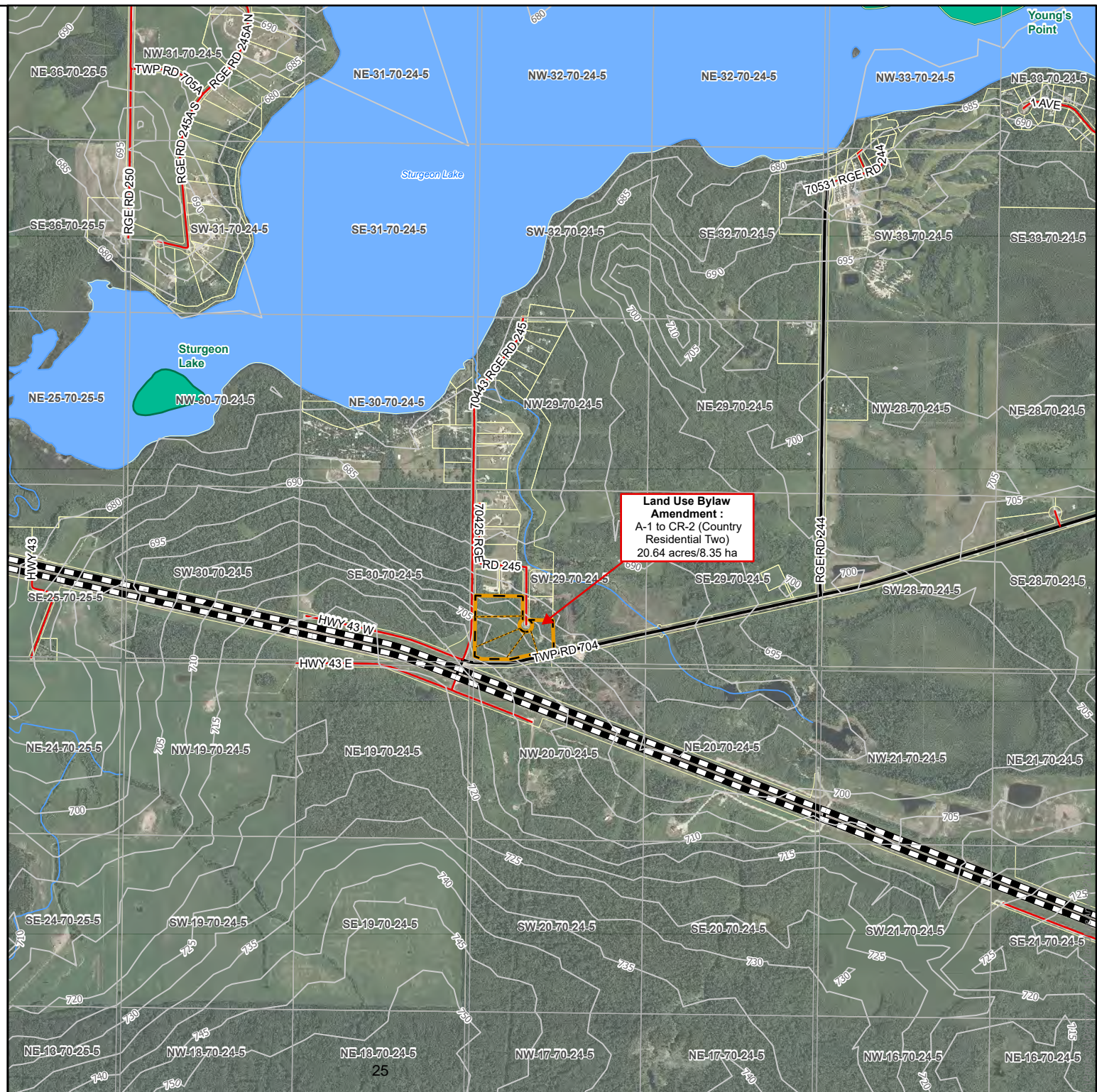


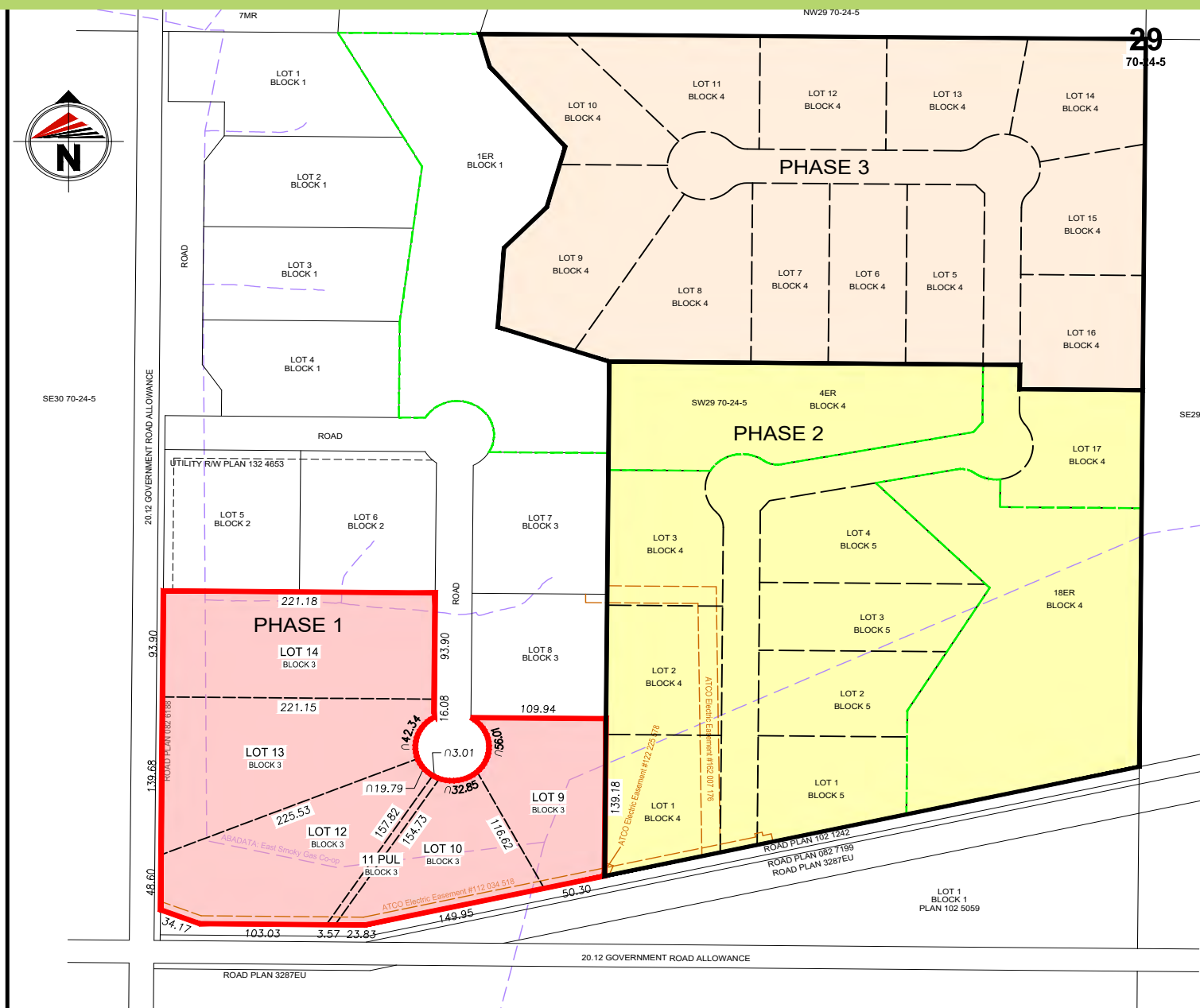
Produced: September 2023 Projection: UTM Zone 11N NAD 83

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Map 4 - Future Development Phasing Concept (Cadastre)

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

TENTATIVE PLAN

SHOWING PROPOSED SUBDIVISION OF
PART OF THE

S.W. 1/4 SEC. 29, TWP. 70, RGE. 24, W.5M.

INSTRUMENTS AFFECTING LAND (NOT NECESSARILY SHOWN ON THE PLAN)

Reg. No.	Name
792 302 448	Utility R/W - East Smoky Gas Co-op Ltd.
112 034 518	Caveat - ATCO Electric Ltd.
122 225 578	Caveat - ATCO Electric Ltd.
162 007 176	Caveat - ATCO Electric Ltd.



M.D. OF GREENVIEW NO. 16
MINOR AREA STRUCTURE PLAN

Scale: 1:5,000

April, 2023

8.0 LAND USE DISTRICTS

8.1 Agricultural One (A-1) District

8.1.1 Purpose

- a) The purpose of this District is to protect and preserve better agricultural lands. The uses allowed in this District are those which may be compatible with extensive agricultural operations, and which minimize the loss of agricultural lands to non-agricultural uses.

8.1.2 Uses

- a) Table 8-1 identifies the permitted and discretionary uses within the A-1 District.

Table 8-1: A-1 Permitted and Discretionary Uses

Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Abattoir
2. Agricultural Processing	2.a Airstrip
3. Agriculture, Horticulture	3.a Compressor
4. Animal Breeding Establishment	4.a Coverall Building
5. Apiary	5.a Craft Brewery and Distillery
6. Bed and Breakfast	6.a Home Occupation, Major
7. Boarding and Lodging	7.a Natural Resource Extraction
8. Borrow Pit	8.a Oil and Gas Facility
9. Cabin	9.a Recreation, Outdoor Motorized Vehicle
10. Cannabis Production Facility	10.a Recreation, Outdoor Passive
11. Dugout	11.a Recreational Vehicle Storage
12. Dwelling Unit, Accessory	12.a Solar Collector, Major
13. Dwelling Unit, Manufactured	13.a Utilities, Major
14. Dwelling Unit, Modular	14.a Wind Energy Conversion System, Major
15. Dwelling Unit, Single Detached	15.a Work Camp, Project Oriented
16. Greenhouse	
17. Home Occupation, Minor	
18. Housing Collective, Communal	
19. Kennel, Commercial	
20. Kennel, Hobby	
21. Sign	
22. Solar Collector, Minor	
23. Storage, Outdoor	
24. Suite, Attached	
25. Suite, Detached	
26. Wind Energy Conversion System, Minor	

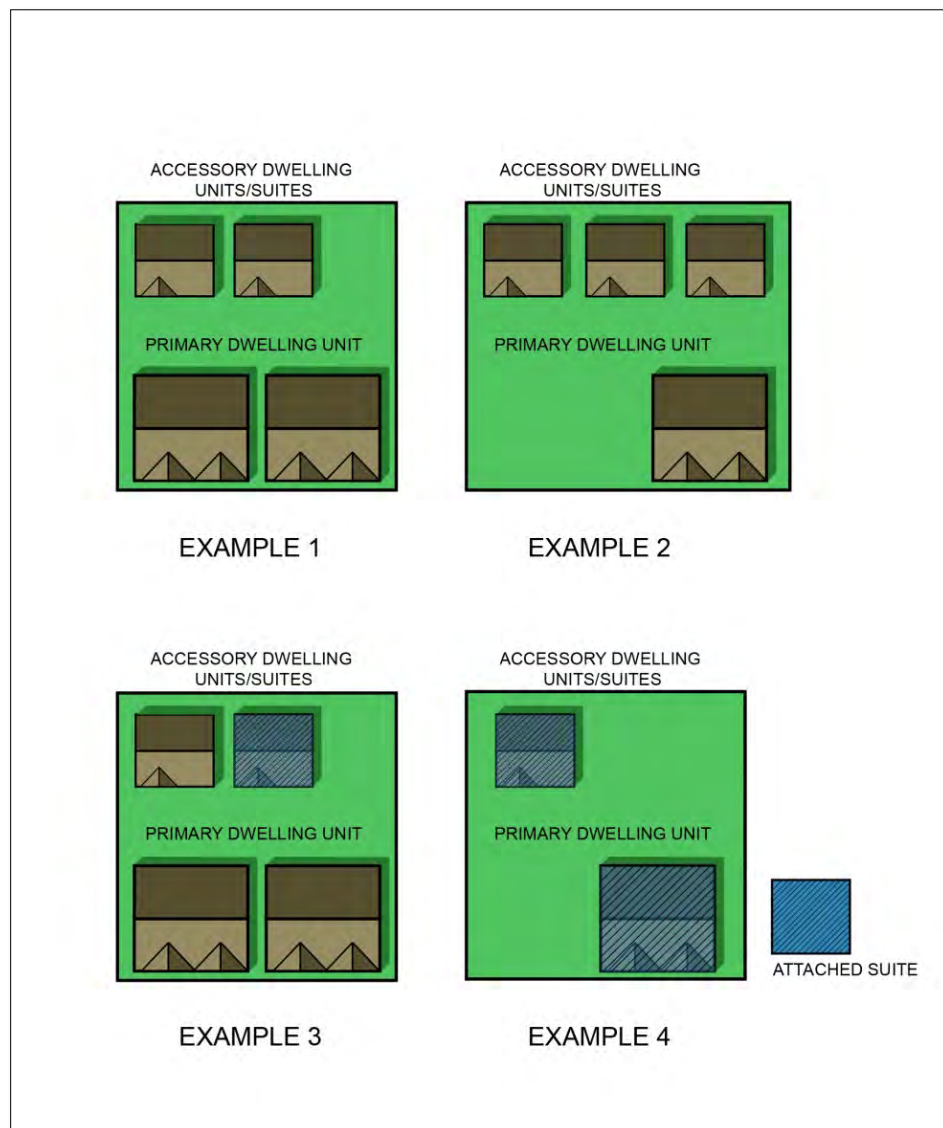
8.1.3 Regulations

- a) On a parcel located in an A-1 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-2.

Table 8-2: A-1 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 4 dwelling units per parcel, which may include: <ul style="list-style-type: none"> a maximum of 2 primary dwelling units a maximum of 3 accessory dwelling units and/or suites
.2 Minimum parcel size	1.2 ha (3 ac)
.3 Minimum parcel width	100 m (328.1 ft.)
.4 Minimum setback of principal building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.5 Minimum setback of accessory building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.)
.6 Maximum building and structure height <ul style="list-style-type: none"> Principal building and structures Accessory building 	10.0 m (32.8 ft.) 10.0 m (32.8 ft.)
.7 Maximum parcel coverage (all buildings)	30 %

Figure 8-1: Examples of A-1 Dwelling Unit Configurations



8.1.4 Other Regulations

- a) All applications for confined feeding operations must be submitted to the Natural Resources Conservation Board for review and approval in accordance with the Agricultural Operation Practices Act;
- b) Only one A-1 parcel may be taken out of an unsubdivided quarter section without rezoning. Work Camp, Project-Oriented – Only within 400.00 m (1,312.3 ft.) of highways;
- c) First Parcel Out: Minimum: 1.2 ha (3.0 ac)
 Maximum: 8.1 ha (20.0 ac)
- d) An application to create two titles based upon a fragmented parcel may be approved notwithstanding the size of parcels to be created on either side of the fragmentation line with the following conditions:
 - i. Minimum parcel sizes and other development considerations must be adhered to;
 - ii. Parcels fragmented by water bodies or ravines would still be subject to environmental reserve evaluation and dedication.
- e) Agricultural parcels that are fragmented will be prorated by the size of the parcel to determine the number and size of parcels that are to qualify for subdivision from each fragmented portion as follows:
 - i. The amount of land that may be subdivided from a fragmented parcel will be directly proportionate to its percentage of the quarter section.

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***

8.5 Country Residential Two (CR-2) District

8.5.1 Purpose

- a) The purpose of this District is to allow for higher-density residential uses on smaller to mid-sized parcels.

8.5.2 Uses

- a) Table 8-10 identifies the permitted and discretionary uses within the CR-2 District.

Table 8-10: CR-2 Permitted and Discretionary Uses

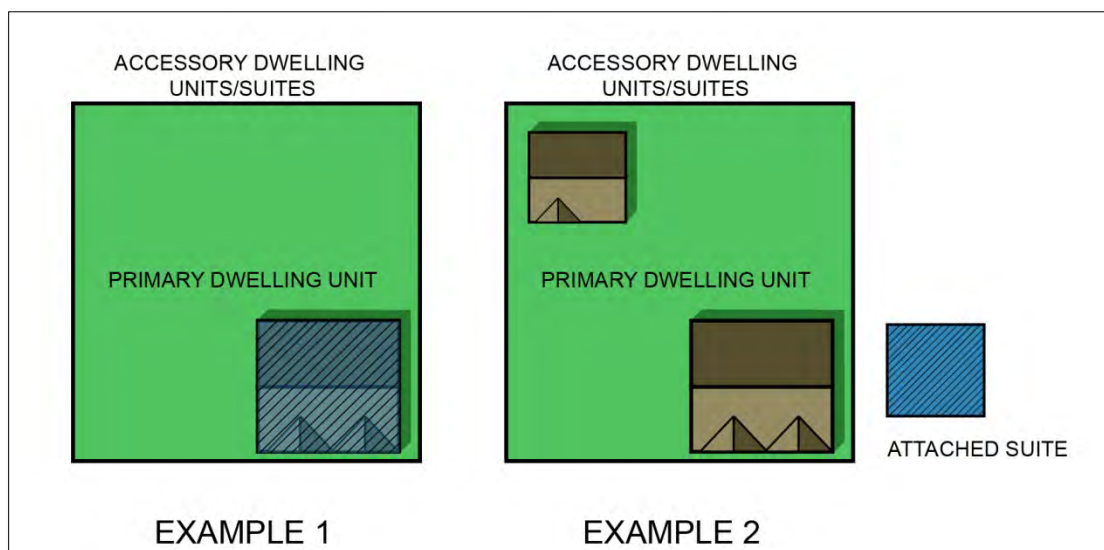
Permitted Uses	Discretionary Uses
1. Accessory Building	1.a Coverall Building
2. Backyard Beekeeping	2.a Dwelling Unit, Manufactured
3. Backyard Hen Enclosure	3.a Kennel, Hobby
4. Bed and Breakfast	
5. Boarding and Lodging	
6. Dugout	
7. Dwelling Unit, Modular	
8. Dwelling Unit, Single Detached	
9. Home Occupation, Minor	
10. Shipping Container	
11. Solar Collector, Minor	
12. Suite, Attached	
13. Suite, Detached	
14. Wind Energy Conversion System, Minor	

8.5.3 Regulations

- a) On a parcel located in a CR-2 District, no building or structure shall be constructed, located or altered, and no subdivision approved which contravenes the regulations set out in Table 8-11.

Table 8-11: CR-2 District Regulations

Matter to Be Regulated	Regulation
.1 Maximum density	A maximum of 2 dwelling units per parcel, which may include: <ul style="list-style-type: none"> • a maximum of 1 primary dwelling unit • a maximum of 1 suite
.2 Minimum parcel size	0.2 ha (0.5 ac)
.3 Maximum parcel size	2.0 ha (5.0 ac)
.4 Minimum parcel width	18 m (59.1 ft.)
.5 Minimum setback of principal building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance 40.0 m (131.2 ft.) 3.0 m (9.8 ft.) 3.0 m (9.8 ft.)
.6 Minimum setback of accessory building from: <ul style="list-style-type: none"> • Front parcel and exterior side parcel lines • Interior side parcel line • Rear parcel line 	Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 1.5 m (4.9 ft.) 1.5 m (4.9 ft.)
.7 Maximum building and structure height <ul style="list-style-type: none"> • Principal building and structures • Accessory building 	10.0 m (32.8 ft.) 5.0 m (16.5 ft.)
.8 Maximum parcel coverage (all buildings)	35 %

Figure 8-4: Example of CR-2 Dwelling Unit Configurations

8.5.4 Regulations

- a) For this District, municipal servicing includes on-site sewage holding tanks that will be disposed of in a municipal sewage lagoon by pipe or truck hauling, and an acceptable piped or on-site water supply;
- b) Design guidelines for multi-parcel country residential development includes:
 - i. The provision of on-site parking; and,
 - ii. As a component of drainage management and as a water supply for fire protection, the provision of dugouts is encouraged where municipal water supplies are not available. The dugouts should be located along main access roads and should be bermed on all sides adjacent to roadways as a safety precaution.
- c) The keeping of livestock is not permitted in this District.

*** See the General Regulations (Section 5.0) for additional regulations and exceptions. ***



REQUEST FOR DECISION

SUBJECT:	APPR22-10 Application for Approach on NE 9-71-20-W5M		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER: NF
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: AB
STRATEGIC PLAN:	Governance	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) - N/A

Council Bylaw/Policy (cite) – Policy 4010 Road Access Approaches

RECOMMENDED ACTION:

MOTION: That Council approve approach application APPR22-10 for the construction of a gravel approach on NE 9-71-20-W5M via Township Road 712.

BACKGROUND/PROPOSAL:

Administration has received an application to construct a farmland approach within NE 9-71-20-W5M via Township Road 712. The quarter section is currently only accessible by a residential approach/driveway through the applicant's yard on Township Road 712. The applicant has advised that they would like to have a second approach built due to safety concerns being that large farm equipment must drive through their yard.

Administration has reviewed the Approach Application and it meets the fundamental safety criteria within Policy 4010.

A site inspection has been completed and there are no concerns from Greenview's Construction & Engineering or Operations departments, regarding the location of the proposed farmland access approach on Township Road 712.

Policy 4010 Road Access Approaches

2.1. Rural

- A. *One access approach per quarter section of land or subdivided lot along municipally developed roadways will be provided when deemed feasible on the condition that no other approach exists. A second approach may be permitted on a parcel if required by an oil and gas operation at the cost outlined in the Schedules of Fees.*
- B. *Greenview may provide an additional approach(s) to a quarter section if the parcel is severed by a topographical feature that divides the quarter section into smaller parcels. Subject to Council approval, additional approaches may be added under the following circumstances:*
 - I. *Public Safety reasons;*

II. *If the parcel is bordered by two (2) or more public roads, a second or third approach may be considered, at an additional cost as per the Schedules of Fees.*

C. *The location of the approach will be determined, in consultation with the landowner and in accordance with the Development Guidelines & Municipal Servicing Standards and Alberta Transportation Standards. The size of the approach will be 8 meters for residential and 15 meters for industrial or farmland approaches in accordance with the Development Guidelines and Servicing Standards.*

This application does not meet section 2.1.A as the second approach is not required by an oil and gas operation. The application meets section 2.1.B.i. and 2.1.B.ii. as there is a safety concern associated with large farm equipment driving through the applicant's yard and the parcel is bordered by Township Road 712 and Range Road 203.

Schedule of Fees Bylaw 22-930

INFRASTRUCTURE AND ENGINEERING GENERAL – Schedule G

	Description	GST Status	Fee is \$	Unit
2.	Approaches			
i.	Approach Application Request Fee (Non-Refundable)	E	\$175.00	Per Approach
ii.	Construction: Gravel Approach *The price may be reduced by \$500 for special circumstances, please contact the Manager of Construction and Engineering for more information	E	\$3500.00	Per Approach
iii.	Upgrade/Relocation: Gravel Approach	E	\$4000.00	Per Approach
iv.	Construction: Asphalt Approach	E	\$10,500.00	Per Approach
v.	Upgrade / Relocation: Asphalt Paved Approach	E	\$15,500.00	Per Approach

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended action is that Council would be following policy and addressing the safety concern outlined by the applicant.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages of the recommended action.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve construction of the approach via Range Road 203 to provide a farmland access instead of Township Road 712. Although this alternative meets policy 4010, Administration does not recommend this, as there are no concerns with the proposed approach location, and construction along Range Road 203 would require removal of a portion of the shelterbelt.

Alternative #2: Council has the alternative to refuse the construction of an approach at NE 9-71-20-W5M, however, Administration does not recommend this alternative, as the application meets the provisions of Policy 4010.

FINANCIAL IMPLICATION:

Direct Costs: \$12,000 to \$15,000 for construction of the new approach

Ongoing / Future Costs: \$1,500 per 5 years for gravel costs, plus grading, snow removal and other required maintenance costs.

STAFFING IMPLICATION:

The staffing implications associated with the recommended action is the time and labour needed to construct an approach and annual road maintenance after the approach is built.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW-UP ACTIONS:

Administration will notify the applicant of the decision made by Council. If approved, construction will be scheduled following payment of the construction fee.

ATTACHMENT(S):

- Approach Application – Redacted
- Aerial Photo with Labels

PRIVATE APPROACH APPLICATION

I/We understand that this application will only be processed if submitted in complete form and accompanied by the applicable fees. A completed application includes entirely filled forms, signatures, location sketch, fees and any other information deemed necessary to make an informed decision.

Landowner Information	
Registered landowner: <u>KEN NADKRYNECHNY</u>	
Complete mailing address: <u>[REDACTED]</u>	
Primary phone: <u>[REDACTED]</u>	Other phone: _____
Email: _____ <i>(By providing an email address, you authorize Planning and Development to contact you via email)</i>	

Land Information	
All/Part of <u>NE 9</u>	LSD/QTR SEC <u>19</u> TWP <u>71</u> RGE <u>20</u> WEST OF <u>5</u> M
Registered plan _____	Block _____ Lot _____
Property size _____	Hectares (ha) &/or <u>160</u> Acres
Rural address <u>[REDACTED]</u>	
First approach on quarter? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Approach Information	
Farmland Options	Residential Options
New: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt Relocation/Upgrade: <input checked="" type="checkbox"/> Gravel <input type="checkbox"/> Asphalt Temporary: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt Removal (approval by Director I&P): <input type="checkbox"/>	New <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt Relocation/Upgrade: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt Temporary: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt Removal (approval by Director I&P): <input type="checkbox"/>

Reason for Requesting an Approach
<u>NEED ENTRY TO FIELD AS YARD ENTRY NOT POSSIBLE FOR LARE EQUIPMENT</u>
*Please continue to next page to provide location sketch.

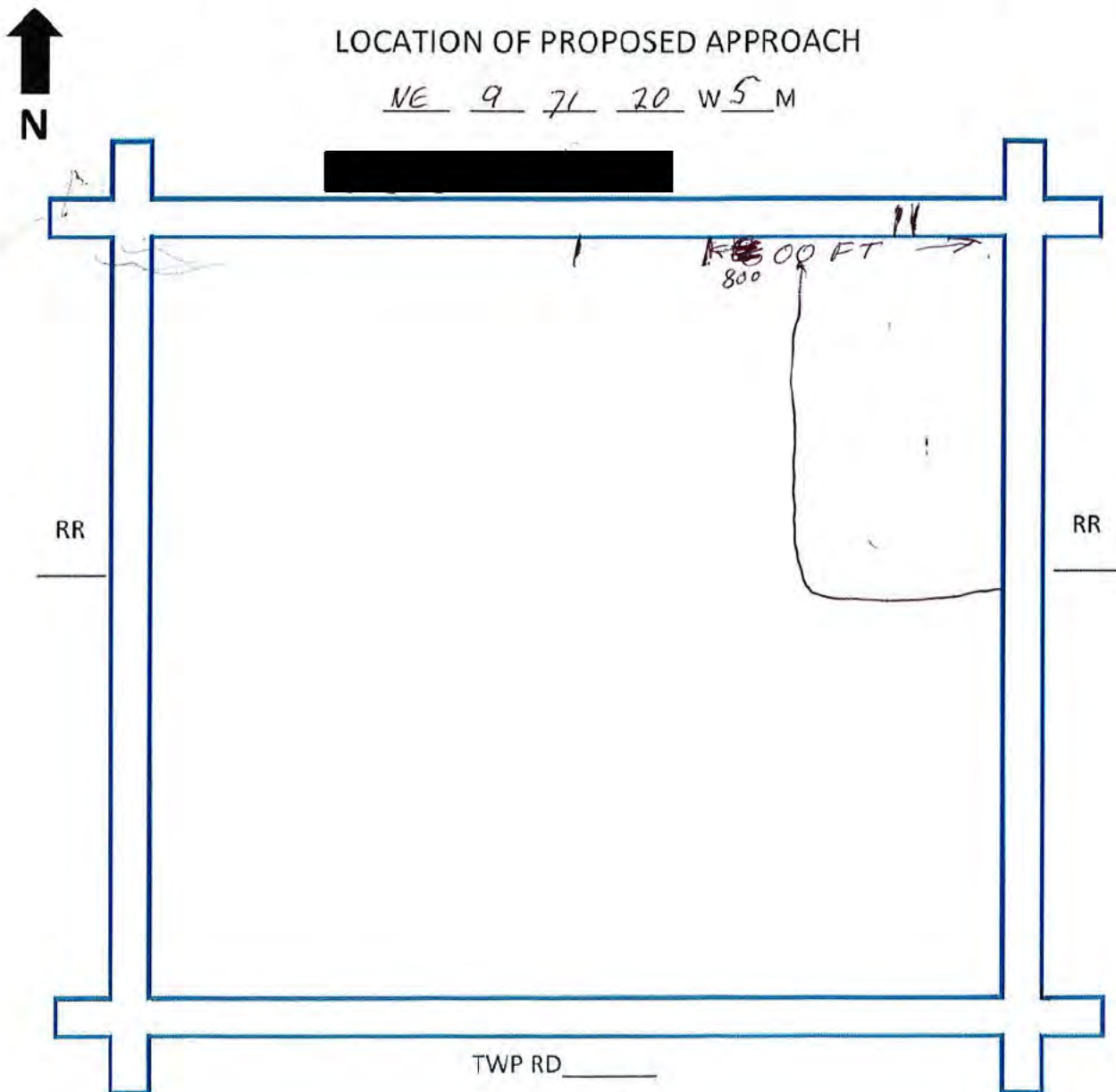
FOR ADMINISTRATIVE USE:			
Application No.: _____	Development Officer: _____	Ward: _____	
Application Fee: \$ _____	Receipt No: _____	Date Paid: _____	
Construction Fee: \$ _____	Receipt No: _____	Date Paid: _____	
Date reviewed by DO: _____		<input type="checkbox"/> Approved by DO <input type="checkbox"/> Refused by DO	
DO: Related to development permit or subdivision application?		<input type="checkbox"/> Yes <input type="checkbox"/> No App # _____	
DO: Attached aerial map of location showing current and proposed approaches?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
DO: Notified applicant of approval for construction as schedule permits?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

PRIVATE APPROACH APPLICATION

Indicate the following information on the Location Sketch Plan:

- All proposed and existing approach locations
- Boundaries of the affected parcel including dimensions
- All roads adjacent to the parcel
- All drainage courses
- Location of existing approach(es)
- Location of proposed approach, measured from the closest property corner

The landowner is required to indicate proposed location of the proposed approach by the way of placing flagged stakes at both sides of the intended approach. If required, flagging and stakes can be obtained through the Operations department.





MD of Greenview

MD of Greenview

Date Created: 10/7/2022



REQUEST FOR DECISION

SUBJECT:	APPR23-12 Application for Approach on SE 14-75-26-W5M		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER:
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: NF
STRATEGIC PLAN:	Governance	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4010 Road Access Approaches

RECOMMENDED ACTION:

MOTION: That Council approve approach application APPR23-12, for a gravel access to SE 14-75-26-W5M via Range Road 261, relocating approach “B” as indicated in the report.

BACKGROUND/PROPOSAL:

Administration has received an application to construct a new approach to access a new site within SE 14-75-26-W5M. The quarter section is currently accessed by two (2) approaches, one on Township Road 752 to the south and one on Range Road 261 to the east, near the intersection. In verbal communication, the applicant indicated that they wish to develop a new yard site within the treed area of the quarter section where access via Range Road 261 would be preferable to the existing farm accesses. No application for development has been received by the Planning & Development department.

Upon further discussion with the applicant, they have indicated that they are willing to have the south access, indicated as approach “A” in the attached map, removed to accommodate the new approach request. However, approach “B” appears to be located within 30 metres of the adjacent intersection, therefore not meeting Greenview’s Development Guidelines and Municipal Servicing Standards for separation of approaches. Local roads (eg: a TWP Road) typically require a 50 m setback and internal subdivision roads a 30 m setback.

Policy 4010 Road Access Approaches

2.1. Rural

- A. *One access approach per quarter section of land or subdivided lot along municipally developed roadways will be provided when deemed feasible on the condition that no other approach exists. A second approach may be permitted on a parcel if required by an oil and gas operation at the cost outlined in the Schedule of Fees.*
- B. *Greenview may provide an additional approach(s) to a quarter section if the parcel is severed by a topographical feature that divides the quarter section into smaller parcels. Subject to Council approval, additional approaches may be added under the following circumstances:*

- i. *Public Safety reasons;*
- ii. *If the parcel is bordered by two (2) or more public roads, a second or third approach may be considered, at an additional cost as per the Schedule of Fees.*

The application does not meet section 2.1.A or B as two approaches already exist to the quarter section and are not separated by a topographical feature. The application may meet policy 2.1.B.ii as it is bordered by both Township Road 752 and Range Road 261 however, as the existing approaches do not access two distinctly separate sites, the intention of the section is not met.

Schedule of Fees Bylaw 22-930

INFRASTRUCTURE AND ENGINEERING GENERAL – Schedule G

	<i>Description</i>	<i>GST Status</i>	<i>Fee is \$</i>	<i>Unit</i>
2.	<i>Approaches</i>			
i.	<i>Approach Application Request Fee (Non-Refundable)</i>	<i>E</i>	<i>\$175.00</i>	<i>Per Approach</i>
ii.	<i>Construction: Gravel Approach</i> <i>*The price may be reduced by \$500 for special circumstances, please contact the Manager of Construction and Engineering for more information</i>	<i>E</i>	<i>\$3500.00</i>	<i>Per Approach</i>
iii.	<i>Upgrade/Relocation: Gravel Approach</i>	<i>E</i>	<i>\$4000.00</i>	<i>Per Approach</i>
iv.	<i>Construction: Asphalt Approach</i>	<i>E</i>	<i>\$10,500.00</i>	<i>Per Approach</i>
v.	<i>Upgrade / Relocation: Asphalt Paved Approach</i>	<i>E</i>	<i>\$15,500.00</i>	<i>Per Approach</i>

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that approach “B” which does not meet general design standards for approach location setback requirements from intersections will be removed and relocated to serve the purpose indicated by the applicant, a safe distance from the intersection or other approaches.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may approve construction of the third approach as indicated on the application. Administration does not recommend this option as the request does not meet Policy 4010.

Alternative #2: Council may approve relocation of approach “A” as indicated on the attached map. Administration does not recommend this option as the approach is located a safe distance from the intersection and provides similar access as approach “B”.

Alternative #3: Council may refuse construction or relocation of an approach to SE 14-75-26-W5M. If refused, the applicant would be required to access any new site via an existing approach resulting in a longer private driveway.

FINANCIAL IMPLICATION:

Direct Costs: \$12,000 to \$15,000 for construction of the new approach

Ongoing / Future Costs: \$1,500 per 5 years for gravel costs, plus grading, snow removal and other required maintenance costs.

STAFFING IMPLICATION:

The staffing implications associated with the recommended action is the time and labour needed to remove and reconstruct an approach and annual road maintenance after the approach is built.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will notify the applicant of the decision made by Council. If approved, construction will be scheduled following payment of the construction fee.

ATTACHMENT(S):

- Approach Application - Redacted
- Aerial Photo with Labels



PRIVATE APPROACH APPLICATION

I/We understand that this application will only be processed if submitted in complete form and accompanied by the applicable fees. A completed application includes entirely filled forms, signatures, location sketch, fees and any other information deemed necessary to make an informed decision.

Landowner Information	
Registered landowner:	<u>A TARNOWSKI</u>
Complete mailing address:	_____
Primary phone:	_____
Email:	_____ (By providing an email address, you authorize Planning and Development to contact you via email)

Land Information	
All/Part of	<u>SE</u> LSD/QTR SEC <u>14</u> TWP <u>025</u> RGE <u>24</u> WEST OF <u>NS</u> M
Registered plan	Block _____ Lot _____
Property size	<u>160</u> Hectares (ha) &/or <u>160</u> Acres
Rural address	_____
First approach on quarter?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Approach Information	
<p style="text-align: center; margin: 0;">Farmland Options</p> <p>New: <input checked="" type="checkbox"/> Gravel <input type="checkbox"/> Asphalt</p> <p>Relocation/Upgrade: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt</p> <p>Temporary: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt</p> <p>Removal (approval by Director I&P): <input type="checkbox"/></p>	<p style="text-align: center; margin: 0;">Residential Options</p> <p>New <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt</p> <p>Relocation/Upgrade: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt</p> <p>Temporary: <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt</p> <p>Removal (approval by Director I&P): <input type="checkbox"/></p>

Reason for Requesting an Approach
Farm YARD ACCS
*Please continue to next page to provide location sketch.

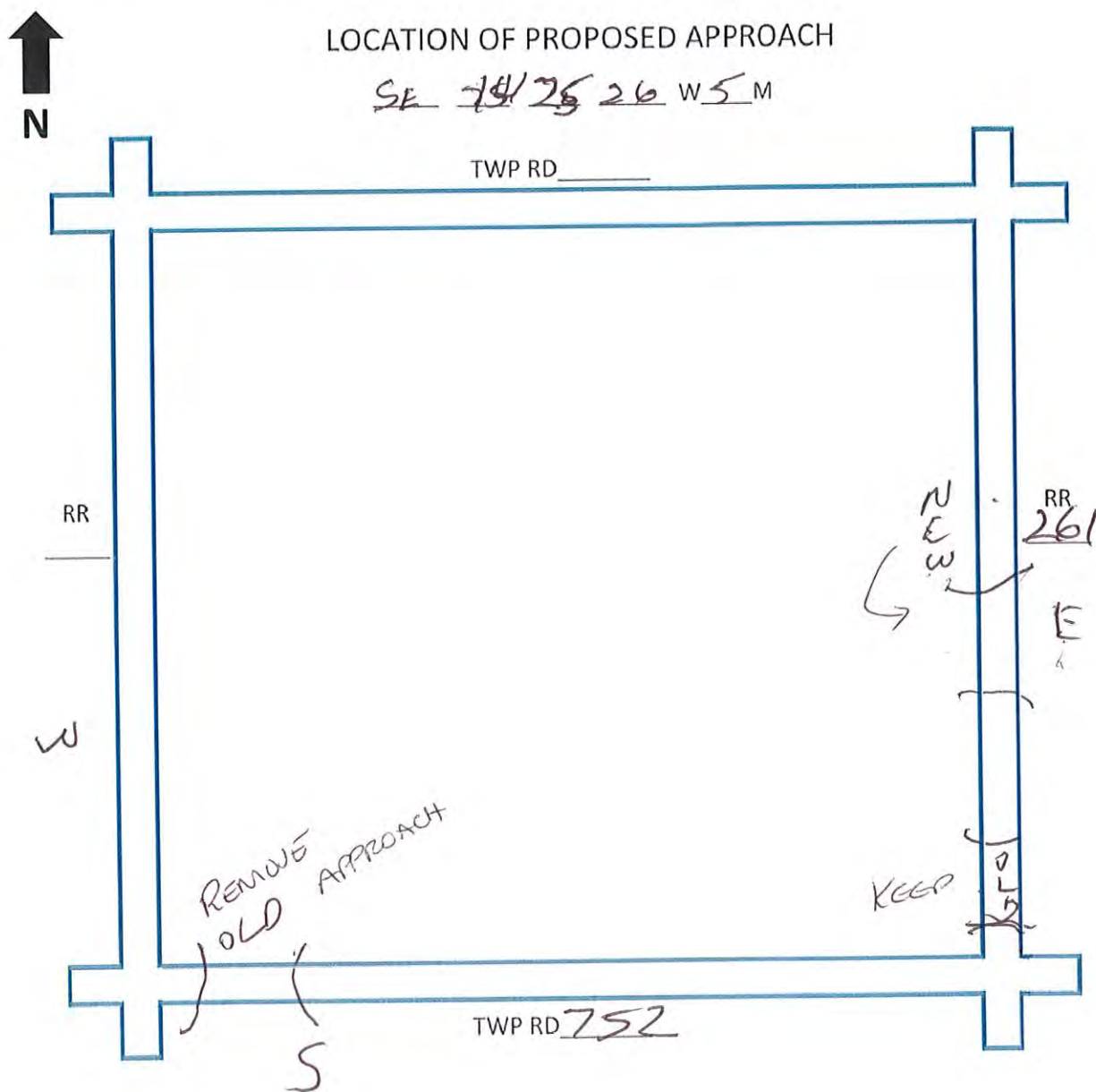
FOR ADMINISTRATIVE USE:			
Application No.:	<u>APPR23-12</u>	Development Officer:	Ward: <u>6</u>
Application Fee:	<u>\$ 175.00</u>	Receipt No:	<u>383047</u> Date Paid: <u>Aug 2, 2023</u>
Construction Fee:	<u>\$</u>	Receipt No:	Date Paid: _____
Date reviewed by DO:	_____	<input type="checkbox"/> Approved by DO	<input type="checkbox"/> Refused by DO
DO: Related to development permit or subdivision application?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	App #	_____
DO: Attached aerial map of location showing current and proposed approaches?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
DO: Notified applicant of approval for construction as schedule permits?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

PRIVATE APPROACH APPLICATION

Indicate the following information on the Location Sketch Plan:

- All proposed and existing approach locations
- Boundaries of the affected parcel including dimensions
- All roads adjacent to the parcel
- All drainage courses
- Location of existing approach(es)
- Location of proposed approach, measured from the closest property corner

The landowner is required to indicate proposed location of the proposed approach by the way of placing flagged stakes at both sides of the intended approach. If required, flagging and stakes can be obtained through the Operations department.





REQUEST FOR DECISION

SUBJECT:	Mountain Métis Governance Association (MMGA) Land Sale		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO:	MANAGER:
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: MAV
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, R.S.A. 2000, c.M-26 s.70.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council proceeds to offer the sale of the property identified as Plan 9722089; Block 34; Lot 14, to the Mountain Métis Governance Association for the market value of \$424,000.

BACKGROUND/PROPOSAL:

On September 20th, 2022, at the Committee of the Whole, the Mountain Métis Nation Association (MMNA) presented its request to purchase the property, legally described as Plan 9722089; Block 34; Lot 14, being 104 Avenue and Golf Course Road, Grande Cache (Subject lands). On September 27th, 2022, Council moved to sell the Subject lands for market value in a serviced state with the cost for the upgrade services to be borne by Greenview. On October 11, 2022, Council moved to require the offer to be accepted within 60 days, which was confirmed as acceptable. Acceptance was verbally acquired, and a letter was sent on October 21, 2022. The agreement was drawn up by the Greenview solicitor and provided in a final form, except for purchaser-related information and sent on or before November 7, 2022.

Until May 31, 2023, the MMNA had indicated that this agreement was under legal review when it was returned with significant changes identified in the attached table. Further, the Metis Nation of Alberta has entered into a self-governing agreement which may fold Metis Locals. The Mountain Metis would now like the sale of the lands to be to a new local charitable society not directly affiliated with the Metis Nation of Alberta, being the Mountain Métis Governance Association. This will allow the land and local community centre to be retained in the name of the local Mountain Metis group that initiated this process.

Registry documents are attached for the two organizations, showing the Mountain Métis Governance Association (MMGA) is a registered society.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Mountain Metis Cultural Centre can proceed with construction.
2. The benefit of Council accepting the recommended motion is that Council has received market value to help offset the costs of servicing in the area.
3. The benefit of Council accepting the recommended motion is that this will meet the values of the Culture pillar within our strategic plan by “honouring the diversity of our communities and residents.”
4. The benefit of Council accepting the recommended motion is that risk is maintained on the proponent’s side of these dealings.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that Greenview will be required to upgrade existing services in the area to ensure development may proceed on-site. This would occur as part of the 2024 budget process and work program. Costs may exceed the value of the sale land but will allow service of other lands along this corridor.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to refuse to sell the lands to this alternative organization. However, it may risk the project being part of a newly formed Metis District for the area and not be developed under local management or pursuant to local priorities.

FINANCIAL IMPLICATION:

The financial implications have costs for the completion of the sale and future servicing of the site to be determined.

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 complete the land sale and development permits on the subject site. Infrastructure and Engineering are proceeding with tender documents to determine the cost and design of services, which will be reflected in the 2024 budget.

ATTACHMENT(S):

- Corporate Registry Documents
- MMNA Letter acknowledging the sale of land

Government of Alberta ■ Certified Copy of Transaction

Corporate Registration System

Date of report: 2023/06/21
Time of report: 08:51 AM
Report provided by: WESTLAND REGISTRIES LTD. O/A VALLEYVIEW REGISTRIES
Service Request No: 39976153
Customer Reference No:

Registration Number: TN19834563
Current Business Number:
Current Trade Name / Partnership Name: MOUNTAIN METIS NATION ASSOCIATION.
Current Trade Name / Partnership Status: Active
Current Trade Name / Partnership Type: Trade Name
Registration Date: 2016/07/22
Service Request Number: 25484093
Transaction Type: Register Trade Name
Date Completed: 2016/07/22
Authorized Representative
Last Name: FINDLAY
First Name: ALVIN
Relationship to Trade Name / Partnership: Director

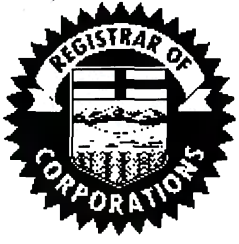
Information Added or Changed by the Service Request

Trade Name / Partnership

Trade Name / Partnership Type: Trade Name
Trade Name / Partnership Name: MOUNTAIN METIS NATION ASSOCIATION.
Trade Name / Partnership Status: Active
Commencement Date: 2016/07/22
Type of Business: SOCIETY
Business Location: GRANDE CACHE
Registration Date: 2016/07/22

Declarant

Last Name / Corporation Name: METIS NATION OF ALBERTA ASSOCIATION LOCAL COUNCIL #1994 OF GRANDE CACHE
Corporate Access Number: 506192293
Type: Legal Entity
Status: Active
Street/Box Number: BOX 1468
City: GRANDE CACHE
Province: ALBERTA
Postal Code: T0E1N0



Government Corporation/Non-Profit Search of Alberta ■ Corporate Registration System

Date of Search: 2023/06/21
Time of Search: 08:48 AM
Search provided by: WESTLAND REGISTRIES LTD. O/A VALLEYVIEW REGISTRIES
Service Request Number: 39976108
Customer Reference Number:

Corporate Access Number: 5025259556

Business Number:

Legal Entity Name: MOUNTAIN METIS GOVERNANCE ASSOCIATION

Legal Entity Status: Active

Legal Entity Type: Alberta Society

Registration Date: 2023/06/15 YYYY/MM/DD

Registered Office:

Street: 2500- 10303 JASPER AVE NW
City: EDMONTON
Province: ALBERTA
Postal Code: T5J3N6

Email Address: ANNUALRETURNS@WITTENLAW.COM

Directors:

Last Name: BARRETT
First Name: KAREN
Street/Box Number: BOX 223
City: GRANDE CACHE
Province: ALBERTA
Postal Code: T0E0Y0

Last Name: DELORME
First Name: DONNA
Street/Box Number: BOX 1952
City: GRANDE CACHE
Province: ALBERTA
Postal Code: T0E0Y0

Last Name: FINDLAY
First Name: ALVIN
Street/Box Number: BOX 1195
City: GRANDE CACHE

Province: ALBERTA
Postal Code: T0E0Y0

Last Name: HALLOCK
First Name: JOSHUA
Street/Box Number: BOX 741
City: GRANDE CACHE
Province: ALBERTA
Postal Code: T0E0Y0

Last Name: JOACHIM
First Name: BLANCHE
Street/Box Number: UNIT 285 133 JARVIS ST.
City: HINTON
Province: ALBERTA
Postal Code: T7V1R3

Officers:

Last Name: BARRETT
First Name: KAREN
Street: BOX 223
City: GRANDE CACHE
Province: ALBERTA
Postal Code: T0E0Y0
Officer Type: Secretary - Treasurer

Last Name: FINDLAY
First Name: ALVIN
Street: BOX 1195
City: GRANDE CACHE
Province: ALBERTA
Postal Code: T0E0Y0
Officer Type: President

Last Name: HALLOCK
First Name: JOSHUA
Street: BOX 741
City: GRANDE CACHE
Province: ALBERTA
Postal Code: T0E0Y0
Officer Type: Vice President

Other Information:

• **Fiscal Year End:** 12/31 MM/DD

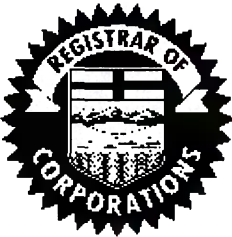
Filing History:

List Date (YYYY/MM/DD)	Type of Filing
2023/06/15	Incorporate Society

Attachments:

Attachment Type	Microfilm Bar Code	Date Recorded (YYYY/MM/DD)
Application	10000707135405948	2023/06/15
Bylaws	10000507135405949	2023/06/15
Notice of Address	10000307135405950	2023/06/15
Notice of Directors	10000107135405951	2023/06/15
Nuans	10000907135405952	2023/06/15

The Registrar of Corporations certifies that, as of the date of this search, the above information is an accurate reproduction of data contained in the official public records of Corporate Registry.





MUNICIPAL DISTRICT OF GREENVIEW

October 21, 2022

Mountain Metis Nation Association
Mountain Metis Centre
3300 Pine Plaza
Box 1468
Grande Cache, Alberta, T0E 0Y0

Attention: Tony Nunes

RE: MMNA Land Purchase Plan 9722088, Block 34, Lot 14 Grande Cache

On September 27, 2022, Greenview Council approved the sale of Plan 9722088, Block 34, Lot 14 in Grande Cache to the Mountain Metis Nation Association, for their proposed Mountain Metis Nation Association Cultural Centre.

MOTION: 22.09.546 Moved by: COUNCILLOR JENNIFER SCOTT

That Council proceeds to offer the sale of the property identified as Plan 9722089; Block 34; Lot 14 to the Mountain Métis Nation Association for the appraised fair market value of \$424,000 subject to a **3-year timeline to build**;

The value listed above is reflective of a serviced site (water, sewer and asphalt road) with those services being designed currently and installed to accommodate development of the Cultural Facility proposed by the Mountain Metis Nation Association. This Agreement for Purchase of the lands is being drafted as of the date of this letter.

Respectfully,

Martino Verhaeghe
Director of Planning and Economic Development
Municipal District of Greenview No. 16

cb

cc: Tony Nunes, Director, Cost & Project Management, Altus Group



REQUEST FOR DECISION

SUBJECT: **Alberta Roadbuilders and Heavy Construction Association Fuel Surcharge & Tonne/Km Rates Review**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER: JF
DEPARTMENT:	OPERATIONS	DIR: RA	PRESENTER: JF
STRATEGIC PLAN:	Governance	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4004 – Equipment Contractors Registry.

RECOMMENDED ACTION:

MOTION: That Council accept the implementation review of the 2022 Alberta Roadbuilders and Heavy Construction Association's (ARHCA) Rental Rate Guide as it pertains to Greenview's Expression of Interest Program, for information as presented.

MOTION: That Council direct Administration to continue to pay 40% of the cost recovery fuel surcharge in The Alberta Roadbuilders and Heavy Construction Association's June 1, 2022, addendum to the 2022 Rental Rate Guide until the 2024/2025 contractor registry comes into effect on April 1, 2024.

MOTION: That Council direct Administration to maintain tonne/km rates at \$0.20 per tonne/km with a \$1.00 basic loading factor in all areas except for \$0.22 per tonne/km with a \$1.00 basic loading factor on the Forestry Trunk Road to be reviewed at the first Council meeting in January 2024.

BACKGROUND/PROPOSAL:

At the April 11, 2023, Regular Council Meeting, Council reviewed and subsequently directed Administration to reduce the fuel surcharge rate as set out in the Alberta Roadbuilders and Heavy Construction Association's (ARHCA) Addendum to the 2022 Rental Guide, from 60% to 40%. Council's Motion 23.04.214 (attached) directed Administration to make this effective April 17, 2023.

2023 ARHCA rates factor in the fuel surcharge rates implemented in 2022. Continuing to implement the cost recovery fuel surcharge through the 2023 construction season would be a consistent application of the surcharge.

Administration has implemented the fuel surcharge cost adjustment as per Council's motions (attached), resulting in additional costs incurred (at 40%).

- When applied to gravel trucks, the average increase is approximately 9.2%.
- When applied to heavy equipment, the average increase is 3.3%.
- Gravel trucks are hired twice as often as heavy equipment resulting in a combined average increase of 7.23%

As of August 31, 2023, diesel prices have dropped an average of 9.32% since the motion was passed on July 12, 2022.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is there will be consistent rates going through the 2023 construction season. As fuel rates are presently lower than when the first motion was passed to implement the adjustment, it seems reasonable to Administration to continue to apply the surcharge at 40%, along with the tonne/kms/loading factor rates listed above.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. A disadvantage of the recommended motion is that from ARHCA's website: "ARHCA serves mainly as a lobby organization for its membership..." and "ARHCA advocates on behalf of contractors, suppliers, consulting engineers, and other professionals who work with them." meaning that ARHCA is seeking the benefit of its members, not the benefit of Greenview.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to adjust the Alberta Roadbuilders and Heavy Construction Association's (ARHCA) Addendum to 2022 Rental Rate Guide – Fuel Prices in Construction.

Alternative #2: Council has the alternative to pass an additional motion to remove the implementation of the addendum and return to EOI rates which were in effect prior to July 13, 2022.

FINANCIAL IMPLICATION:

Direct Costs: The ARHCA fuel surcharge is estimated to cost \$550,000.00 in 2023 at current rates.

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

To date, Administration estimates that 60 hours have been spent on implementing and reviewing ARHCA's fuel surcharge since June 2022.

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

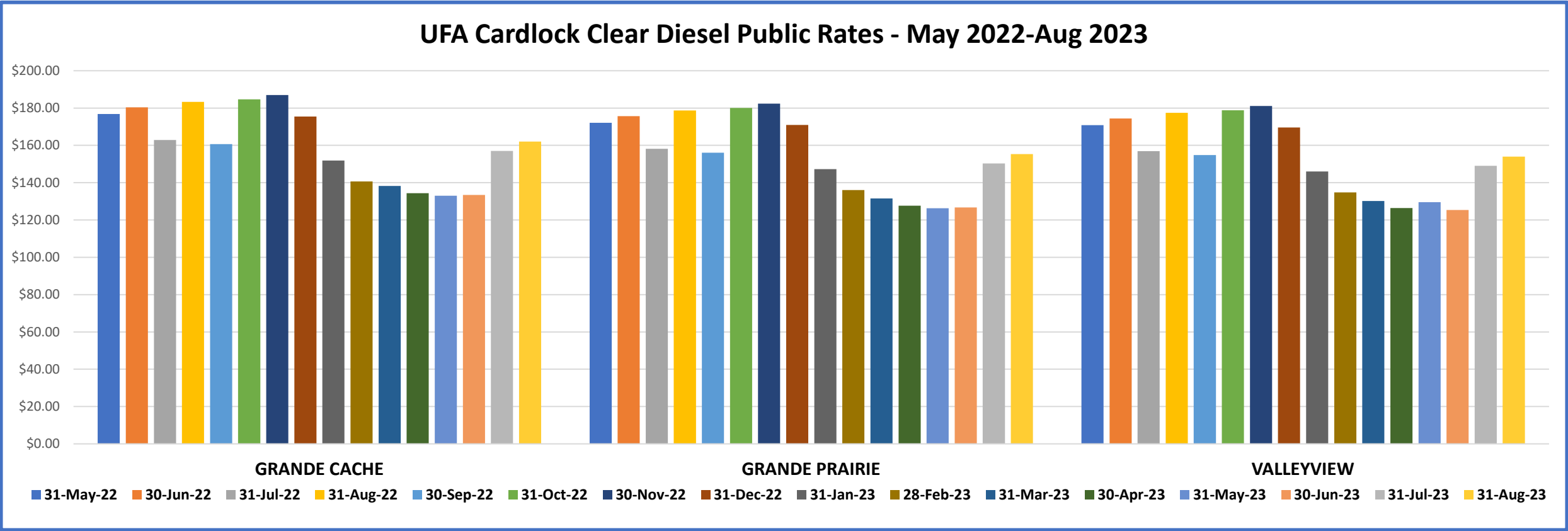
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Should Council choose to pass the motions changing the ARHCA fuel cost adjustment and tonne/km rates, Administration will send an emailed letter to EOI Contractors and relevant stakeholders to inform of Council's decision.

ATTACHMENT(S):

- Cardlock Fuel Price Tracking
- Motions regarding ARHCA Fuel Surcharge 2022 & 2023
- ARHCA Notice of Addendum - Fuel Surcharge 2022 – 40% - Greenview Edit
- 2022-2023 Gravel & Water Truck ARHCA Rate Comparisons



Prices shown include applicable fuel taxes, but exclude GST / PST

	31-May-22	30-Jun-22	31-Jul-22	31-Aug-22	30-Sep-22	31-Oct-22	30-Nov-22	31-Dec-22	31-Jan-23	28-Feb-23	31-Mar-23	30-Apr-23	31-May-23	30-Jun-23	31-Jul-23	31-Aug-23
Grande Cache	\$ 176.79	\$ 180.39	\$ 162.89	\$ 183.29	\$ 160.69	\$ 184.69	\$ 186.99	\$ 175.49	\$ 151.89	\$ 140.69	\$ 138.19	\$ 134.39	\$ 132.99	\$ 133.39	\$ 156.99	\$ 161.99
Grande Prairie	\$ 172.09	\$ 175.69	\$ 158.19	\$ 178.69	\$ 156.09	\$ 180.09	\$ 182.39	\$ 170.89	\$ 147.29	\$ 136.09	\$ 131.49	\$ 127.69	\$ 126.29	\$ 126.69	\$ 150.29	\$ 155.29
Valleyview	\$ 170.79	\$ 174.39	\$ 156.89	\$ 177.39	\$ 154.79	\$ 178.79	\$ 181.09	\$ 169.59	\$ 145.99	\$ 134.79	\$ 130.19	\$ 126.39	\$ 129.59	\$ 125.39	\$ 148.99	\$ 153.99

Average Price decrease between May 2022 and August 2023

Grande Cache	8.37%
Grande Prairie	9.76%
Valleyview	9.84%
Total:	9.32%



MUNICIPAL DISTRICT OF GREENVIEW

2022 – 2023 Motions Re: ARHCA, Fuel Cost Adjustments, and Stockpiling Rates

June 14, 2022: MOTION: 22.06.304 Moved by: COUNCILLOR WINSTON DELORME

That Council direct Administration when hiring gravel hauling contractors through the Equipment Contractors Registry, stockpiling projects with haul distances of 60.0 Km or less be calculated at an hourly rate, while stockpiling projects with haul distances of greater than 60 Km be calculated at a tonne/km rate.

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

CARRIED

July 12, 2022: MOTION: 22.07.422 Moved by: COUNCILLOR JENNIFER SCOTT

That Council adjust Greenview's Expression of Interest to follow 60% of the ARHCA addendum to 2022 rental guide fuel prices in construction and enforce price increase of 3 cents per tonne/km with a review date at the first council meeting in October 2022, effective as of July 13, 2022.

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

Against: Councillor Burton

CARRIED

October 11, 2022: MOTION: 22.10.572 Moved by: COUNCILLOR WINSTON DELORME

That Council review the implementation of the 2022 Alberta Roadbuilders and Heavy Construction Association's (ARHCA) Rental Rate Guide as it pertains to Greenview's Expression of Interest Program.

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

October 11, 2022: MOTION: 22.10.573 Moved by: DEPUTY REEVE BILL SMITH

That Council direct Administration to continue to follow the Alberta Roadbuilders and Heavy Construction Association's addendum to the 2022 rental guide fuel prices in construction at 60% of and enforce a price increase of 3 cents per tonne/km haul with a review date at the first council meeting in February 2023.

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

Against: Councillor Dale Smith

CARRIED

February 14, 2023: MOTION: 23.02.75 Moved by: COUNCILLOR WINSTON DELORME

That Council review the implementation of the 2022 Alberta Roadbuilders and Heavy Construction Associations (ARHCA) rental Rate Guide as it pertains to Greenview's Expression of Interest Program.

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

ABSENT: Councillor Schlieff

CARRIED

February 14, 2023: MOTION: 23.02.76 Moved by: COUNCILLOR TOM BURTON

That Council direct Administration to continue to pay 60% of the cost recovery fuel surcharge in the Alberta Roadbuilders and Heavy Construction Association's June 14, 2022, addendum to the 2022 Rental Rate Guide to be reviewed at the first Council meeting in April 2023.

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

CARRIED

February 14, 2023: MOTION: 23.02.77 Moved by: COUNCILLOR JENNIFER SCOTT

That Council direct Administration to maintain tonne/km rates at \$0.20 per tonne/km with a \$1.00 basic loading factor in all areas except for \$0.22 per tonne/km with a \$1.00 basic loading factor on the Forestry Truck Road to be reviewed at the first Council meeting in April 2023.

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

ABSENT: Deputy Reeve Bill Smith

CARRIED

April 11, 2023, ARCHA Recovery Charge MOTION: 23.04.213 Moved by: COUNCILLOR JENNIFER SCOTT

That Council review the implementation of the 2022 Alberta Roadbuilders and Heavy Construction Association's (ARHCA) Rental Rate Guide as it pertains to Greenview's Expression of Interest Program.

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

CARRIED

April 11, 2023, MOTION: 23.04.214 Moved by: COUNCILLOR JENNIFER SCOTT

That Council direct Administration to pay 40% of the cost recovery fuel surcharge, effective Monday April 17, 2023, in The Alberta Roadbuilders and Heavy Construction Association's June 14, 2022, addendum to the 2022 Rental Rate Guide to be reviewed at the first Council meeting in July 2023.

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

AGAINST: Councillor Dale Smith

CARRIED

April 11, 2023: MOTION: 23.04.215 Moved by: COUNCILLOR JENNIFER SCOTT

That Council direct Administration to maintain tonne/km rates at \$0.20 per tonne/km with a \$1.00 basic loading factor in all areas except for \$0.22 per tonne/km with a \$1.00 basic loading factor on the Forestry Trunk Road to be reviewed at the first Council meeting in July 2023

FOR: Councillor Didow, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton

AGAINST: Councillor Dale Smith, Deputy Reeve Bill Smith, Councillor Berry, Reeve Olsen

CARRIED

July 11, 2023: MOTION: 23.07.385 Moved by: COUNCILLOR JENNIFER SCOTT

That Council review the implementation of the 2022 Alberta Roadbuilders and Heavy Construction Association's (ARHCA) Rental Rate Guide as it pertains to Greenview's Expression of Interest Program.

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

CARRIED

July 11, 2023: MOTION: 23.07.386 Moved by: COUNCILLOR SALLY ROSSON

That Council direct Administration to continue to pay 40% of the cost recovery fuel surcharge in The Alberta Roadbuilders and Heavy Construction Association's June 14, 2022, addendum to the 2022 Rental Rate Guide to be reviewed at the first Council meeting in October 2023.

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

CARRIED

July 11, 2023: MOTION: 23.07.387 Moved by: COUNCILLOR JENNIFER SCOTT

That Council direct Administration to maintain tonne/km rates at \$0.20 per tonne/km with a \$1.00 basic loading factor in all areas except for \$0.22 per tonne/km with a \$1.00 basic loading factor on the Forestry Trunk Road to be reviewed at the first Council meeting in October 2023.

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

CARRIED

"



ADDENDUM TO 2022 RENTAL RATE GUIDE

Cost-Recovery Fuel Surcharge 2022

ARHCA is issuing this addendum to the 2022 Rental Rate Guide for a fuel surcharge to be added to the hourly rates as per the table below. To establish a new rate for a piece of equipment, please use the existing rental rate as published in the 2022 Rental Rate Guide and **add** the surcharge based upon the NET horsepower of the equipment being used. The net horsepower is available on the sites below using the manufacturer and the model number of the unit:

Constructionequipmentguide.com

Ritchiespecs.com

Lectura-specs.com

COST RECOVERY FUEL SURCHARGE FOR 2022 - as of June 14, 2022 *Includes applicable taxes

Net Horsepower Rating

		40% of ARHCA Fuel Surcharge
0-150 HP	\$9.25	\$3.70
151-300 HP	\$20.75	\$8.30
301-450 HP	\$30.25	\$12.10
451-600 HP	\$30.00	\$15.20
601-750 HP	\$40.50	\$19.40
751-900 HP	\$60.00	\$27.20
901-1050 HP	\$79.50	\$31.80
1051-1200 HP	\$106.00	\$42.40

*** This surcharge is in effect as of April 17, 2023 for Greenview and may be revised should fuel markets vary significantly during the 2023 construction season.



MUNICIPAL DISTRICT OF GREENVIEW

Schedule “A” 2023 Greenview Equipment Contractor Registry Rates

Stockpile - 60 km or greater	\$0.20 tonne/km plus \$1.00 BLF
Stockpile FTR – 60 km or greater	\$0.22 tonne/km plus \$1.00 BLF

Gravel Trucks	2022 ARHCA RATES Includes Fuel Surcharge @ 40% 451-600 HP Only	2023 ARHCA Rates 3.2% Average Increase
Base rate taken from 2022 ARHCA book – Fuel surcharges are applied by motions of Council.		
Tandem Axle Dump Truck	\$149.20 per hour	\$151.00 per hour
Tri-Axle Dump Truck	\$169.20 per hour	\$173.00 per hour
Tandem Axle Dump Truck c/w Tandem Axle Pup	\$200.20 per hour	\$208.00 per hour
Tandem Axle Dump Truck c/w Tri-Axle Pup	\$203.20 per hour	\$212.00 per hour
Tandem Axle Dump Truck c/w Tri-Axle Wagon	\$208.20 per hour	\$217.00 per hour
Tandem Axle Dump Truck c/w Quad Wagon	\$217.20 per hour	\$227.00 per hour
Tri-Axle Dump Truck c/w Tandem Axle Pup	\$220.20 per hour	\$230.00 per hour
Tri-Axle Dump Truck c/w Tri-Axle Pup	\$223.20 per hour	\$234.00 per hour
Tri-Axle Dump Truck c/w Quad Wagon	\$237.20 per hour	\$249.00 per hour
Tandem Axle Semi-Tractor c/w Tandem Axle End Dump	\$187.20 per hour	\$197.00 per hour
Tandem Axle Semi-Tractor c/w Tri-Axle End Dump	\$195.20 per hour	\$204.00 per hour
Tandem Semi-Tractor c/w Tandem Axle End Dump & Tandem Axle Pup	\$210.20 per hour	\$220.00 per hour
Tandem Semi-Tractor c/w Tri-Axle End Dump & Tandem Axle Pup	\$223.20 per hour	\$224.00 per hour
Tandem Semi-Tractor c/w Tandem Axle Clam Dump or Belly Dump	\$187.20 per hour	\$197.00 per hour
Tandem Semi-Tractor c/w Tri-Axle Clam or Belly Dump	\$195.20 per hour	\$204.00 per hour
Tri-Axle Semi-Tractor c/w Tandem Axle End Dump	\$219.20 per hour	\$219.00 per hour
Tri-Axle Semi-Tractor c/w Tri-Axle End Dump	\$227.20 per hour	\$226.00 per hour
Tri-Axle Semi-Tractor c/w Tandem Axle Clam or Belly Dump	\$219.20 per hour	\$219.00 per hour
Tri-Axle Semi-Tractor c/w Tri-Axle Clam or Belly Dump	\$227.20 per hour	\$226.00 per hour

All equipment rates will be taken from the 2022 ARHCA at 100% unless otherwise mentioned and are subject to change.

Water Trucks	2022 ARHCA RATES Includes Fuel Surcharge @ 40% 451-600 HP Only	2023 ARHCA Rates 2.0% Average Increase
Base rate taken from 2022 ARHCA book – Fuel surcharges are applied by motions of Council.		
5464 – 6825 Litres	\$106.95 per hour	\$106.00 per hour
6826 - 8417 Litres	\$112.20 per hour	\$112.00 per hour
8,418 – 10,920 Litres	\$124.45 per hour	\$123.00 per hour
10,921 – 13,650 Litres	\$131.70 per hour	\$134.00 per hour
13,651 - 16,380 Litres	\$146.20 per hour	\$151.00 per hour
16,381 – 19,110 Litres	\$162.45 per hour	\$169.00 per hour
19,111 – 21,840 Litres	\$175.95 per hour	\$185.00 per hour



REQUEST FOR DECISION

SUBJECT:	Range Road 205 Erosion and Scour Repair		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER: LT
DEPARTMENT:	INFRASTRUCTURE & ENGINEERING	DIR: RA	PRESENTER: LT
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to install a guardrail at the top of the slope, located at SE-31-71-20-W5 along Rge Rd 205, in the amount of \$50,000 with funds to come from the operational drainage budget.

BACKGROUND/PROPOSAL:

In recent years the Operations department completed some risk management regarding concerns of the scouring location on Range Road 210 (Northeast of Valleyview). A berm and an approach were constructed where the scouring location was at that time. A centre line culvert was replaced, and the ditch was cleaned on the east side of the road to assist with better drainage as the area was holding water. The west ditch north of the scouring was also cleaned to allow better drainage. A catchment was built at the culvert outlets, with rip rap to mitigate soil erosion. The catchment failed shortly after construction, but the rip rap has held in place adjacent to the roadway. The erosion approaching the road has not progressed in several years.

Administration engaged in engineering regarding Range Road 205 erosion and sloughing that has been occurring for many years and the recommendations are as follows:

Option 1: Install a guardrail at the top of the slope to protect the travelling public and continue to monitor the erosion; this would require minimal groundwork, as well as seed. Option 1 Estimated cost is \$50,000.00.

Option 2: Rebuild the existing top of the channel (ditch scouring), this would require reshaping/rebuilding the top of the channel back to the original ground surfaces and constructing a rip rap ditch block and armouring the rebuilt/disturbed surfaces. There are no signs of larger slope instabilities. Maintenance in this area has been completed in the past. Option 2 Estimated cost is \$97,190.00.

Option 3: Construct a traditional rip rap channel. This would require shaping and armouring the channel from the outlet of the culverts down to the oxbow lake at the base of the valley and adding multiple ditch blocks to slow the velocity of the water. This Option would pose a higher risk of erosion in future years.

Additionally, the potential temporary diversion of the upstream water may be required in order to decrease the amount of water during construction. This is a long-term solution that would be designed for a 1:100-year event. Land would have to be purchased, if possible, to ensure proper slopes. Option 3 Estimated cost is \$608,820.00.

Option 4: Geosynthetic Armouring. This would require shaping and armouring the channel from the outlet of the culverts down to the base of the valley in the same manner as Option 3, other than including an armouring product that has been proven in other areas of repair in neighbouring municipalities. This Option would provide armour and a vegetated surface when rip rap is scarce. Geosynthetic material is filled with a cementitious grout which hardens and provides the armor. The mat is perforated, allowing for vegetation growth. Ditch blocks will be required at the bottom of the slope. Land would have to be purchased, if possible, to ensure proper slopes. Option 4 Estimated cost is \$922,540.00.

Option 5: “Steel elephant trunk”. This would require the construction of an inlet ‘funnel’ and outfall structure at the outlet. Pipe being buried, access to the base of the hill would be required in order to construct the outfall structure; clearing and shaping of the channel would also be required. Once completed, the slope would need to be restored as no permanent erosion control or slope armouring would be installed through construction, and the installation of the pipe would require traversing the slope with heavy equipment, thus disturbing the existing vegetation. Option 5 Estimated cost is \$323,700.00.

This location does not appear to be a fast-moving concern and would be continually watched to ensure the safety of the traveling public.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be following the 2022 – 2025 Strategic plan Governance (Provide quality Municipal Services) and Economy (Maintain fiscal responsibility) in maintaining a local public roadway.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to choose one of the other options provided above; however Administration does not recommend such action because the scouring has not presently increased to warrant the higher costs.

FINANCIAL IMPLICATION:

Direct Costs: \$50,000 for guardrail installation

Ongoing / Future Costs: Maintenance costs if damaged.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

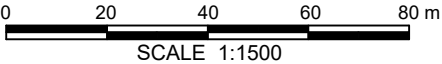
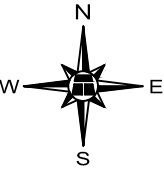
FOLLOW UP ACTIONS:

Once Council makes a decision, Administration will ensure the project is completed.

ATTACHMENT(S):

- Drawings and Photos of the area
- Map - Rge205-T720 Scouring-Areial (with imaging)
- Map - Rge205-T720 Scouring (without imaging)
- E-mail between Construction and Operations – Background information

H:\35000\35648 RR 205 Scour Assessment\CAD\35648-4 NOVEMBER 29, 2022.dwg - 4p - Nov. 29, 2022



AIR PHOTO FROM ESRI WORLD IMAGERY EXPORTED ON NOVEMBER 29, 2022



**RANGE ROAD 205 SCOUR AT LITTLE SMOKY
MUNICIPAL DISTRICT OF GREENVIEW, ALBERTA
GEOTECHNICAL ASSESSMENT**

**CROSS - SECTION ALIGNMENTS FOR SLOPE
STABILITY ASSESSMENT**

DWG No. 35648-4

DRAWN BY	ML
DESIGNED BY	JMN
APPROVED BY	RVC
SCALE	1:1500
DATE	NOVEMBER 2022
FILE No.	35648



THURBER ENGINEERING LTD.



PHOTO 1 - RANGE ROAD 205 AT BEGINNING OF SCOUR CHANNEL



PHOTO 2 - RANGE ROAD 205 AT BEGINNING OF SCOUR CHANNEL; CULVERTS DIRECTING RUNOFF INTO CHANNEL

**RANGE ROAD 205 SCOUR AT LITTLE SMOKY
MUNICIPAL DISTRICT OF GREENVIEW, ALBERTA
GEOTECHNICAL ASSESSMENT
SELECTED SITE PHOTOGRAPHS**

PLATE 1

HELIX
Engineering • Surveys

DRAWN BY	ML
DESIGNED BY	JMN
APPROVED BY	RVC
SCALE	N.T.S.
DATE	NOVEMBER 2022
FILE No.	35648



THURBER ENGINEERING LTD.



PHOTO 3 - RANGE ROAD 205 AT BEGINNING OF SCOUR CHANNEL, LOOKING EAST; CULVERTS DIRECTING RUNOFF INTO CHANNEL, EXPOSED GEOTEXTILE, LOOSE COBBLES, BOULDER AND GRAVEL FILL



PHOTO 4 -SCOUR CHANNEL, LOOKING EAST, RANGE ROAD 205 IN DISTANCE; NEAR-VERTICAL ERODED FACES, LOOSE TALUS PILES IN CHANNEL, FALLEN TREES

**RANGE ROAD 205 SCOUR AT LITTLE SMOKY
MUNICIPAL DISTRICT OF GREENVIEW, ALBERTA
GEOTECHNICAL ASSESSMENT
SELECTED SITE PHOTOGRAPHS**

PLATE 2

HELIX
Engineering • Surveys

DRAWN BY	ML
DESIGNED BY	JMN
APPROVED BY	RVC
SCALE	N.T.S.
DATE	NOVEMBER 2022
FILE No.	35648



THURBER ENGINEERING LTD.



PHOTO 5 - SCOUR CHANNEL FROM NEAR RANGE ROAD 205 ON RIGHT SIDE OF PHOTO TO OUTLET IN THE OXBOW LAKE ON LEFT SIDE OF PHOTO



PHOTO 6 - SCOUR CHANNEL FROM NEAR RANGE ROAD 205 IN FOREGROUND TO OUTLET IN THE OXBOW LAKE IN MID-GROUND; LITTLE SMOKY RIVER IN DISTANCE

**RANGE ROAD 205 SCOUR AT LITTLE SMOKY
MUNICIPAL DISTRICT OF GREENVIEW, ALBERTA
GEOTECHNICAL ASSESSMENT**

SELECTED SITE PHOTOGRAPHS

PLATE 3

HELIX
Engineering • Surveys

DRAWN BY	ML
DESIGNED BY	JMN
APPROVED BY	RVC
SCALE	N.T.S.
DATE	NOVEMBER 2022
FILE No.	35648






THURBER ENGINEERING LTD.



MD Road Projects 2023 Rge Rd 205 Scouring

Legend

-  Area of Interest
-  Cadastre
- Roads by Jurisdiction
 -  MUNICIPAL

GV Imagery 2016 - 40cm

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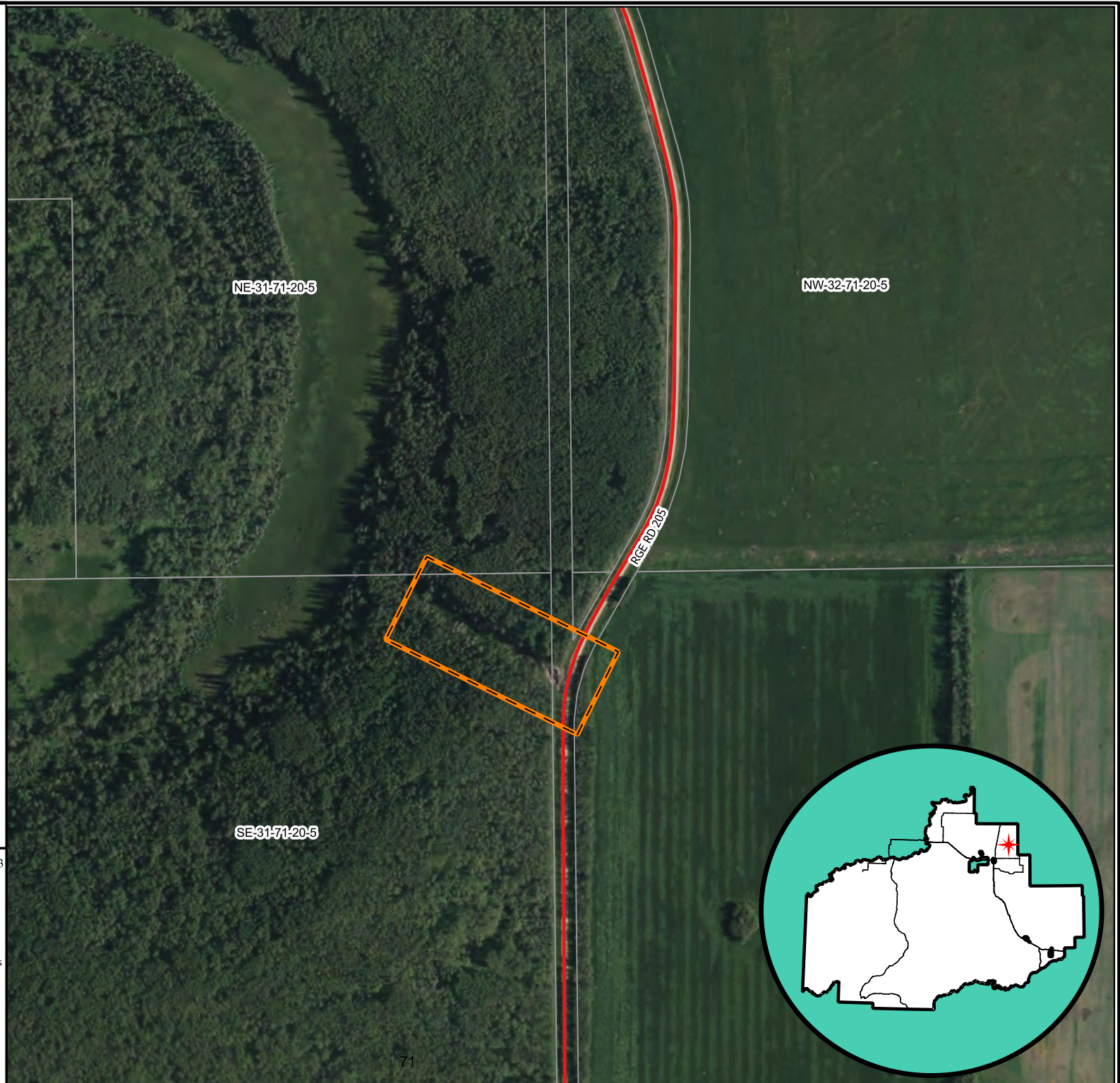
Produced: September 27, 2023 Projection UTM 11N NAD83

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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





MD Road Projects 2023 Rge Rd 205 Scouring

Legend

-  Area of Interest
-  Cadastre
-  Roads by Jurisdiction
-  MUNICIPAL

0 50 100 150 m

1:5,000

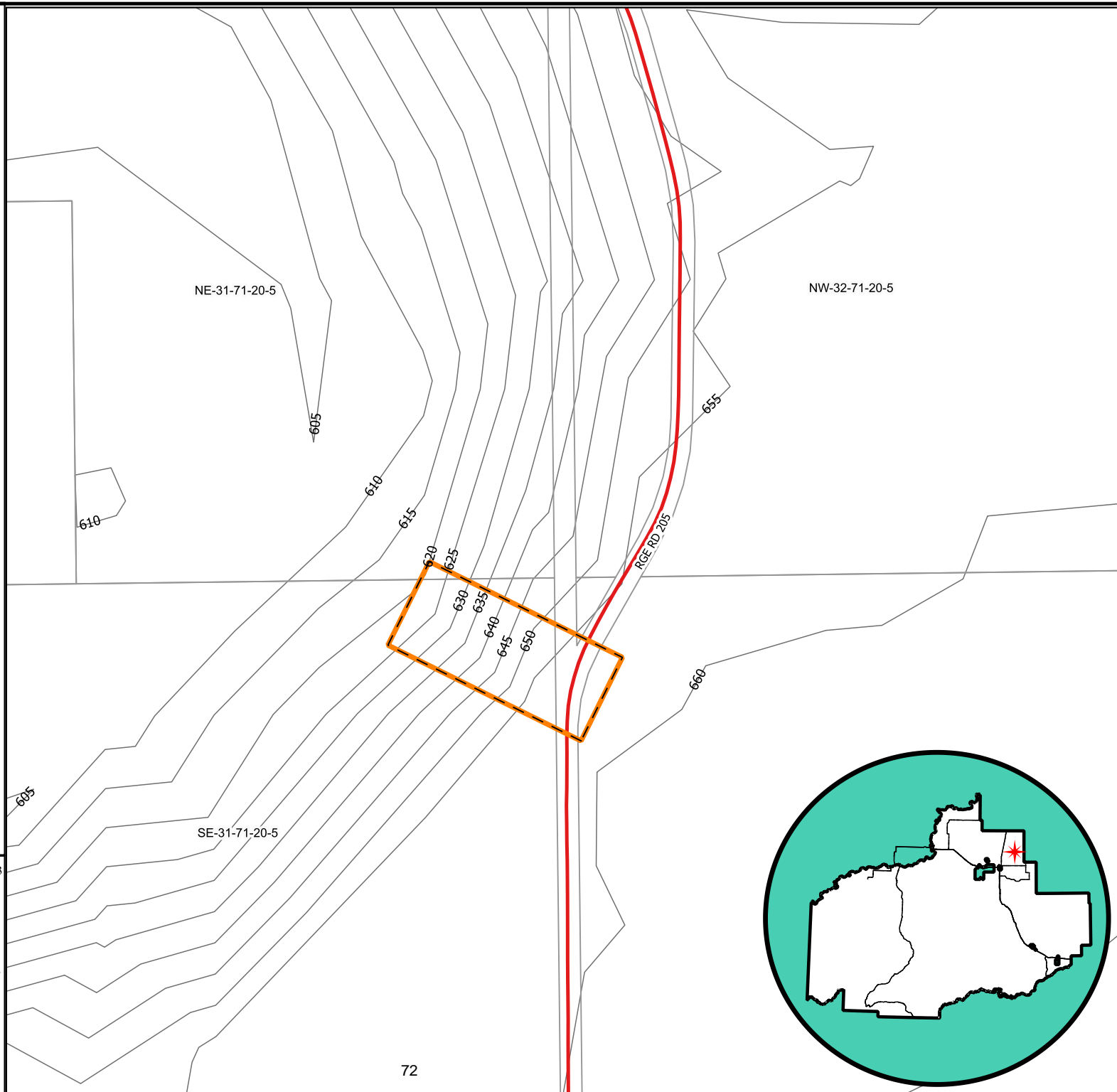
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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



Chelsea Laurenson

From: Josh Friesen
Sent: Tuesday, July 25, 2023 4:24 PM
To: Leah Thompson
Subject: RE: 205 Scouring - 8 mile

Hi Leah,

I couldn't find anything of significance in my records or emails regarding this work. My recollection is as follows:

- In 2017 (ish), [REDACTED] was a day labour supervisor in Operations
- Concerns were identified regarding the scouring location on the north end of the 8-Mile Road. [REDACTED] was the area supervisor at the time
- The berm/approach on the south side of the scouring was constructed at this time
- A centre-line culvert was replaced and the ditch was cleaned on the east side of the road to assist with better drainage as the area was holding water
- The west ditch north of the scouring was cleaned to allow for better drainage
- A type of catchment was constructed at the culvert outlets with rip rap placed to mitigate soil erosion. The catchment failed shortly after construction but the rip rap has mostly held adjacent to the roadway and the erosion hasn't progressed towards the road in several years.

I hope this helps. If I recall, I believe that the berm was made out of asphalt millings.

Thanks

From: Leah Thompson <Leah.Thompson@MDGreenview.ab.ca>
Sent: Thursday, July 20, 2023 4:03 PM
To: Josh Friesen <Josh.Friesen@MDGreenview.ab.ca>
Subject: 205 Scouring - 8 mile

Hi Josh,

Could you please help me in providing some information regarding the sloughing area on the 8-mile road. I know that [REDACTED] did some work there not quite sure the extent of work. Also, if there was anything else that was completed prior to the work [REDACTED] did and any other work that has been completed over the years.

Thank you,

Leah Thompson

Manager, Construction & Engineering

Municipal District of Greenview No. 16 | ,

Tel: [780-524-7600](tel:780-524-7600) | Fax: | Toll Free: [888-524-7601](tel:888-524-7601) | 24/7 Dispatch: [866-524-7608](tel:866-524-7608) | Direct:
mdgreenview.ab.ca | Follow us on Twitter [@mdofgreenview](https://twitter.com/mdofgreenview)



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Thank you.



REQUEST FOR DECISION

SUBJECT:	Policy 2008 Employee Years of Service		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER: EK
DEPARTMENT:	HUMAN RESOURCES	DIR: EGK	PRESENTER: TH
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – 2008 Employee Years of Service

RECOMMENDED ACTION:

MOTION: That Council approve Policy 2008 “Employee Years of Service” as presented.

BACKGROUND/PROPOSAL:

Policy 2008 has been reviewed as per the 2023 Policy Review Schedule.

The overall purpose of the policy has not changed. It will continue to provide parameters for Greenview to recognize and reward staff for their years of service. The frequency of recognition has not changed, and neither has the dollar figure corresponding to each level of service.

Policy 2008 was reviewed by the Policy Review Committee on September 13, 2023, and received the following amendments:

- Reinstate recognition for employees who have resigned
- 2.4: change “annual winter” to “Greenview event”
- 2.5: from “below” to “in 2.7”

All of the recommended amendments have been incorporated into the policy. Administration had originally recommended removing Years of Service awards for employees who have voluntarily resigned, however, the Policy Review Committee recommended it remain in the policy.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Council will have reviewed the policy as per the 2023 Policy Review Schedule.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no additional financial considerations.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update internal and external registries to reflect the updated policy.

ATTACHMENT(S):

- Policy 2008 “Employee Years of Service” (Current)
- Policy 2008 “Employee Years of Service” (Draft)

Title: EMPLOYEES – YEARS OF SERVICE AWARD POLICY

Policy No: 2008

Effective Date: January 8, 2018

Motion Number: 18.01.17

Supersedes Policy No: CO-13



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: The purpose of policy is to give recognition and show appreciation for the years of service received from staff for their dedication and commitment to the Municipal District of Greenview No. 16 (Greenview).

DEFINITIONS

1. None

POLICY

1. This policy applies to all staff (permanent full time, permanent part time, and seasonal).

PROCEDURE

1. Recipients of the "Years of Service Award Program" will be presented with a gift of appreciation in the value identified as follows:

3 Years	\$ 100 value gift	18 Years	\$ 350 value gift
6 Years	\$ 150 value gift	21 Years	\$ 400 value gift
9 Years	\$ 200 value gift	24 Years	\$ 500 value gift
12 Years	\$ 250 value gift	27 Years	\$ 750 value gift
15 Years	\$ 300 value gift	30 Years	\$1,000 value gift

2. The Years of Service Awards will be presented to the individuals receiving the awards at Greenview's annual summer or winter events.
3. Should a retirement or resignation occur between the years listed above, Council will give a gift in recognition closest to the value based on years of service with Greenview. For any employee who is less than 1.5 years of service, Council will give a recognition gift valued at \$50. Administration will advise Council regarding the less than 1.5 years of service awards via the monthly manager's reports.
4. A record is to be kept on all employees to indicate the number of complete years of service.
5. Awards will be issued only after completion of the years of service.
6. The "Years of Service Award Program" recognizes permanent part time, casual, seasonal employees based on hours of employment equating to one year of service.

Title: Employee Years of Service Awards

Policy No: 2008

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: 2008

Department: Human Resources

Review Date: (3 Years from date approved)



Legal References:

Canada Revenue Agency – Employers’ Guide:
Taxable Benefits and Allowances

Cross References:

Not applicable

Purpose: The purpose of the policy is to give recognition and show appreciation for the years of service received from staff for their dedication and commitment to Greenview.

1. DEFINITIONS

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

2. POLICY STATEMENT

- 2.1. The “Years of Service Award Program” recognizes permanent part-time, casual, seasonal employees based on hours of employment equating to one year of service.
- 2.2. A record of all employees will be kept indicating the number of complete years of service.
- 2.3. The Years of Service Award may be considered a taxable benefit in accordance with the Canada Revenue Agency.
- 2.4. The Years of Service Awards will be presented to the individuals receiving the awards at a Greenview ~~event.~~ ~~annual winter event.~~
- 2.5. Should a retirement ~~or resignation~~ occur between the years listed ~~below~~ in section 2.7, Council will give a gift in recognition closest to the value based on years of service with Greenview.
- 2.6. Awards will be issued only after completion of the years of service.

- 2.7. Recipients of the “Years of Service Award Program” will be presented with a gift of appreciation in the value identified as follows:

Years of Service	Gift Value	Years of Service	Gift Value
3 Years	\$100	18 Years	\$350
6 Years	\$150	21 Years	\$400
9 Years	\$200	24 Years	\$500
12 Years	\$250	27 Years	\$750
15 Years	\$300	30 Years	\$1,000



REQUEST FOR DECISION

SUBJECT: **Policy 2019 Board Members' Years of Service Awards**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 10, 2023 CAO: SW MANAGER: EK
DEPARTMENT: HUMAN RESOURCES DIR: EGK PRESENTER: TH
STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – CO-12 Years of Service (Board Members)

RECOMMENDED ACTION:

MOTION: That Council approve Policy 2019 "Years of Service Board Members" as presented.

BACKGROUND/PROPOSAL:

This policy has been in place since 2011 and, as such, was in need of review.

The overall purpose of the policy has not changed. It will continue to provide parameters for Greenview to recognize board members for their years of service. The frequency of recognition has changed, and the dollar figure corresponding to each level of service has been changed. This was done in order to have the Board Member recognition in alignment with the Council Years of Service policy.

Policy 2019 was reviewed by the Policy Review Committee on September 13, 2023 and received the following amendments:

- 1.1: Add "Council bylaw"
- Add: Awards will be presented at a Greenview event

The inclusion of "Council bylaw" ensures that Greenview is only awarding Board Members which have served on Council Boards and Committees. While Greenview Councillors appointment members to a variety of Boards and Committees, Greenview may only create public Boards and Committees by Council bylaw.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that it will align the Years of Service policies impacting Council and Board Members.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications associated with this policy.

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

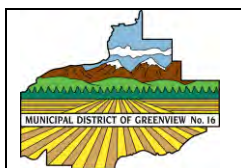
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will ensure accurate application of Board Member recognition as per the policy.

ATTACHMENT(S):

- Policy C0-12 “Years of Service Board members” (Current)
- Policy 2019 “Years of Service Board members” (Draft)



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

Section:
COUNCIL

POLICY NUMBER: CO 12

**POLICY TITLE: YEARS OF SERVICE AWARD PROGRAM /
BOARD MEMBERS**

Page 1 of 1

Date Adopted by Council / Motion Number:

11.05.292

POLICY:

To give recognition for years of service received from Board Members appointed by the MD on the Agricultural Service Board, Municipal Planning Commission, Subdivision and Development Appeal Board, Family and Community Social Services Board, Valleyview and District Recreation Board and the Valleyview Municipal Library Board for their dedication and commitment to the Municipality.

1. Council wishes to acknowledge the contribution made by Board Members towards the Municipality.
2. Upon the retirement or resignation of a Board Member who has served the M.D. for a minimum of three (3) years, they will be recognized by receiving a gift of appreciation.
3. The gift of appreciation will be presented to the individuals receiving the awards at the annual summer or winter Municipal event, or other convenient time as arranged by Administration.
4. Upon retirement or resignation of a Board Member who has served the Municipality on a Board or Committee for more than three years, they will be presented with a gift in the value identified as follows:

3 years	\$ 100	12 years	\$ 250	25 years	\$500
6 years	\$ 150	15 years	\$ 300		
9 years	\$ 200	20 years	\$ 350		
5. Recipients of the "Years of Service Award Program / Board Members" will be presented with a plaque or gift of appreciation for the appropriate year.
6. Should a retirement/resignation occur between the years listed above, Council will determine the appropriate award.
7. A record is to be kept for all Board Members to indicate the number of complete years of service, and will form part of this policy.
8. Awards will be issued only after the completion of the years of service.

(Original signed copy on file)
REEVE

C.A.O.

Title: Board Members' Years of Service Awards

Policy No: 2019

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: CO 12

Department: Human Resources

Review Date: (3 Years from approved)



Legal References:

Canada Revenue Agency – Employers' Guide:
Taxable Benefits and Allowances

Cross References:

Policy 1040 "Appointment to Boards and/or
Committees"

Purpose: To give recognition and show appreciation for years of service for Board Members appointed to a Board or Committee of Greenview.

1. DEFINITIONS

- 1.1. **Board and Committee** means any committee, board, commission, or other body established by Council **bylaw**.
- 1.2. **Board Member** means an individual who has served on a Board or Committee of Greenview.
- 1.3. **Greenview** means the Municipal District of Greenview No. 16.

2. POLICY STATEMENT

- 2.1. Council wishes to acknowledge the contribution made by Board Members towards Greenview.
- 2.2. The Years of Service Award may be considered a taxable benefit in accordance with the Canada Revenue Agency.
- 2.3. Upon the retirement or resignation of a Board Member who has served Greenview for a minimum of four (4) years, they will be recognized by receiving a gift of appreciation **at a Greenview event** after completion of the years of service.
- 2.4. Should a retirement or resignation occur between the years listed above, Council has the option of giving recognition as they deem appropriate.
- 2.5. Recipients of the "Years of Service Award" will be presented with a gift of appreciation in the value identified as follows:

Years of Service	Gift Value	Years of Service	Gift Value
4 Years	\$100	20 Years	\$400
8 Years	\$175	24 Years	\$500
12 Years	\$250	28 Years	\$750
16 Years	\$325	32 Years	\$1000



REQUEST FOR DECISION

SUBJECT:	Policy 2020 Staff Allowances and Reimbursement		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER: EK
DEPARTMENT:	HUMAN RESOURCES	DIR: EGK	PRESENTER: TH
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Not applicable

Council Bylaw/Policy (cite) – HU 12 – Staff Allowances and Reimbursements

RECOMMENDED ACTION:

MOTION: That Council approve Policy 2020 “Staff Allowances and Reimbursements” as presented.

BACKGROUND/PROPOSAL:

This policy has not been reviewed since 2009 and is one of the last HR policies requiring an update and to be brought into the regular schedule of review.

Administration is recommending one rate increase in Section 3.2(B), which is a power supply allowance for grader operators who park their equipment at their residence overnight. This rate has not increased since 2009 and is being recommended due to the increase in electrical costs since the policy’s initial approval.

The policy update intends to bring all Greenview paid allowances and reimbursements, which are currently found in either policy, the Staff Agreement or budgetary practices, into one aligned policy.

Policy 2020 was reviewed by the Policy Review Committee on September 13, 2023, during which it received the following amendments:

- 3.2(B): “Grader” to “equipment”
- 3.2(B): “as approved by the manager”
- 1.1: Change “Contract employee” to “Temporary employee”
- 3.1(D) identify budget source as “employee’s department”

All of which have been incorporated into the policy.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the policy will be reviewed as per the 2023 Policy Review Schedule.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

There are no financial implications associated with this policy. All allowances and reimbursements are already accounted for in the budget process.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC


Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update Greenview's registries to reflect the updated policy.

ATTACHMENT(S):

- HU 12 "Staff Allowances and Reimbursements" (Current)
- Policy 2020 "Staff Allowances and Reimbursements" (Draft)

	<i>M. D. OF GREENVIEW NO. 16</i> <i>POLICY & PROCEDURES MANUAL</i>	Section: HUMAN RESOURCES
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POLICY NUMBER: HU 12

POLICY TITLE: STAFF ALLOWANCES AND REIMBURSEMENTS	Page 1 of 2
Date Adopted by Council / Motion Number:	09.03.130

PURPOSE:

To establish criteria and guidelines on allowances offered to staff, and for reimbursement of expenses incurred to maintain ongoing specific requirements of positions.

POLICY:

The Municipal District promotes trade apprenticeships, and shall offer allowances and reimbursements to assist with Apprentice training. The Municipal District recognizes the need and importance of specific requirements for various positions with the Municipality, and shall offer allowances and reimbursements to employees for the expenses incurred as a result of specialized requirements of their position.

ALLOWANCES:

1.0 The Municipal District will pay the Heavy Equipment Technician Apprentice an allowance of \$800.00 per school term to assist with the additional expenses incurred while attending the school component of their apprenticeship.

REIMBURSEMENTS:

1.0 The Municipal District will reimburse the cost of medical examinations for employees **required** to have either a Class 1 or 3 Driver's License.

2.0 The Municipal District will reimburse the initial costs incurred if an employee is **required to upgrade** to a Class 1 or 3 Drivers License.

3.0 The Municipal District will reimburse Spray Crew employees the cost of required medical examinations, and for renewal fees associated with obtaining and/or maintaining appropriate Pesticide Applicator certificates.

4.0 The Municipal District will pay an allowance of \$25.00 per month to employees who have authorization from their supervisor to be compensated for the use of their personal cell phone for work purposes.

5.0 The Municipal District shall pay a set rate of \$25.00 per day to brushing crew employees for the use of their chain and / or brush saws, and shall also supply gas and chains or blades for saw operators. Saw operators shall use chains and blades as supplied by the M.D. If they do not use or like the chains or blades supplied, they may use their own supply at their own expense

6.0 The Municipal District shall pay grader operators the rate of \$60.00 per month for power supply for the equipment parked at the operators' residence, from November 1st through March 31st each year.

CURRENT

(Original signed copy on file)
REEVE

C.A.O.

Title: Staff Allowances and Reimbursement

Policy No: 2020

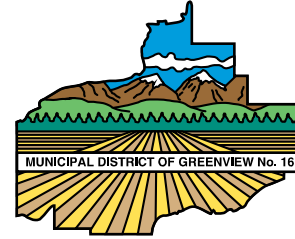
Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: HU 12

Department: Human Resources

Review Date: (3 Years from date approved)



Legal References:

Not applicable

Cross References:

Policy 1002 "Travel and Subsistence"
Policy 02-18 "Reimbursement of Moving Expenses"
Policy 02-17 "Employee Apprenticeships"
Policy 02-16 "Staff Training and Professional Development"
Policy 02-06 Criminal Record Check"
Staff Agreement

Purpose: To establish criteria and guidelines for eligible Greenview Business expenses for which Employees may receive an allowance or reimbursement.

1. DEFINITIONS

- 1.1. **Employee** means all employees currently employed by Greenview, including but not limited to permanent, seasonal, casual, and ~~temporary contract~~ employees, students, and interns.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.
- 1.3. **Greenview Business** activities intended to achieve the goals and objectives of Greenview.

2. POLICY STATEMENT

- 2.1. Greenview recognizes that some positions require Employees to incur expenses. Expenses shall be reimbursed as outlined in this policy. Any applicable taxes will be deducted as per Canada Revenue Agency guidelines.
- 2.2. Reimbursements and allowances will be processed through Accounts Payable or through Payroll, depending on the expense.
- 2.3. Sufficient funds are to be budgeted to offset all employment related expenses for which Employees may be reimbursed or receive an allowance.
- 2.4. Greenview will provide employment related reimbursements upon proof of purchase by the Employee.

3. PROCEDURE

3.1. Costs that are eligible for reimbursement:

- A) Greenview will reimburse the cost of a medical examination when a medical examination is required to obtain or maintain a Class 1 or Class 3 driver's license. These expenses are covered by the Employee's department.
- B) Greenview will reimburse an Employee for the cost of the driving test, knowledge test, and air brake endorsement assessments, to obtain or maintain a Class 1 or Class 3 driver's license. These expenses are covered by the Employee's department.
- C) Greenview will reimburse an Employee for the cost of medical documents required for Short Term Disability or Long-Term Disability applications. These expenses are covered by the Human Resources department.
- D) Employees are eligible to be reimbursed for the cost of safety footwear, as per the Staff Agreement. **These reimbursements will be covered by the Employee's department.**
- E) Employees are eligible to be reimbursed for the cost of Criminal Record Checks and Vulnerable Sector Checks, as per Policy 02-06 "Criminal Record Check." These expenses are covered by the Human Resources department.
- F) Greenview will reimburse Employees for membership fees for associations directly related to their job, as per Policy 02-16 "Staff Training and Professional Development." These expenses are covered by the Employee's department.
- G) Travel and meal reimbursements are captured in Policy 1002 "Travel and Subsistence." These expenses are covered by the employee's department.

3.2. Eligible allowances:

- A) Greenview will pay a set rate of \$25.00 per day to brushing crew Employees for the use of their chain and / or brush saws. Greenview shall supply gas and chains/blades for brushing crew Employees. If a brushing crew Employee ~~they~~ prefers to use different chains or blades, they may do so at their own expense.
- B) Greenview will pay equipment operators who park Greenview **equipment grader** at their private residence a rate of \$100.00 per month for power supply. This allowance is only eligible from November 1st through March 31st **as approved by the manager.**
- C) Heavy Equipment Technicians and Heavy Equipment Technician Apprentices are eligible for a Mechanic's Tool Allowance, as per the Staff Agreement.
- D) Allowances offered to apprentices are captured in Policy 02-17 "Employee Apprenticeships."
- E) Information regarding Relocation Allowances is captured in Policy 02-18 "Reimbursement of Moving Expenses." Relocation expenses are covered by the Human Resources department.

4. ROLES AND RESPONSIBILITIES

4.1. Employee Responsibilities:

- A) Keep track of eligible expenses, including receipts.
- B) Submit eligible expense claims to Supervisor/Manager to be paid through accounts payable.
- C) Submit eligible allowance on Timesheet that are paid through payroll.

4.2. Manager, Director, and CAO Responsibilities:

- A) Budget for anticipated allowance and reimbursement costs.
- B) Review and approve eligible expense claims and timesheets.
- C) Ensure new and current staff are receiving any applicable allowances to their position.



REQUEST FOR DECISION

SUBJECT:	Policy HR 03 Moving/Relocation Allowance		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER:
DEPARTMENT:	HUMAN RESOURCES	DIR: EGK	PRESENTER: EK
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy HR 03 Moving/Relocation Allowance

RECOMMENDED ACTION:

MOTION: That Council approve the transfer of Policy HR 03 “Moving/Relocation Allowance” from a Council Policy to an Administrative Policy, as presented.

MOTION: That Council repeal Policy HR 03 Moving/Relocation Allowance.

BACKGROUND/PROPOSAL:

Policy HR 03 Moving/Relocation Allowance provides for reimbursement of moving expenses to attract employees for certain positions.

The policy was reviewed and updated to reflect current practices and to provide Administration with clearer guidance in policy application.

This policy is currently a Council policy, however as the policy only directly applies to and impacts Greenview employees, Administration is recommending the policy be changed over to an administration policy, under the authority of the Chief Administrative Officer.

The Policy Review Committee was presented with the attached draft policy and recommendations on March 15, 2023, no changes were recommended.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is future revisions to the policy will only require CAO approval.
 2. The updated policy sets out clearer parameters for permitted moving expenses.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: The alternative to the recommended motion is that the policy remains a Council policy; However, Administration does not recommend this as the policy only affects staff.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

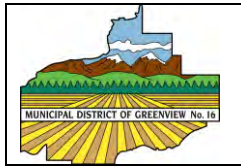
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no required follow up actions.

ATTACHMENT(S):

- Policy HR 03 Moving/Relocation Allowance (Current)
- Administrative Policy 02-18 "Reimbursement of Moving Expenses" (Draft)
- CRA Form T1-M Moving Expenses Deduction



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

Section:
**HUMAN
RESOURCES**

POLICY NUMBER: HR 03

POLICY TITLE: MOVING/RELOCATION ALLOWANCE

Page 1 of 1

Date Adopted by Council / Motion Number:

12.03.183

PURPOSE:

The Municipal District recognizes the need to provide a relocation allowance when necessary to ensure that the best qualified applicant for a position is hired.

POLICY:

The Municipal District may provide an interview allowance to prospective candidates, and a relocation allowance to successful candidates.

1. In accordance with the hiring policy, Council will establish an annual budget for relocation allowances that may be granted to perspective candidates for job positions.
2. The CAO will determine the amount of relocation allowance using up to \$7,500, but not limited to, the following criteria: Any amount over \$7,500 will be at the discretion of Council.
 - a) Organizational position;
 - b) Job market;
 - c) Economic factors;
 - d) Relocation / interview distance; and
 - e) Personal credentials.
3. Allowable moving expenses may include, but are not limited to:
 - a) Travel expenses including mileage, auto and / or trailer rental, and fuel expenses;
 - b) Moving company expenses;
 - c) Room and meal expenses incurred during the relocation; and
 - d) Room and meal expenses incurred after relocation while waiting for accommodation to become available.
4. The relocation allowance will be prorated on a monthly basis over a twenty-four month period in the event of an individual resigning from their position within 24 months. Relocation must occur within the 24 month period to be eligible for reimbursement.
5. Upon determination of the relocation allowance, Administration will issue payment within one month upon arrival and submission of eligible receipts. Failure to submit receipts within two months of arrival may result in the forfeiture of the allowance.
6. Arrangements for disbursement of the approved allowance (for subsistence, rooms, etc.) may be made through Administration, and will be deductible, at cost, from the initial approved allotment.

(Original signed copy on file)

REEVE

C.A.O.

Title: Reimbursement of Moving Expenses

Policy No: 02-18

Effective Date: Date approved by the CAO

Responsible Department: Human Resources

Review Date: (3 Years from date approved)



Legal References:

Canada Revenue Agency Form T1-M Moving Expenses Deduction

Cross References:

Policy 2004 "Employee Code of Conduct"
Policy 02-01 "Recruitment"

Purpose: Greenview recognizes that there may be a need to provide reimbursement of moving expenses in order to attract employees for certain positions. ~~there may be a need to provide for a reimbursement of moving expenses.~~

1. DEFINITIONS

- 1.1. **Chief Administrative Officer (CAO)** means the Chief Administrative Officer of Greenview.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.
- 1.3. **Moving Expense** means reasonable moving expenses, as defined by Canada Revenue Agency (CRA) in Form T1-M Moving Expenses Deduction, to assist a new employee with their move to a Greenview location as a result of an offer of employment.

2. POLICY STATEMENT

- 2.1. This policy is designed to work together with the CRA form and information entitled T1-M Moving Expenses Deduction. Additional information can be located on the Canada Revenue Agency website.
- 2.2. Any allowable moving expenses not reimbursed may be claimed as a deduction in calculation of personal income taxes as specified on CRA Form T1-M.
- 2.3. Any reimbursement of moving expenses for new hires is a benefit that is determined and pre-approved on a case-by-case basis. Not all new hires will qualify to receive this benefit.

3. PROCEDURE

- 3.1. Where the reimbursement of moving expenses is contemplated, the following will apply:
 - A) Details are to be included in the offer letter.
 - B) Relocation must occur within the first twenty-four (24) months of employment to be eligible for reimbursement.
 - C) In the event an employee resigns from employment with Greenview, within twenty-four (24) months of the employment start date, ~~the employee will repay Greenview on or before the effective date of resignation, that portion of the total relocation expenses paid by Greenview on a prorated basis.~~
 - i. ~~The proration will be based on the amount of full months remaining in the twenty-four (24) month term.~~

- ii. Any outstanding moving expense amounts owed to Greenview may be deducted from the employee's earnings.
 - D) Should an employee be granted a leave of absence without pay during the twenty-four (24) month period, the twenty-four (24) month relocation expense period will be automatically extended by the period of the leave and the time will not be included as service time.
 - E) Submit an Expense Claim form, with receipts attached to Human Resources within two (2) months of relocating.
 - F) Failure to submit a claim within two (2) months of relocating may result in the forfeiture of reimbursement of moving expenses.
- 3.2. The CAO will determine the amount of reimbursement of moving expenses up to \$7500.00, but not limited to, the following criteria.
- A) Organizational position;
 - B) Job market;
 - C) Economic factors;
 - D) Relocation distance;
 - E) Personal credentials; and
 - F) Consistency.
- 3.3. Allowable moving expenses as described in CRA Form T1-M include, but are not limited to:
- A) Transportation and storage costs;
 - B) Travel expenses;
 - C) Temporary living expenses;
 - D) Cost of cancelling a lease;
 - E) Incidental costs related to the move;
 - F) Legal or notary fees to sell the old home; and
 - G) Legal or notary fees to buy the new home.
 - ~~H) Room and meal expenses incurred during the relocation~~
 - ~~I) Room and meal expenses incurred after relocation while waiting for accommodation to become available.~~

4. ADMINISTRATION RESPONSIBILITIES

- 4.1. Administration will ensure the policy is enforced during the hiring of all employees.

CHIEF ADMINISTRATIVE OFFICER



Information about Moving Expenses

Can you claim moving expenses?

You can claim eligible moving expenses if one of the following applies:

- You moved to a **new home** to work or to run a business out of a **new location**
- You moved to be a **student in full-time attendance** in a post-secondary program at a university, college, or other educational institution

Complete Part 2 of Form T1-M, Moving Expenses Deduction, to determine if you meet the distance requirement to claim your moving expenses. To qualify, your new home must be **at least 40 kilometres closer** (by the shortest public route) to your new work location or school.

You must complete a separate Form T1-M for each eligible move. Enter the total from line 29 in Part 4 of each form on line 21900 of your Income Tax and Benefit Return.

Are you employed or self-employed?

If you are employed or self-employed, you can deduct eligible moving expenses from the employment or self-employment income you earned at your **new work location**, including amounts you received under the Wage Earner Protection Program for your employment at the new work location.

You **cannot** deduct moving expenses from any other type of income, such as investment income or employment insurance benefits, even if you received this income at the new location.

Are you a full-time student?

You can claim eligible moving expenses if you moved to be a **student in full-time attendance** in a post-secondary program at a university, college or other educational institution. However, you can **only** deduct these expenses from the parts of your scholarships, fellowships, bursaries, certain prizes, and research grants that are required to be included in your income.

You can also claim moving expenses if you **moved to work**, including summer employment, or to run a business. However, you can **only** deduct these expenses from the employment or self-employment income you earned at the new work location.

You can claim moving expenses you incur at the beginning of each academic period as long as you meet the **40-kilometre requirement** outlined in Part 2 of Form T1-M and you earned income at your new work location.

For co-operative students moving back after a summer break or a work semester, you can also claim your moving expenses as long as you meet the previously-stated requirements.

For more information, see Guide P105, Students and Income Tax.

Calculating your allowable moving expenses (Part 4)

You can claim most amounts that you paid for moving yourself, your family, and your household items. Not all household members have to travel together or at the same time.

Transportation and storage costs (line 4)

You can claim transportation and storage costs (such as packing, hauling, movers, in-transit storage, and insurance) for household items, including boats and trailers.

Travel expenses (lines 5 to 7)

You can claim travel expenses, including vehicle expenses, meals, and accommodation, to move you and your household members to your new home. You can choose to claim vehicle and meal expenses using one of the following two calculation methods.

Calculation methods

There are two methods (**detailed** and **simplified**) to calculate the meal and vehicle amounts you spent.

If you choose to use the **detailed method** to calculate your **meal expenses**, you must keep all your receipts and claim the actual amount that you spent. If you choose to use this method to calculate your **vehicle expenses**, you must keep all receipts and records for the vehicle expenses. Claim the actual amount that you spent for your moving expenses during the tax year.

If you choose to use the **simplified method** to calculate your **meal expenses**, you may claim a flat rate per person. Although you do not need to keep detailed receipts for actual expenses, the Canada Revenue Agency (CRA) may still ask you to provide some documentation to support your claim.

If you choose to use this method to calculate the amount to claim for **vehicle expenses**, multiply the number of kilometres by the cents/km rate for the province or territory where the travel began. The CRA may still ask you to provide some documentation to support your claim. You must keep track of the number of kilometres driven during the tax year for the trips related to your moving expenses.

To find out the rates for the simplified method, go to canada.ca/taxes-travel-costs or use the CRA's Tax Information Phone Service (TIPS) at **1-800-267-6999**.

Temporary living expenses (line 9 and line 10)

You can claim costs for a **maximum of 15 days** for meals and temporary lodging near the old and the new home for you and your household members. If you choose to use the **simplified method**, the CRA may still ask you to provide documents showing how long you stayed at the temporary lodging.

Cost of cancelling your lease (line 12)

You can claim the cost of cancelling the lease for your old home. However, you **cannot** claim any rental payments before the cancellation of your lease.

Incidental costs related to your move (line 13)

You can claim any of the following costs:

- changing your address on legal documents
- replacing driving licences and non-commercial vehicle permits (not including insurance)
- utility hook-ups and disconnections

Cost to maintain the old home when vacant (line 14)

You can claim the following costs, **up to \$5,000**, for interest, property taxes, insurance premiums, and the cost of heating and utilities expenses you paid to maintain your old home when it was vacant after you moved, and during a period when reasonable efforts were made to sell the home.

You **cannot** claim these costs during a period when the old home was rented. The costs must have been incurred when your old home was not occupied by you or any other person who resided with you at the old home just before the move.

Cost of selling the old home (lines 16 to 19)

You can claim the cost of selling your old home, including advertising, notary or legal fees, real estate commission, and mortgage penalty when the mortgage is paid off before maturity.

Cost of buying the new home (line 21 and line 22)

If you or your spouse or common-law partner sold your old home because of your move, you can claim the legal or notary fees you paid to buy your new home, as well as any taxes paid (other than GST/HST) for the transfer or registration of title to the new home.

Reimbursement or allowance you received for your move (line 25)

If you received a reimbursement or an allowance from your employer for your eligible moving expenses, you can **only** claim your moving expenses if you include the amount you received in your income or if you reduce your moving expenses by the amount received.

The CRA may ask you to provide a letter from your employer saying that you were not reimbursed for the moving expenses you are claiming.

Expenses you paid in a year after you moved

If your moving expenses were paid in a year after the year of your move, you can claim them on your return for the year you paid them against employment or self-employment income earned at the new work location.

The same option is offered to students reporting a taxable amount of scholarships, fellowships, bursaries, certain prizes, and research grants.

This may apply if your old home did not sell until after the year of your move. If this is the case, the CRA may ask you to submit this form with the receipts and explain the delay in selling your home. However, you **cannot** carry back moving expenses to a prior year. For example, if you paid moving expenses in the current year for a move that occurred in a prior year, you cannot claim the expenses paid in the current year on your prior year return. This is the case even if you earned employment income, self-employment income, or received a taxable amount of scholarships, fellowships, bursaries, certain prizes, and research grants at the new location in the prior year.

Your net eligible income (line 28)

If you are an **employee**, your net eligible income is calculated by taking the amounts reported on your T4 or T4A slips (relating to the new work location) included on lines 10100 or 10400 **minus** any amounts relating to the new work location claimed on lines 20700, 21200, 22215, 22900, 23100, and 23200 of your return.

If you are **self-employed**, your net eligible income is usually calculated by taking the net amounts earned at the new work location that are included on lines 13500, 13700, 13900, 14100, and 14300, **minus** any related amounts claimed on lines 21200 and 22200 of your return.

If you are a **student**, your net eligible income is calculated by taking the amounts of scholarship, bursaries, fellowships, research grants, or certain prizes required to be included in your income for the year.

Unused moving expenses available to carry forward to a future year (line 30)

If you are **employed** or **self-employed** and your net moving expenses (line 26) paid in the year of the move are **more than** your net eligible income (line 28) earned at the new work location in that same year, you can carry forward and deduct the unused part of those expenses from the employment or self-employment income you earn at the new work location and report on your return in a future year.

If you are a **full-time student** and your net moving expenses (line 26) paid in the year of the move are **more than** the scholarships, fellowships, bursaries, certain prizes, and research grants income you report for the year (line 28), you can carry forward and deduct the unused part of those expenses from the same type of income you receive and report on your return in a future year.

Ineligible moving expenses

You **cannot** claim any of the following expenses:

- expenses for work done to make your old home more saleable
- any loss from the sale of your home
- travel expenses for house-hunting trips before you move
- travel expenses for job hunting in another city
- the value of items movers refused to take, such as plants, frozen food, ammunition, paint, and cleaning products
- expenses to clean or repair a rented home to meet the landlord's standards
- expenses to replace personal-use items such as tool sheds, firewood, drapes, and carpets
- mail-forwarding costs (such as with Canada Post)
- costs of transformers or adaptors for household appliances
- costs incurred in the sale of your old home if you delayed selling for investment purposes or until the real estate market improved
- mortgage default insurance

Generally, you cannot deduct the cost of moving a mobile home. However, if you have personal items in a mobile home when it is moved, you can deduct the cost of moving the home as long as it is not more than the estimated cost to move those personal items separately.

Did you move to Canada, from Canada, or between two locations outside Canada?

Did you move to or from Canada?

If you meet all of the conditions and requirements for claiming moving expenses from page 1, you can claim eligible expenses for a move to or from Canada if **both** of the following apply:

- You are a **full-time student** (including co-operative student), or a **factual** or **deemed resident** of Canada
- You moved from the place where you ordinarily resided to live in another place where you ordinarily reside

You **cannot** claim moving expenses if you rent an apartment in another country where you are working temporarily and you maintain residential ties in Canada (for example, your spouse and children remain in your home in Canada) because your home in Canada is where we consider you to ordinarily reside.

Did you move between two locations outside Canada?

If you meet all of the conditions and requirements for claiming moving expenses from page 1, you can claim eligible expenses for a move between two locations outside Canada if you are a **factual** or **deemed resident** of Canada.

For more information, see Income Tax Folio S5-F1-C1, Determining an Individual's Residence Status, or section "Deemed residents of Canada" in the Income Tax and Benefit Guide for Non-Residents and Deemed Residents of Canada.

Do you need more information?

For more information, see Income Tax Folio S1-F3-C4, Moving Expenses, go to **canada.ca/taxes** or call **1-800-959-8281**.

Teletypewriter (TTY) users

If you have a hearing or speech impairment and use a TTY, call **1-800-665-0354** during regular business hours.



Moving Expenses Deduction

Before completing this form, read "Information About Moving Expenses" included with this form.

Complete a separate form for each move to calculate your eligible moving expenses deductions.

If you are filing electronically or filing a paper return, do not send any documents. Keep all of your supporting documents in case you are asked to provide them later. If you are using EFILE, show your documents to your EFILE service provider.

Tax year ► _____

Part 1 – Taxpayer information

First name	Last name	Social insurance number
------------	-----------	-----------------------------

Part 2 – Calculation of distance in kilometres

Distance in kilometres between your old home and your new place of work or educational institution	_____	1
Distance in kilometres between your new home and your new place of work or educational institution	– _____	2
Line 1 minus line 2	= _____	3

If the amount on line 3 is **less than** 40 kilometres, you **cannot** deduct your moving expenses.
If this is the case, do **not** complete the rest of this form.

Part 3 – Details of the move

Date of move	Year Month Day
Date you started to work, run a business or study full time at a new location	Year Month Day
Main reason for the move	<input type="checkbox"/> To work or to run a business or <input type="checkbox"/> To study full time

Address of your old home

Apt No. – Street No. Street name		
City	Province or territory	Postal or ZIP code
Country (if outside Canada)		

Address of your new home

Apt No. – Street No. Street name		
City	Province or territory	Postal or ZIP code
Country (if outside Canada)		

Information about your employer, business, or educational institution after the move

Name		
Apt No. – Street No. Street name		
City	Province or territory	Postal or ZIP code
Country (if outside Canada)		

Part 4 – Allowable moving expenses**Transportation and storage costs for household items**

Name of mover (if applicable):

4

Travel expenses (from old home to new home)

Number of household members in move:

Method of travel:

Number of kilometres:

Travel expenses

5

Number of nights:

Accommodation expenses

+

6

Number of days:

Meal expenses

+

7

Add lines 5 to 7.

=

▶

+

8

Temporary living expenses near new or old home (maximum 15 days)

Number of nights:

Accommodation expenses

9

Number of days:

Meal expenses

+

10

Line 9 plus line 10

=

▶

+

11

Cost of cancelling the lease for your old home**Incidental costs related to the move (specify):**

12

+

13

Costs to maintain your old home when vacant (maximum \$5,000)

+

14

Add lines 12 to 14.

=

▶

+

15

Cost of selling old home

Selling price: \$

Real estate commission

16

Legal or notarial fees

+

17

Advertising

+

18

Other selling costs (specify):

+

19

Add lines 16 to 19.

=

▶

+

20

Cost of buying the new home

You can claim the expenses on lines 21 and 22 only if you or your spouse or common-law partner sold your old home because of your move.

Purchase price: \$

Legal or notarial fees

21

Taxes paid for the registration or transfer of title
(do **not** include GST/HST)

+

22

Line 21 plus line 22

=

▶

+

23

Add lines 4, 8, 11, 15, 20 and 23.

Total moving expenses

=

24

Enter any reimbursement or allowance that is not included in your income and that you received for moving expenses included in the amount on line 24.

-

25

Line 24 minus line 25 (if negative, enter "0")

Net moving expenses

=

26

Part 4 – Allowable moving expenses (continued)

Amount from line 26 of the previous page _____ 27

Net eligible income:

If you are an **employee**, enter on line 28 the amounts reported on your T4 or T4A slips relating to the **new work location** that are included on line 10100 or line 10400 **minus** any amounts relating to the new work location claimed on lines 20700, 21200, 22215, 22900, 23100, and 23200 of your return.

If you are **self-employed**, enter on line 28 the net amounts earned at the **new work location** that are included on lines 13500, 13700, 13900, 14100, and 14300 **minus** any amounts claimed on lines 21200 and 22200 of your return.

If you are a **student**, enter on line 28 the amount of scholarships, bursaries, fellowships, research grants, or certain prizes required to be included in your income for the year. _____ 28

Allowable moving expenses:

Enter **whichever is less**: amount from line 27 or line 28.

Enter this amount on **line 21900** of your return.

Line 27 minus line 28 _____ Your unused moving expenses available
(if negative, enter "0") to carry forward to a future year _____ 30

You can carry forward your unused moving expenses and deduct them from the same type of eligible income for the years after you move. For more information, see "Information About Moving Expenses" included with this form.

See the privacy notice on your return.



REQUEST FOR DECISION

SUBJECT:	Valleyview & District Chamber of Commerce Sponsorship Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: MH
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8004- Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve the sponsorship of \$2,450 to cover the cost of the rental fees for the Greenview Regional Multiplex Fieldhouse, to host the Small Business Awards event to be held October 19th, 2023, with funds to come from the Community Services Grants and Sponsorship Budget.

BACKGROUND/PROPOSAL:

The Chamber of Commerce has reemerged as a business leader in Valleyview, representing a core group of community-minded businesses, that are striving to build themselves into an economic development body in addition to promotion, advocacy and capacity-building roles.

The Valleyview and District Chamber of Commerce are seeking support for their upcoming Best of Valleyview Awards event. Last year, they reintroduced the Small Business Awards and introduced the Best of Valleyview Awards alongside it. The event featured an invitation-only gathering at the Red Willow Players venue. Last year's event, which was limited to invited guests only, was a tremendous success, reaching maximum capacity at the venue. This year, the plan is to make it open to the public.

These awards have several key objectives. They aim to showcase local businesses, highlighting contributions to the community and recognizing the accomplishments of small businesses within Valleyview. The event also works towards raising awareness about local businesses among the residents, encouraging people to support and shop locally. Additionally, the awards serve to showcase different areas within the region, encouraging people to explore and discover all that the region has to offer.

As the Chamber is a non-profit society, they would like to request a donation from Greenview to cover the rental of the Greenview Regional Multiplex fieldhouse, kitchen facilities and stage for this year's event to be hosted on October 19th.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended action is that Greenview is supporting local businesses which fosters a stronger sense of community engagement and involvement.

DISADVANTAGES OF THE RECOMMENDED ACTION:

2. The disadvantage to the recommended motion is Greenview could see an influx in requests for events that may not have a direct impact on Greenview residents.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to recommend a different sponsorship amount be awarded or take no action in the recommended motion.

Alternative #2: Council has the alternative to support the event in another capacity, such as promoting the event through the Greenview website and social media platforms.

FINANCIAL IMPLICATION:

Direct Costs: \$2,450.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise Valleyview and District Chamber of Commerce of Council's decision.

ATTACHMENT(S):

- Letter from the Valleyview Chamber of Commerce



Request for Support

MD of Greenview
Box 1079
Valleyview AB, T0H 3N0

MD of Greenview Council,

The Chamber of Commerce has reemerged as a business leader in Valleyview. Representing a core group of community minded businesses, we are striving to build ourselves into an economic development body in addition to our promotion, advocacy and capacity building roles. Valleyview and the surrounding districts will need to look many years into the future to grow in the changing economy.

The Valleyview and District Chamber of Commerce would like to request support for their upcoming Best of Valleyview Awards. Last year we reinitiated the Small Business Awards and added Best of Valleyview Awards. We hosted a wine and cheese invitational event at Red Willow Players. The goals of the awards are to showcase our local businesses, recognize small business success in our community, promote all our businesses to the community, encourage people to shop local and to showcase areas to encourage people to explore all our region has to offer. Last year was by invite only and it was a huge success, with us filling the venue to capacity! This year we want to open it to the public! As we are a non-profit society, we would like to request donation from the MD of Greenview to cover the rental of the Greenview Regional Multiples gym area for this year's event to be hosted on October 19th.

Research supports our belief that being connected to the community is a building block towards a robust future. Connection with our community enables local businesses to market themselves as leaders in business and helps to encourage new businesses to settle in the area.

We look forward to continuing the discussion and providing support where possible.

Sincerely,

Jessica Hadfield
President
Valleyview and District Chamber of Commerce



REQUEST FOR DECISION

SUBJECT:	Grande Spirit Foundation – Harvest Dine & Dance Sponsorship		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL/LD
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8004 – Greenview Sponsorships & Donations

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$750.00, and up to a value of \$500.00 of in-kind donations to the Grande Spirit Foundation for the Annual Harvest Dine & Dance fundraising event, to be held on October 28, 2023, in Grande Prairie, Alberta, with funds to come from the Community Services Grants and Sponsorship budget.

BACKGROUND/PROPOSAL:

The Harvest Dine & Dance is an annual fundraiser hosted by the Friends of the Grande Spirit Foundation. This year's event is scheduled to be hosted on October 28, 2023, at the Pomeroy Hotel and Conference Centre, in Grande Prairie, Alberta.

The Friends of the Foundation's mission is to improve the quality of life for seniors within the region who are living in a senior's lodge or apartment. The funds raised allow the foundation to purchase items that are not within the day-to-day operations, and that improve the well-being of the residents. Some of the items purchased in the past have been outdoor furniture, exercise equipment, or updated electronics and furniture within the lodges or apartments.

The organization has requested a \$750.00 Corporate Table Sponsorship, which includes eight (8) dinner tickets, along with signage and advertising. Administration is also recommending an in-kind donation of up to \$500.00 for the silent and live auction portion of the event. Alternatively, individual tickets for the event can be purchased for \$80.00 per ticket.

Greenview has historically donated to or supported the Grande Spirit Foundation in different aspects for the operation of facilities and support of fundraising events through sponsorships and donations.

The Community Services Grants and Sponsorship budget is approximately \$82,019.49.

BENEFITS OF THE RECOMMENDED ACTION:

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to recommend a different sponsorship amount or take no action in the recommended motion.

Alternative #2: Council has the alternative to purchase individual tickets for the event, as they see fit.

Alternative #3: Council has the alternative to support the event in a different capacity. i.e. Promoting the event on Greenview website and social media pages.

FINANCIAL IMPLICATION:

Direct Costs: \$750 sponsorship and up to \$500 in-kind donation

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise Grande Spirit Foundation following Council's decision.

ATTACHMENT(S):

- Grande Spirit Sponsorship Application

- Grande Spirit Foundation Invitation Letter
- Harvest Dine & Dance Poster
- Event Donation Request & Ticket Form

Greenview Sponsorship and Donation Request Form

Row 85

Organization or Person Requesting Funds	Grande Spirit Foundation
Date of Application	09/25/23
Form Date Field	165
Date of Event	10/28/23
Phone Number	780-532-2905 ext155
Purpose of Organization	pmcgregor@grandespirit.org
Mailing Address	9505-102 Avenue, Grande Prairie, AB T8V 7G9
Funding Request Total	
Type of sponsorship request	Event Gifts-in-kind (i.e. silent auction items) Table
Describe your organization	Grande Spirit Foundation is a registered charity. The Grande Spirit Foundation provides reasonably priced housing, quality care and dignity to seniors and families in 11 municipalities in the Grande Prairie area.
Intended Purpose	We are requesting funds for our annual Harvest Dine and Dance. The money will purchase requested items for our seniors that improve their quality of life. These items are not included in regular operational budgets.
Direct Goals	The Harvest Dine and Dance is one of two annual fundraisers that contribute all net proceeds to the Friends of the Foundation whom organizes the purchasing of the senior requested wish list of items.
Where/When?	Harvest Dine and Dance October 28, 2023 at 5:00 pm Pomeroy Hotel and Conference Centre Grande Prairie, AB
Benefit to residents of Greenview	These funds purchase items for our seniors in the MD of Greenview to increase their quality of life. The funds supply such items as flowers, games, updated electronics in common areas, outdoor gliders and benches etc... Seniors that reside within the MD of Greenview can request items that they value and believe would enhance their quality of living. Some of the requested wish

list items are also utilized by friends and family members of our residents which furthers the reach in the municipality.

Funding from others	Many other organizations as well as the other 11 municipalities with in Grande Spirit Foundation's stewardship have been asked if they are interested in any of the following sponsorship options: 1. to purchase tickets or a corporate table for the event 2. to supply a silent or live auction item 3. to supply funds to assist with event expenses
----------------------------	---

Recognition	Corporate Table sponsors receive signage at the event. All auction items state which organization has donated the item. Large event sponsors will be recognized in the event's program. Some donators will receive Facebook recognition.
--------------------	--

Previous Donation	I am unaware if the MD of Greenview contributed to this event in the past 2 years.
--------------------------	--

Grant Funds Received from other sources?	
---	--

Have you performed any other fundraising projects?	
---	--

Agreement	
------------------	--

Grant Purpose	
----------------------	--

Year Grant Received	
----------------------------	--

Amount of Grant	
------------------------	--

List the donaee, purpose and amount	
--	--

What type of fundraising & how much did you raise?	
---	--

Signature	
------------------	--

Date	
-------------	--

Financial Statement	
----------------------------	--

Administration Recommendations	
---------------------------------------	--

Email	
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Column41	
-----------------	--

MD Logo

Email Comm.

Column44

**List for
Recognition**

Contact Name(s) Paula McGregor

Column47

Logo Permission

**Agreement with
Statement** Paula McGregor

Signature1 Paula McGregor

FOIP Disclosure

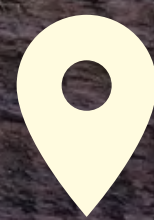


Harvest Dine & Dance

Delicious Buffet Dinner
Live & Silent Auction
Live Entertainment By Night Ryders
\$80 Per Person / \$750 Corporate Table



OCTOBER 28, 2023
DOORS OPEN @ 5 PM
DINNER SERVED @ 6 PM



**Pomeroy Hotel &
Conference Centre**

**FOR MORE INFORMATION AND TICKETS
OR TO MAKE A DONATION CONTACT:**



780-978-3310 OR
780-532-2905 EXT 155



wdoucet@hotmail.ca
pmcgregor@grandespirit.org

**FOR ONLINE TICKET PURCHASING
LINK [HTTPS://BIT.LY/3ST8JVV](https://bit.ly/3st8jvw)**



Grande Spirit Foundation

"Providing Affordable Housing to Seniors and Families"

September 20, 2023

The Friends of the Grande Spirit Foundation are hosting their annual Harvest Dine & Dance fundraising event on October 28, 2023. We would like to invite you to participate in the fundraiser, which will be held at the Pomeroy Hotel and Conference Centre in Grande Prairie, AB. Doors will open at 5:00 pm. Dinner will be served at 6:00 pm and will be followed by a live & silent auction as well as a dance will be held with live music by Night Ryders.

The Friends of the Foundation's mission is to purchase items that improve the quality of life for our senior residents. Through fundraisers, such as this dinner, we are able to raise money for our seniors' lodges and apartments that are not accounted for in the day-to-day operations. In the past some of the items purchased include outdoor glider swings, exercise equipment, fun activities, updated furniture and TVs for common areas, a new bus and more...with much more left to do.

Here's how you can help:

1. Please mark your calendar now and plan to attend the fundraiser on October 28th. We encourage you to bring a friend or colleague and your checkbook! Corporate tables are \$750 which includes 8 dinner tickets, 2 bottles of wine, signage and advertising, or individual tickets are available at \$80 each.
2. Please consider contributing an item to the silent auction. All donations are greatly appreciated. Your donation can be a gift certificate to your business, merchandise or services.
3. You may prefer to provide a direct donation to the Friends of the Foundation.

We will gladly pick up your donation, or it can be dropped off at the address listed below. Please fill out the attached Donation & Ticket Request Form and return it to pmcgregor@grandespirit.org. We must receive all donations and ticket requests by Friday, October 20th.

We very much appreciate any support that your organization can provide. If you have any questions or would like to purchase tickets, please contact me at 780-978-3310 or wdoucet@hotmail.ca

On behalf of the Friends of the Foundation,

Wendy Doucet
Friends of the Foundation Coordinator



Grande Spirit Foundation

"Providing Affordable Housing to Seniors and Families"

Silent & Live Auction Item Donation

Donor Representatives Name: _____

Donor Company Name: _____

Address: _____

Email: _____

Phone Number: _____

Description of item or service being donated:

Approximate Retail Value: _____

To Purchase Tickets for The Event

- Return this form to pmcgregor@grandespirit.org
or
- Visit <https://bit.ly/3sT8jVw> to purchase tickets online

_____ Individual tickets \$80.00/ticket

_____ Corporate Table \$750.00/table (incl 8 tickets & 2 bottles of wine on the table and sponsorship signage)

☐ I would like my company to be invoiced for the tickets (is the contact information the same as above?)

☐ I will pay by e-transfer to accounting@grandespirit.org

Thank you for your support!
Please return this form by Friday, October 20th



REQUEST FOR DECISION

SUBJECT: **Louis Delorme Memorial Committee Drive in Movie Sponsorship request**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: October 10, 2023 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: MH
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8004- Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship to the Louis Delorme Memorial Committee in the amount of \$2500.00, for 1st Annual Drive-in Movie on October 13th, 2023, in Grande Cache, with funds to come from the Community Services Grants and Sponsorships Budget.

BACKGROUND/PROPOSAL:

The Louis Delorme Memorial Committee is a non-profit organization that supports the youth of Grande Cache and the surrounding Cooperatives and Enterprises. Their mission is to support youth and their desires to participate in organized sports, music, art, and cultural activities.

This year the LDMC has expanded its efforts to support community-based events that build relationships among the community members, organizations, and businesses. They are hosting the 1st annual Drive-in Movie experience on Friday, October 13, 2023. The organization is seeking sponsors for the event to cover the cost of bringing the 30-foot outdoor movie screen and radio transmitter to host the event. All proceeds from the event will benefit youth in sports in the community.

The balance of the Community Services Miscellaneous Grants Budget is approximately \$80,077.60.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting fundraising efforts for a local organization.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

Alternative #2: Council has the alternative to support the event in a different capacity. i.e., in-kind donations, purchasing of tickets for the event or promoting the event through the Greenview website and social media pages.

FINANCIAL IMPLICATION:

Direct Costs: \$2,500.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Louis Delorme Memorial Committee of Council's decision.

ATTACHMENT(S):

- Sponsorship Application
- Letter of request for Sponsorship

Fr: Louis Delorme Memorial Committee

Grande Cache, AB

Box 266

T0E 0Y0

Dear madam/sir

The Louis Delorme Memorial Committee is a non-profit organization that supports the youth of Grande Cache, AB and its surrounding Cooperatives and Enterprises. Our mission is to support youth and their desires to participate in organized sports, music, art and cultural activities.

This year the LDMC has expanded its efforts to support community-based events that build relationships among our community members, organizations, and businesses. We are hosting the 1st Annual Drive In movie experience Friday October 13, 2023. We are seeking sponsors for the event to cover the costs of bringing the 30 foot outdoor movie screen, and radio transmitter to host the event. All proceeds from the event will benefit youth in sport in our community. Q

We thank you for your time and consideration. We look forward to hearing from you.

Sincerely,

Louis Delorme Memorial Committee

Katee Couture

780 827 8774

Sonia Delorme-Paquette

780 728 4362

Greenview Sponsorship and Donation Request Form

Row 86

Organization or Person Requesting Funds	Louis Delorme Memorial Committee
Date of Application	10/02/23
Form Date Field	166
Date of Event	10/13/23
Phone Number	780-782-4362
Purpose of Organization	Ldrecmem@outlook.com
Mailing Address	Box 266 Grande Cache, AB T0E 0Y0
Funding Request Total	\$2,500.00
Type of sponsorship request	Event
Describe your organization	Non-profit Our organization supports all local youth in the Grande Cache area in regards to sports , education, & Culture
Intended Purpose	To offset the costs for the equipment required for the community family Drive In Movie night.
Direct Goals	To have a safe a Friday 13th Bring the community together that has not experienced a Drive In Movie
Where/When?	Grande Cache Ball Diamonds
Benefit to residents of Greenview	Drive In Movie Theatres use to be around for years We would like the community, especially those that have never experienced a Drive In Movie to have that opportunity And being there is no movie theatres in close proximity to Grande Cache, it will be a great experience for the whole community to enjoy
Funding from others	We have sent sponsorship letter to other organizations and companies Waiting on reply
Recognition	Md of Greenview sign to hang at the entrance of the event
Previous Donation	Not that we are aware of

**Grant Funds
Received from
other sources?**

**Have you
performed any
other fundraising
projects?**

Agreement

Grant Purpose

**Year Grant
Received**

Amount of Grant

**List the donatee,
purpose and
amount**

**What type of
fundraising & how
much did you
raise?**

Signature

Date

**Financial
Statement**

**Administration
Recommendations**

Email

Column41

MD Logo

Email Comm.

Column44

**List for
Recognition**

Contact Name(s) Sonia Paquette

Column47

Logo Permission

**Agreement with
Statement**

Signature1 Sonia Paquette

FOIP Disclosure



REQUEST FOR DECISION

SUBJECT:	Peace Area Riding for the Disabled Society (PARDS) Sponsorship		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 10, 2023	CAO: SW	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LD
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8004- Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship to the Peace Area Riding for the Disabled Society (PARDS) in the amount of \$1,000.00, and an In-Kind Donation of value up to \$500.00, for PARDS 25th Annual Dine & Dance on November 4, 2023, at the Five Mile Hall in the County of Grande Prairie, with funds to come from the Community Services Grants and Sponsorships Budget.

BACKGROUND/PROPOSAL:

The Peace Area Riding for the Disabled Society (PARDS) is hosting their 25th Annual Dine & Dance, which is scheduled to take place on Saturday, November 4, 2023, at the Five Mile Hall in the County of Grande Prairie. The PARDS Dine & Dance is an annual fundraising event that includes a dinner, silent auction, raffles, and live entertainment. Funds raised at this event go directly to the therapeutic programs at PARDS.

PARDS is a non-profit organization in the County of Grande Prairie that has provided therapeutic and inclusive equine and animal-assisted programs to people living with physical, cognitive, social, and behavioural challenges in the Peace Region since 1984.

PARDS has requested a \$5,000.00 “Hearts, Hooves & Courage” sponsorship for the event. This opportunity would include four (4) tickets to the event, Greenview’s logo and a message in the program and social media recognition. There are several sponsorship levels for the Dine & Dance event ranging from Gifts-In-Kind up to \$10,000.00 as outlined in the attached event sponsorship form.

Administration is recommending the “Great “Neigh”bour Sponsor” valued at \$1,000.00. This sponsorship includes recognition in the program. Administration is also recommending an in-kind donation of up to \$500.00 for event auctions or raffle prizes. This recommendation is aligned with the 2022 donation and sponsorship level provided by Council.

Greenview has also provided PARDS with grants in past, with the most recent being the 2023 operational grant in the amount of \$10,000.00, in support of this unique therapeutic service program for individuals with disabilities within our region.

The balance of the Community Services Miscellaneous Grants Budget is approximately \$82,577.60.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting fundraising efforts for regional programs that can be utilized by residents within the Peace Region.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

Alternative #2: Council has the alternative to support the event in a different capacity. i.e., in-kind donations, purchasing of tickets for the event or promoting the event through the Greenview website and social media pages.

FINANCIAL IMPLICATION:

Direct Costs: \$1,500.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Peace Area Riding for the Disabled Society (PARDS) of Council's decision.

ATTACHMENT(S):

- Sponsorship Application
- 2023 Dine & Dance Invite
- Dine & Dance Sponsorship Form

Greenview Sponsorship and Donation Request Form

Row 78

Organization or Person Requesting Funds	PEACE AREA RIDING FOR THE DISABLED SOCIETY
Date of Application	09/13/23
Form Date Field	164
Date of Event	11/04/23
Phone Number	7808306143
Purpose of Organization	community@pards.ca
Mailing Address	710009 Range Rd 55 County of Grande Prairie No. 1, AB T8W5A7
Funding Request Total	5000
Type of sponsorship request	Event
Describe your organization	<p>PARDS is a community leader focusing on unique and specific therapies for people living with a disability or challenge, whether physical, cognitive, social or behavioral. We are a champion in the community believing all individuals have the right to independence and self-confidence as well as access to quality supports and services to assist them in achieving those. We also believe that the community is strengthened by developing and providing services that enhance the lives of all individuals. PARDS has a membership of over 650 children and adults of all abilities who benefit from the vital, life enhancing programs offered at PARDS. Many riders engage with us outside of their lessons by volunteering at our facility, helping us with events or fundraising opportunities and being spokespersons for the benefits of therapeutic riding. All of these points of engagement promote a strong, inclusive and supportive</p>
Intended Purpose	All funds raised during this event will be used to support the PARDS programs and riders.
Direct Goals	<p>Our annual Dine & Dance is our major fundraiser each year and the focus is to create a fun, relaxed environment engaging the community and our supporters. There will be a Champagne Reception, a fabulous dinner followed by a silent auction, live auction, raffles and keeping up your heels to TJ Rukus. We will</p>

announce our "Rider of the Year" and our "Volunteer of the Year!"
The goal is to maximize revenue and minimize expenses. As
mentioned all proceeds go directly to our programs.

Where/When?	Five Mile Hall November 5, 2023 @ 5:00 pm
Benefit to residents of Greenview	We provide a valuable service to our community through therapeutic and inclusive equine and animal assisted programs. All of our programs are offered with the objective of positively impacting the quality of life for our riders.
Funding from others	We have requested funding from the City of Grande Prairie and the County of Grande Prairie in the amount of \$5,000. each.
Recognition	Hearts, Hooves & Courage Sponsorship includes 4 tickets to the event, logo and message in the program and social media recognition.
Previous Donation	the MD of Greenview provide a silent auction item in 2022 valued at \$500. Recognition was listed in the program, and during the silent auction item. The MD also support the 2022 Dine & Dance with a Great "Neigh"bour Sponsorship valued at \$1,000. Recognition was name in the event program.
Grant Funds Received from other sources?	
Have you performed any other fundraising projects?	
Agreement	
Grant Purpose	
Year Grant Received	
Amount of Grant	
List the donae, purpose and amount	
What type of fundraising & how much did you raise?	
Signature	
Date	
Financial Statement	

**Administration
Recommendations**

Email

Column41

MD Logo

Email Comm.

Column44

**List for
Recognition**

Contact Name(s) Shirley McDonald

Column47

Logo Permission

**Agreement with
Statement**

Signature1 Shirley McDonald

FOIP Disclosure

HAMMERHEAD ENERGY

proudly presents

*An
invitation
for you*

Dream a Little Dream

2023 DINE & DANCE

Saturday, November 4th
Doors open at 5:30pm
Five Mile Hall

Live entertainment by
TJRuckus
An evening of fun and
fellowship
Champagne Greeting
Scrumptious Dinner
Ring Box Raffle
Live & Silent Auctions
Dancing
and LOTS more!!!

supporting



PARDS
THERAPEUTIC CENTRE
pards.ca

¹²³ Tickets: \$125 each



2022 Dine & Dance Sponsorship Form

November 4, 2023

☐ **Mane Event Sponsor \$10,000 - FULLFILLED**

Sponsorship includes one table of 10, prominent logo and message in program, option to bring greeting and address attendees and banner or signage at the event (sponsor to supply), social media recognition

☐ **Hearts, Hooves & Courage Sponsor \$5,000 - Five Opportunities**

Sponsorship includes 4 tickets to the event, logo & message in program, social media recognition

☐ **Horseshoe Sponsor \$3,000 - Ten Opportunities**

Sponsorship includes 4 tickets to the event, logo in program, social media recognition

☐ **Entertainment Sponsor \$2,500 - Two Opportunities ONE SPOT REMAINING**

Sponsorship includes 4 tickets to the event, logo in program and on the stage

☐ **Champagne Greeting Sponsor \$2,000 - One Opportunity - FULLFILLED**

Sponsorship includes 2 tickets to the event, logo in program and on greeting table

☐ **Midnight Supper Sponsor \$2,000 - One Opportunity**

Sponsorship includes 2 tickets to the event, logo in program and on greeting table

☐ **Table Sponsor \$2,000 - Ten Opportunities**

Sponsorship includes table of 10, logo displayed on table

☐ **Great "Neigh"bour Sponsor \$1,000 - Unlimited Opportunities**

Sponsorship includes name in program

☐ **Gift in Kind**

Amount of Gift \$ _____ Item (i.e. Ring) _____

Recognition of live/silent/raffle item on item, live auction & raffle items included in program

Sponsor name: _____ (for recognition purposes)

Billing name: _____ (for invoicing & charitable tax receipt)

Address: _____ City _____ PC _____

Email _____ (to send invoice/charitable tax receipt)

Phone # _____

Payment options:

☐ Bill CC # _____ Exp _____ CCV _____

Name on card _____

☐ Invoice—Cheques made **payable** to PARDS

☐ E-transfer to Volunteer@pards.ca with Note: 2023 -Dine & Dance Sponsorship. Password PARDS1984

Authorized Signature _____ Date _____

Name (please print) _____

Thank you for your generous support of PARDS riders!



MUNICIPAL DISTRICT OF GREENVIEW

Manager's Report

Department: CAO Services

Submitted by: Stacey Wabick, CAO

Date: 10/10/2023

Chief Administration Officer, Stacey Wabick

It is that time of year when next years' budget and beyond begins to become an increasing focal point. In 2023 Council and Administration worked together to successfully curb spending in the operational budget and strategically stagger upcoming capital projects. As the 2024 budget slowly comes into focus, this has once again been the approach. For the most part, departments have completed the first phase of budgeting and are now beginning to be reviewed from an organizational perspective.

September also brought an increased awareness of a potential housing shortage in Grande Cache and as the month progressed this became more of a realization when Administration was asked to investigate potential solutions to accommodate temporary housing. This has set the stage to complete more of a deep dive into this situation and will be worked on in the coming months.

A number of external meetings took place over September including, with community members in DeBolt and Ridgevalley during the Area Structure Plan discussions, Greenviews core safety audit, Northern Petro Chemical and the Ministries of Alberta Transportation and Indigenous Relations. Internally, meetings took place to discuss how to better coordinate large scale emergency response, discuss fire fleet needs, an all-managers meeting and a look on how Greenview is meeting its strategic plan. Aside from these meetings CAO Services was also a part of two Greenview events when we held our annual Clay Shoot with proceeds supporting local food banks and our second annual Truth and Reconciliation Day where as an organization we gather for a morning to educate ourselves on the past and paths forward.

The Greenview Industrial Gateway continues to forge ahead in building awareness as to the benefits to large, green businesses if they set up shop. Previously Greenview completed a Biomass availability report

which has now garnered some attention and we are fielding calls from potential businesses. In addition to this, Greenview has taken the lead in gaining better clarity of rail capacity in the region, which will have an impact on not only the Greenview Industrial Gateway, but region, in getting commodities to market. This impacts all raw resources from grain and lumber to natural gas, and other fuels to be exported. Speaking of the region, it was also front and centre when Greenview participated in an event in Calgary to showcase Northwestern Alberta with our partners in the County of Grande Prairie and City of Grande Prairie. Attendees included potential investors, ministers and international trade.

As September came to a close Administration continued to capitalize on the nice weather and remain fully engaged in the field to complete as many tasks as possible before the cold weather sets in. It's coming!



Manager's Report

Department: Infrastructure & Engineering

Submitted by: Roger Autio, Director

Date: 10/10/2023

Director Infrastructure & Engineering – Roger Autio

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

- **Governance**
 - Meeting with ratepayers over concerns of ditching, spring flooding and ability to access their land. Administration was able to come to an agreement to do some extra roadside brushing, have the area flown for Lidar (ground elevation) and if feasible, to assist in controlling the roadside right-of-way water.
 - Part 1 of possible 4 payments have been received from the 2020 Flooding DRP program. The first part Administration applied for was \$97,120.60 but the final approved payment was \$69,368.50. The reduction was due to the way Greenview purchases Culverts, response times and the fact that DRP does not fund the whole financial ask.
 - The water well on the Muskeeg Seepee Cooperative land is in process. Successfully have about 16 gallons/min of flow but still a bit sandy and working on ways to clear the water.
 - The holding tank, pad and driveway have been installed for the Nose Creek Jug Fill Station.

Construction & Engineering Manager – Leah Thompson

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

- **Governance**
 - Thompson Construction Group has completed all deficiencies and finalized the project as per the contract with minor penalties and discrepancies. Working with a consultant to have final release completed.

- Fencing through Township Roads 714, 720 and 722 is complete. Ditching is in progress to ensure positive drainage to Hwy 49 and throughout. Additional crew if available will start to install approach culverts to speed up the process.
- The team is working on the reclamation of the fire guards that were put in place with landowners. This work is approx. 95% complete, weather has slowed the completion of the work.
- The preconstruction meeting for the RV Dumping Station was held and contractor started onsite Monday September 18th. Contractor did start after the completion date of the project therefore, in penalties before making it to the site.
- Final Completion for Township Road 692 has been completed. All deficiencies have been rectified and off-site. Reviewing final submissions for payment in progress.
- Grovedale Lagoon Decommissioning is completed with all minor deficiencies completed.
- Line painting, crack sealing and spray patch contract is complete.
- All residential and/or industrial approaches have been completed to date in relation to the applications received.
- Road repair for Township Road 683 is in progress, geo investigation to be completed either Friday September 29th or Saturday September 30th to determine the depth of poor material.
- BF77244 is in the final stages of deficiencies to be completed.
- Residential [REDACTED] road is in progress, gravel being laid September 27th final grades and ditching is in progress.

Operations Manager – Josh Freisen

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

- **Governance**

- Letters were sent to driveway snowplow agreement holders notifying of changes to Policy 4020 Snowplowing of Rural Residential Driveways
- Surface Material Exploration (SME) requests were submitted for gravel exploration at 2 locations west of the Forestry Trunk Road.
- Gravel crushing was completed at the Pinto South Pit west of Grovedale on September 14. Final survey indicates approximately 120,000 tonnes of gravel crushed.
- Gravel crushing began at the Westview Gravel Pit on the Forestry Trunk Road on September 25. Contracted amount to be crushed is 100,000 tonnes.

- **Culture, Social & Emergency Services**

- Operations staff in Grande Cache participated in the Touch-a-Truck event where local young people had the opportunity to see trucks and heavy equipment up close.
- Attended annual clay shoot event

Operations East

- The first cut for the 2023 roadside ditch mowing has been completed in all rural areas except on the Forestry Trunk Road. Two crews are working on this area to facilitate timely completion.
- Crews have removed tree debris from the inlet of a bridge file culvert at TWP RD 691 east of RGE RD 194 in the Sweathouse area to prevent water back-up.
- A ½ mile of brushing and mulching has been completed back to the property line at TWP RD 713 east of RGE RD 233A northwest of Valleyview.
- 6 failed culverts have been replaced after being inspected and found to be at their end-of-life: 2 in Valleyview North, 1 in Valleyview South, and 3 in the Little Smoky area.
- 1 new approach culvert has been installed at RGE RD 212 north of 725A in the New Fish Creek area as the old approach had no existing culvert. Another culvert has been added to the Old High Prairie Road NE of TWP RD 734 for added drainage at a low spot in the ditch to help accommodate drainage at a slide area. Additional ditching was also completed here to ensure water flows to established drainage paths.
- 4 beaver dams have been removed at potential flood points: 1 from in front of a culvert at RGE RD 210 north of TWP RD 734 in the New Fish Creek area; 1 from inside a culvert on TWP RD 720 east of Old High Prairie Road in Valleyview North; 1 from the end of a culvert at RGE RD 270 east of TWP RD 705a in the Sunset House area, and 1 from the front of a culvert on TWP RD 692 west of RGE RD 233 in Valleyview South.
- 15 signs have been replaced. 8 checkerboards, 1 right curve, 2 no exits, and 2 intersection signs in the New Fish Creek area; 1 no exit and 1 checkerboard in the Valleyview area.

Operations Central

- The gravel haul from the River Top Pit (Airth Pit) to the Puskwaskau Hall yard north of DeBolt for stockpiling 50,000 tonnes of gravel is nearing completion. This will deplete Greenview's gravel inventory at the Airth Pit, as the agreement pertaining to this site ends at the end of 2023.
- In preparation for hauling gravel, site prep was completed at Puskwaskau Hall.
- Crews in Operations Central have completed ditching and pothole repairs at KM 58 on the Forestry Trunk Road.
- 13 culverts have been installed: 5 on RGE RD 11 in the DeBolt area to improve waterflow, 1 undersized culvert was upgraded on TWP RD 714 west of the Forestry Trunk Road where there has been previous water back-up, and 7 culverts were upgraded due to age in the DeBolt area.

Operations West

- Ditching and drainage work has been completed on TWP RD 693 east of RGE RD 71.
- Crews completed regravelling on RGE RD 63 north of TWP RD 700 in the Grovedale area due to deteriorating road conditions.
- Late dust control was applied to TWP RD 692 west of HWY 666 (paid for by industry) as the construction of TWP RD 692 was completed recently.
- Road repairs were completed on a soft spot on RGE RD 83 south of HWY 666 and RGE RD 71 south of HWY 666.
- 2 approach culverts have been installed east of RGE RD 71 on TWP RD 693 in Operations West.
- 4 signs have been installed, including speed signs and a cul-de-sac in Grovedale.

- Greenview Operators worked with Environmental Services to haul a few loads of gravel to both transfer sites in the Grovedale area.

Operations South

- 4 Soft spots have been repaired on the Forestry Truck Road between KM 116 and KM 117.
- Operations South crews completed prep work on the gravel base and approaches into the new Operations South salt/sand shed.
- Operations South crews exposed gas lines at 2 locations in the Grande Cache Operations Yard to disconnect the gas service to the old sand shed and to expose the service line to run new service to the AG Services building in the Operations Yard.
- A 3rd crosswalk light was installed at the intersection of Shand Avenue and Highway 40 in the Hamlet of Grande Cache. This has been requested by Alberta Transportation as part of bringing the crosswalk into compliance with highway pedestrian crossing standards.

Fleet Services

- Mechanics are outfitting recently delivered vehicles.
- As new vehicles are delivered, a new AVL provider (Geotab) is being utilized with reduced subscription rates and improved reporting features.
- Due to a staff shortage in 2 of the Operations Shop locations there has been an increased reliance on contract repairs.

Road Requests Received - 12	Operations East	Operations West	Operations Central	Operations South
Community Halls, Cemeteries, Arenas, etc....	1			
Dust Control	1			
Ditching & Drainage	1			
Road Conditions	6		1	
Roadside Mowing	2			
TOTAL	11		1	

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	32
Grovedale Shop	37
Valleyview Shop	102
TOTAL	171

RoaData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Services
TOTALS	29	435	32	0
RoaData-Municipal Loads		Single Trip Loads	Multiple Legal Trip Loads	
TOTALS		475	0	
Grand Total-Approval Requests/Municipal Loads		971		

Road Use Agreements	
New Road Use Agreements	1
Total Road Use Agreements	930

Log Haul Route Requests		
Received	Approved with Conditions	Pending
0	0	0

Facilities Maintenance Manager – 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	116	Items added to Maintenance Backlog	123
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- **Governance**

- The facility maintenance team prepared grounds for the annual Clay shoot and then tore down after the event.

- **Economy**

- The new sand shed was completed in the month. The major activities completed in the month include completing of the electrical and sign-off by the inspector, seal coating of the cement walls, groundwork around the building for drainage and paving of the interior and approaches.
- Completed the demolition of the old salt storage and dog pond in the Grande Cache operations yard in preparation for the new building next year. The ground has been leveled and packed for the winter.
- With fall in the air the Facility Maintenance team has started their annual preventive maintenance inspection of all furnaces and heaters. With over 270 units to be inspected and serviced this inspection takes approximately 2 months to complete. Each unit is cleaned, lubricated, thoroughly inspected, and then test fired. These inspections take on average 1 to 3 hours to complete.
- To construct the new sand shed the gas line had to be removed from the Agricultural Services building in Grande Cache. The line was capped early in the spring and retrenched in and hooked up in September.
- September is the scheduled month to conduct the annual inspection and recertification of the fire extinguishers in the Grande Cache area. In this year's focus 196 extinguishers were recertified.
- We have replaced the flooring in both the South Wapiti and Grovedale transfer station attendant offices.
- Facilities is working with Community Services with the installation of Community bulletin boards at both New Fish Creek and Sweathouse Community Halls. Using a local contractor and installing the boards ourselves we have been able to save over \$15,000 per board over the ones previously installed.

- The Team has completed the process of changing all the large municipality maps in the larger buildings to the newest version of the map.
- Annual generator service and load testing started in the month and will be complete in October. This is the major service with the complete engine service and 2-hour generator load test.
- Facilities is taking care of a couple of projects for Economic Development which wrapped up in the month. We have installed a new metal clad roof on the Muskeg Ranger station at the bird eye park in Grande Cache. We have also in the same park add roofs over the murals in the park.

Environmental Services, Manager – 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 Grande Cache clarifier was drained and cleaned.
 - Valve exercising is completed in Grande Cache, and a deficiency list has been created.
 - Contractors conducted a full cleaning of the bar screening and benching at the wastewater plant in Grande Cache. Flows were diverted to ensure our Prime Contractor Alpha, could obtain the needed measurements.
 - Freon removal from fridges has been completed at all transfer sites.
 - Completed annual water quality sampling on wells for Goodwin, Grovedale old water point, Sandy Bay, Puskwaskau, New Fish Creek, and South Wapiti.
 - In Grande Cache, two curb stop replacements were completed, both located on Hoppe Ave.
 - Completed meter inspections in Grande Cache, resulting in three callbacks from notices sent out.
 - Drained Equalization Tanks in Grande Cache, a process not previously undertaken. This will now be done monthly to facilitate maintenance.
 - Initiated maintenance on UF1 (Ultrafiltration train 1) in Grande Cache.
 - Relocated four 4-yard bins from Grande Cache to Valleyview for temporary use at Sandy Bay due to ongoing bear issues resulting from a recent wildfire.
 - Ordered scale calibration for the Grande Cache Landfill Scale.
 - Ridgevalley Lagoon land purchase agreed upon with landowner, survey underway.
 - Replaced cracked hydrant barrel in Grande Cache.
 - Investigated a small leak around the Clarifier in the water plant where Aluminum Clarifier meets the concrete slab with a thin membrane in between. No leak was found.
 - Delivered current updated Occupational Health & Safety (O.H. & S.) manuals to all transfer stations for improved safety compliance.
 - Advertising the closure of the Grande Cache Sani dump on October 10 for public awareness.
 - The Grande Cache Splash Park is now closed for the season.
 - Currently conducting meter inspections, making necessary changes and repairs, and proactively notifying residents through letters and door knockers for inspection appointments.

- Currently reviewing the renewal of the Little Smoky water plant approval from the Environment department.
 - Requesting quotes and gathering information on concrete and wood shredding services for transfer sites and landfills.
 - Advertising the renewal of approval for the Grande Cache Wastewater Plant. Note that additional training will be required for staff once the new plant is operational, necessitating a level 3 wastewater treatment certification.
 - Completed earthworks for the bioreactors at the Grande Cache sewer plant, including the installation of glycol lines and pouring a 50mm mud slab.
 - Completed semi-annual hydrant flushing in Grande Cache, Grovedale, Ridgevalley, Debolt, and Valleyview rural lines.
 - Transported cover material to the Grande Cache Landfill for waste disposal.
- **Economy**
 - Tagging of critical assets at the Grande Cache water plant is completed to enhance asset management and tracking.
- **Environment**
 - Coordinating with Ag services and Safety to install safety guards and safety-rated chain and cables to enhance the safety of the Silage compactor/bailer.
 - Coordinating with Ag services to place 40 yd bins at transfer sites for collecting pesticide jugs. Greenview will be listed as a retailer for collection purposes.
- **Culture, Social & Emergency Services**
 - Collaborating with Consultants on Kikino elders lodge in Grande Cache to provide water modeling information.

CAPITAL BUDGET -- DEPARTMENT UPDATE for 2022 and 2023									
Planning is from the conception of an idea to Council/Budget discussions.		Engineering consists of Preliminary, draft, final design and preparing/evaluating tenders.		Tendering consists of advertising the project, completing tender evaluations, thorough overview of budget/project and preparing RFD for Council.		Construction consists of contractor starting on site to project completion.		Final & Warranty consists of all contract representatives on site to walk through the project pointing out deficiencies and monitoring the completed project as per contract.	
CAPITAL APPROVED PROJECTS	COUNCIL APPROVED BUDGET AMOUNT 2023	EST. COST SPENT TO DATE	Percentage of budget spent	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed		QUARTERLY REPORT Q2 2023	NOTES
ROADS									
WW17002 GD Evaporative Lagoon Decommissioning	\$ 2,162,216.00	\$ 296,784.00	14%	Environment	Associated Engineering	Warranty	100%	\$ 180,908.67	Construction Tender posting on APC February 27 closing on March 27 - Council April 25th - Pre construction meeting scheduled for June 6th. Contractor started onsite on June 15 2023. Cell backfill is complete. Final walk throught with minor deficiencies. Complete
RD20008 Twp 692 - GD Industrial Rd - West of Hwy 666	\$ 350,898.00	\$ 134,923.00	38%	Economy	PME Inc.	Warranty	100%	\$ 134,923.00	Final landscaping, sitch grading, signs and post installations, and seeding in 2023, will be completed in spring/ early summer. Contractor has been onsite now for approx. 3 weeks. Conditional Completion has been completed with deficiencies to be completed within 45 days. Final dates to be completed in July 30 2023. Contractor still onsite, have come back and are questioning the deficienies after the Conditionla Completion Certificate was signed and agreed upon. Meeting onsite July 25th to discuss further with contractor. Final walk through, Completed. Will begin shortly on misc EXTRA items quoted to high during contract
RD22001 FTR Phase 6	\$ 6,201,250.00	\$ 2,619,220.00	42%	Economy	Beairsto & Associates	Warranty	100%	\$ 2,619,220.00	Construction Tender posted on APC January 20 closing February 17 - Council March 14th - Construction in progress. Completed
RD22006 RV Dumping Access	\$ 492,919.00	\$ 43,053.00	9%	Economy	AllNorth Consulting	Construction	46-95%	\$ 43,053.00	Construction Tender posting on APC February 6 closing March 6 - Counil April 25th. Project awarded to Wapiti Gravel, pre construction reschedueld from June 15th waiting on TAS and Eco from Wapiti, Construction start date provided of August 21st. Pre construction still required, contractor has not requested pre con date. Contractor tentative start date is Sept 7, 2023, In progress
RD23002 Block Funding Roads	\$ 1,000,000.00	\$ 76,105.00	8%	Economy	Internal	Construction	46-95%	\$ 76,105.00	Road Request from 2021 to start June/July. Recieved notification that power poles have been moved and crop is off. Boundaries to be staked to do bird sweep to start stripping and brushing.
RD23003 FTR Improvements	\$ 500,000.00		0%	Economy	Internal	Engineering	11-30%	\$ -	Working on details, ordering two (2) washrooms and molloks (garbage cans like the ones at Greenview rec sites)for pullouts,
RD23005 FTR Canfor South	\$ 783,900.00		0%	Economy	Internal	Engineering	11-30%	\$ -	Traffic counts complete, working on details for engineering. Geo being quoted to determine road subgrade to provide the structure requirement. Geo report in progress, Design in progress
PAVING									
PV22001 Rge Rd 251 South	\$ 74,602.00	\$ -	0%	Economy	AllNorth Consulting	Warranty	100%	\$ -	Deficiencies to be completed by June 1, 2023. Deficiencies are complete
PV22002 Twp 701A Overlay	\$ 1,082,099.00	\$ 20,299.00	2%	Economy	AllNorth Consulting	Warranty	100%	\$ -	Deficiencies to be completed by June 1, 2023. Deficiencies are complete
PV22003 RR 230 (defeated)	REMOVED as per Council direction	\$ 11,734.37	removed	Economy	Beairsto & 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	Beairsto & Associates	Warranty	100%	\$ -	Deficiencies to be completed by June 15th, 2023, Completed
PV23004 Twp Rd704 Overlay	\$ 60,000.00	\$ 2,670.17	4%	Economy	WSP	Engineering	11-30%	\$ 2,670.00	Awarded to WSP, Engineering pre construction meeting scheduled for May 26 2023. Design in progress,
BF/DRAINAGE									
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	\$ 11,826.10	26%	Economy	MPA Engineering	Engineering	11-30%	\$ -	STIP Application submitted - Engineering in progress, Engineering Complete, ready for Construction
BF79118 Tributary to Sturgeon Creek	\$ 50,000.00	\$ 10,697.00	21%	Economy	MPA Engineering	Engineering	11-30%	\$ -	STIP Application submitted - Engineering in progress, Engineering Complete Ready for Construction
BF 77244 Tributary to Sweathouse creek	\$ 517,331.00	\$ 396.25	0%	Economy	Green Acres	Warranty	100%	\$ 396.00	Construction completion 2023
BF 76902 Tributary to Clouston Creek	\$ 189,318.00	\$ 7,665.34	4%	Economy	Green Acres	Warranty	100%	\$ 7,665.34	Final landscaping and seeding in 2023, will be completed in spring/ early summer. On site as of May 29th to finalize this project, working on final inspection date, Complete
ENVIRONMENTAL SERVICES									

ES23001 1/2 Ton Replacement A161	\$	60,000.00	\$	-	0%	Economy	Greenview	Final	96-99%	\$	-	Completed
ES23002 1/2 Ton Replacement A197	\$	60,000.00	\$	-	0%	Economy	Greenview	Final	96-99%	\$	-	Completed
ES23003 1/2 Ton Replacement A108	\$	60,000.00	\$	-	0%	Economy	Greenview	Final	96-99%	\$	-	Completed
SOLID WASTE												
SW19004 GC Landfill & Recycling Land Purchase	\$	30,000.00	\$	-	0%	Environment	Alberta enviro Lands	Construction	46-95%	\$	-	Awaiting final agreement from AEP Lawyer. Additional Survey required, some site conflicts.
SW20001 GC Transfer Station Development	\$	100,000.00	\$	-	0%	Environment	Associated Engineering	Engineering	11-30%	\$	-	Engineering/ design/ Tender phase in 2023, Procurement assisting developing RFP.
SW23001 Hook Bin Truck Replacement A201	\$	300,000.00	\$	-	0%	Economy	Greenview	Construction	46-95%	\$	-	Truck expected to be delivered in 2024.
WATER DISTRIBUTION/TREATMENT PLANTS												
WD15002 GD Water Treatment Plant	\$	15,118,940.19	\$	13,190,786.56	87%	Economy	Clarke Builders	Warranty	100%	\$	5,869.00	In 2 year warranty period. Carryover Funds, Deficiencies
WD16004 Landry Heights Water Distribution System	\$	4,834,680.84	\$	4,817,430.84	100%	Governance	GP lawn doctor	Final	96-99%	\$	-	GP lawndocor completing. Complete
WD17002 SCADA Upgrades	\$	314,749.98	\$	162,165.98	52%	Environment	Nason contracting	Final	96-99%	\$	-	Master SCADA project. Panel installed testing complete, project completed.
WD19004 GC Distribution Pumphouse Upgrades	\$	1,879,581.84	\$	732,161.84	39%	Economy	Associated Engineering	Engineering	11-30%	\$	-	Consultant updating scope with work that has been done to issue new tender document. In Budget for 2025
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, Well health status report in coming in April 2024
WD22002 SCADA Upgrades	\$	200,000.00	\$	166,700.00	83%	Environment	Nason Contracting	Final	96-99%	\$	-	Installed and complete, Scada operational at Little smoky water plant. 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%	\$	119,995.00	Received final reports for review and proposed implementation in budget for Council . Discussion and budget coming in November 2023
WD22005 Water & Sewer Extension - Memorial Drive	\$	100,000.00	\$	37,555.26	38%	Environment	AllNorth Engineering	Engineering	11-30%	\$	36,963.00	Engineering Tendered & Awarded late Fall 2022, 90% design completed, looking at water model , options for roadworks and sidewalks, 3 designs for expansion up to campground intersection and just 104st. Additional design for services found in public works yard. Additional geotech Drilling August completed.
WD23006 Nose Creek Water Point	\$	240,000.00	\$	-	0%	Environment	Flowpoint Environmental	Construction	46-95%	\$	-	Project awarded April 25 Council meeting, award letter sent. Misc parts ordered, finalized design, tentative delivery date Sept 20, 2023, got quotes for septic tank installation.
WASTEWATER SYSTEMS												
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%	\$	1,377.00	Consultant 3rd party review report coming , initial finding appear to confirm high groundwater levels and leak confirmation.
WW19002 GC Sewage Treatment Plant	\$	49,136,488.83	\$	4,917,066.59	10%	Environment	Alpha Construction	Construction	46-95%	\$	27,710.00	Base slab pours complete/ forming Clarifier and bioreactor walls, installing weeping tile on North pond/ working with EPA on Draft approval. 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	Warranty	100%	\$	-	Post construction deficiencies to be assessed in spring early summer. Completed Warranty walk through September 19, 2023
WW21001 RV Lagoon Expansion	\$	2,732,000.00	\$	73,552.55	3%	Economy	M2 Engineering	Construction	46-95%	\$	-	Samples taken for reciving stream study and lagoon drain is complete for season, Lagoon Desludging and manhole lining sheduled for beginning of October. April invoice of \$3387.30 + Est.Cost Spent to Date \$70,165.25
OPERATIONS EQUIPMENT												
OP 22001 GC Street Sweeper	\$	365,000.00	\$	379,096.99	104%	Economy	Joe Johnston Equipment	Warranty	100%	\$	379,096.99	Unit Delivered to Grande Cache May 25, 2023
OP23004 1/2 Ton Truck Purchase - Replacement of A127 (3/4 ton)	\$	60,000.00	\$	69,574.75	116%	Economy	Windsor Ford	Warranty	100%	\$	69,574.75	Unit Delivered to Valleyview - June 30, 2023
OP23005 2 ton, Extended Cab Pick Up Truck Replacement of A145 & F22	\$	100,000.00	\$	-	0%	Economy	Windsor Ford	Construction	46-95%	\$	-	Procurement posted closes March 6. Invoice signed, delivery will be late in the year 2023
FACILITIES MAINTENANCE												

FM21008 Security Improvement 4 yr. plan	\$ 242,200.00	\$ 98,975.00	41%	Governance	Apex Security	Construction 46-95%	\$ 6,363.00	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. [REDACTED]. Last camera upgrades installed,finalizing PSB doors and fobs
FM 20013 DeBolt PSB Expansion	\$ 953,200.00	\$ 950,157.00	100%	Governance	South West Construction	Warranty 100%	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. Complete
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. Contractor starting late in the year
FM22008 GC Operations Sand/Salt Building	\$ 1,100,000.00	\$ 568,423.00	52%	Economy		Final 96-99%	Tendered and received 2 bids significantly over our planned budget. Reviewing with council to cancel the bid and more 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. Building complete, just finishing landscaping for drainage
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 bide 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, 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	\$ -	\$ 53,765.00		Governance		Construction 46-95%		Complete
Little Smoky Recycling Bins	\$ -	\$ 26,983.00		Governance		Warranty 100%		Completed mid June



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: Community Services

Submitted by: Michelle Honeyman, Director

Date: 10/10/2023

Director of Community Services, Michelle Honeyman

Economy-Goal 2-Create a diverse economy.

Administration and Asset Management officer met collaboratively with Helix Survey Ltd. to discuss the final draft of the cemetery surveys on all five (5) of the Greenview-owned cemeteries. Once finalized, all survey maps will be registered with Alberta Land Titles and sent to the community groups.

Administration met with each cemetery committee regarding the final survey results. Agricultural Services Manager joined in some meetings to discuss the future of vegetation management plans at the cemeteries.

Administration met with the New Fish Creek Community Association and Cemetery Committee. Discussions were focused on the approved grant funding for the community hall's new roof. Administration is working closely with the committee to get up-to-date quotes and move forward with the project.

Administration met with the Valleyview Ag Societies sub-committee for the new building to get an update and discuss any new developments, funding, or opportunities. Administration will bring this forward during budget discussions.

Governance-Goal 2-Provide quality municipal services.

The CAO has approved the following sponsorships and donations:

Organization Name	Event	CAO Approved
Valleyview Legion Branch 140	Cribbage Tournament	\$450.00 in-kind donation
Grande Cache Correctional Institution	Employee Fundraiser Golf Tournament	\$300.00 in-kind donation

The Greenview Sponsorships and Donations Policy states the “CAO, or designate, has the delegated authority to approve a sponsorship or donation for a single event up to a maximum of \$1,000.00” and it also states, “Administration will provide an update to Council regarding sponsorships and donations approved by the CAO in the monthly manager’s report”.

Governance-Goal 4-Provide good governance.

Administration has met with all community hall and arena groups to discuss the assessment reports and the future plans for administration to work collaboratively with the groups on prioritizing and completing items noted on the assessments.

In collaboration with Tourism and Asset Management, a meeting was held with a representative from the Grande Cache Historical Society. An agreement has been drafted and will meet with them in the coming weeks to review.

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

Administration is continuing to work collaboratively with the Asset Management Officer with Additional Named Insured (ANI) members.

Administration is working collaboratively with the Regional Fire Chief and FCSS Manager on fire inspections and the future of an Emergency Operations Center (EOC) for each Greenview-owned hall. This is planned to be completed in the coming months and will meet with the groups to discuss the reports.

Administration attended a virtual “Creating Connections” Workshop with Co-operatives First. The workshop discussed an overview of co-operatives, their structure, and governance and reviewed case studies from small Alberta towns and how co-operatives have worked to their advantage in their rural communities.

Administration attended the Western Canada Cemetery Association’s Annual Conference in Leduc. The conference provided opportunities to connect with other cemetery owners and operators from across Alberta, Manitoba and Saskatchewan, including various speakers, a tradeshow, and a field trip to the Wilbert Vaults and Evergreen Cemetery.

Agricultural Services Manager, Sheila Kaus

Governance

On September 20th, Administration met with Alberta Emergency Management representatives and members of municipal Agricultural departments from municipalities impacted by wildfires in 2023 for a debrief. Discussion was focused on the experiences of each municipality as to what went well, what may be an opportunity for improvement, and where hurdles were encountered, specific to the Agricultural Services departments. During the fires, over 500,000 cattle were impacted, and this presented significant challenges for producers attempting to relocate their livestock. Administration will keep Council apprised as to the outcomes of this meeting.

Economy

As the control season winds down, the extension and outreach programming provided by the department ramps up. A composting workshop is scheduled for Grande Cache on September 24th, a Tree Workshop in Valleyview for September 28th, and the Landcare Coordinator is working with Holistic Management Canada

to bring the annual conference to Valleyview in 2024. This conference typically attracts between 100-150 participants and will provide economic benefits to Valleyview. The Landcare Coordinator gave a presentation at a Greenview Summer Day Camp called “How to Be a Farmer” to children aged 4-12. This included a presentation on the basics of Agriculture, a mix-and-match game for food products such as flour coming from wheat, and eggs coming from chickens. The event then moved into cookie making and discussions on where on the farm the ingredients for the cookies originated from. Children got to participate in a craft, making farm animals out of buttons to take home.

In 2023, Council approved the Greenview Riparian and Sustainability Supports (GRASS) program. To date, Administration has received three applications and in September, the first of these applications was verified with an on-site inspection.

Administration heard from the supplier of the biocontrol agent for Canada thistle. Unfortunately, the harvest of the thistle stem mining weevils was small, and the company is unable to supply weevils to Greenview in 2023. One year remains on the Canada Food Inspection Agency import permit, and it is hoped the department will be able to source the control agents in 2024.

Problem Wildlife Work Orders

File Status	Beaver- MD	Beaver- Ratepayer	Customer Service	Predation	Totals
In Queue	-	-	-	-	
Open	4	2	0	0	6
Closed	46	23	26	27	122
TOTALS	50	25	26	27	128

Problem Wildlife has been wrapping up problem beaver cases, tearing down the trapping area on the grazing reserve and gearing up for winter predator control. Currently, all but three open beaver work orders have been resolved. In total, 222 problem beavers have been removed and 35 dams have been removed through blasting, complimented by additional dams removed by heavy equipment.

Problem Wildlife has been investigating the continued swine-at-large issue on Youngs Pointe road. The livestock owner has been visited by the Livestock Brand Inspector and Police and had other livestock taken due to horses and livestock being on the road, causing hazards for drivers. The swine were not taken, and the Problem Wildlife Officer will be collaborating with the Livestock Brand Inspector, Police, Fish and Wildlife Officers and Greenview Peace Officers to bring this matter to a conclusion.

On September 6th, a meeting took place between the Problem Wildlife Officer, the Agricultural Services Supervisor, the new Master Contract Inspector (MCI) for Highway 43 South and Highway 49, as well as La Prairie to discuss disposal of roadkill and addressing weed infestations along the highway corridor. Maintaining this relationship is an important component to a set of deliverables for the department related to reducing predation in the eastern portion of Greenview and controlling weed infestations. Administration hopes to report on a successful meeting with an agreement to mitigate the current roadkill disposal site as an attractant to carnivores during the winter months.

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 621 rental days up to September 27th, 2023.

VSI Quarterly Reports and Service Breakdown – 2023

Veterinary Services Incorporated (VSI) encourages livestock producers to access veterinary care and maintain herd health, protecting the economic viability of their livestock operation. Second quarter VSI totals have been received. There was a 23% increase in claims over the second quarter of 2022, bringing the annual increase to 25.38% for the first two quarters. While the increase is significant, the addition of a livestock-specific veterinary practice in proximity to Grovedale is suspected to have resulted in more livestock producers being able to access veterinary services. Prior to the practice opening, VSI totals had been trending down, but this is thought to be related to reduced access for livestock producers.

	# Services	2023	2022	+/- (%)	2021
Total 1st Quarter	80	\$22,540.38	\$17,268.52	+30.01%	\$19,269.77
Total 2nd Quarter	190	\$41,281.84	\$33,563.50		\$33,953.33
Total 3rd Quarter			\$6,361.23		\$ 8,382.80
Total 4th Quarter			\$41,106.15		\$40,995.55
2023 Claims		\$63,732.22	\$98,299.40	+25.38%	\$102,601.45

Preg Checks: 2,934
Semen Testing: 627
C-Sections: 23

Protective Services Manager, Wayne Brown

Culture, Social & Emergency Services

Administration:

Regional Fire Chief was acting Community Services Director from September 6-11.

Main Street Lofts in Grande Cache continues to be a safety issue. Regional Fire Chief will be organising a meeting with Royal Canadian Mounted Police (RCMP) and Greenview Enforcement to discuss and plan going forward. On September 19, RFC met with the Grande Cache RCMP Detachment Commander and STN 33-GC Deputy Fire Chief to discuss significant safety issues related to Main Street Lofts apartments. It was decided that the RFC as a Fire Safety Codes officer would prepare and issue a letter directing all owners and tenants to discontinue use due to safety issues.

Wildfire cost recovery invoices were sent to Forestry on September 5, 2023.

On September 11, the internal committee managing wildfire cost recovery met and agreed that volunteer firefighters would be compensated for assisting with the wildfires as soon as possible. As well a policy will be created for the compensation (hour for hour) of management staff during a State of Local Emergency (SOLE).

Regional Fire Chief met with Alberta Energy Regulator (AER) representatives on September 13, 2023 to discuss and provide input into proposed changes to Directive 71. The amended Directive 71 should be in place by 2025.

Emergency Operation Center (EOC) members met on September 14, 2023, to debrief, review/discuss the EOC layout, and provide input including the roles and responsibilities of section chiefs in the EOC. The Regional Fire Chief (RFC) will utilize the information members provide to fine-tune response protocols and procedures and amend the EOC organizational structure.

On September 19, RFC met with the Grande Cache RCMP Detachment Commander and STN 33-GC Deputy Fire Chief to discuss the current policy of STN 33-GC firefighters being tasked with the removal of deceased individuals as part of the process under the auspicious of the Medical Examiner in coordination with the RCMP. RFC would like to discontinue this service as soon as possible. The RCMP Detachment Commander agreed that the RCMP would find an alternate provider of this service as per the standard practice in other municipalities. RFC stated that STN 33 would provide support during the transition period.

On September 20, RFC, and Greenview Comms (2) attended the Pembina full-scale EOC exercise in Whitecourt, AB to provide feedback and to build a collaborative approach to a significant emergency. The exercise went well, Pembina was receptive to ideas that were presented from attendees.

Regional Fire Chief and FCSS Manager met on September 21, 2023, to discuss and plan the community hall outreach that will provide information regarding the roles and responsibilities of the community leadership team during a significant emergency. The plan will be to convene a meeting with community hall leadership to ensure there is a clear understanding of roles and responsibilities.

On September 25, 2023, RFC acting as a provincial Safety Codes Officer directed that all utilities at Main Street Lofts be disconnected and that all remaining residents cease occupation and operation effective October 6, 2023, on or before 4:00 PM.

The Community Services Coordinator and RFC will visit all community halls to review and conduct fire inspections on September 27, 2023.

Emergency Response Call Volumes:

Regular Emergency Incidents

August 28 – September 26, 2023

	STN 31	STN 32	STN 33	FCFD	VVFD
Emergency Response	3	7	9	4	8
Medical Co-Response	4	1	7	2	0

Of the total 31 Emergency Responses:

- 1 - Vegetation/Wildland/Brush Fires
- 1 - Alarm Calls
- 15 - Motor Vehicle Collisions
- 1 – Electrical Hazard

- 3 - Citizen Assists
- 1 - Smoke Investigations
- 1 - Structure Fire
- 5 - Vehicle Fires
- 1 – Extrication/Entrapped
- 1 – Water/Ice/Mud Rescue
- 1 – Explosion

Fire Crews - stood down three times for Emergency Responses and six times for Medical Co-Responses.

Fire Stations:

On August 18-20, STN 33-Grande Cache firefighters completed a Swift Water Technical course. Station 33 now has 8 certified in swift water rescue.

STN 32-Grovedale, Greenview Enforcement Services and Safety toured Kakwa Provincial Park for both a patrol and safety inspection on August 30, 2023.

On September 13, Regional Fire Chief and Deputy Fire Chief – STN 32-Grovedale met with a Keyera representative to discuss a gift to Greenview Fire-Rescue Services as part of their Keyera Connects initiative. Keyera is hoping to provide either wildland firefighting apparel or bunker gear.

Enforcement Manager, George Ferraby **Culture, Social & Emergency Services**

Community Peace Officer (CPO) [REDACTED] is currently training in Lac La Biche and will be graduating on November 3rd and starting in Grande Cache on November 6th. She has been successful with all aspects of training to date.

Enforcement has been assisting the taxation department with notifying residents of upcoming tax auctions of their residences. This contact has resulted in the payment of taxes and the cancellation of the tax auctions.

Enforcement Services has made several UTV patrols in the Kakwa Falls, Two Lakes and Big Mountain Recreation areas in the past month.

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

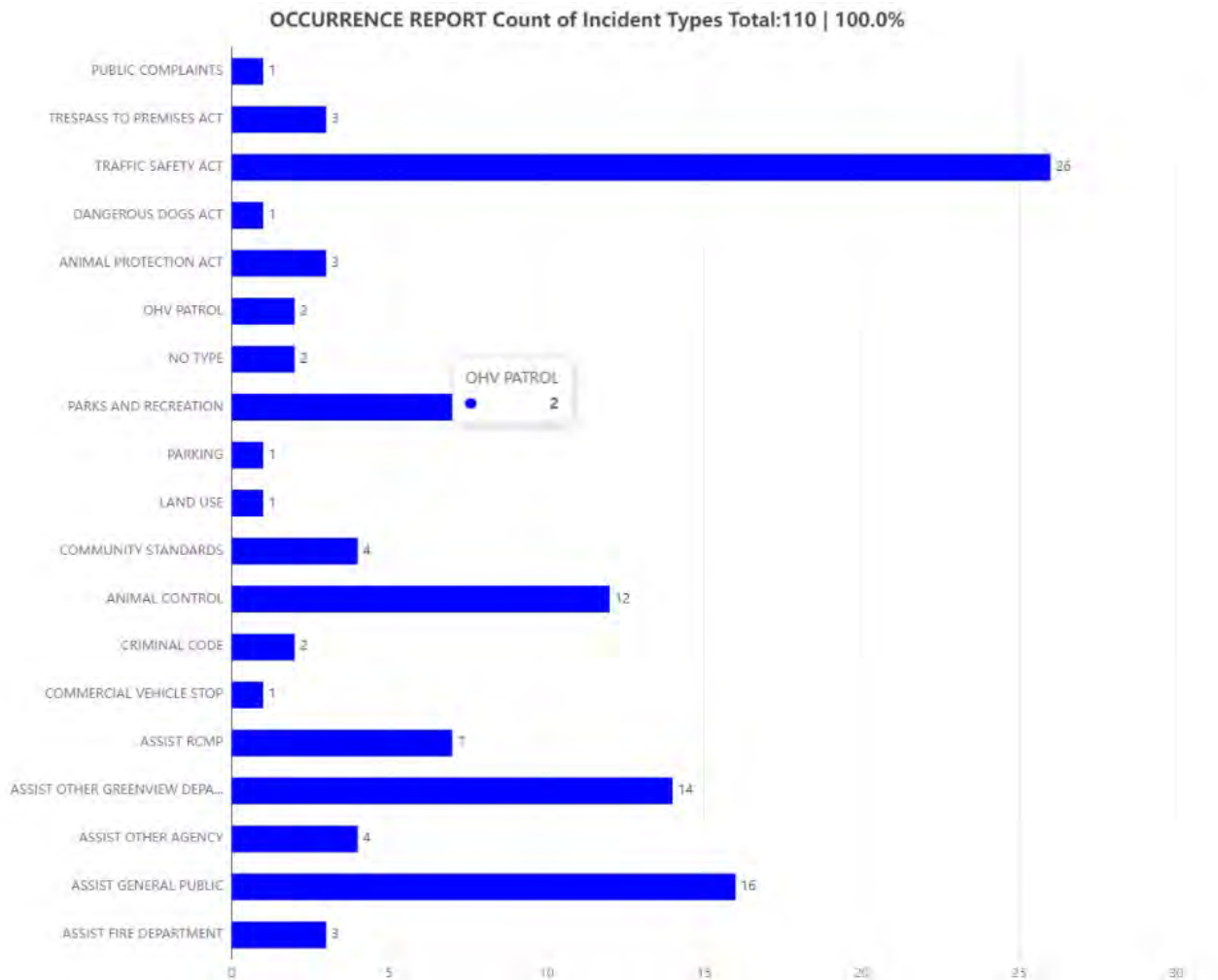
Sergeant Ferraby assisted the Communications Department by taking a film crew up Grande Mountain to film the area for an upcoming Greenview promotional project. The production crew obtained some great video and photos of the area.

Enforcement Services dealt with a business owner in Grande Cache after barricades were put in place for a community event. The business owner removed the barricades, but the barricades were put back and the community event was a success. The business owner attempted to interfere with the event but was deterred by the RCMP.

Two CPO Vehicles are being replaced as per the approved 2023 budget. The new vehicles are due to arrive to Greenview in October. Both units are delivered, and the outfitting has commenced at the retailer. Both vehicles being replaced have been sold to another Peace Officer Agency in Saskatchewan.

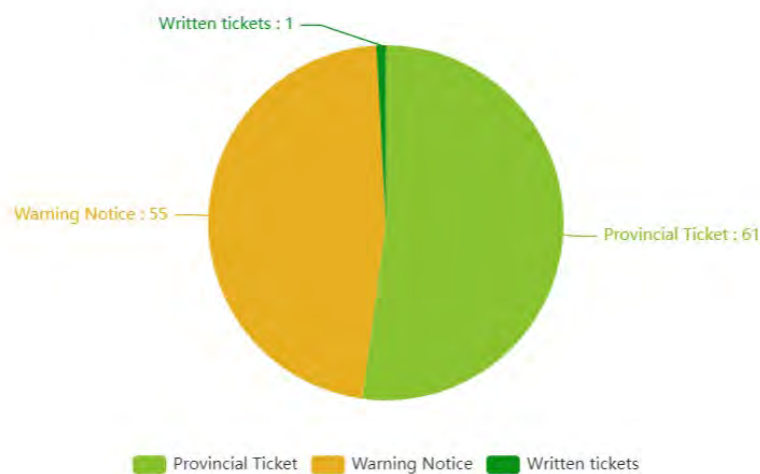
During the period of August 28th to September 26th, Enforcement Services attended 111 calls for service including 38 bylaw calls. Officers issued 62 Violation Tickets and issued 55 warnings.

Stats:



Ticket Create Date: 2023-08-28 ~ 2023-09-27

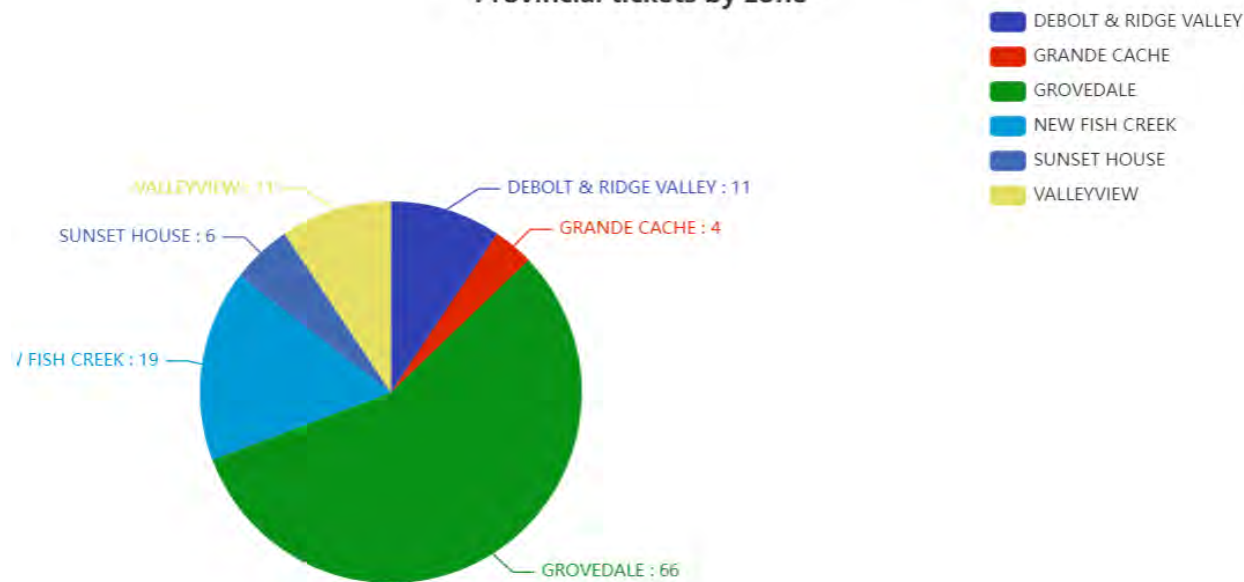
Provincial tickets by type



Type: All

Ticket Create Date: 2023-08-28 ~ 2023-09-27

Provincial tickets by zone



Kakwa Falls Excursion



Grande Mountain at Sunset



CPO [REDACTED] Training



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

FCSS Administration is averaging 105 client visits to the Resource Centre on a weekly basis. The top 3 reasons are tech support, AISH (assisted Income for the severely handicapped), and Food Bank. Technical support last week consisted of clients using the phone and computer, clients needing photocopying, faxing, and printing of documents such as insurance papers, various applications, and shipping labels etc. Clients also needed technical assistance to access online programs such as online banking or to email documents such as direct deposits or bank statements.

12 new (AISH) applications were given to clients in need of financial assistance with major medical issues that prevented them from working or working enough to support themselves. Clients were supported to scan and send in documents by fax and email to their AISH workers. A positive outcome was reported that a regular client of Green View FCSS was approved for AISH. The client was assisted with their first phone call after their eligibility was confirmed. This was a client that the Community Resource Center Coordinator had been assisting for a few years with income support and other support through Food Bank, Alberta Health Services and mental health. The individual voiced being very grateful for all the support they were given throughout the process and how they “had some room to breathe” knowing their income was going to double. The added benefit of having health benefits and medical trips being partially reimbursed was also a huge relief.

Over the past 4 weeks administration has received more inquiries from individuals facing situations that would place them under the title of precariously housed. Administration has been helping them connect with support for mental health, family court, and financial assistance.

The Home Support program provides basic housekeeping, meal preparation, and transportation to medical appointments or other essential services. The Home Support team in the Valleyview area averaged 480 hours per month of client services to the current 86 clients, 55 from the MD and 31 in the Town of Valleyview. This does not include administrative or training hours. During June, July, and August 8 people signed on to the program and 3 people signed off. The Home Support team provided transportation 48 times during the 3-month time and is seeing an increase in transportation needs by our clients. Some clients have signed on to obtain the transportation as they do not have a reliable means to get to medical appointments or groceries.

The Support and Referral program supports clientele by finding appropriate programs or assisting with applications and or advocacy. The Adult Coordinator assists people with caregiver support, entry into care facilities, estate paperwork, and advanced planning tasks. These tasks can take multiple phone calls and meetings. The Adult Coordinator assisted 92 people with 178 needs in June, July, and August.

Currently, there are 50 clients in the Home Support program in Grande Cache, 33 clients in the Hamlet, and 18 who reside in a Cooperative or Enterprise. 80% of clients are over the age of 65, 7% are families, and 13% are individuals currently on AISH.

Over the last 3 months, several supportive listening appointments (approx. 45) have taken place. There are individuals in the Grande Cache community who enter the Resource Centre feeling overwhelmed by the lack of follow-up and time provided through online application services or centralized support lines. A combination of mental health, cognitive ability, and low income make it difficult for them to navigate out-of-town services. These clients know that Green View FCSS will provide support to help them overcome barriers.

The local Alberta Health Services Occupational Therapist in Grande Cache has stated he is impressed with the quality of service that Green View FCSS provides. He does not hesitate to make referrals to Green View FCSS after seeing firsthand, in his clients, the change in their abilities to handle their circumstances and improved well-being.

Green View FCSS was invited by Hillside High School to deliver a parent education session on the WiseGuyz program on September 11. This is a participatory program that requires parental consent and is aimed at grade nine boys to foster healthy masculinity and reduce adolescent dating violence. Eight individuals have signed up for the program and have returned parental consent forms. This program will also begin in Grande Cache at the High School starting October. Four out of the seven students who took the program last year wanted to come back as mentors this year.

Balance Restorative Yoga will start its fall session on October 2 at the Community Resource Centre in Valleyview. This fall prevention class will be held twice per week and is facilitated at no charge by a Town of Valleyview Recreation Coordinator. There are typically 12-15 people per class in attendance.

Governance-Improve Intermunicipal government relations.

The first interagency meeting was held on September 12, with 21 agencies represented. Of special note is the housing needs study for the Valleyview region that Heart River Housing is conducting. They will be hosting a social services meeting at the Green View FCSS Community Resource Center at 1:00 P.M on October 16, a senior meeting at 3 P.M. and a public meeting at 7:00 P.m.- the latter two meetings will be held at the Sun Valley Pioneers Drop-In Center.

The HEART team (Health, Education, and Action in Relationships Team) comprised of Green View FCSS, Valleyview Victims Assistance, and the lead from the Valleyview Men's Sheds, is planning an evening presentation on November 9 called "A Night to Lead Change in Valleyview". This community presentation will replace the Breakfast with the Guys event that we have held in the past. The team partners with the Alberta Council of Women's Shelters to increase awareness about the issue of domestic violence and how community members can be part of the solution to prevent it. The work for planning this event has started and will be a high priority for administration.

Recreation Services Manager, Kevin Gramm

Administration reports that during a routine inspection of the Grande Cache Recreation Centre – water slide, it was discovered that a small leak had developed at the bottom of the slide basin. Upon further inspection, it was discovered that a small crack had formed in the molded fiberglass and the location of the leak was in this same location. Recreation maintenance staff are working to provide a resolution, if possible, for the short term however long-term replacement of a section of the slide will be necessary. This slide was installed at the Centre in 2010 and has been in operation since installation. As this is a noted hazard to public safety, the slide will be out of service until further notice.

The Grande Cache Recreation Centre lost power at 6:45 AM on Tuesday the 5th. This was a result of a power failure/disruption in Grande Cache that morning. It is undetermined at this time why the main electrical distribution centre was affected however teams required the outside sources of technicians specializing in main distribution centre breaker replacements. This interruption caused the ice installation in the arena to be affected and staff moved into a 24-hour rotation to repair and continue with the ice installation in the arena. Power was restored to the Centre at approximately 8 pm on Thursday, September 7th of which many systems had to be manually restarted at the Facility. During the closure, the arena pad ice seal was broken on the ice surface which necessitated the increased rotational hours by Operations staff in order to rebuild the ice and complete the installation process. Administration would like to note and mention the appreciation for the Recreation Operations team who pulled together, put in many hours of work and was able to continue with the ability to have Western Hockey League games at the Centre and

provide a major fundraising opportunity for the Grande Cache Minor Hockey and the Hamlet of Grande Cache.

Governance – GOAL 1: Increase staff success.

The Greenview Regional Multiplex welcomed the new Facility Manager to the team this week. Currently the new manager, [REDACTED] is being onboarded, brought up to speed on Greenview and meeting the various teams and staff members at the Multiplex. We are excited to welcome him to the Recreation Team in Greenview!

The Greenview Regional Multiplex and the Grande Cache Recreation Centre was subject to a large seasonal turnover of Lifeguards for 2023. A total of 6 new recruits joined the Aquatics team in Grande Cache this summer inclusive of specialized training and certifications. 5 new recruits and 1 Lifeguard 2 joined the ranks of the Greenview Regional Multiplex Aquatics Team as well, adding that this is the first time in a long while that the Multiplex has a full team within their facility in aquatics.

Administrative Leadership in Aquatics leads their team through monthly training and certification exercises including times swims, National Lifeguard instruction and skills training, safety and facility operational updates. The lifeguard teams participate in icebreaker challenges, growing as a dependable and well-organized group of staff.

The Senior and Recreation Programmer completed NCCP Coaching courses through GP Sport Connect. Courses included Design a Basic Sport Program and Planning a Sport Practice.

Governance – GOAL 2: Provide quality municipal services.

Outdoor Recreation sites that close seasonally are anticipated to be open until October 30th, depending on weather. This includes:

- Johnson Park – Camping Loop
- Smoky Sunset Landing
- Swan Lake – Camping Loop
- Moody's Crossing – Camping Loop and Day Use (river will remain accessible)
- Shuttler Flats Provincial Recreation Area
- Kakwa River Provincial Recreation Area
- Sheep Creek Provincial Recreation Area
- Smoky River South Provincial Recreation Area

The Grande Cache Campground will close immediately following Thanksgiving in order to properly winterize water lines.

The Grande Cache Recreation Centre and the Greenview Regional Multiplex offered a variety of summer swimming lessons to the public, assisting in the development of strong skill sets in youth to promote and ensure safe water practices and participation. Swimming is an essential skill and is strongly encouraged in a child and youth development program. Our teams offer excellent learning opportunities and a fun and supportive environment. All participants receive a report card on their skills and abilities assisting in determining the next level of learning required.

Grande Cache Recreation Centre – Child and Youth Programs

Program	Days Offered	Attendance (registered)
Programs Hiking Passport Day 4	August 1, 2023	16 (18)
Programs Summer Bucket List Day 4	August 1, 2023	13 (18)
Geo Quest Day 4	August 2, 2023	12 (15)
All About Paint Day 4	August 2, 2023	16 (23)
Spray Park Fun Day 4	August 3, 2023	15 kids
Roller Rink Day 4	August 3, 2023	16 (19)
The Young and Wreckless Hiking Day 5	August 14, 2023	2 (4)
Programs Hiking Passport Day 5	August 15, 2023	3 (8)
Programs Summer Bucket List Day 5	August 15, 2023	19 (23)
Geo Quest Day 5	August 16, 2023	3 (5)
All About Paint Day 5	August 16, 2023	15 (20)
Spray Park Fun Day 5	August 17, 2023	3
Roller Rink Day 5	August 17, 2023	9 (13)
The Young and Wreckless Hiking Day 6	August 21, 2021	2 (4)
Programs Summer Bucket List Day 6	August 22, 2023	6 (9)
Programs Summer Bucket List Day 6	August 22, 2023	12 (17)
Geo Quest Day 6	August 23, 2023	5 (9)
All About Paint Day 6	August 23, 2023	17 (21)
Spray Park Fun Day 6	August 24, 2023	Cancelled due to weather
Roller Rink Day 6	August 24, 2023	14 (19)

Grande Cache Recreation Centre – Aquatics Programs Attendance

Program	Days Offered	Attendance (registered)
Total Registered Swimming Lessons Participants	August	311

Greenview Regional Multiplex – Child and Youth Programs

Program	Days Offered	Attendance (registered)
Day Camp	August	17
Morning Kids Summer Bucket List	August	23
Afternoon Kids Summer Bucket List	August	26
Teen Club	August	2
Child Mind	August	18
Johnson Park Play Days	August	19

Greenview Regional Multiplex – Aquatics Programs Attendance

Program	Days Offered	Attendance (registered)
Parent and Tot	August	5
Preschool Age	August	15
Swimmer Level	August	45
Adult Swimmer	August	8
Total Registered Participants	August	73
Total Registered Swimming Lessons Participants	August	223

Governance – GOAL 3: Improve intermunicipal government relations.

The City of Grande Prairie – Eastlink Centre is currently undergoing major renovations to their Aquatics Facility in Grande Prairie. This shutdown is expected to last a minimum of 7 weeks and as such their administration reached out to local partners looking for some facility sharing opportunities during the shutdown. Greenview will participate in the support efforts by signing the city up as a corporate member offering the membership holders at the Eastlink Centre a discounted opportunity to utilize the 2 fabulous Greenview Aquatics Centres. A return benefit of this partnership will see the City of Grande Prairie return the opportunity to Greenview by allowing discounted membership holders in Greenview, access to the Eastlink Centre during our scheduled facility Aquatics closures in 2024. Passholders will be tracked to create statistics of use for administration by utilizing a special QR Code set up by GP Administration.

Greenview Regional Multiplex Programming team partnered with the Outdoor Recreation department to help facilitate the Outdoor Survival Camps at Grovedale Fishpond and Swan Lake.

Greenview Agricultural department joined the Greenview Regional Multiplex to facilitate Kids Summer Camp – Farm Day, which was a big success. Campers learned the importance of farm fresh food, completed farm-themed crafts, and engaged in baking healthy cookies in the commercial kitchen.

Governance – GOAL 4: Provide Good Governance.

Administration will begin working towards establishing a formal sublease for the Grande Cache Golf & Country Club. This will follow the same process as the Fireman's Pit sublease, with Administration coming to Council for approval.

The Greenview Regional Multiplex Advisory Board met in September at the GRM. The Board completed several RFD's and greeted the new GRM Facility Manager with welcome aboard!

The Grande Cache Recreation Board met in Grande Cache at the Grande Cache Tourism Centre due to the Grande Cache Recreation Centre closure. The Board received a presentation from youth in the Community regarding enhanced outdoor recreational opportunities and moved in favor of establishing a terms of reference for the board.

Economy - GOAL 1: Maintain fiscal responsibility.

Administration reports that with the inclusion and addition of the Corporate Rate – 15% discount at the Grande Cache Recreation Centre, 4 corporate members have come on board to have their staff benefit and get active! The Grande Cache Institution, Alberta Health Services, Greenview Fire & Rescue Station 33 and several Alberta Government agencies have added 60 plus memberships to Greenview.

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

Grande Cache Recreation held a Recreation Registration Round-up at the Royal Canadian Legion Wednesday evening. Community members were able to come to the Legion and meet with and register for all programming and community group offerings in Grande Cache. The event was well attended and in the light of the closure at the Recreation Centre the team pulled together to make this event happen for the community.

The Grande Cache Recreation Centre was host to the Western Hockey League-sponsored event which took place last weekend. The Edmonton Oil Kings took on the Prince George Cougars in 2 preseason match-up events held in Grande Cache on the weekend. Sponsorship for the event was provided by Greenview and many fund-raising opportunities were available. The weekend was complete with special events and a dinner and dance Gala held in the Curling Rink.

Grande Cache Community Bus Statistics

Destinations	2023 Total Monthly # of Passengers	2023 # of Days Offered
Grande Prairie	12 Passengers	4 Days
Hinton	3 Passengers	3 Days
Grande Cache	42 Passengers	4 Days

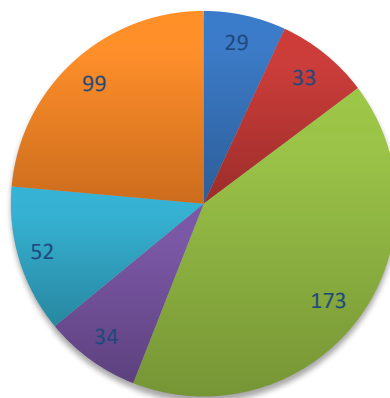
Culture, Social & Emergency Services – GOAL 4: Support and maintain recreational opportunities.

- Administration, along with Alberta Forestry and Parks, held an initial meeting with a group of equestrian users that highly utilize the Kakwa Area, including conducting trail clearing. Primary topics covered included: the establishment of a not-for-profit society for the purpose of applying for grant funding and permits, key management concerns for the Kakwa Area, and long-term goals for the area. A follow-up meeting has been scheduled for the first week of October.
- McElhanney Ltd has completed its field assessment portion of the Kakwa Trail Corridor Project through the Government of Alberta grant. The next steps include a follow-up with the province for theoretical approval prior to engineered drawings being developed.
- Administration is re-opening discussions regarding the Victor Lake Boat Launch project with Aseniwuche Winewak Nation following direction from the Province of Alberta. The capital funding for this project will be carried forward into 2024.

- Further site cleanup has occurred at Shuttler Flats Provincial Recreation Area including the removal of sand berms, thus improving access for camping units, the installation of a new sign kiosk at the entrance, and the removal of the rotten wood pile. The next steps include having signage approved by Alberta Parks and installed. This will include adding an “operated by the Municipal District of Greenview” panel to the main sign, similar to the other provincial recreation areas operated by Greenview. A presentation regarding Shuttler Flats is still slated for the October Committee of the Whole Meeting.
- The Grovedale Fish Pond horseshoe pits are now installed. Additionally, gravel has been added into the cookshack to improve footing and mitigate issues with flooding/ice build-up.
- The bridges for Ridgevalley Walking Trails and DeBolt Walking Trails are both slated to be completed before winter.

The following graphics show outdoor recreation site usage during August.

Campsite Registrations - August 2023



■ Johnson Park ■ Swan Lake ■ Moody's Crossing ■ Kakwa River ■ Sheep Creek ■ Smoky River South

Manager's Report

Department: Planning & Economic Development

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

Date: 10/10/2023

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:

Director Highlights:

- Attended the Greenview Clay Shoot
- Committee of the Whole in Grande Cache
- Interviews for Economic Development Officer

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

- Attended Truth and Reconciliation Day event
- Executive Assistant to Planning and Economic Development attended Word Smith Workshop
- Psychological Health and Safety Committee meeting

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

- Keynote address at the Saskatchewan Professional Planners Institute Conference

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

- Meeting with Eagle Rock Holdings on Main Street Lofts development in Grande Cache

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

- Review of ongoing enforcement matter

Ongoing:

- Work continues on the Mountain Metis Nation (Governance) Association land sale in Grande Cache
- Ongoing communication with Sandy Bay Landowners Association
- Work continues on the development and review of the consolidated Land Use Bylaw

Communications & Marketing, Manager – Stacey Sevilla

Communications Highlights

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

The month of September has been a very busy one for the Communications team. Greenview co-hosted the Regional Energy Evening Event in Calgary on September 20 with the County of Grande Prairie and the City of Grande Prairie to great success. The 6th Annual Charity Clay Shoot was a record-setting event with over 110 participants and raised more than \$60,000 for the Food Banks in Greenview. Reeve Olsen was invited to be part of the Emergency Preparedness Panel at the AB Munis Convention. Communications put together speaking notes and a PowerPoint presentation on the 2023 Greenview Wildfires as part of his presentation. The Grande Prairie Chamber is hosting the State of the Region on October 6, 2023, which will see municipal leaders from Greenview, the County of Grande Prairie and the City of Grande Prairie discussing highlights from the last year. Communications has been working on speaking notes and other details for this upcoming event. September 29, Greenview is hosting an all-staff event for National Day for Truth and Reconciliation. Communications has been busy preparing for this event, which will allow staff to learn about meaningful engagement, communications, building relationships and history.

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 October 2023 – Legislative Services (posters/setup signup links, send email to staff)
- Hosted Truth and Reconciliation Day event for staff and Council with special indigenous speakers
- Internal Communications: Wellness Committee posters, Social Committee posters, Proofing and editing Safety Meeting and Safety Bulletins

Governance – Improve intermunicipal government relations.

- Assist with Emergency Response presentation (speaking & PowerPoint presentation) for the AB Munis Conference to highlight how Greenview handled the 2023 wildfire situation.

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

- Weekly Tourism Anchor Ad
- Working collaboratively with the Tourism Officer to edit the “Yolo Nomads” tourism campaign for Grande Cache - launching the second round of advertisements promoting Grande Cache. The first round of ads was quite successful
- Greenview Photo Contest campaign, contest closed September 5, 300+ public submissions and over 80 staff submissions, winners to be chosen

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

- Met with the Economic Development Manager to discuss ways to promote new industrial development within Greenview using AUC Approvals on major projects.

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

- Glitz local Valleyview newspaper full-page advertisements for September and October 2023 distribution
- Grande Cache Mountain Voice newspaper full-page advertisements for September and October 2023 distribution
- 2022 Annual Report: Professionally printed and being distributed to the administration and public service buildings
- Map Books to be professionally printed
- Working on Thanksgiving Day Facility & Closure Notice
- Working on Grant and Procurement Workshop advertising

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:

- Attended and covered Greenview Council visit and presentation in Fox Creek for Heart River Housing's unveiling of the Greenview Great Room in the Iosegun Manor
- Attended and covered the Council photo opportunity with members of the Valleyview Hospital staff for the new Acute Care beds donated by Greenview Council
- Attended and covered the Ridgevalley and DeBolt Area Structure Plan follow-up workshops with members of Council and Invistec
- Attended and covered Big Iron Day in Fox Creek, which was a Council Sponsored Event with Ec. Dev Manager
- Greenview Gives Thanks Wildfire Responder Appreciation Campaign concluded in the last week of August
- Update programming posters/flyers/website/social media posts for both Recreation Centres
- GC Digital Sign Advertising: Seniors Fall Festival Lunch and Entertainment at Whispering Pines, Big Horn Golden Age Silent Auction event

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

- Hosted follow-up open-house workshops in Ridgevalley and DeBolt for the Area Structure Plans
- 2023 Clay Shoot was held to great success with 113 participants and the generous backing of 36 corporate partners
- Gift basket for Director of Planning Keynote address at the Saskatchewan Professional Planners Institute Conference
- \$300.00 In-kind Donation for Grande Cache Institutional Employee Golf Tournament
- \$300.00 swag Donation to Valleyview Legion Cribbage Tournament

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

- Recreation program marketing posters and digital advertising for Fitness, Youth Programs, Lifeguard programs, Aquatic Centre hours, Swim Lessons, Arena schedule and special events for both GCRC and GRM recreation teams

Projects Underway:

- Greenview Engagement Procedure Toolkit
- Greenview Values Word Art Wall Signage production set to continue with Public Service Buildings in DeBolt and Grovedale

- Business cards created and ordered for multiple staff members
- Mountains to Meadows Newsletter draft with publication date mid-October
- Creating Draft Staff Newsletter
- Planning underway for upcoming events:
 - State of the Region event Oct 6 (postponed due to wildfires in the region)

Digital presence statistics

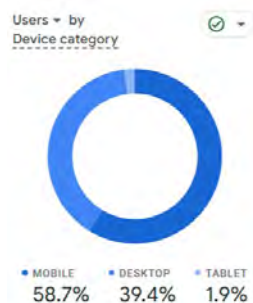
Culture, Social & Emergency Services – Enhance communication to our public.

Continually improve our social media and digital platforms

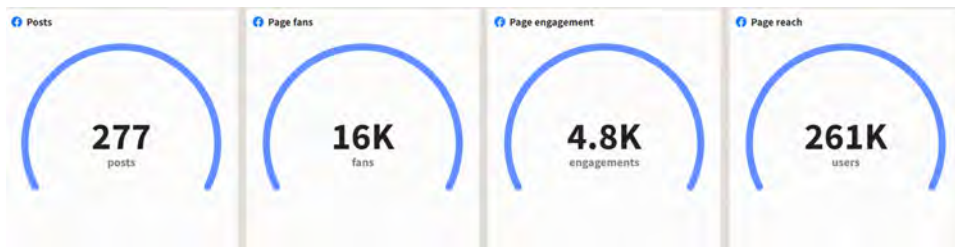
Website (September 2023)

Greenview's website has seen **77,221** pageviews on the website through the month of September. The Greenview website has seen 14,625 new users since August. Website access from mobile remains on par with the national average, with approximately **61%** of website users from a mobile device in July and August. ***NEW:** Visits to the Careers page of posted jobs totalled **2,937** at the time of this report, accounting for approximately **3%** percent of all website visits in September.

- Users: 15,795
- New Users: 14,625
- Pageviews: 156,129
- Sessions: 28,180
- Sessions per user: 2.74



Facebook (September 2023)



Efforts to grow our Twitter and Instagram presence continue. Twitter followers as of September 28, 2023 = 1,884. Instagram followers as of September 28, 2023 = 636.

Greenview APP (September 2023)

The company that hosts and built the Greenview smartphone app has recently made a significant change to it. As a result, the current Greenview app has lost significant functionality, most notably effective notifications to residents and ratepayers. The Communications team has recently determined that this custom functionality originally built for Greenview cannot be reinstated and is working on deploying the Voyent Alerting App and system for public notifications as a replacement.

The Voyent Alerting system can notify residents and stakeholders via landline telephone, text to mobile phone, email, and a smartphone app. Notifications can be issued for emergencies, road closures, upcoming meetings and events, etc. Further, notifications on the Voyent system can be set up with custom geographical locations. Voyent smartphone app users can also use the system to report problems of all kinds to Greenview administration. The Communications team and Director of Emergency Management [REDACTED] are working together to gather information and logistics for this system's first quarter 2024 roll-out for Greenview residents.

Economic Development & Tourism, Manager – Larry Gibson

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:

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 Regional Municipal Partners and Grande Prairie Regional Chamber of Commerce on the Regional Workforce Partnership Project. The project is moving forward, and an RFP was issued this week for the development of a marketing plan and website creation with a focus directed at quality of life in the area, job opportunities, and attributes of the region. Employers will have the opportunity for input and can use the product in their recruitment efforts.

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

Economic development launched the Beautification Grant program and has had two (2) inquiries to date for projects businesses are planning.

Economic Development met with the local GPRIN team, who provided an update on this year's activities. The regional partners provided feedback on receiving local reports highlighting successes in our area, and the report is forthcoming.

Economic Development attended the Alberta Industrial Heartland Association conference. Industry leaders spoke on projects and developments that are active or proposed in Alberta.

Meetings were held with Eco Energy Options to explore the opportunities for converting wood waste to renewable diesel in the area. Talks continue to explore the potential in the area and location of a facility.

Met with the Calgary Economic Development group to discuss synergies for sharing information and opportunities in each other's areas. Good relationship-building and future meetings are scheduled to share information on activities and opportunities.

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:*

We met with the Economic Development website contractor to re-activate our web project, working diligently to finish this project by year-end.

Economic Development attended the Northwest Energy Evening in Calgary. Local businesses attend as well as delegates from around Canada and the world. Provincial ministers were in attendance, and the event was very positive for the area.

Work is underway between Economic Development, Communications, and a contractor to create a promotional video highlighting the attractions and beauty of the Grande Cache area. Filming is completed, and video production is underway.

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

Greenview Economic Development, Rural Renewal Stream, update: employers from across Greenview, including Valleyview, are expressing interest in the program; 17 employers have applied to support 72 positions, and to date, we have provided 19 endorsement letters to employees.

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:*

Economic Development attended the Fox Creek Big Iron Days and had a booth at the event. Many residents attended, and positive discussions and feedback were received from visitors and organizers.

Economic Development met with local businesses and the chamber of commerce while in Grande Cache to discuss opportunities and activity in the area.

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

We have received the news from the RMA Microgrant application. Unfortunately, RMA had several applications, and we were unsuccessful in obtaining the micro-grant for our proposed initiative.

Tourism Officer – Megan Audet

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

Met with an indigenous consultant contracted by Travel Alberta to provide suggestions on a potential experimental indigenous tourism route along Highway 40. We discussed potential attraction marketing strategies and exchanged contact information. A public engagement meeting will be held with AWN, with dates to be provided shortly.

Attended the 2023 post-election Alberta Tourism Advocacy Summit in Calgary, a good event with ministers and travel Alberta executives unveiling plans to double tourism in the province from 10 billion to 20 billion by 2035. Encouraging information shared on potential initiatives outside the legacy areas for tourism.

Met with Travel Alberta in Grande Cache to tour the area and the TIC. Senior executives from Travel Alberta expressed interest in presenting to Council on their plans and local initiatives.

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

We are working with Beautification on bench refurbishment and replacement projects in Grande Cache. As part of the project, memorial benches are being discussed to determine alignment with the two initiatives. Design work is currently underway.

A resident of the Grande Prairie area has come forward and wants to donate taxidermy items to the Tourist Information Center. Currently discussing the feasibility of accepting such a donation and the logistics of doing so. This is in addition to the previous offer from the Grande Cache resident.

Tourism Highlights

- August 1st – Jr. Adventurers –
- August 4th – 6th – Canadian Death Race – *Over 1000 attendees*

Statistics

Total Visitors August: 3562

*Visitors September: 1761

Total August Revenue: \$21,292.74

* Revenue September: \$9,927.09

YTD Total Visitors

2020 4902
2021 6720
2022 13894
2023 17,499

YTD Total Revenue

2020 \$ -
2021 \$49,650.25
2022 \$72,109.85
2023 \$106,686.59

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 – Provide quality municipal services. *Provide consistent levels of service:*

Of the thirteen (13) Development Permit applications received in September, one (1) had an estimated project cost exceeding \$500,000:

D23-149 / NW 21-65-5-W6M / 543077 ALBERTA LTD / CARTAGE TERMINAL, COVERALL BUILDING, ACCESSORY BUILDINGS (OFFICE, CONTROL SHACK, SECURITY TRAILERS, WASHROOM FACILITIES) / \$5,000,000.00 / WARD 8

Applications received this month include:

Type	Applications
Business Licenses:	1
Development Permits:	13
Land Use Amendments:	1
Subdivisions:	2
Approaches:	4

At the September 13, 2023, Municipal Planning Commission meeting, six (6) items were presented for decision, including four (4) Subdivision Applications and two (2) Development Permit Applications for permitted uses with variances. One (1) Land Use Bylaw Amendment (Rezoning) application was presented to Council for first reading, and a second application was prepared for presentation next month.

GIS staff prepared maps for two (2) private events in Grande Cache, a back-to-school event and a drive-in movie at the Ball Diamonds.

GIS staff installed address signs in the DeBolt, Valleyview, and Grovedale areas and are preparing to install signs in the Grande Cache area before winter.

The landownership map book is being updated, and GIS staff are working with Communications to have bound copies produced. Currently, Greenview's landownership map books are intended for internal use only. However, staff are discussing changes to make them appropriate for public sale.

The large format landownership map books have been added to the plotter at the Administrative Building, making it easy for staff to print the maps on demand for public sale.

GIS has observed inconsistencies in the spelling of Stearn and Hamell in naming parks and streets in Grande Cache and is working with Community Services to determine the appropriate spelling and have the signs changed accordingly.

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

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

Staff and consultants from Invistec held Public Engagement sessions in DeBolt and Ridgevalley to present the draft Area Structure Plans for each hamlet. The engagements were well attended, with both positive and negative feedback. Invistec is working on changes to the plans as a result, and an additional Public Engagement may be held before or after the plans are presented to Council for first reading.

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

Three (3) staff members attended the annual Alberta Development Officers Association (ADOA) conference in the City of Leduc. Educational presentations included Medicinal Cannabis Enforcement, Solar and Wind Power Projects, Wetland Protection, Homelessness and Housing, and Design Standards for Sight Loss Community Accessibility.

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

Greenview planning staff attended a Public Hearing with the Town of Valleyview for an amendment to the Valleyview Intermunicipal Development Plan (IDP). The IDP amendment passed second and third reading with the Town of Valleyview and Greenview Council in September.

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

The new Business License Bylaw was presented for second reading by Council. Council discussed additional changes, including adding maps showing hamlet boundaries and removing reference to “Special Events.” Planning staff are working with Community Services to determine the processes involved in allowing Special Events within Greenview to determine the role of the Business License Bylaw and potential Special Events Bylaw or Policy to avoid inconsistencies or overregulation.



Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 10/10/2023

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:*

September was busy with budget submissions and review individual budgets within my team to prepare for the Senior Leadership Team budget reviews the first week of October.

I joined the team in several meetings with the software implementation project, each component has a new project lead, with our Asset Management Officer leading the Asset and Maintenance Manager implementation. The Manager of Financial Reporting leading the Chart of Accounts rewrite, and budget software upcoming. The Manager of Finance and Administration is leading the financial software implementation.

The team had our initial meeting with the new auditors to discuss the interim audit dates and set up a meeting with Senior Leadership Team and the Audit Committee.

Finance continues to work on the fire costs and received notification that the Greenview application has been approved under the 2023 Wildfire Disaster Recovery Program (DRP). For Councils awareness our application was for \$2,580,000, Direct Emergency Operations Costs were estimated at \$750,000, Mutual Aid Agreements estimated at \$300,000, Evacuation costs were estimated at \$800,000, costs of running the EOC, Registration Centres, security and employee overtime were estimated as \$730,000.

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

I worked out of Grande Cache the week of October 18 to October 22, following the Committee of the Whole.

- **Governance** – *Identify ways for Council and Administration to participate in community engagement:*

I had an interview with CPA Alberta, they are doing an article on the impact of wildfires and wanted a CPA perspective on the costs of the wildfires, what methods CPAs can use to evaluate and reduce disaster risks while participating in wildfire preparedness and the importance of risk mitigation strategies. They will be sending a copy of the article to review prior to publication.

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:*

During September, Finance worked with the new audit firm (Fletcher Mudryk) to do onboarding activities. This included an introductory meeting and an onsite visit. The Auditors will use the information gathered to set up a detailed audit plan, including being on-site for the interim audit. The interim audit is expected to be completed before Christmas break. This timeline will give Finance the opportunity to focus on year end posting in January without also responding to interim audit requirements. A representative from the firm has also agreed to present as part of the Audit Committee meeting scheduled for October. This meeting was delayed due to fires in the spring, so will be both a debrief on the 2022 audit and an update on 2023 audit plans.

Residential taxes are due November 15, the update for the total taxes collected will be updated in the November Manager's Report.

Accounts Payable statistics for September are unavailable as posting is being completed for the quarter end and will be updated in the next report.

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 operation fiscal responsibility:*

Budget submissions were due to Finance September 1, so most of the month was spent reviewing submissions, gathering any backup information, working with departments on any questions, and preparing the package for SLT budget review which is occurring the first week of October.

We completed August month end which included working on month end reporting, reconciliations, and working papers.

Work continued the chart of accounts refresh project by completing Department workshops to develop the department and program/activity segment. This is collaborative work with each department to ensure the new

structure will meet their needs for managerial reporting, legislative requirements, or strategic plan/KPI reporting. We have continued outlining the new object codes as well. Next steps will be mapping of the old accounts to new accounts.

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:*

The cemeteries project is complete for the final report on all work completed for surveying. We have, with current space in Greenview owned, cemeteries of 3,548 for total spaces. In which approximately only 25% being occupied. The goal was to ensure at minimum that each cemetery will have space for 150 years of future growth. Baring a major event in Greenview, we are proud to state this goal has been met. The new survey's will be registered with land titles and the Province of Alberta, for the Cemeteries Act. This will aid in the factual nature of the Asset Management Plan for the Category: Land Improvement- Cemeteries.

Work continues on all asset profiles within the new software, ensuring that insurance, financial accuracy, maintenance, workflows, route patrols, stores information, parts & materials, and useful lives, are properly set-up and functioning well. We have a huge push from our groups in the continuance of the additional assets and the component of the assets to be added to PSD-Citywide software. The longer part of the project will be getting the information on historical asset purchases and dates. The assumption is we are sourcing what we can and using the 2014 financial data to try to get more recent purchases. The more historical financial data will be limited to the records kept and upkept. This winter season is planned to get more research and information gathered, which will have a strong basis for the assets in software.

Information Systems, Manager – Peter Stoodley

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:*

Spot Solutions has been selected to implement an updated SharePoint intranet for Greenview. They were the only submission which had included timelines/processes/team information and a more complete scope of work. This contract includes moving all of 2016 SharePoint data (which resides on Greenview's server) to SharePoint Online. The vendor will begin the project in 2023 and will continue into Spring 2024.

Information Systems has compiled a report which provides stats on blocked email due to Greenview's security measures to protect staff email accounts and the organization. These stats are from August 28, 2023, to September 26, 2023.

Quantity	Type
41	Malware Blocked
1,656	Phishing Inbound Blocked

41,154	Microsoft Edge added security. Edge is a browser commonly used by staff. This number shows how many times Edge has blocked advances from websites.
2,297	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 September 26, 2023, the following bylaws and policies were reviewed by Council.

- Bylaw 23-951 received second reading and was passed with amendments to remove all references to Special Events and add Hamlet maps for clarity. This bylaw will require various types of businesses within hamlets to acquire business licenses.

Policy Review Committee was held on September 13, 2023. The Committee reviewed the following policies.

- Policy 3024 Emergency Notifications - The Emergency Notification System provides advance warning and direction to residents, staff and visitors in the event of a pending or active Emergency such as fire, flood, or other potentially catastrophic Disaster event.
- Policy 2008 Employee Years of Service - The purpose of the policy is to give recognition and show appreciation for the years of service received from staff for their dedication and commitment to Greenview.
- Policy 2019 Board Members' Years of Service Awards – This policy gives recognition and shows appreciation for years of service for Board Members appointed to a Board or Committee of Greenview.
- Policy 2020 Staff Allowances and Reimbursements – This policy establish criteria and guidelines for eligible Greenview Business expenses for which Employees may receive an allowance or reimbursement.
- Policy 7002 Advertising – This policy establishes criteria and guidelines for eligible Greenview Business expenses for which Employees may receive an allowance or reimbursement. The committee reviewed this policy for information only. No changes are to be made.
- Policy 7006 Social Media - Greenview's Social Media policy is intended to create a fair and transparent means for Greenview to communicate with residents and stakeholders. This policy establishes direction for the use of Greenview Social Media accounts, and expectations for resident interaction.

The next Policy Review Committee is scheduled for October 11, 2023, at the Valleyview Administration Building. The public is welcome to attend.

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:*

This month, the Procurement Process presentation was brought to the Committee of the Whole in Grande Cache, where Greenview's process of procurement and acquiring goods and services that meet trade agreement thresholds was shared. Procurement also finalized the tender templates for departments for the 2024 Capital Season. These templates include a request for information, a request for proposal, a request for quotations, a request for pre-qualifications, and an invitation to tender.

Procurement also completed all the reporting requirements required in the Canadian Free Trade Agreement and the Canadian-European Union Comprehensive Economic Trade Agreement. These report requirements include awarding, canceling, or closing respective tenders on the Alberta Purchasing Connection website and completing the report for single-source tenders. As a Public Body, Greenview must report to the Government of Alberta on all tenders that meet the required thresholds, as outlined in the Canadian Free Trade Agreement and the Canadian-European Union Comprehensive Economic Trade Agreement.

In addition, the F350 one-ton truck was delivered this month and will be in service shortly in the Recreation Department. The only remaining vehicle Greenview has on order from the tender is the F550. Greenview has been advised this truck was being built this month and is expected to be delivered to the dealership sometime in October and to Greenview in November 2023.

Last month's report mentioned that the Community Services Coordinators, Procurement, Communications, and Economic Development, in partnership with the Government of Alberta, were planning a grant and proposal writing workshop for local not-for-profits and businesses to attend. This event has been planned and will be hosted in person in Valleyview and Grande Cache, with an option to attend virtually on November 1, 2023. Advertisements for this event will be sent out and posted shortly.



Municipal District of Greenview No. 16

NAME: Winston Delorme

Employee # : _____

ADDRESS : _____

Department: Council

DATE	TIME DEPART	TIME ARRIVE	CODE MEETING	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
11-Sep	15:00	18:00	M	Travel to GP	200						269.00
12-Sep	7:00	18:00	M	Council Meeting	300						459.00
13-Sep	9:00	12:00	M	MPC/PRC/ Travel to GC	200						269.00
14-Sep	10:00	14:00	M	Community Futures West Yellowhead							269.00
19-Sep	9:00	12:00	M	COTW							269.00
19-Sep	12:01	19:00	M	Travel to Calgary	300						317.00
20-Sep	15:00	21:30	M	Energy Forum							317.00
21-Sep	7:00	14:30	M	Travel Back to GC	700						317.00
21-Sep				Kikinow Construction Meeting							
22-Sep				ASCHABoard Meeting	200						
25-Sep	15:00	18:00	M	Travel to GP	200						269.00
NOTES:				KILOMETER CLAIM			TOTAL				2755.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.62 per km	2100	1302.00	NET CLAIM				2755.00
				\$0.26 per km	2100	546.00					
				SUBTOTAL		1848.00	TOTAL CLAIM				4603.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1848	AMOUNT DUE (OWING)				\$4,603.00



Municipal District of Greenview No. 16

NAME: Ryan Ratzlaff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
12-Sep	8:15	15:30	M	RCM	80						317.00
14-Sep	8:15	13:30	M	MPC, PRC	80						317.00
15-Sep	10:00	16:15	M	Iosegun Manor Grand opening, Fox Cree	120						317.00
18-Sep	14:30	18:30	M	Travel to GC for COTW	340						269.00
19-Sep	9:15	15:30	M	COTW in GC	340		1		20.00		317.00
25-Sep	9:15	12:30	M	GRWMC	80						269.00
NOTES:				KILOMETER CLAIM			TOTAL		20.00		1806.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.62 per km	1040	644.80	NET CLAIM		20.00		1806.00
				\$0.26 per km	1040	270.40					
				SUBTOTAL		915.20	TOTAL CLAIM				2741.20
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		915.2	AMOUNT DUE (OWING)				\$2,741.20



Municipal District of Greenview No. 16

NAME: Dave Berry

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
11-Aug	10:00	13:30	M	Premier vent	60						269.00
22-Aug	8:30	16:30	M	Reg Council	60						317.00
6-Sep	8:30	11:30	M	GIG	60						269.00
12-Sep	8:30	15:30	M	Reg Council	60						317.00
13-Sep	8:30	13:00	M	MPC PRC	60						317.00
13-Sep	17:30	22:00	M	DeBolt Area Structure Plan	160						317.00
18-Sep	16:30	22:00	M	Travel to grande Cache	330						317.00
19-Sep	9:00	13:30	M	COTW GC and travel home	330						317.00
22-Sep	10:00	12:00	M	Golden Triangle zoom							269.00
26-Sep	8:30	15:00	M	Reg Council	60						317.00
NOTES:				KILOMETER CLAIM			TOTAL				3026.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.68 per km	1180	802.40	NET CLAIM				3026.00
				\$0.17 per km	1180	200.60					
				SUBTOTAL		1003.00	TOTAL CLAIM				4029.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1003	AMOUNT DUE (OWING)				\$4,029.00

Claimant

Date

175

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		
September 11 2023	17:00	20:00		Ridgevalley School "Back to School" Community Event							
September 12 2023	7:45	20:45	M	Council & Ridgevalley ASP Open House	148						524.00
September 13 2023	7:45	21:00	M	Municipal Planning Commission & Policy Review Committee & DeBolt ASP Open House	120						524.00
September 14 2023	8:45	18:00	M	Friends of Grande Spirit Foundation & Heart River Housing Iosegun Manor Grande Opening	408		1		20.00		459.00
September 15 2023	8:20	16:35	M	Northern Transportation Advocacy Bureau	250						459.00
September 16 2023	8:30	14:00	M	Peace Library System	120						317.00
September 18 2023	19:15	21:15	M	East Smoky Recreation Board & Committee of the Whole travel	120						269.00
September 19 2023	8:00	22:00	M	Committee of the Whole & Powering the Future - Energy Forum	686		1		20.00		524.00
September 20 2023	16:30	22:00	M	Northwest Alberta Energy Evening Event	23						317.00
September 21 2023	9:00	21:45	M	Northwest Alberta Energy Evening Event Travel & Grovedale Open House Senior's Housing	874		1	1	70.00	14.70	524.00
September 22 2023	7:35	16:00	M	Grande Spirit Foundation	264						459.00
NOTES:				KILOMETER CLAIM				TOTAL		110.00	4376.00
Meeting Code : M for Meetings C for Conferences					RATE	KM's	TOTAL	LESS GST			
					\$0.62 per km	3013	1868.06	NET CLAIM		110.00	4376.00
					\$0.26 per km	3013	783.38				
					SUBTOTAL		2651.44	TOTAL CL			7152.14
					LESS G.S.T.			LESS ADVANCES			
					TOTAL		2651.44	AMOUNT DUE (OWING)			\$7,152.14

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Jennifer Scott

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
11-Sep	9:00	11:30	M	Valleyview Medical & Dental Clinic	76						269.00
12-Sep	8:00	18:00	M	Regular Council Meeting, RV ASP	106						459.00
13-Sep	8:00	18:00	M	MPC, PRC, DeBolt ASP	122						459.00
18-Sep	16:00	19:30	M	Committee of the Whole - Travel	271			X	50.00		269.00
19-Sep	8:00	16:00	M	Committee of the Whole	271		X		20.00		317.00
20-Sep	18:30	20:30	M	Greenview Regional Multiplex	76						269.00
NOTES:				KILOMETER CLAIM			TOTAL		70.00		2042.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.68 per km	922	626.96	NET CLAIM		70.00		2042.00
				\$0.17 per km	922	156.74					
				SUBTOTAL		783.70	TOTAL CLAIM				2895.70
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		783.7	AMOUNT DUE (OWING)				\$2,895.70



Municipal District of Greenview No. 16

NAME: Bill Smith

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
9-Aug	11:00	17:00	m	m la nolan dyck/nwp gp campus	70							317.00
10-Aug	12:00	16:00	m	m la ron weibe	70			x		20.00		269.00
22-Aug	6:30	17:00	m	council	300		x			20.00		459.00
23-Aug	7:30	16:00	m	asb	300							459.00
29-Aug	11:30	17:00	m	maskwa update	75			x		20.00		317.00
NOTES:				KILOMETER CLAIM			TOTAL			60.00		1821.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.68 per km	815	554.20	NET CLAIM			60.00		1821.00
				\$0.17 per km	815	138.55						
				SUBTOTAL		692.75	TOTAL CLAIM					2573.75
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		692.75	AMOUNT DUE (OWING)					\$2,573.75



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		
12-Sep	6:45	17:00	M	reg council	305						459.00
13-Sep	6:45	15:00	M	MPC PRC	305						459.00
14-Sep	15:00	19:00	M	Community Futures	64						269.00
18-Sep				Travel to GC	184						
19-Sep	8:30	13:30	M	COTW	184						317.00
20-Sep	8:15	11:45	M	GPRRC	64						269.00
21-Sep	17:30	20:30	M	GD Senior Housing	24						269.00
16-Sep	17:30	21:00		Attend PACE 43 Anniversary supper							
NOTES:				KILOMETER CLAIM			TOTAL				2042.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.68 per km	1130	768.40	NET CLAIM				2042.00
				\$0.17 per km	1130	192.10					
				SUBTOTAL		960.50	TOTAL CLAIM				3002.50
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		960.5	AMOUNT DUE (OWING)				\$3,002.50



Municipal District of Greenview No. 16

NAME: Duane Didow

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
12-Sep	5:30	18:00	M	Regular Council meeting	700	X			20.00		524.00
13-Sep	9:00	12:00	M	MPC and PRC via Zoom							269.00
NOTES:				KILOMETER CLAIM			TOTAL		20.00		793.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.62 per km	700	434.00	NET CLAIM		20.00		793.00
				\$0.26 per km	700	182.00					
				SUBTOTAL		616.00	TOTAL CLAIM				1429.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		616	AMOUNT DUE (OWING)				\$1,429.00

D. Didow
Claimant

Sep 25, 2023
Date

184

Approved

Date