



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

April 9, 2024

9:00 AM

Administration Building
Valleyview, AB

#1	CALL TO ORDER	
#2	ADOPTION OF AGENDA	
#3	MINUTES	
	3.1 Regular Council Meeting Minutes held March 26, 2024	3
	3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	
#5	DELEGATION	
#6	BYLAWS	
	6.1 Bylaw 24-960 Small Business Tax Incentive	16
	6.2 Bylaw 24-961 Tax Bylaw 2024	23
#7	BUSINESS	
	7.1 Policy 8000 Greenview Support Recognition	32
	7.2 Bear Creek Music Festival Sponsorship	40
	7.3 Resource Centre for Suicide Prevention Sponsorship	67
	7.4 2024 Flower Purchase	82
	7.5 Notice Issuance	84
	7.6 Home Support Fees	87
	7.7 Sunset House Well Update	93
	7.8 Fallen Mountain Soap Support	127
	7.9 Managers Reports	131

#8 NOTICE OF MOTION

#9 CLOSED SESSION 9.1 Tender Award – Sunset House Road Grading Services
Disclosure Harmful to Business Interests of a Third Party
(Section 16, FOIP)

#10 MEMBERS 173
REPORTS/EXPENSE CLAIMS

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

#11 ADJOURNMENT

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, March 26, 2024

**#1
CALL TO ORDER
PRESENT**

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

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

ATTENDING

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

ABSENT

**#2
AGENDA**

MOTION: 24.03.147 Moved by: COUNCILLOR RYAN RATZLAFF
That Council adopt the Agenda of the March 26, 2024, Regular Council Meeting
as amended.

- 9.4 Confidential Evaluation removed
- 9.4 Privileged Information added
- 9.5 Disclosure Harmful to Third Party added
- 9.6 Advice from Officials added

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

CARRIED

MOTION: 24.03.148 Moved by: COUNCILLOR DALE SMITH

That the meeting go to Closed Session, at 9:02 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 Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

MOTION: 24.03.149 Moved by: COUNCILLOR TOM BURTON

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 9:45 a.m.

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

CARRIED

#3
MINUTES

MOTION: 24.03.150 Moved by: COUNCILLOR SALLY ROSSON

That Council adopt the minutes of the March 12, 2024, Regular Council Meeting as amended.

- Updated the members business
- Administrative Corrections (FOR/AGAINST/ABSENT)

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

CARRIED

BUSINESS ARISING
FROM THE MINUTES

BUSINESS ARISING FROM MINUTES

4.0 PUBLIC HEARING

4.1 BYLAW 24-956 ROAD CLOSURE

Reeve Tyler Olsen opened the public hearing at 9:47 a.m.

IN ATTENDANCE

Planning and Development Director, Martino Verhaeghe
Kyle Miller – Project Planner, Sheffer Andrew
Rod Veremy –Owner, Green Leaf Holdings Ltd.

REFERRAL AGENCY &
ADJACENT

None Heard

**LANDOWNER
COMMENTS
APPLICANT
BACKGROUND
INFORMATION**

This application for a road closure has been made by Sheffer Andrew on behalf of the landowner, Green Leaf Holdings Ltd. to close approximately ±0.63 hectares within Road Plan 69 TR and Road Plan 042 6473 lying adjacent to the parcel legally described as Plan 822 3273, Block 34, Lot 6. The land is located adjacent to Highway 40 and Shand Trailer Park within the Hamlet of Grande.

**QUESTIONS FROM
COUNCIL**

Councillor Dale Smith: looking at the notices that were sent out, a number were sent to Northern Gateway, Peace Wapiti, doesn't apply. Did we catch all of the stakeholders that should have been notified.

Director, Planning and Economic Development, Martino Verhaeghe: we sent this out based on a standard list. But will make sure to include all relevant stakeholders moving forward.

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.

**CLOSING PUBLIC
HEARING BYLAW**

Chair Tyler Olsen closed the Public Hearing regarding Bylaw No. 24-956 at 9:57 a.m.

5.0 DELEGATIONS

6.0 BYLAWS

6.1 BYLAW 24-957 GRANDE CACHE RECREATION BOARD

BYLAW 24-957

MOTION: 24.03.151 Moved by: COUNCILLOR RYAN RATZLAFF

That Council give third reading to Bylaw 24-957 Grande Cache Recreation Board, as presented.

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

CARRIED

BYLAW 24-958

6.2 BYLAW 24-958 FIRE-RESCUE SERVICES

MOTION: 24.03.152 Moved by: COUNCILLOR TOM BURTON

That Council give first reading to the Bylaw 24-958 Fire-Rescue Services as amended.

- Fire pits should be 5ft wide
- Update the NFPA acronym
- 2.1 update the language (heavy gauge metals, concrete (remove), fire-proof surface (what is that)) specify the mesh (1/8 is used by forestry)
- 2.1 reference the terms that forestry uses when looking to change the language (ie: approved incinerator)
- 13.1 reference the fire inspection report instead of form
- 12 – acronym should be NFPA
- Schedule B – Non Permit Protection Area should read Non Forest
- Schedule A – 12.4 (B) remove the word possess
- 18 Violation Tickets – should reference Schedule A
- Review 17.1 D i

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

CARRIED

Reeve Olsen recessed the meeting at 10:24 a.m.

Reeve Olsen reconvened the meeting at 10:35 a.m.

7.0 NEW BUSINESS

7.1 2023 FINANCIAL REPORTING

**2023 FINANCIAL
REPORTING**

MOTION: 24.03.153 Moved by: COUNCILLOR TOM BURTON

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

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

CARRIED

7.2 2024 FINAL BUDGET ADOPTION

2024 FINAL BUDGET

MOTION: 24.03.154 Moved by: COUNCILLOR RYAN RATZLAFF

That Council adopt the 2025 - 2026 Operating Financial Plan and approve the final 2024 Operating Budget, establishing total revenues and expenditures of \$178,549,004.

- Grande Spirit Foundation requisition increase \$202,646

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

CARRIED

AG24009 HEAVY HARROW

MOTION: 24.03.155 Moved by: COUNCILLOR TOM BURTON

That Council amend the 2024 Capital Budget in the amount of \$20,000 for capital project AG24009 50' Heavy Harrow Replacement, to be funded from the Fleet & Equipment Replacement Reserve.

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

CARRIED

CP24002 GD ICE PLANT

MOTION: 24.03.156 Moved by: COUNCILLOR JENNIFER SCOTT

That Council amend the 2024 Capital Budget to reduce capital project CP24002 Grovedale Ice Plant in the amount of \$1,100,000.

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

CARRIED

BF77159 ASPLUND CREEK

MOTION: 24.03.157 Moved by: COUNCILLOR DAVE BERRY

That Council amend the 2024 Capital Budget in the amount of \$876,750 for capital project BF77159 Asplund Creek, to be funded from the STIP Grant and the Bridge Replacement Reserve.

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

CARRIED

BF77259 SWEATHOUSE CREEK

MOTION: 24.03.158 Moved by: COUNCILLOR SALLY ROSSON

That Council amend the 2024 Capital Budget to move capital project BF77259 Tributary to Sweathouse Creek in the amount of \$2,000,000 from 2024 to 2025.

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

CARRIED

**RD24005
APPROACHES**

MOTION: 24.03.159 Moved by: COUNCILLOR TOM BURTON

That Council amend the 2024 Capital Budget in the amount of \$225,000 for capital project RD24005 Approaches, to be funded by a transfer from the Operating Budget.

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

CARRIED

2024 CAPITAL BUDGET

MOTION: 24.03.160 Moved by: COUNCILLOR JENNIFER SCOTT

That Council amend the 2024 Capital Budget of \$34,199,855 to \$32,864,701 to reflect the changes and approve as presented.

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

CARRIED

**EFJ 5000
PORTABLE RADIO**

7.3 SALE OF EFJ 5000 SINGLE BAND PORTABLE RADIOS (X30)

MOTION: 24.03.161 Moved by: COUNCILLOR RYAN RATZLAFF

That Council approve selling thirty (30) surplus EFJ 5000 Single Band portable radios to interested fire departments or municipalities.

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

CARRIED

POLICY 1002

7.4 POLICY 1002 TRAVEL AND SUBSISTENCE

MOTION: 24.03.162 Moved by: COUNCILLOR JENNIFER SCOTT

That Council approve Policy 1002 "Travel and Subsistence" as presented.

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

CARRIED

POLICY 1008

7.5 POLICY 1008 COUNCIL AND BOARD REMUNERATION

MOTION: 24.03.163 Moved by: COUNCILLOR SALLY ROSSON

That Council approve Policy 1008 "Council and Board Remuneration" as presented.

DEFERRED

MOTION: 24.03.164 Moved by: DEPUTY REEVE BILL SMITH

That Council defer motion 24.03.163 Policy 1008 to a future Council Meeting.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

AWN ROUND DANCE

7.6 SPONSORSHIP REQUEST - ASENIWUCHE WINEWAK NATION ROUND DANCE

MOTION: 24.03.165 Moved by: COUNCILLOR MARKO HACKENBERG

That Council approve a sponsorship in the amount of \$3,000.00 to the Aseniwuche Winewak Nation for the Annual Round Dance in Grande Cache on April 27, 2024, with funds to come from the 2024 Community Services Sponsorship Budget.

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

CARRIED

**CLAY SHOOT
RECIPIENTS**

7.7 GREENVIEW CHARITY CLAY SHOOT DONATION RECIPIENT(S)

MOTION: 24.03.166 Moved by: COUNCILLOR DALE SMITH

That Council select the five Food Banks serving Greenview residents (Fox Creek, Valleyview, DeBolt, Grande Prairie, and Grande Cache) as the donation recipient(s) for the 2024 Clay Shoot Stakeholder Event, with the total funds raised split equally among them.

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

CARRIED

Reeve Olsen recessed the Meeting at 11:56 a.m.

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

NOTICE OF MOTION

8.0 NOTICE OF MOTION

9.0 CLOSED SESSION

MOTION: 24.03.167 Moved by: COUNCILLOR TOM BURTON

That the meeting go to Closed Session, at 12:45 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

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

CARRIED

9.1 TENDER AWARD – GRANDE CACHE RECREATION CENTRE ARENA PAD & BOARDS

**DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
(SECTION 16, FOIP)**

9.2 TENDER AWARD – GREENVIEW REGIONAL MULTIPLEX FIELDHOUSE AIR CONDITIONING

**DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
(SECTION 16, FOIP)**

**9.3 LAND OFFERED FOR SALE TO GREENVIEW
PRIVILEGED INFORMATION (SECTION 27, FOIP)**

**9.4 PRIVILEGED INFORMATION
SECTION 27 FOIP**

**9.5 DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

9.6 ADVICE FROM OFFICIALS

MOTION: 24.03.168 Moved by: COUNCILLOR WINSTON DELORME

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 2:35 p.m.

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

CARRIED

Reeve Olsen recessed the meeting at 2:35 p.m.
Reeve Olsen reconvened the meeting at 2:40 p.m.

**GC REC CENTER
TENDER**

MOTION: 24.03.169 Moved by: COUNCILLOR JENNIFER SCOTT
That Council awards the RFP: REC-2024-01 Grande Cache Recreation Center Arena Pad & Boards project to BRY SAND ICE ARENA LTD., in the amount of \$ 1,450,571.90 plus GST, with funds to come from the 2024 capital budget, project RE23002 Capital Plan.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg
CARRIED

CONTINGENCY

MOTION: 24.03.170 Moved by: COUNCILLOR SALLY ROSSON
That Council approve a 10% contingency fund for project REC-2024-01 Grande Cache Recreation Center Arena Pad & Boards in the amount of \$ 145,057.90 plus GST, with funds to come from the 2024 capital budget, project RE23002 Capital Plan.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg
CARRIED

ADDITIONAL FUNDING

MOTION: 24.03.171 Moved by: COUNCILLOR SALLY ROSSON
That Council approve additional funding in the amount of \$49,903.00 to be added to Capital Project RE23017 Greenview Regional Multiplex Fieldhouse Air Conditioning, with funds to come from Community Services Capital Reserves.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg
CARRIED

CONTINGENCY

MOTION: 24.03.172 Moved by: COUNCILLOR DALE SMITH
That Council approve a 10% contingency of \$24,490.30 for the Capital Project RE23017 Greenview Regional Multiplex Fieldhouse Air Conditioning, with funds to come from Community Services Capital Reserves.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg
CARRIED

TENDER AWARD

MOTION: 24.03.173 Moved by: DEPUTY REEVE BILL SMITH

That Council award Nordic Mechanical Services Ltd. \$244,903.00 plus GST for the supply and installation of Capital Project RE23017 Greenview Regional Multiplex Fieldhouse Air Conditioning.

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

CARRIED

**#10 MEMBER REPORTS
AND EXPENSE CLAIMS**

10.0 MEMBERS BUSINESS

WARD 1

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

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- ASCHA Conference
- Evergreens Foundation Meeting
- RMA Spring Conference
- Ministers Supper
- Community Futures West Yellowhead

WARD 2

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

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- RMA Spring Conference
- Ministers Supper
- VV Medical Clinic Meeting
- Rising Above – Hope Lives Banquet

WARD 3

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

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- FCSS Committee Meeting
- RMA Conference
- Ministers Meetings and Supper
- Little Smoky Ski Hill Meeting
- Friends of Sturgeon Lake Meeting
- GRM Advisory Board Meeting

- VV Medical Clinic Meeting

WARD 4

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

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- RMA Spring Conference
- Ministers Supper

WARD 5

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

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Little Smoky Ski Hill Meeting
- Heart River Housing

WARD 6

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

- ASCHA Conference
- Grande Spirit Foundation Finance Committee
- MD of Greenview Library Board
- RMA Spring Conference
- EOEP Training
- Ministers Meetings (Neudorf, Nixon, Schulz, Dreeshen, Wilson)
- North Seniors Lodge Program Engagement
- River of Death and Discovery Dinosaur Museum Society
- Rising Above – Hope Lives Banquet

WARD 7

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

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- RMA Spring Conference
- Minister Jones, Neudorf Meetings
- Ministers Supper (Wilson, Dreeshen, Schulz, MLA Wiebe)
- Peace HAC Event – Zoom webinar
- VV Medical Clinic Meeting
- Friends of Sturgeon Lake Society
- Greenview Regional Multiplex Advisory Committee Meeting

WARD 8 **DEPUTY REEVE BILL SMITH** updated Council on recent activities, which include;

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- South Wapiti Rec. Board Meeting
- RMA Conference
- Ministers Supper

WARD 8 **COUNCILLOR CHRISTINE SCHLIEF** updated Council on recent activities, which include;

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- FCSS Board Meeting
- GP Regional Rec Committee
- MD of Greenview Library Board
- RMA Spring Conference
- Ministers Supper
- Chairlift Feasibility Committee – Nitehawk

WARD 9 **COUNCILLOR MARKO HACKENBERG** updated Council on recent activities, which include;

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- RMA Spring Conference
- EOEP Training
- Ministers Supper
- RCMP Open House – Grande Cache
- GC Provincial Hockey Opening Ceremonies

WARD 9 **REEVE TYLER OLSEN** updated Council on recent activities, which include;

- March 12, 2024, Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- GC Rec Board Meeting
- EOEP Training
- RMA Spring Conference
- Minister Meetings/Supper
- Community Futures IRC
- Community Futures Regular Board Meeting

- Sturgeon Lake Cree Nation Lunch Meeting

**#10 MEMBERS
BUSINESS**

MOTION: 24.03.174 Moved by: COUNCILLOR TOM BURTON

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

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

CARRIED

#11 ADJOURNMENT

11.0 ADJOURNMENT

MOTION: 24.03.175 Moved by: COUNCILLOR WINSTON DELORME

That Council adjourn this Regular Council Meeting at 3:22 p.m.

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

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT: Bylaw 24-960 Small Business Tax Incentive
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 9, 2024 CAO: KR MANAGER:
DEPARTMENT: CORPORATE SERVICES DIR: EK PRESENTER: CG
STRATEGIC PLAN: Economy LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, R.S.A 2000, c.M-26, s.364.2

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 24-960 Small Business Tax Incentive, as presented.

MOTION: That Council give second reading to Bylaw 24-960 Small Business Tax Incentive, as presented.

BACKGROUND/PROPOSAL:

During an April 2023 Council meeting, Council inquired about the possibility of small business tax classes when Accurate Assessment Group (AAG) presented their annual report. The recommendation of AAG was to not use a special tax class, as this is burdensome for both Administration and Assessors. AAG advised that there are very few municipalities that do this as a tax class. As there are no regulations guiding a small business tax class, it would be up to Administration to provide the Assessors with tax rolls that the class would apply. This would put the responsibility for Administration to determine in advance of the Assessors doing their annual work, to determine which tax rolls should be considered and any errors would need to be done as a change to their assessments.

MOTION: 23.04.255 Moved by: COUNCILLOR DAVE BERRY

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

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

ABSENT: Councillor Dale Smith

As such, Administration is proposing an alternative to a small business tax class in the form of a tax incentive for small businesses. This will encourage growth and revitalization within Greenview and help alleviate rising costs for existing businesses.

Components of the Small Business Tax Incentive Bylaws include the following:

- 25% exemption to the non-residential portion of property taxes;
- Property taxes paid up to December 31st of the year will be refunded 25% of the total paid amount;
- Annual revenue cannot exceed \$500,000.00;
- An applicant cannot have more than 10 employees;
- Exemptions will be permitted for a maximum of one (1) year per Applicant or once the non-residential assessed value of the Property reaches one-million dollars (\$1,000,000.00) or greater;
- Applicants must have all relevant development permits and a Greenview business license.

Limiting eligible businesses to an annual revenue of \$500,000.00 and 10 employees ensures that the incentive remains with small businesses, excluding medium and large businesses. As well, only excluding 25% of the non-residential portion of property taxes for eligible businesses, allows Greenview to still collect 75% of said taxes, benefitting both the municipality and the business.

Administration has excluded exemptions for machinery and equipment. The inclusion of which would risk the loss of approximately \$11 million from Greenview’s annual revenue.

Assessment Codes included in the bylaw would be:

- 32 GC COMMERCIAL – IMPROVED
- 42 GC INDUSTRIAL – IMPROVED
- 200 COMMERCIAL IMPR/SITE
- 230 COMMERCIAL MUNICIPAL LEASED
- 710 INDUSTRIAL BUILDING
- 720 INDUSTRIAL LAND
- 740 INDUSTRIAL IMPR/SITE

Any vacant non-residential codes have been deliberately excluded. This exemption does not apply to Provincial School Requisitions, Seniors Housing Requisitions, or any property assessed as Linear Property. As per the MGA, exemptions can only be applied to non-residential (class 2) and machinery and equipment (class 4) properties.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that small businesses will be more incentivized to establish and revitalize their business within Greenview.
2. The benefit of Council accepting the recommended motion is that the Small Business Tax Incentive will reduce the financial impact of non-residential property taxes for eligible businesses.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Greenview will not receive 25% of the revenue for the non-residential portion of property taxes from eligible small businesses who apply for the program.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to defer the implementation of a small business tax incentive until the 2025 taxation year.

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

FINANCIAL IMPLICATION:

Direct Costs: If all of the 500 eligible non-residential properties received the incentive, the total loss of non-residential property tax revenue would be approximately \$200,000.00. The highest individual roll deduction would be \$1,900.00 with the proposed incentive.

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 make any amendments to the bylaw as needed and bring it back for a third reading April 23, 2024.

ATTACHMENT(S):

- Bylaw 24-960 Small Business Tax Incentive



BYLAW 24-960 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 for the purpose of providing for non-residential property tax incentives.

Whereas, the Municipal Government Act, R.S.A. 2000, c.M-26, as amended or repealed and replaced from time to time, permits municipalities to offer exemptions for non-residential (class 2) properties for the purpose of encouraging development or revitalization;

Whereas, the Municipal District of Greenview No. 16 wishes to provide tax incentives to encourage assessment growth and promote non-residential expansion;

Whereas, Council considers it desirable to encourage the development, expansion and continued operation of non-residential properties for the general benefit of the municipality;

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

1. **TITLE**
 - 1.1. This Bylaw may be cited as the "Small Business Tax Incentive Bylaw."
2. **DEFINITIONS**
 - 2.1. **Applicant** means a person who applies for an Exemption;
 - 2.2. **CAO** means the Chief Administrative Officer of Greenview, or delegate;
 - 2.3. **Complete Application** means an application submitted pursuant to this bylaw that includes the application form, any information and documents as required by the application form and any additional application requirements for the tax incentives under this bylaw, including any additional documentation requested by Greenview to verify the accuracy of the information provided;
 - 2.4. **Council** means the Council of Greenview;
 - 2.5. **Exemption** means the portion of taxes on non-residential Property that has been determined to be exempt in accordance with this bylaw;
 - 2.6. **Greenview** means the Municipal District of Greenview No. 16.
 - 2.7. **Municipal Government Act** means the *Municipal Government Act*, RSA 2000, c M-26, as amended from time to time;

- 2.8. **Non-residential** means the type of Property falling within the assessment class specified in section 297(1)(b) of the Municipal Government Act;
- 2.9. **Property** means the Property or properties listed on the Complete Application for which an Applicant is applying to qualify for an Exemption;
- 2.10. **Qualifying Property** means a Property which meets the criteria under this bylaw for an Exemption;

3. CRITERIA FOR TAX EXEMPTION

- 3.1. To be eligible for an Exemption, the following criteria must be met and maintained over the course of the Exemption period:
 - A) An Applicant's annual revenue cannot exceed \$500,000.00;
 - B) An Applicant cannot have more than ten (10) employees;
 - C) The Property must be a Non-residential development as that term is defined in this bylaw and per Greenview's Land Use Bylaw, as amended;
 - D) All necessary development approvals must be obtained from Greenview;
 - E) Non-residential businesses must have an active business license from Greenview;
 - F) An Applicant must not be in the process of foreclosure, bankruptcy, or receivership;
 - G) An Applicant must not be in arrears with regard to taxes, utilities, or other fees owed to Greenview, including late payment penalties. Property taxes must be paid in full;
 - H) An Applicant who is developing a new business in Greenview cannot apply until the completed Property has been assessed by Greenview's municipal assessor; and,
 - I) An Applicant cannot be in litigation with Greenview.

4. INELIGIBLE NON-RESIDENTIAL PROJECTS

- 4.1. Any projects or properties assessed as Linear Property are ineligible for an Exemption.

5. DETAILS OF EXEMPTION

- 5.1. The Exemption only applies to municipal taxes. Provincial School Requisitions and Seniors Housing Requisitions are excluded from the application of this bylaw.
- 5.2. An Applicant deemed eligible by Greenview shall receive an Exemption as outlined in Section 8 of this Bylaw at any time prior to December 31st of each year. Property taxes paid up to December 31st of the year will be refunded 25% of the total paid amount.
- 5.3. Exemptions will be permitted for a maximum of one (1) year per Applicant or once the Non-residential assessed value of the Property reaches one-million dollars (\$1,000,000.00) or greater, whichever occurs first.
- 5.4. Applicants may apply for an Exemption annually.

6. CHANGE OF OWNERSHIP

- 6.1. Any change in ownership of the Property will not affect the Exemption unless the new owner(s) falls within one or more of the terms of disqualification.

6.2. To maintain eligibility for the Exemption, the new owner(s) must assume the obligations outlined in the written decision provided under Section 9 of this Bylaw.

7. APPLICATION FOR TAX EXEMPTION PROGRAM

7.1. The CAO has the authority to determine whether an Exemption will be granted in accordance with this Bylaw.

7.2. The application process for an Exemption is as follows:

- A) Applicants must submit a Complete Application to Greenview before the December 31 deadline;
- B) A Complete Application must be received before construction of a new project or expansion project commences;
- C) Notwithstanding the Complete Application requirements, Greenview may require additional information that, at the discretion of Greenview, is necessary to complete the application or determine program eligibility and may request the Applicant's consent be given to Greenview to obtain such additional information; and
- D) Greenview will advise Applicants in writing of the outcome of their request for an Exemption.

7.3. In the case of new or expanding businesses, the Exemption, if approved, will not begin until all development permits or development agreements are in place..

8. CALCULATION OF EXEMPTION

8.1. An approved Exemption of 25% will be applied to the municipal Non-residential portion of Property taxes.

9. DECISION ON EXEMPTION

9.1. If the CAO grants an Exemption, the applicant will receive a written decision outlining the following information:

- A) The taxation year to which the Exemption applies, which will not include any retroactive Exemption for years prior;
- B) Conditions of the Exemption, the breach of which will result in cancellation of the Exemption;
- C) The taxation year(s) to which the conditions of Exemption apply;
- D) The date on which the Exemption shall begin;
- E) The amount of the Exemption, to be calculated and applied in accordance with Section 8 of this bylaw; and,
- F) Any other information or conditions provided by Greenview.

9.2. If the CAO denies an Exemption application, the CAO will issue a written decision to the Applicant outlining the following information:

- A) The reason(s) the application was denied; and,
- B) The date by which an application for an appeal to Council must be submitted.

9.3. A request for an appeal must be in writing and received by Greenview no later than thirty (30) days following the decision denying or cancelling the Exemption, or before the end of the calendar year (December 31), whichever comes first.

9.4. Council, after considering the appeal, may:

- A) Uphold or revoke a decision of the CAO with respect to the outcome of an application or cancellation of an Exemption; or,
- B) Direct the CAO to revise or amend the decision with respect to the matter.

10. **SEVERABILITY**

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

11. **COMING INTO FORCE**

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

Read a first time this ____ day of _____, 2024.

Read a second time this ____ day of _____, 2024.

Read a third time this ____ day of _____, 2024.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	Bylaw 24-961 "Tax Bylaw 2024"		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 9, 2024	CAO:	MANAGER: CG
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: CG
STRATEGIC PLAN:	Economy	LEG:	

RELEVANT LEGISLATION:

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

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council amend the 2024 Operating Budget, establishing total revenues and expenditures of \$178,650,296 due to an increase of \$73,002 for The Evergreens Foundation Property Tax Requisition and \$28,290 for the Designated Industrial Property Tax Requisition.

MOTION: That Council give first reading to Bylaw 24-961 "Tax Bylaw 2024" as presented.

MOTION: That Council give second reading to Bylaw 24-961 "Tax Bylaw 2024" as presented.

BACKGROUND/PROPOSAL:

Council passed the final Operating and Capital budgets on March 26, 2024. The total municipal operating expenditures and transfers set out in the final budget totaled \$178,549,004. Since the budget was passed, Administration received The Evergreens Foundation and Designated Industrial Property Tax Requisitions which requires an increase to the budget of \$101,292 in both property tax revenue and requisition expenses. The amended municipal operating expenditures and transfers now total \$178,650,296 and the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$22,854,471.

The balance of \$116,591,996 is to be raised by general municipal taxation.

Budgeted Operating Expenses	\$	178,650,296
Less Total Requisitions	\$	(39,203,829)
Total Municipal Expenditures	\$	139,446,467
Budgeted Operating Revenue	\$	178,650,296
Less Total Property Tax Revenue	\$	(155,795,825)
Revenue and Funding Other Than Taxation	\$	22,854,471
Municipal Tax Requirement	\$	116,591,996

In addition to collecting property taxes for municipal purposes, Greenview is also required to collect property taxes for Seniors Foundations requisitions and on behalf of the Province for designated industrial properties and education.

The amounts Greenview collects on behalf of these organizations are:

1. Seniors Foundations

Requisitions provide revenue for a portion of their 2024 operating requirements. The requisition is collected from both residential and non-residential properties.

	2023	2022	Increase/ (Decrease)
The Evergreens Foundation			
Operating	\$1,400,414	\$1,340,029	\$60,385
Capital	\$1,894,978	\$1,882,361	\$12,617
	<u>\$3,295,392</u>	<u>\$3,222,390</u>	<u>\$73,002</u>
Heart River Housing			
Operating	\$919,906	\$890,103	\$29,803
Capital	\$862,412	\$556,314	\$306,098
	<u>\$1,782,318</u>	<u>\$1,446,417</u>	<u>\$335,901</u>
Grande Spirit Foundation	\$448,656	\$246,010	\$202,646
Total Seniors Foundations Requisitions	<u>\$5,526,366</u>	<u>\$4,914,817</u>	<u>\$611,549</u>

2. Province of Alberta – Alberta School Foundation

Requisition of \$31,894,501 (2023 – \$29,820,112) includes public and separate education taxes. Of the \$31,894,501:

- 1) \$2,773,207 (9%) is collected from residential properties; and
- 2) \$29,121,294 (91%) is collected from non-residential properties

The Province determines the allocation of the education requisition between residential and non-residential properties based on an equalized assessment. Electric power generation, machinery and equipment and senior citizens housing are exempt from education taxes.

3. Province of Alberta – Designated Industrial Properties

Requisition of \$1,139,479 includes the costs incurred by the Provincial assessor’s office to prepare the assessment for designated industrial properties. The Province determines the requisition’s uniform tax rate. This requisition is only applied to and paid by the designated industrial property owners.

The tax rate bylaw has now been prepared for Council ratification. A summary of changes from 2023 to 2024 appears below:

- The Rural Residential municipal tax rate is the same at 2.4977%
- The Grande Cache Residential municipal tax rate is the same at 7.1748%
- The Non-Residential municipal tax rate is the same at 7.3350%
- The Residential Alberta School Foundation rate increased slightly to 2.3752% (2022 - 2.3750%).
- The Non-Residential Alberta School Foundation requisition rate increased by 42% to 4.9586% (2023 - 3.4875%).
- The Senior's Foundations requisitions has increased by 7% to 0.3353% (2023 - 0.3130%), reflecting an increase in the funding requests from these organizations.
- The Grande Cache debt repayment rate has decreased by 4% to 0.9340% (2023 - 0.9753%) reflecting an increase in assessment values.
- The Requisition Allowance has increased 26% to 0.0212% (2023 - 0.0168%) primarily due to a decrease in assessment values.
- The Designated Industrial Properties tax rate has increased 3% to 0.0765% (2023 - 0.0746%).

The following tables illustrate examples of the combined proposed property tax impact from 2023 to 2024:

Residential Property – Assessed Value \$250,000 (Rural)

	2023	2024	Increase/ (Decrease)
Municipal Tax Levy	\$624.42	\$624.42	\$0.00
Education Tax Levy	\$593.75	\$593.80	\$0.05
Requisition Allowance Levy	\$4.20	\$5.30	\$1.10
Seniors Foundation Levy	\$78.25	\$83.83	\$5.58
Total	\$1,300.62	\$1,307.35	\$6.73

Residential Property – Assessed Value \$250,000 (Grande Cache)

	2023	2024	Increase/ (Decrease)
Municipal Tax Levy	\$1,793.70	\$1,793.70	\$0.00
Special Tax Levy	\$243.83	\$233.50	\$(10.33)
Education Tax Levy	\$593.75	\$593.80	\$0.05
Requisition Allowance Levy	\$4.20	\$5.30	\$1.10
Seniors Foundation Levy	\$78.25	\$83.83	\$5.58
Total	\$2,713.73	\$2,710.13	\$(3.60)

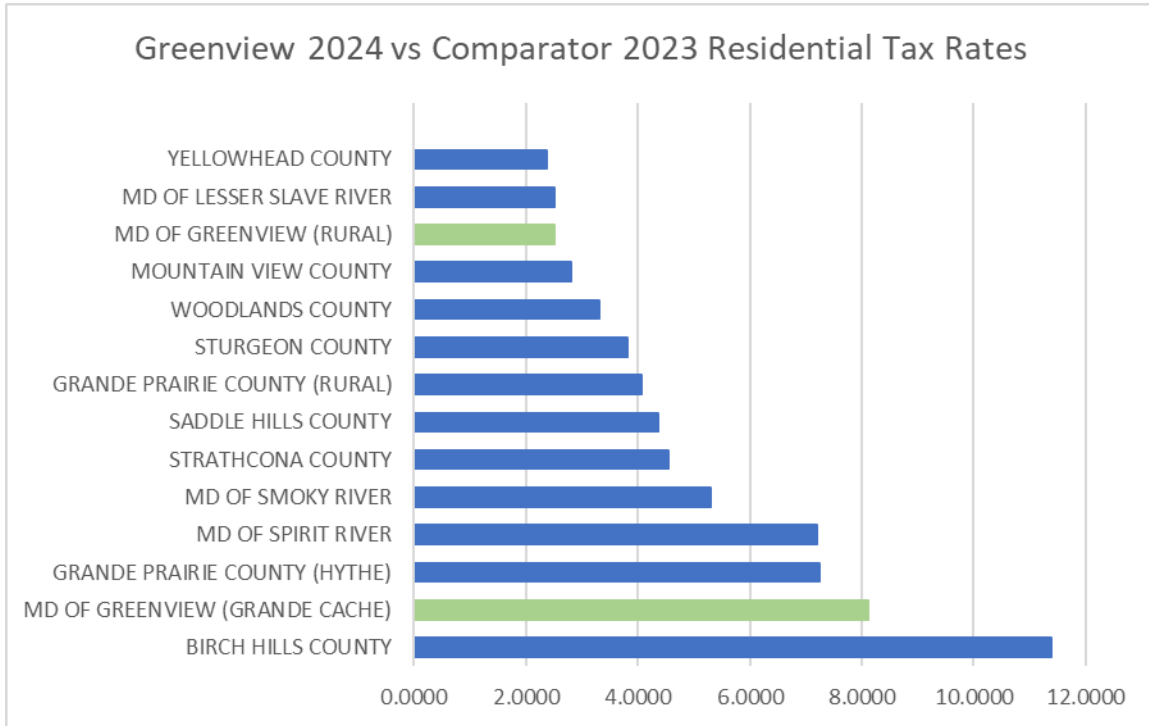
Non-Residential Property – Assessed Value \$1,000,000

	2023	2024	Increase/ (Decrease)
Municipal Tax Levy	\$1,136.97	\$1,136.97	\$-
Special Tax Levy	\$151.21	\$144.81	\$(6.40)
Education Tax Levy	\$540.56	\$768.58	\$228.02
Requisition Allowance Levy	\$2.60	\$3.29	\$0.69
Seniors Foundation Levy	\$48.52	\$51.97	\$3.45
Total	\$1,879.86	\$2,105.62	\$225.76

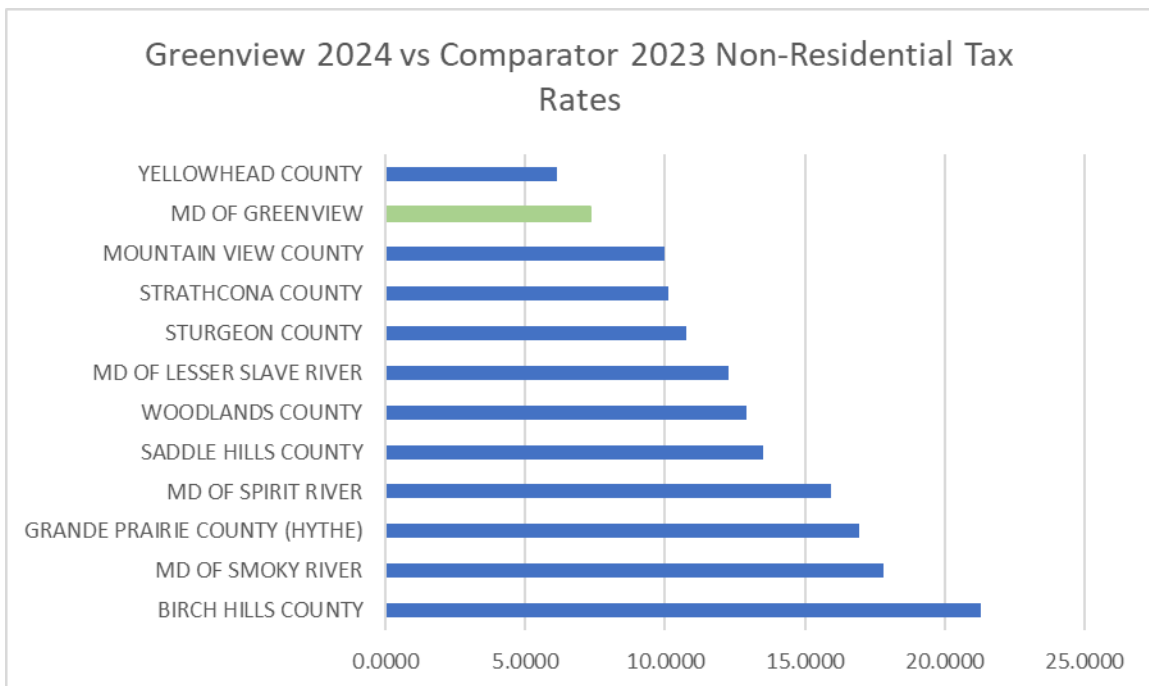
Comparators

Below is a chart of comparators for both residential and non-residential tax rates.

Residential Tax Rates



Non-Residential Tax Rates



BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will comply with legislation which requires them to pass a tax rate bylaw annually.
2. The benefit of Council accepting the recommended motion is that Administration will be able to send tax notices after the bylaw is passed.
3. The benefit of Council accepting the recommended motion is that the bylaw supports the Operating Budget passed by Council.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: None

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:

Council will need to give the bylaw third reading before it is valid. Third reading of this bylaw will be presented to Council at the April 23rd Regular Council meeting.

ATTACHMENT(S):

- Municipal Government Act sections 353, 354 and 355
- Bylaw No. 24-961

Municipal Government Act

Property tax bylaw

353(1) Each council must pass a property tax bylaw annually.

(2) The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of (a) the expenditures and transfers set out in the budget of the municipality, and (b) the requisitions.

(3) The tax must not be imposed in respect of property (a) that is exempt under section 351, 361 or 362, or (b) that is exempt under section 363 or 364, unless the bylaw passed under that section makes the property taxable.

Tax rates

354(1) The property tax bylaw must set and show separately all of the tax rates that must be imposed under this Division to raise the revenue required under section 353(2).

(2) A tax rate must be set for each assessment class or sub-class referred to in section 297

(3) The tax rate may be different for each assessment class or sub-class referred to in section 297. (3.1) Despite subsection (3), the tax rate for the class referred to in section 297(1)(d) and the tax rate for the sub-classes referred to in section 297(2.1) must be set in accordance with the regulations.

(4) The tax rates set by the property tax bylaw must not be amended after the municipality sends the tax notices to the taxpayers unless subsection (5) applies.

(5) If after sending out the tax notices the municipality discovers an error or omission that relates to the tax rates set by the property tax bylaw, the municipality may (a) amend the property tax bylaw to the extent necessary to correct the error or omission, and (b) send out amended tax notices, if required as a result of the corrections to the property tax bylaw.

(6) A municipality must, within 30 days after passing a property tax bylaw amendment under subsection (5), provide the Minister with a copy of the amended bylaw.

Calculating tax rates

355 A tax rate is calculated by dividing the amount of revenue required by the total assessment of all property on which that tax rate is to be imposed.



BYLAW No. 24-961 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to provide for the rates of taxation to be levied against assessable property within the Municipal District of Greenview No. 16 for the 2024 taxation year.

Whereas, the Municipal District of Greenview No. 16 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 9, 2024; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Municipality of Greenview No. 16 for 2024 total \$139,446,467 and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$22,854,471 and the balance of \$116,591,996 is to be raised by general municipal taxation; and

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)

Residential/Farmland	\$ 2,773,207
Non-Residential	\$ <u>29,121,294</u>
	\$ 31,894,501

Opted Out School Boards

Residential/Farmland	\$ 81,070
Non-Residential	\$ <u>884</u>
	\$ 81,954

Requisition Allowance MGA (359(2)) \$ 150,000

Seniors Foundations \$ 5,526,366

Designated Industrial Properties Requisition \$ 1,139,479

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

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

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

Residential/Farmland	\$	890,075,840
Residential Municipal Only	\$	5,500,540
Residential Grande Cache	\$	311,610,280
Residential Grande Cache Municipal Only	\$	4,403,930
DIP Residential/Farmland	\$	18,000
Non-Residential	\$	213,223,240
Non-Residential Municipal Only	\$	1,862,040
Non-Residential Grande Cache	\$	123,164,160
Machinery & Equipment	\$	47,668,380
DIP Non-Residential	\$	5,536,634,220
DIP Machinery & Equipment	\$	6,946,851,200
DIP Power Generation	\$	<u>2,411,814,430</u>
Total Taxable Assessment	\$	16,492,826,260

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

1. **TITLE**

1.1. This Bylaw may be cited as "Tax Bylaw 2024".

2. **AUTHORIZATION**

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

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential/Farmland	\$2,236,926	\$895,594,380	2.4977
Residential Grande Cache	\$2,267,339	\$316,014,210	7.1748
Non-Residential	\$112,087,732	\$15,281,217,670	7.3350
Grande Cache Properties Special Tax (Borrowing)			
Residential/Non-Residential	\$411,528	\$440,585,640	0.9340
ASFF/Opted-Out School Boards			
Residential/Farmland	\$2,854,277	\$1,201,704,120	2.3752
Non-Residential	\$29,122,178	\$5,873,021,620	4.9586
Requisition Allowance	\$150,000	\$7,074,725,740	0.0212
Seniors Foundations	\$5,526,366	\$16,481,059,750	0.3353
Designated Industrial Properties	\$1,139,479	\$14,895,299,850	0.0765

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

3. DUE DATES

3.1. Non-Residential taxes are due and payable on July 2nd, 2024.

3.2. Residential/Farmland taxes are due and payable on November 15th, 2024.

4. PENALTIES

4.1. In the event of any current taxes remaining unpaid for Non-Residential after July 2nd, 2024, there shall be levied a penalty of 8%, on July 3rd, 2024.

4.2. In the event of any current taxes remaining unpaid for Residential/Farmland after November 15th, 2024, there shall be levied a penalty of 8%, November 16th, 2024.

4.3. In the event of any current taxes remaining unpaid after December 31st, 2024, there shall be levied a penalty of 10% on January 1st, 2025.

4.4. In the event of any arrear's taxes remaining unpaid after December 31st, 2024, there shall be levied a penalty of 18% on January 1st, 2025, and in each succeeding year thereafter, so long as the taxes remain unpaid.

5. INDEMNIFICATION

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

6. COMING INTO FORCE

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

Read a first time this 9th day of April, 2024.

Read a second time this 9th day of April, 2024.

Read a third time this ____ day of _____, 2023.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: **Policy 8000 “Greenview Support Recognition”**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 9, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Governance LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8015 “Community Impact Grant”, Policy 8013 “Regional Sustaining Grant”, Policy 8012 “Sponsorship”, Policy 7003 “Greenview Logo Use”

RECOMMENDED ACTION:

MOTION: That Council approve Policy 8000 “Greenview Support Recognition” as presented.

MOTION: That Council repeal Policy 1026 “Greenview Grant Recognition”.

BACKGROUND/PROPOSAL:

Policy 8000 Greenview Support Recognition establishes guidelines for recognition of grants and sponsorships awarded by Greenview for community events, initiatives, and projects.

Policy 1026 “Greenview Grant Recognition” has been reviewed in collaboration with Communications as per the 2023 Policy Review Schedule. This policy incorporates data from the previous “Sponsorship & Donations” and “Community Grants” policies to coincide with the launch of Greenview’s new grant program. In the program, “Sponsorship”, “Community Impact Grant”, and “Regional Sustaining Grant” are streams with their own criteria and align with the proposed “Greenview Support Recognition” Policy.

Updates to the policy include:

- Policy title revision
- Renumbering of the Policy to align with all grant policies
- Addition of sponsorship recognition
- Addition of the responsibilities of Council & Administration

Policy 8000 seeks to build a framework for Recognition of Greenview’s contribution to the communities when awarding sponsorships and grants and to establish good governance while providing quality municipal services and supporting the non-profit sector in Greenview and surrounding communities.

The policy was presented to the Policy Review Committee on March 13, 2024, and no amendments were requested. Administration recommends Council approve Policy 8000 and repeal Policy 1026 to align with Greenview’s grant framework.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is it will establish a procedure and program controls for Greenview's recognition with awarded grants and sponsorships.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will incorporate any amendments, as applicable, and update registries to reflect the policy change.

ATTACHMENT(S):

- Policy 8000 "Greenview Support Recognition" (Draft)
- Policy 1026 "Greenview Grant Recognition" (Current)

Title: Greenview **Grant Support** Recognition

Policy No: 1026

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: 1026

Department: Community Services

Review Date: (3 Years from approved)



Legal References:

Not applicable

Cross References:

- Policy 8015 "Community Impact Grant"
- Policy 8013 "Regional Sustaining Grant"
- Policy 8012 "Sponsorship"
- Policy 7003 "Greenview Logo Use"

Purpose: The purpose of this policy is to establish guidelines for recognition of grant funding and **sponsorships** received from Greenview for community events, initiatives, and projects. Greenview Council is committed to building strong, vibrant communities that meet the needs of Greenview residents.

1. DEFINITIONS

- 1.1. **Greenview** means the ~~municipal corporation of the~~ Municipal District of Greenview No.16.
- 1.2. **Communications Materials** means materials which are developed to support the communication and general awareness of a project, product, or services, such as, newsletters, literature, publications, websites, social media postings, press releases, public services announcements, or fact sheets.
- 1.3. **Promotional Materials (Promo)** means articles of merchandise that are branded with a logo used in marketing and communications programs. These items are donated to charitable groups or given away to the public to promote an organization.
- 1.4. **Marketing Collateral (Collateral)** means the collection of media used to support marketing campaigns to promote a program or service. The goal is to sell target audiences and includes brochures, rack cards, posters, print and web ads.
- 1.5. **Recipient** means the individual(s) or organization(s) receiving grant or sponsorship funding awarded by Greenview.

2. POLICY STATEMENT

- 2.1. ~~Grant-r~~ Recipients should acknowledge funding support from Greenview in all communications materials, media coverage, and verbal promotion pertaining to the event, program or project **as outlined in Section 3. Procedure 3.1. being supported by the grant.**
- 2.2. ~~Grant-r~~ Recipients agree that all related communications materials and marketing collateral, including signs, websites, posters, etc. will contain a visible, current, and official Greenview logo. Official logo files are available through the **Communications and Marketing**

Department and must be used in accordance with ~~the Greenview's Logo Use Policy visual standards-guidelines~~. The Greenview logo should only be used in reference to the event/program/project.

- 2.3. ~~If grant~~ If funding is supporting an event, the Recipient shall obtain from Greenview, a municipal banner for prominent display during the event to recognize the support of the municipality and through verbal acknowledgment during the event. Recognition of funding shall be in accordance with procedure 1.
- 2.4. ~~Grant r~~ Recipients are encouraged to tag ~~the M.D. of~~ Greenview in social media posts (Facebook, Instagram, Twitter) in recognition of ~~grant financial~~ support.
- 2.5. Unless the event or program has an established tiered sponsorship, the tiered guidelines for recognition in ~~procedure-1 Section 3~~ shall apply, contingent on the ~~amount of funding awarded by Greenview. level of municipal funding.~~
- 2.6. If ~~grant~~ funding is supporting an event or program that involves tiered sponsorship, organizations should contact Greenview's communications department to outline the deliverables within their sponsorship recognition framework.
- 2.7. All costs of printing, advertising, signage, and other promotional activities related to the ~~grant~~ recognition ~~as outlined in procedure-3.1 Section 3~~ are the responsibility of the Recipient.
- 2.8. A presentation to Council and a cheque photo ~~may be~~ required for ~~grants-funding~~ over \$5,000.00 and should be coordinated through Greenview ~~a~~Administration.
- 2.9. Grant Recipients may not identify as agents of ~~the M.D. of~~ Greenview in any way.
- 2.10. Greenview reserves the right to use any information related to the organization and the ~~grant-funding~~ assistance to the organization in its promotions and advertising. The use of such information will be at the discretion of the municipality and may be done so upon notification to the organization by the municipality.

~~2.11. This policy does not apply to operational grants.~~

3. PROCEDURE-RECOGNITION TIERS

- 3.1. Greenview shall apply the following ~~grant~~ recognition tiers for ~~all grant and sponsorships event and project grants~~:

Tier	Funding Awarded Grant Amount	Recognition Required
Premier	Over \$10,000.00	<ul style="list-style-type: none"> • Delegate tickets to event/promotional items. • Recognition in print material and media advertising. • Verbal recognition at the event. • Greenview banner to be displayed at the event.

		<ul style="list-style-type: none"> • Possible photo-op & cheque presentation with Council.
Partner	\$2,500.00 - \$10,000.00	<ul style="list-style-type: none"> • Recognition in print material and media advertising. • Verbal recognition at the event. • Greenview Banner to be displayed at the event. • Possible photo-op & cheque presentation with Council.
Community Support	\$100.00 - \$2,499.00	<ul style="list-style-type: none"> • Recognition in print material and media advertising. • Verbal recognition at the event. • Possible photo-op & cheque presentation with Council

- 3.2. For all promotions, communications, and acknowledgment of Greenview, the primary contact is the **Manager of Communications and Marketing**. ~~Communications Manager~~
- 3.3. Council meeting delegations must be arranged by contacting Greenview one month prior to the scheduled meeting date.
- 3.4. Promotional recognition must be coordinated at least one (1) month prior to the scheduled event or as soon as funding has been awarded.

4. COUNCIL RESPONSIBILITIES

- 4.1. At Council's discretion other forms of recognition may be requested.

5. ADMINISTRATION RESPONSIBILITIES

- 5.1. Administration shall advise successful ~~grant~~—Recipients of the required recognition, as outlined in the recognition table above.
- 5.2. Administration shall distribute event tickets accordingly.
- 5.3. Administration shall coordinate cheque presentation photo opportunities accordingly.
- 5.4. Administration shall review and approve all logo use requests as per the Greenview Logo Use Policy.
- 5.5. Administration shall ensure a Greenview banner is available to display at the event, as required.

Title: Greenview Grant Recognition

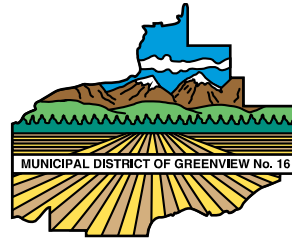
Policy No: 1026

Effective Date: March 9, 2020

Motion Number: 20.03.156

Supersedes Policy No: (None)

Review Date: March 9, 2023



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Purpose: The purpose of this policy is to establish guidelines for recognition of grant funding received from Greenview for community events, initiatives and projects. Greenview Council is committed to building strong, vibrant communities that meet the needs of Greenview residents.

DEFINITIONS

Greenview means the municipal corporation of the Municipal District of Greenview No. 16.

Communications Materials means materials which are developed to support the communication and general awareness of a project, product or service such as, newsletters, literature, publications, websites, social media postings, press releases, public service announcements, or fact sheets.

Promotional Materials (Promo) means articles of merchandise that are branded with a logo used in marketing and communication programs. These items are donated to charitable groups or given away to the public to promote an organization.

Marketing Collateral (Collateral) means the collection of media used to support marketing campaigns to promote a program or service. The goal is to sell target audiences and includes, brochures, rack cards, posters, print and web ads.

POLICY

1. Grant recipients should acknowledge funding support from Greenview in all communications materials, media coverage, and verbal promotion pertaining to the event, program, or project being supported by the grant.
2. Grant recipients agree that all related communications materials and marketing collateral, including signs, websites, posters, etc. will contain a visible, current and official Greenview logo. Official logo files are available through the Communications Department and must be used in accordance with Greenview’s visual standards guidelines. The Greenview logo should only be used in reference to the event/program/project.
3. If grant funding is supporting an event, the recipient shall obtain from Greenview, a municipal banner for prominent display during the event and to recognize the support of the municipality through verbal acknowledgement during the event. Recognition of funding shall be in accordance with Procedure 1.
4. Grant recipients are encouraged to tag the M.D of Greenview in social media posts (Facebook, Instagram, Twitter) in recognition of grant support.

5. Unless the event or program has an established tiered sponsorship, the tiered guidelines for recognition in Procedure 1 shall apply, contingent on the level of municipal funding.
6. If grant funding is supporting an event or program that involves tiered sponsorship, organizations should contact Greenview’s Communications Department to outline the deliverables within their sponsorship recognition framework.
7. All costs of printing, advertising, signage and other promotional activities related to grant recognition are the responsibility of the recipient.
8. A presentation to Council and a Cheque photo are required for grants over \$5,000 and should be coordinated through Greenview Administration.
9. Grant recipients may not identify as agents of the M.D of Greenview in any way.
10. Greenview reserves the right to use any information related to the organization and the grant assistance to the organization in its promotions and advertising. The use of such information will be at the discretion of the municipality and may be done so upon notification to the organization by the municipality.
11. This Policy does not apply to operational grants.

PROCEDURE

1. Greenview shall apply the following grant recognition tiers for event and project grants:

Tier	Grant Amount	Recognition Required
Premier	\$10,000.00 +	<ul style="list-style-type: none"> • Regional, Provincial and/or National Reach • Recognition in print material and media advertising • Verbal recognition • Permanent Greenview signage paid for by the recipient to be placed within/outside of building or structure for annual grant recipients • Delegate attendance • Presentation to Council and Cheque photo-op. • Provide promotional items/passes for Greenview to disseminate. Full event attendance (Ex. VIP Passes)
Partner	\$2,500-10,000.00	<ul style="list-style-type: none"> • Regional Recognition • Recognition in print material and media advertising • Verbal recognition at event • Permanent Greenview signage will be provided for placement within/outside of building or structure. • Delegate attendance (min. 2) • Presentation to Council and Cheque photo-op.

<p>Community Support</p>	<p>\$100.00 - \$2,500.00</p>	<ul style="list-style-type: none"> • Administration may request Greenview signage be placed at event • Recognition in any print material • Recognition in social media advertising • Verbal recognition at event • Greenview Signage will be provided. • Greenview may request signage be placed within/outside of building or structure for annual grant recipients • Possible cheque presentation and photo-op with Councillor(s).
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2. For all promotion, communications and acknowledgement of Greenview, the primary contact is the Communications Manager.
3. Council Meeting delegations must be arranged by contacting Greenview one month prior to the scheduled meeting date.
4. Promotional recognition must be coordinated at least one month prior to the scheduled event or as soon as funding has been awarded.



REQUEST FOR DECISION

SUBJECT:	Sponsorship Request - Bear Creek Folk Music Festival		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 9, 2024	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LD
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 Sponsorships

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$5,500.00 to the Bear Creek Music Festival Society in hosting the 7th Annual Bear Creek Folk Music Festival on August 16-18th, 2024 in Grande Prairie, Alberta, with funds to come from the Community Services Sponsorship Budget.

BACKGROUND/PROPOSAL:

The Bear Creek Folk Music Festival Society is hosting its 7th Annual Folk Music Festival on August 16-18th, 2024 in Grande Prairie, Alberta. The Society is requesting a “Bronze Sponsorship” for the event in the amount of \$5,500.00 to help offset the costs associated with hosting this large regional event.

The festival is organized and run by a non-profit society and governed by a volunteer board who help coordinate staff and over 500 volunteers each year to make this event successful. The event is family-friendly and all-inclusive, with entertainment, vendors, and food for every taste. Ticket sales for the 2024 event have significantly increased in the past years, and 2024 is well ahead in ticket sales and volunteer sign-ups. It is expected that the event will sell out before the August 16th start date.

The Society applied for an operating grant last October for the 2024 calendar year. The request was presented to Committee of the Whole (COTW) in December 2023, at which time, Committee of the Whole requested the Society do a presentation at a future meeting.

The Bear Creek Folk Music Festival Society’s representatives attended a Committee of the Whole meeting on January 16, 2024, and presented their 2024 budget and updates on festival operations. At that time, the request for a grant was not approved and the recommendation was that the society apply for a sponsorship, as this event would better match the requirements for Greenview sponsorships.

The festival includes four (4) feature stages, with over thirty (30) provincial, national, and international touring artists performing in a wide range of genres, including country, Celtic, blues, gospel, rock, and many more. This year the festival is welcoming hometown Emerson Drive, who grew up and started their music

career in Grande Prairie and will be performing their final farewell hometown concert. Other featured artist for this year includes the Northbloods, Gretchen Peters, Jann Arden, and Alan Doyle.

Administration is recommending the \$5,500.00 Bronze Sponsorship as requested for this event, as this large regional event hosts many attendees and volunteers from Greenview. As well, promotion of Greenview at this event is an opportunity to promote to the many attendees and volunteers traveling from outside the region.

The Bronze Sponsorship Package includes:

- Verbal recognition within the MC’s script. (at least twice over the weekend)
- Personalized media posts prior to the festival – highlighting information you wish to add about your company.
- ¼ page color ad within the program
- 2 weekend passes for the festival.
- 2 special guest badges, which include complimentary meals in the festival kitchen, backstage access, artist bar and an invitation to the exclusive festival after-party.
- 1’x3’ banner placed near the main gates
- Recognition on the website
- Logo included on the sponsor board.

Other Sponsorship opportunities range from \$1,700.00 to \$25,000.00, which can be found in the attached sponsorship package.

The society has secured \$80,000.00 in funding from the City of Grande Prairie along with additional grant funding, donations, gifts in kind, and community sponsorship for the 2024 event.

The Community Services Sponsorship budget currently totals approximately \$146,226.90.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be promoted at one of the largest tourism draw for the region, which welcomes many Greenview residents and brings in artists, attendees, and volunteers from out of province, the United States, Australia, Asia, and Europe.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Council could see an influx in requests from events taking place outside of Greenview.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$5,500.00

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 the Bear Creek Folk Music Festival Society of Council's decision.

ATTACHMENT(S):

- Bear Creek Folk Music Festival Application
- Bear Creek Folk Music Festival Sponsorship Package
- BCFF Financials (draft)
- BCFF 2024 Budget

Greenview Sponsorship and Donation Request Form

Row 112

Organization or Person Requesting Funds	Bear Cree Folk Music Festival Society
Date of Application	03/01/24
Form Date Field	198
Date of Event	08/16/24
Phone Number	780-380-9807
Purpose of Organization	scard@bearcreekfolkfest.org
Mailing Address	9307-108 Ave, Grande Prairie, AB, T8V 1M6
Funding Request Total	\$5,500 ask - (open to discussion- larger recognition available at higher amounts and our initial request of 25K would still be ideal)
Type of sponsorship request	Event
Describe your organization	<p>We are a registered Not For Profit with a 9 person board of directors. We produce an annual world-class three-day music festival in Grande Prairie. It runs mid-August and features over 30 provincial, national, and international touring artists. Our mandate focuses on community building whilst promoting the arts, and we strive for accessibility and an extremely family-friendly environment. Our volunteer base is nearly 700-strong and annually contributes over 20,000 person-hours. It is a community of its own that proudly refers to itself as our "volunteer family". Along with our 90-plus sponsors, our entire community rallies behind us and contributes their time, resources, and money to make it all happen.</p>
Intended Purpose	<p>It takes well over a million dollars cash (plus over \$250,000 in GIK) to mount this event. There is high need in so many areas (artist fees, infrastructure, hospitality services and beyond). Additionally, we have a mounting number of capital purchases needing to be made. We would welcome your input as to which of these aspects of our event you are most interested in supporting and would put the funds towards those costs.</p>
Direct Goals	<p>- Bring a world-class folk music festival to Northern Alberta - Create a legacy event that the region can be proud of for decades to come - Enrich our local cultural landscape and our sense of community - Raise the quality of life/summer enjoyment for Northern Alberta residents by creating a great family event for</p>

people to enjoy - Develop tourism in the region and promote other businesses, organizations, and attractions in the area - Create youth mentorship and volunteer opportunities while promoting values of inclusivity, support for local minority-status residents, environmental stewardship, and community building - Bring tourist dollars into our regional economy. - Create career-changing opportunities for Alberta-based artists - Help grow and support the local, regional, and national music industry

Where/When?	August 16-18, 2024 on Borstad Hill in Muskoseepi Park (Grande Prairie)
Benefit to residents of Greenview	Though the event takes place in Grande Prairie, fewer than half of our 6500-7000 attendees per day are from within the City, and we see a lot of MD of Greenview residents enjoying the festival— either as attendees, volunteers, or sponsors. This is truly a regional event that has become dearly important to thousands of people. Some volunteers have told us that the community they found at our festival was life changing, in some cases even life-saving. We see families reuniting around our weekend, friends meeting up and new friends (and even some couples!) being made. It goes far beyond something fun to do in the summer. It is a strong force of regional morale and community building, a fantastic way for the more disenfranchised to find community and friends, as well as being a major tourism draw for the region.
How many people will benefit	7000+
Funding from others	-\$25,000 - The County of Grande Prairie No 1 (CONFIRMED) -\$80,000 - The City of Grande Prairie (Requested) -\$75,000 - Federal CAPF grant (Requested) -\$75,000 - Provincial CIP grant (Requested) -\$45,000 - The Pomeroy (CONFIRMED) -\$40,000 - ATB (CONFIRMED) -\$40,000 - Kamwin Electric (CONFIRMED) -\$20,000 GP Bannister Honda (CONFIRMED) *Plus roughly 90 smaller local and regional sponsors both confirmed and unconfirmed
Additional Information	We have increased our capacity this year and are still poised to sell out many months before the festival. Though the event takes place in Grande Prairie, fewer than half of our 6500-7000 attendees per day are from within the City, and we see a lot of MD of Greenview residents enjoying the festival— either as attendees, volunteers, or sponsors. This is truly a regional event that has become dearly important to thousands of people. Some volunteers have told us that the community they found at our festival was life changing, in some cases even life-saving. Though we are seeing outstanding success with our ticket sales, our costs have gone up by over 30% in recent years and we have recently lost some key grant funding. We really need the support of our region to help us continue to present the level of event that people have grown to love while still keeping ticket prices affordable to families.
Recognition	We are attaching a generic sponsor sheet which gives a general idea, depending on the level that you come in at. We are technically setting the request at \$5500 which would put you at the “Bronze” level. We also always try to go above and beyond, finding personalized ways to collaborate and recognize our sponsors, and we would welcome the opportunity to chat about what would be possible. As an aside - If you came in at the \$20,000 range, we could credit you as a platinum sponsor (with all attached benefits) and additionally build special/unique

recognition (For example– Sponsorship of our backstage VIP area and artist bar, or of the fest kitchen that feeds our 700 volunteers and hundreds of artists and sponsors...). We love collaborating with our sponsors to best highlight the things they most value.

Previous Donation Not within the last two years. We did receive \$5000 in 2020/2021 to purchase a couple of tents. We recognized this during our 2021 event, as well as logo inclusion in subsequent years on our tent donor board.

Grant Funds Received from other sources?

Have you performed any other fundraising projects?

Agreement

Grant Purpose

Column24

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

MD Logo

Email Comm.

List for

Recognition

Contact Name(s) Sarah Card

Logo Permission

**Agreement with
Statement**

Signature1 Sarah Card

FOIP Disclosure



BEAR CREEK FOLK MUSIC FESTIVAL

SPONSORSHIP OPPORTUNITIES

The seventh annual Bear Creek Folk Festival will take place Aug. 16-18, 2024.

Coming off the heels of an incredible SOLD OUT festival, the momentum is palpable and our homegrown fest is well on its way to becoming a legacy event for the Grande Prairie area. We are the largest annual tourist draw for the region and an integral part of the area's rich cultural landscape.

The Bear Creek Folk Fest places the utmost importance on being **family-friendly, welcoming, inclusive,** and **accessible.** We focus on community building and supporting our great region, and our track record of attracting thousands of people to our hill each day speaks volumes to how much people love this event.

If you've never been, the music at our folk fest often surprises first-timers. We showcase a variety of genres, including: country, blues, rock, gospel, bluegrass, world music, contemporary and traditional folk, and many things in between. We have music for everyone!

Our world-class artists have included headliners such as Sarah McLaughlan, Steve Earle and the Dukes, Serena Ryder, Blue Rodeo, case/lang/veirs (Neko case, kd lang, and Laura Veirs), Feist, City and Colour, Colin James, Michael Franti, Corb Lund, Bruce Cockburn, The Strumbellas, and many more. In all, over 30 artists perform across 3 days on multiple, concurrently running stages. Year after year, the strength of our lineup continues to garner far-reaching attention and we are recognized as one of Canada's newest and exciting international folk fests.

Our attendees hail from across the province, throughout Canada, the States, Europe, Australia, and Asia - most of whom make the fest the primary reason for their trip; and we consistently see a strong showing from residents within the Grande Prairie area. Our fans near and far have fallen in love with the magic on the hill and are blown away by the quality of our event.

You can become part of this fantastic, national-level event through one of our various sponsorship opportunities. We love working with our sponsors to make the experience interactive and much more than a simple exchange of cash contributions for signage recognition. We want our relationships to be mutually beneficial and special.

If you are interested in being part of this great story, or have any questions, please contact the festival's producer Sarah Card at **780-380-9807**, or **scard@bearcreekfolkfest.org**

Thank you for your support!



SPONSORSHIP OPPORTUNITIES

Unique major Sponsorship Packages with highly visible onsite recognition are available in the \$20,000 to \$40,000 and up range. These include our **Kids Zone sponsorship, our Support Local Program, and others.** If you are interested in learning more about these opportunities, please let us know and we would be happy to tailor one to your company.



\$25,000 (Available to cash sponsors only) **Headliner Sponsor (2 of 3 available)**

- Your company will be recognized as the headliner sponsor for one of the nights of the festival. Signage displayed on or directly beside our main stage on your sponsored night, as well as recognition both on our schedule page in the program and multiple times verbally from the main stage on your sponsored night.
- Twice nightly verbal recognition built into the emcee's script on other festival nights
- Social media tags on your sponsored night when our media team features photos of main stage artists
- Dedicated personalized social media post before the festival highlighting info you would like to share about your company
- Prime placement on full page color ad in the festival program
- 10 Weekend Tickets for the festival OR 10 Single Day tickets for each day of the festival
- 8 Special Guest Badges, which include scrumptious complimentary meals in our festival kitchen; backstage access, including the artist bar; and invitation to the exclusive festival after-party.
(Note: These badges are non-transferable and not auctionable)
- 4'x8' banner placed with prime placement near the main festival gate
- Recognition on the festival website
- First right of refusal on stage sponsorship for five years
- Logo placement on our sponsor board



\$16,000 AND UP

Platinum Sponsor

- Twice nightly verbal recognition built into the emcee's script
- Dedicated personalized social media post before the festival highlighting info you would like to share about your company
- Dedicated personalized social media post during the festival highlighting your sponsorship in action
- Prime placement on full page color ad in the festival program
- 8 Weekend Tickets for the festival OR 8 Single Day tickets for each day of the festival
- 6 Special guest badges, which include scrumptious complimentary meals in our festival kitchen; backstage access, including the artist bar; and invitation to the exclusive festival after-party
- 4'x8' banner placed with prime placement near the main festival gate
- Recognition on the festival website
- Logo placement on our sponsor board



\$12,000 AND UP Gold Sponsor

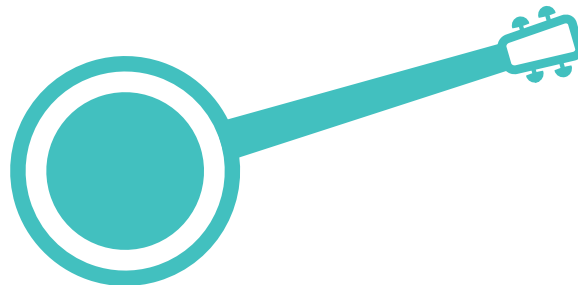
- Nightly verbal recognition built into the emcee's script
- Dedicated personalized social media post before the festival highlighting info you would like to share about your company
- Dedicated personalized social media post during the festival highlighting your sponsorship in action
- Full page color ad in the festival program
- 6 Weekend Tickets for the festival
- 4 Special Guest badges, which include scrumptious complimentary meals in our festival kitchen; backstage access, including the artist bar; and invitation to the exclusive festival after-party
- 3'x6' banner placed near the main festival gate
- Recognition on the festival website
- Logo placement on our sponsor board



\$12,000 AND UP

Silver Sponsor

- Nightly verbal Recognition built into the emcee's script
- Dedicated personalized social media post before or during the festival highlighting info you would like to share about your company
- 1/2 page color ad in the festival program
- 4 Weekend Tickets for the festival
- 4 Special Guest Badges, which include scrumptious complimentary meals in our festival kitchen; backstage access, including the artist bar; and invitation to the exclusive festival after-party
- 2'x4' banner placed near the main festival gate
- Recognition on the festival website
- Logo placement on our sponsor board



\$5,500 AND UP

Bronze Sponsor

- Verbal recognition built into the emcee's script (at least twice over the weekend)
- Dedicated personalized social media post before the festival highlighting info you would like to share about your company
- 1/4 page color ad in the festival program
- 2 Weekend Tickets for the festival
- 2 Special Guest badges, which include scrumptious complimentary meals in our festival kitchen; backstage access, including the artist bar; and invitation to the exclusive festival after-party
- 1'x3' banner placed near the main festival gate
- Recognition on the festival website
- Logo placement on our sponsor board



\$3,000 AND UP

Contributing Sponsor

- Verbal recognition built into the emcee's script (at least once over the weekend)
- 1/8 page color ad in the festival program
- 2 Special Guest badges, which include scrumptious complimentary meals in our festival kitchen; backstage access, including the artist bar; and invitation to the exclusive festival after-party
- 1'x2' banner placed near the main festival gate
- Recognition on the festival website
- Logo placement on our sponsor board



\$1,700 AND UP

Supporting Sponsor

- Logo placement in the festival program
- 2 Weekend Tickets to the festival
- 1'x2' banner placed near the main festival gate (cost of printing banner must be provided)
- Recognition on the festival website
- Logo placement on our sponsor board

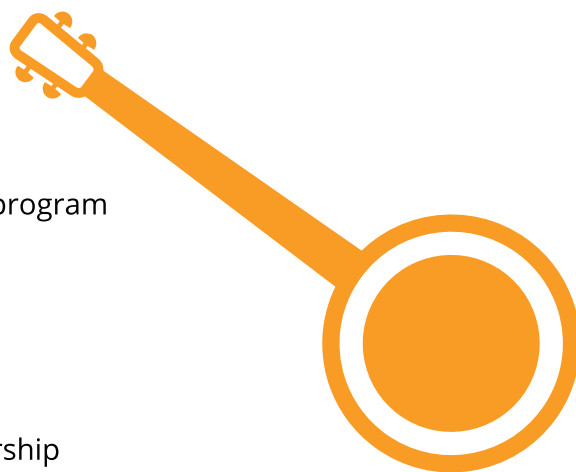
UNDER \$1,700

Friend of the Festival

- Recognition on the "Thank You" page in the festival program
- Recognition on the festival website
- Logo placement on our sponsor board

GIFT-IN-KIND

- GIK level and benefits to be determined per sponsorship



Note: Special Guest Badges are not for resale or auction and can not be transferred outside of the sponsoring company without the permission of the Bear Creek Folk Festival. Weekend and Single Day Tickets are allowed to be transferred or auctioned.

BEAR CREEK FOLK MUSIC FESTIVAL SOCIETY

Financial Information

October 31, 2023

Draft for discussion purposes only

Preparer NP 1/26/24	Reviewer NT 1/27/24	Partner DW 2/15/24	-
-	Scan / Printed	Delivered	Published

Printed: February 15, 2024 3:44 PM





COMPILATION ENGAGEMENT REPORT

To the Directors of Bear Creek Folk Music Festival Society

On the basis of information provided by management, we have compiled the statement of financial position of Bear Creek Folk Music Festival Society as at October 31, 2023, and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended, as well as notes and other explanatory information, which includes a description of the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We have not performed an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Grande Prairie, Alberta

Chartered Professional Accountants

BEAR CREEK FOLK MUSIC FESTIVAL SOCIETY

Statement of Financial Position

October 31, 2023

	2023	2022
ASSETS		
CURRENT		
Cash	\$ 14,382	\$ 6,500
Accounts receivable	21,824	25,000
Inventory	21,517	41,888
	<u>57,723</u>	73,388
PROPERTY, PLANT AND EQUIPMENT <i>(Note 2)</i>	<u>31,726</u>	33,203
	<u>\$ 89,449</u>	\$ 106,591
LIABILITIES		
CURRENT		
Bank operating loan	\$ 84,391	\$ -
Accounts payable and accrued liabilities	70,644	138,748
Deferred revenue	7,000	40,512
Long-term debt due in one year <i>(Note 3)</i>	9,000	11,000
	<u>171,035</u>	190,260
Long-term debt due thereafter <i>(Note 3)</i>	<u>92,500</u>	168,500
	<u>263,535</u>	358,760
NET ASSETS		
GENERAL FUND	(205,812)	(285,372)
EQUITY IN PROPERTY, PLANT AND EQUIPMENT	<u>31,726</u>	33,203
	<u>(174,086)</u>	(252,169)
	<u>\$ 89,449</u>	\$ 106,591

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BEAR CREEK FOLK MUSIC FESTIVAL SOCIETY

Statement of Revenues and Expenditures

Year Ended October 31, 2023

	2023	2022
REVENUES		
Grants <i>(Note 4)</i>	\$ 285,000	\$ 229,900
Ticket sales	457,608	254,609
Merchandise	247,528	378,132
Sponsorships and fundraising	322,027	145,168
	<u>1,312,163</u>	<u>1,007,809</u>
DIRECT COSTS		
Purchases	166,775	98,014
Artist fees	440,920	381,519
Artist accommodations	73,493	36,087
Artist merchandise commissions	23,265	21,889
Fundraising expenses	-	5,679
Technical fees	24,454	32,038
	<u>728,907</u>	<u>575,226</u>
GROSS PROFIT <i>(44%; 2022 - 43%)</i>	<u>583,256</u>	<u>432,583</u>
EXPENDITURES		
Advertising and promotion	33,677	38,615
Amortization	7,646	4,567
Equipment rental	186,886	124,021
Insurance	20,164	18,559
Interest and bank charges	11,135	1,875
Interest on long-term debt	3,259	1,857
Licenses, fees and permits	50,217	54,965
Office	11,304	10,821
Repairs and maintenance	2,816	5,559
Salaries, wages and benefits	84,479	85,280
Security	43,962	10,763
Supplies	37,595	8,375
Travel and subsistence	12,033	2,429
	<u>505,173</u>	<u>367,686</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ 78,083</u>	<u>\$ 64,897</u>

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Prep _____ Added _____ Approved _____



BEAR CREEK FOLK MUSIC FESTIVAL SOCIETY

Statement of Changes in Net Assets

Year Ended October 31, 2023

	General Fund	Equity in Property, Plant and Equipment	2023	2022
NET ASSETS - BEGINNING OF YEAR	\$ (285,372)	\$ 33,203	\$ (252,169)	\$ (317,066)
Excess of revenues over expenditures	78,083	-	78,083	64,897
Funds used for property, plant and equipment	(6,169)	6,169	-	-
Annual amortization	7,646	(7,646)	-	-
NET ASSETS - END OF YEAR	\$ (205,812)	\$ 31,726	\$ (174,086)	\$ (252,169)

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Prep _____ Added _____ Approved _____



BEAR CREEK FOLK MUSIC FESTIVAL SOCIETY

Statement of Cash Flow

Year Ended October 31, 2023

	2023	2022
OPERATING ACTIVITIES		
Excess of revenues over expenditures	\$ 78,083	\$ 64,897
Item not affecting cash:		
Amortization of property, plant and equipment	7,646	4,567
	<u>85,729</u>	<u>69,464</u>
Changes in non-cash working capital:		
Accounts receivable	3,176	(18,464)
Inventory	20,371	(169)
Prepays	-	34,282
Accounts payable and accrued liabilities	(68,104)	42,973
Deferred revenue	(33,512)	(128,638)
	<u>(78,069)</u>	<u>(70,016)</u>
Cash from (used by) operating activities	<u>7,660</u>	<u>(552)</u>
INVESTING ACTIVITY		
Purchase of property, plant and equipment	<u>(6,169)</u>	<u>(29,874)</u>
FINANCING ACTIVITIES		
Proceeds from long-term debt financing	-	37,000
Repayment of long-term debt	(78,000)	(7,500)
Cash from (used by) financing activities	<u>(78,000)</u>	<u>29,500</u>
DECREASE IN CASH	(76,509)	(926)
CASH - BEGINNING OF YEAR	<u>6,500</u>	<u>7,426</u>
CASH (DEFICIENCY) - END OF YEAR	<u>\$ (70,009)</u>	<u>\$ 6,500</u>
CASH (DEFICIENCY) CONSISTS OF:		
Cash	\$ 14,382	\$ 6,500
Bank operating loan	(84,391)	-
	<u>\$ (70,009)</u>	<u>\$ 6,500</u>

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BEAR CREEK FOLK MUSIC FESTIVAL SOCIETY

Notes to Financial Information

Year Ended October 31, 2023

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Bear Creek Folk Music Festival Society as at October 31, 2023, and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable less any allowance for doubtful accounts
- inventory valued at the lesser of cost and net realizable value
- prepaids recognized as expense in the period in which the service is provided
- property, plant and equipment amortized over their estimated useful lives
- deferred revenue recognized in the period in which the relevant expenses are incurred
- accounts payable and accrued liabilities

2. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Equipment	\$ 26,320	\$ 6,659	\$ 19,661	\$ 20,133
Computer equipment	2,219	610	1,609	-
Furniture and fixtures	18,294	7,838	10,456	13,070
	<u>\$ 46,833</u>	<u>\$ 15,107</u>	<u>\$ 31,726</u>	<u>\$ 33,203</u>

3. LONG-TERM DEBT

	2023	2022
RBC - Canada Emergency Business Account	\$ -	\$ 60,000
Private loans - interest bearing, with repayment terms	64,500	82,500
Private loans - non-interest bearing, no repayment terms	37,000	37,000
	<u>101,500</u>	179,500
Long-term debt due in one year	<u>(9,000)</u>	(11,000)
	<u>\$ 92,500</u>	<u>\$ 168,500</u>



BEAR CREEK FOLK MUSIC FESTIVAL SOCIETY

Notes to Financial Information

Year Ended October 31, 2023

4. GRANT REVENUE

	<u>2023</u>	<u>2022</u>
CAN Council	\$ 40,000	\$ -
City of Grande Prairie	75,000	75,000
Government of Alberta	75,000	75,000
Government of Canada	50,000	54,900
MD of Greenview	5,000	-
Travel Alberta	20,000	25,000
Canada Emergency Business Account - forgiven portion	20,000	-
	<u>\$ 285,000</u>	<u>\$ 229,900</u>

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2024- Projected Budget

	CASH	GIK	TOTAL CASH & GIK
PROJECTED EXPENSES			
ARTISTIC BUDGET			
Artist Fees	\$480,000.00		
SOCAN Fees	\$14,400.00		
Artist Riders	\$3,500.00		
Artistic budget total	\$497,900.00	\$0.00	\$497,900.00
STAFF AND CREW			
Producer (full time/year round)	\$78,000.00		
Production Manager	\$10,000.00		
Extra gov't remittance fees	\$5,150.00		
Site Manager (including fees and expenses)	\$6,300.00		
Sound and lighting techs	\$20,000.00		
Kitchen Manager	\$4,250.00		
Kitchen Assistant	\$500.00		
Security	\$15,000.00		
EFMF Tent crew	\$3,300.00		
Other tent labor	\$4,000.00		
Staff and crew total	\$146,500.00	\$0.00	\$146,500.00
SITE COSTS			
Sound Production & main stage rental	\$60,000.00	\$30,000.00	
Backline	\$8,000.00	\$1,000.00	
Power (Silent generators and fuel)	\$30,000.00	\$7,500.00	
Lighting and additional tech	\$10,000.00		
Tents, tables and chairs	\$34,000.00	\$44,000.00	
Fork Lift & Zoom Boom	\$2,350.00	\$4,000.00	

2024- Projected Budget

	CASH	GIK	TOTAL CASH & GIK
Coffee Urns	\$100.00		
Fire Extinguishers	\$100.00		
Stage cover tents	GIK	\$7,000.00	
Trucking/Hauling	\$5,000.00	\$5,000.00	
Fuel	\$8,500.00	\$12,000.00	
Trucking expenses (hotels)	\$750.00		
Trailer rental and transport	\$1,000.00	\$2,500.00	
Toilets and septic services	\$26,000.00	\$3,000.00	
Fencing	\$12,000.00	\$4,500.00	
Communications equipment	GIK	\$3,000.00	
Solar infrastructure	\$7,000.00		
WiFi Data	\$1,000.00		
Backstage RVs	GIK	\$15,000.00	
Fees for onsite terminals	\$700.00		
Use of NWP parking lots	GIK	\$2,000.00	
Use of City-owned site (GIK)	GIK	(value tbd)	
Safe rental	GIK	\$500.00	
Golf cart rentals	GIK	\$3,000.00	
Tractor rental	GIK	\$4,000.00	
Cash Register Rental	\$200.00		
Site supplies	\$2,500.00		
Scaffolding	\$1,500.00	\$2,500.00	
Reefer trailers	GIK		
Sea cans and rig mats	GIK	\$2,000.00	
First Aid supplies	GIK	\$500.00	
Face painting supplies	GIK	\$1,000.00	
Site costs total	\$210,700.00	\$154,000.00	\$364,700.00

2024- Projected Budget

	CASH	GIK	TOTAL CASH & GIK
PROMOTION			
Radio Promo	\$13,000.00	\$40,000.00	
Targeted digital media marketing	\$3,500.00		
Printing (Posters, Flyers, promotional banners)	\$2,500.00	\$800.00	
Facebook ads	\$4,000.00		
Print ads	\$800.00	\$10,000.00	
Canada Day Float	\$500.00		
Design fees (Rebel Bent)	\$4,000.00	\$20,000.00	
Promo booths	\$1,200.00		
Web fees	\$400.00		
Promotion costs total	\$29,900.00	\$70,800.00	\$100,700.00
LICENSES/PERMITS/ACCOUNTING/BANKING			
Festival Insurance	\$20,000.00		
City event/building permits	\$1,900.00		
Accounting/Bookkeeping	\$1,000.00	\$11,000.00	
AGLC	\$600.00		
Angel lender interest	\$3,500.00		
Banking fees and interest	\$1,200.00		
Licenses/permits/accounting total	\$28,200.00	\$11,000.00	\$39,200.00
OPERATIONS			
Ice	\$1,000.00	\$2,000.00	
Signage	\$4,000.00		
Merch area supplies	\$750.00		
Performer shuttles and fuel	\$500.00	\$8,000.00	
Admin supplies	\$700.00		

2024- Projected Budget

	CASH	GIK	TOTAL CASH & GIK
Storage	GIK	\$10,000.00	
Debit machines	\$500.00		
Kids Area Supplies	\$300.00		
After party	\$800.00		
Face Painting Supplies	GIK	\$1,500.00	
Green Team Supplies	\$250.00		
Loss and damage	\$6,000.00		
Operations total	\$14,800.00	\$21,500.00	\$36,300.00
ACCOMMODATIONS			
Artist and crew accommodations	\$53,000.00		
Accommodations total	\$53,000.00	\$16,000.00	\$69,000.00
MERCH			
Program Printing	\$8,000.00	\$1,000.00	
Volunteer shirts	\$7,000.00		
Wrist bands	\$1,200.00		
Volunteer name badges	\$2,000.00		
Merch costs total	\$18,200.00	\$1,000.00	\$19,200.00
PROFESSIONAL DEVELOPMENT			
Folk conferences and networking	\$8,000.00		
Professional development total	\$8,000.00	\$0.00	\$8,000.00
HOSPITALITY/KITCHEN			
Performer Hospitality	\$1,500.00	\$3,000.00	

2024- Projected Budget

	CASH	GIK TOTAL CASH & GIK	
Volunteer Services	\$1,500.00		
Kitchen Food costs	\$26,000.00	\$10,000.00	
Compostable cups etc	\$4,200.00		
Concession food costs	\$2,000.00		
Kitchen equipment	\$2,000.00	\$6,500.00	
Hospitality/kitchen costs	\$37,200.00	\$16,500.00	\$53,700.00
 CAPITAL EXPENDITURES			
Small tents	\$22,000.00		
Speakers	\$10,000.00		
Sea Can	\$4,000.00		
Capital Expenditures total	\$36,000.00		
<hr/>			
PROJECTED COSTS TOTALS	\$1,080,400.00	\$290,800.00	\$1,371,200.00

PROJECTED REVENUE

GRANTS AND SPONSORSHIPS

County of Grande Prairie No 1 Grant Funding CONFIRMED	\$25,000.00
City funding CONFIRMED	\$80,000.00
CAPF grant (applied)	\$50,000.00
Travel Alberta Grant (applying)	\$20,000.00
Confirmed corporate sponsrships	\$192,500.00
Sponsorships still to secure (inc MD of Greenview request)	\$70,000.00
 Grants Total	 \$437,500.00

2024- Projected Budget

	CASH	GIK TOTAL CASH & GIK	
TICKET SALES & ONSITE SALES			
Ticket Sales:	\$485,000.00		
Liquor Sales profit	\$70,000.00		
Program sales	\$8,000.00		
Festival concession vendor	\$21,000.00		
Merch Sales	\$30,000.00		
50/50 & Raffle	\$20,000.00		
Donations	\$2,500.00		
Vendor Fees	\$10,500.00		
Ticket Sales & Onsite Sales Total	\$647,000.00		
<hr/>			
TOTAL FESTIVAL REVENUE:	\$1,084,500.00	\$290,800.00	\$1,375,300.00

**Note-- Any additional ticket sale revenue will go towards debt deduction and additional needed infrastructure purchases.



REQUEST FOR DECISION

SUBJECT: Sponsorship Request - Resource Centre for Suicide Prevention
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 9, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 Sponsorships

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$5,000.00 to the Resource Centre for Suicide Prevention for the “Mental Health Summit: Promoting Wellness in Trades, Industry and Agriculture” May 6 to May 7, 2024, in Grande Prairie, Alberta, with funds to come from the Community Services Sponsorship Budget.

BACKGROUND/PROPOSAL:

The Resource Centre for Suicide Prevention is requesting a \$5,000.00 sponsorship for the “Mental Health Summit: Promoting Wellness in Trades, Industry and Agriculture”.

The Resource Centre for Suicide Prevention and Northwestern Polytechnic Office of Applied Research and Innovation are hosting the “Mental Health Summit: Promoting Wellness in Trades, Industry and Agriculture” from May 6th to 7th, 2024, in Grande Prairie, Alberta. The goals of the conference include providing practical education and solutions about workplace mental health, focusing on trades, industry, and agriculture. This conference will provide an opportunity for human resources, health & safety, environment professionals, owners, operators, contractors, service providers, and researchers to connect and discuss mental health in the workplace.

The budget for this event is estimated to be \$91,500.00, including the dinner option that interested attendees would pay for separately. A sponsorship of \$5,000.00 has been requested from each of the County of Grande Prairie and the City of Grande Prairie, with an estimated additional \$10,000.00 expected from other sponsors.

Various sponsorship opportunities are available as outlined in the attached sponsorship package, ranging from \$1,000.00 to \$10,000.00. The requested \$5,000.00 sponsorship recognition would include 6 event tickets, Greenview promotional signs at the day 1 workshops, and recognition in the program, on social media, and the event website.

This is the first sponsorship request from the Resource Centre for Suicide Prevention. Greenview has supported the Resource Centre for Suicide Prevention in the past with an operating grant from FCSS in the amount of \$10,000.00 for the Youth Mental Health Program in 2023.

The Community Services Sponsorship budget currently totals approximately \$146,226.90.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting a mental health initiative focused on key economic drivers for Greenview and the Region.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$5,000.00

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 the Resource Centre for Suicide Prevention of Council’s decision.

ATTACHMENT(S):

- Resource Centre for Suicide Prevention Application

- Resource Centre for Suicide Prevention Sponsorship Package
- Event Budget

Greenview Sponsorship and Donation Request Form

Row 113

Organization or Person Requesting Funds	Resource Centre for Suicide Prevention
Date of Application	03/20/24
Form Date Field	199
Date of Event	05/06/24
Phone Number	780.539.6680
Purpose of Organization	director@sp-rc.ca
Mailing Address	#200, 10014 - 99 Street Grande Prairie, Alberta T8V 3N4
Funding Request Total	5000
Type of sponsorship request	Event Gifts-in-kind (i.e. silent auction items)
Describe your organization	The Resource Center for Suicide Prevention has been operating for 30 years in the Grande Prairie region, and is a strong, sustainable resource for this area. We deliver solid, proven programs & services and are held in high regard in our area. Our services really are a unique offering to the people of the Peace Region. Unfortunately, this area lacks many fundamental resources for mental health, people in crisis, and those suffering daily from trauma & harm. Suicide prevention is a huge umbrella, and under that umbrella falls many resources. We offer support groups, public education, workplace education, support for youth enduring suicidal ideation and self harming tendencies, peer settings for all genders, senior supports and bereavement resources & groups. All of these resources support public safety – both for the individual, and the general public that they interact with. Our services encourage healing and triumph in all areas of trauma.
Intended Purpose	From May 6-7, 2024, Grande Prairie's Resource Centre for Suicide Prevention and Northwestern Polytechnic Office of Applied Research & Innovation will be hosting the "Mental Health Summit: Promoting Wellness in Trades, Industry and Agriculture." The event will facilitate conversations and provide participants with access to resources and training that can be used to promote mental health in the workplace. Never before has the Peace Country hosted a prominent conference geared to human resource and HSE professionals together with business owners

and researchers who want to benefit from practical education and certification. The funds will be used to sponsor the event - ensuring its successful launch.

Direct Goals	To provide practical education and solutions about work place mental health. There will be sessions that will provide "certification" e.g. Mental Health First Aid offered by the Mental Health commission of Canada.
Where/When?	May 6 & 7 at the Grande Prairie Campus of NWP.
Benefit to residents of Greenview	The focus of the conference is on trades, industry and agriculture. Those sectors are key economic drivers for Greenview. The people that work in these demanding industries are at high risk of mental health decline. This conference will help address this compelling need.
How many people will benefit	200 direct attendees representing their organizations that can then take those learnings back to benefit them
Funding from others	City of Grande Prairie \$5,000 County of Grande Prairie \$5, 000 MD of Greenview \$5,000 RCSP \$10,000 Other sponsors \$10,000
Additional Information	As part of the Tier 2 sponsorship, the MD would be provided with 6 conference tickets.
Recognition	Signage on site in multiple locations program recognition and s social media recognition opportunities.
Previous Donation	Greenview has provided operating grants but not a sponsorship
Grant Funds Received from other sources?	
Have you performed any other fundraising projects?	
Agreement	
Grant Purpose	
Column24	
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

MD Logo

Email Comm.

List for Recognition

Contact Name(s) Hywel Williams

Logo Permission

Agreement with Statement 23400

Signature1 Hywel Williams

FOIP Disclosure

Sponsorship Proposal

Mental Health Summit

Promoting Wellness in Trades,
Industry & Agriculture
May 6–7th, 2024

Hosted By:

The Resource Centre for Suicide Prevention &
Northwestern Polytechnic Office of Applied Research

Contact

Email: director@sp-rc.ca

Contents

TOPICS OF THE PROPOSAL

01. INTRODUCTION

02. ABOUT THE EVENT

03. EVENT SCHEDULE

04. SPONSORSHIP PACKAGE



Introduction

From May 6-7, 2024, Grande Prairie's Resource Centre for Suicide Prevention and Northwestern Polytechnic Office of Applied Research & Innovation will be hosting the "Mental Health Summit: Promoting Wellness in Trades, Industry and Agriculture."

Scheduled during Mental Health Awareness Month, this event will facilitate conversations and provide participants with access to resources and training that can be used to promote mental health in the workplace.

For the first time a conference is geared to human resources and health, safety, and environment professionals, owners, operators, contractors, service providers, and researchers who want to join the conversation. Hosted in the beautiful Peace Country, an area with a large economic workforce in trades, industry, and agriculture.

About Us

Resource Centre for Suicide Prevention

For over three decades, the registered charity Resource Centre for Suicide Prevention has been creating conversations surrounding suicide and mental health. The more we talk, the more conversations we have and the more knowledge we share, the less people will die by suicide. Everyone can be part of prevention.

Vision



To promote mental well-being, raise awareness, eliminate stigma, and educate to reduce suicide, suicidal behaviours and their impacts.



Mission

- To raise awareness and create conversations surrounding suicide and mental well-being, acknowledging that talking about suicide is lifesaving.
- To empower our community by facilitating skill building, safe communication, and promoting the value of self-care.

Northwestern Polytechnic

Office of Applied Research & Innovation

The Office of Applied Research and Innovation provides a range of support services and guidance to faculty, researchers, students, industry, and community partners interested in research and creative activities. Our goal is to facilitate research that offers practical solutions for industry and community challenges and to share this research with the community. We do this by supporting researchers and their partners in identifying grants and preparing applications, providing advice on implementing research projects, identifying partnerships, increasing opportunities for students and supporting projects that contribute to regional and provincial economic growth.

Event Schedule

**06
MAY**

Day 1

Optional "Tough Enough To Talk About It" Session
Registration
Keynote
Panel
Lunch
Afternoon Workshops
Optional dinner

Location : Northwestern Polytechnic Grande Prairie
Campus

**07
MAY**

Day 2

Breakfast
Training Sessions
Lunch
Training Sessions
Optional Mixer

Location : Northwestern Polytechnic Grande Prairie
Campus

Sponsorship Package



Presenting Sponsor

8 TICKETS

Sign recognition outside of Day 2 sessions

Screen recognition during Day 2 sessions

Opportunity to provide gifts for attendee gift bags

Program recognition

Social media & website recognition

\$10,000

Tier 2

6 TICKETS

Sign recognition outside of Day 1 workshops

Opportunity to provide gifts for attendee gift bags

Program recognition

Social media & website recognition

\$5,000

Sponsorship Package



Tier 3

4 TICKETS

Opportunity to provide gifts for attendee gift bags

Program recognition

Social media & website recognition

\$2,500

Tier 4

2 TICKETS

Program recognition

Social media & website recognition

\$1,000



Thank you!
Hope you are
interested!

Contact

Email: director@sp-rc.ca

	Estimated Cost	Details
Session facilitators and speakers	\$35,000	This includes honorariums, facilitators fees and travel costs
Food	\$25,000-	Attendees will pay separately if they wish to attend the optional dinner or May 6 th
Marketing	\$10 000	This includes registration portal, signage during the event and any external marketing we use
Promotional Material	\$6500	Attendee gift bags Speaker gifts
Decor	\$5000	This includes linens, centre pieces and other décor items
Misc Expenses	\$10 000	Leading up to the event we expect unforeseen costs to arise and are allocating part of our budget to cover them
Total	\$91,500	Breakeven is 175 attendees

Revenue

Registrations

\$65,000

Sponsorships

City \$5,000

County \$5,000

MD \$5,000

RCSP \$10,000

Other \$10,000

\$35,000

Surplus

\$8,500



REQUEST FOR DECISION

SUBJECT: 2024 Flower Purchase
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: April 9, 2024
DEPARTMENT: AGRICULTURE & FACILITIES
MAINTENANCE
STRATEGIC PLAN: Culture, Social & Emergency Services

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

MANAGER: SK / BP
PRESENTER: SK / BP

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council approve of the 2024 Flower Purchase plan as presented.

BACKGROUND/PROPOSAL:

On February 27th, 2024, Council approved the following motion:

MOTION: 24.02.91 Moved by: COUNCILLOR TOM BURTON

That Council cancel Tender AG-2024-01 - Annual Flower Tender for the 2024 season due to anticipated adverse environmental conditions.

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

CARRIED

After the cancelation of the multi year tender, Administration met with the vendor and requested development of a 2024 beautification plan that acknowledges anticipated water shortages while still allowing for some beautification. The vendor agreed and submitted a proposed planting plan for the in-planter flowers. Hanging baskets have been eliminated from the 2024 plan but the flower barrels, seen at the entrances of public service buildings throughout Greenview and in the Hamlet of Grande Cache, will continue. Species selection has been made with the potential for hot and dry conditions in mind. Perennial plants will also continue as originally planned. The vendor has agreed to honour the pricing they quoted in the Request for Proposal AG-2024-01, while recognizing the contract is now only for one year.

The cost of the annual flower purchase is split between the Beautification and Facility Maintenance 2024 budgets.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the current lack of moisture will be acknowledged, while still providing beautification of Greenview facilities, public areas, and parks.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended action is that the tendering of the flowers has been delayed and not all the chosen species may be available this season.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to cancel the flower order for 2024, in its entirety.

ALTERNATIVE MOTION: That Council direct Administration to forgo the purchase of flowers for the 2024 season.

FINANCIAL IMPLICATION:

Direct Costs: While the annual budget for flowers is between \$40,000 to \$50,000, the total for 2024 will be reduced to \$30,439.

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 move forward with Council's recommendation.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT: **Notice Issuance – Case File 12226, 18041, 20485, and 21517**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 9, 2024 CAO: MANAGER: SK
DEPARTMENT: AGRICULTURE DIR: PRESENTER: KK
STRATEGIC PLAN: Governance LEG:

RELEVANT LEGISLATION:

Provincial (cite) – *Weed Control Act* of Alberta (RSA 2008/W-5.1)

Council Bylaw/Policy (cite) – 6303 Weed Control

RECOMMENDED ACTION:

MOTION: That Council approves the destruction of a crop over 20 acres in size for Case File 12226, 18041, and 20485.

BACKGROUND/PROPOSAL:

In 2012, **Case File 12226 (Ward 2)** was inspected and was found to have an abundance of Tall Buttercup growing in the southeast corner of the property and were sent a letter and a fact sheet advising them of the infestation with control options. Since 2012, there have been multiple letters and attempts for voluntary compliance. In 2023, the infestation was noted to have increased and all efforts to contact the landowner have been met with little to no action and no forms of contact in return. On January 31, 2024, the landowners were sent a final letter advising them to contact us and to control the infestation and if no action has been taken Greenview may issue a Weed Notice.

In 2018, **Case File 18041 (Ward 2)** was inspected and was found to have an abundance of Tall Buttercup growing in the southeast corner of the property. The landowner was sent a letter and fact sheet advising them of the infestation with control options. In 2023, the infestation was noted to have increased throughout the parcel and all efforts to contact the landowner have been met with no action and no forms of contact in return. On January 31, 2024, the landowners were sent a final letter advising them to contact us and to control the infestation and if no action has been taken Greenview may issue a Weed Notice.

In 2020, **Case File 20485 (Ward 4)** was inspected and was found to have an abundance of Tall Buttercup growing in the southeast corner of a hay crop. At this time, with the Greenview inspection program, all landowners with an infestation received letters and fact sheets advising them of infestations on their land with information on control options. In 2021, the title changed, and the new landowner only has a mailing address on file. In 2023, the infestation was noted to have increased to be throughout the hay crop and all efforts to contact the landowner have been met with no action and no forms of contact in return. On January 31, 2024, the landowners were sent a final letter advising them to contact us and to control the infestation and if no action has been taken Greenview may issue a Weed Notice.

As per the Alberta *Weed Control Act* 14(3), 14(4), a motion from Council is required for the destruction of a crop over 20 acres. Administration is bringing these cases forward due to the severity, lack of control, duration of established infestations, and the location of an infestation being in a new area.

Once passed, Administration will apply a control deadline within the Weed Notice of June 28, 2024 to allow the landowner enough time to contact us and control the infestation during a period where control efforts will be effective or allow Administration to arrange enforcement, if necessary. If the landowner controls the infestation on or before the deadline stated within the Weed Notice, Greenview will not be required to enforce control.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be in compliance with the Alberta *Weed Control Act*.
2. The benefit of Council accepting the recommended motion is that the public perception of Greenview’s efforts to control noxious weeds will be improved.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that it may be perceived negatively to enforce the Weed Notice to those unaware of the history and severity of the infestation.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Greenview would hire a contractor for enforcement of a Weed Notice. All charges, plus administrative fees would then be issued by a Debt Recovery Notice to the landowner in a manner as defined by section 21(2) and section 21 (4) of the *Weed Control Act*.

STAFFING IMPLICATION:

The staffing implication will be minimal as the Ag Services department is already in correspondence with the subject files and will continue to work with the landowners until the enforcement process is completed, as well as in the future to assist with best practices moving forward if necessary.

PUBLIC ENGAGEMENT LEVEL:

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

If Council approves the recommended motion, Administration will proceed with issuing the Weed Notices.

ATTACHMENT(S):

- N/A



REQUEST FOR DECISION

SUBJECT:	Home Support Fees – Greenview	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO:	MANAGER: LH
MEETING DATE:	April 9, 2024	DIR: MH	PRESENTER: LH
DEPARTMENT:	FCSS	LEG: SS	
STRATEGIC PLAN:	Culture, Social & Emergency Services		

RELEVANT LEGISLATION:

Provincial - N/A

Council Bylaw/Policy – Policy 5001 – FCSS Home Support

RECOMMENDED ACTION:

MOTION: That Council direct Administration to amend Policy 5001 Home Support, to exempt the Co-ops and Enterprises from the fees applied for Home Support Services through the Green View FCSS Program.

BACKGROUND/PROPOSAL:

Across Greenview, Home Support fees are determined using a sliding scale and clients are charged based on their discretionary income. The range for fees for Home Support is set annually by the Family and Community Support Services (FCSS) Board through Policy 5001 (see attached). In 2024 the rate is set between \$5.00-\$20.00 per hour for services such as light housekeeping and meal preparation. There are currently a total of 138 Home Support clients in Greenview and the fees have not increased since the start of the program.

Home Support services began in the Co-ops and Enterprises in 2016. At the inception of this service, no home support fees were charged as the service was new and Administration wanted the program to grow and be barrier free. Currently 18 home support households are located in the Co-ops and Enterprises; 5 have been with the program since it started 2016 and the remaining 13 have gradually requested service.

FCSS Administration does an annual re-assessment of all Greenview Home Support clients, as changes in needs and income levels sometimes occur. Out of the 138 households that utilize the program, there are currently three (3) clients that have been approved at \$0.00 charge as the households have zero discretionary income in all other areas of Greenview (not including the 18 households in the Co-ops and Enterprises). As an example, there are clients on Assured Income for the Severely Handicapped (AISH), as well as seniors whose only source of income is Old Age Security (OAS), and Canada Pension Plan (CPP) who pay the minimum fee of \$5.00 per hour.

Administration is seeking direction from Council as to whether Greenview will continue to provide the Home Support Service free of charge to the residents in Co-ops and Enterprises, or alternatively implement fees consistent with the rest of the residents of Greenview. The current policy does not exclude the Co-ops and Enterprises from being charged any fees. If Council wishes to continue this practice, the Policy will be updated to reflect the decision and the practice will continue.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to ensure the levels of service provided through the Home Support Program are consistent and fair throughout the municipality.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that residents not currently paying fees for this service may not appreciate being charged a fee for service going forward.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to charge Home Support fees in the Co-ops and Enterprises; however, Administration does not recommend this action as we have not charged a fee since the implementation of the program.

FINANCIAL IMPLICATION:

If Council wishes to implement Home Support fees in the Co-ops and Enterprises, there may be a slight increase in revenue.

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:

If Council wishes to implement fees for the Co-ops and Enterprises, Administration will do a financial assessment of the clients and agreements will be signed with each client.

ATTACHMENT(S):

- Policy 5001 - Home Support
- Home Support Fee Scale

Title: Home Support

Policy No: 5001

Effective Date: April 27, 2021

Motion Number: 21.04.226

Supersedes Policy No: NONE

Review Date: April 27, 2024



Purpose: The purpose of the Home Support Policy is to provide guidelines on how to administer the Green View Home Support program

1. DEFINITIONS

- 1.1. **Essential Services** means grocery shopping, medical appointments, and banking.
- 1.2. **Green View FCSS** means Family and Community Support Services provided by the M.D. of Greenview in partnership with the Town of Valleyview.
- 1.3. **Minimal Respite Care** means care provided on a short term basis that is provided during regular work day hours.
- 1.4. **The Board** means the Green View Family and Community Support Services Board.

2. POLICY

- 2.1. Green View FCSS believes it is appropriate to provide home support service based on a variable cost associated with the independent needs assessment to allow people to remain in their own homes.
- 2.2. Annually, the Board will establish a budget for the Home Support Program.
- 2.3. To protect staff and the municipalities from liability, Home Support workers may not provide current Green View Home Support clients service outside of agreed upon number of hours per week.
- 2.4. All services will be provided based on a maximum of 4 hours per week per client. Requests for additional hours may be approved by the Home Support Coordinator or the FCSS Manager.

3. PROCEDURE

- 3.1. Eligibility of clients is based on, but not limited to, the following factors:
 - A) Individual needs assessment
 - B) Availability and/or access to other resources

3.2. Services to be provided may include, but are not limited to:

- A) Assistance with light housekeeping
- B) Minimal respite
- C) Meal preparation
- D) Travel to essential services

4. Responsibilities

4.1. Staff

- A) The Home Support Coordinator will advertise and promote Home Support services through newsletters, brochures, health agencies and other community groups.
- B) The Home Support Coordinator will conduct an interview and complete an assessment form, which will include, but not be limited to, the following:
 - i. Income
 - ii. living and medical expenses
 - iii. insurance and utilities
 - iv. vehicle expenses
- C) When a client is approved for the program, the Home Support Coordinator will coordinate services with the Home Support Worker
- D) The Manager of FCSS will report to the Board on the number of clients, types of services provided, and hours worked in the Home Support Program.
- E) The Home Support Coordinator will provide the client with written notice prior to removing them from the program.

4.2. Board

- A) The Board will, within thirty (30) days, meet to hear any appeals from clients who have been removed from the program. The Board's decision is final and binding to all parties.
- B) The Home Support fee is to be reviewed and approved annually by the Board.

4.3. Members of the Public

- A) Individuals or family members may request support through this program by contacting the Home Support Coordinator.
- B) In the event a client is removed from the program and disagrees with the decision of the Home Support Coordinator, they may appeal in writing to the Board within seven (7) days of the discontinued service.



Home Support Fee Scale

<u>Monthly Income</u>	<u>Client Rate/ Hour</u>
<u>Up to \$200.00 (discretionary rate)</u>	<u>\$5.00</u>
<u>\$200-\$400</u>	<u>\$8.00</u>
<u>\$400-\$600</u>	<u>\$10.00</u>
<u>\$600-\$900</u>	<u>\$15.00</u>
<u>\$900 and up</u>	<u>\$20.00</u>

The minimum hourly rate is \$5.00 per hour.

Use family income to arrive at the monthly income. If the family income is from farming/ commission, or work on a casual basis or for other reason is unpredictable it may be better to use an average monthly take home pay from the last year or as shown in bank statements.

This fee schedule is meant to be used as a guideline only.



REQUEST FOR DECISION

SUBJECT: **Sunset House well update**
 SUBMISSION TO: REGULAR COUNCIL MEETING
 MEETING DATE: April 9, 2024
 DEPARTMENT: ENVIRONMENTAL SERVICES
 STRATEGIC PLAN: Governance

REVIEWED AND APPROVED FOR SUBMISSION
 CAO: MANAGER: DB
 DIR: RA PRESENTER: DB
 LEG:

RELEVANT LEGISLATION:

Provincial (cite) – Water Well Diversion Licence No. 00344523-00-00

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accepts the Sunset House water point well report update for information, as presented.

BACKGROUND/PROPOSAL:

During the February 14, 2023 Council meeting, Administration was directed to monitor and observe the Sunset House water point functionality and to provide a report in the early part of 2024:

MOTION: 23.02.72 Moved by: COUNCILLOR DAVE BERRY

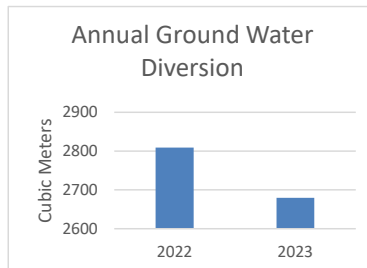
That Council direct Administration to maintain the level of service of providing 2 cubic meters of water per resident, per day at the Sunset House water point for the purpose of tracking and providing Council a baseline and future report on well performance.

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

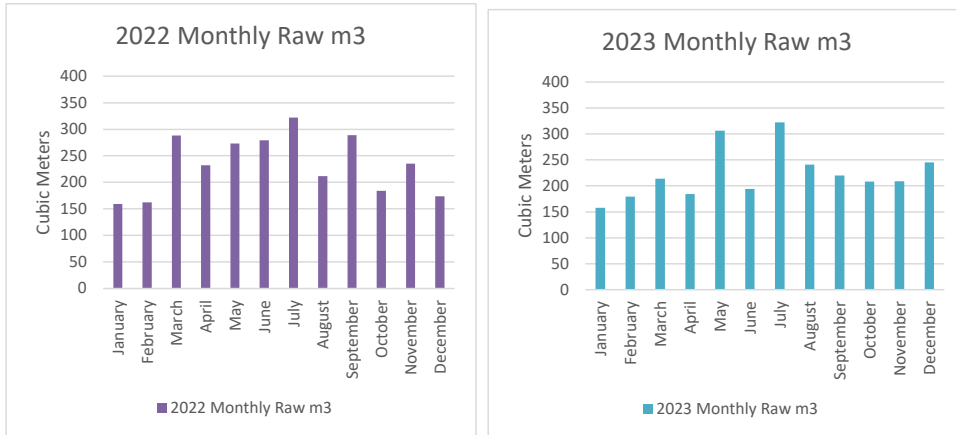
CARRIED

Sunset House water point is supplied by Well 2013 WSW (Water Source Well) located on 9-36-70-20 W5M and operated by Greenview under Water Well Diversion License No. 00344523-00-00. The well is 109.7m deep, with an operating range of about 92m and 102m. Well 2013 WSW is not performing as desired and was appearing to be on a downward slide. Administration does not want to affect any existing residential water wells with any decisions made moving forward.

Action taken by Administration includes placing a moratorium on any new water access accounts to the Sunset House water point, as well as a decrease in the volume of water allowed per customer per day, from 5 cubic meters to 2 cubic meters as per Motion 23.02.72. The 2023 annual groundwater diversion is 2680 cubic meters, while 2022 was 2810m³; this is a 130 cubic meter decrease since the change from 5 to 2 cubic meters.

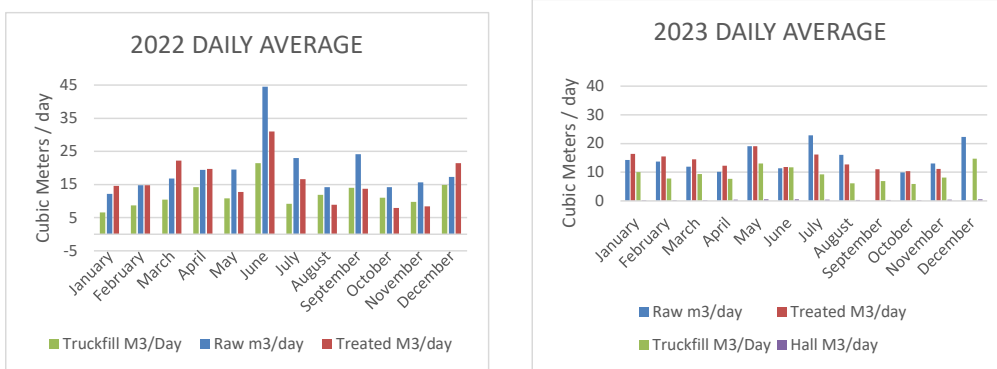


Monthly consumption for 2022 and 2023 comparatively is depicted in the graphs below:



The impact of the decreased volume per visit in 2023 is apparent, however, spring remains a high usage time of the year, likely due to agricultural spraying.

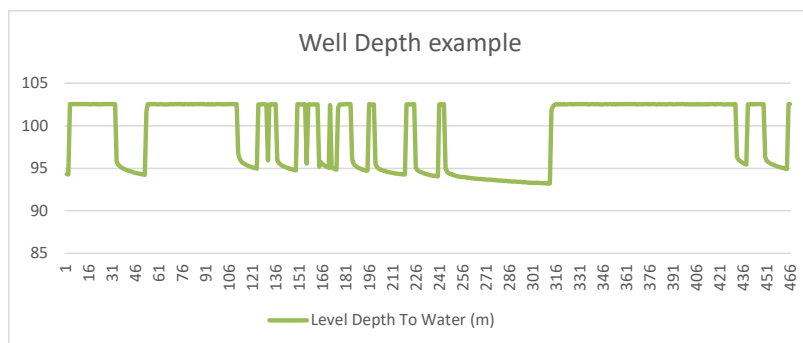
The water point uses a reverse osmosis system to remove impurities from the water as a treatment method and adds chlorine to the water. Reverse osmosis systems waste approximately 25-30% of water to be efficient to removal of impurities for Councils information.



Emerging information is that Alberta Environment and Protected Areas (EPA) is commenting on assuming the authority on the water points as micro systems in the near future and relieving Alberta Public Health of the responsibilities. This may change our monitoring frequency and regulatory guidelines, as well as the requirement to meet Engineered standards.

Commented [CL1]: Why are they taking over?

Well depth data shows when the well runs continuously to catch up to the demand, there is an impact on the drawdown of the well. When the well runs for short periods of time, the drawdown is much less. See attached Graph labeled July 2023. Data shows that the operating level in 2017 ranged from approximately 95m to 102m, which is similar to that of July 2023, but 2m lower than February 2024 which ranged approximately 93 m to 100m. The 2m water level difference could be attributed to seasonal usage and the demand on the entire aquifer.



Please see attachments of annual chemical analysis (7-Sep-2023), graph of well depth for July 2023 showing drawdown impact, 2016 Annual Groundwater Monitoring Report which includes the water well diagram (Page 20).

Administration feels at this time, at the reduced allowed daily volume of 2m³, that the status of the well is maintaining the current level of service. While this is a snapshot of the well's current performance, it cannot be used to forecast its future reliability.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to have the information to assist in making future decisions concerning the well and supply at the Sunset House waterpoint.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct Administration to provide a further report on the status of the Sunset House well water point in 2025.

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

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PROMISE TO THE PUBLIC

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FOLLOW UP ACTIONS:

Administration will continue to monitor the Sunset House water point.

ATTACHMENT(S):

- Annual Chemical analysis Sept 2023.
- July 2023 Draw down diagram.

Due to large file size, the following attachment may not be included in the Agenda package, but will be made available for review in advance and during meeting:

- 2016 Water Well Diagram, HCL report
 - of interest: Page 7 (Water Level Comparison), Pages 11-17 (Licence), and Page 20 (Water Well Diagram)

ANALYTICAL REPORT

Client: Municipal District of Greenview No. 16
 4806-36 Avenue, Box 1079
 Valleyview, AB, T0H 3N0

Attention: Eric Ungstad

KaizenLAB JOB #:	333417
DATE RECEIVED:	08-Sep-2023
DATE REPORTED:	14-Sep-2023
PROJECT ID:	Sunset House Potability
LOCATION:	Sunset House WTP

KaizenLAB Sample #: 333417_001 **Sample ID:** Sunset Raw
Date Sampled: 12:05 7-Sep-2023

Parameter Description	Units	Result	Guideline Limits*	Comment
Routine Water Potability Analysis (Potability pkg #2)				
Electrical Conductivity (EC) at 25°C	uS/cm	1130		
pH		8.5	7.0-10.5 (AO)	Acceptable
Total Dissolved Solids (calculated)	mg/L	697	500 (AO)	Unacceptable
True Colour	TCU	6	15 (AO)	Acceptable
Turbidity	NTU	0.52	0.1/0.3/1.0 <small>see notes</small>	See notes
Alkalinity Parameters of Water				
Alkalinity (phenolphthalein, as CaCO ₃)	mg/L	11.8		
Alkalinity (total, as CaCO ₃)	mg/L	594.0		
Bicarbonate (as HCO ₃)	mg/L	695.4		
Carbonate (as CO ₃)	mg/L	14.2		
Hydroxide (as OH)	mg/L	<0.5		
Anions in Water by IC				
Bromide	mg/L	0.11		
Chloride	mg/L	11.63	250 (AO)	Acceptable
Fluoride	mg/L	0.18	1.5 (MAC)	Pass
Nitrate-N	mg/L	<0.010	10 (MAC)	Pass
Nitrite-N	mg/L	<0.005	1 (MAC)	Pass
Nitrite-N + Nitrate-N	mg/L	<0.015		
Phosphate	mg/L	0.38		
Sulphate	mg/L	40.14	500 (AO)	Acceptable
Cations in Water by ICP-OES				
Dissolved Calcium	mg/L	2.9		
Dissolved Iron	mg/L	<0.05	0.3 (AO)	Acceptable

*CDWQG = Canadian Drinking Water Quality Guidelines, Health Canada 2020: MAC = Maximum Acceptable Concentration (affects health), AO = Aesthetic Objective (does not affect health but affects color, taste, etc.), OG = Operational Guidance

KaizenLAB Sample #: 333417_001 **Sample ID:** Sunset Raw
Date Sampled: 12:05 7-Sep-2023

Parameter Description	Units	Result	Guideline Limits*	Comment
Dissolved Magnesium	mg/L	0.2		
Dissolved Manganese	mg/L	<0.05		
Dissolved Potassium	mg/L	2.3		
Dissolved Sodium	mg/L	277.2	200 (AO)	Unacceptable
Hardness (calculated, as CaCO3)	mg/L	8.0		
Sodium Adsorption Ratio		42.77		

Notes:

- Turbidity: Based on slow sand or diatomaceous earth filtration (1.0 NTU) / membrane filtration (0.1 NTU) / conventional treatment (0.3 NTU). No limits apply for well water not under the influence of surface water. For further details and additional guidance restriction, see Guidelines for Canadian Drinking Water Quality (GCDWQ 2019).

Test Methodologies

- Alkalinity in Water: Modified from SM 2320 B
- Anions in Water: Modified from SM 4110 B
- Cations in Water: Modified from SM 3030 B and SM 3120 B
- Electrical Conductivity in Water: Modified from SM 2510 B and CCME Guidance Manual Volume 4, 2016
- pH of Water: Modified from SM 4500-H+ B
- Total Dissolved Solids (calculated): Modified from SM 1030 E
- True Colour in Water: Modified from SM 2120 C
- Turbidity in Water: Modified from SM 2130 B

Final Review by:



Irene De Leon
 Client Services Representative

Note: The results in this report relate only to the items tested and as received. Information is available for any items in 7.8.2.1 of ISO/IEC 17025:2017 that cannot be put on a test report. The report shall not be reproduced except in full without written approval of KaizenLAB. The validity of results may be affected if the information is provided by the customer.

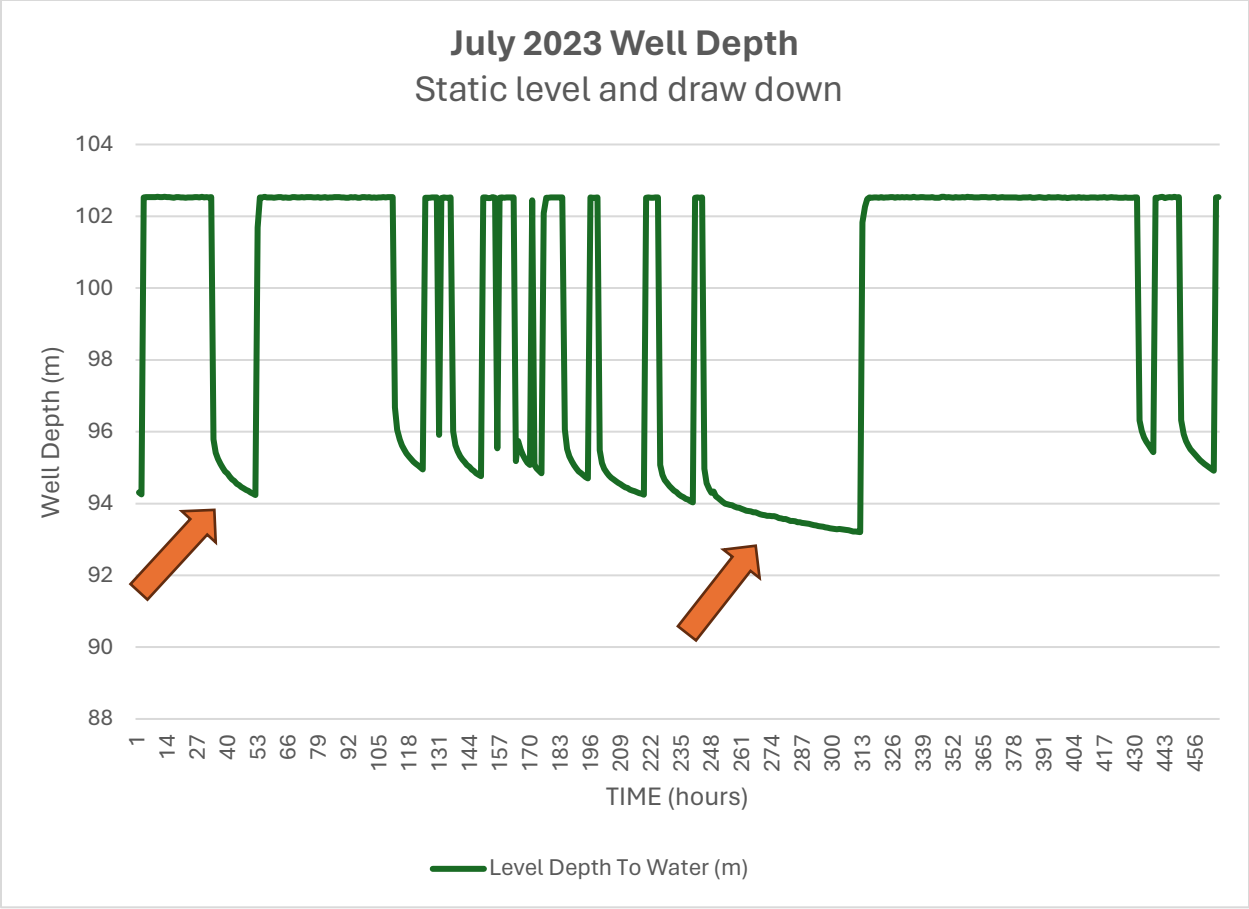
Test methodologies are accredited in accordance with ISO/IEC 17025 via CALA, unless otherwise specified in the description of the methods.

Pass/Acceptable: The measurement result conforms with the specification limit when the measurement uncertainty is taken into account.

Pass/Acceptable:** It is not possible to state conformance using a 95 % coverage probability for the expanded uncertainty although the measurement result is below the limit.

Fail/Unacceptable: The measurement result does not conform with the specification limit when the measurement uncertainty is taken into account.

The statement of conformity is based on a 95% coverage probability for the expanded uncertainty. The test results and the statement of conformance with specification in this report relate only to the test sample as analysed/tested and not to the sample/item from which the test sample was drawn.



Drawdown ←

First arrow lowest drawdown is 94.2 and the second arrow after running longer is at 93.2 so the difference is 1 meter of impact.

2016 Annual Groundwater Monitoring Report

New Sunset House Tank Loader
09-36-070-20 W5M

Prepared for
M.D. of Greenview

Prepared by
hydrogeological consultants ltd. (HCL)
1.800.661.7972

August 2017

HCL Project No.: MR-0407.16

PERMIT TO PRACTICE

HYDROGEOLOGICAL CONSULTANTS LTD.

Signature _____

Date _____

PERMIT NUMBER P 385

The Association of Professional Engineers and
Geoscientists of Alberta (APEGA)

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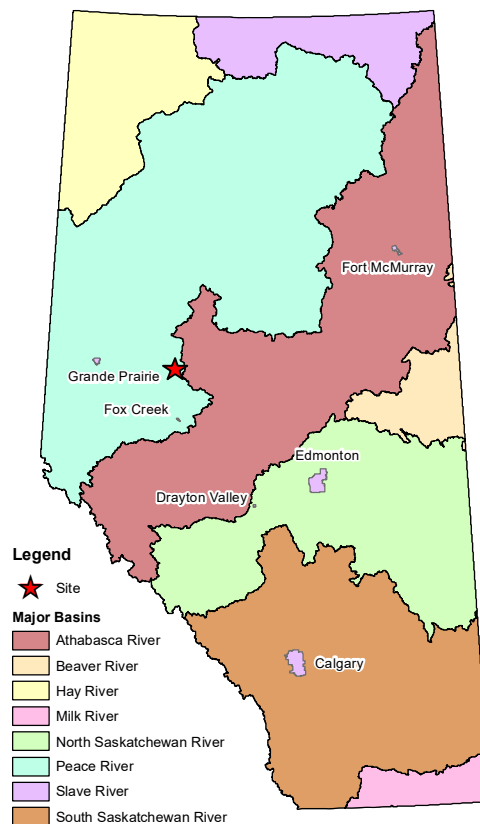
1. Introduction

The M.D. of Greenview (Greenview) has one active Water Act licence for the 2013 Water Source Well (2013 WSW) [GIC ID: 9486216]. Groundwater diverted under this licence is for municipal use at the New Sunset House Tank Loader facility; licensing details are in Appendix A. The licence, issued by the Alberta Government, is administered by Alberta Environment and Parks (AEP). The groundwater diversion site is 78 kilometres north of Fox Creek.

The present report includes the following: (1) available 2016 groundwater diversion data from the 2013 WSW; (2) available 2016 water-level data from the 2013 WSW; (3) routine chemical analysis of a groundwater sample collected from the 2013 WSW in 2016; and (4) a review by Hydrogeological Consultants Ltd. (HCL) of the aquifer response to the groundwater diversion. Monthly groundwater diversion volumes, daily water-level measurements and chemical analysis results for the groundwater from the 2013 WSW in 2016 are in Appendix B.

Monthly groundwater diversion volumes from the 2013 WSW have been provided by Greenview. Water levels are measured in the 2013 WSW using a Level TROLL data logger reading 24 times a day; the data logger was downloaded twice in 2016 by HCL personnel. All water-level measurements in this report are reported as metres below the reference point, which is below top of casing (BTOC). A groundwater sample was collected for chemical analysis on April 13, 2016, by HCL personnel; the analysis results were reported on April 20, 2016.

1.1. Index Map – Regional



2. Licensed Groundwater Diversion

2.1. Authorization Diversion Summary

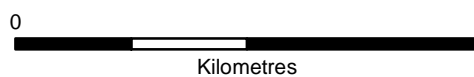
Authorization Number	File Number	2016 Available (cubic metres)	Effective Date	Expiration Date
00344523-00-00	00344523	6,205	January 16, 2015	January 15, 2025
00344523-00-01	00344523	6,205	February 12, 2016	January 15, 2025

2.2. Authorization Summary by Water Well

Designation	Authorization Number
2013 Water Source Well (2013 WSW)	00344523-00-00
	00344523-00-01

2.3. Site Map

36-070-20 W5M



3. Groundwater Monitoring Summary

3.1. Groundwater Diversion

Designation	2016 Diversion Comparison By Water Well			
	Authorization Number	Maximum Pumping (m ³ /day)	Maximum Authorized (m ³)	Total Diverted (m ³)
2013 Water Source Well	00344523-00-00	31	6,205	59.0
2013 Water Source Well	00344523-00-01	31	6,205	2,704.0

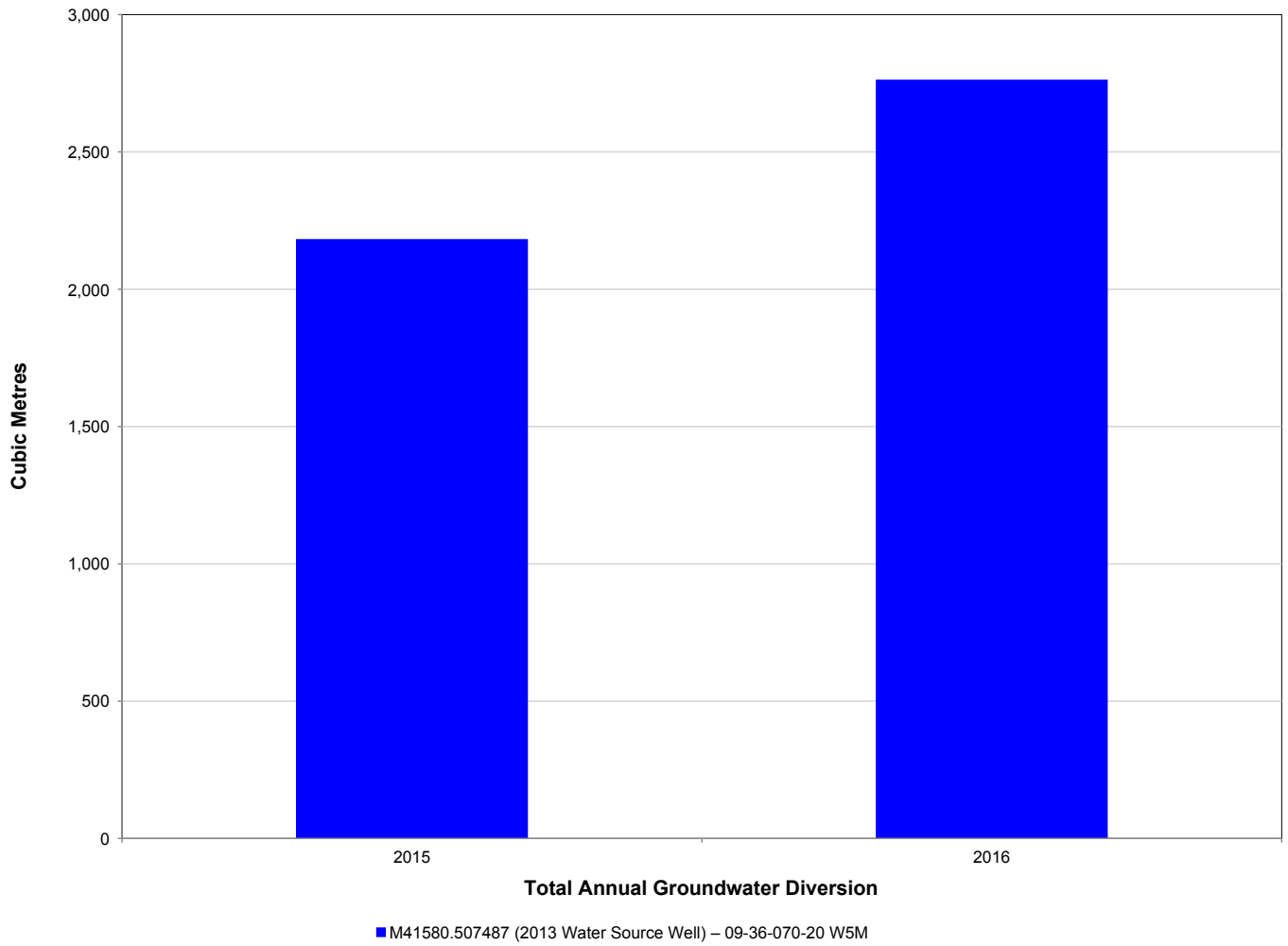
3.2. Water Level

Designation	Depth to Water Below Reference Point			
	Historical		2016	
	Highest (m)	Lowest (m)	Highest (m)	Lowest (m)
2013 Water Source Well	17.43	102.25	88.98	At or below 102.41

3.3. Groundwater Quality

Designation	Analysis Date
	2013 Water Source Well

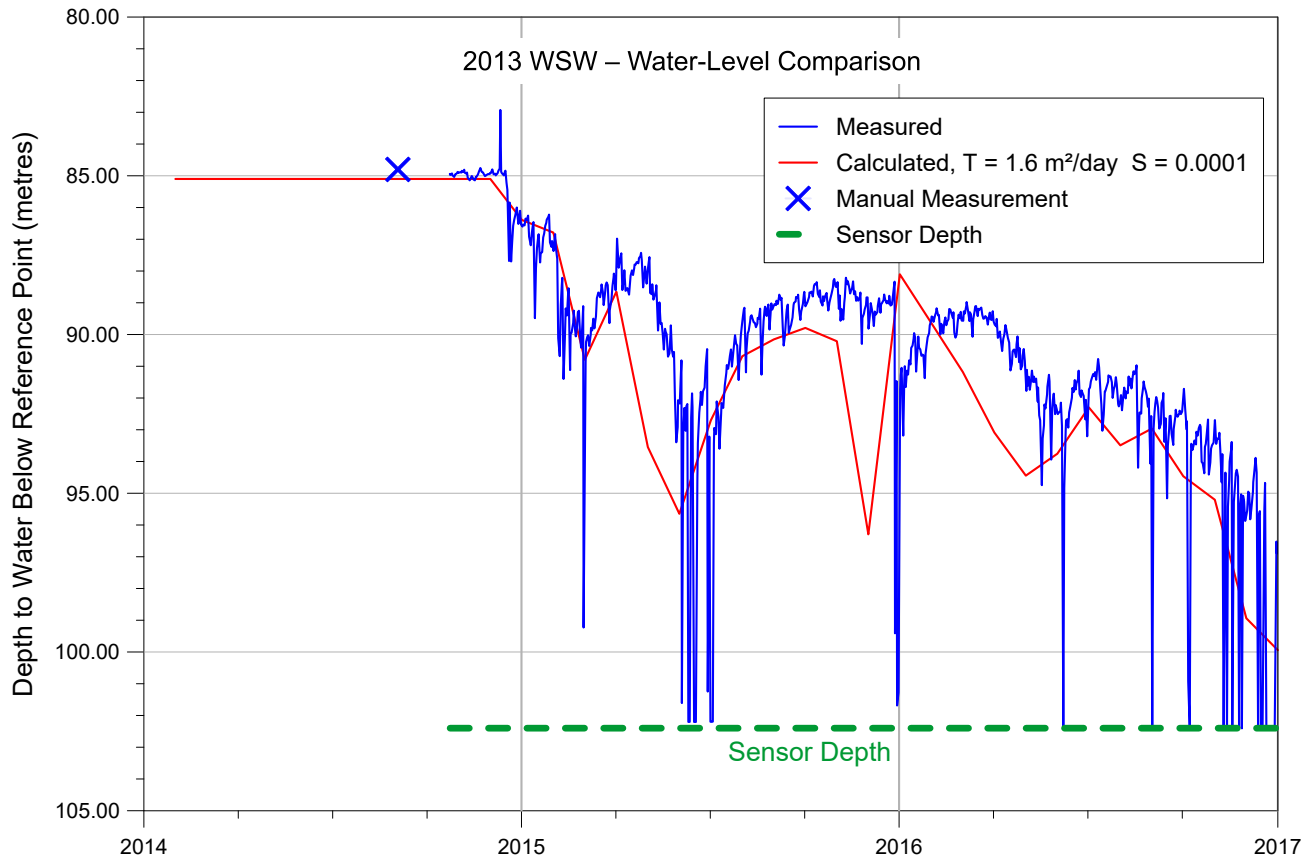
4. Annual Groundwater Diversion



5. Aquifer Assessment

The Infinite Artesian Aquifer Model (IAAM) is used to calculate the water levels in the 2013 WSW, based on monthly groundwater diversion data that have been converted to daily averages. The model uses an effective transmissivity of 1.6 metres squared per day (m^2/day) and a corresponding storativity of 0.0001.

The graph below compares the calculated water level (in red) to the available highest daily measured water level (in blue) for the 2013 WSW.



The effective transmissivity of 1.6 m^2/day is based on Aquifer Test IV with the 2013 WSW. A visual comparison of the results in the above graph indicates that there is a reasonable match between the two datasets.

Additional details for the 2013 WSW are in Appendix B.

6. Groundwater Quality

The 2016 chemical analysis results indicate that there has been a change in the chemical quality of the groundwater from the 2013 WSW. The 2015 and 2016 results are similar, but they are significantly different from the 2013 results. Additional data are required to obtain a better understanding of the aquifer and the local hydrogeology. A copy of the chemical analysis results is in Appendix B; a summary of the 2016 chemical analysis results is as follows:

	2013 WSW
Analysis Date	2016-04-20
TDS	705
pH (pH units)	8.54
Ca	3.4
Mg	< 0.2
Na	290
K	1.3
CO ₃	24.0
HCO ₃	683
SO ₄	37.7
Cl	13.4
Fe	0.02
NO ₃ as (N)	< 0.01
Total Alkalinity	600
Total Hardness	8.5

concentrations in mg/L unless otherwise noted

7. Authorization Updates

Licence No. 00344523-00-00 requires the collection of daily diversion data, daily water-level measurements and an annual chemical analysis of a groundwater sample from the 2013 WSW. The date, time and name of the person taking the readings and collecting the groundwater sample are to be recorded. Condition 4.2 of Licence No. 00344523-00-00 requires diversion to be measured daily from the 2013 WSW. In 2016, diversion from the 2013 WSW was measured on a monthly basis.

Water-level data are to be entered twice per year and diversion data are to be entered monthly into the Water Use Reporting System (WURS) maintained by the Alberta Government. The WURS website has been updated by HCL to the end of December 2016, per the Terms and Conditions of Licence No. 00344523-00-00.

Licence No. 00344523-00-00 requires the intake of the water well pump to be no deeper than 102 metres below ground level (BGL). The current pump intake depth is not known. The sensor is installed at a depth of 101.5 metres BGL (102.4 metres BTOC); measured water levels were at or below the depth of the sensor at various times in 2016. During these times, accurate water levels were not obtained. The sensor depth is only 0.5 metres above the maximum authorized pump intake depth; therefore, it is possible that the pump has been installed below the maximum authorized depth of 102 metres BGL.

Licence Amendment No. 00344523-00-01 was issued on February 12, 2016, to change the WURS submission dates for water-level data to April 30 and October 30 of each year; daily diversion data must still be submitted via WURS on a monthly basis. Licensing details are in Appendix A.

HCL has not been made aware of any complaints during the monitoring interval related to the diversion of groundwater under the licence provided by AEP and referred to in this report.

8. Conclusions and Recommendations

The 2016 groundwater diversion from the 2013 Water Source Well at the New Sunset House Tank Loader facility is less than the annual authorized diversion of 6,205 cubic metres under Licence No. 00344523-00-00. The total groundwater diversion in 2016 was 2,763 cubic metres, 45% of the authorized diversion for the 2013 WSW.

Of the 8,786 hourly water levels recorded in the 2013 WSW in 2016, 1,741 (20%) were at or below the depth of the sensor, 101.5 metres BGL (102.4 metres BTOC). Most of the water levels below the sensor were in the latter part of the year; in December, 78% of the measured water levels were at or below the depth of the sensor. During these times, water levels were not obtained. Therefore, it is possible that the pump intake may be installed lower than the maximum authorized depth of 102 metres BGL.

The water-level data show an overall declining trend of approximately 10 metres since 2014, and high instantaneous diversion rates result in temporary drawdowns of an additional 10 metres. It is therefore recommended that diversion from the 2013 WSW be restricted to no more than 11 litres per minute; this will ensure that the water level is not drawn below the depth of the pump intake and that groundwater is continuously available from the 2013 WSW.

During the 2016 monitoring interval, the M.D. of Greenview was in compliance with the Terms and Conditions of Licence No. 00344523-00-00, with the exception of the frequency of diversion measurements from the 2013 WSW. To maintain compliance, it is recommended that Greenview measure and record groundwater diversion from the 2013 WSW on a daily basis. It is unclear if the pump intake is below the maximum authorized depth of 102 metres BGL specified in Licence No. 00344523-00-00. It is recommended that the depth of the pump intake be confirmed and kept above 102 metres BGL in the 2013 WSW.

It is recommended that the groundwater monitoring program required by the Terms and Conditions of the licence be continued throughout the next monitoring year.

Prepared by:

Reviewed by:

Jennifer Catt, B.Sc.
Project Administrator

Jim Touw, P.Geol.
Senior Hydrogeologist

Appendix A – Authorization Details

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Licence No. 00344523-00-00



Environment and Sustainable
Resource Development

**LICENCE TO DIVERT WATER
PROVINCE OF ALBERTA
WATER ACT, R.S.A. 2000, c.W-3, as amended**

LICENCE NO.: 00344523-00-00

FILE NO.: 00344523

PRIORITY NO.: 20131223-002

EFFECTIVE DATE: January 16, 2015

EXPIRY DATE: January 15, 2025

SOURCE OF WATER: Oldman Formation accessed by 09-36-070-20 W5M

LICENSEE: MD of Greenview No. 16

Pursuant to the *Water Act*, R.S.A. 2000, c.W-3, as amended, a licence is issued to the Licensee to:

operate a works and to divert up to 6,205 cubic metres of water annually from the source of water for the purpose of Municipal,

subject to the attached terms and conditions.

Designated Director under the Act:

Okey Obiajulu

Date Signed: January 16, 2015

Licence No. 00344523-00-00
File No. 344523
Page 1 of 5

DEFINITIONS

- 1.0 All definitions from the Act and the Regulations apply except where expressly defined in this licence.
- 1.1 In all parts of this licence:
- (a) "Act" means the Water Act, RSA 2000, c. W-3, as amended;
 - (b) "Application" means the written submissions to the Director in respect of application number 001-00344523 and any subsequent applications for amendments of Licence No. 00344523-00-00;
 - (c) "Aquifer" means the underground water-bearing formation that is capable of yielding water, that is accessed by the works authorized by this licence;
 - (d) "Director" means an employee of the Government of Alberta designated as a Director under the Act;
 - (e) "Monitoring well" means the well used to monitor the water levels associated with the diversion of water authorized by this licence;
 - (f) "Production well" means any well used to divert water for the purpose of this licence;
 - (g) "Regulations" means the regulations, as amended, enacted under the authority of the Act; and
 - (h) "Water Use Reporting System" means the secure internet website provided by Alberta Environment at <http://www.environment.alberta.ca/1286.html> for submitting measuring and monitoring results electronically to the Director.

GENERAL

- 2.0 The Licensee shall immediately report to the Director by telephone any contravention of the terms and conditions of this licence at 780-422-4505.
- 2.1 The terms and conditions of this licence are severable. If any term or condition of this licence is held invalid, the application of such term or condition to other circumstances and the remainder of this licence shall not be affected thereby.
- 2.2 The Licensee shall not deposit or cause to be deposited any substance in, on or around the source of water that has or may have the potential to adversely affect the source of water.

Licence No. 00344523-00-00
 File No. 344523
 Page 2 of 5

2.3 The licensee shall comply with the terms and conditions of the "Water Use Reporting System User Consent".

DIVERSION OF WATER

3.0 This licence is appurtenant to the following:

- (a) the production well (2013 WSW) in 09-36-070-20 W5M; and
- (b) the works as described in Report 00344523-R001 entitled "License the 2013 Sunset House Water Supply Well, Application for a Term Licence 09-36-070-20 W5M", prepared for M.D. of Greenview and dated December, 2013.

3.1 The Licensee shall divert water only for the purpose(s) specified in this licence.

3.2 The Licensee shall divert water only from the source of water specified in this licence.

3.3 The works used to divert the water authorized by this licence shall include, at a minimum, the production well (2013 WSW) referred to in Report 00344523-R001, submitted with the application.

3.4 The Licensee shall not exceed any of the limits specified in Table 3-1.

3.5 The Licensee shall not position the pump intake in the production well(s) at a depth greater than the maximum pump intake depth specified in Table 3-1.

TABLE 3-1

WELL NUMBER	LEGAL LAND DESCRIPTION for WELL LOCATION	PRODUCTION INTERVAL (metres below grade)	MAXIMUM PUMP INTAKE DEPTH (metres below grade)	LIMITS	
				MAXIMUM RATE OF DIVERSION (m ³ /day)	MAXIMUM ANNUAL DIVERSION (cubic metres per calendar year)
2013 WSW	09-36-070-20 W5M	103.6 – 109.7	102	31	6,205

3.6 Prior to diverting any water from the source of water, the Licensee shall equip the production well with a meter, which cumulatively measures the quantity of all water diverted during the term of this licence.

3.7 The Licensee shall maintain the measuring device referred to in 3.6 at all times.

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File No. 344523
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MONITORING AND REPORTING

4.0 The Licensee shall establish monitoring well(s) as and when required in writing by the Director.

4.1 Unless otherwise authorized in writing by the Director, the Licensee shall measure the water level in the production well (2013 WSW) on a:

(a) daily basis

while water is being diverted.

4.2 Unless otherwise authorized in writing by the Director, the Licensee shall:

(a) monitor the total number of cubic metres of water diverted; and

(b) record the total number of cubic metres of water diverted

from the production well on a daily basis.

4.3 The Licensee shall ensure that the:

(a) collection;

(b) preservation;

(c) storage;

(d) handling; and

(e) analysis

of any sample required to be taken by this licence shall be conducted in accordance with the following, unless otherwise authorized in writing by the Director:

(i) the *Standard Methods for the Examination of Water and Wastewater*, published jointly by the American Public Health Association, American Water Works Association, and the Water Environment Federation, 1998, as amended.

Licence No. 00344523-00-00
File No. 344523
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4.4 The Licensee shall:

- (a) obtain a representative sample of water being diverted from the production well;
and
- (b) analyze the water collected in 4.4(a) for the following parameters:
 - (i) Total Dissolved Solids, Hardness, Alkalinity, pH, Calcium, Magnesium, Sodium, Potassium, Carbonate (CO₃), Bicarbonate (HCO₃), Sulphate (SO₄), Chloride, Nitrate, and Iron, and
 - (ii) any other parameter required by the Director

on an annual basis unless otherwise specified in writing by the Director.

4.5 The Licensee shall record and retain all of the following information for a minimum of 5 years after being collected:

- (a) the place, date and time of all monitoring, measuring and sampling;
- (b) the results obtained pursuant to 4.1, 4.2, and 4.4; and
- (c) the name of the individual who conducted the monitoring, measuring and sampling stipulated in (a) and (b).

4.6 The Licensee shall report to the Director the results of the recording in 4.1, 4.2 and 4.4 (b) using the "Water Use Reporting System" and any other information required in writing by the Director.

4.7 The Licensee shall submit the report required in 4.6 on or before:

- (a) July 31 for the period of January 1 to June 30 of the same year; and
- (b) January 31 for the period of July 1 to December 31 of the preceding year.

COMPLAINT INVESTIGATION

5.0 The Licensee shall:

- (a) provide to all water users, within a distance specified in writing by the Director from the production well, the contact name(s) and telephone numbers of the licensee or representative(s);

Licence No. 00344523-00-00
File No. 344523
Page 5 of 5

- (b) investigate all written complaints accepted by the Director relating to allegations of surface water and groundwater interference as a result of the operation of the production well;
- (c) provide a written report to the Director, within a time specified in writing by the Director, detailing the results of the investigation relating to the complaint accepted by the Director in 5.0(b) including:
 - (i) recommendations to remediate and/or mitigate the impact(s) such as:
 - (A) lowering the intake of the pump to compensate for a drop in water level,
 - (B) re-drilling the water well to an increased depth so as to allow the pump to be installed at a lower depth,
 - (C) drilling a new well, or
 - (D) providing an alternate water supply; and
 - (ii) any other information required by the Director.

5.1 The Licensee shall satisfy the Director that the report submitted pursuant to 5.0 has identified remedial and/or mitigative measures relating to the alleged interference.

RECLAMATION

6.0 The Licensee shall reclaim all abandoned wells or other holes related to the water diversion in accordance with the Act and the Regulations.

6.1 The Licensee shall submit a reclamation report to the Director documenting the actions taken under 6.0 within 90 days after the reclamation is complete.

Date Signed: January 16, 2015



Okey Obiajulu
Designated Director under the Act

Amendment No. 00344523-00-01



Environment
and Parks

LICENCE AMENDMENT

**PURSUANT TO THE PROVISIONS
OF THE WATER ACT**

LICENCE No. 00344523-00-00
FILE No. 00344523
PRIORITY No. 2013-12-23-002
EFFECTIVE DATE: February 12, 2016
AMENDMENT No. 00344523-00-01

Municipal District of Greenview No. 16

The Licence is amended as follows:

1. Delete condition 4.7 and replace with the following:
 - 4.7 The Licensee shall submit the information required in 4.6 on or before;
 - (a) April 30 for the water levels results obtained for the period of October 1 to March 31;
 - (b) October 30 for the water levels results obtained for the period of April 1 to September 30; and
 - (c) the end of the month following the month in which the total volume of water pumped results was collected.

Designated Director under the Act
Okey Obiajulu

2016-02-12

Dated (Y/M/D)

Appendix B – Water Well Details

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2013 Water Source Well

(Water Test Hole No. 1-13)

09-36-070-20 W5M

(M41580.507487)



Well Spatial Location:

Easting: **-121,186**

Northing: **6,106,077**

(spatial accuracy MT GPS — 10TM NAD83)

Ground Elevation AMSL (m): **750**

(elevation accuracy MT DEM)

Date Completed: **November 8, 2013**

Depth Drilled (m): **109.7**

Completion Interval (m): **103.6 – 109.7 ***

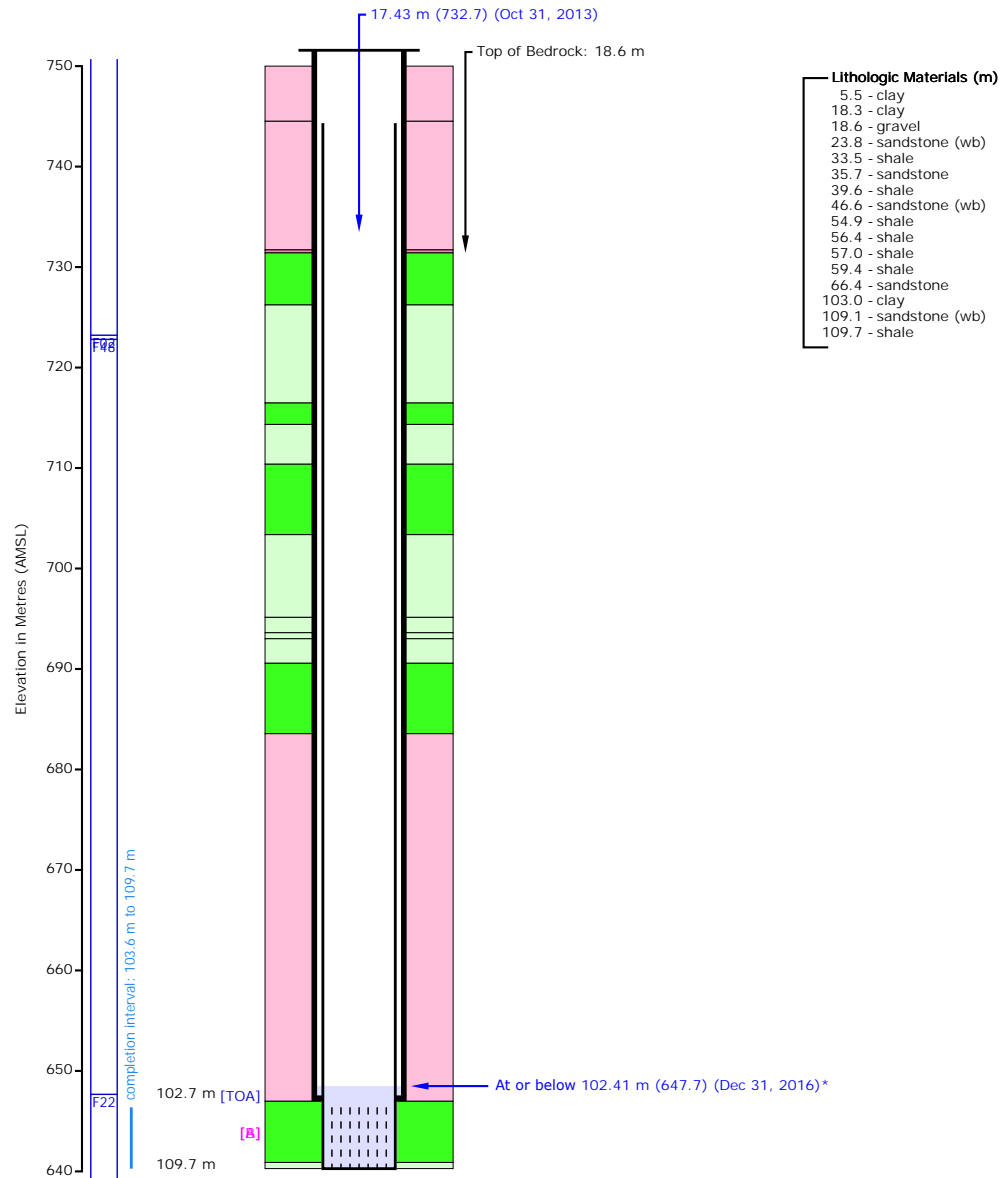
(* TGWC determined value)

Earliest Water Level (m): **17.43 – October 31, 2013 @ 11:40**

Most Recent Water Level (m): **At or below 102.41 – December 31, 2016 @ 23:00**

GIC ID: **9486216**

2013 Water Source Well Water Well Diagram



Lithology Legend			Geologic Unit Legend (Top) - Regional Analysis	
Surficial	Unsorted		Fine Grained	Other
	Fine Grained		Coarse Grained	
	Coarse Grained			
Bedrock				
			F02 - Bearpaw Formation	
			F48 - Horseshoe Canyon Formation	
			F22 - Oldman Formation	

Summary

TGWC ID: M41580.507487
 Well Name: 2013 Water Source Well
 Legal Location: 09-36-070-20 W5M
 Casing (OD): 141.3 mm; Steel (5.6")
 Liner (OD): 114.3 mm; PVC (4.5")
 Casing Stick-Up: 0.9 m (not drawn to scale)
 Completion [A]: 103.6 to 109.7 m; Slotted
 Completion [B]: 103.6 to 109.7 m; Slotted
 Top of Aquifer [TOA]: 103.0 m on November 9, 2013
 *Water Level (recent): At or below 102.41 m (647.7m AMSL) on December 31, 2016 @ 23:00 - Reference Point: Top of Casing
 Water Level (oldest): 17.43 m (732.7m AMSL) on October 31, 2013 @ 11:40

* Water-Level Measurements are measured from reference point listed.
 NOTE: Geologic Unit is a guide based on a regional groundwater assessment completed by Hydrogeological Consultants Ltd. (HCL) (<http://www.hcl.ca>) on behalf of M.D. of Greenview No. 16 in conjunction with Prairie Farm Rehabilitation Administration (P.F.R.A.).
 Drawn: August 21, 2017 13:52 --- <http://www.tgwc.com>

Owner: **Municipal District of Greenview**
Box 1079, Valleyview, AB T0H 3N0
 Contractor: **Brad Saville Enterprises Ltd.**
 Name: **2013 Water Source Well (Water Test Hole No. 1-13)**
 Field Survey: **November 27, 2013 - Confirmed - Physically**
 Work Type: **New Well** Date Started: **October 30, 2013**
 Drilling Method: **Rotary - Air** Date Completed: **November 8, 2013**
 Proposed Use: **Municipal** Well Status: **Producing**
 Completion Type: **Casing/Perforated Liner** Feature Class: **Water Well**

METRIC REPORT
 Easting (m): **-121,186.20**** 75/80
 Northing (m): **6,106,077.50****
 Elevation (m): **750*****
 Lot:
 Block:
 Plan:
 Rural Address: **70566 Hwy 747**
 Presence of Gas: **No**

09-36-070-20 W5M
M41580.507487
 196515 - 4 [Google](#)
 Elog Taken: **No**
 Gamma Taken: **No**
 Flowing: **No**
 Stick Up (m): **0.9**

General Details
 Depth Completed (m)*: **109.7** Top of Bedrock (m): **18.6***
 Depth Drilled (m): **109.7** Completion Interval (m): **103.6 - 109.7***
 Sand & Gravel Thickness (m): **0.3 (total) - 0.3 (below 15 m)***

Completion Details
 Surface Casing: **Steel - 141.3 mm (O.D.) x 6.60 mm (thick) x 102.7 m (bottom)**
 Liner: **PVC - 114.3 mm (O.D.) x 5.40 mm (thick); Top: 6.1 (m); Bottom: 109.7 (m)**

Intervals
 Slotted: **103.6 to 109.7 m - 0.020000" - Method: [unknown]**
 Slotted: **103.6 to 109.7 m - 0.508 x 76.2 - Method: Machine**
 Bentonite: **0.0 to 100.6 m**
 Driven: **100.6 to 103.0 m**
 Packer: **102.1 to 102.4 m**
 Drive Shoe: **102.7 to 102.7 m**

Lithology Details

Elevation (AMSL)	Depth (BGL)	Lithology Descriptions (rate Lpm)
744.6	5.5	Brown Clay
731.8	18.3	Grey Clay
731.5	18.6	Gravel
726.3	23.8	Water-Bearing Grey Sandstone
716.6	33.5	Grey Shale
714.5	35.7	Coarse-Grained Grey Sandstone
710.5	39.6	Dark Grey Shale
703.5	46.6	Water-Bearing Grey Sandstone
695.3	54.9	Grey Shale
693.7	56.4	Dark Grey Shale
693.1	57.0	Fractured Shale
690.7	59.4	Grey Shale
683.7	66.4	Brown Sandstone
647.1	103.0	Grey Clay
641.0	109.1	Water-Bearing Grey Sandstone
640.4	109.7	Dark Grey Shale

Chemistry Summary Details (mg/L, except as noted) (most recent first)

Sampling Details: **April 13, 2016 @ 13:45**
 Analysis Details: **April 20, 2016 - Exova Canada Inc. (1132154-1)**

Constituent	Result	Constituent	Result	Constituent	Result
Conductivity (µS/cm):	1160	Nitrate as N:	< 0.01	Colour (TCU):	9
Total Dissolved Solids:	705	Nitrite as N:	< 0.005	Turbidity (NTU):	0.4
Hardness (as CaCO3):	8.5	pH (pH Unit):	8.54	Fluoride:	0.16
T-Alkalinity (as CaCO3):	600	Ion Balance (%):	97	Carbonate:	24
P-Alkalinity (as CaCO3):	20	Total Coliforms:		Bicarbonate:	683
Nitrate + Nitrite as N:	< 0.01	Fecal Coliforms:		Hydroxide:	< 5
Total Suspended Solids:		Escherichia coli:		Total Iron:	
Sulfate Reducing Bacteria*:				Total Mn:	
Iron Related Bacteria**:				Temperature (°C):	21.2

Constituent	Extractable	Dissolved	Constituent	Extractable	Dissolved
Calcium:	3.4		Mercury:		
Chloride:		13.4	Molybdenum:		
Iron:	0.02		Magnesium:	< 0.2	
Manganese:	0.008		Sodium:	290	
Aluminum:			Potassium:	1.3	
Arsenic:			Vanadium:		
Barium:			Strontium:		
Beryllium:			Nickel:		
Cadmium:			Zinc:		
Chromium:			Copper:		
Cobalt:			Lead:		
Sulfate:	37.7		Uranium:		

(1/3)
*** MAC Exceedence

Comments: **Sample collected by Hydrogeological Consultants Ltd. (HCL). Sample collected from raw water tap located inside water plant.**

Note: **Constituents have been compared to the maximum acceptable concentration, Health Canada, 2017. Guidelines for Canadian Drinking Water Quality - Summary Table. Water and Air Quality Bureau, Healthy Environments and Consumer Safety Branch. Health Canada. Ottawa, Ontario.**

General Comments / Observations
Initial Comments, Nov 8, 2013: Originally drilled: 2013-10-30 to 85.34 metres BGL. Water well deepened: 2013-11-08 to 109.73 metres BGL. Aquifer Test I and the water level of 17.43 metres BTOC is associated with the shallower completion interval.

Most Recent Water Level (m): **At or below 102.41 m - December 31, 2016**
 Pump Intake BTOC (m): **100.9 on November 26, 2013**

Aquifer Tests

Date & Time	Testing Method	Depth of Test Interval	Duration (minutes)		Avg. Rate (Lpm)	NPWL (metres)	Drawdown (metres)	Pump (metres)	Q20 (m³/day)*		Transmissivity (m²/day)*		
			Pumping	Recovery					Apparent	Effective	Apparent	Aquifer	Effective
4 2013-12-01 14:00	Pump	103.6 to 109.7	1,450	4,060	21.2	85.1	9.1	—	30.3	17.0	4.5	9.1	1.6
3 2013-11-26 13:40	Pump	103.6 to 109.7	1,040	240	9.2	85.3	3.0	—	39.3	7.0	5.8	3.5	1.4
2 2013-11-09 08:20	Pump	103.6 to 109.7	120	120	27.3	85.2	10.5	103.0	28.7	14.0	4.3	5.9	1.9

Alias IDs
 GIC ID: **9486216**
 TGWC: **M41580.507487; M41802.568452**
 GIC (WellReportId): **12021103**

* The Groundwater Centre (TGWC) calculated or determined value.
 ** 75 - MT GPS - 10TM NAD83
 *** 80 - MT DEM - [Ground; AMSL]

Created on: August 21, 2017 - Data "AS IS"; no warranty either expressed or implied. [55.108564 -116.900479 (WGS 84)], INT Date End: 2016-12-31

**2013 Water Source Well
 AEP – Water Well Drilling Report**



Water Well Drilling Report

[View in Imperial](#) [Export to Excel](#)

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well ID 9486216
 GoA Well Tag No.
 Drilling Company Well ID
 Date Report Received 2014/05/15

GOWN ID

Well Identification and Location										Measurement in Metric	
Owner Name MD OF GREENVIEW		Address 4802 - 36 AVENUE			Town VALLEYVIEW		Province ALBERTA		Country CANADA	Postal Code T0H 3N0	
Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description		
	NE	36	70	20	5						
Measured from Boundary of					GPS Coordinates in Decimal Degrees (NAD 83)						
_____ m from					Latitude <u>55.108030</u> Longitude <u>-116.902490</u>					Elevation <u>749.81 m</u>	
_____ m from					How Location Obtained					How Elevation Obtained	
					Hand held autonomous GPS 20-30m					Hand held autonomous GPS 20-30m	

Drilling Information	
Method of Drilling Rotary - Air	Type of Work New Well
Proposed Well Use Municipal	

Formation Log			Measurement in Metric
Depth from ground level (m)	Water Bearing	Lithology Description	
5.49		Clay	
18.29		Gray Clay	
18.59		Gravel	
23.77	Yes	Gray Coarse Grained Sandstone	
33.53		Gray Shale	
35.66		Gray Coarse Grained Sandstone	
39.62		Dark Gray Shale	
46.63	Yes	Gray Coarse Grained Sandstone	
54.86		Gray Shale	
56.39		Dark Gray Shale	
57.00	Yes	Fractured Shale	
59.44		Gray Shale	
66.45	Yes	Gray Coarse Grained Sandstone	
103.02		Gray Shale	
109.12	Yes	Dark Gray Coarse Grained Sandstone	
109.73		Dark Gray Shale & Coal	

Yield Test Summary			Measurement in Metric
Recommended Pump Rate <u>27.28 L/min</u>			
Test Date	Water Removal Rate (L/min)	Static Water Level (m)	
2013/11/09	27.28	85.23	

Well Completion				Measurement in Metric
Total Depth Drilled	Finished Well Depth	Start Date	End Date	
109.73 m	109.73 m	2013/11/08	2013/11/08	

Borehole		
Diameter (cm)	From (m)	To (m)
19.99	0.00	100.58
12.70	100.58	109.73

Surface Casing (if applicable)		Well Casing/Liner	
Steel	Size OD : <u>14.12 cm</u>	Plastic	Size OD : <u>11.43 cm</u>
	Wall Thickness : <u>0.655 cm</u>		Wall Thickness : <u>0.544 cm</u>
	Bottom at : <u>102.72 m</u>		Top at : <u>6.10 m</u>
			Bottom at : <u>109.73 m</u>

Perforations				
From (m)	To (m)	Diameter or Slot Width (cm)	Slot Length (cm)	Hole or Slot Interval(cm)
103.63	109.73	0.051	7.62	

Perforated by Machine

Annular Seal Bentonite Chips/Tablets
 Placed from 0.00 m to 100.58 m
 Amount 40.00 Bags

Other Seals

Type	At (m)
Drive Shoe	102.72

Screen Type

Size OD : _____ cm

From (m)	To (m)	Slot Size (cm)

Attachment _____
 Top Fittings _____ Bottom Fittings _____

Pack

Type _____ Grain Size _____
 Amount _____

Contractor Certification	
Name of Journeyman responsible for drilling/construction of well CHASE SAVILLE	Certification No 75496A
Company Name BRAD SAVILLE ENTERPRISES LTD.	Copy of Well report provided to owner Date approval holder signed Yes 2013/11/09



Water Well Drilling Report

[View in Imperial](#) [Export to Excel](#)

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well ID 9486216
 GoA Well Tag No.
 Drilling Company Well ID
 Date Report Received 2014/05/15

GOWN ID

Well Identification and Location										Measurement in Metric	
Owner Name MD OF GREENVIEW		Address 4802 - 36 AVENUE			Town VALLEYVIEW		Province ALBERTA		Country CANADA	Postal Code T0H 3N0	
Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description		
	NE	36	70	20	5						
Measured from Boundary of				GPS Coordinates in Decimal Degrees (NAD 83)							
_____ m from				Latitude <u>55.108030</u> Longitude <u>-116.902490</u>				Elevation <u>749.81 m</u>			
_____ m from				How Location Obtained				How Elevation Obtained			
				Hand held autonomous GPS 20-30m				Hand held autonomous GPS 20-30m			

Additional Information										Measurement in Metric
Distance From Top of Casing to Ground Level <u>91.44 cm</u>					Is Flow Control Installed _____					
Is Artesian Flow _____					Rate _____ L/min					Describe _____
Recommended Pump Rate <u>27.28 L/min</u>					Pump Installed _____		Depth _____ m			
Recommended Pump Intake Depth (From TOC) <u>103.02 m</u>					Type _____	Make _____	H.P. _____	Model (Output Rating) _____		
Did you Encounter Saline Water (>4000 ppm TDS) _____					Depth _____ m		Well Disinfected Upon Completion <u>Yes</u>			
Gas _____					Depth _____ m		Geophysical Log Taken _____			
					Submitted to ESRD _____					
Additional Comments on Well _____					Sample Collected for Potability _____		Submitted to ESRD _____			

Yield Test			Taken From Top of Casing	Measurement in Metric
Test Date	Start Time	Static Water Level	Depth to water level	
2013/11/09	8:20 AM	85.23 m		
Method of Water Removal				
Type <u>Pump</u>				
Removal Rate <u>27.28 L/min</u>				
Depth Withdrawn From <u>103.02 m</u>				
If water removal period was < 2 hours, explain why _____				
			Drawdown (m)	Recovery (m)
			Elapsed Time	
			Minutes:Sec	
			69.99	95.70
			86.87	94.79
			88.42	92.96
			89.49	91.65
			90.28	90.62
			90.95	89.79
			91.50	89.12
			91.78	88.61
			91.99	88.21
			92.14	87.87
			92.23	87.63
			92.45	87.26
			92.60	87.02
			92.75	86.84
			92.87	86.72
			92.99	86.62
			93.27	86.50
			93.48	86.41
			93.73	86.35
			93.91	86.29
			94.34	86.20
			94.67	86.14
			95.07	86.08
			95.31	85.98
			95.59	85.92
			95.70	85.65

Water Diverted for Drilling		
Water Source	Amount Taken	Diversion Date & Time
WELL	9092.18 L	2013/11/08 5:00 AM

Contractor Certification		
Name of Journeyman responsible for drilling/construction of well	Certification No	
CHASE SAVILLE	75496A	
Company Name	Copy of Well report provided to owner	Date approval holder signed
BRAD SAVILLE ENTERPRISES LTD.	Yes	2013/11/09

**2013 Water Source Well
 Chemical Analysis Results (April 20, 2016)**

Exova
 7217 Roper Road NW
 Edmonton, Alberta
 T6B 3J4, Canada
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 F: +1 (780) 434-8586
 E: Edmonton@exova.com
 W: www.exova.com



Analytical Report

Bill To: Hydrogeological Consultants	Project:	Lot ID: 1132154
Report To: Hydrogeological Consultants	ID: MR-0407.16	Control Number: Z-270791
17740 - 118 Avenue	Name: 2016 Groundwater Monitoring	Date Received: Apr 15, 2016
Edmonton, AB, Canada	Location: 09-36-070-20 W5M	Date Reported: Apr 20, 2016
T5S 2W3	LSD: 09-36-070-20 W5M	Report Number: 2095901
Attn: Tara Parker	P.O.: 18098	
Sampled By: Ben Gilham	Acct code:	
Company: HCL		

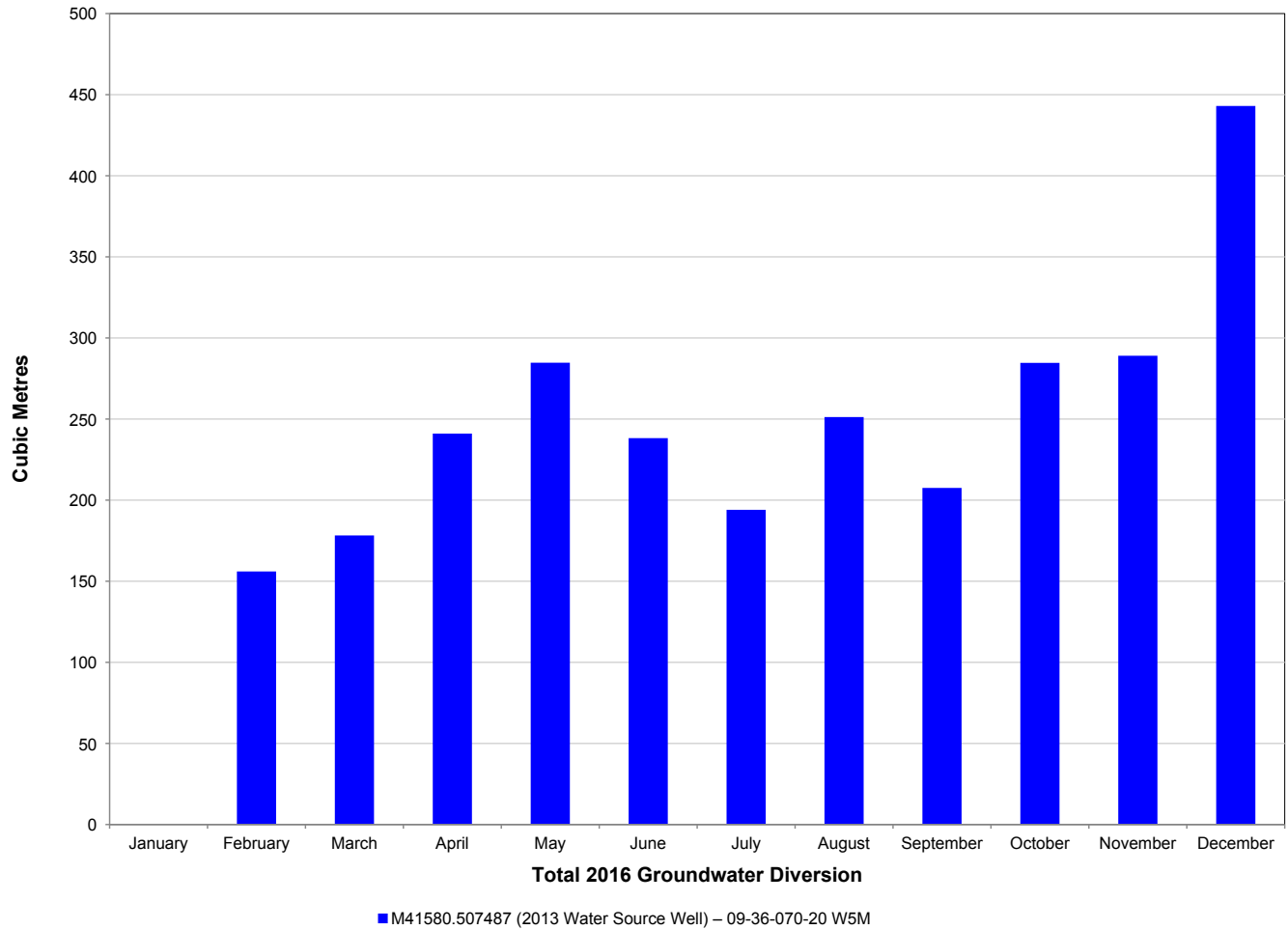
Reference Number	1132154-1
Sample Date	April 13, 2016
Sample Time	NA
Sample Location	
Sample Description	09-36-070-20 W5M / M41580.507487-2013 Sunset House / 7.9 C
Sample Matrix	Water

Analyte	Units	Result	Nominal Detection Limit	Guideline Limit	Guideline Comments	
Physical and Aggregate Properties						
Colour	Apparent, Potable	Colour units	9	5	15	Below AO
Turbidity		NTU	0.4	0.1	0.1	Above OG
Routine Water						
pH			8.54		6.5 - 8.5	Above AO
Temperature of observed pH		°C	21.2			
Electrical Conductivity	at 25 °C	uS/cm	1160	1		
Calcium	Extractable	mg/L	3.4	0.2		
Magnesium	Extractable	mg/L	<0.2	0.2		
Sodium	Extractable	mg/L	290	0.4	200	Above AO
Potassium	Extractable	mg/L	1.3	0.4		
Iron	Extractable	mg/L	0.02	0.01	0.3	Below AO
Manganese	Extractable	mg/L	0.008	0.005	0.05	Below AO
Chloride	Dissolved	mg/L	13.4	0.4	250	Below AO
Fluoride		mg/L	0.16	0.05	1.5	Below MAC
Nitrate - N		mg/L	<0.01	0.01	10	Below MAC
Nitrite - N		mg/L	<0.005	0.005	1	Below MAC
Nitrate and Nitrite - N		mg/L	<0.01	0.01	10	Below MAC
Sulfate (SO4)		mg/L	37.7	0.9	500	Below AO
Hydroxide		mg/L	<5	5		
Carbonate		mg/L	24	6		
Bicarbonate		mg/L	683	5		
P-Alkalinity	as CaCO3	mg/L	20	5		
T-Alkalinity	as CaCO3	mg/L	600	5		
Total Dissolved Solids		mg/L	705	1	500	Above AO
Hardness	as CaCO3	mg/L	8.5			
Ionic Balance	%		97			


 Approved by:
 Anthony Neumann, MSc
 Laboratory Operations Manager

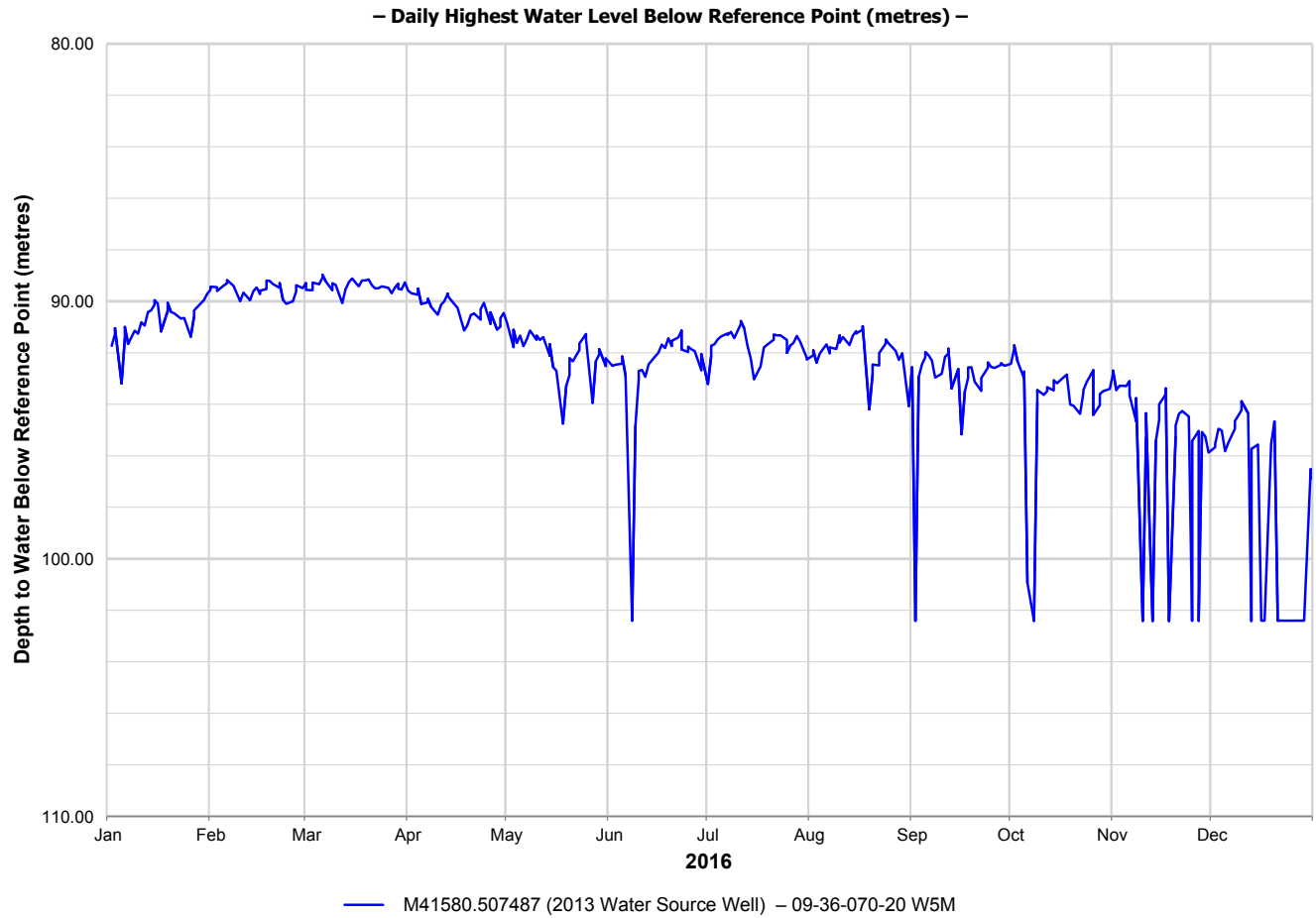
Data have been validated by Analytical Quality Control and Exova's Integrated Data Validation System (IDVS).
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 Terms and Conditions: www.exova.com/about/terms-and-conditions

**2013 Water Source Well
 2016 Groundwater Diversion**



2016	(m ³)
January	0.0
February	155.6
March	177.8
April	240.6
May	284.3
June	237.8
July	193.6
August	250.8
September	207.1
October	284.2
November	288.6
December	442.6
Total	2,763.0

2013 Water Source Well 2016 Hydrograph



2013 Water Source Well
2016 Highest Measured Water Level – Table

Date	Depth to Water (m)*	Date	Depth to Water (m)*	Date	Depth to Water (m)*	Date	Depth to Water (m)*	Date	Depth to Water (m)*	Date	Depth to Water (m)*
2016-01-01	91.73	2016-03-02	89.57	2016-05-02	91.78	2016-07-02	91.73	2016-09-01	–	2016-11-01	92.70
2016-01-02	91.28	2016-03-03	89.27	2016-05-03	91.11	2016-07-03	91.67	2016-09-02	92.94	2016-11-02	93.45
2016-01-03	91.05	2016-03-04	89.34	2016-05-04	91.61	2016-07-04	91.48	2016-09-03	92.44	2016-11-03	93.28
2016-01-04	93.18	2016-03-05	89.08	2016-05-05	91.33	2016-07-05	91.37	2016-09-04	92.18	2016-11-04	93.29
2016-01-05	91.44	2016-03-06	88.98	2016-05-06	91.74	2016-07-06	91.25	2016-09-05	91.97	2016-11-05	93.10
2016-01-06	91.00	2016-03-07	89.23	2016-05-07	91.48	2016-07-07	91.31	2016-09-06	92.10	2016-11-06	93.65
2016-01-07	91.65	2016-03-08	89.58	2016-05-08	91.14	2016-07-08	91.19	2016-09-07	92.30	2016-11-07	94.65
2016-01-08	91.14	2016-03-09	89.30	2016-05-09	91.50	2016-07-09	91.43	2016-09-08	92.96	2016-11-08	93.77
2016-01-09	91.26	2016-03-10	89.36	2016-05-10	91.33	2016-07-10	90.88	2016-09-09	92.81	2016-11-09	–
2016-01-10	90.81	2016-03-11	90.07	2016-05-11	91.50	2016-07-11	90.77	2016-09-10	92.15	2016-11-10	95.31
2016-01-11	90.94	2016-03-12	89.53	2016-05-12	91.39	2016-07-12	91.04	2016-09-11	92.04	2016-11-11	94.35
2016-01-12	90.42	2016-03-13	89.26	2016-05-13	92.12	2016-07-13	91.72	2016-09-12	91.84	2016-11-12	–
2016-01-13	90.35	2016-03-14	89.11	2016-05-14	91.67	2016-07-14	92.21	2016-09-13	93.38	2016-11-13	95.42
2016-01-14	90.14	2016-03-15	89.10	2016-05-15	92.55	2016-07-15	93.03	2016-09-14	92.64	2016-11-14	94.61
2016-01-15	89.96	2016-03-16	89.42	2016-05-16	92.70	2016-07-16	92.53	2016-09-15	95.16	2016-11-15	94.00
2016-01-16	90.09	2016-03-17	89.19	2016-05-17	94.75	2016-07-17	91.79	2016-09-16	93.51	2016-11-16	93.61
2016-01-17	91.17	2016-03-18	89.23	2016-05-18	93.28	2016-07-18	91.79	2016-09-17	92.98	2016-11-17	93.39
2016-01-18	90.38	2016-03-19	89.19	2016-05-19	92.86	2016-07-19	91.69	2016-09-18	92.57	2016-11-18	–
2016-01-19	90.06	2016-03-20	89.15	2016-05-20	92.20	2016-07-20	91.49	2016-09-19	92.56	2016-11-19	95.27
2016-01-20	90.42	2016-03-21	89.38	2016-05-21	92.33	2016-07-21	91.29	2016-09-20	93.13	2016-11-20	94.83
2016-01-21	90.47	2016-03-22	89.50	2016-05-22	91.89	2016-07-22	91.32	2016-09-21	93.48	2016-11-21	94.37
2016-01-22	90.67	2016-03-23	89.49	2016-05-23	91.64	2016-07-23	91.32	2016-09-22	92.98	2016-11-22	94.26
2016-01-23	90.63	2016-03-24	89.42	2016-05-24	91.27	2016-07-24	91.50	2016-09-23	92.58	2016-11-23	94.48
2016-01-24	90.65	2016-03-25	89.48	2016-05-25	91.47	2016-07-25	92.00	2016-09-24	92.37	2016-11-24	–
2016-01-25	91.37	2016-03-26	89.69	2016-05-26	93.94	2016-07-26	91.73	2016-09-25	92.55	2016-11-25	95.43
2016-01-26	90.60	2016-03-27	89.46	2016-05-27	92.32	2016-07-27	91.61	2016-09-26	92.59	2016-11-26	95.03
2016-01-27	90.36	2016-03-28	89.31	2016-05-28	92.07	2016-07-28	91.34	2016-09-27	92.47	2016-11-27	–
2016-01-28	90.09	2016-03-29	89.52	2016-05-29	91.86	2016-07-29	91.56	2016-09-28	92.40	2016-11-28	95.08
2016-01-29	89.95	2016-03-30	89.54	2016-05-30	92.51	2016-07-30	92.19	2016-09-29	92.51	2016-11-29	95.25
2016-01-30	89.71	2016-03-31	89.27	2016-05-31	92.22	2016-07-31	92.26	2016-09-30	92.43	2016-11-30	95.87
2016-01-31	89.56	2016-04-01	89.59	2016-06-01	92.36	2016-08-01	92.10	2016-10-01	91.83	2016-12-01	95.67
2016-02-01	89.43	2016-04-02	89.69	2016-06-02	92.51	2016-08-02	91.91	2016-10-02	91.71	2016-12-02	95.54
2016-02-02	89.45	2016-04-03	89.75	2016-06-03	92.46	2016-08-03	92.39	2016-10-03	92.33	2016-12-03	94.95
2016-02-03	89.60	2016-04-04	89.51	2016-06-04	92.42	2016-08-04	92.02	2016-10-04	93.00	2016-12-04	95.02
2016-02-04	89.39	2016-04-05	90.11	2016-06-05	92.15	2016-08-05	91.67	2016-10-05	92.74	2016-12-05	95.82
2016-02-05	89.30	2016-04-06	90.04	2016-06-06	92.88	2016-08-06	92.01	2016-10-06	100.92	2016-12-06	95.49
2016-02-06	89.17	2016-04-07	89.91	2016-06-07	–	2016-08-07	91.79	2016-10-07	–	2016-12-07	94.95
2016-02-07	89.40	2016-04-08	90.22	2016-06-08	94.83	2016-08-08	91.85	2016-10-08	93.94	2016-12-08	94.65
2016-02-08	89.38	2016-04-09	90.52	2016-06-09	93.04	2016-08-09	91.32	2016-10-09	93.44	2016-12-09	94.23
2016-02-09	90.00	2016-04-10	90.14	2016-06-10	92.70	2016-08-10	91.60	2016-10-10	93.64	2016-12-10	93.89
2016-02-10	89.66	2016-04-11	89.99	2016-06-11	92.67	2016-08-11	91.39	2016-10-11	93.49	2016-12-11	94.35
2016-02-11	89.72	2016-04-12	89.70	2016-06-12	92.93	2016-08-12	91.70	2016-10-12	93.34	2016-12-12	–
2016-02-12	89.96	2016-04-13	89.79	2016-06-13	92.45	2016-08-13	91.34	2016-10-13	93.46	2016-12-13	95.73
2016-02-13	89.61	2016-04-14	89.95	2016-06-14	92.29	2016-08-14	91.16	2016-10-14	93.06	2016-12-14	95.56
2016-02-14	89.46	2016-04-15	90.11	2016-06-15	91.99	2016-08-15	91.25	2016-10-15	93.18	2016-12-15	–
2016-02-15	89.71	2016-04-16	90.25	2016-06-16	91.68	2016-08-16	91.10	2016-10-16	92.95	2016-12-16	–
2016-02-16	89.59	2016-04-17	91.13	2016-06-17	91.81	2016-08-17	90.97	2016-10-17	92.85	2016-12-17	–
2016-02-17	89.52	2016-04-18	90.93	2016-06-18	91.43	2016-08-18	94.20	2016-10-18	92.91	2016-12-18	95.53
2016-02-18	89.19	2016-04-19	90.54	2016-06-19	91.73	2016-08-19	92.84	2016-10-19	94.01	2016-12-19	94.67
2016-02-19	89.21	2016-04-20	90.49	2016-06-20	91.54	2016-08-20	92.46	2016-10-20	94.06	2016-12-20	–
2016-02-20	89.33	2016-04-21	90.47	2016-06-21	91.41	2016-08-21	92.49	2016-10-21	94.37	2016-12-21	–
2016-02-21	89.48	2016-04-22	90.71	2016-06-22	91.14	2016-08-22	92.01	2016-10-22	93.54	2016-12-22	–
2016-02-22	89.30	2016-04-23	90.31	2016-06-23	91.87	2016-08-23	91.64	2016-10-23	93.45	2016-12-23	–
2016-02-23	89.95	2016-04-24	90.06	2016-06-24	91.97	2016-08-24	91.48	2016-10-24	93.14	2016-12-24	–
2016-02-24	90.10	2016-04-25	90.87	2016-06-25	91.76	2016-08-25	91.66	2016-10-25	92.68	2016-12-25	–
2016-02-25	90.00	2016-04-26	90.43	2016-06-26	91.86	2016-08-26	91.78	2016-10-26	94.81	2016-12-26	–
2016-02-26	89.62	2016-04-27	91.10	2016-06-27	91.93	2016-08-27	91.93	2016-10-27	94.03	2016-12-27	–
2016-02-27	89.37	2016-04-28	90.98	2016-06-28	92.67	2016-08-28	92.27	2016-10-28	93.60	2016-12-28	–
2016-02-28	89.49	2016-04-29	90.66	2016-06-29	92.06	2016-08-29	92.02	2016-10-29	93.49	2016-12-29	–
2016-02-29	89.29	2016-04-30	90.46	2016-06-30	93.21	2016-08-30	94.07	2016-10-30	93.40	2016-12-30	96.52
2016-03-01	89.56	2016-05-01	90.83	2016-07-01	92.13	2016-08-31	92.57	2016-10-31	92.82	2016-12-31	96.90

*highest reading per date
 – Water level at or below 102.41 m BTOC



REQUEST FOR DECISION

SUBJECT: **Fallen Mountain Soap Letter of Support**

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

MEETING DATE: April 9, 2024 **CAO:** **MANAGER:** LG

DEPARTMENT: PLANNING & EC. DEVELOPMENT **DIR:** MAV **PRESENTER:**

STRATEGIC PLAN: Economy **LEG:**

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Submitted in accordance with policy 8003.

RECOMMENDED ACTION:

MOTION: That Council support Fallen Mountain Soap’s initiative to create a helicopter tourism business in the Grande Cache area and sign and return the letter of support.

BACKGROUND/PROPOSAL:

A request was received from Fallen Mountain Soap requesting a letter of support from Council for their proposed new helicopter tourism business, in collaboration with Jasper Hinton Air, in the Grande Cache area. This experience will focus on showcasing the history of the Rocky Mountains and the culture of the Aseniwuche Winewak (Rocky Mountain People) who have lived and thrived in the Jasper, Hinton, and Grande Cache areas for centuries.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be showing their support for a new business initiative in Ward 1 and Ward 9 and supporting the indigenous community members on a project in and around Grande Cache.
2. The benefit of Council accepting the recommended motion is furthering their commitment to support local groups and individuals who positively impact the social and economic development of the Greenview community.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to alter or defeat the recommended motion.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise Fallen Mountain Soap of Council's decision and provide documentation as required.

ATTACHMENT(S):

- Fallen Mountain Soap Support Request Letter
- MD of Greenview Draft Letter of Support



MUNICIPAL DISTRICT OF GREENVIEW

March 28, 2024

Fallen Mountain Soap
Grande Cache Lake Beach
Grande Cache, AB T0E 0Y0

Attention: Lauren Moberly, Owner, Fallen Mountain Soap

To Whom It May Concern:

RE: Letter of Support: Fallen Mountain Soap and Jasper Hinton Air, Helicopter Tourism

The Municipal District of Greenview supports the proposed helicopter tourism initiative between Fallen Mountain Soap and Jasper Hinton Air.

The helicopter tourism initiative will showcase the history and culture of the Aseniwuche Winewak (Rocky Mountain People), by providing helicopter tours over their traditional territory including Jasper, Hinton, Kakwa, and Grande Cache. The Aseniwuche Winewak Nation (AWN) is an Indigenous community located in Grande Cache and represents over 500 adults, youth, and children. Fallen Mountain Soap's owner and operator, Lauren Moberly, is a member of the AWN and is significantly involved in promoting Greenview through her Indigenous Tourism Business ventures. The Municipal District of Greenview is committed to support local groups and individuals who positively impact the social and economic development of the Greenview community.

Sincerely,

Stacey Wabick
CAO, Municipal District of Greenview

MH/ld

cc: FOIP/Records Management

March 25, 2024

Municipal District of Greenview No.16
Economic Development Officer - Jenny Daubert
Grande Cache, Alberta T0E 0Y0
Tel: [780-524-7600](tel:780-524-7600)

Dear Mrs Daubert,

I am writing to share a new exciting tourism experience that is a collaboration between Jasper Hinton Air and my business, Fallen Mountain Soap. This new helicopter tourism experience will focus on showcasing the history of the Rocky Mountains and the culture of the Aseniwuche Winewak (*Rocky Mountain people*) who have lived and thrived in the Jasper, Hinton, and Grande Cache areas for centuries.

What I am looking for is support with this project. The MD of Greenview has done extensive work supporting Ward 1 and Ward 9, and collaborating with community members on various projects in and around the Grande Cache area throughout the years. It parallels what I am hoping to showcase with my Indigenous tourism experience. At your convenience, I would like to request a letter of support for this new experience that will highlight our community's history and how I would like to honor my family's role in shaping the history of Alberta.

If you are interested in learning more about my project and having a conversation please contact me at (403) 827-2231.

Sincerely,

Lauren Moberly
Owner/operator
Fallen Mountain Soap
<https://www.fallenmountain.com/>



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: CAO Services

Submitted by: Stacey Wabick, CAO

Date: 4/2/2024

March was a busy and productive month for CAO Services, marked by significant engagements and progress in various areas. Here's a summary of key activities:

CAO Services facilitated two days of Council training, covering crucial aspects of governance and conducting a comprehensive review of the provincial budget. These sessions aimed to enhance the Council's understanding of governance principles and equip them with insights into budgetary matters, enabling them to make informed decisions.

The highlight of the month was the successful participation in the RMA (Rural Municipalities of Alberta) conference. The event featured productive meetings with Ministers and culminated in a private supper attended by three Ministers and an MLA. CAO Services takes pride in the success of the RMA conference, which facilitated valuable interactions and strengthened relationships between the Council and key stakeholders within the ministry.

During the month, CAO Wabick attended the ICF (Intergovernmental Cooperation Framework) meetings hosted by the Province. The objective was to gain a better understanding of the program's changes and implications. Legislative Services Officer, Sarah Sebo, also participated in these meetings, reflecting CAO Services' commitment to staying abreast of regulatory developments and fostering cooperation with provincial authorities.

Kyle Reiling, the Greenview Industrial Gateway Director, dedicated his efforts to advancing initiatives related to IFS (Interprovincial Fuel Solutions) and First Nation Agreements. Progress has been made in both areas, albeit encountering some challenges along the way. Despite the hiccups, CAO Services remains committed to driving these initiatives forward and achieving meaningful outcomes.

March witnessed significant engagements and progress across various fronts for CAO Services. From Council training and successful participation in the RMA conference to proactive involvement in ICF meetings and the advancement of key initiatives, the month was marked by a spirit of collaboration, learning, and perseverance. Looking ahead, CAO Services remains steadfast in its commitment to serving the community's interests and driving positive change.



Manager's Report

Department: Community Services

Submitted by: Michelle Honeyman, Director

Date: 4/9/2024

Director of Community Services, Michelle Honeyman

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

Administration hosted the Grant & Proposal writing workshop through Greenview U and welcomed the public to attend. The workshop was held on March 4th from 9:00 am to 3:00 pm at the Tourism & Interpretive Centre in Grande Cache and the Greenview Regional Multiplex in Valleyview facilitated by the Community Development Unit from the province. Fifty people attended in total, 34 in Valleyview and 16 in Grande Cache. Positive feedback was received through the survey, which was completed by 28 attendees, of which 93% stated they would attend future similar sessions or recommend others to attend future sessions and that they liked the resources provided and learning about the types/methods for grants and fundraising.

Administration also hosted a workshop titled "A Deeper Dive into Unpacking the Grant and Proposal Application Process" on March 9, 2024, from 9:00 am to 3:00 pm at the DeBolt Community Centre. The workshop was facilitated by the Community Development Unit from the province and included two (2) guest speakers, Leah Diachuk from the Grovedale Community Club and Agricultural Society and Tanya Wald from the Grande Prairie Youth Emergency Shelter Society. Fourteen (14) people attended the workshop from various organizations and communities within Greenview. Positive feedback was received regarding the speakers, facilitators, and the workshop in general. The workshop survey was completed by twelve (12) attendees, with 100% of attendees stating they would attend future sessions. Comments included but are not limited to the following:

- "It was a very valuable workshop for our society. My head is full of information but super helpful and useful. Fantastic!!."
- "Very knowledgeable and much-needed resources."
- "Excellent! Very helpful for not-for-profit groups with limited resources."
- "Fantastic presenters and workshop idea! Thank you!"

Grant workshop resources have been provided via email to the organizations and individuals who requested a copy of the resources from the workshops held in March.

Participated in the Asset Based Community Development 101-A People Centered Approach online workshop hosted by the Tamarack Institute, with 80 other participants from across Canada and the United States.

Assisted the Grande Cache Recreation Board with the development of a policy and grant application form. The policy will be going to a future Policy Review Committee meeting for approval.

The funding agreements for the Maskwa Medical Center and the Philip J. Currie Dinosaur Museum have been completed.

Governance-Goal 2-Provide quality municipal services.

The CAO has approved the following sponsorships and donations:

Organization Name	Event	CAO Approved
Valleyview Minor Hockey	Competition sponsorship-U18 Provincials (4 Greenview residents)	\$600.00
Hanna Klinck	Competition sponsorship- Canada Science Fair (Nationals)	\$300.00

The Greenview Sponsorships and In-Kind 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”.

Environment-Goal 2 - Have well-built and well-maintained infrastructure that is sustainable, viable and contributes to quality of life

The New Fish Creek Community Hall roof repairs have been completed on the exterior, there is still some work to be completed on the interior. This project is managed by the New Fish Creek Association, the community group that operates the New Fish Creek Community Hall.

Agricultural Services Manager, Sheila Kaus

Environment – Goal 3; Create a Balance between Development and Natural Resources

Staff attended the annual Alberta Invasive Species Council Conference from March 19th-21st. The conference provided a valuable opportunity to network with invasive plant managers, discussing biological control agents, presentations on easing identification of invasive phragmites, as well as updates on eDNA surveillance to detect wild boar in ecosystems. Administration is hopeful of the potential of partnerships resulting from this event related to Canada thistle and common tansy biological control within Greenview.

On March 26th, the department hosted an engagement and awareness event in the Town of Fox Creek with information on weed identification and wild boar. For this event, Administration invited oil and gas industry workers, forestry workers and utility workers to engage them in wild boar monitoring and weed infestation awareness. The intermunicipal partnership for the Squeal on Pigs campaign aimed at these sectors will see its launch with this event. Municipalities currently involved include Woodlands County, Saddle Hills County, Yellowhead County and Greenview. Geolocated photos that are confirmed sighting of wild boar in these municipalities will be entered to win a \$1,500 gift certificate to a hunting and camping store.

Agricultural Services Landcare Coordinator completed the micro credentials offered by Olds College for cover cropping, rotational grazing and nitrogen management, positioning the department to assist ratepayers in Sustainable Canadian Agricultural Program (SCAP) grant applications under the Resilient Agricultural Landscape Program (RALP) and preparation of grant application through the Results Driven Agricultural Research (RDAR) grants under the federal On-Farm Climate Action Fund. Additionally, the Landcare Coordinator has finalized training for Environmental Farm Plan technician status. These efforts will allow the department to better assist Greenview producers and increase producers access to these grant programs.

Problem Wildlife Work Orders

File Status	Beaver-MD	Beaver-Ratepayer	Customer Service	Predation	Totals
In Queue	-	-	-	-	
Open	3	2	2	10	16
Closed	0	0	2	0	3
TOTALS	3	2	4	10	19

Currently, there are 9 active predation trapping sites the team has been monitoring. Since October, 9 wolves and 33 coyotes have been removed from the locations. Beaver trapping started on March 14th. The mild weather has opened access for the trappers to water and they want to get a jump start on the spring rush.

Economy – Goal 2; Create a diverse economy

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. The first quarter financials will not be seen until after April.

	# Services	2024	2023	+/- (%)	2022
1 st Quarter			\$22,540.38	30.01%	\$17,268.52
2 nd Quarter			\$41,281.84	23.00%	\$33,563.50
3 rd Quarter			\$11,534.28	81.00%	\$6,361.23
4 th Quarter			\$49,639.40	20.80%	\$41,106.15
2023 Claims			\$124,905.90	27.10%	\$98,299.40

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 26 rental days up to March 21st.

Maintenance inspections continue on all rental implements at the Valleyview yard and will continue through the Crooked Creek and DeBolt yards, with coordination with the satellite yards through to April 2024. Administration will be booking appointments with the satellite yards to introduce them to the new Rental Equipment Coordinator and to arrange for general maintenance checks on the satellite yards’ equipment.

Protective Services Manager, Wayne Brown

Culture, Social & Emergency Services

Administration:

Four Voyent Alerting sign up sessions went forward this month in Little Smoky, Ridgevalley, DeBolt, and Grovedale.

On March 5 Regional Fire Chief (RFC) submitted the required Annual Internal Review (AIR) for review by the Alberta Safety Codes Council. RFC received confirmation that the AIR had been accepted.

Regional Fire Chief met with Forestry and the Consultant to discuss and design the Wildfire simulation scheduled for March 20 in Valleyview.

An Emergency Operations Center meeting was held on March 11, to discuss logistics and forms as preparation for the Wildfire Simulation that will be conducted on March 20.

RFC met with Communications team on March 11 to discuss next steps for Voyent Alert campaign. A welcome message is planned for all those who signed up.

RFC successfully completed the ICS 300 course on March 14.

On March 15 RFC met with Coop/Enterprise representative, Station (STN) 33 DFC, and Grande Cache RCMP to discuss evacuation challenges in those areas. Discussions went well and a second meeting is planned in April.

RFC attended the Foothills FireSmart Coordinating Committee meeting on March 18. Forestry presented Wildfire weather projections for the spring as well as a Fire Smart and FRIAA presentation.

On March 20 a consultant led Wildfire simulation exercise (see PHOTO 1) organized by the Greenview Director of Emergency Management (DEM) was held in Valleyview. The exercise went well, providing the opportunity to work within the ICS model and to network with partnered agencies. The exercise was well attended with both external agencies and Greenview staff. External agencies that attended were Forestry (2), RCMP, Search and Rescue (2), ATCO, East Smoky Gas, Valleyview DEM, and Alberta Emergency Management Agency. Total attendance was 27.

On March 26 RFC presented a Request for Decision (RFD) to Council for the implementation of a fire permit system in the Non Forest Protection Areas of Greenview. RFD passed first reading.

Regional Fire Chief presented an RFD to Council on March 26 to enable the selling of thirty single band portable radios that proved to not be appropriate for the topography of Greenview and therefore failed to function adequately. Council approved the sale.

RFC had a meeting on March 26 with the Grand Yellowhead School Division to discuss Wildfire preparation in the Grande Cache and surrounding area. Grand Yellowhead School Division has agreed to provide buses should transportation be required, as a result of an evacuation zone in the Grande Cache and surrounding area. Additional meetings are planned to operationalize our joint efforts.

On March 26, STN 31 firefighters played Ridgevalley High School in a game of basketball as a community outreach activity. See PHOTO 2

Photo 1



Photo 2



Emergency Response Call Volumes:

Emergency Incidents

February 28, 2024 to March 27, 2024

	STN 31	STN 32	STN 33
Emergency Response	3	9	1
Medical Co-Response	6	5	8

Of the total 25 Emergency Responses:

- 1 - Alarm Calls
- 7 - Motor Vehicle Collisions
- 1 - Smoke Investigation
- 1 - Structure Fire
- 1 - Outside Fire
- 2 - Vehicle Fires

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

Enforcement Manager, George Ferraby

Culture, Social & Emergency Services

Period of February 29th – March 27th, 2024

Enforcement Services conducted a Joint Forces Commercial Vehicle Checkstop on the Forestry Trunk Road (FTR). Four overweight vehicles charged, three vehicles taken out of service and one driver charged with possession of Marijuana within easy reach of the driver.

Enforcement Services worked over the weekend at the Grande Cache Provincial Hockey Tournament. Numerous patrols of the Rec Centre during the tournament and traffic enforcement were conducted throughout the weekend. Community Peace Officer's (CPO) marched in the Opening Ceremonies along with other first responders.

Enforcement Services continue to monitor school zones in Ridgevalley, Grovedale and Grande Cache.

One snowmobile patrol was made to Kakwa Falls Provincial Park. No offences observed.

Multiple FTR patrols were conducted, with CPOs enforcing weight restrictions on roads.

CPO [REDACTED] has resigned and is starting with the new Grande Prairie Police Service. A search for a new CPO for Grovedale has started.

CPOs investigated a complaint of animals abandoned in a residence in Grande Cache. Investigation revealed that four animals died of dehydration and lack of food. Alberta SPCA and Royal Canadian Mounted Police (RCMP) brought in to assist with investigation. Criminal charges are pending.

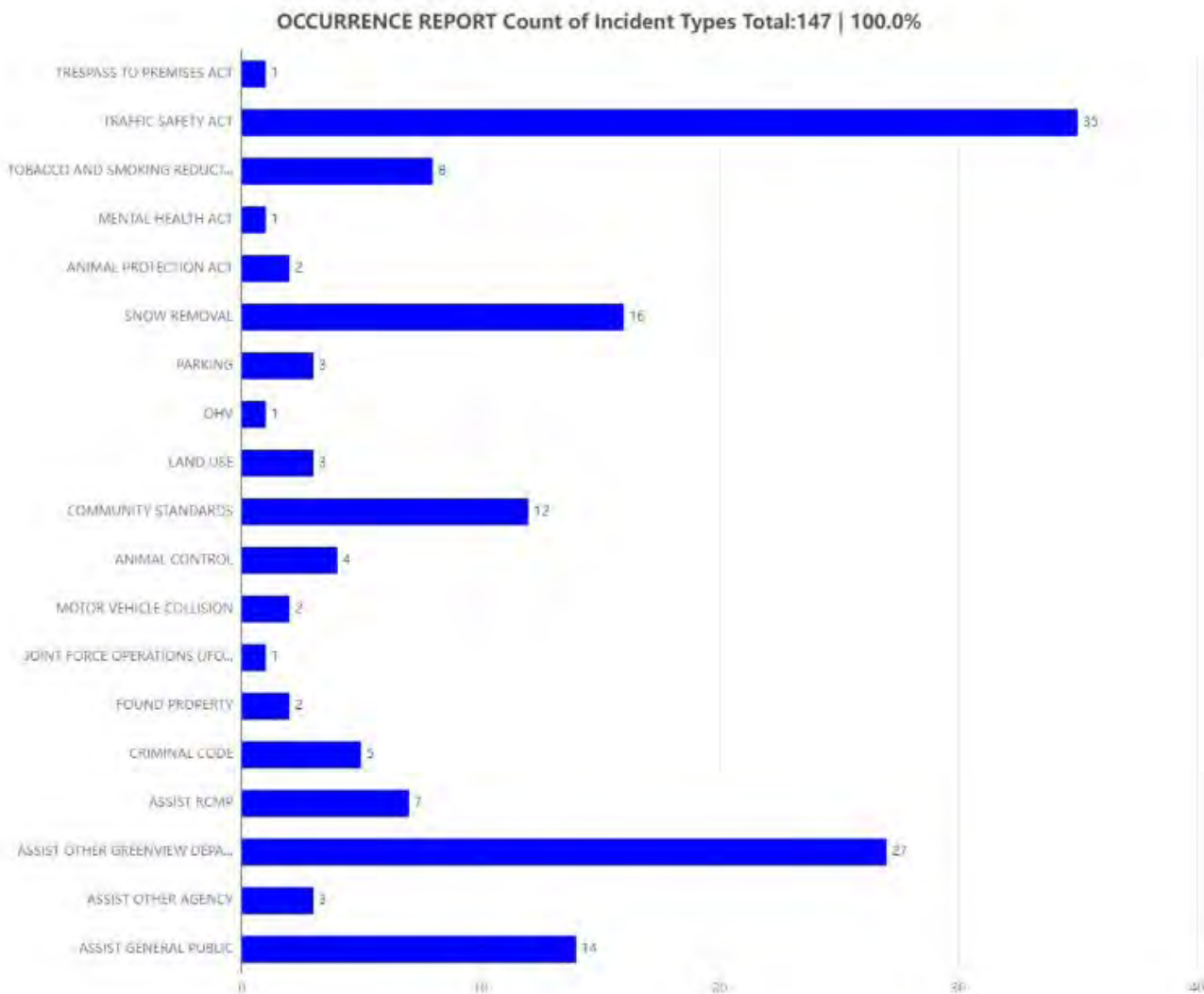
CPOs working with resident in Aspen Grove to get his property cleaned up after complaints of his property being unsightly. The resident is cooperating with Enforcement.

CPO KING attended the Fox Creek Winter Sports Games and participated in High School Sports Competitions with the students along with other first responders, building relationships with the students.

Two Trailers were ordered for the side X sides and are expected to arrive at the end of March.

During the period of February 28th, 2024 to March 27th, 2024 Enforcement Services attended 109 calls for service including 38 bylaw calls. Officers issued 62 Violation Tickets and issued 89 warnings.

Stats:



Ticket Create Date:

2024-02-28 ~ 2024-03-27

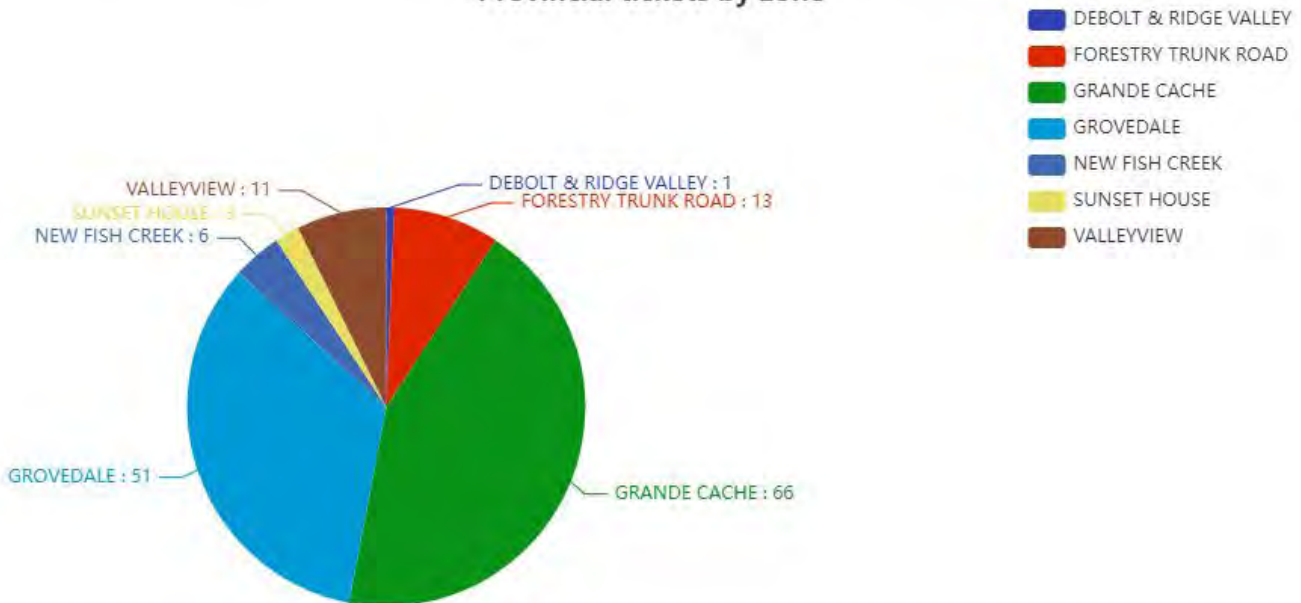
Provincial tickets by type



Ticket Create Date:

2024-02-28 ~ 2024-03-27

Provincial tickets by zone



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

Governance-Provide Quality Municipal Services

The two Community Resource Centers have seen a marked increase in people accessing services. This is mainly due to the Community Volunteer Income Tax program which allows people with modest incomes to get their taxes done at no charge. Thus far over 400 taxes have been filed, with over 4 million brought back into the communities.

The Kids Conference in Grande Cache runs from March 26-28. The 2 ½ day conference provides kids 5 – 12 years old experiences that include emotional regulation, healthy relationships, creativity, and various life skills (i.e. financial literacy) and will take place at the Grande Cache Recreation Centre. This year 39 children are registered, 6 youth volunteering to help, and four external organizations helping.

The Volunteer appreciation dinners have been scheduled in Valleyview on April 9th, Grovedale on April 10th, and Grande Cache on April 11th. Nomination forms are available at the Community Resource Centers as well as on the MD of Greenview website.

Northern Lakes College has inquired if the FCSS office in Valleyview can take on a practicum student. Three students have requested this location, and one individual has been chosen. The placement runs from April 22nd- June 28th.

Administration took part in the Emergency Operations Center simulation on March 20th. This opportunity provided practice in various roles and functions, including exercising emergency social services for residents who are evacuated.

Administration was successful with the approval of the Reaching Home grant in the amount of \$15,000.00. \$7500.00 will be available for the 2024-2025 fiscal year, and \$7500.00 to use in the 2025-2026 fiscal year. The grant will allow the Meadows to Mountains Homelessness Prevention project to continue. This project provides crucial supports for individuals within Greenview to prevent homelessness. Clients are provided on-going support to navigate systems, access life skills development, and are pivotal to their success in stabilizing their living situation. This fund is to prevent people who are already housed from becoming homeless, as opposed to assisting those who already homeless.

Governance-Improve Intermunicipal Government Relations

Administration is in contact with the province to determine options for alternative space in the Provincial Building in Grande Cache. Although discussions are preliminary, and moving slowly, options and costs will be brought forward to council later in the spring for a decision. Administration as a whole is currently out of office space in Grande Cache as the public service building is full and the FCSS department is in need of a larger space with consistent internet services and washroom facilities.

Recreation Services Manager, Kevin Gramm

RE23002 Recreation Centre Arena Ice Pad & Boards: Greenview Council has awarded the project for the replacement of the arena ice pad and the arena rink boards to Bry Sands Ice Ltd. The project will commence in April and last through to August. The Grande Cache Recreation Centre Arena will be out of service for the duration of the project.

RE23017 GRM Fieldhouse Air Conditioning: Greenview Council has awarded the project for the addition of Fieldhouse Air Conditioning at the Greenview Regional Multiplex. Anticipated start date is June 2024 with a few weeks' turnaround. It is expected that the addition to the Multiplex will have limited impact to the Greenview Regional Multiplex during construction.

RE24002 GRM Fitness Equipment: Administration is pleased to report that the Greenview Regional Multiplex has received the Hack Squat Fitness Equipment approved by Council in the 2024 Capital Plan. The equipment is now in service and receiving many supportive accolades for the addition to the Fitness Centre.

RE21007 Community Facility (Grande Cache): Administration received a second presentation from ACI Architecture Inc on March 19th, 2024, with several refined design considerations for the decommissioned pool basin and pool hall at the Grande Cache Recreation Centre. Representatives of ACI walked the Community Services team through several 3D models for review of options available for consideration. At this point now after further review, the files will be readied for future presentation to Greenview Council at an upcoming Committee of the Whole meeting TBD.

Governance – GOAL 2: Provide quality municipal services

Grande Cache Recreation Centre:

1. **Ice Removal is Scheduled for April 8th:** The ice removal process is scheduled for April 8th, which will pave the way for the construction of the facility, to ensure a seamless transition and minimize disruptions to our operations.
2. **Arena Board Sponsorship Secured:** We have successfully secured sponsorship for the arena boards, enhancing our revenue streams. Additionally, we are actively pursuing further sponsorship opportunities to diversify our funding sources.

February 2024 Facility Rental Highlights:

1. **UCCO Moody Cup Memorial Hockey Game:** February saw the commemorative offering of the Union of Canadian Correctional Officers Moody Cup Memorial Hockey game. This event not only honored the memory of those we've lost but also fostered camaraderie and sportsmanship among participants and spectators alike.
2. **The Hinton Figure Skating Private Rental:** The Hinton Figure Skating Club secured valuable ice time for its members, providing opportunities for skill development, and practice.
3. **The Akasaka Figure Skating Development Workshop:** The Akasaka Figure Skating Club provided a

platform for stakeholders to collaborate, exchange ideas, and strategize on enhancing our facilities and programs for the benefit of our community.

4. **Akasaka Figure Skating Test Day:** Skaters showcased their skills and dedication during the Akasaka Figure Skating Test Day, demonstrating their progress and commitment to excellence in the sport.

March 2024 Facility Rental Highlights:

1. **The Akasaka Figure Skating Carnival:** The Akasaka Skating Club brought together skaters of all levels for a festive celebration of talent and passion for the sport. It was a joyous occasion filled with performances and community spirit.
2. **CAJHL Game:** Our Facility was host to a CAJHL game, demonstrating teamwork, skill, and determination on the ice, representing our organization with pride.
3. **Victim Services Fundraising Game:** We organized a fundraising game in support of Victim Services, contributing to a noble cause while engaging our community in a meaningful way.
4. **U13 Tier 4 Provincial Championships:** Our young athletes showcased their abilities and sportsmanship at the U13 Tier 4 Provincial Championships, competing with dedication and representing their organization admirably, as planned by the U13 Tier 4 Provincial Championship Committee.
5. **The FCSS Annual Kids Conference:** The FCSS Kids Conference provided valuable learning and growth opportunities for young participants, fostering leadership skills and community engagement, in partnership with the Grande Cache Programs Team.
6. **Akasaka Figure Skating Club Test Day:** Skaters from the Akasaka Figure Skating Club, along with members from other neighbouring Clubs underwent testing to evaluate their progress and proficiency, demonstrating their ongoing commitment to personal improvement and excellence.
7. **Curling Bonspiels:** The Grande Cache Curling Club hosted various Curling Bonspiels offered participants a chance to enjoy friendly competition and camaraderie on the ice, further strengthening bonds within our community.

February and March were marked by a diverse range of events and activities that showcased the talent, dedication, and community spirit within our organization. From commemorating special occasions to fostering skill development and community engagement, these highlights reflect our ongoing commitment

to excellence and service to our community. We look forward to building on these achievements in the months ahead.

Facility Rental Updates:

1. **Shift in Rental Trends:** We have observed a notable shift in rental trends, with an increase in public events and a decrease in birthday party rentals. In February 2023, we had 8 party rentals, whereas in February 2024 we had 3. March 2023, we had 13 party rentals, whereas in March 2024, we only had three.
2. **Promotional Packages Revision:** To address this shift, we are developing a streamlined communication package to promote our facility and highlight the various rental options available. This initiative aims to attract a broader range of rental clients and maximize our facility's utilization.

Technology Integration:

1. **SharePoint Integration:** Administration is continuously actively working on integrating SharePoint in collaboration with Greenview's IT department. This integration will streamline file application and viewing processes within our department, enhancing efficiency and productivity.
2. **Update for PSD Software:** Additionally, we are in the process of updating our facility, in alignment with the PSD software, ensuring that we are equipped with the latest tools and technology to optimize our operations.

These updates reflect our ongoing efforts to improve our facility, enhance customer experiences, and optimize our operations. We remain committed to serving the residents of Greenview and providing them with exceptional recreational opportunities.

Grande Cache Recreation Board:

The Grande Cache Recreation Board met on March 13th, 2024, and is in the process of establishing a comprehensive framework to manage and allocate funds for Recreation User Groups effectively. By establishing a clear application process, presentation guidelines, and approval procedures, the Board aims to support Recreation User Groups in a manner that is equitable and aligned with community needs. This structured approach will not only facilitate the distribution of funds but also ensure that all stakeholders have a clear understanding of the processes involved.

Fitness and Programming:

- Aqua Fitness/Lane Swim, Stand Up Paddle Board (SUP) Yoga, Parent/Infant Water Workout and Spin & Swim **NEW** (aquatic classes), Wheels & Weights, Stretch, Wake up to Weights, Restorative and Vinyasa Yoga, Dance and Bike & Barre **NEW** (land classes) and Hike/Shoe at Lunch (outdoor activity) are the classes that we ran with in March 2024.

- The attendance in all classes is great. People are setting goals for the summer and fitness is on their list.
- In March we brought in a couple of classes that helped people train for the Indoor Triathlon on April 5; Bike & Barre and Spin & Swim.
- In March, we teamed up with a program from Alberta Health Services (AHS) called the Alberta Healthy Living Program. This is a 6-week FREE program that is helping by providing guidance, support and a location for interested participants. We are there to correct form and answer any questions.

Community Bus Statistics		
Destinations	Total Monthly # of Passengers	# of Days Offered
Grande Prairie	9 Passengers	3 Days
Hinton	5 Passengers	3 Days
Grande Cache	127 Passengers	5 Days

**Greenview Regional Multiplex
February 1st-29th, 2024**

Total Facility Usage

Age	Aquatic Centre	Fitness Centre	Fieldhouse	Walking Track	Indoor Play Centre	Total
Under 3	99	0	11	2	12	124
Child	577	0	89	8	64	738
Youth	204	117	264	30	32	647
Adult	711	1309	188	159	51	2418
Senior	136	118	49	81	3	387
Super Senior	111	80	33	77	2	303
Total	1838	1624	634	357	164	4617

Facility Rentals

Aquatic Centre	Party Room	Fieldhouse	Boardroom	Kitchen & Bar	Greenview Party Packages	Total
9	5	4	2	2	5	27

Average Daily Usage

Age	Aquatic Centre	Fitness Centre	Fieldhouse	Walking Track	Indoor Play Centre	Total
Under 3	4	0	0	0	0	4
Child	19	0	3	0	2	24

Youth	7	4	9	1	1	22
Adult	24	45	6	5	2	82
Senior	5	4	1	3	0	13
Super Senior	4	3	1	2	0	10
Total	63	56	20	11	5	155

Programming

Programs and Attendance Stats – February 2024

Program	Participant Registration
Afterschool Fundamentals Program	25
Winter Walk Day	300 +
Youth Night	11
Childmind service hours used	79

- Winter Walk Day was a hit! With the warm weather and warm greetings from Moberly Moose, over 300+ students and patrons walked to the GRM. Programmers served hot chocolate and gave out high fives to all participants celebrating outdoor physical activity.
- 30 children have attended and utilized Childmind Care Service this month.

Program	Participant Registration
Morning Bodyworks	2
Evening Bodyworks	9
Sit & Be Fit Class	11
Revolution Spin Class	8
Fitness Center Orientations	6
Triathlon	12
Personal Training Clients – 3 personal training, 4 small group session	7
Strong Class (contractor)	5
Zumba Class (contractor)	15
Gentle Yoga (contractor)	17

- The Greenview Regional Multiplex (GRM) 2024 Indoor Triathlon was hosted on February 24th with 12 athletes participating. Combined the participants travelled 175.9 kms between youth, women's, and men's categories. The event was completed with a medal ceremony in honor of the athlete's hard work both training and competing. Athletes are looking forward to entering next years event.
- Water Works (fitness) – 2 registered; average of 8 drop-ins
- Hillside Highschool Grade 7 classes (2) continue swimming lessons until March 1
- Homeschool swimming lessons – 27 registered!
- Sturgeon Lake School booked Tuesdays for February for grade 2-12 for fun.
- Six birthday parties booked for the pool.
- Sweetheart Sport & Swim – low attendance

- Greenview U had a fun turnout, and participants enjoyed all areas of the facility and tried new activities such as an adult swimming lesson, AquaMat class and Ichigoomi.
- Bronze Medals – Spring Break
- Public swimming lessons to resume in April.
- Sturgeon Lake School primary classes booked for March/April for swimming lessons.
- Ridgevalley School – April lessons, OAP – May lessons
- AquaMat Fitness for March
- Collaboration with programming for Spring Break Camp

Greenview Regional Multiplex Advisory Board:

The Greenview Regional Multiplex Advisory Board met this week to review trust grant applications for review and consideration by the Board. The Valleyview Gymnastics Club and Cerebral Palsy Alberta were among the grant recipients approved this week by the Board.

Culture, Social & Emergency Services – GOAL 4: Support and Maintain Recreational Opportunities

Administration has provided confirmation to the Municipal District of Smoky River that Greenview Council approved the amendments to the Little Smoky Ski Hill Governance Board Agreement. The signing of the agreement has been delayed due to Big Lakes County not approving the amendments when brought forward by Administration. Further details will be presented to Big Lakes County’s Council in an attempt to move it forward.

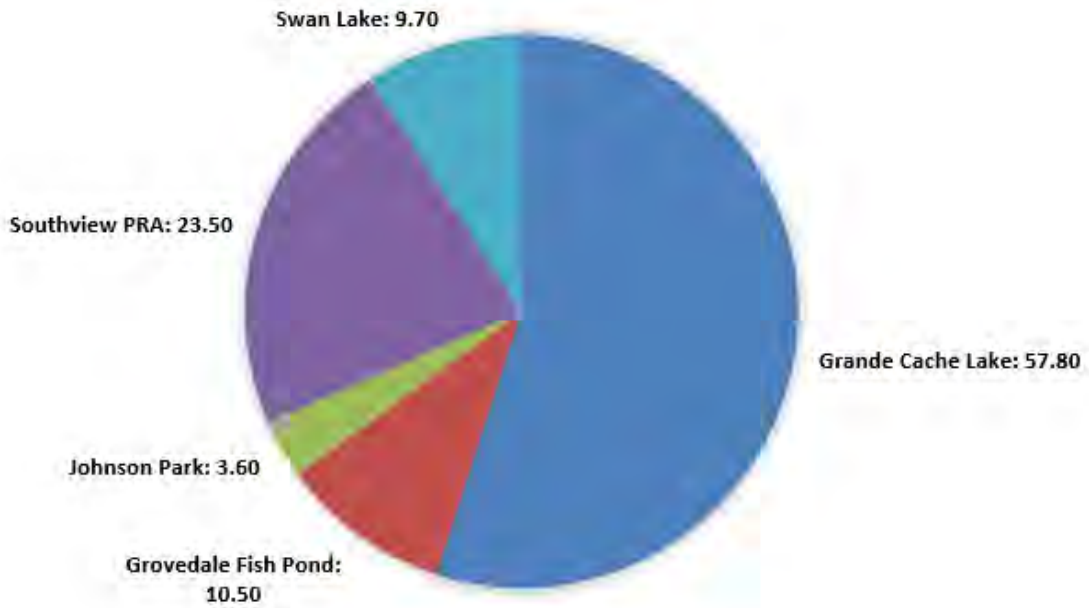
Administration does not have any updates on the sublease for the Fireman’s Pit. The Grande Cache Firefighter’s Association has requested an additional meeting regarding the sublease which is anticipated to take place in the beginning of April.

Administration is looking into a request to adjust the boundaries of the leased parcel of land for the Little Smoky Baseball Diamonds. A presentation is anticipated to come to Council in May to provide a detailed update on the project.

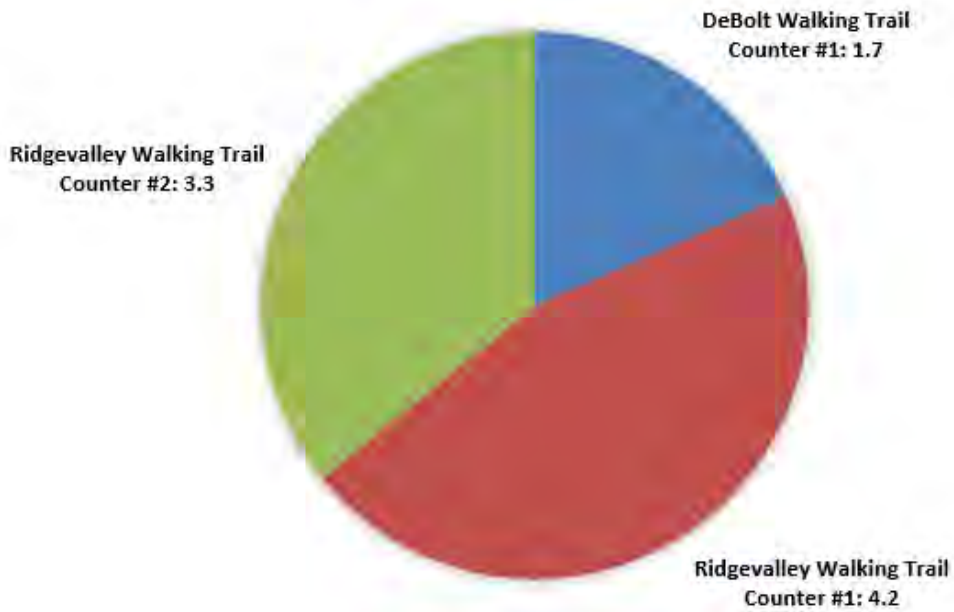
Outdoor Recreation Services:

The following charts show the counter data within Outdoor Recreation sites during January and February.

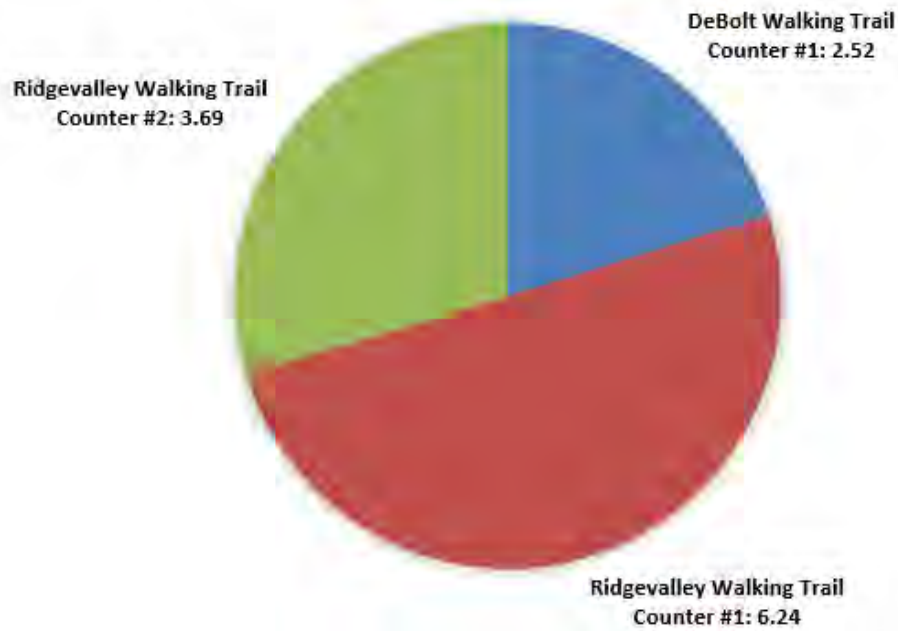
DAILY VEHICLE COUNTER AVERAGES 2024-01-01 TO 2024-01-31



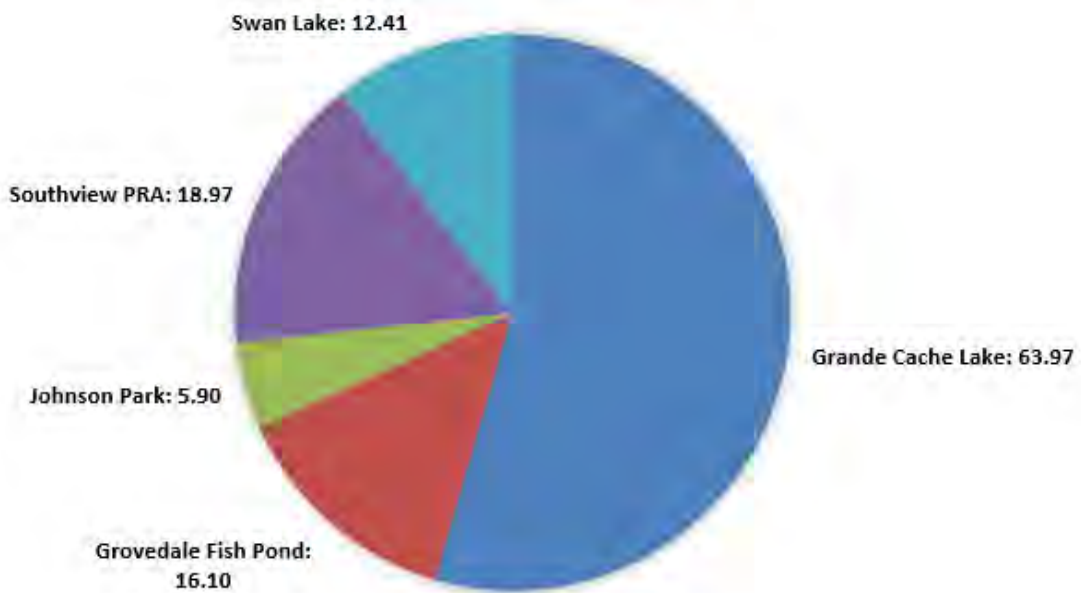
DAILY WALKING TRAIL USE AVERAGES 2024-01-01 TO 2024-01-31



DAILY WALKING TRAIL USE AVERAGES 2024-02-01 TO 2024-02-29



DAILY VEHICLE COUNTER AVERAGES 2024-02-01 TO 2024-02-29



The Outdoor Survival Camp hosted at Johnson Park was well received with 14 participants. Administration intends to continue scheduling winter camps moving forward.

Outdoor Recreation has finalized their summer programs as follows:

- Outdoor Survival Camps with Nature Alive
 - Johnson Park, Ages 9-12, July 8th – July 10th, 2024
 - Johnson Park, Ages 13-17, July 11th – July 12th, 2024 (NEW)
 - Swan Lake, Ages 9-12, July 16th – July 18th, 2024
 - Grovedale Fish Pond, Ages 9-12, July 30th – August 1st, 2024
 - Grande Cache Lake, Ages 9 – 12, August 13th – August 15th, 2024
 - Grande Cache Lake, Ages 18+ Ladies Only, Evening of August 14th, 2024

- Junior Outdoor Survival Camps with Greenview Search & Rescue
 - Johnson Park, Ages 5 – 8, July 23rd, 2024
 - Johnson Park, Ages 5 – 8, August 13th, 2024

- Family Park & Play
 - Johnson Park, July 25th, 2024
 - Johnson Park, August 8th, 2024
 - Johnson Park, August 22nd, 2024

Manager's Report

Department: Planning & Economic Development February Report

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

Council Date: 4/9/2024

Director Planning & Economic Development – Martino Verhaeghe

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

Director Highlights:

- Staffing related matters (investigation, staff transition, interviews, etc)
- Review of final recommendations and materials for internal Land Use Bylaw (LUB) review
- Review of previous LUB Amendment Bylaws for application to new Bylaw Mapping.
- LUB presentation preparations with department staff
- Wildfire Simulation Exercise – Emergency Operations Center Planning Chair
- Grande Prairie Chamber Roundtable
- Council/Committee/Municipal Planning Commission reports, review and meetings
- Ridgevalley and DeBolt Area Structure Plan Open Houses (2)
- Main Street Loft rehabilitation project management / Local Improvement Plan preparation

Economic Development Manager – Larry Gibson

Governance – Improve inter-municipal government relations. *Provide open dialogue between municipalities within the region:*

Administration continues to work with the Regional Workforce Development Partnership by attending steering group meetings and presentations. The partnership is planning various initiatives to assist employers in attracting and retaining skilled workers across the City of Grande Prairie, County of Grande Prairie, and Municipal District of Greenview. Initiatives throughout the month of March focused on website development to aid employers and employees in showcasing what they have to offer, development of a targeted marketing plan and meeting with the Northwestern Polytechnic to discuss work integrated learning programs.

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

Economic Development attended an Open House at Northwestern Polytechnic Centre for Community Enhancement & Social Innovation.

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

Economic Development attended the Community Futures' Hyperdrive: Women in Business Summit. This Summit afforded staff the opportunity to connect with women entrepreneurs and resources available for small business. At the event, staff connected with the organizer about getting more involved with the organizing committee as Greenview has sponsored the event the last two years.

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

Economic Development attended PREDA's membership meeting held in Spirit River. The board of directors provided an update. Other items on the agenda that were discussed were Block Chain technologies, YoloNomads preparing for remote workers, \$10/day daycare and several topics related to the Provincial water management plans and programs.

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

Administration attended the Steering Committee meetings for the Business Support Network in Fox Creek. This month's content is optimizing your online presence.

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

Rural Renewal Stream Program has had one new business apply and one existing business submit an additional application in March. Approximately 7 more endorsement letters were given out with calls on 8 endorsements from the Alberta Advantage Immigration Program.

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

Economic Development continues to help with the planning of an event called SiteLink, program allows municipalities to invite investors to the area to showcase and promote what we have to offer. The event is being coordinated with partners from the City of Grande Prairie, County of Grande Prairie, and Municipal District of Greenview GIG department. SiteLink has a focus on business attraction, retention, and expansion to our region. This event will take place May 13 – 15, 2024 at the Holiday Inn & Suites Grande Prairie.

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

Economic Development has attended a Chamber of Commerce meeting in Valleyview with the Mayor and Council of the Town of Valleyview in attendance.

Economic Development will also be attending the Grande Cache Chamber of Commerce AGM and elections towards the end of the month.

Tourism

Economy – Create a diverse economy. Increase tourism attractions:

The Grande Cache Tourism and Interpretative Centre PARTICIPATED IN THE Calgary Outdoor Travel Adventure Show from March 16-17, 2024. Greenview’s Tourism officer presented a 30-minute presentation on the “Best of Canada Stage” showcasing a road trip experience highlighting travel attractions around the Hamlets of Greenview, including Little Smoky, Ridgevalley, DeBolt, Grovedale and Grande Cache. The presentation was well-received by the audience. Greenview had a booth set up at the show for March 16 and 17. There were several visitors at the booth who were interested in new experiences, camping outdoor attractions, and quieter/nature-inspired destinations.

The Dino VR exhibit was installed at the Centre during the week of March 19-22, 2024. The software still needs to be adjusted to avoid current glitches. The appropriate individuals have been contacted regarding the glitches.

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

Greenview’s Tourism Officer attended Aseniwuche Winewak’s History presentation and the AWN community was happy to see MD of Greenview representation present.

Statistics

Total Visitors Feb. 2024: 727
Total Revenue Feb. 2024: \$7,381.66

Total Visitors March 1-25, 2024: 964
Total Revenue March 1-25, 2024: \$3,682.45

YTD Total Visitors (Jan -Dec 2023)

2020 9,025
2021 15,825
2022 18,845 (Dec 20)
2023 20,306

YTD Total Revenue (Gift shop Jan-Dec 2023)

2020 \$56,401.48
2021 \$122,124.19
2022 \$136,011.70
2023 \$130,868.84

Programs: March Program Total: 7 (Wild Fives, Junior Adventures, Sprouts, GC Kids Conference)

Program Details:

The Tourism and Interpretive Centre partnered with FCSS and is participating in the Grande Cache Kids Conference March 26-28, 2024, offering interpretive programming.

March Event Total: 1 (Easter Egg Hunt)

The Easter Egg Hunt was hosted on March 23, 2024, at the TIC, open to all ages. A total of 212 individuals participated in the event.

Communications Manager – Stacey Sevilla

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

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

Projects completed or underway:

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

- Assist with Greenview U April 2024 – Grande Cache Tourism Centre Lunch and Learn (sign up for staff, posters)
- Assisting Information Services with SharePoint Internal website project build. Department champions are busy building their department and team sections
- Assist Information Services with preparations for SharePoint Launch with promo items and door prizes for the staff rollout
- Assist Safety with a poster for Staff MSI Week & Wellness Committee posters

Governance – Improve intermunicipal government relations

- Regional Promotional Committee – Working collaboratively with the City and County of Grande Prairie to finalize the word mark creation of the committee’s chosen name, “Invest NW Alberta: Grande Prairie-Greenview Corridor.” The regional name will be used in jointly approved marketing opportunities for events, workforce attraction, and joint economic development projects
- Met with the Edson Wildfire Information Officer and Edson Forest Area municipal communications staff (from Hinton, Edson, Woodlands County, Parkland County) to introduce everyone and enhance communication and coordination efforts regarding wildfire information and resources in the Edson Forest Area. Edson Information Officer is also taking the feedback from the meeting to the Information Officers in the Grande Prairie, Whitecourt, and Slave Lake Forest Protection Areas to improve communications efforts during wildfire season

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

- Working with Tourism and Economic Development teams to finalize small tweaks and final changes on the Grande Cache tourism promotional video with Seekers Media
- Assist Economic Development team with custom Moberly Chocolates production
- Assist Tourism and Economic Development teams in the “Dino Trail Tourism campaign” in collaboration with the Towns of Tumbler Ridge and Wembley, and the Philip J. Currie Dinosaur Museum
- Working on ads for the following publications: Grande Prairie Regional Visitor Guide, Alaska Highway, West Yellowhead ads
- GPRTA Visitor Guide, Alaska HWY Travel Guide, Edson/Yellowhead Visitor Guide, NOMAD, Digital Escape ad, Alberta Outdoorsmen ad
- Marketing materials for Economic Development and Tourism teams such as:
 - Passport to Fun,
 - Greenview Campgrounds & Day-Use brochures updated, ordered and received
 - More Z-Maps ordered

- Working with Agricultural Services and Economic Development to create updated light standard flags for Grande Cache
- Working on updating Grande Cache Street Maps tear sheets

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

- Took part in an Emergency Operations Centre tabletop emergency simulation with stakeholder partners from Alberta Forestry, AEMA, ATCO, East Smoky Gas, Greenview Search and Rescue, and the Town of Valleyview
- Created and ordered 7000 Voyent Alert Mailer cards going out in the Property Tax envelopes end of April to encourage Greenview residents to register for emergency alerting
- Shared the Advocacy work Council did during the RMA Spring convention on social media channels, promoting several Ministers Meetings arranged by CAO Services
- Working with Enforcement Services to create and order banners for a job fair coming up in April
- Maintained updates to the Bidding Opportunities page on the Greenview website
- In-kind donations:
 - \$100.00 Rural Crime Watch Valleyview
- Completed Spring 2024 Newsletter, sent to the printer to be distributed the first week of April
- Strategic Plan 2022-2026 revisions draft
- 2023 Annual Report layout and design in progress
- Greenview Easter Weekend Facility Closure & Hours Notice advertised
- Updated Grande Cache Recreation Centre Welcome and emergency exit signs at the entrance
- Updated Program registration form waivers for Grande Cache Recreation Centre
- Ordering sign graphics for portable signs

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:

- Assist the Agricultural Services team with advertising multiple programs and workshops
- Newspaper advertising, full page advertising in the Grande Cache Community Mountain Voice and the Valleyview Glitz'd newspapers
- Engagegreenview.ca Surveys launched:
 - Death Fest Community Survey, March 15 – ends March 31
 - Greenview website refresh Survey, March 14 – open until May 2024
- Grande Cache outdoor digital ads for community groups: Tier 4- U13 Provincial Hockey, Grande Cache and welcome video, Icebreaker Memorial Tournament, GC Firefighters Association vs Grande Cache Muttoneers Charity Hockey Game, Easter Egg Hunt

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

- Assist Protective Services and Infrastructure and Engineering departments with planning and execution of Voyent Alert (and Streetlights) info sessions on the following dates:
 - Sweathouse Community Center February 28
 - Little Smoky Community Center, March 4

- Ridgevalley Arena, March 5
- DeBolt Center, March 6
- Grovedale Community Centre, March 7
- DeBolt Center for Sturgeon Heights area, March 27

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

- Assist GCRC, GRM, Tourism Centre, and Outdoor Recreation with advertising monthly programs, social media, website posts, and poster advertising
- Provided promotional items for the Greenview Regional Multiplex team for the 3-on-3 Basketball tournament

Other Projects

- Developed speaking notes for Reeve/Director of Economic Development and Planning for Grande Prairie Chamber of Commerce Industry Roundtable event

Digital presence statistics

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

Continually improve our social media and digital platforms

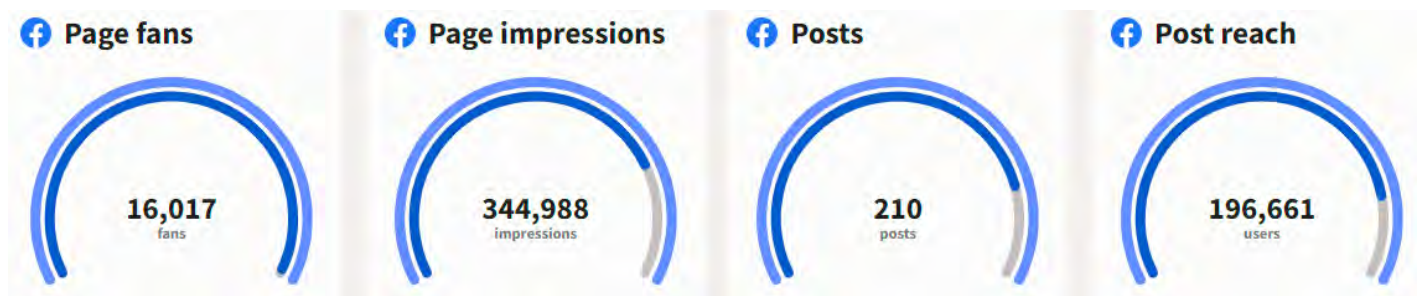
Website (March 2024)

Greenview's website has seen **56,906** pageviews on the website through the month of March. The Greenview website has seen approximately 13,860 new users this month. Website access from mobile increased but remains on par with the national average, with approximately **58%** of website users from a mobile device in December. ***NEW:** Visits to the Careers page of posted jobs totalled **2,621** at the time of this report, accounting for approximately **7%** percent of all website visits in March.

- Users: 33,626
- New Users: 13,860
- Pageviews: 56,906
- Sessions: 26,385
- Sessions per user: 3.6



Facebook (March 2024)



Efforts to grow our X (Twitter) and Instagram presence continue. 'X' followers as of March 25, 2024 = 1,881. Instagram followers = 665.

Planning and Development, Manager – Samantha Dyck

In alignment with the 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:*

1. Of the eight (8) Development Permit applications received in March, four (4) had an estimated project cost exceeding \$500,000:

D24-035 / 10-28-68-3-W6M / CRESCENT POINT ENERGY CORP. C/O MILLENNIUM LAND LTD. / MULTIWELL SATELLITE / \$4,000,000.00 / WARD 7

D24-037 / 10-35-63-21-W5M / HURLAND SERVICES LTD / COMPRESSOR 400 HP / \$1,250,000.00 / WARD 2

D24-040 / SE-3-65-20-W5M / MURPHY OIL COMPANY LTD / COMPRESSOR FACILITY / \$600,000.00 / WARD 2

D24-042 / SW-13-66-5-W6M / PARAMOUNT RESOURCES LTD/COMPRESSOR 2370 HP / \$8,000,000.00 / WARD 8

2. Applications received this month include:

Type	Applications
Business Licenses:	22
Development Permits:	8
Land Use Amendments:	0
Subdivisions:	0
Approaches:	1

3. At the March MPC meeting, there was no subdivision applications, two discretionary use permits and three variance permits brought forward for approval.

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

Planning Staff have been involved with engagement sessions with the residents of Ridgevalley who formed a Community Committee. To date, 6 Area Structure Plan (ASP) Review meetings have been held. Staff and consultants have integrated community information into the ASP to encourage community buy in. The final open houses were well received.

Staff have also completed an internal review and merger of Land Use Bylaws 18-800 and Bylaw 799 for Council review in early April.



Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 4/9/2024

Director Corporate Services – Ed Kaemingh

- **Governance** – *Provide current staff growth opportunities when appropriate:*

This month I engaged in some training sessions, including.

The 2024 Northern Municipal Law Seminar in Grande Prairie hosted by the law firm Reynolds Mirth Richards and Farmer, topics included.

Fortification and Surveillance: How to Navigate the Inevitable Charter and Privacy Issues

Love Me a Tender: Common Construction Disputes and Tendering Issues

On the Road Again: Use and Occupation of Municipal Roads

A Potpourri Update on Employment Law

I updated my first aid training certificate.

I reviewed a webinar on the financial reporting capabilities of our new Financial Software.

I attended the EOC set up and logistics, and the Wildfire Simulation Exercise, I have assigned the individuals who will be responsible for the various finance sections should they be needed.

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

I had a few meetings and discussions with the auditors and the status of the audit, in general they were complimentary on the readiness of the audit, the work the team has done and the organizational improvements.

This is a team effort that goes beyond the strength of the Finance team and speaks to the organization's cooperation, staff, and management.

We discussed with the Auditors the questions Council had on Asset Retirement Obligations (ARO's) and they will be prepared to speak to it when they present the Financial Statements, as a reminder the impact of the ARO's has been a topic of discussion through several touch points with Council , including Committee of the Whole and the Audit Committee, this is the catch up year from all previous years and future budgets include the ARO's.

The objective of the Public Sector Accounting Standards is to demonstrate public accountability, focussed broadly on, governance, performance, stewardship and sustainability. ARO's tie with stewardship and sustainability, they recognize future obligations to remediate current assets. Although the Accounting Standard is new, the responsibility to remediate these assets has already existed, the liability recorded in the Financial Statements recognizes the financial obligation related to those existing assets.

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:*

In Finance the focus in March was year end audit and with this being the first year with the auditors that focus was dialed in. There were some requests for items not previously requested but all were fulfilled, and the audit file was submitted on March 11t. The week of March 18 – 22 was the auditors on-site visit, where the auditors have a chance to learn and observe internal controls and process's along with getting to know the team at Greenview.

The audited financial statements will be presented to Council by the auditors at an upcoming April Council meeting.

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:*

The focus in March was preparing the year end audit file which was given to the auditors to start their work on March 11th for both Greenview and Greenview Regional Waste Management Commission. The auditors were then onsite the week of March 18th to complete their field testing. This included pulling sample requests and following up with questions.

The final 2024 budget adjustments were completed in preparation for the presentation to Council at the March 26th regular meeting. The last changes to be made were for the budgeted tax revenue based on the 2023 assessment for the 2024 tax year and 2024 requisition amounts. Next steps will be to prepare the 2024 tax rate bylaw which will be presented to Council in April.

The unaudited 2023 financial reporting package was completed. This was also presented to Council at the March 26th Council meeting. This gave Council an opportunity to see the updated year end financials and ask any questions ahead of the audited financial statement presentation to come in April.

As we have been focused on year end and audit, work on the chart of accounts refresh was paused during the first part of the year. This was part of our original timeline, knowing we would have staff and time constraints at this time. We resumed meetings in mid March and begin the work again on finalizing the last few items of this project.

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:*

We have completed another 4 workshops on PSD operations and have had more departments gone live. We have the remaining departments workshops to be completed by April.

- *March 2024 W/O: 154=Operations, 542=Facilities Maintenance, 37= Agriculture/ Beautification, 26=Recreation- Greenview Regional Multiplex, 1=Corporate Services, 120 Environmental Services- GC Utilities*

End of first Quarter 2024= 1,561 Workorders- Completed=1,048

Continued to work on the Asset Management Plan (AMP) for the Category: Art/Culture/ History- Cemeteries and look to have the completed draft for April 20th. This has been delayed as other priorities have taken place, tentatively planning for a June COTW.

Drafting an RFD for Fire Equipment disposals along with the 2024 asset disposal list as well as the drafting of the new 9100 Asset Disposal Policy, this will be going to the April PRC.

With the approval of the 2023 surplus asset list, departments have been working to get items moved to the site in DeBolt and a contact for Alberta North Auctioneers has been received for the upcoming April 25th scheduled auction.

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:*

Information Systems has improved networking equipment at the Grande Cache Campground. This site has been neglected for years and it was time to standardize it. This will make any future issues easier to deal with and provide better business continuity for Recreation Services.

SharePoint continues to move in the right direction with two more departmental sites completed this week. There are three departments left. This project is still on time and budget.

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.

Quantity	Type
29	Malware Blocked
1,697	Phishing Inbound Blocked
12,336	Microsoft Edge added security. Edge is a browser commonly used by staff. This number shows how many times Edge has blocked advances from websites.
2,909	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 March 12, 2024 the following bylaws and policies were reviewed by Council.

- Policy 9501 “Financial Reporting” was approved without changes. This policy outlines financial reporting requirements for Greenview. Administration will provide Council with quarterly financial reports in order to promote stewardship of Greenview resources, to support decision-making, and to provide transparent communication to the public.

On March 26, 2024, the following bylaws and policies were reviewed by Council.

- Bylaw 24-957 “Grande Cache Recreation Board” received third and final reading without changes. This bylaw establishes the Grande Cache Recreation Board as a Council Committee and sets the purpose and procedures that they will follow.
- Bylaw 24-951 “Fire-Rescue Services” received first reading with amendments. The purpose of bringing this bylaw forward is to allow Greenview to implement a fire permitting process for areas within Greenview that do not fall within the Forest and Prairie Protection Area.
- Policy 1002 “Travel and Subsistence” was approved without changes. The purpose of this policy is to set rates for which Councillors, board members, and employees may be compensated for travel and meal expenses whilst travelling for Greenview business.
- Policy 1008 “Council and Board Remuneration” was reviewed and differed to another meeting. This policy establishes monthly honorariums and per diems for Councillors and board members.

The Policy Review Committee's was held on March 13, 2024 and the following policies were reviewed.

- Policy 8000 "Greenview Grant Recognition" The purpose of this policy is to establish guidelines for recognition of grant funding and sponsorships received from Greenview for community events, initiatives, and projects. Greenview Council is committed to building strong, vibrant communities that meet the needs of Greenview residents.
- Policy 1014 "Request for Decision Repeal" The purpose of this policy is to help facilitate good governance and good decision making, Greenview aims to utilize a consistent process when making a request for decision. The committee chose not to move forward with the repeal, instead the policy will be updated to accurately reflect current processes.
- Policy 1004 "Promotional Merchandise" Promotional Merchandise is used to market Greenview's brand and promote hospitality within the community. This policy establishes the principles by which Councillors may receive and distribute Promotional Merchandise.
- Policy 3016 "Greenview Evacuation Assistance Program" This policy provides parameters for evacuation assistance to residents who are affected during a declared State of Local Emergency that results in evacuations.

The next Policy Review Committee is scheduled for April 10, 2024.

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, Procurement, in collaboration with the respective departments, closed the four tenders for fleet vehicles (one for small and medium-sized sports utility vehicles (SUV), one for a large SUV, one for the ½ and ¾ pickups, and one for a two-ton truck), as well as grading services in the Sunset House and Sweathouse Area. Procurement also launched an invitation to tender for Type 2 Sprinkler Protection Unit(s), a request for quotes for a new Community Police Officer Sports Utility Vehicle, and a request for proposals for the addition of a 2-ply SBS roofing system over the existing roof on the Field Services Building in Valleyview. In addition, Procurement launched the UFA Fuel Link card program for Greenview Council and staff. This program will allow Council and staff to purchase regular gas and diesel at Greenview fleet prices at any UFA Fuel Station.

This month, Procurement also worked with the Community Services Coordinators, Communication, and the Government of Alberta to host Greenview U on March 4th, 2024, and the Community Workshop on March 9th, 2024. In total, 50 people attended the workshop on March 4th, 2024, while 12 people attended the seminar on March 9th, 2024, representing 14 not-for-profit organizations throughout Greenview and neighboring municipalities.



Manager's Report

Department: Infrastructure & Engineering

Submitted by: Roger Autio, Director

Date: 4/9/2024

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**

- Conducted Street Lighting Open Houses in Little Smoky, Ridgevalley, DeBolt and Grovedale
- Assisted with the Kikinow Lodge acceptance package.
- Assisted in the Green Leaf development in Grande Cache.
- Attended the Alberta Municipal Supervisor's Association in Edmonton.
- Meeting with Transportation (Peace Region) Director discussed Hwy 666, Service Road to Mill in Grovedale, Hwy 736 drainage, Hwy 747 Bridge and the possibility of acquiring one of Transportation's Gravel leases in the Puskwaskau area.

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**

- Boundary staking along the Old High Prairie Road near TWP 725a is on hold due to moisture in the ground making it unable to drive stakes. Work will proceed shortly.
- Reviewing subdivision applications, approach applications submitted by Planning and Development.
- Reviewing and updating Greenview's Standards drawings.
- Attended meeting with the Province regarding the watercourse crossing grant and the next steps for funds for 2025.
- Boundaries marked and drainage observed on Range Road 260 and Township Road 712 due to a concern brought forward by a landowner.
- Surveying and brushing at Little Smoky on TWP 672 at RGE 210 & RGE 211.

- Crack Sealing, Line Painting, & Spray Patch contracts for 2024 are being prepared and reviewed. Procurement assisting with the final review. Crack measurements on the roads for spray patch volumes are completed.
- Observed runoffs and waterflows from warm weather and snow melt on the ditching north of Valleyview on Township Road 720.
- Tender has closed for Township Road 704 Overlay, Request for Decision to come to April 23th, 2024, meeting.
- Tender has closed for FTR Stabilization (km 71-81), Request for Decision to come in April 23th, 2024, meeting.
- Administration met with the consultant and contractor regarding Township 692 penalties due to wildfires. All parties have agreed on a solution to waive some of the damage of delay penalties. Administration went through the days being claimed and were able to solve the issue as per the contract of dispute resolution. Final payment has been processed.
- Land agreements and payment releases for additional ROW at BF76637 (South of Valleyview, Twp Rd. 694).
- Working with finance regarding the fire guard creation and reclamation.
- Creation of “How To” documents for the Construction & Engineering department for roads, bridges, drainage, and paving. It will include the process and information regarding general evaluations and the processes to rectify.
- Attended AMSA 2024 Spring Convention in Edmonton.
- Received Molok garbage bins (Inground bins with bear proof lids) for the FTR to be installed in 2024; locations are undetermined at this point.
- Traffic counts completed on Range Road 13 in the DeBolt area, north of Hwy.

Operations Manager – Josh Friesen

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

- **Governance**
 - Road bans were implemented on Sunday, March 17th at 10:00 AM with a 24-Hr frost condition road ban at 75% axle weight allowance in the absence of frost condition.
 - Field staff continue ongoing inspections of the Forestry Trunk Road, monitoring for road conditions and road damages during spring thaw conditions.
 - The submission deadline for Expression of Interest packages for contractor hiring was on April 15th. A chart below outlines how many contractors submitted packages for the 2024/2025 season.
 - The light duty vehicle tender closed on March 22, 2024. 2 bidders provided submissions with pricing being generally in line with budgeted amounts. Results will be brought to a future Council meeting for decision.
 - The roadside ditch cleanup application deadline closed on March 22, 2024. 27 groups were assigned areas to pick garbage along Greenview roadways. Saturday, May 11th is the designated day for the program to run.

Operations East

- Snow was removed from culvert ends in the Narrows, the Hamlet of Ridgevalley, and on RGE RD 223 north of TWP RD 704 before spring thaw.
- Crews removed windfallen trees and debris from ditches and rights-of-way after high winds knocked over trees into ROW's.

- 27 signs have been replaced or installed: 1 checkerboard, 1 no exit, and 1 intersection sign in the Sunset House area. 5 checkerboards, 2 stop, 1 chevron turn sign, 1 no exit, and 1 leaning stop sign in the Little Smoky area. 4 checkerboards, 2 intersection, and 1 no exit sign in the Valleyview North area. 1 stop sign in the Valleyview South area. 1 intersection sign in the New Fish Creek area, and 4 checkerboards and 1 no exit sign in the Ridgevalley area.

Operations Central

- Multiple culverts have been steamed during spring runoff throughout DeBolt and on the Forestry Trunk Road as needed, as well as clearing snow from multiple areas of concern.
- The old coverall sand shed from the Grande Cache yard was brought to the DeBolt Lagoon.

Operations West

- A contractor was hired utilizing the EOI Program to clean snow out of some ditches in Landry Heights, East Grove, and along TWP RD 701A.
- With permit, crews completed burning brush piles from last year’s brushing. The items that did not burn were hauled back to the Operations yard to be burned later.
- Grovedale Operations maintained HWY 666 in response to Ledcor’s 3 requests for winter maintenance.
- 12 signs have been installed, which include speed signs, restricted sight distance, checkerboards, and stop signs. 2 radar speed feedback signs were also installed near Penson School and the Grovedale daycare.
- Operations West worked with Enforcement to cleanup an unauthorized tenting campsite off HWY 666 on Crown Land.

Operations South

- Crews have been plowing and sanding all roads and sidewalks within the Hamlet of Grande Cache after heavy snowfalls and snow piles were hauled to the snow dump.
- The asphalt pad from the old sand shed in the Grande Cache Operations yard has been removed.
- Cold patch asphalt was purchased in anticipation of filling potholes.
- All catch basins in Grande Cache have been opened prior to spring thaw.
- 5 culverts were thawed: 3 on the Forestry Trunk Road and 2 in Grande Cache.

Fleet Services

- Phase 1: Installation of the new AVL system (Geotab) is underway, with a focus on operational equipment needed for the summer season.
- Surplus auction units have been decommissioned and are ready for the April auction. Operations crews have assisted in hauling or driving units to the auction yard.
- Fleet assisted Facility Maintenance with the purchase of a replacement skid steer for Capital Project FM24011. The unit has been delivered and is in service.

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	23
Grovedale Shop	35
Valleyview Shop	81
TOTAL	139

Road Requests Received - 41	Operations East	Operations West	Operations Central	Operations South
Beaver Dam / Plugged Culverts	2	1		
Culverts	1	1		
Driveway Snowplowing	8		3	6
Flooding	1		1	1
Road Conditions	6	1		2
Snow & Ice		3		4
TOTAL	18	6	4	13

RoaData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Services
TOTALS	38	508	20	2
RoaData-Municipal Loads		Single Trip Loads	Multiple Legal Trip Loads	
TOTALS		523	328	
Grand Total-Approval Requests/Municipal Loads		1419		

Road Use Agreements	
New Road Use Agreements	6
Total Road Use Agreements	965

Road Bonds as of March 28, 2024				
		Total Kilometres	Total Funds Received to Date 85% Refundable to Bond Holder	Total Revenue to Date
Effective	13	200.77	\$ 3,673,800.00	\$ 551,070.00

Restrictions & Relaxations/Exemptions as of March 28, 2024	
Effective	5
Pending	0

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

Expression of Interest (EOIP) Update for Common Equipment	2022	2023	2024	Variance	Percentage
Total EOI Qualifying Submissions Received	91	83	75	-8	-10.13%

Equipment:

Gravel Trucks	191	144	167	23	15%
Excavators	94	78	103	25	28%
Dozers	127	108	126	18	15%
Labour Crews	18	13	7	-6	-46%
Packers	36	44	35	-9	-23%
Skid Steers	52	49	51	2	4%
Rock Trucks	31	30	30	0	0%
Graders	62	62	70	8	12%
Loaders	49	40	52	12	26%
Water Trucks	37	35	84	49	82%

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	253	Items Added to Maintenance Backlog	197
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• **Governance**

- In the month we were successful in recruiting a Facility Maintenance Technician, hiring a certified Journeyman HVAC technician. Having this trade within our team will allow us to significantly reduce trade-specific contractor costs. With over 280 heating units and 100 air conditioning units, the cost savings will be significant. As he comes up to speed in our team, we will also be able potentially help with Arena maintenance as many of their system fall under his trade.

• **Economy**

- March is annual fire extinguisher service month in the Valleyview, Grovedale & DeBolt areas. In this year’s campaign, over 450 extinguishers were serviced in the 3 locations. The team removed all extinguishers from every building, conducted the required service and returned them back in the buildings. We also worked to get all truck mounted extinguishers done by offering a 15-minute turnaround service. Along with the extinguishers, we also inspected and replaced as needed all vehicle first aid kits.
- Completed the semi-annual services of the generator in the month of March. Along with an oil change, the generators are also fully serviced and tested. This year we have been working to get the generator alarms tied into our building alarm system, which will allow us to know remotely when generators are running.
- The old sand shed has been taken down in the Grande Cache Operations yard to make way for the new shop construction this spring. The shed as been shipped to the DeBolt Gravel storage yard where it will be reconstructed in the summer after a pad is built.

- Posted the tender for the additional roof insulation on the Field Service Office in Valleyview. This was posted on March 25th with a close on April 17th.
- Installed a cover over the last access point at the Grande Cache Water treatment plant to prevent icicles contacting employees as they leave the building.
- Worked to help set up the new Dinosaur VR exhibit at the Grande Cache Tourism Centre.
- Presented findings from the energy review of the Valleyview Medical Clinic to the Medical Center Board. The presentation included an action plan to help alleviate some of the issue in this year's budget. The budget presented to Council was modified to postpone further work to draw water away from the foundation until the 2025 budget year, allowing that money to add spray foam to the crawlspace walls and additional extra heat in the examination rooms.
- Mounted 80" TVs in the upstairs meeting rooms at the Grande Cache & DeBolt Public Service Buildings for the IS team.
- It was a heavy preventive maintenance workload in the month, which included all the life safety devices and building inspections, as well as specialized inspection on water heaters and unit heaters.
- After the Council meeting on March 12th, we proceeded with the purchase of the new Bobcat to replace Skid001. This arrived before the end of the month as the vendor had one in stock.
- **Environment**
 - Major snow early in the month led to many hours of work removing it from walkways and parking lots.
- **Culture, Social & Emergency Services**
 - We have ordered the chiller for the Grovedale Arena Ice Plant retrofit. The delivery date provided currently is in September which will certainly jeopardize the September 15th ice plant start up. We are working with the vendor to see if the date can be improved and will meet with the Board to discuss potential impacts if it can't. There is the possibility of leaving the existing chiller in place and changing it the following summer, but seeing the existing unit is over 40 years old, this will also come with some risk. Have also met with the proponent and developed a contract and schedule for the job. Seeing as this is a rebuild, we will be starting as soon as possible in case other problems was discovered.
 - Worked with our service provider to set up nightly guard service at the Heart River Housing sites in Valleyview.

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**
 - Multiple meter inspections completed, and repairs done in Grande Cache on old failing water meters that are at end of life.
 - Grande Cache crew shoveled out fire hydrants in Hamlet.
 - Grande Cache team flushed and cleaned online analytical equipment.
 - Grande Cache Team replaced a CC valve on Hoppe Ave.
 - Grande Cache installed a riser on a low hydrant.
 - Grande Cache Automatic Transfer switch failed at sewer plant, parts are on order for repairs.
 - Survey plan for Grande Cache landfill nearing completion, requires final registration with Land Titles.
 - Fire permits received for Transfer sites and Landfills for 2024 season.
 - Deficiencies getting addressed by contractor at Grovedale water plant, replacing furnace board, leaking piping on chlorine line.
 - Participated in 2024 drought preparedness town hall hosted by Government of Alberta.

- Serviced pumps at Sunset House water point.
- Replaced a failed VFD (variable frequency drive) at Little Smoky water plant due to failure.
- **Economy**
 - Grande Cache Wastewater project continues with concrete pours, heating and hoarding, deliveries of materials for waterline extension. Asbestos tiles removed from the existing sewage plant building. Pump setup for geotube dewatering.
 - Met with Project Manager and consultant on the water and wastewater extensions on Memorial Drive.
- **Environment**
 - Engineering group met to review and collaborate on the proposed Greenleaf subdivision in Grande Cache.

Project Manager – Scott Wells

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

- **Governance**
 - Moving forward with plan for Grande Cache Waste Transfer Station with AECOM (SW20001). Currently working on a layout allowing for truck turnaround.
 - Trip to Bonnyville with Solid Waste Supervisor, met with Bonnyville General Manager, to find the benefits of a compactor Waste Transfer Station and if feasible in Grande Cache.
 - Meeting with Thurber Engineering to survey and stake potential clay removal for Grovedale lagoon expansion (WW19001). Plans for April 2nd to start drilling and sampling material.
 - Meeting with M2 Engineering regarding plan for WW19001 lagoon expansion. Once clay parameters are set the design can be finished and plans to start tender May 21st.
 - Attended several RFD review committees for growth and experience.
 - Working with Allnorth on inquiries from potential contractors on WD22005; several questions answered and laydown area added to site.
 - Assisted with review and changes to Roads Specifications within MD of Greenview.
- **Economy**
 - Monitoring spending for multiple projects. Making multiple changes to WD22005 to maximize quality of infrastructure for Greenview.
 - Added laydown area to WD22005 project for contractors to use, allowing for fiscally responsible project bids.
 - Moving forward with design for community dugout north of Valleyview. Plans from M2 engineering are being worked on.
- **Environment**
 - Developing a plan for the Waste Transfer Station to be built in Grande Cache; likely a compactor which will reduce trailer loads to contracted landfill.

CAPITAL BUDGET -- DEPARTMENT UPDATES -- I&E

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	TOTAL APPROVED BUDGET (ALL YEARS)	TOTAL BUDGET BALANCE REMAINING	Percentage of budget spent	EST. COST SPENT TO DATE (ALL YEARS)	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	NOTES
ROADS								
RD20008 Twp 692 - GD Industrial Rd - West of Hwy 666	\$ 2,013,697.00	\$ 533,410.23	74%	\$ 1,480,286.77	Economy	PME Inc.	Warranty 100%	Complete. -- balance carried during Warranty period. Drainage work to continue in 2024.
RD22001 FTR Phase 6	\$ 6,283,597.00	\$ (332,954.80)	105%	\$ 6,616,551.80	Economy	Beairsto & Associates	Warranty 100%	Complete. -- balance carried during Warranty period.
RD22006 RV Dumping Access	\$ 550,000.00	\$ 199,435.40	64%	\$ 350,564.60	Economy	Allnorth Consulting	Final 96-99%	Construction Tender posting on APC February 6 closing March 6 - Council April 25th. Project awarded to Wapiti Gravel, pre construction rescheduled 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 . waiting on water parts/manhole grates, to be installed before end of year, deficiencies to be completed in 2024.
RD23005 FTR Canfor South	\$ 1,583,900.00	\$ 1,541,100.00	3%	\$ 42,800.00	Economy	Internal	Tendering 31-45%	Traffic counts complete, working on details for engineering. Geo being quoted to determine road subgrade to provide the structure requirement. Geo report in progress, (KM 72 - 82) Tender for review the week of December 11th. Tender posted February 16th 2024 for construction.
RD24004 Land Acquisitions	\$ 100,000.00	\$ 98,368.00	2%	\$ 1,632.00	Economy		Planning 0-10%	
RD24006 Twp Rd 692 Regrade Fish Pond (GD)	\$ 250,000.00	\$ 250,000.00	0%	\$ -	Economy		Planning 0-10%	Engineering proposal with Ashley to be prepared.
RD24008 Rge Rd 212 Road Construction	\$ 450,000.00	\$ 450,000.00	0%	\$ -	Economy		Planning 0-10%	Day labour project.
PAVING								
PV22001 Rge Rd 251 South	\$ 1,000,000.00	\$ 68,095.19	93%	\$ 931,904.81	Economy	AllNorth Consulting	Warranty 100%	Complete. -- balance carried during Warranty period.
PV22002 Twp 701A Overlay	\$ 3,200,000.00	\$ 1,071,800.46	67%	\$ 2,128,199.54	Economy	AllNorth Consulting	Warranty 100%	Complete. -- balance carried during Warranty period.
PV23004 Twp Rd 704 Overlay (Hwy 40 - RR 230)	\$ 2,560,000.00	\$ 2,560,000.00	0%	\$ -	Economy	WSP	Tendering 31-45%	Awarded to WSP, Engineering pre construction meeting scheduled for May 26 2023. Design in progress, Tender for review week of December 11th. Tender posted February 16th 2024 for construction.
PV24003 Hamlet Curb & Gutter Resurfacing	\$ 2,000,000.00	\$ 2,000,000.00	0%	\$ -	Economy		Planning 0-10%	
PV24004 FTR Overlay (KM 0 - KM 5)	\$ 75,000.00	\$ 75,000.00	0%	\$ -	Economy		Planning 0-10%	Engineering proposal with Ashley to be prepared.
BF/DRAINAGE								
BF76637 Twp Rd 692 (SW16-6-22-5)	\$ 550,000.00	\$ 512,151.00	7%	\$ 37,849.00	Economy		Tendering 31-45%	Posted for construction, closes Mar 11th, RFD April 23rd to Council
BF77159 Asplund Creek	\$ 921,750.00	\$ 877,220.50	5%	\$ 44,529.50	Economy	MPA Engineering	Final 96-99%	STIP Application submitted - Ready for Construction. Shelf ready.
BF78503 RR 225	\$ 45,000.00	\$ 22,099.25	51%	\$ 22,900.75	Economy	MPA Engineering	Final 96-99%	STIP Application submitted - Engineering in progress, Engineering Complete, ready for Construction: Denied STIP, Design Ready
BF79118 Tributary to Sturgeon Creek	\$ 50,000.00	\$ 27,262.80	45%	\$ 22,737.20	Economy	MPA Engineering	Final 96-99%	STIP Application submitted - Engineering in progress, Engineering Complete Ready for Construction. Design ready
BF77244 Tributary to Sweathouse Creek	\$ 670,000.00	\$ 183,190.10	73%	\$ 486,809.90	Economy	Green Acres	Warranty 100%	Complete. -- balance carried during Warranty period.
BF77259 Tributary to Sweathouse Creek	\$ 45,000.00	\$ (548.00)	101%	\$ 45,548.00	Economy		Planning 0-10%	STIP Application submitted: design is ready. RFD to Council April 23rd 2024
ENVIRONMENTAL SERVICES								
SOLID WASTE								
SW19004 GC Landfill & Recycling Land Purchase	\$ 71,708.00	\$ 53,308.41	26%	\$ 18,399.59	Environment	Alberta Enviro Lands	Construction 46-95%	Awaiting final agreement from AEP Lawyer. Additional Survey required, some site conflicts. Name change required to Register as MD of Greenview from New town of grande cache on old documents. Land Titles tentatively approved final plan.
SW20001 GC Transfer Station Development	\$ 2,635,610.00	\$ 2,551,434.82	3%	\$ 84,175.18	Environment	Aecom	Engineering 11-30%	Engineering/ design/ Tender phase in 2024, Council awarded to Aecom Jan 9 Council meeting. Preliminary working with AECOM, type of WTS TBD
SW23001 Hook Bin Truck Replacement A201	\$ 300,000.00	\$ 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	\$ 32,625,298.00	\$ 18,938,357.83	42%	\$ 13,686,940.17	Economy	Clarke Builders	Warranty 100%	Warranty ends July 2024, deficiencies on going.
WD16004 Laundry Heights Water Distribution System connected to WD15002				\$ 4,849,884.84	Governance	Clarke Builders	Warranty 100%	Completed, carried for Warranty
WD19004 GC Distribution Pumphouse Upgrades	\$ 1,695,300.00	\$ 960,762.56	43%	\$ 734,537.44	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	\$ 247,300.00	\$ 133,796.35	46%	\$ 113,503.65	Environment	TBD	Final 96-99%	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

2024 COLOUR LEGEND

- projects continuing from prior years
- projects added in 2024
- Total Budget - CAVEAT
- Total Spent, per Ouestica

CAPITAL BUDGET -- DEPARTMENT UPDATES -- I&E									
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	TOTAL APPROVED BUDGET (ALL YEARS)	TOTAL BUDGET BALANCE REMAINING	Percentage of budget spent	EST. COST SPENT TO DATE (ALL YEARS)	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	NOTES	
WD22005 Water & Sewer Extension - Memorial Drive	\$ 4,599,408.00	\$ 4,500,000.00	2%	\$ 90,394.81	Environment	AllNorth Engineering	Engineering 11-30%	Engineering Tendered & Awarded late Fall 2022, 90% design completed, looking at water model , options for roadworks and sidewalks. In 2024 Budget, met with Consultant Jan 11. Preliminary design in review. Tendering March 8th	
WD23006 Nose Creek Water Point	\$ 240,000.00	\$ 67,972.04	72%	\$ 172,027.96	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. Water to be delivered April 15, set up Scada system on April 16 and test.	
WASTEWATER SYSTEMS									
WW17001 GD Collection System	connected to WD15002			\$ 4,884,996.52	Environment	Mainline Construction	Warranty 100%	Warranty completed , project completed.	
WW19001 GD Floating Liner	\$ 1,449,507.00	\$ 500,000.00	15%	\$ 221,141.69	Economy	M2 Engineering	Engineering 11-30%	Consultant 3rd party review report coming, initial finding appear to confirm high groundwater levels and leak confirmation.	
WW19002 GC Sewage Treatment Plant	\$ 50,729,121.00	\$ 33,463,126.20	34%	\$ 17,265,994.80	Environment	Alpha Construction	Construction 46-95%	Forming bio reactor walls, leakage test on North pond passed, rebar and concrete work, clearing and grubbing brush to the outfall structure completed. April invoice of \$10,158.85 + Est.Cost Spent to Date \$1,506,907.74 Contractor continues to work progressively, project still on track.	
WW21001 RV Lagoon Expansion	\$ 1,624,008.00	\$ 731,200.00	45%	\$ 723,530.34	Economy	M2 Engineering	Construction 46-95%	De sludging delayed until June 2024. April invoice of \$3387.30 + Est.Cost Spent to Date \$70,165.25	
OPERATIONS EQUIPMENT									
OP24001 Annual Vehicle Replacement	\$ 771,500.00	\$ 771,500.00	0%	\$ -	Economy		Planning 0-10%	Q1 2024 - The Tender(s) for this Project has been posted to APC and is due to close on March 22, 2024	
OP24004 A135 - Plow Truck Replacement (DB)	\$ 448,000.00	\$ 448,000.00	0%	\$ -	Economy		Planning 0-10%	Q1 2024 - Canoe contract with Viking Chives, anticipated delivery estimated for the end of March 2024.	
OP24005 Group 6 Excavator (DB)	\$ 175,000.00	\$ -	100%	\$ 175,000.00	Economy	AB Equipment Ltd.	Warranty 100%	Q1 2024 Completed and delivered.	
OP24006 T66 - Equipment Hauling Trailer Replacement (VV)	\$ 75,000.00	\$ 11,362.62	85%	\$ 63,637.38	Economy	Brandt Tractor	Warranty 100%	Q1 2024 Completed and delivered.	
FACILITIES MAINTENANCE									
FM21008 Security Improvement 4 yr. plan	\$ 428,434.69	\$ (540.26)	100%	\$ 428,974.95	Governance	Apex Security	Warranty 100%	Trialing a camera in the front of the FCSS building which will detect weapons and aggressive behaviors. Last camera upgrades installed,finalizing PSB doors and fobs. Still expecting some cost to come from the work on the overhead doors on the firehall to make the closing effective. Completed the instalation of the operational light and removed the timer systems. These door will now be closed by the fire fighters before that leave for the scene making the building more secure. This project is complete. Carryover is for lighting on backorder.	
FM22008 GC New Operations Shop	\$ 12,683,147.00	\$ 12,457,884.68	2%	\$ 225,262.32	Governance	Beairsto & Associates	Tendering 31-45%	Project fully designed. Touching last few additions/corrections. Coming to Council December 2023. Worked with Beairsto to incorporated the recommendation suggested by Council. Will tender this project very early in January 2024. The project is out to tender on APC with a close in Mid-February. Tender closed Bird Construction is the low bidder taking to Council March 12	
FM22009 GRM Emergency Generator (350kW)	\$ 425,000.00	\$ 420,337.50	1%	\$ 4,662.50	Economy		Tendering 31-45%	Tender will be closing in mid-March for this project. Coming to Council in April. Took to council April 25 to accept the bid which was \$115,00 higher than the approved budget. Council rejected the bid & changed project scope. Now working on getting the GRM, Grovedale Arena/Community Hall and Little Smoky Community Hall generator ready. Hired an engineer to get single line drawings. Project was tendered in the third week of January and will close in February. Site visits planned Feb 5th. Coming to Council March 12th.	
FM24007 Renovations to FM/Enviro Building	\$ 20,000.00	\$ 20,000.00	0%	\$ -	Governance		Planning 0-10%	Started asking for quotes to replace the siding on the carpenter shop	
FM24010 Replacement of RB3 60" Rotary Broom	\$ 6,000.00	\$ 6,000.00	0%	\$ -	Governance		Planning 0-10%	Order in February	
FM24011 Replacement of Skid #1 to Bobcat Skidsteer	\$ 94,000.00	\$ 94,000.00	0%	\$ -	Governance		Tendering 31-45%	3 quotes received, taking to Council March 12	
Council Requests over the approved budgets									
	\$ -			\$ -					
	\$ -			\$ -					



Municipal District of Greenview No. 16

NAME: Sally Rosson
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE 2024	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM	
						B	L	D	AMOUNT			
27-Feb	8:30	13:00	M	RCM	16						324.00	
5-Mar	7:00	16:00	M	Workshop GP	112						469.00	
6-Mar	8:45	14:15	M	Budget Review GP	112						324.00	
7-Mar	10:00	14:45	M	CCEC / Open House CEC	16						324.00	
NOTES:				KILOMETER CLAIM			TOTAL					1441.00
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST				
				\$0.70 per km		256	179.20	NET CLAIM				1441.00
				\$0.17 per km		256	43.52					
				SUBTOTAL			222.72	TOTAL CLAIM				1663.72
				LESS G.S.T.				LESS ADVANCES				
				TOTAL			222.72	AMOUNT DUE (OWING)				\$1,663.72

Sally Ann Rosson
 Claimant

March 8, 2024
 Date

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 Approved

 Date



Municipal District of Greenview No. 16

NAME: Sally Rosson
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE 2024	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
12-Mar	8:30	17:45	M	RCM	16						469.00		
13-Mar	8:30	15:45	M	MPC / PRC / RCM	16						324.00		
14-Mar	9:00	12:30	M	FCSS	16						275.00		
17-Mar			C	RMA	355			X	50.00		469.00		
18-Mar			C	RMA							469.00		
19-Mar			C	RMA							469.00		
20-Mar			C	RMA	355		X		20.00		469.00		
21-Mar	9:30	11:15	M	VV Med Clinic	16						275.00		
NOTES:				KILOMETER CLAIM			TOTAL		70.00		3219.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.70 per km		774	541.80	NET CLAIM	70.00		3219.00		
				\$0.17 per km		774	131.58						
				SUBTOTAL			673.38	TOTAL CLAIM		3962.38			
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			673.38	AMOUNT DUE (OWING)		\$3,962.38			

Sally Ann Rosson
 Claimant

March 22, 2024
 Date

177

 Approved

 Date



Municipal District of Greenview No. 16

NAME: Tom Burton
 ADDRESS : [REDACTED]

Employee # : [REDACTED]
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM	
						B	L	D	AMOUNT			
February 27 2024	7:45	11:15	M	Council	120						275.00	
February 29 2024	8:30	16:00	M	River of Death and Discovery Dinosaur Museum Society Governance	200						324.00	
March 1 2024	7:20	21:15	M	Annual Northern Municipal Law Seminar & TeePee Creek Sponsor Appreciation	120						536.00	
March 2 2024			M	4H District Speaking Judging Valleyview								
March 5 2024	8:00	20:00	M	Council Workshop & Ridgevalley Street Lighting Engagement	140						469.00	
March 6 2024	7:15	19:45	M	Council Workshop & MD of Greenview Library Board & DeBolt Street Lighting Engagement	120						536.00	
March 7 2024	8:15	17:00	M	Friends of Grande Spirit Foundation & River of Death and Discovery Dinosaur Museum Society Governance	200						469.00	
NOTES:				KILOMETER CLAIM			TOTAL					2609.00
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST				
				\$0.70 per km		900	630.00	NET CLAIM				2609.00
				\$0.17 per km		900	153.00					
				SUBTOTAL			783.00	TOTAL				3392.00
				LESS G.S.T.				LESS ADVANCES				
				TOTAL			783	AMOUNT DUE (OWING)				\$3,392.00

Claimant
Date
Approved
Date



Municipal District of Greenview No. 16

NAME: Tom Burton
 ADDRESS : [REDACTED]

Employee # : [REDACTED]
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
March 10 2024			C	Alberta Senior Community Housing Association Convention & Trade Show	700		1	1	70.00		469.00
March 11 2024			C	Alberta Senior Community Housing Association Convention & Trade Show						17.50	469.00
March 12 2024			C	Council & Alberta Senior Community Housing Association Convention & Trade Show						17.50	469.00
March 13 2024			C	Alberta Senior Community Housing Association Convention & Trade Show	700						469.00
March 15 2024	10:45	16:00	M	Grande Spirit Foundation Finance Committee	120						324.00
March 16 2024	6:30	16:45	M	MD of Greenview Library Board	510		1		20.00		469.00
March 17 2024			C	Rural Municipalities of Alberta Spring Convention	420						469.00
March 18 2024			C	Rural Municipalities of Alberta Spring Convention & Elected Official Educational Program						17.50	469.00
March 19 2024			C	Rural Municipalities of Alberta Spring Convention & Ministers Nixon, Neudorf, Schulz, Wilson, Dreeshen						17.50	469.00
March 20 2024			C	Rural Municipalities of Alberta Spring Convention & North Seniors Lodge Program Engagement	420						469.00
March 21 2024	15:30	20:45	M	River of Death & Discovery Dinosaur Museum Society	168						324.00
March 22 2024	8:40	16:00	M	Grande Spirit Foundation Board	115						324.00
March 23 2024				Rising Above Hope Lives Banquet	135						
NOTES:				KILOMETER CLAIM				TOTAL	90.00	70.00	5193.00
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST			
				\$0.70 per km		3288	2301.60	NET CLAIM	90.00	70.00	5193.00
				\$0.17 per km		3288	558.96				
				SUBTOTAL			2860.56	TOTAL			8213.56
				LESS G.S.T.				LESS ADVANCES			
				TOTAL			2860.56	AMOUNT DUE (OWING)			\$8,213.56

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				
27-Feb	8:00	21:30	M	Regular Council Meeting	76						536.00		
27-Feb				AGM/General Crooked Creek Rec Brd	30								
1-Mar	7:30	17:30	M	PREDA	274						469.00		
5-Mar	7:30	21:00	M	Council Workshop/RV Street Light	176			X	50.00		536.00		
6-Mar	7:30	13:30	M	Council Workshop	176						324.00		
NOTES:				KILOMETER CLAIM			TOTAL		50.00		1865.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.70 per km		732	512.40	NET CLAIM		50.00		1865.00	
				\$0.17 per km		732	124.44						
				SUBTOTAL			636.84	TOTAL CLAIM				2551.84	
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			636.84	AMOUNT DUE (OWING)				\$2,551.84	

Claimant

Date

182

Approved

Date



Municipal District of Greenview No. 16

NAME: Christine Schlieff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
12-Mar	6:45	18:15	M	Regular Council	305						469.00		
13-Mar	6:45	14:30	M	MPC PRC Finish RC	305						324.00		
14-Mar	7:15	16:00	M	FCSS in VV- GPRR Sexsmith	345		1		20.00		469.00		
16-Mar	7:30	15:30	M	MD Library Board	388						324.00		
17-Mar	14:00	19:00	M	travel to edmonton	488			1	50.00		324.00		
18-Mar	8:00	16:30	C	RMA		1		1	70.00		469.00		
19-Mar			C	RMA							469.00		
20-Mar			C	RMA travel to GP	488						469.00		
NOTES:				KILOMETER CLAIM			TOTAL		140.00		3317.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.70 per km		2319	1623.30	NET CLAIM	140.00		3317.00		
				\$0.17 per km		2319	394.23						
				SUBTOTAL			2017.53	TOTAL CLAIM			5474.53		
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			2017.53	AMOUNT DUE (OWING)			\$5,474.53		

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Bill Smith
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM			
						B	L	D	AMOUNT					
4-Feb			c	ab tourism	500		x	x	70.00		469.00			
5-Feb			c	ab tourism						17.50	469.00			
6-Feb			c	ab tourism						17.50	469.00			
7-Feb			c	ab tourism	500		x	x	70.00	17.50	469.00			
9-Feb	10:00	12:00	m	awn/sucker creek zoom call							275.00			
12-Feb	7:00	15:30	m	gig	300						469.00			
13-Feb	6:30	18:00	m	council	300	x			20.00		469.00			
14-Feb	9:00	11:00	m	mpc/duncan first nation zoom							275.00			
16-Feb	15:00	16:00	m	Regional Branding Zoom Meeting							275.00			
20-Feb	8:00	22:00	m	cotw grovedale/gprta meeting	90			x	50.00		536.00			
21-Feb			c	maskwa/growing the north/afsc	90		x	x	70.00		469.00			
22-Feb			c	growing the north	50						469.00			
23-Feb	13:00	14:00	M	ASB Western Producer Interview							275.00			
27-Feb			c	ab beef	970		x	x	70.00		469.00			
28-Feb			c	ab beef/asb meeting				x			469.00			
29-Feb			c	ab beef conference							469.00			
1-Mar-24			c	ab beef conference							469.00			
NOTES:				KILOMETER CLAIM			TOTAL		350.00	52.50	7264.00			
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST						
				\$0.70 per km		2800	1960.00	NET CLAIM	350.00	52.50	7264.00			
				\$0.17 per km		2800	476.00							
				SUBTOTAL			2436.00	TOTAL CLAIM		10102.50				
				LESS G.S.T.				LESS ADVANCES						
				TOTAL			2436	AMOUNT DUE (OWING)		\$10,102.50				

Claimant

Date

Approved

Date

