



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

May 14, 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 April 23, 2024 | | 4 |
| | | 3.2 Business Arising from the Minutes | | |
| #4 | PUBLIC HEARING | | | |
| #5 | DELEGATION | 11:00 a.m. | 5.1 Accurate Assessment Group | 17 |
| #6 | BYLAWS | | | |
| | | | 6.1 Bylaw 24-959 Land Use Bylaw Amendment to Rezone a Portion of SE 1-73-2-W6M | 58 |
| #7 | BUSINESS | | | |
| | | | 7.1 Q1 2024 Financial Reporting | 79 |
| | | | 7.2 Write-off Taxes Owing for Grants in Place of Taxes Properties | 95 |
| | | | 7.3 Community Organization Property Tax Exemption Regulation (COPTER) | 99 |
| | | | 7.4 Amendment of Motions - Greenview Regional Multiplex – Fieldhouse Air Conditioning Tender Award | 114 |
| | | | 7.5 2023 Annual Greenview Agricultural Service Board Report | 117 |
| | | | 7.6 Appointment of Weed and Pest Inspectors, 2024 | 123 |
| | | | 7.7 Policy 6322 Greenview Riparian and Agricultural Sustainability Support | 125 |

| | |
|---|-----|
| 7.8 Policy 3016 Greenview Evacuation Assistance Program | 131 |
| 7.9 Bighorn Golden Age Club – Additional Named Insured (ANI) | 140 |
| 7.10 Capital Grant Request - Royal Canadian Legion #278 | 156 |
| 7.11 Sponsorship Request - Odyssey House GrandeCon 2024 | 173 |
| 7.12 Sponsorship Request - Peace Area Riding for the Disabled Society (PARDS) | 195 |
| 7.13 Sponsorship Request - Town of Valleyview Fireworks Display | 201 |
| 7.14 Sponsorship Request - Wanham Plowing Match | 205 |
| 7.15 APPR24-08 Application for Approach on SW-13-71-23-W5M | 216 |
| 7.16 Library Trustee Orientation Workshop | 226 |
| 7.17 Investigate Additional Work Requests | 228 |
| 7.18 Rescind Motions 24.04.231 and 24.04.232 | 230 |
| 7.19 Carbon Tax Appeal – Request | 232 |
| 7.20 Managers Reports | 235 |

#8 NOTICE OF MOTION

#9 CLOSED SESSION

| | |
|---|--|
| 9.1 Tender Award – 2024 Light Vehicle Disclosure Harmful to Business Interests of a Third Party Section 16, FOIP | |
| 9.2 Tender Award – Crack Sealing and Line Painting Disclosure Harmful to Business Interests of a Third Party Section 16, FOIP | |
| 9.3 Tender Award – 2024 Spray Patch Disclosure Harmful to Business Interests of a Third Party Section 16, FOIP | |
| 9.4 Tender Award – Valleyview FSO Building Roof Disclosure Harmful to Business Interests of a Third Party Section 16, FOIP | |
| 9.5 Fireguard Reclamation Disclosure harmful to individual or public safety Section 18 | |
| 9.6 CAO Verbal Update Disclosure Harmful to Intergovernmental Relations | |

| | | | |
|-----|-----------------------------------|--|-----|
| #10 | MEMBERS REPORTS/EXPENSE CLAIMS | Section 21, FOIP • Ward 1 • Ward 2 • Ward 3 • Ward 4 • Ward 5 • Ward 6 • Ward 7 • Ward 8 • Ward 8 • Ward 9 • Ward 9 | 279 |
| #11 | ADJOURNMENT | | |

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
 Greenview Administration Building,
 Valleyview, Alberta on Tuesday, April 23, 2024

**#1
 CALL TO ORDER
 PRESENT**

Deputy Reeve Bill Smith called the meeting to order at 9:00 a.m.

| | |
|--------|-------------------------------|
| Ward 8 | Deputy Reeve Bill Smith |
| 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

| | |
|--------|----------------------------|
| Ward 9 | Reeve Tyler Olsen |
| Ward 1 | Councillor Winston Delorme |

**#2
 AGENDA**

MOTION: 24.04.200 Moved by: COUNCILLOR DALE SMITH
 That Council adopt the Agenda of the April 23, 2024, Regular Council Meeting as amended.

- Add Agenda item 7.8 Surplus Land Purchase

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

CARRIED

**#3
MINUTES**

MOTION: 24.04.201 Moved by: COUNCILLOR SALLY ROSSON
That Council adopt the minutes of the April 9, 2024, Regular Council Meeting as presented.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

**BUSINESS ARISING
FROM THE MINUTES**

BUSINESS ARISING FROM MINUTES

4.0 PUBLIC HEARING

6.0 BYLAWS

**BYLAW 24-960 3rd
READING**

6.1 BYLAW 24-960 SMALL BUSINESS TAX INCENTIVE

MOTION: 24.04.202 Moved by: COUNCILLOR RYAN RATZLAFF
That Council give third reading to Bylaw 24-960 Small Business Tax Incentive, as presented.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

**BYLAW 24-961 3RD
READING**

6.2 BYLAW 24-961 TAX BYLAW 2024

MOTION: 24.04.203 Moved by: COUNCILLOR JENNIFER SCOTT
That Council give third reading to Bylaw 24-961 "Tax Bylaw 2024" as presented.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

7.0 NEW BUSINESS

POLICY 9100

7.1 POLICY 9100 DISPOSAL OF ASSETS

MOTION: 24.04.204 Moved by: COUNCILLOR DAVE BERRY
That Council approve Policy 9100 "Disposal of Assets" as presented.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg
AGAINST: Councillor Burton

CARRIED

AD26 REPEAL

MOTION: 24.04.205 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council repeal Policy AD26 "Surplus Assets".

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

CARRIED

GC CHAMBER

7.2 GRANDE CACHE CHAMBER OF COMMERCE GRANT EXTENSION REQUEST

MOTION: 24.04.206 Moved by: COUNCILLOR SALLY ROSSON

That Council take no action to the grant extension request of the 2018 operating grant in the amount of \$25,000.00 from the Grande Cache Chamber of Commerce.

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

AGAINST: Councillor Dale Smith, Councillor Hackenberg

CARRIED

NITEHAWK REQUEST

7.3 NITEHAWK YEAR-ROUND ADVENTURE PARK CORRESPONDENCE

MOTION: 24.04.207 Moved by: COUNCILLOR TOM BURTON

That Council accept the letter from Nitehawk Year-Round Adventure Park dated March 22, 2024, for information, as presented.

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

CARRIED

MOTION: 24.04.208 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council approve the reallocation of up to \$125,000.00 of the 2024 capital grant to Nitehawk Year-Round Adventure Park to be used for operational funds in 2024.

FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Burton, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

AGAINST: Councillor Rosson

CARRIED

Deputy Reeve Bill Smith recessed the meeting at 9:59 a.m.

Deputy Reeve Bill Smith reconvened the meeting at 10:10 a.m.

5.0 DELEGATIONS

5.1 AUDIT PRESENTATION

2023 AUDIT

MOTION: 24.04.209 Moved by: COUNCILLOR TOM BURTON

That Council receive the presentation of the 2023 audit results from Fletcher Mudryk LLP for information, as presented.

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

CARRIED

MOTION: 24.04.210 Moved by: COUNCILLOR TOM BURTON

That the meeting go to Closed Session, at 10:56 AM 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: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

MOTION: 24.04.211 Moved by: COUNCILLOR TOM BURTON

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 11:11 a.m.

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

CARRIED

2023 FINANCIALS

MOTION: 24.04.212 Moved by: COUNCILLOR TOM BURTON

That Council approve the 2023 Audited Financial Statements as amended by Fletcher Mudryk LLP for submission to the Minister of Alberta Municipal Affairs.

- Page 6 of 33, Accumulated Surplus – Budget 2023 column

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

CARRIED

7.4 MOA – VALLEYVIEW MEDICAL & DENTAL COMPLEX

VV MEDICAL COMPLEX

MOTION: 24.04.213 Moved by: COUNCILLOR JENNIFER SCOTT

That Council authorize Administration to enter into a new 3-year Memorandum of Agreement with the Town of Valleyview to jointly operate the Valleyview Medical & Dental Complex located at 4801B – East Highway Street.

- Clause 6, change from quarterly reporting to twice per year
- Clause 4, to be reviewed annually by the Committee to determine if current rental rates and revenue are sufficient

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

CARRIED

7.5 MASKWA MEDICAL CLINIC – LETTER OF SUPPORT

MASKWA LETTER OF SUPPORT

MOTION: 24.04.214 Moved by: COUNCILLOR DALE SMITH

That Council provide a letter of support for the Maskwa Medical Centres newly updated Business Plan for Alberta Health Services.

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

CARRIED

7.6 2024 DUST CONTROL OPTIONS & PRODUCT TRIALS

SURFACE TREATMENT

MOTION: 24.04.215 Moved by: COUNCILLOR JENNIFER SCOTT

That Council accept the report regarding dust control and gravel road surface treatment options for information as presented.

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

CARRIED

MOTION: 24.04.216 Moved by: COUNCILLOR DAVE BERRY

That Council direct Administration to trial dust control products Tiger Loc 85, MG 30, Plantae ReTak, Arkon Dust Control, Novamen DCP-C, and DustBind DC127 over the next three years, with funds to come from Operations' operational budgets for 2024, 2025 and 2026.

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

CARRIED

MOTION: 24.04.217 Moved by: COUNCILLOR DAVE BERRY
that Council direct Administration to document trial results, and bring reports to Committee of the Whole meetings in November of 2024, 2025, and 2026 regarding products utilized, costs associated, and outcomes.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

SURFACE TREATMENT

7.7 SURFACE TREATMENT ALTERNATIVE OPTIONS

MOTION: 24.04.218 Moved by: COUNCILLOR RYAN RATZLAFF
That Council accept the report regarding surface treatment options for information, as presented.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

MOTION: 24.04.219 Moved by: COUNCILLOR SALLY ROSSON
That Council direct Administration to incorporate the application of SC-600 or alternate material to be considered in the 2025 budget deliberations.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

Deputy Reeve Bill Smith recessed the meeting at 12:13 p.m.
Deputy Reeve Bill Smith reconvened the meeting at 1:00 p.m.

7.8 SURPLUS PROPERTY PURCHASE SOUTH OF VALLEYVIEW – OPERATING ESTIMATES UPDATE

SURPLUS PROPERTY PURCHASE

MOTION: 24.04.220 Moved by: COUNCILLOR TOM BURTON
That Council authorize the Capital Purchase of lands legally described as Block OT, Plan 842 1873, for a cost of \$355,000 to be funded from the 2024 Economic Development Reserve.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

MOTION: 24.04.221 Moved by: COUNCILLOR JENNIFER SCOTT

That Council authorize the annual operations expenditures for the Economic Development Department of \$205,000 to allow for the seasonal operations of the Tourism Center located on Block OT, Plan 842 1873 to come from the 2024 operating budget.

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

CARRIED

NOTICE OF MOTION

8.0 NOTICE OF MOTION

Councillor Ryan Ratzlaff makes the Notice of Motion that Council direct Administration to investigate and bring back costs of additional work requests along with a report on the costs of work done in kind, versus the cost of paying directly, as directed by Council or organized by Administration.

CLOSED SESSION

9.0 CLOSED SESSION

MOTION: 24.04.222 Moved by: COUNCILLOR TOM BURTON

That the meeting go to Closed Session, at 1:16 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: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

**9.1 TENDER AWARD - BRIDGE FILE 76637 CONSTRUCTION
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.2 TENDER AWARD - BRIDGE FILE 77159 CONSTRUCTION
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.3 CONSTRUCTION TENDER AWARD FOR FORESTRY TRUCK ROAD KM 71-81
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.4 TENDER AWARD - CONSTRUCTION FOR TOWNSHIP ROAD 704 OVERLAY
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.5 TENDER AWARD – GRANDE CACHE WATER AND SEWER EXTENSION –
MEMORIAL DRIVE
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.6 LAND SALE AGREEMENT
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.7 WATER USE AGREEMENT
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.8 MINISTRY ADVISORY COMMITTEE
ADVICE FROM OFFICIALS
SECTION 24, FOIP**

OPEN SESSION

MOTION: 24.04.223 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 2:50 p.m.

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

CARRIED

MOTION: 24.04.224 Moved by: COUNCILLOR DALE SMITH

That Council award Bridge File 76637 Culvert Replacement and other works to Boss Bridgeworks Ltd. for the total construction cost of \$333,200.00 (plus GST), with funds to come from the 2024 Capital Budget Project BF76637.

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

CARRIED

MOTION: 24.04.225 Moved by: COUNCILLOR RYAN RATZLAFF

That Council award Bridge File 77159 Culvert Replacement and other works to Boss Bridgeworks for the total construction cost of \$744,100.00 (plus GST), with funds to come from the 2024 Capital Budget, Project BF77159.

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

CARRIED

MOTION: 24.04.226 Moved by: COUNCILLOR JENNIFER SCOTT

That Council award RD23005 Forestry Trunk Road and other works to Wapiti Gravel Suppliers, a Division of Colas Western Canada Inc. for the total construction cost of \$1,029,720.22 (plus GST), with funds to come from the approved 2024 Capital Budget, Project RD23005 (KM 76.5-80.5).

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

CARRIED

MOTION: 24.04.227 Moved by: COUNCILLOR SALLY ROSSON

That Council award Township Road 704 Overlay, from Hwy 49 west to Range Road 230, to Knelsen Sand & Gravel Ltd. for the total construction cost of \$1,860,501.86 (plus GST), with funds to come from the approved 2024 Capital Budget, Project PV23004.

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

CARRIED

MOTION: 24.04.228 Moved by: COUNCILLOR MARKO HACKENBERG

That Council award construction of the Grande Cache Water and Sewer Extension – Memorial Drive to United Utilities, in the amount of \$2,834,536.31 plus GST, with funds to come from the 2024 Approved Capital Budget, Project WD22005.

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

CARRIED

MOTION: 24.04.229 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That Council direct Administration to enter into an agreement with Interprovincial Fuel Solutions Ltd. for the sale of 200 acres located within the Greenview Industrial Gateway, identified as Lot 1, Block 1, Plan 222 1786 within theoretical S½ 22-67-5-W6M, NE 15-67-5-W6M for the price of \$12,000 per acre for a total cost of \$2,400,000.00 (without GST), to be paid upon issuance of a development permit.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

MOTION: 24.04.230 Moved by: COUNCILLOR DAVE BERRY
That Council authorize Administration to establish a Process Water Supply Agreement for up to 1 million m³ with Interprovincial Fuel Solutions Ltd. at a fixed rate of \$1.75/m³, for a period of 5 years from the date of first water use, contingent upon final provincial license approvals.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

MOTION: 24.04.231 Moved by: COUNCILLOR SALLY ROSSON
That Council appoint Councillor Dave Berry, and Councillor Dale Smith as the alternate, to the Ministry Advisory Committee within the Ministry of Forestry and Parks as established by Minister Todd Loewen for the purposes of representing the Municipal District of Greenview's approach to public land management, with Greenview to cover all associated costs.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

MOTION: 24.04.232 Moved by: COUNCILLOR MARKO HACKENBERG
That Council direct Administration to gather information as a result of the Ministry Advisory Committee represented by Councillor Dave Berry, or Councillor Dale Smith as the alternate, for the purpose of providing a progress report to Council.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlief, 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;

-

WARD 2 COUNCILLOR RYAN RATZLAFF updated Council on recent activities, which include;

- April 9, 2024 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Fox Creek Synergy meeting
- Little Smoky Community Hall meeting
- April 16, 2024 Committee of the Whole
- Fox Creek Emergency Preparedness BBQ

WARD 3 COUNCILLOR SALLY ROSSON updated Council on recent activities, which include;

- April 9, 2024 Regular Council Meeting
- Valleyview Appreciation Supper
- Valleyview Recreation Board Meeting
- Municipal Planning Commission
- Policy Review Committee
- Emergency Advisory Committee
- Grande Cache Bus Tour
- April 16, 2024 Committee of the Whole
- Community Education Committee
- Renewable Energy Webinar
- Little Smoky Ski Hill Meeting

WARD 4 COUNCILLOR DAVE BERRY updated Council on recent activities, which include;

- April 9, 2024 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Emergency Advisory Committee
- Grande Cache Bus Tour
- April 16, 2024 Committee of the Whole

WARD 5 COUNCILLOR DALE SMITH updated Council on recent activities, which include;

- April 9, 2024 Regular Council Meeting
- April 16, 2024 Committee of the Whole (zoom)
- Heart River Housing
- Little Smoky Ski Hill meeting

WARD 6

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

- April 9, 2024 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Interprovincial Fuel Solutions
- Economic Development Association Xperience 2024 Leaders Summit
- MD of Greenview Library Board
- Grande Spirit Foundation Special Board
- Grande Cache Bus Tour
- April 16, 2024 Committee of the Whole
- Healthy Aging Regional Gathering
- River of Death & Discovery Dinosaur Museum Society
- Grande Spirit Foundation DeBolt Updates
- Peace Library Executive
- Grande Spirit Foundation Pleasant View Lodge Fundraiser
- Grande Spirit Foundation Finance meeting

WARD 7

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

- April 9, 2024 Regular Council Meeting
- East Smoky Recreation Board Meeting
- Municipal Planning Commission
- Policy Review Committee

WARD 8

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

- April 9, 2024 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Grovedale Volunteer Supper
- Sports Excellence Awards Banquet
- Emergency Advisory Committee Meeting
- Grande Cache Bus Tour
- April 16, 2024 Committee of the Whole
- Swear In, GP Police Chief

WARD 8

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

- April 9, 2024, Regular Council Meeting (zoom)
- EDA Conference
- MD of Greenview Library Board

- FCSS (zoom)
- Grande Cache Bus Tour
- April 16, 2024 Committee of the Whole
- Community Futures West Yellowhead
- Community Futures Grande Prairie

WARD 9

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

- April 9, 2024 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- FCSS Appreciation Dinner (Grande Cache)
- Grande Cache Bus Tour
- April 16, 2024 Committee of the Whole
- West Yellowhead Regional Waste Management Association Meeting and Budget Review (zoom)

WARD 9

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

**#10 MEMBERS
BUSINESS**

MOTION: 24.04.233 Moved by: **COUNCILLOR CHRISTINE SCHLIEF**
That Council accept the Members Business Reports for information as presented.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

#11 ADJOURNMENT

11.0 ADJOURNMENT

MOTION: 24.04.234 Moved by: **COUNCILLOR RYAN RATZLAFF**
That Council adjourn this Regular Council Meeting at 4:25 p.m.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|----------------|
| SUBJECT: | Accurate Assessment Group Ltd Annual Assessment Presentation | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: CG |
| DEPARTMENT: | FINANCE | DIR: EK | PRESENTER: AAG |
| STRATEGIC PLAN: | Governance | LEG: SS | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

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

BACKGROUND/PROPOSAL:

Municipal Assessors are specifically trained and certified to collect and analyze data to determine the value of each property within a municipality's boundary. Greenview contracts assessment services to Accurate Assessment Group.

Properties are assessed on a regular cycle and when there are any development changes. Changes in use and changes in the value of the property such as renovations will impact the assessment value of a property, which in turn impacts the taxes payable. Properties that do not apply for development permits are not affected until they are reassessed through the regular cycle.

Accurate Assessment provides an annual update to Council on assessment changes. The 2023 assessments for the 2024 taxation year reflects assessment growth mostly in Linear Wells and Machinery and Equipment because of increases in activity, costs, and Provincial assessment year modifiers.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion to have a better understanding of the assessment process.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

This is an informational item; thus, no alternatives have been 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:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- PowerPoint





Agenda



Accurate Assessment Group Ltd.



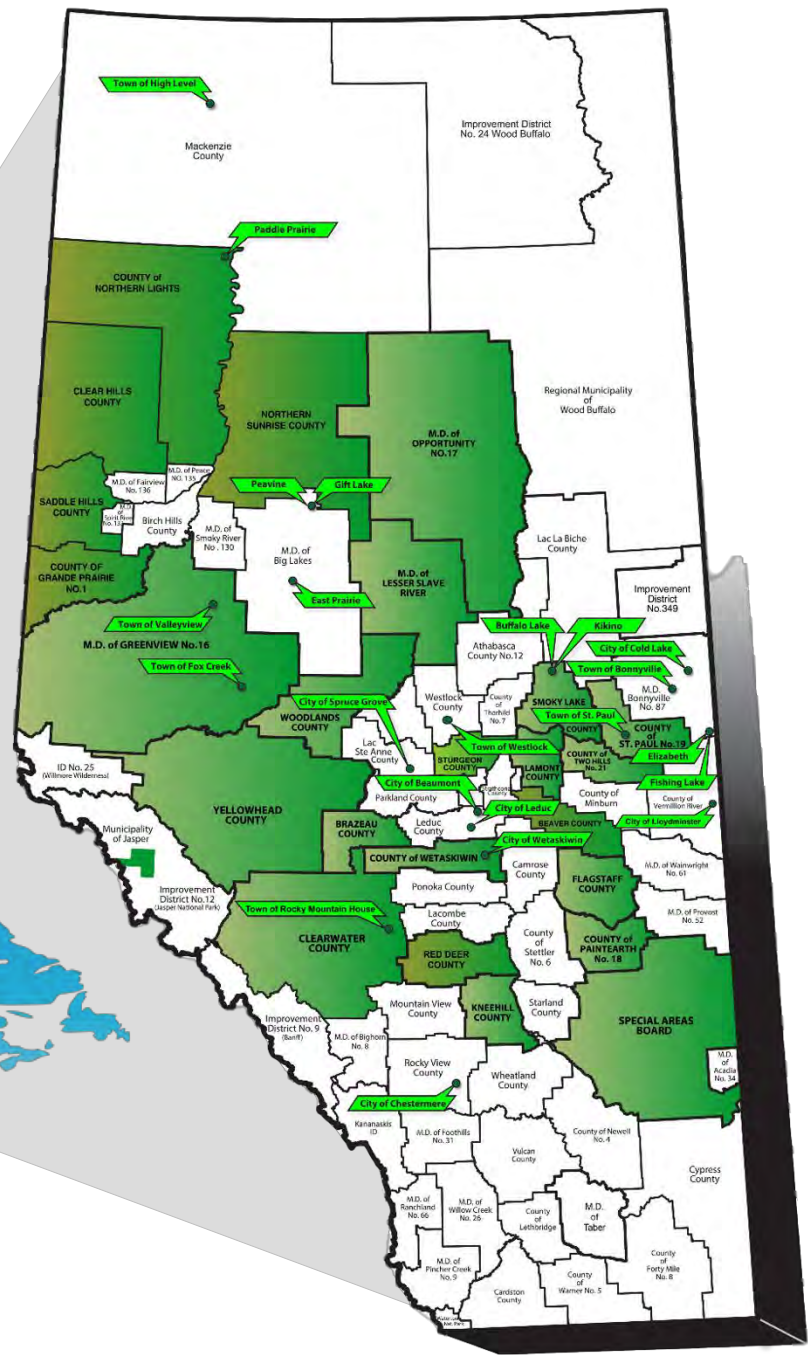
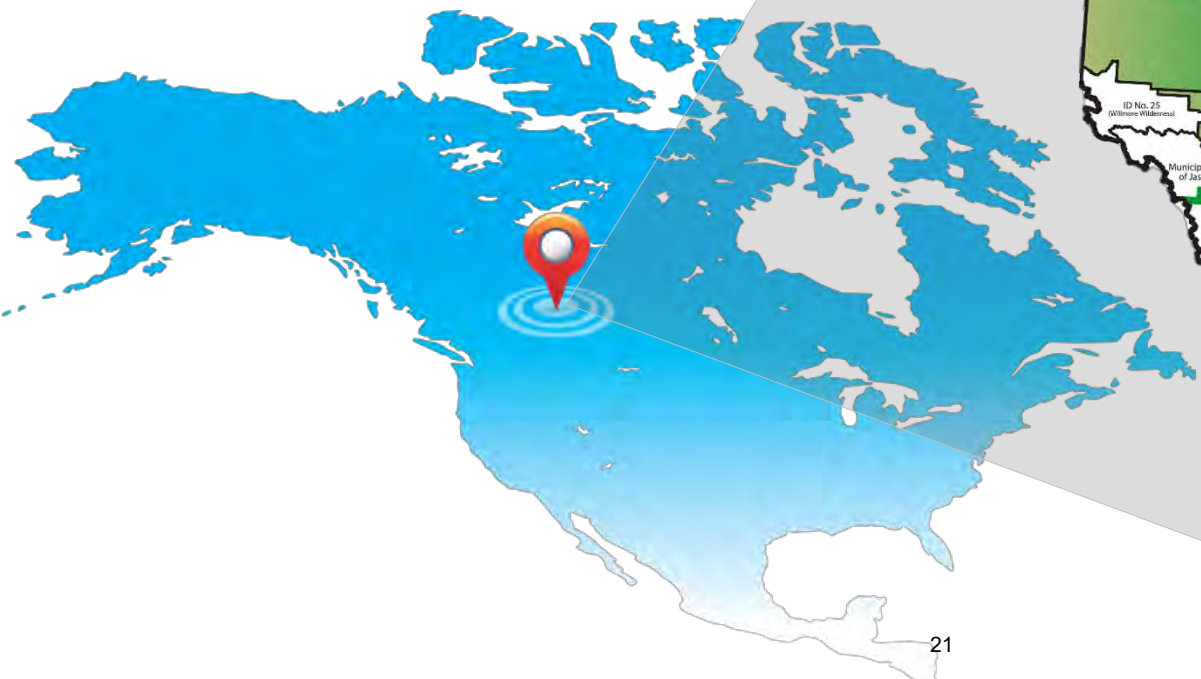
Highlights of the Municipality's Assessment



ACCRATE

ASSESSMENT GROUP LTD.

FOUNDED IN 1997



Trusted Advisor



*At AAG, our purpose is to continuously seek improvement,
and earn the role of Trusted Advisor.*



TEAM DEPTH



Specializing in all aspects of Municipal Property Assessment
400+ Years of Combined Experience



COMMUNICATION



We connect with Rate Payers successfully
We communicate with Council, CAO's and Administration



DATA INTEGRITY



Our technology drives best practices for assessment operations.
Leaders in quality control through technology and experience



Residential



Non-Residential



Farmland

| | Residential | Non-Residential | Farmland |
|---------------------------|-----------------------|--------------------------------|-----------------|
| Troy Birtles, AMAA | | Assessment Manager | |
| Kris Meadows, AMAA | Residential Assessor | | |
| Levi Stewart | Residential Assessor | | |
| Sean Cosens, Bsc. Ag | | Farmland Assessment Specialist | |
| Bob Daudelin, AMAA | Assessment Specialist | | |
| Kurt Hartman | Assessment Specialist | | |
| Josh McMillan | Residential Assessor | | |
| Jesse Nelson | Residential Assessor | | |
| Cory Allen | Residential Assessor | | |

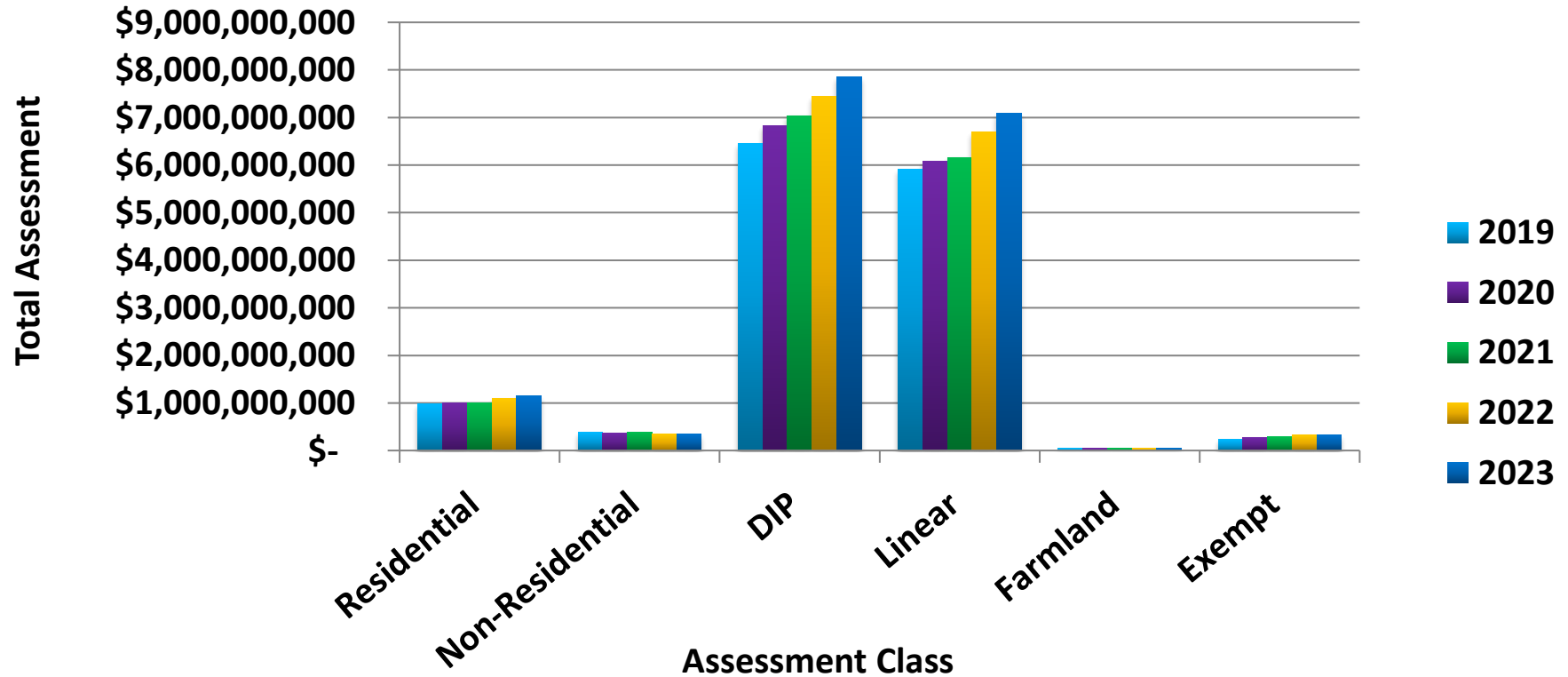


2022 Compared to 2023 Assessment

| | 2022 | 2023 | Difference | |
|---|-------------------------|-------------------------|----------------------|-------------|
| | Totals | Totals | \$ | % |
| Residential | \$1,096,167,460 | \$1,149,982,980 | \$53,815,520 | 105% |
| Non-Residential | \$344,719,510 | \$342,540,710 | (\$2,178,800) | 99% |
| Designated Industrial Property (DIP) | \$7,444,788,980 | \$7,847,410,730 | \$402,621,750 | 105% |
| Linear | \$6,693,058,780 | \$7,095,409,270 | \$402,350,490 | 106% |
| Farmland | \$56,945,200 | \$57,130,400 | \$185,200 | 100% |
| Exempt | \$326,603,810 | \$326,237,050 | (\$366,760) | 99% |
| Grand Total: | \$15,962,283,740 | \$16,818,711,140 | \$856,427,400 | 105% |

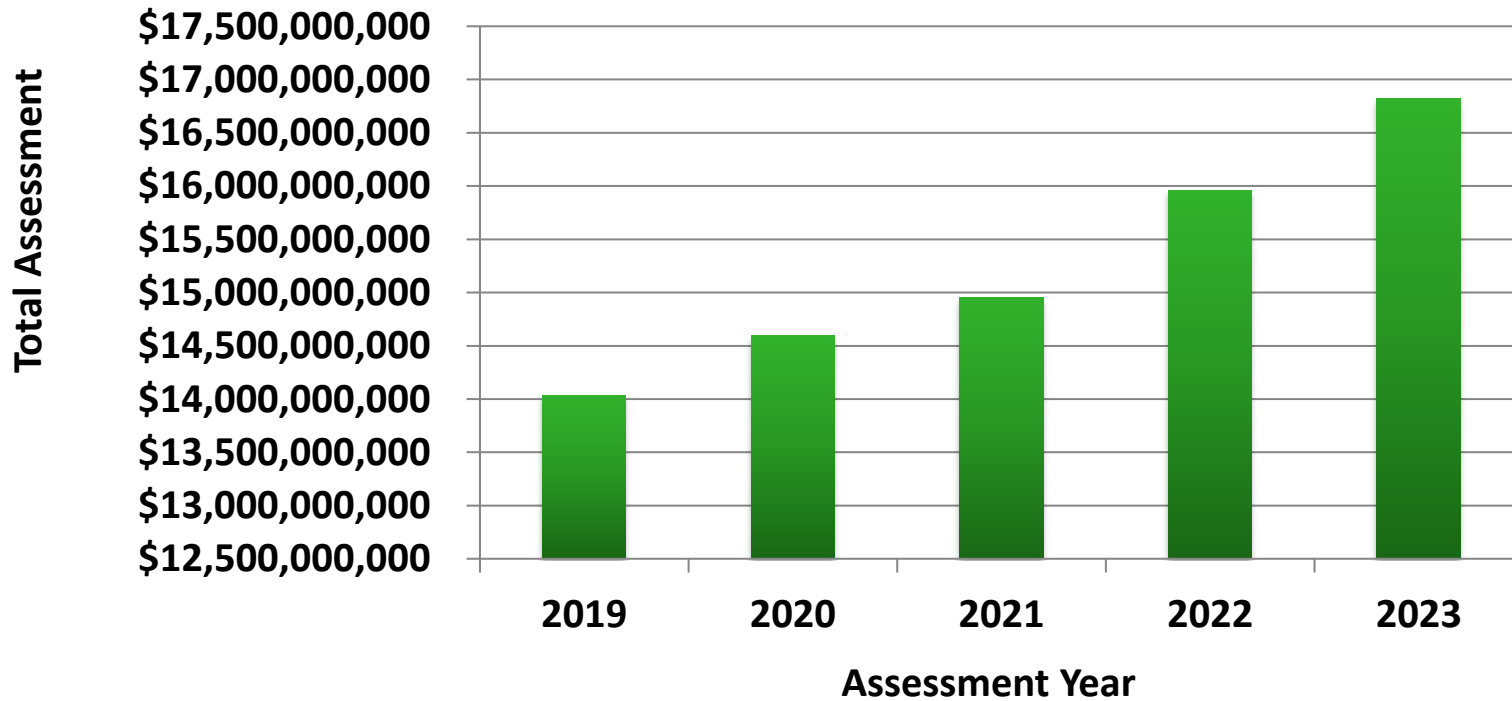


Assessment Class History Comparison





Assessment Total History Compare





Taxable Assessment Change Compare by %

| Range | Properties | % |
|-------------------------|---------------|--------------|
| -25% to -100% | 369 | 2.2% |
| -10% to -25% | 149 | 0.9% |
| -1% to -10% | 3,785 | 22.1% |
| No Change | 5,386 | 31.5% |
| 1% to 10% | 5,085 | 29.7% |
| 10% to 25% | 849 | 5.0% |
| 25% to 100% | 919 | 5.4% |
| Over 100% | 213 | 1.2% |
| New Roll #'s | 191 | 1.1% |
| Inactive Roll #'s | 148 | 0.9% |
| Total Properties | 17,094 | 100% |

94%



Taxable Assessment Change Compare by \$

| Range | Properties | % |
|-----------------------------|---------------|--------------|
| Over - \$1,000,000 | 27 | 0.2% |
| -\$100,000 to -\$999,999 | 243 | 1.4% |
| -\$25,000 to -\$99,999 | 272 | 1.6% |
| -\$10,000 to -\$24,999 | 343 | 2.0% |
| -\$1,000 to -\$9,999 | 2,823 | 16.5% |
| -\$999 to \$999 | 6,067 | 35.5% |
| \$1,000 to \$9,999 | 3,817 | 22.3% |
| \$10,000 to \$24,999 | 1,963 | 11.5% |
| \$25,000 to \$99,999 | 778 | 4.6% |
| \$100,000 to \$999,999 | 316 | 1.8% |
| Over \$1,000,000 | 106 | 0.6% |
| New Roll #'s | 191 | 1.1% |
| Inactive Roll #'s | 148 | 0.9% |
| Total Properties | 17,094 | 100% |

90%



New Roll #'s & Permit Comparison

New Roll #'s Summary

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|---------------------|------|------|------|------|------|
| Residential/Non-Res | 108 | 108 | 104 | 66 | 71 |

Development Permit

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|---------------------|------|------|------|------|------|
| Development Permits | 346 | 442 | 345 | 294 | 211 |



Overview

(NOT including Industrial or Linear)

New Residential Growth Assessment

| | 2021 | 2022 | 2023 |
|------------------|---------------|----------------|---------------|
| New Construction | \$15.5M(1.5%) | \$11.0M (1.1%) | \$9.1M (0.8%) |

Residential Inflation

| | 2021 | 2022 | 2023 |
|---------------|-----------|----------------|----------------|
| Market Change | \$6M(.6%) | \$77.0M (7.6%) | \$44.5M (4.0%) |



Overview

(NOT including Industrial or Linear)

| Residential (Rural) | | Growth | Inflation |
|---------------------|---------------|--------|-----------|
| Valleyview | 8.4% Increase | 2.4% | 6.0% |
| DeBolt | 3.5% Increase | 0.9% | 2.6% |
| Grovedale | 3.5% Increase | 0.4% | 3.1% |



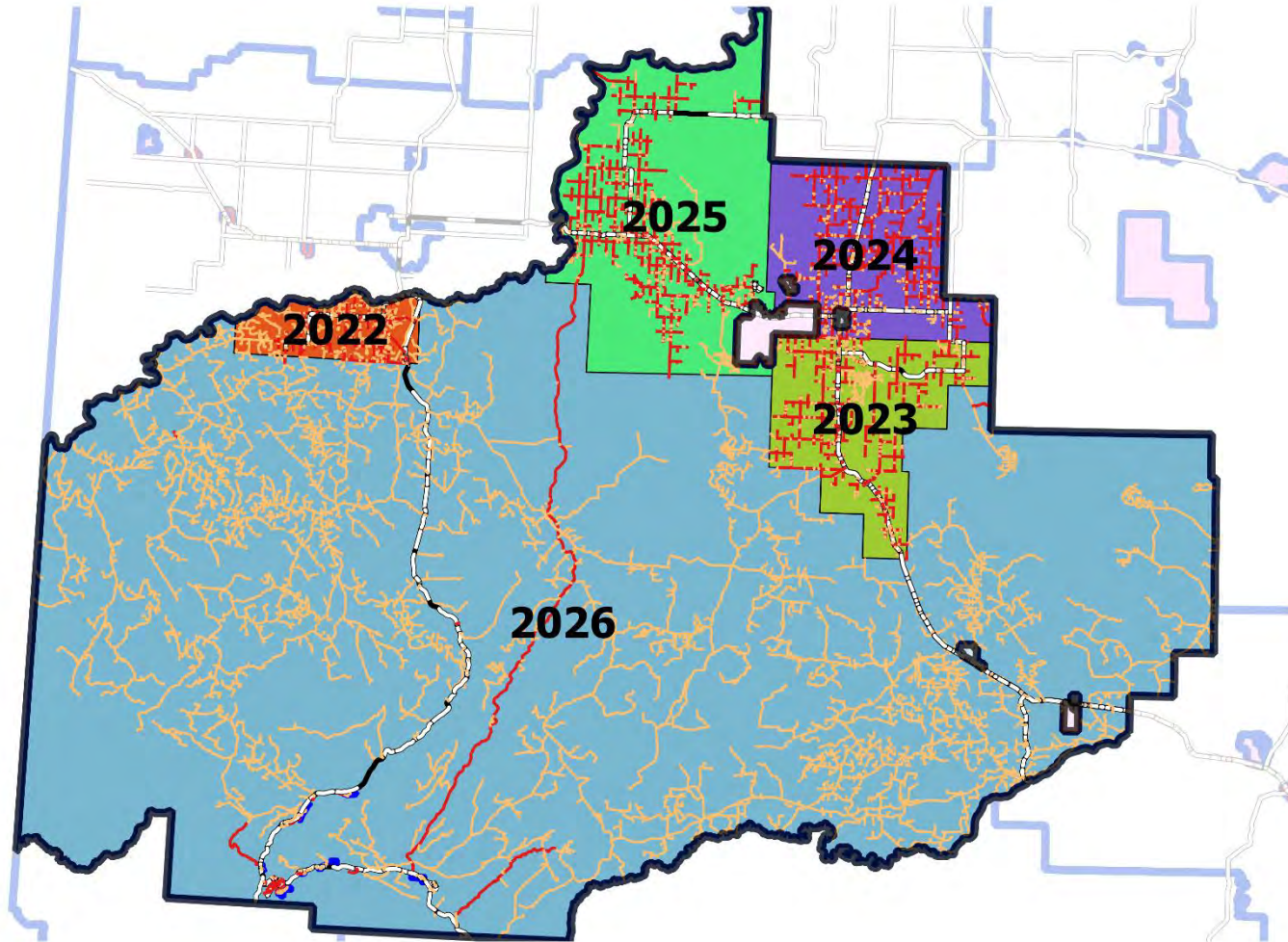
Overview

(NOT including Industrial or Linear)

| Residential (Hamlets & Lake Subdivisions) | | Growth | Inflation |
|---|-----------------|--------|-----------|
| Little Smoky | 16.4% Increase | 1.2% | 15.2% |
| DeBolt | 5.0% Increase | 0.8% | 4.2% |
| Ridge Valley | 13.4% Increase | 0.2% | 13.2% |
| Grande Cache | 3.8% Increase | 0.05% | 3.75% |
| Grovedale | 3.2% Increase | 0.0% | 3.2% |
| Landry Heights | 3.2% Increase | 0.0% | 3.2% |
| The Narrows | 1.2% Increase | 0.5% | 1.7% |
| Sandy Bay | -15.8% Decrease | -16.1% | 0.3% |



Residential / Non-Residential Re-inspection Cycle



Moving Forward – Residential / Non-Residential



Open House to Inform Rate Payers, I will be in the Greenview office periodically - dates to be determined



2024 Assessment Cycle will be concentrated in Valleyview North area.



We recognized increases but less than last year (similar with the rest of the Province). We will continue to monitor into 2024.

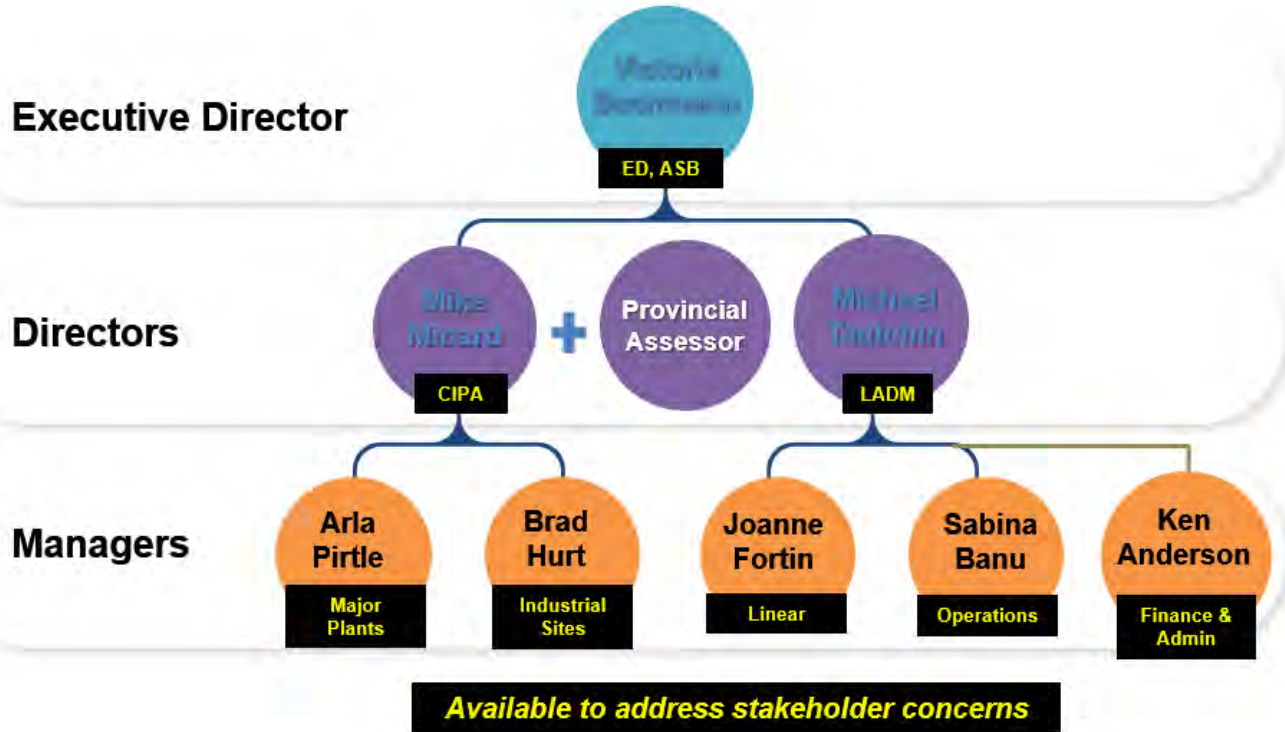


Industrial Assessment Team

| | |
|----------------------|----------------------------------|
| Ray Fortin, AMAA | Industrial Assessment Specialist |
| Sean Barrett, AMAA | Industrial Manager |
| Chris Smith, AMAA | Industrial Coordinator |
| Kent Smith, AMAA | Industrial Assessor |
| Chad Nelson, AMAA | Industrial Assessor |
| Steve Sawatsky, AMAA | Industrial Assessor |
| Ally Dittrick, AMAA | Industrial Assessor |
| Cole Cibula | Industrial Assessor |
| Harry Schmidt, AMAA | Specialty Assessment Services |
| Larry Riep, AMAA | LE Riep Assessment Services |



Assessment Services Branch



Alberta



Designated Industrial Property

Designated Industrial Property (“DIP”) includes:

- **Properties regulated by the Alberta Energy Regulator, Canadian Energy Regulator, Alberta Utilities Commission.**
- **Linear property (wells, pipeline, railways, telecommunications and electric power systems) assessed by the province. Note that railway became linear on January 1, 2018.**
- **Property designated as a “major plant” by the 2023 Alberta Machinery and Equipment Minister’s Guidelines regulation; for example, large refineries, upgraders, pulp and paper mills.**
- **Land and improvements associated with property regulated by the Alberta Energy Regulator, Alberta Utilities Commission or Canadian Energy Regulator and major plants.**



Designated Industrial Property

2023 DIP Assessment:

- In your municipality AAG has identified 7,332 Designated Industrial Properties.
 - Including 39 properties designated as a “Major Plant”.

Inspections:

- Within this municipality, AAG has completed 1,470+ field inspections.
- Additionally, in 2023 AAG has completed over 8,000 field inspections within 9 Hybrid municipalities.



Designated Industrial (Linear)



Pipelines



Wells



Telecom & Cable Distribution



Electric Power Systems



Electric Power Generation



Railway



Designated Industrial (Non-Linear)

Facilities regulated by AER, AUC and CER e.g., well sites, batteries, compressor stations, etc.



Well Sites



Compressor Stations



Batteries

Properties on the Major Plants List (*M&E Assessment Minister's Guidelines*) e.g., oil sands, gas plants, pipeline terminals, pulp & paper mills, refineries, petrochemicals, etc.



Terminals



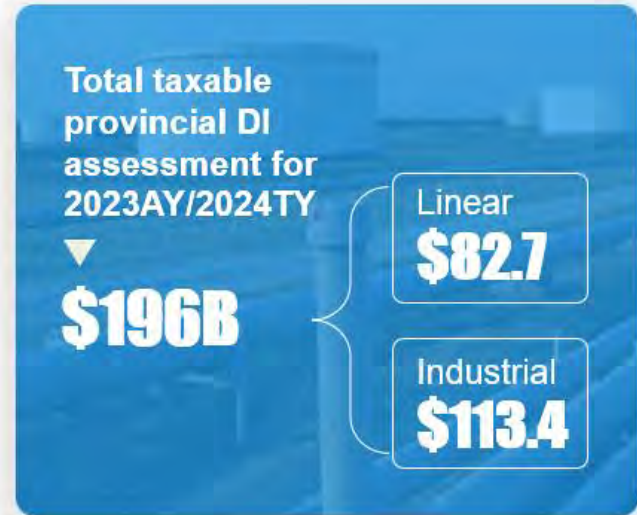
Gas Plants



Oil Sands



Provincial DIP Overview 2023AY



DI Property Assessments translates to:

- **\$2B** - Alberta municipalities tax revenue
- **\$339M** - Alberta School Foundation Fund

Alberta

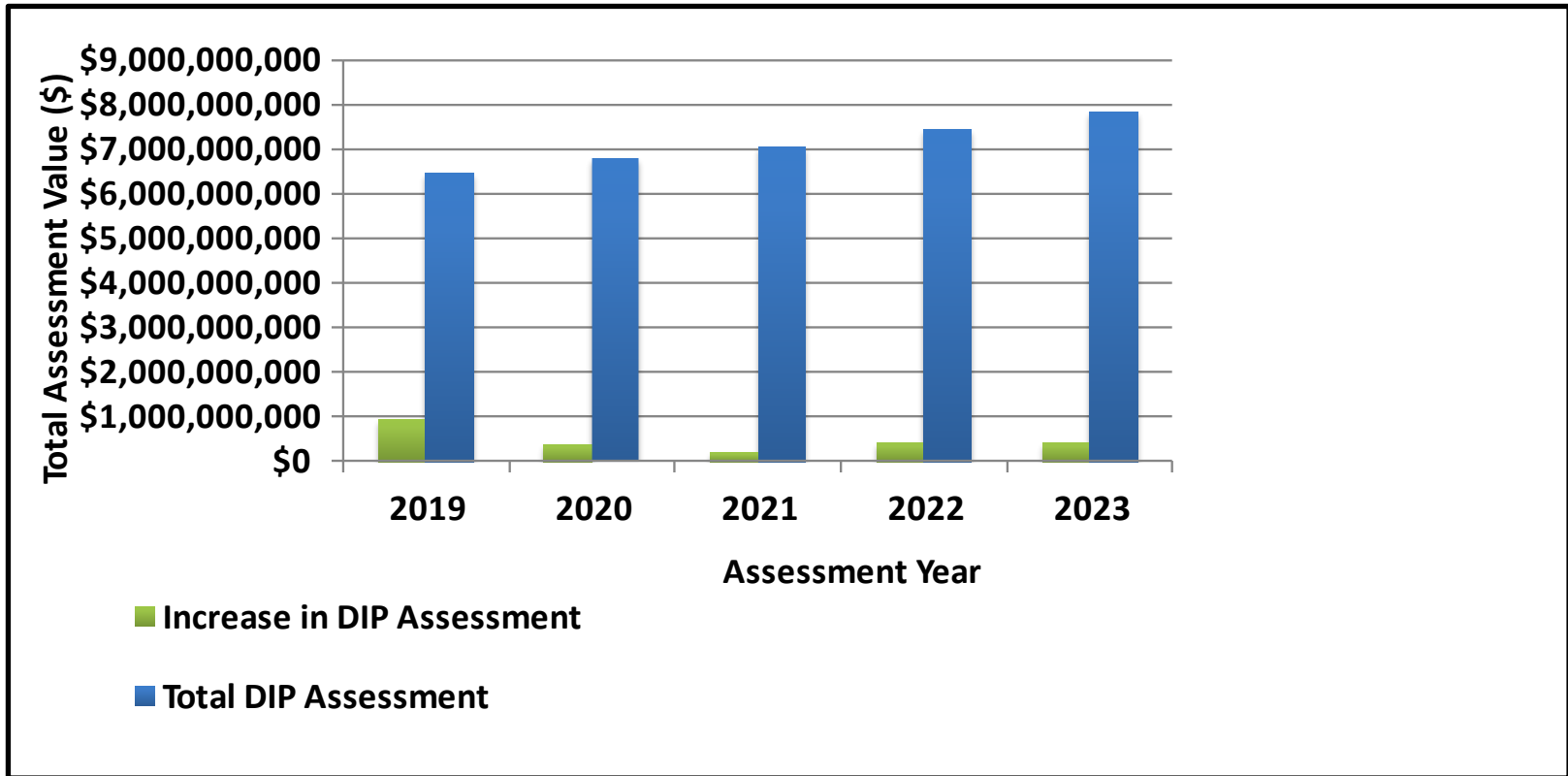


Municipal DIP Assessment Overview

| | 2022 | 2023 | Difference | |
|--------------------------------------|-------------------------|-------------------------|----------------------|---------------|
| | Totals | Totals | \$ | % |
| Designated Industrial Property (DIP) | \$7,444,788,980 | \$7,847,410,730 | \$402,621,750 | 105% |
| Linear | \$6,693,058,780 | \$7,095,409,270 | \$402,350,490 | 106% |
| Grand Total: | \$14,137,847,760 | \$14,942,820,000 | \$804,972,240 | 105.5% |



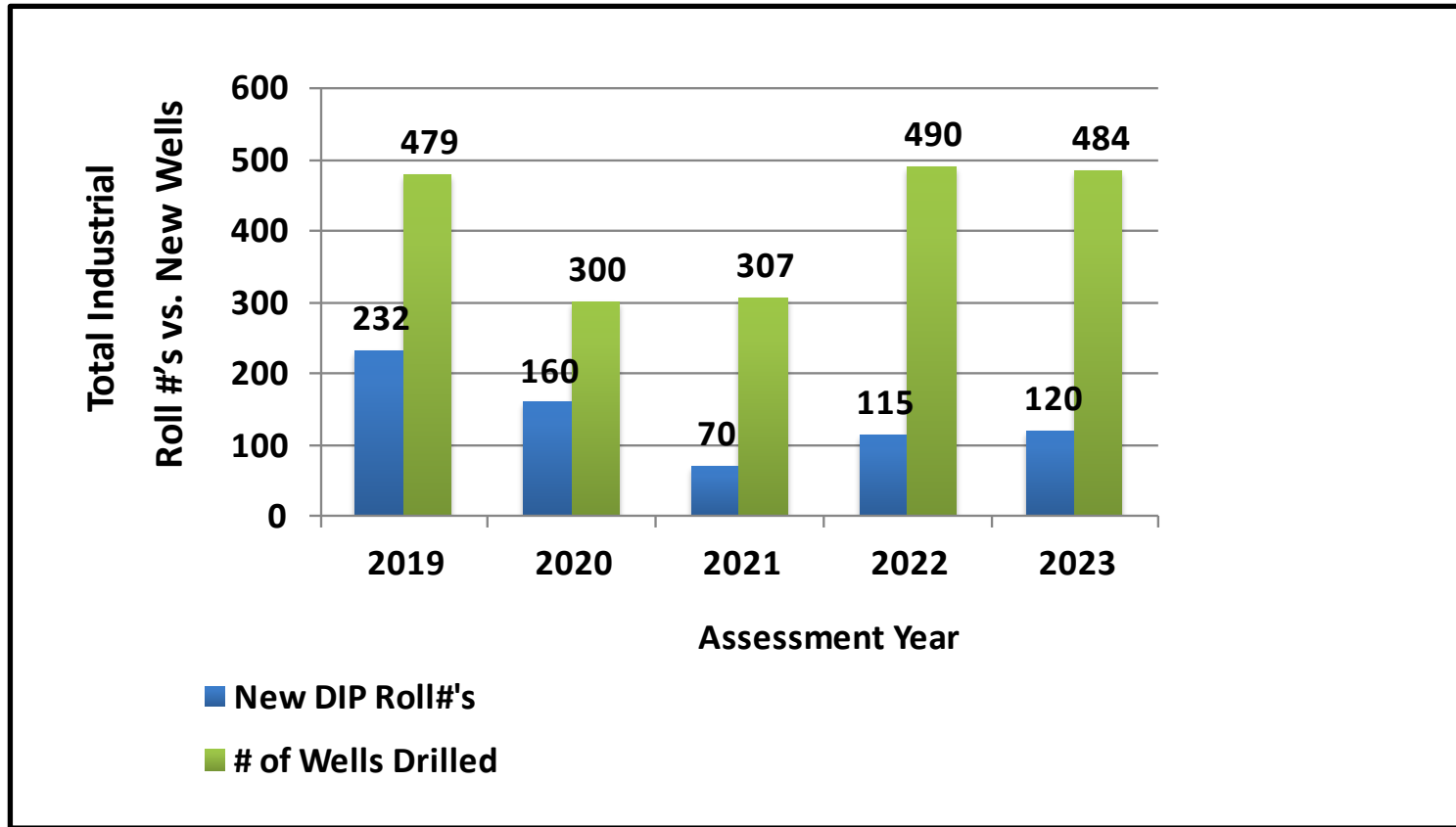
Historical DIP Assessment Comparison



***Please Note – The above totals exclude Linear Assessment**

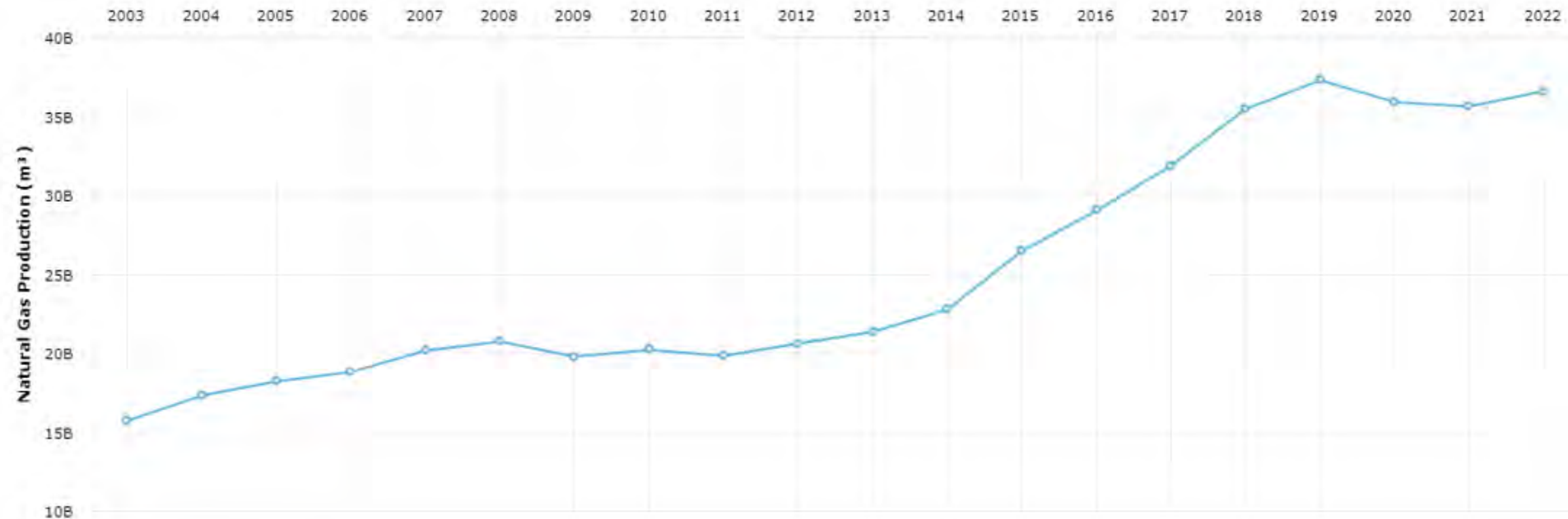


New DIP Roll #'s vs. New Wells Drilled





Historical Natural Gas Production



The MD of Greenview produced 36.6 billion m³ of natural gas in 2022, first in the province. Natural gas production in the MD of Greenview increased 2.68% year-over-year, and increased 14.8% in the last five years.

Source: Alberta Energy Regulator (Information available up to Year 2022)



Historical Oil Production

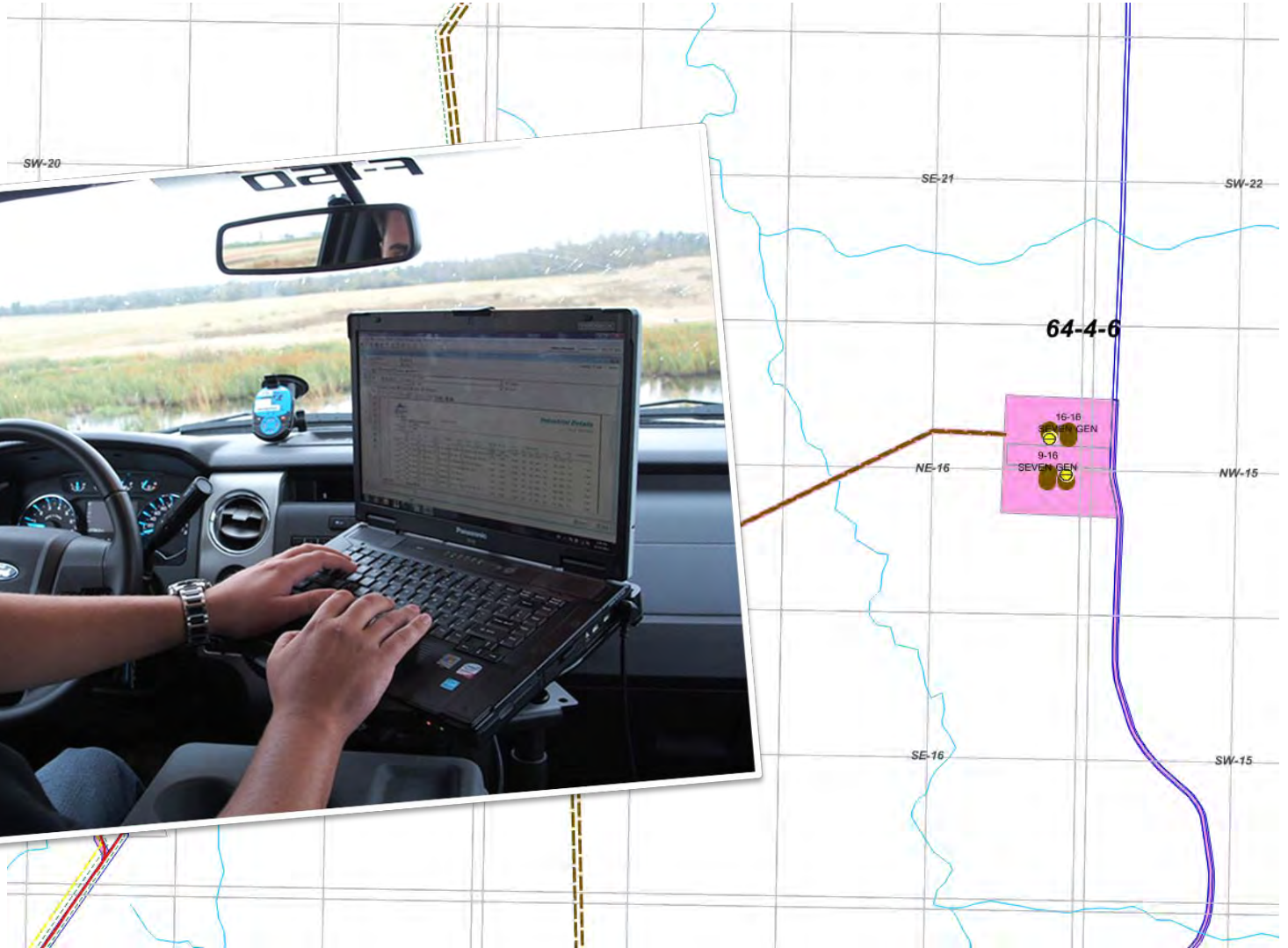


The MD of Greenview produced 3.6 million m³ of oil in 2022, the 6th highest in the province. Oil production in the MD of Greenview increased 8.18% year-over-year, and increased 33.6% in the last five years.

Source: Alberta Energy Regulator (Information available up to Year 2022)



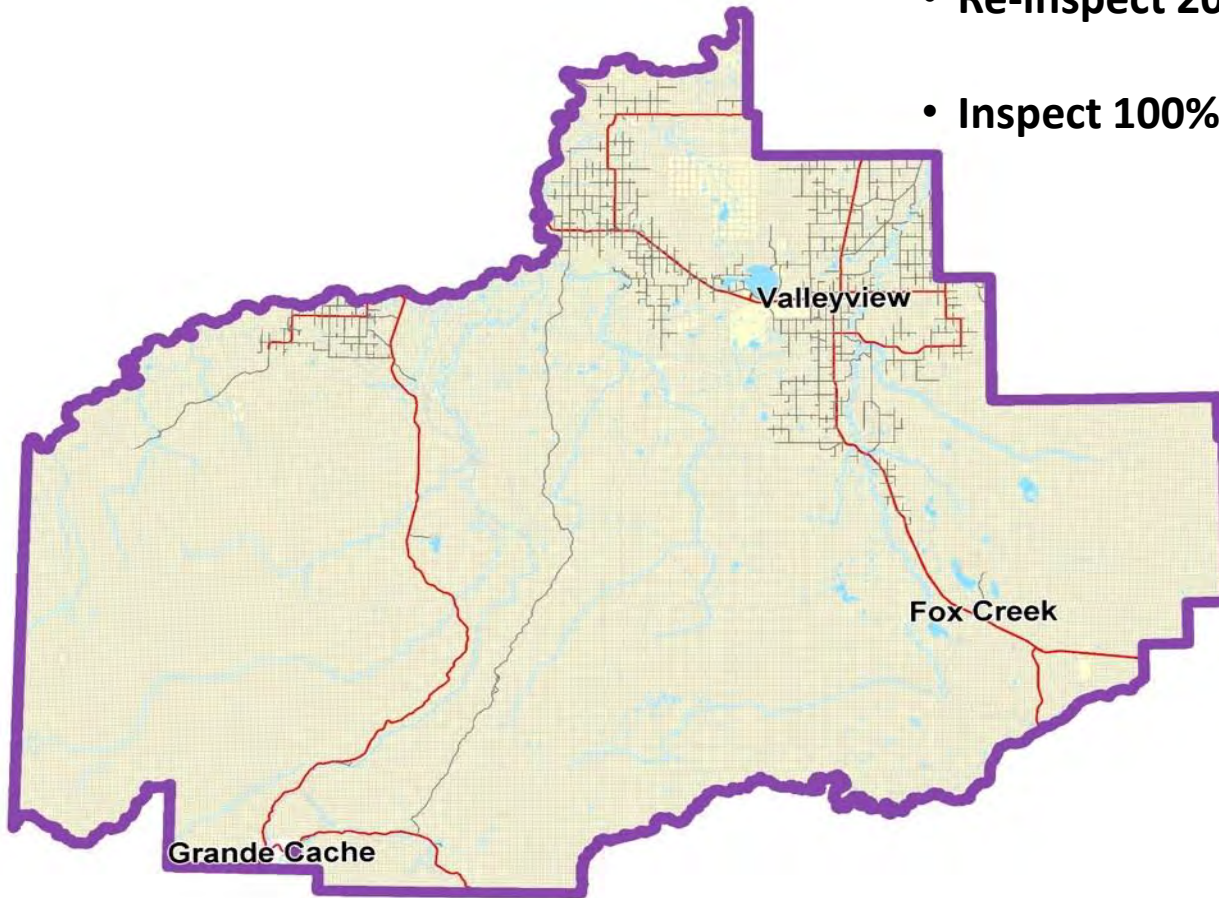
Geographic Information System for DIP





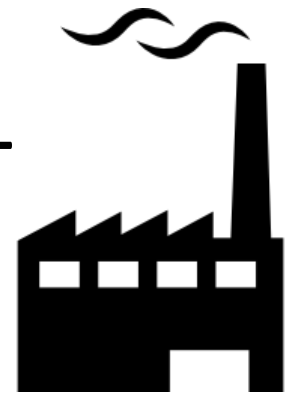
DIP Re-Inspection Cycle

- Re-inspect 20% of all existing DIP parcels
- Inspect 100% of new Well sites and Facilities





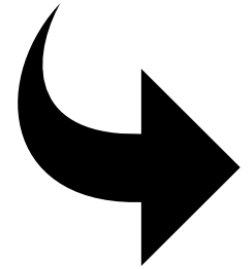
Industrial Major Projects – 2024AY+



- **Ekona Power – Gold Creek Hydrogen Production Plant**
- **ARC Resources Ltd – Cutbank Battery Expansion Phase 2B & 3**
- **Kiwetinohk Energy Corp – 5-31 Simonette Gas Plant Compressor Driver Electrification Project**
- **Paramount Resources Ltd – 3-18 Heritage Lift Gas Facility**
- **Pembina Pipeline Corporation – Phase VIII Additions; Various Locations**
- **Pembina Gas Infrastructure – Duvernay Amine Treating Expansion**
- **Pembina Gas Infrastructure – Wapiti Gas Plant Processing Expansion**
- **Nuvista Energy Ltd – 8-10 Wapiti Compressor Station Expansion**
- **Whitecap Resources Ltd – Musreau 5-9 Central Processing Facility**
- **Nova Gas Transmission Ltd – Berland River 30MW Electric C3 Unit Addition**
- **Kiwetinohk Energy Corp – Opal Power 100MW Generation Facility**
- **Prairie Lights Power GP Inc – Prairie Lights Power Project 360MW Generation Facility**
- **Northern Petrochemical Corp. – Carbon Neutral Ammonia and Methanol Production Facility**
- **No. 1 Geothermal Limited Partnership – Geothermal Power Plant “Alberta No. 1”**
- **Cerilon GTL Inc. – Gas to Liquids Facility**
- **Interprovincial Fuel Solutions Ltd – Low Carbon Synthetic Gasoline Facility**



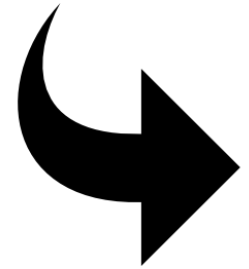
Previous Assessment Model Review



- **As council and administration may be aware; in October 2020 the Government of Alberta announced they would not be implementing any of the scenarios from the assessment model review. Rather it was decided to implement several short-term initiatives intended to enhance oil and gas industry competitiveness.**



Short-Term Initiatives



The initiatives include the following:

Well Drilling Equipment Tax

- Elimination of the Well Drilling Equipment Tax (WDET) beginning in 2021.

Low Producing Wells

- Three-year assessment reduction on low-producing wells. This reduction will be implemented through changes to Schedule D of the Alberta Linear Property Assessment Minister's Guidelines.
- Continuation of the shallow gas well and associated pipeline assessment reduction that was introduced in 2019. This will continue to be applied for the 2021 to 2024 tax year.

New Wells and Pipelines

- Three-year property tax holiday on all new wells and pipelines. Beginning in the 2022 property tax year, new wells and pipelines will not be taxed until the 2025 tax year. Therefore, the tax holiday applies to the 2022, 2023, and 2024 tax years.

Please note, municipal affairs has confirmed the three-year property tax holiday on all new wells and pipelines will end in the 2024 assessment year (2025 tax year).



Assessment Model Review

The Assessment Model Review (AMR) will be a multi-year process to review the policies, procedures, and rates that form regulated property assessment framework.

Stakeholder engagement will occur with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.



Assessment Model Review

STAGE 1
Design the plan
2023



A stakeholder Steering Committee made up of industry, municipal, and assessment representatives designed an engagement process for the broader review.

STAGE 2
Review foundational policies
March – December
2024



Confirm Principles



Recommend Assessment Year Modifier methodology



Review Construction Cost Reporting Guide



Assessment Model Review

STAGE 3

Update assessment models

Expected winter 2025 – summer 2027

We will engage with a technical working group, comprised of stakeholder subject-matter experts to update the costs, practices, and technologies in the assessment model for each property type.

Group 1

winter 2025 to spring 2026



Telecommunications & Cable



Railway



Electric Power

Group 2

spring 2026 to summer 2027



Machinery and Equipment



Pipeline



Wells

STAGE 4

Consider the impacts

Expected summer 2027 – spring 2028



Municipalities and industry property owners will have the opportunity to provide input on assessment and taxation impacts, including how to best implement any shifts in assessment. The Steering Committee will review the engagement results and provide final recommendations to government.



QUESTIONS?



*Thank
you!*



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Bylaw 24-959 Land Use Bylaw Amendment to Rezone a Portion of SE 1-73-2-W6M | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: JS |
| DEPARTMENT: | PLANNING & DEVELOPMENT | DIR: MAV | PRESENTER: NF |
| STRATEGIC PLAN: | Governance | LEG: SS | |

RELEVANT LEGISLATION:

Provincial – Municipal Government Act (MGA) Section 640, RSA 2000

Council Bylaw/Policy – Municipal Development Plan (MDP) Bylaw 15-742, Land Use Bylaw (LUB) 18-800

RECOMMENDED ACTION:

MOTION: That Council gives first reading to Bylaw 24-959, being a Land Use Bylaw Amendment to rezone a 10.27-hectare (25.38-acre) area within SE 1-73-2-W6M from Agriculture One (A-1) district to Agriculture Two (A-2) district, as presented.

MOTION: That Council schedules a Public Hearing prior to the second reading of Bylaw 24-959, to be held on June 25, 2024, at 9:15 a.m.

BACKGROUND/PROPOSAL:

Administration has received an application to rezone a 10.27-hectare (25.38-acre) portion of SE 1-73-2-W6M from Agriculture One (A-1) district to Agriculture Two (A-2) district to accommodate the subdivision of a larger farmstead. The quarter section is located 16 kms northwest of the Hamlet of DeBolt, 8.5 kms west of Highway 736, north of Township Road 730.

The landowner plans to subdivide the farmstead and require 10.27 hectares (25.38 acres) to include all improvements, meet setback requirements for the existing septic open discharge and include the drainage ditch to the northeast. The quarter section is unsubdivided and currently zoned as Agricultural One (A-1) district. Although one (1) A-1 parcel may be subdivided from a quarter section without rezoning, as per section 8.1.4 (b), the proposed subdivision requires a rezoning as it exceeds the maximum subdivision size permitted within the A-1 district of 8.1 hectares (20.0 acres). Therefore, the landowners have applied to rezone to A-2 district which allows a maximum parcel size of 32.0 hectares (79.1 acres). The size of the proposed lot is supported by policies within the Municipal Development Plan and Land Use Bylaw 18-800.

The proposed lot is accessed by three (3) approaches, with each site separated by established bush lines. Although the landowners would like to retain all three (3) approaches, one or more may be removed as a condition of subdivision approval. Road widening may also be dedicated in accordance with Policy 6003 at the time of subdivision.

The proposed parcel includes a seasonal drainage ditch; however, it is exempt from Environmental Reserve dedication, being a first parcel subdivision. First parcel subdivisions are also exempt from Municipal Reserve dedication or cash in lieu of land.

Property Details

Proposed Servicing: Private, well and open discharge
Soil Type: Clay
Topography: Flat
Wetland Inventory: Swamp within parcel
LSRS Spring Grains Rating: 2HT(4) – 3T(4) – 5W(2): Slight limitation due to temperature and slope, moderate limitation due to slope, very severe limitation due to drainage

Policy Review MDP 15-742

Section 1.5.1 Fragmented Parcel

Means a portion of a parcel of land that is physically severed from the balance by a road, railway, water body, watercourse, ravine or similar feature that limits the agricultural productivity or viability of the severed portion.

Section 3.4.2 Subdivision of Better Agricultural Land

Greenview may support the subdivision of better agricultural land where the proposed subdivision is for:
(a) A farmstead separation;

Section 3.4.4 Parcel Location

Where possible, subdivisions identified in 3.4.2 (“Subdivision of Better Agricultural Land”) will be encouraged to locate on portions of a quarter section that are:
(a) Physically severed or are of lower agricultural capability;
(b) Adjacent to or near quarter section boundaries to minimize the fragmentation of agricultural land and without constraining or otherwise impacting agricultural operations on the quarter section.

Section 3.4.8 Parcel Size Requirements

(a) The size of a farmstead separation shall be at the discretion of Greenview based on the location of the existing buildings, fences, shelter belts and required setback distances for the existing private sewage system.

Section 3.5.1 Subdivision of Agricultural Land

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

The proposed rezoning is supported by the above-mentioned MDP policies as the proposed area rezoned for subdivision has an existing farmstead, has limited agricultural capability due to the natural fragmentation from an existing water course, and is located adjacent to the quarter section boundaries.

BENEFITS OF THE RECOMMENDED ACTION:

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

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

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

Alternative #2: Council has the alternative to defeat first reading of the bylaw and not schedule a Public Hearing. Administration does not recommend this option as the proposal is supported by Greenview's Municipal Development Plan. Further, Public hearings are part of a Municipality's duty to provide procedural fairness to proceedings, which includes the right of the public to be heard and a failure to adhere to the rules of procedural fairness has resulted in judicial review elsewhere in Alberta when a public hearing has not occurred in advance of defeating of a land use bylaw application.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Bylaw 24-959
- Land Use Bylaw Amendment Application – Redacted
- Surveyor Drawing
- Aerial Map
- Overview Map
- AGRASID Map
- Wetland Inventory
- Topography Map
- Land Use Bylaw 18-800 Section 8.1 Agricultural One (A-1) District
- Land Use Bylaw 18-800 Section 8.2 Agricultural Two (A-2) District



**BYLAW NO. 24-959
of the Municipal District of Greenview No. 16**

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

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

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

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

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

All that Portion of the
Southeast (SE) Quarter of Section One (1)
Within Township Seventy-Three (73)
Range Two (2) West of the Sixth Meridian (W6M)

As identified on Schedule "A" attached.

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

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

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

Read a third time and passed this __ day of _____, 2024.

REEVE

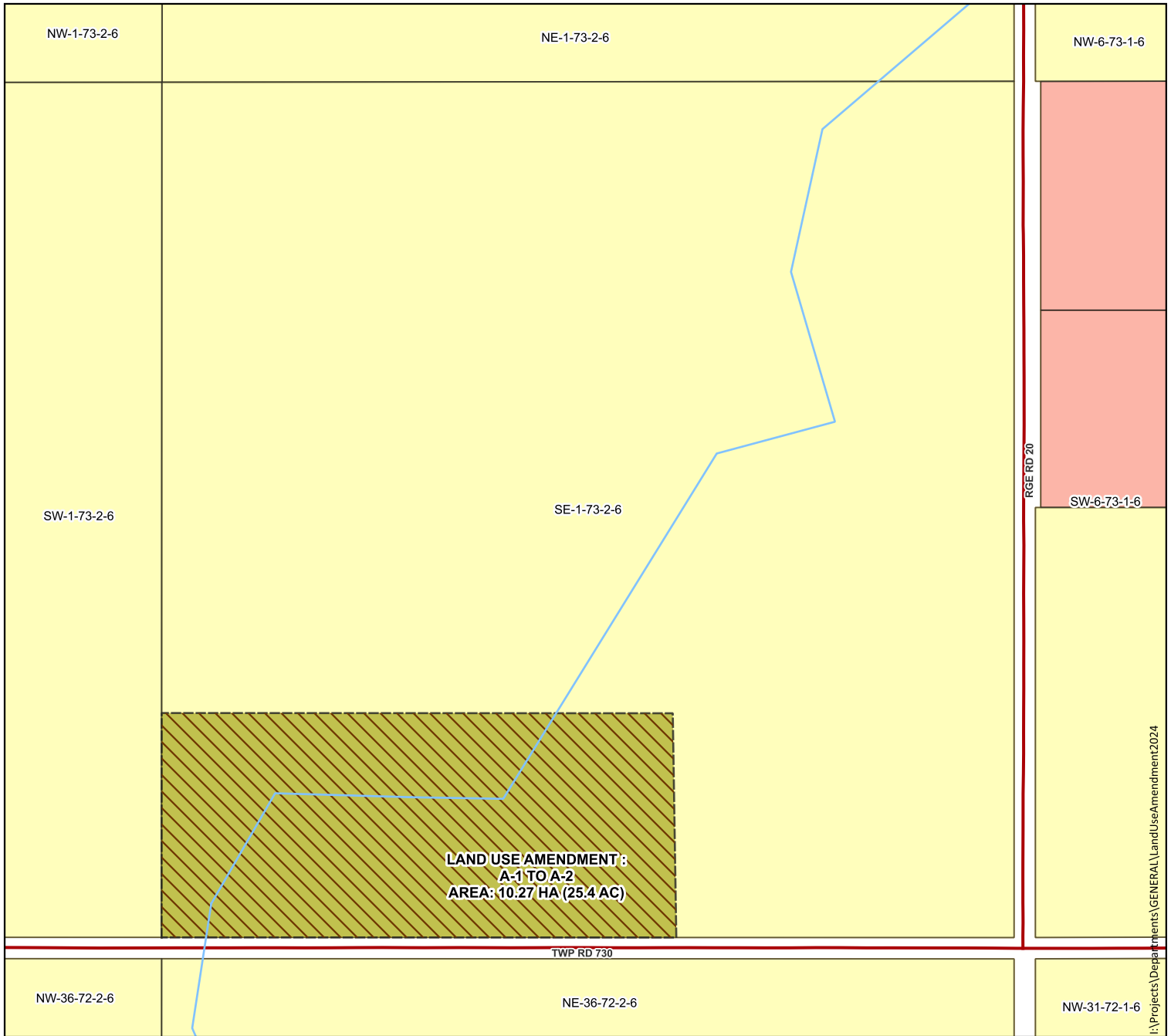
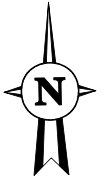
CHIEF ADMINISTRATIVE OFFICER



SCHEDULE "A"

BYLAW NO. 24-959

Municipal District of Greenview No. 16



I:\Projects\Departments\GENERAL\LandUseAmendment2024

LEGEND

Proposed Amendment

ZONING TYPE

Agricultural One (A-1)

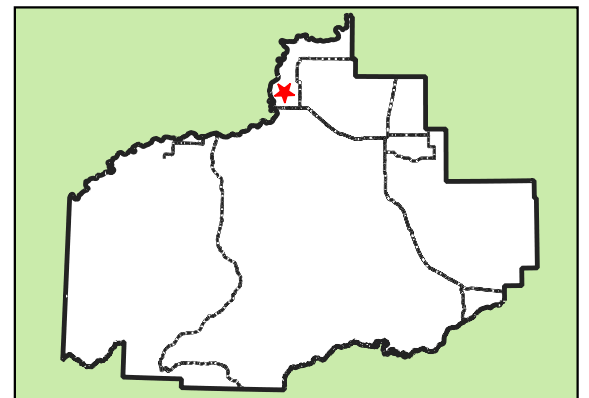
Country Residential One (CR-1)

TRANSPORTATION

Gravel Road

HYDRO FEATURES

Stream / Creek



0 100 200



metres

Scale 1:15,000

PROJECTION: UTM Zone 11N NAD 83

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APPLICATION FOR LAND USE AMENDMENT

Municipal District of Greenview No. 16
4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca

FOR ADMINISTRATIVE USE

| | |
|----------------------------|---------------------|
| LUB MAP NO. 10 | BYLAW NO. 24-959 |
| APPLICATION NO. A24-001 | |
| RECEIPT NO. | |
| ROLL NO. 39828 | |
| RFLA RATING | |

**MUNICIPAL DISTRICT
OF GREENVIEW No. 16
RECEIVED**

Feb 27, 2024

VALLEYVIEW

Complete if Different from Applicant

NAME OF APPLICANT(S)
Helix Surveys

NAME OF REGISTERED LANDOWNER(S)
Collette and Sidney Boyles

Legal description of the land affected by the proposed amendment

| | | | | | | | | |
|-----------------|----------|------------|----------|---------|----|-----------------------|-------|-----|
| QTR./L.S. SE | SEC 1 | TWP. 73 | RG. 2 | M. 6 | OR | REGISTRATION PLAN NO. | BLOCK | LOT |
|-----------------|----------|------------|----------|---------|----|-----------------------|-------|-----|

Land Use Classification for Amendment Proposed:

| | |
|-----------|---------|
| FROM: A-1 | TO: A-2 |
|-----------|---------|

Reasons Supporting Proposed Amendment:

to support subdivision application & proposed lot size over 20 acres.

Physical Characteristics:

| | | |
|---------------------------|-----------------------------------|---------------|
| Describe Topography: flat | Vegetation: trees around yardsite | Soil: unknown |
|---------------------------|-----------------------------------|---------------|

Water Services:

| | |
|-----------------------------|------------------------|
| Existing Source: water well | Proposed Water Source: |
|-----------------------------|------------------------|

Sewage Services:

| | |
|----------------------------|--------------------|
| Existing Disposal: pumpout | Proposed Disposal: |
|----------------------------|--------------------|

Approach(s) Information:

| | |
|---|-----------|
| Existing ³ / ₂ existing into proposed lot | Proposed: |
|---|-----------|

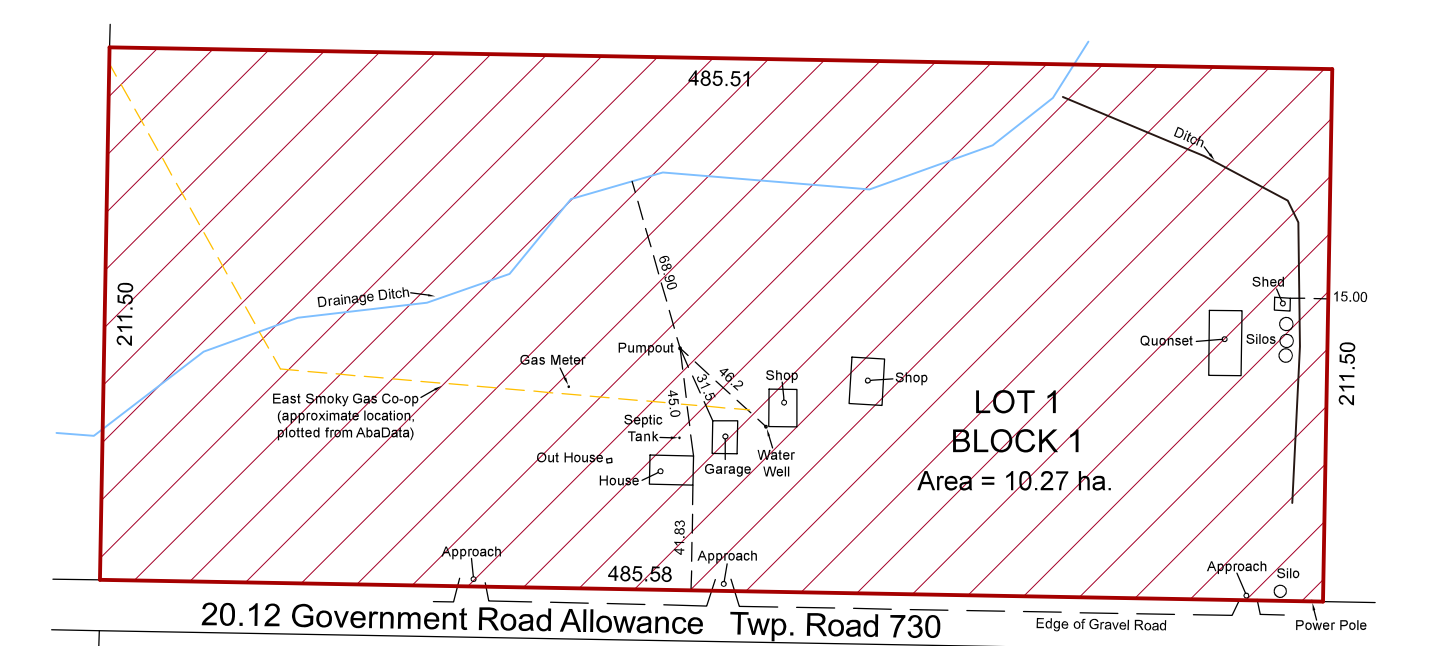
I / We have enclosed the required Application Fee of \$ 1500.00.

Date: February 27, 2024

Date: _____ Registered Landowner(s): _____

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

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

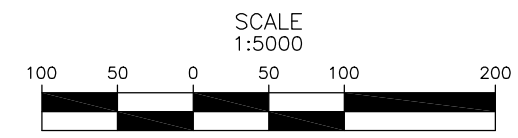


S.E. 1/4 Sec. 1 Twp. 73 Rge. 2 W. 6 M.
 Property is Subject to:
 - 962 107 110 URW (East Smoky Gas Co-op)
 - 132 413 667 Caveat Re: URW (Atco Electric)

Detail
 Scale 1:3000

PLAN SHOWING PROPOSED
LAND USE BYLAW AMENDMENT
 OF PART OF
S.E. 1/4 SEC. 1 TWP. 73 RGE. 2 W. 6 M.
A-1 to A-2

MUNICIPAL DISTRICT OF GREENVIEW NO. 16
 ALBERTA



| | |
|--|---|
| SUBDIVISION AUTHORITY Municipal District of Greenview No. 16 | OWNER Collette Boyles & Sidney Douglas Boyles |
|--|---|

LEGEND

Area to be rezoned shown outlined thus and contains 10.27 ha.
 Distances shown on the plan are ground and are in meters and decimals thereof

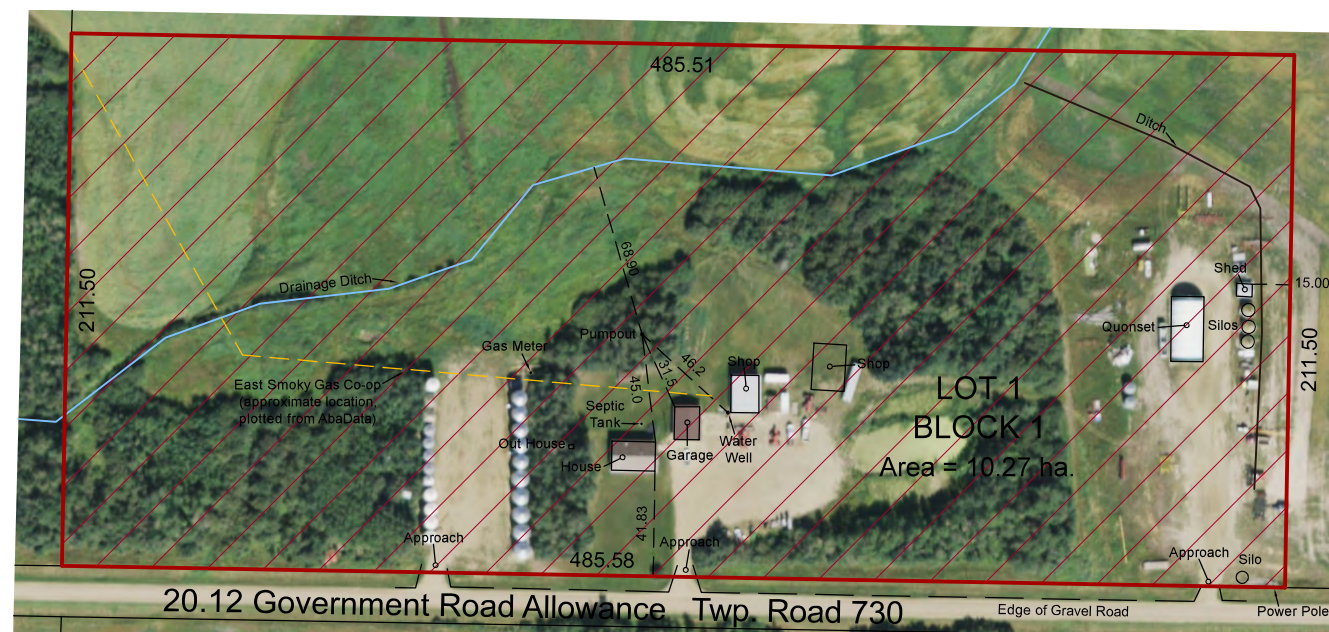
NOTES

Proposed Subdivision contains 1 Lot.
 Boundaries are based on existing Land Title Office records and are subject to change upon legal survey
 Land is currently zoned Agricultural (A-1)

ABBREVIATIONS

| | | | |
|------|----------|------|----------------------|
| E. | East | Sec. | section |
| ha. | hectare | Twp. | township |
| M. | meridian | URW | utility right of way |
| Rge. | range | W. | West |
| S. | South | | |

| | |
|------------------------------|---|
| SCALE: 1:5000 | #202, 10514-67th Ave. Grande Prairie, AB. T8W 0K8 |
| FILE No.: 5594-001 | |
| DWG.: 5594-001-LUB | |
| DRAWN BY: HLR CHECKED BY: VL | |
| | P: 780.532.5731 F: 780.532.5824 |

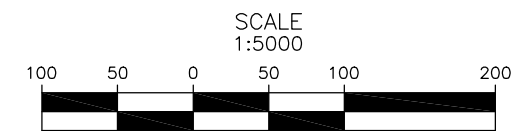


Detail
Scale 1:3000



PLAN SHOWING PROPOSED
LAND USE BYLAW AMENDMENT
 OF PART OF
S.E. 1/4 SEC. 1 TWP. 73 RGE. 2 W. 6 M.
A-1 to A-2


MUNICIPAL DISTRICT OF GREENVIEW NO. 16
 ALBERTA



SUBDIVISION AUTHORITY
 Municipal District of Greenview No. 16

OWNER
 Collette Boyles & Sidney Douglas Boyles

LEGEND

Area to be rezoned shown outlined thus  and contains 10.27 ha.
 Distances shown on the plan are ground and are in meters and decimals thereof

NOTES

Proposed Subdivision contains 1 Lot.
 Boundaries are based on existing Land Title Office records and are subject to change upon legal survey
 Land is currently zoned Agricultural (A-1)

ABBREVIATIONS

| | | | |
|------|----------|------|----------------------|
| E. | East | Sec. | section |
| ha. | hectare | Twp. | township |
| M. | meridian | URW | utility right of way |
| Rge. | range | W. | West |
| S. | South | | |

SCALE: 1:5000

FILE No.: 5594-001

DWG.: 5594-001-LUB

DRAWN BY: HLR CHECKED BY: VL

#202, 10514-67th Ave.
 Grande Prairie, AB.
 T8W 0K8



P: 780.532.5731
 F: 780.532.5824



MUNICIPAL DISTRICT OF GREENVIEW NO. 16
 Proposed Land Use Amendment Bylaw 24-959
 SE-01-73-02-W6M
 Main



I:\Projects\Departments\GENERAL\LandUseAmendment2024

LEGEND

- Proposed Amendment
- Cadastre

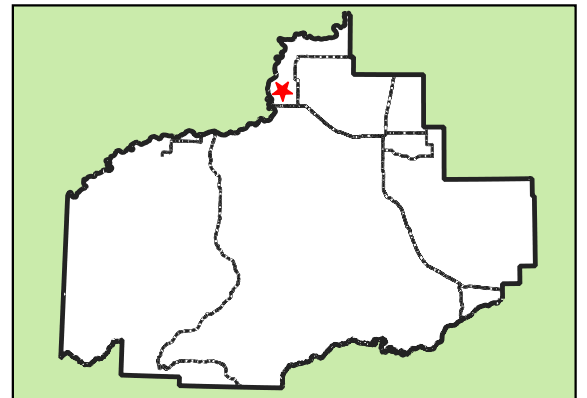
GV Imagery 2023

TRANSPORTATION

- Gravel Road

HYDRO FEATURES

- Stream / Creek



0 100 200



metres

Scale 1:4,500

PROJECTION: UTM Zone 11N NAD 83

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Map Print Date : March 19, 2024

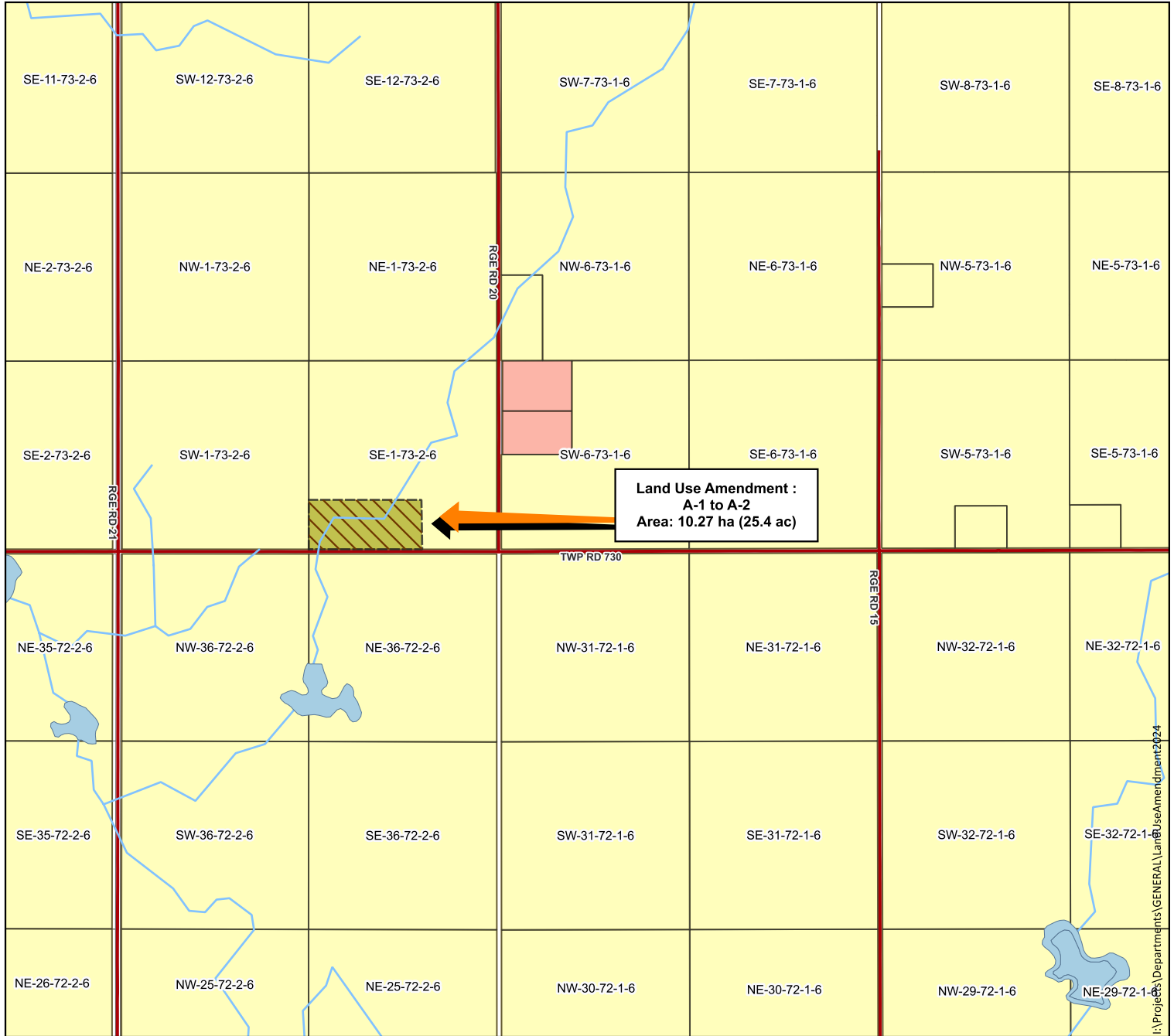
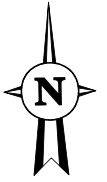


MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 24-959

SE-01-73-02-W6M

Overview



LEGEND

Proposed Amendment

ZONING TYPE

Agricultural One (A-1)

Country Residential One (CR-1)

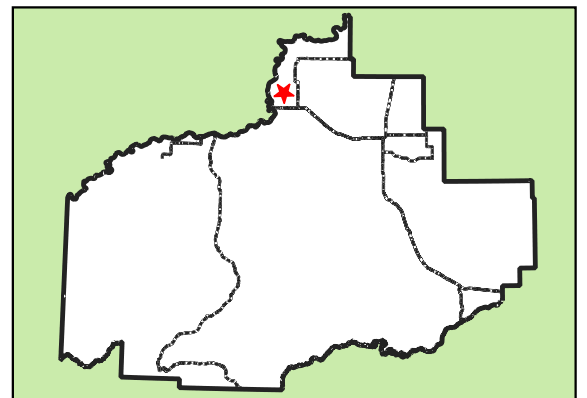
TRANSPORTATION

Gravel Road

HYDRO FEATURES

Lake / River

Stream / Creek



0 500 1,000



metres

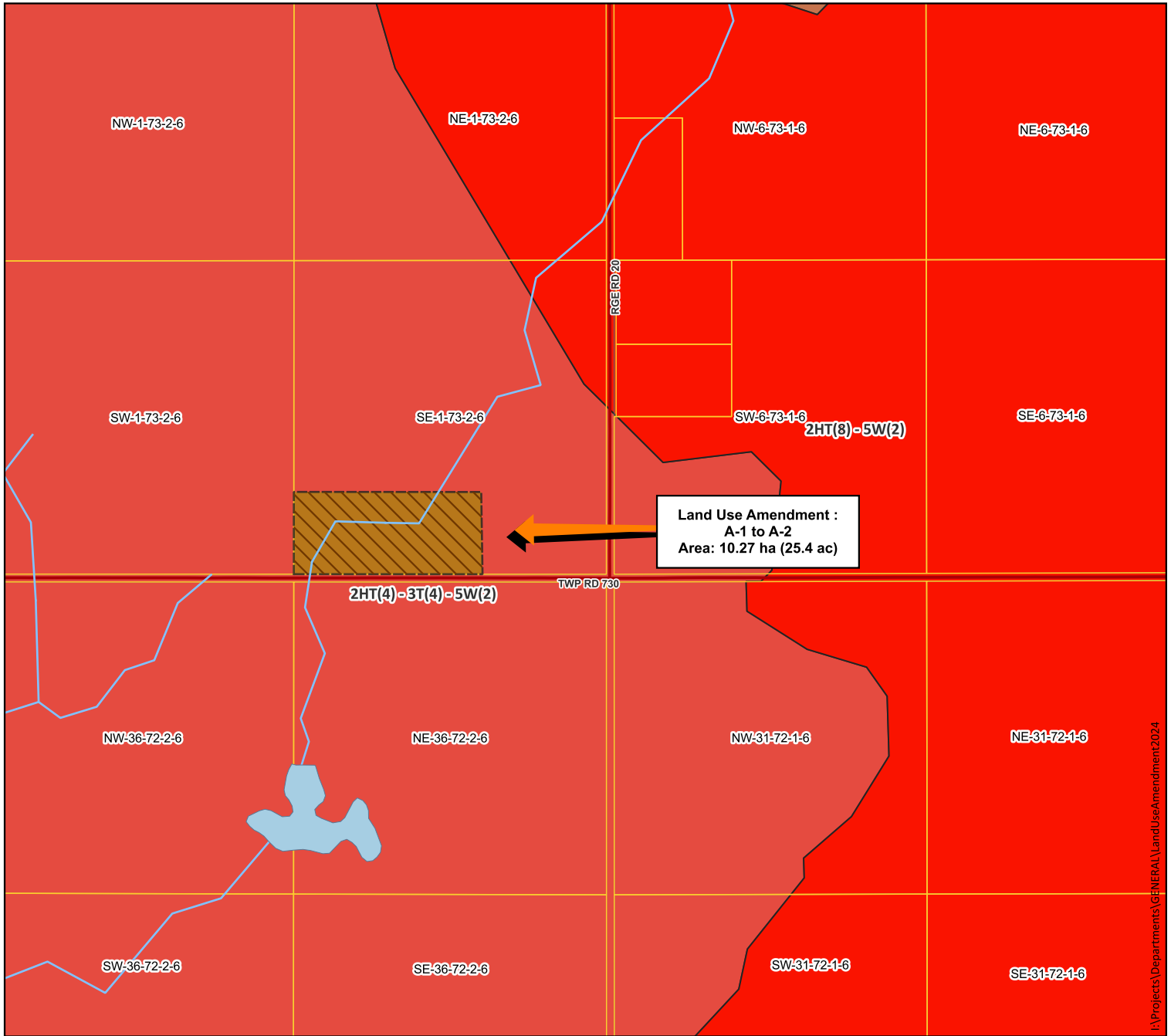
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PROJECTION: UTM Zone 11N NAD 83

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MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Proposed Land Use Amendment Bylaw 24-959
SE-01-73-02-W6M
AGRASID



I:\Projects\Departments\GENERAL\LandUseAmendment2024

LEGEND

- Proposed Amendment
- Cadastre

AGRASID

- hummocky - low relief
- hummocky - medium relief
- undulating - high relief

TRANSPORTATION

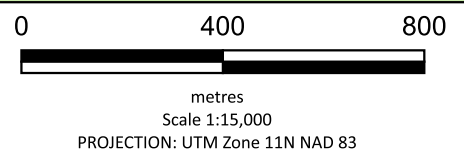
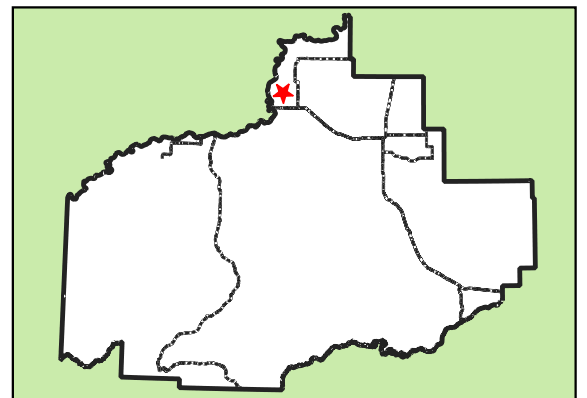
- Gravel Road

HYDRO FEATURES

- Lake / River
- Stream / Creek

** Spring Grain LSRS Values Displayed**

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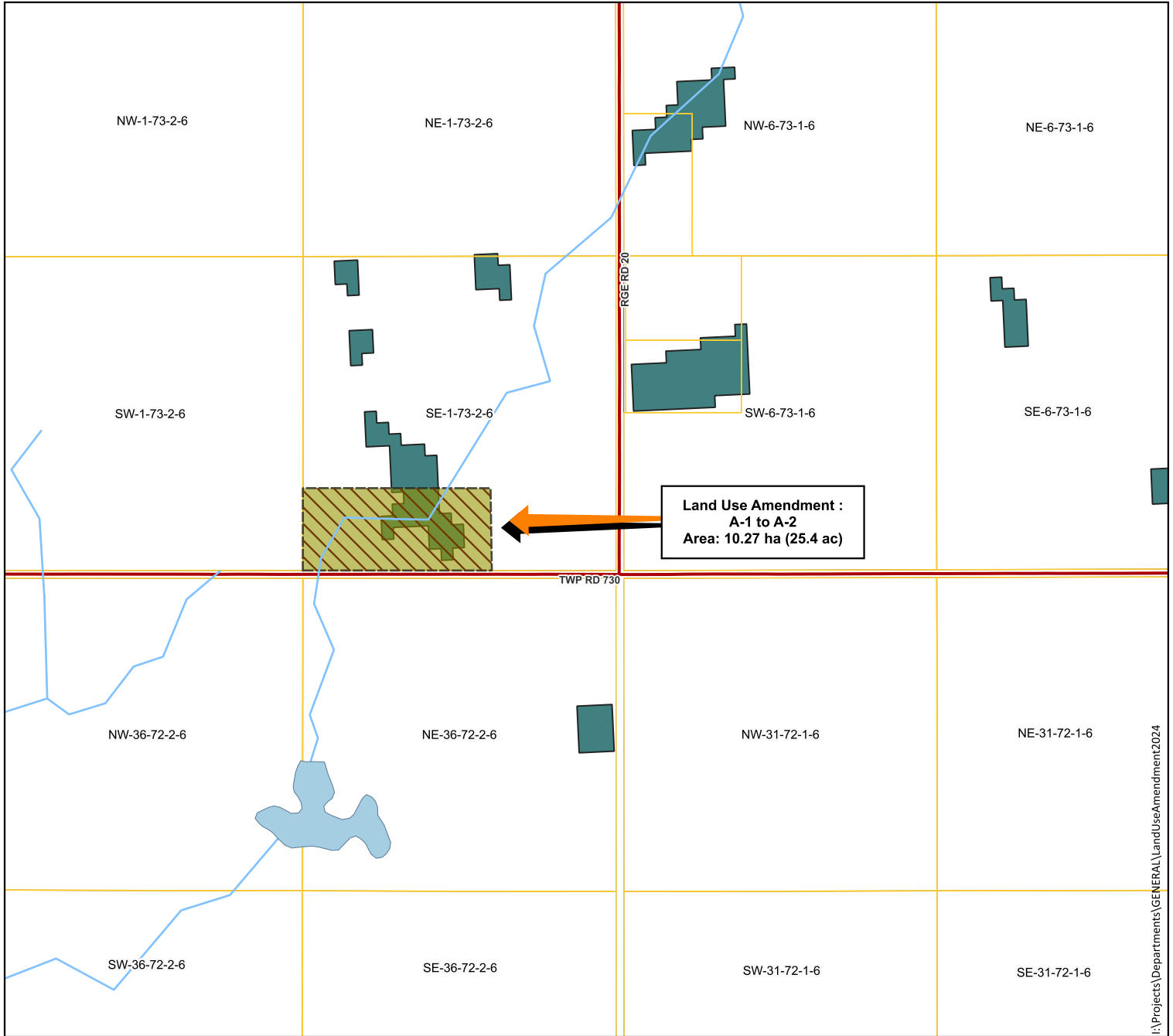
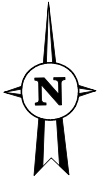


MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 24-959

SE-01-73-02-W6M

Wetland



I:\Projects\Departments\GENERAL\LandUseAmendment2024

LEGEND

- Proposed Amendment
- Cadastre

Wetland Inventory

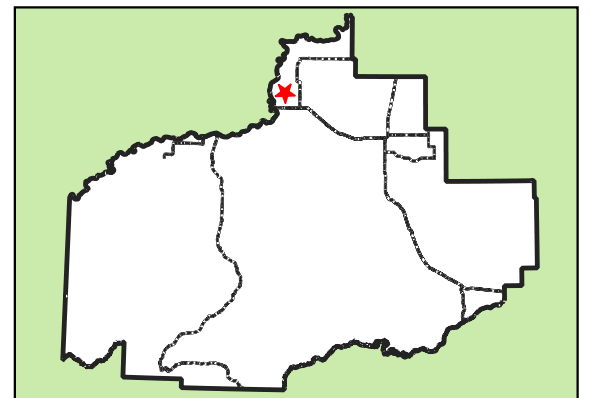
- Swamp

TRANSPORTATION

- Gravel Road

HYDRO FEATURES

- Lake / River
- Stream / Creek



0 400 800



metres
Scale 1:15,000
PROJECTION: UTM Zone 11N NAD 83

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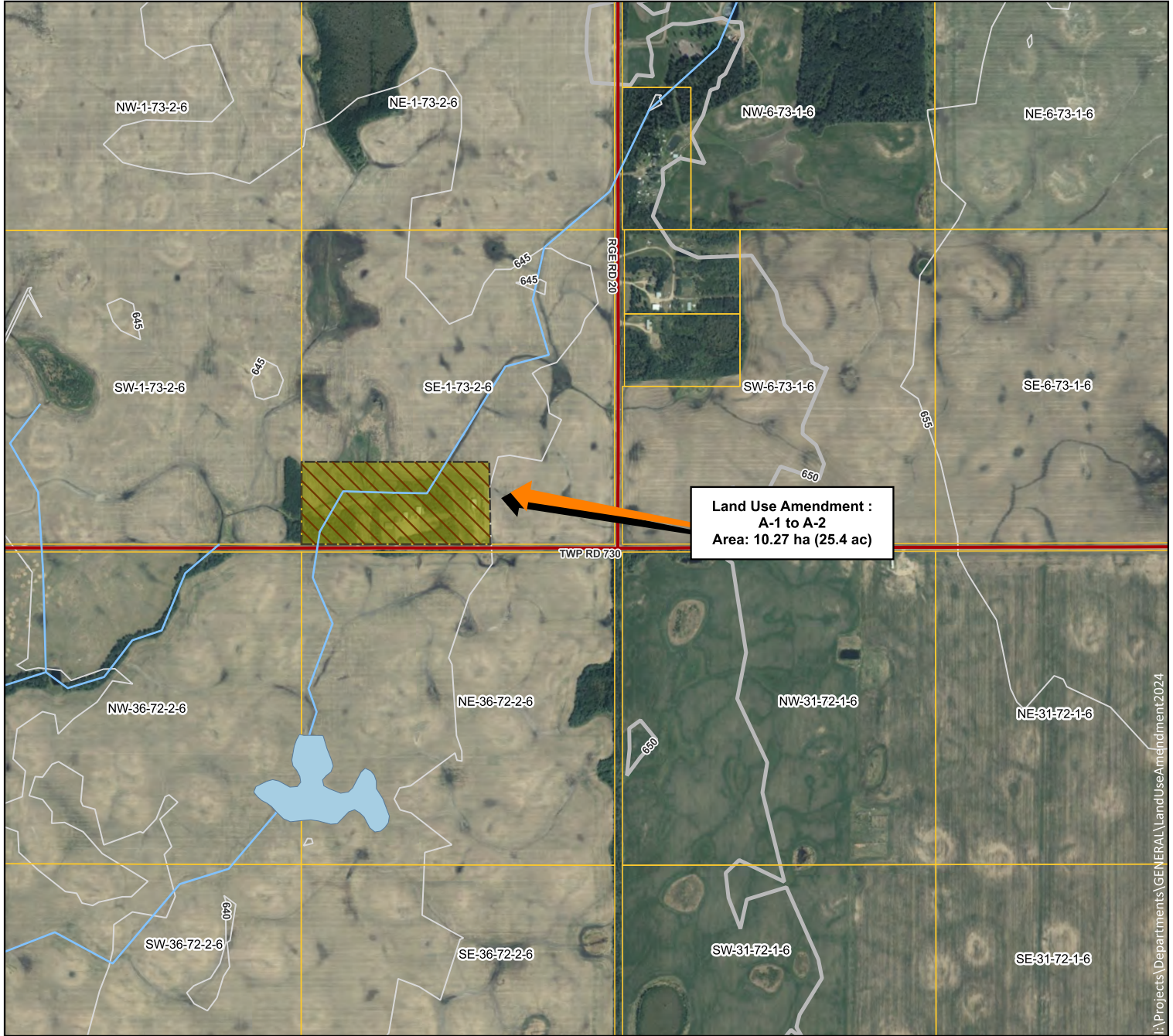


MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 24-959







SE-01-73-02-W6M

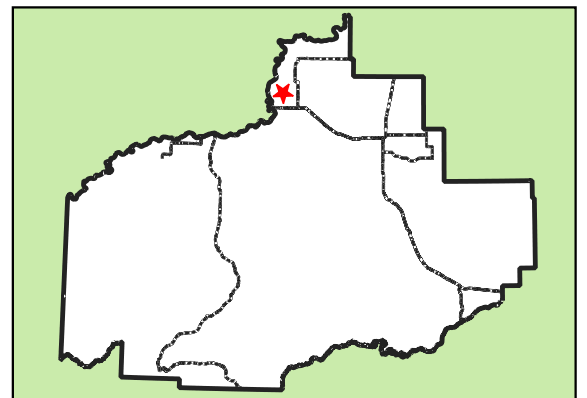
Topography



I:\Projects\Departments\GENERAL\LandUseAmendment2024

LEGEND

- | | |
|---|--|
|  Proposed Amendment | TRANSPORTATION |
|  Cadastre |  Gravel Road |
| Contour Line(m) | HYDRO FEATURE |
|  Major Break |  Stream / Creek |
|  Minor Break | GV Imagery 2023 |



metres
Scale 1:15,000
PROJECTION: UTM Zone 11N NAD 83

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8.0 LAND USE DISTRICTS

8.1 Agricultural One (A-1) District

8.1.1 Purpose

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

8.1.2 Uses

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

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

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

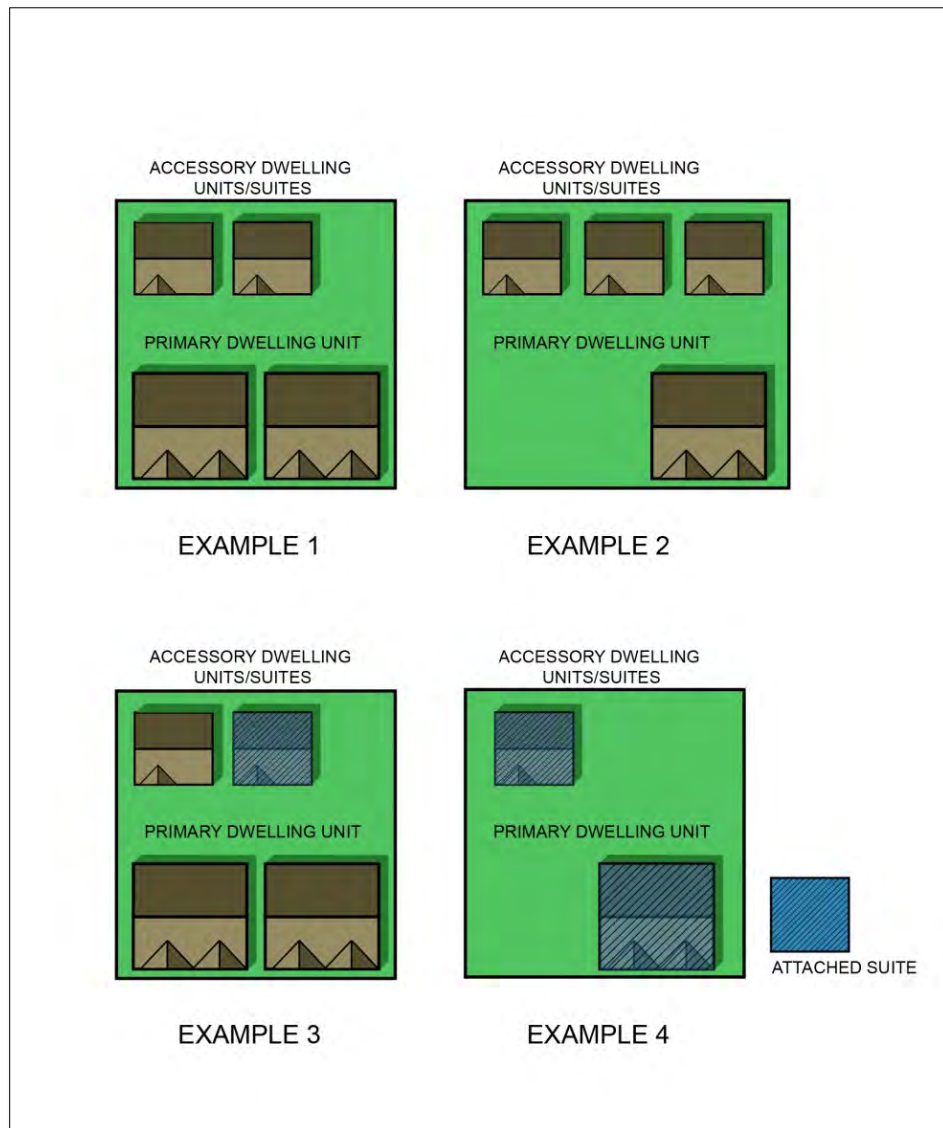
8.1.3 Regulations

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

Table 8-2: A-1 District Regulations

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

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



8.2 Agricultural Two (A-2) District

8.2.1 Purpose

- a) The purpose of this District is to protect and preserve better agricultural lands on smaller parcels. The uses allowed in this District are those which are compatible with smaller agricultural operations and are seen to have lower nuisance values.

8.2.2 Uses

- a) Table 8-3 identifies the permitted and discretionary uses within the A-2 District.

Table 8-3: A-2 Permitted and Discretionary Uses

| Permitted Uses | Discretionary Uses |
|--|----------------------------------|
| 1. Accessory Building | 1.a Agricultural Processing |
| 2. Agriculture, Horticulture | 2.a Cannabis Production Facility |
| 3. Apiary | 3.a Coverall Building |
| 4. Bed and Breakfast | 4.a Craft Brewery and Distillery |
| 5. Boarding and Lodging | 5.a Home Occupation, Major |
| 6. Borrow Pit | 6.a Kennel, Commercial |
| 7. Dugout | 7.a Recreation, Outdoor Passive |
| 8. Dwelling Unit, Accessory | |
| 9. Dwelling Unit, Manufactured | |
| 10. Dwelling Unit, Modular | |
| 11. Dwelling Unit, Single Detached | |
| 12. Greenhouse | |
| 13. Home Occupation, Minor | |
| 14. Housing Collective, Communal | |
| 15. Kennel, Hobby | |
| 16. Sign | |
| 17. Solar Collector, Minor | |
| 18. Suite, Attached | |
| 19. Suite, Detached | |
| 20. Wind Energy Conversion System, Minor | |

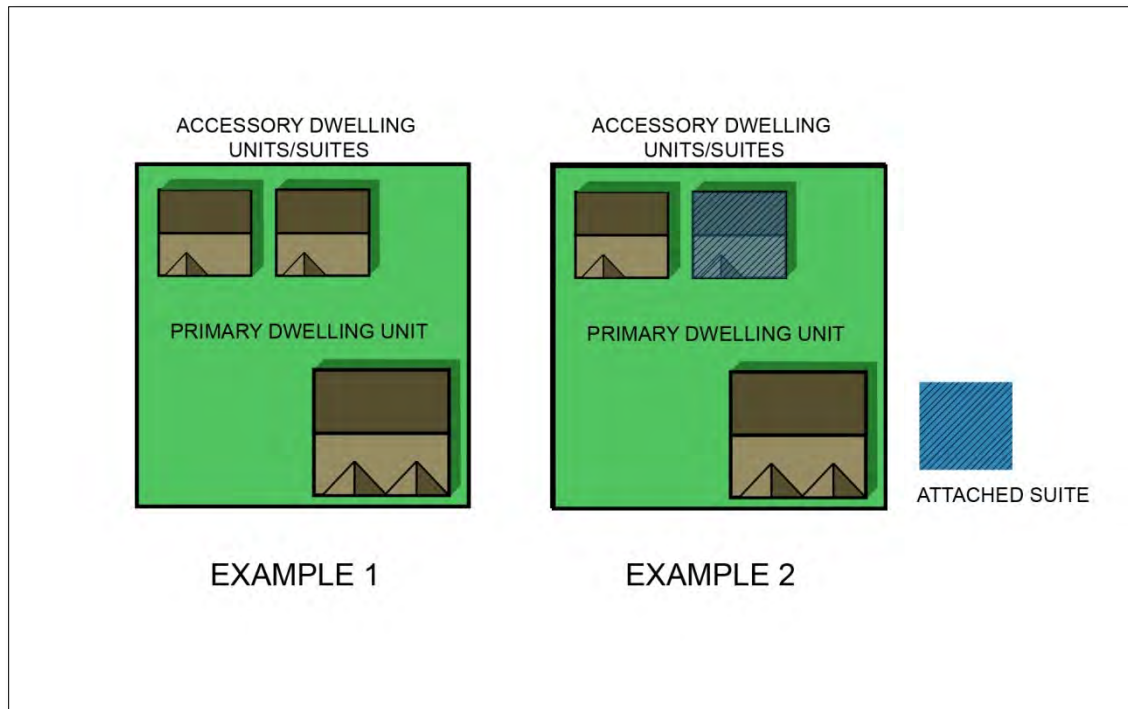
8.2.3 Regulations

- a) On a parcel located in this District, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in Table 8-4.

Table 8-4: A-2 District Regulations

| Matter to Be Regulated | Regulation |
|---|--|
| .1 Maximum density | A maximum of 3 dwelling units per parcel, which may include: <ul style="list-style-type: none"> a maximum of 1 primary dwelling unit a maximum of 2 accessory dwelling units and/or suites |
| .2 Maximum parcel size | 32.0 ha (79.1 ac) |
| .3 Minimum parcel size | 8.1 ha (20 ac) |
| .4 Minimum parcel width | 100 m (328.1 ft.) |
| .5 Minimum setback of principal building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line | Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) Undeveloped road allowance: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.) |
| .6 Minimum setback of accessory building from: <ul style="list-style-type: none"> Front parcel and exterior side parcel lines Interior side parcel line Rear parcel line | Provincial highway: 40.0 m (131.2 ft.) Internal subdivision road: 7.5 m (24.6 ft.) Service road: 7.5 m (24.6 ft.) All other roads: 40.0 m (131.2 ft.) 15.0 m (49.2 ft.) 15.0 m (49.2 ft.) |
| .7 Maximum building and structure height <ul style="list-style-type: none"> Principal building and structures Accessory building | 10.0 m (32.8 ft.) 10.0 m (32.8 ft.) |
| .8 Maximum parcel coverage (all buildings) | 30 % |

Figure 8-2: Examples of A-2 Dwelling Unit Configurations



8.2.4 Other Regulations:

- a) All applications for confined feeding operations must be submitted to the Natural Resources Conservation Board for review and approval in accordance with the *Agricultural Operation Practices Act*;
- b) A maximum of 32.0 ha (79.1 ac) can be subdivided out of a quarter Section of land;

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



REQUEST FOR DECISION

| | | | |
|-----------------|------------------------------------|--------------------------------------|---------------|
| SUBJECT: | Q1 2024 Financial Reporting | REVIEWED AND APPROVED FOR SUBMISSION | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | CAO: | MANAGER: MH |
| MEETING DATE: | May 14, 2024 | DIR: EK | PRESENTER: MH |
| DEPARTMENT: | FINANCE | LEG: SS | |
| STRATEGIC PLAN: | Economy | | |

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act 268.1 (b)

Council Bylaw/Policy (cite) – Policy 9501 Financial Reporting

RECOMMENDED ACTION:

MOTION: That Council accepts the Operating, Capital, and Restricted Surplus reports for the period ending March 31st, 2024, for information as presented.

BACKGROUND/PROPOSAL:

Section 268.1 (b) of the Municipal Government Act stipulates actual revenues and expenses compared with the budget are provided to Council as often as Council directs. Policy 9501 Financial Reporting directs variance reports on the operating and capital budgets as well as a restricted surplus report be presented to Council following the end of each quarter at the first regular Council meeting in May, August, and November.

Operating

There has been \$4.2 million in revenue earned and \$27.7 million in expenses incurred to date in operations. For the same period last year, there was \$3.9 million in revenue earned and \$28.2 million in expenses incurred.

As the budget is not typically spent evenly throughout the year, variances to actuals for Q1 2024 have been investigated. Some variances of note are:

- Requisitions are \$1.3 million lower than 2023 due to the difference in timing of receiving requisitions.
- The gravelling program was \$1.2 million lower than 2023 as gravel was purchased and stockpiled early in 2023 which did not occur this year.
- The FTR gravelling program was \$0.9 million higher than 2023 and gravel was purchased and hauled early in 2024.
- The police funding amount for 2024 is \$0.6 million lower than 2023 also due to timing of receipt of police funding invoice.
- Timing of different grant payments also impacted the variance to 2023. It is based on when applicants submit their applications or reporting for the payment to be released.

Analysis of variances to Q1 2023 of 10% and \$10,000 are shown in the Q1 2024 Operating Budget Variance Report attached.

Capital

There has been \$3.1 million spent to date on capital. Notes on project statuses and budget variances are shown in the Q1 2024 Capital Variance Report attached.

Restricted Surplus

Reserve details are shown in the Q1 2024 Restricted Surplus Report attached.

To date contributions have been made for the budgeted transfer to the Valleyview & District Medical Clinic Reserve as well as the 2023 surplus for benefits which was allocated to the Health and Dental Benefit Reserve as per the policy. Usage to date has been to fund the Q1 expenditures for Operating Project Carry Forwards as well as for additional funding to the Grande Spirit Foundation to complete Option 1 of the DeBolt Senior Housing project.

Remaining commitments to date total \$52.0 million which leaves a total uncommitted reserve balance of \$127.2 million. Please note, amortization and interest will be allocated to reserves at year end and will be dependent on the overall operating surplus.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council can review the revenues, expenses, and capital project spending to the end of March 31st, 2024 (Q1) as well as reserve balances.
2. The benefit of Council accepting the recommended motion is that Council has the opportunity to ask questions regarding the financial information.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

N/A

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Q1 2024 Operating Budget Variance Report
- Q1 2024 Capital Budget Variance Report
- Q1 2024 Restricted Surplus Report
- Policy 9501 Financial Reporting
- MGA Sec 268.1 (b)

Financial records and receipts

268.1 A municipality must ensure that

- (a) accurate records and accounts are kept of the municipality's financial affairs, including the things on which a municipality's debt limit is based and the things included in the definition of debt for that municipality;
- (b) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs;
- (c) the revenues of the municipality are collected and controlled, and receipts issued in the manner directed by council.



MD OF GREENVIEW NO. 16
Q1 REPORTING
OPERATING BUDGET VARIANCE BY SUB DEPARTMENT
ENDING MARCH 31ST, 2024

| | 2024 Budget | 2024 Q1 Actuals | \$ Variance | % of Budget | 2023 Q1 Actuals | 2024 Q1 Actuals | \$ Variance | % Variance | Analysis of Significant Variances |
|---|--------------------|--------------------|----------------------|--------------|--------------------|--------------------|--------------------|---------------|--|
| Revenues | | | | | | | | | |
| 51 - REVENUE FROM LOCAL TAXES | 155,795,825 | 1,999 | (155,793,826) | 0.0% | (3) | 1,999 | 2,002 | -70736.0% | Taxes to be levied in Q2 |
| 53 - SALE OF MUNICIPAL SERVICES | 6,385,570 | 1,790,766 | (4,594,804) | 28.0% | 1,839,505 | 1,790,766 | (48,739) | -2.6% | In line with 2023. |
| 54 - REVENUE - OTHER | 8,562,462 | 1,819,607 | (6,742,855) | 21.3% | 1,927,539 | 1,819,607 | (107,932) | -5.6% | In line with 2023. |
| 55 - CONDITIONAL GRANTS | 7,713,200 | 574,307 | (7,138,893) | 7.4% | 99,463 | 574,307 | 474,844 | 477.4% | Grants are recognized as expenses are incurred. |
| 55 - GRANTS AND SHARED FUNDING REVENUE | 193,239 | - | (193,239) | 0.0% | - | - | - | 0.0% | |
| Total Revenues | 178,650,296 | 4,186,680 | (174,463,616) | 2.3% | 3,866,504 | 4,186,680 | 320,175 | 8.3% | |
| Expenses | | | | | | | | | |
| 10 - COUNCIL | | | | | | | | | |
| 101 - Council | 1,475,125 | 296,682 | (1,178,443) | 20.1% | 274,737 | 296,682 | 21,945 | 8.0% | In line with 2023. |
| 102 - Municipal Elections | - | 4,941 | 4,941 | 0.0% | - | 4,941 | 4,941 | 0.0% | |
| Total COUNCIL | 1,475,125 | 301,623 | (1,173,502) | 20.4% | 274,737 | 301,623 | 26,886 | 9.8% | |
| 11 - REQUISITIONS | | | | | | | | | |
| Total REQUISITIONS | 37,502,821 | 11,196,000 | (26,306,821) | 29.9% | 12,515,846 | 11,196,000 | (1,319,846) | -10.5% | Difference in timing of payments. |
| 11 - CAO SERVICES | | | | | | | | | |
| 110 - CAO Services Administration | 1,272,924 | 276,587 | (996,337) | 21.7% | 169,135 | 276,587 | 107,452 | 63.5% | A position was budgeted here but being coded to another sub-dept. in 2023. It was corrected at year end. |
| Total CAO SERVICES | 1,272,924 | 276,587 | (996,337) | 21.7% | 169,135 | 276,587 | 107,452 | 63.5% | |
| 11 - GREENVIEW INDUSTRIAL GATEWAY | | | | | | | | | |
| 308 - Greenview Industrial Gateway | 418,500 | 69,710 | (348,790) | 16.7% | 54,808 | 69,710 | 14,902 | 27.2% | Slightly higher professional fees in 2024. |
| Total GREENVIEW INDUSTRIAL GATEWAY | 418,500 | 69,710 | (348,790) | 16.7% | 54,808 | 69,710 | 14,902 | 27.2% | |
| 11 - CORPORATE SERVICES | | | | | | | | | |
| 112 - Assessment Services | 1,447,364 | 73,002 | (1,374,363) | 5.0% | 196,450 | 73,002 | (123,448) | -62.8% | Change in DIP contract. Was paid by Greenview then reimbursed from the Province until the end of Q1 2023. |
| 115 - Information Systems | 2,837,049 | 780,049 | (2,057,000) | 27.5% | 831,486 | 780,049 | (51,437) | -6.2% | In line with 2023. |
| 116 - Health & Safety | 647,799 | 121,192 | (526,607) | 18.7% | 132,067 | 121,192 | (10,875) | -8.2% | In line with 2023. |
| 119 - Human Resources | 1,116,340 | 377,547 | (738,793) | 33.8% | 210,559 | 377,547 | 166,988 | 79.3% | In line with 2023. There was a \$147k transfer to reserve in Q1 2024 for the Health and Dental Benefit Reserve. The revenue was captured in 541. |
| 120 - Amortization | 26,500,000 | 644 | (26,499,356) | 0.0% | - | 644 | 644 | 0.0% | Amortization is recorded at year end. |
| 121 - Corporate Services | 18,010,204 | 1,517,608 | (16,492,596) | 8.4% | 1,476,221 | 1,517,608 | 41,387 | 2.8% | In line with 2023. |
| Total CORPORATE SERVICES | 50,558,756 | 2,870,041 | (47,688,715) | 5.7% | 2,846,783 | 2,870,041 | 23,258 | 0.8% | |
| 20 - INFRASTRUCTURE & ENGINEERING | | | | | | | | | |
| 200 - Infrastructure & Engineering Administration | 1,428,922 | 323,039 | (1,105,883) | 22.6% | 244,287 | 323,039 | 78,752 | 32.2% | Higher than 2023 as a vacant position was filled in Q1 2024. |
| 201 - Roadways | 1,612,000 | 67,038 | (1,544,962) | 4.2% | 70,224 | 67,038 | (3,186) | -4.5% | In line with 2023. |
| 202 - Bridges | 495,000 | (45,044) | (540,044) | -9.1% | - | (45,044) | (45,044) | 0.0% | A 2023 year end accrual was recorded under 202 bridges but the actual was captured in 2024 in 201 Roadways. |
| 203 - Surfacing | 1,200,000 | - | (1,200,000) | 0.0% | - | - | - | 0.0% | In line with 2023. |
| 204 - Drainage | 1,040,000 | 88,846 | (951,154) | 8.5% | 133,593 | 88,846 | (44,747) | -33.5% | Brushing work completed in Q1 2023. |
| Total INFRASTRUCTURE & ENGINEERING | 5,775,922 | 433,879 | (5,342,043) | 7.5% | 448,104 | 433,879 | (14,225) | -3.2% | |

| | 2024 Budget | 2024 Q1 Actuals | \$ Variance | % of Budget | 2023 Q1 Actuals | 2024 Q1 Actuals | \$ Variance | % Variance | Analysis of Significant Variances |
|--|-------------------|------------------|---------------------|--------------|------------------|------------------|------------------|--------------|---|
| 22 - ENVIRONMENTAL SERVICES | | | | | | | | | |
| 220 - Environmental Services Administration | 1,999,599 | 437,480 | (1,562,119) | 21.9% | 354,084 | 437,480 | 83,395 | 23.6% | Higher than 2023 as a vacant position was filled in Q2 2023. |
| 221 - Water Supply | 2,337,273 | 377,648 | (1,959,625) | 16.2% | 312,345 | 377,648 | 65,303 | 20.9% | Higher than 2023 in contracted maintenance as there have been more water breaks this year. |
| 222 - Wastewater Collection & Disposal | 2,848,344 | 82,353 | (2,765,991) | 2.9% | 99,960 | 82,353 | (17,606) | -17.6% | Lower contracted maintenance in 2024 as a vacant position was filled and we are no longer contracting out the supervisory work. |
| 223 - Solid Waste Collection & Disposal | 2,750,580 | 458,516 | (2,292,064) | 16.7% | 446,081 | 458,516 | 12,436 | 2.8% | In line with 2023. |
| Total ENVIRONMENTAL SERVICES | 9,935,796 | 1,355,997 | (8,579,799) | 13.6% | 1,212,469 | 1,355,997 | 143,528 | 11.8% | |
| 23 - OPERATIONS | | | | | | | | | |
| 230 - Operations Administration | 6,791,936 | 1,344,869 | (5,447,067) | 19.8% | 1,229,623 | 1,344,869 | 115,246 | 9.4% | In line with 2023. |
| 231 - Fleet & Shop Valleyview | 1,139,000 | 278,395 | (860,605) | 24.4% | 173,123 | 278,395 | 105,272 | 60.8% | Higher supply costs due to purchase of AVL system, higher costs for vehicle parts, and fuel. |
| 232 - Operations Grovedale | 12,500 | 1,508 | (10,992) | 12.1% | 1,788 | 1,508 | (280) | -15.6% | In line with 2023. |
| 234 - Street Lights | 280,000 | 48,225 | (231,775) | 17.2% | 49,254 | 48,225 | (1,030) | -2.1% | In line with 2023. |
| 235 - Fleet & Shop Grovedale | 381,240 | 78,367 | (302,873) | 20.6% | 64,009 | 78,367 | 14,357 | 22.4% | Higher supply costs due to purchase of diagnostic tools. |
| 236 - Fleet & Shop - Grande Cache | 299,460 | 90,568 | (208,892) | 30.2% | 102,715 | 90,568 | (12,148) | -11.8% | Lower costs for vehicle parts than 2023 is partially offset by higher supply costs due to purchase of diagnostic tools. |
| 237 - Operations - Grande Cache | 229,000 | 31,720 | (197,280) | 13.9% | 6,993 | 31,720 | 24,727 | 353.6% | Higher supply costs in 2024. |
| 238 - Operations DeBolt | 12,360 | 3,251 | (9,109) | 26.3% | 2,659 | 3,251 | 592 | 22.3% | In line with 2023. |
| Total OPERATIONS | 9,145,496 | 1,876,902 | (7,268,594) | 20.5% | 1,630,165 | 1,876,902 | 246,738 | 15.1% | |
| 24 - ROAD MAINTENANCE & SERVICES | | | | | | | | | |
| 240 - Road Maintenance & Inspection Administration | 3,153,000 | 672,435 | (2,480,565) | 21.3% | 634,155 | 672,435 | 38,280 | 6.0% | In line with 2023. |
| 242 - Brushing Program | 505,500 | 143,092 | (362,408) | 28.3% | 15,165 | 143,092 | 127,928 | 843.6% | Earlier start to 2024 brushing. |
| 243 - Mowing Program | 55,500 | 877 | (54,623) | 1.6% | - | 877 | 877 | 0.0% | In line with 2023. |
| 245 - Graveling Program | 8,538,000 | 42,227 | (8,495,773) | 0.5% | 1,287,261 | 42,227 | (1,245,034) | -96.7% | Gravel purchased and stockpiled early in 2023, did not occur in 2024. |
| 246 - Road Services | 2,283,000 | 13,043 | (2,269,957) | 0.6% | 43,679 | 13,043 | (30,637) | -70.1% | Higher contracted maintenance costs in 2023 for work on TWP 724, Old High Prairie Road, and RR 223. |
| 248 - Forestry Trunk Road | 7,284,875 | 1,208,838 | (6,076,037) | 16.6% | 322,369 | 1,208,838 | 886,469 | 275.0% | Higher gravel purchase and hauling costs than 2023. |
| Total ROAD MAINTENANCE & SERVICES | 21,819,875 | 2,080,511 | (19,739,364) | 9.5% | 2,302,629 | 2,080,511 | (222,118) | -9.6% | |
| 25 - FACILITY MAINTENANCE | | | | | | | | | |
| 250 - Facility Maintenance Administration | 3,406,895 | 597,147 | (2,809,748) | 17.5% | 527,566 | 597,147 | 69,581 | 13.2% | Higher contracted maintenance services in 2024. |
| 251 - FCSS Building Maintenance | 43,724 | 10,772 | (32,952) | 24.6% | 7,170 | 10,772 | 3,602 | 50.2% | In line with 2023. |
| 252 - Grovedale Public Service Building | 73,095 | 15,363 | (57,732) | 21.0% | 14,124 | 15,363 | 1,239 | 8.8% | In line with 2023. |
| 253 - DeBolt Public Service Building | 73,130 | 20,706 | (52,424) | 28.3% | 14,148 | 20,706 | 6,559 | 46.4% | In line with 2023. |
| 254 - GC - Facilities Maintenance | 443,048 | 96,880 | (346,168) | 21.9% | 91,153 | 96,880 | 5,726 | 6.3% | In line with 2023. |
| 255 - Valleyview Fire Hall Building Maintenance | 16,200 | - | (16,200) | 0.0% | 460 | - | (460) | -100.0% | In line with 2023. |
| 256 - Valleyview Ambulance Building Maintenance | - | - | - | 0.0% | 941 | - | (941) | -100.0% | In line with 2023. |
| 257 - Valleyview Vet Clinic - Building Maintenance | 7,318 | 2,891 | (4,427) | 39.5% | 1,582 | 2,891 | 1,309 | 82.8% | In line with 2023. |
| 258 - Grovedale Maintenance Shop | 24,995 | 3,282 | (21,713) | 13.1% | 7,937 | 3,282 | (4,656) | -58.7% | In line with 2023. |
| 259 - DeBolt Maintenance Shop | 3,500 | 650 | (2,850) | 18.6% | 777 | 650 | (127) | -16.4% | In line with 2023. |
| Total FACILITY MAINTENANCE | 4,091,905 | 747,691 | (3,344,214) | 18.3% | 665,858 | 747,691 | 81,833 | 12.3% | |

| | 2024 Budget | 2024 Q1 Actuals | \$ Variance | % of Budget | 2023 Q1 Actuals | 2024 Q1 Actuals | \$ Variance | % Variance | Analysis of Significant Variances |
|---|------------------|------------------|--------------------|--------------|------------------|------------------|------------------|---------------|--|
| 30 - COMMUNITY SERVICES | | | | | | | | | |
| 300 - Community Services Administration | 1,086,337 | 146,486 | (939,851) | 13.5% | 404,846 | 146,486 | (258,361) | -63.8% | A position was being coded here but budgeted to another sub-dept. in 2023. It was corrected at year end. As well, STARS grant was paid in Q1 2023 but not until Q2 2024. |
| 301 - Valleyview Medical Clinic | 206,300 | 33,207 | (173,093) | 16.1% | 22,458 | 33,207 | 10,749 | 47.9% | Slightly higher than 2023 in maintenance contract costs. |
| 305 - Other Buildings | - | - | - | 0.0% | 20 | - | (20) | -100.0% | In line with 2023. |
| 309 - Grande Cache Medical Clinic | 60,000 | - | (60,000) | 0.0% | 8,100 | - | (8,100) | -100.0% | In line with 2023. |
| 312 - Community Development Agreements | 5,500,000 | - | (5,500,000) | 0.0% | - | - | - | 0.0% | In line with 2023. |
| Total COMMUNITY SERVICES | 6,852,637 | 179,693 | (6,672,944) | 2.6% | 435,424 | 179,693 | (255,732) | -58.7% | |
| 32 - COMMUNITY SERVICES GRANT PROGRAMS | | | | | | | | | |
| 303 - Seniors Programs | 38,750 | 12,120 | (26,630) | 31.3% | 11,622 | 12,120 | 498 | 4.3% | In line with 2023. |
| 320 - Recreation Boards | 1,305,300 | 90,333 | (1,214,967) | 6.9% | 140,255 | 90,333 | (49,923) | -35.6% | Difference due to timing of grant payments. |
| 321 - Community Services Grants | 3,498,083 | 1,416,932 | (2,081,151) | 40.5% | 864,365 | 1,416,932 | 552,567 | 63.9% | More grants paid out in 2024. |
| 323 - Multipurpose Facility Grants | 290,737 | - | (290,737) | 0.0% | 4,000 | - | (4,000) | -100.0% | In line with 2023. |
| 324 - Agricultural Societies | 277,000 | 255,000 | (22,000) | 92.1% | 150,000 | 255,000 | 105,000 | 70.0% | Difference due to timing of grant payments. |
| Total COMMUNITY SERVICES GRANT PROGRAMS | 5,409,870 | 1,774,384 | (3,635,486) | 32.8% | 1,170,242 | 1,774,384 | 604,142 | 51.6% | |
| 33 - CULTURAL & HISTORICAL BUILDINGS | | | | | | | | | |
| 330 - Library Boards | 636,929 | 31,526 | (605,403) | 4.9% | 29,964 | 31,526 | 1,562 | 5.2% | In line with 2023. |
| 332 - Recreation Halls | 170,180 | 44,722 | (125,458) | 26.3% | 27,458 | 44,722 | 17,263 | 62.9% | Difference due to timing of grant payments. |
| 333 - Museums | 272,985 | 35,000 | (237,985) | 12.8% | - | 35,000 | 35,000 | 0.0% | Difference due to timing of grant payments. |
| 334 - Cemeteries | 67,400 | 1,815 | (65,585) | 2.7% | 6,200 | 1,815 | (4,385) | -70.7% | In line with 2023. |
| Total CULTURAL & HISTORICAL BUILDINGS | 1,147,494 | 113,063 | (1,034,431) | 9.9% | 63,623 | 113,063 | 49,440 | 77.7% | |
| 34 - RECREATION ENHANCEMENT PROGRAM (REP) | | | | | | | | | |
| 307 - Community Bus - Grande Cache | 19,000 | 3,103 | (15,897) | 16.3% | 6,472 | 3,103 | (3,370) | -52.1% | In line with 2023. |
| 340 - Outdoor Recreation Administration | 731,488 | 157,642 | (573,846) | 21.6% | 124,461 | 157,642 | 33,180 | 26.7% | Higher salaries than 2023 as well as higher professional services for the Kakwa Trail design. |
| 342 - Outdoor Recreation Facilities Operations | 238,500 | 22,460 | (216,040) | 9.4% | 14,903 | 22,460 | 7,557 | 50.7% | In line with 2023. |
| 343 - Outdoor Recreation Partnerships | 17,500 | 15,000 | (2,500) | 85.7% | 35,000 | 15,000 | (20,000) | -57.1% | Difference due to timing of grant payments. |
| 344 - GC Recreation Aquatics Operations | 185,300 | 17,633 | (167,667) | 9.5% | 20,087 | 17,633 | (2,454) | -12.2% | In line with 2023. |
| 345 - GC Recreation Campground | 138,700 | 20,836 | (117,864) | 15.0% | 5,792 | 20,836 | 15,044 | 259.7% | Higher costs for caretaking contract which began in Q2 2023. |
| 346 - GC Recreation Administration | 3,085,609 | 706,696 | (2,378,913) | 22.9% | 610,710 | 706,696 | 95,986 | 15.7% | Higher salaries and benefits than 2023 as well as higher natural gas costs which are partially offset with lower power costs. |
| 347 - GC Recreation Facilities Operations | 584,457 | 133,141 | (451,316) | 22.8% | 95,751 | 133,141 | 37,391 | 39.0% | Higher contracted maintenance costs for fire extinguisher and suppression system maintenance as well as janitorial costs. |
| 348 - GC Recreation Programming & Fitness | 27,300 | 6,032 | (21,268) | 22.1% | 4,021 | 6,032 | 2,011 | 50.0% | In line with 2023. |
| 349 - GC Recreation Outdoor Operations | 58,500 | 2,397 | (56,103) | 4.1% | 243 | 2,397 | 2,154 | 887.2% | In line with 2023. |
| 380 - Greenview Regional Multiplex | 2,936,040 | 617,554 | (2,318,486) | 21.0% | 576,587 | 617,554 | 40,967 | 7.1% | In line with 2023. |
| Total RECREATION ENHANCEMENT PROGRAM (REP) | 8,022,394 | 1,702,494 | (6,319,900) | 21.2% | 1,494,028 | 1,702,494 | 208,466 | 14.0% | |

| | 2024 Budget | 2024 Q1 Actuals | \$ Variance | % of Budget | 2023 Q1 Actuals | 2024 Q1 Actuals | \$ Variance | % Variance | Analysis of Significant Variances |
|--|------------------|-----------------|--------------------|--------------|-----------------|-----------------|------------------|---------------|---|
| 35 - PROTECTIVE SERVICES | | | | | | | | | |
| 350 - Protective Services Administration | 1,347,448 | 272,181 | (1,075,267) | 20.2% | 199,728 | 272,181 | 72,453 | 36.3% | Higher salaries and benefits than 2023 as well as higher equipment purchases for the purchase of AFRRCS pagers and bunker gear. |
| 351 - Fire Protection Valleyview | 151,871 | 36,781 | (115,090) | 24.2% | 32,619 | 36,781 | 4,162 | 12.8% | In line with 2023. |
| 352 - Fire Protection Grande Cache | 247,797 | 44,441 | (203,356) | 17.9% | 40,395 | 44,441 | 4,046 | 10.0% | In line with 2023. |
| 353 - Fire Protection DeBolt | 241,797 | 49,088 | (192,709) | 20.3% | 40,040 | 49,088 | 9,049 | 22.6% | In line with 2023. |
| 354 - Fire Protection Grovedale | 257,797 | 48,380 | (209,417) | 18.8% | 70,958 | 48,380 | (22,577) | -31.8% | Higher repair costs in 2023 for unit F42. |
| 355 - Disaster Services | 53,850 | 31,848 | (22,002) | 59.1% | 630 | 31,848 | 31,218 | 4957.3% | Higher disaster response costs in 2024, \$24k attributable to reclamation and DRP. |
| 356 - Ambulance Services | - | - | - | 0.0% | 488 | - | (488) | -100.0% | In line with 2023. |
| 358 - Fire Protection Fox Creek | 132,871 | 67,134 | (65,737) | 50.5% | 29,786 | 67,134 | 37,348 | 125.4% | Higher vehicle repairs in 2024 for CVIP and repair of unit F45 Pumper. |
| Total PROTECTIVE SERVICES | 2,433,431 | 549,854 | (1,883,577) | 22.6% | 414,643 | 549,854 | 135,211 | 32.6% | |
| 36 - FAMILY & COMMUNITY SERVICES | | | | | | | | | |
| 360 - FCSS Administration | 1,966,841 | 428,573 | (1,538,268) | 21.8% | 395,118 | 428,573 | 33,455 | 8.5% | In line with 2023. |
| 361 - FCSS Board | 43,715 | 3,648 | (40,067) | 8.3% | 2,959 | 3,648 | 689 | 23.3% | In line with 2023. |
| 362 - FCSS Programs | 56,000 | 5,780 | (50,220) | 10.3% | 3,955 | 5,780 | 1,825 | 46.1% | In line with 2023. |
| 363 - Community Resource Centre | 53,000 | 8,803 | (44,197) | 16.6% | 7,697 | 8,803 | 1,106 | 14.4% | In line with 2023. |
| 364 - Home Support | 119,900 | 33,693 | (86,207) | 28.1% | 28,393 | 33,693 | 5,300 | 18.7% | In line with 2023. |
| 365 - Liaison Worker Program | 45,000 | - | (45,000) | 0.0% | - | - | - | 0.0% | In line with 2023. |
| 366 - Grants to Individual Organizations | 57,000 | 48,000 | (9,000) | 84.2% | 60,500 | 48,000 | (12,500) | -20.7% | Higher grant expense in 2023 for an additional grant to the Resource Centre for Suicide Prevention. |
| 368 - Outreach Coordinator Program | 1,800 | - | (1,800) | 0.0% | - | - | - | 0.0% | In line with 2023. |
| 369 - Support Coordinator Program | 1,800 | 99 | (1,701) | 5.5% | - | 99 | 99 | 0.0% | In line with 2023. |
| Total FAMILY & COMMUNITY SERVICES | 2,345,056 | 528,595 | (1,816,461) | 22.5% | 498,621 | 528,595 | 29,974 | 6.0% | |
| 37 - AGRICULTURAL SERVICES | | | | | | | | | |
| 370 - Agricultural Services Administration | 1,793,829 | 222,602 | (1,571,227) | 12.4% | 191,314 | 222,602 | 31,288 | 16.4% | Higher salaries and benefits than 2023. |
| 371 - Agriculture Service Board | 65,810 | 20,818 | (44,992) | 31.6% | 27,023 | 20,818 | (6,204) | -23.0% | In line with 2023. |
| 372 - Agricultural Rental Program | 67,300 | 4,787 | (62,513) | 7.1% | 7,904 | 4,787 | (3,117) | -39.4% | In line with 2023. |
| 373 - Vegetation Management | 373,870 | 29,561 | (344,309) | 7.9% | 17,633 | 29,561 | 11,928 | 67.6% | Small increases (under \$10k) in a few line items, nothing significant to note. |
| 374 - Pest Control | 65,750 | 23,338 | (42,412) | 35.5% | 14,198 | 23,338 | 9,140 | 64.4% | In line with 2023. |
| 375 - Extension and Outreach | 355,000 | 75,066 | (279,934) | 21.1% | 119,306 | 75,066 | (44,240) | -37.1% | Difference due to timing of grant payments. |
| 376 - Veterinary Services | 193,500 | 165,195 | (28,305) | 85.4% | 98,561 | 165,195 | 66,634 | 67.6% | Higher cost for VSI contract in 2024. |
| 377 - Beautification Program | 101,850 | 21,393 | (80,457) | 21.0% | 10,099 | 21,393 | 11,294 | 111.8% | Higher repair expenses for mower repair in 2024. |
| Total AGRICULTURAL SERVICES | 3,016,909 | 562,761 | (2,454,148) | 18.7% | 486,038 | 562,761 | 76,723 | 15.8% | |
| 45 - COMMUNITY PEACE OFFICER PROGRAM | | | | | | | | | |
| 450 - Community Peace Officer Program | 2,715,679 | 197,856 | (2,517,823) | 7.3% | 773,876 | 197,856 | (576,020) | -74.4% | Difference due to timing of receipt of police funding invoice. |
| Total COMMUNITY PEACE OFFICER PROGRAM | 2,715,679 | 197,856 | (2,517,823) | 7.3% | 773,876 | 197,856 | (576,020) | -74.4% | |
| 40 - PLANNING & ECONOMIC DEVELOPMENT ADMIN | | | | | | | | | |
| 400 - Planning & Economic Development | 487,921 | 77,557 | (410,364) | 15.9% | 83,466 | 77,557 | (5,908) | -7.1% | In line with 2023. |
| 306 - Airports & Helipads | 50,600 | - | (50,600) | 0.0% | - | - | - | 0.0% | In line with 2023. |
| Total PLANNING & ECONOMIC DEVELOPMENT ADMIN | 538,521 | 77,557 | (460,964) | 14.4% | 83,466 | 77,557 | (5,908) | -7.1% | |
| 11 - COMMUNICATIONS | | | | | | | | | |
| 111 - Communications | 1,225,544 | 188,089 | (1,037,455) | 15.3% | 161,392 | 188,089 | 26,697 | 16.5% | Higher salaries and benefits than 2023 as well as higher brand & image building costs. |
| Total COMMUNICATIONS | 1,225,544 | 188,089 | (1,037,455) | 15.3% | 161,392 | 188,089 | 26,697 | 16.5% | |

| | 2024 Budget | 2024 Q1 Actuals | \$ Variance | % of Budget |
|--|--------------------|---------------------|----------------------|--------------|
| 21 - PLANNING & DEVELOPMENT | | | | |
| 211 - Planning & Development Administration | 1,406,886 | 285,304 | (1,121,582) | 20.3% |
| 212 - Municipal Planning Commission | 57,206 | 11,047 | (46,159) | 19.3% |
| 213 - Subdivision & Development Appeal Board | 14,689 | - | (14,689) | 0.0% |
| 214 - Subdivisions - Land Purchase | - | - | - | 0.0% |
| 215 - Public Engagement | 10,500 | 88 | (10,412) | 0.8% |
| Total PLANNING & DEVELOPMENT | 1,489,281 | 296,439 | (1,192,842) | 19.9% |
| 31 - ECONOMIC DEVELOPMENT | | | | |
| 311 - Economic Development Program | 1,456,360 | 284,915 | (1,171,445) | 19.6% |
| Total ECONOMIC DEVELOPMENT | 1,456,360 | 284,915 | (1,171,445) | 19.6% |
| Total Expenses | 178,650,296 | 27,664,643 | (150,985,653) | 15.5% |
| Net Surplus/(Deficit) | - | (23,477,963) | (23,477,963) | 0.0% |

| | 2023 Q1 Actuals | 2024 Q1 Actuals | \$ Variance | % Variance | Analysis of Significant Variances |
|--|---------------------|---------------------|------------------|---------------|---|
| | | | | | |
| | 169,105 | 285,304 | 116,199 | 68.7% | Higher salaries and benefits than 2023. |
| | 16,464 | 11,047 | (5,418) | -32.9% | In line with 2023. |
| | - | - | - | 0.0% | In line with 2023. |
| | (8,486) | - | 8,486 | -100.0% | In line with 2023. |
| | 49 | 88 | 39 | 80.5% | In line with 2023. |
| | 177,131 | 296,439 | 119,308 | 67.4% | |
| | | | | | |
| | 340,523 | 284,915 | (55,607) | -16.3% | Lower salaries and benefits than 2023. |
| | 340,523 | 284,915 | (55,607) | -16.3% | |
| | | | | | |
| | 28,219,542 | 27,664,643 | (554,899) | -2.0% | |
| | | | | | |
| | (24,353,037) | (23,477,963) | 875,074 | -3.6% | |



**MD OF GREENVIEW NO. 16
Q1 REPORTING
CAPITAL BUDGET VARIANCE
ENDING MARCH 31ST, 2024**

| Project ID | Description | Life to Date Spend | 2024 Approved Budget | 2024 Amended Budget | 2024 Actual Spend | \$ Variance | % of Budget | Notes |
|---|---|--------------------|----------------------|---------------------|-------------------|------------------|--------------|--|
| Corporate Services | | | | | | | | |
| CS22001 | Software Replacement Project 2022-2024 | 980,685 | 444,786 | 444,786 | 60,471 | 384,315 | 13.6% | Project in ongoing and on track. |
| Total Corporate Services | | 980,685 | 444,786 | 444,786 | 60,471 | 384,315 | 13.6% | |
| Information Systems | | | | | | | | |
| IT23002 | SharePoint Upgrade | 25,020 | 80,000 | 80,000 | 25,020 | 54,980 | 31.3% | Project will be completed in Q2. |
| Total Information Systems | | 25,020 | 80,000 | 80,000 | 25,020 | 54,980 | 31.3% | |
| Construction & Engineering | | | | | | | | |
| RD20001 | Range Road 205/210 (8 Mile Road) Regrade | 25,314 | 334,536 | 334,536 | - | 334,536 | 0.0% | Project is complete. A guardrail was installed instead and no regrade was completed. |
| RD20008 | TWP 692 - Grovedale Industry Road West of 666 | 1,539,913 | 69,672 | 69,672 | 64,876 | 4,796 | 93.1% | Project is complete. |
| RD22006 | RV Dumping Access - DeBolt | 353,685 | 201,159 | 201,159 | 3,236 | 197,924 | 1.6% | Deficiencies to be completed. |
| RD23005 | FTR Canfor Section South | 51,633 | 1,541,100 | 1,541,100 | 8,833 | 1,532,267 | 0.6% | Construction tender was posted in February. |
| RD24004 | Land Acquisitions | 4,791,723 | 100,000 | 100,000 | 3,086 | 96,915 | 3.1% | |
| RD24005 | Approaches | - | 225,000 | 225,000 | - | 225,000 | 0.0% | |
| RD24006 | Township Road 692 Regrade - Grovedale | 45,000 | 250,000 | 250,000 | - | 250,000 | 0.0% | Engineering proposal being developed. |
| RD24008 | Range Road 212 Road Construction - New Fish Creek | - | 450,000 | 450,000 | - | 450,000 | 0.0% | Has not begun. |
| BF72012 | Sturgeon Creek Bridge - Valleyview | 61,721 | 23,279 | 23,279 | - | 23,279 | 0.0% | Design completed, construction proposed for 2027. |
| BF76637 | Township Road 692 (SW 16-69-22-W5M) - Valleyview | 42,494 | 550,000 | 550,000 | 4,645 | 545,355 | 0.8% | Construction tender was posted in February. |
| BF77159 | Asplund Creek - Little Smoky | 45,706 | 876,750 | 876,750 | 1,176 | 875,574 | 0.1% | Engineering completed, ready for construction. |
| BF78503 | Range Road 225 - Valleyview | 22,901 | 22,099 | 22,099 | - | 22,099 | 0.0% | Design completed, construction proposed for 2029, unless approved for STIP earlier. |
| BF79118 | Tributary to Sturgeon Creek - Sturgeon Heights | 22,737 | 27,263 | 27,263 | - | 27,263 | 0.0% | Design completed, construction proposed for 2025. |
| PV23004 | Township Road 704 (Hwy 49 to RR 230) Overlay - Valleyview | - | 2,560,000 | 2,560,000 | - | 2,560,000 | 0.0% | Construction tender was posted in February. |
| PV24003 | Hamlet Curb & Gutter Resurfacing - Grande Cache | - | 2,000,000 | 2,000,000 | - | 2,000,000 | 0.0% | Has not begun. |
| PV24004 | Forestry Trunk Road (KM 0 to KM 5) Overlay | - | 75,000 | 75,000 | - | 75,000 | 0.0% | Engineering proposal being developed. |
| Total Construction & Engineering | | 7,002,826 | 9,305,858 | 9,305,858 | 85,851 | 9,220,007 | 0.9% | |

| Project ID | Description | Life to Date Spend | 2024 Approved Budget | 2024 Amended Budget | 2024 Actual Spend | \$ Variance | % of Budget | Notes |
|---|---|--------------------|----------------------|---------------------|-------------------|-------------------|--------------|--|
| Planning & Development | | | | | | | | |
| PD24002 | Grovedale Industrial Park Land Acquisition PLS 180042 | - | 749,596 | 749,596 | - | 749,596 | 0.0% | Waiting on the Survey plan which is part of condition of the sale. |
| PD24003 | Local Improvement - Main Street Lofts Development | 6,600 | - | - | 6,600 | (6,600) | n/a | |
| Total Planning & Development | | 6,600 | 749,596 | 749,596 | 6,600 | 742,996 | 0.9% | |
| Environmental Services | | | | | | | | |
| WD15002 | Grovedale Water Treatment Plant Upgrade | 13,458,802 | 1,668,359 | 1,668,359 | 8,220 | 1,660,139 | 0.5% | Warranty ends July 2024, deficiencies work is ongoing. |
| WD19004 | Grande Cache Distribution Pumphouse Upgrades | 737,162 | 5,000 | 5,000 | - | 5,000 | 0.0% | Construction tender will be prepared this year, forecast construction in 2025. |
| WD22005 | Water & Sewer Extension - Memorial Drive Grande Cache | 137,270 | 4,513,462 | 4,513,462 | 50,731 | 4,462,731 | 1.1% | Preliminary design being reviewed and construction was tendered in March. |
| WD23006 | Nose Creek Water Point System | 172,028 | 67,972 | 67,972 | - | 67,972 | 0.0% | Scada system setup and testing to occur in Q2. |
| WD24002 | New Fish Creek Dugout Seasonal Water Point System | - | - | 20,000 | - | 20,000 | 0.0% | Project approved by Council in March. |
| WW19001 | Grovedale Floating Liner | 223,749 | 500,000 | 500,000 | 5,387 | 494,614 | 1.1% | Waiting on Consultant review report. |
| WW19002 | Grande Cache Sewage Treatment Plant | 18,423,113 | 34,187,500 | 34,187,500 | 1,688,011 | 32,499,489 | 4.9% | Project in ongoing and on track. |
| WW21001 | Ridgevalley Lagoon Expansion | 729,039 | 891,882 | 891,882 | 6,123 | 885,759 | 0.7% | De-sludging will occur in Q2. |
| SW19004 | Grande Cache Landfill & Recycling Land Purchase | 36,694 | 30,000 | 30,000 | 18,295 | 11,706 | 61.0% | Land titles has tentatively approved the final plan. |
| SW20001 | Grande Cache Transfer Station Development | 84,204 | 2,568,800 | 2,568,800 | 15,954 | 2,552,847 | 0.6% | Engineering ongoing, working on determining type of facility. |
| SW23001 | Hook Bin Truck Replacement A201 | - | 300,000 | 300,000 | - | 300,000 | 0.0% | Expected to be delivered in 2024. |
| Total Environmental Services | | 34,002,061 | 44,732,975 | 44,752,975 | 1,792,719 | 42,960,256 | 4.0% | |
| Operations | | | | | | | | |
| OP24001 | Annual Vehicle Replacement | - | 771,500 | 771,500 | - | 771,500 | 0.0% | Tender closed at the end of March. |
| OP24004 | A135 - Plow Truck Replacement DB | - | 448,000 | 448,000 | - | 448,000 | 0.0% | Anticipated delivery end of March/early April. |
| OP24005 | Group 6 Excavator - DB | 175,000 | 175,000 | 175,000 | 175,000 | - | 100.0% | Project is complete. |
| OP24006 | T66 - Equipment Hauling Trailer Replacement VV | 63,637 | 75,000 | 75,000 | 63,637 | 11,363 | 84.8% | Project is complete. |
| Total Operations | | 238,637 | 1,469,500 | 1,469,500 | 238,637 | 1,230,863 | 16.2% | |

| Project ID | Description | Life to Date Spend | 2024 Approved Budget | 2024 Amended Budget | 2024 Actual Spend | \$ Variance | % of Budget | Notes |
|---|---|--------------------|----------------------|---------------------|-------------------|-------------------|--------------|--|
| Facilities Maintenance | | | | | | | | |
| FM21008 | Security Improvement 4 Year Plan | 428,975 | 2,500 | 2,500 | 3,040 | (540) | 121.6% | This project is complete. |
| FM22008 | New Operations Shop in Grande Cache | 261,262 | 11,388,983 | 12,753,147 | 72,000 | 12,681,147 | 0.6% | Held project kick off meeting and site development plan meeting in Grande Cache the week of April 15. |
| FM22009 | GRM/Grovedale/Little Smoky Emergency Generator Preparedness | 4,663 | 420,337 | 420,337 | - | 420,337 | 0.0% | Permits have been applied for, will complete the schedule once equipment delivery date have been determined. |
| FM24007 | Renovations to FM/Enviro Building - Valleyview | - | 20,000 | 20,000 | - | 20,000 | 0.0% | We are looking at the possibility of completing this project with our facilities team. |
| FM24010 | Replacement of RB3 60" Rotary Broom | 4,658 | 6,000 | 6,000 | 4,658 | 1,343 | 77.6% | Project is complete. |
| FM24011 | Replacement of Skid #1 Skid Steer to Bobcat Skid Steer | 95,472 | 94,000 | 95,472 | 95,472 | - | 100.0% | Project is complete. |
| Total Facilities Maintenance | | 795,029 | 11,931,820 | 13,297,456 | 175,169 | 13,122,286 | 1.3% | |
| Community Services | | | | | | | | |
| CP22005 | Fox Creek Greenview Multiplex Renovation Project | - | 2,416,109 | 2,416,109 | - | 2,416,109 | 0.0% | Waiting on invoice. |
| CP24002 | Grovedale Ice Plant | - | 300,000 | 300,000 | - | 300,000 | 0.0% | |
| Total Community Services | | - | 2,716,109 | 2,716,109 | - | 2,716,109 | 0.0% | |
| Greenview Industrial Gateway | | | | | | | | |
| GI22003 | Greenview Industrial Gateway Waterline | 1,044,576 | 1,007,895 | 1,007,895 | 89,472 | 918,423 | 8.9% | Project is ongoing. |
| GI22004 | Greenview Industrial Gateway Road | 3,918,178 | - | - | 83,506 | (83,506) | n/a | Invoice from 2023 received late. |
| Total Greenview Industrial Gateway | | 4,962,754 | 1,007,895 | 1,007,895 | 172,977 | 834,918 | 17.2% | |
| Economic Development | | | | | | | | |
| ED21002 | Tourism Centre Exhibits & Interactive Features - Grande Cache | 116,692 | 16,214 | 16,214 | - | 16,214 | 0.0% | Project nearing completion, Dinosaur VR exhibit installed in Q1. |
| ED22004 | Mural Roofs and Lighting at Bird's Eye Park - Grande Cache | 4,899 | 15,100 | 15,100 | - | 15,100 | 0.0% | Installation is planned for the summer. |
| ED24001 | Grande Cache Commercial Signage | - | 300,000 | 300,000 | - | 300,000 | 0.0% | Still waiting to hear if grant application has been approved. |
| ED24002 | Tourism & Interpretive Centre Expansion - Grande Cache | - | 50,000 | 50,000 | - | 50,000 | 0.0% | Still waiting to hear if grant application has been approved. |
| Total Economic Development | | 121,591 | 381,314 | 381,314 | - | 381,314 | 0.0% | |

| Project ID | Description | Life to Date Spend | 2024 Approved Budget | 2024 Amended Budget | 2024 Actual Spend | \$ Variance | % of Budget | Notes |
|----------------------------------|---|--------------------|----------------------|---------------------|-------------------|------------------|--------------|--|
| Recreation | | | | | | | | |
| RE21002 | Little Smoky Recreation Area | 191,847 | 8,153 | 8,153 | - | 8,153 | 0.0% | Working with the Community Centre to finalize plans for tree removal for the ball diamond. |
| RE21007 | Grande Cache Community Facility | 155,625 | 100,000 | 100,000 | 42,125 | 57,875 | 42.1% | Options to be brought to Council at a COTW meeting. |
| RE21008 | Heat & Power Generation System - Grande Cache Recreation Centre | 969,905 | 24,605 | 24,605 | - | 24,605 | 0.0% | The initial project deliverables for the installation and commission of a combined heat and power generation system are complete. |
| RE22003 | Victor Lake Recreation Enhancements | - | 50,000 | 50,000 | - | 50,000 | 0.0% | Site visit was conducted in Q1 and Administration is working on a plan to confirm trout spawning areas in relation to the proposed boat launch location. |
| RE22008 | Shuttler Flats | 49,755 | 25,245 | 25,245 | - | 25,245 | 0.0% | No work expected until spring/summer season. |
| RE23002 | Grande Cache Recreation Centre Arena Ice Pad & Boards | 35,610 | 1,814,390 | 1,814,390 | - | 1,814,390 | 0.0% | Council awarded the tender in March. Project will begin in April. |
| RE23009 | Zamboni Replacement - Grande Cache | 126,595 | 200,000 | 200,000 | 126,595 | 73,405 | 63.3% | Purchase complete. Confirming no outstanding invoices remain. |
| RE24004 | Grande Cache Arena Dressing Room Revitalization | - | 100,000 | 100,000 | - | 100,000 | 0.0% | RFD on engineering will be coming to Council. |
| RE23016 | GRM - Audio Deficiencies Upgrades | - | 96,000 | 96,000 | - | 96,000 | 0.0% | Work has begun, no invoices at quarter end. Further updates after testing is complete. |
| RE23017 | GRM - Fieldhouse Air Conditioning | 18,549 | 206,551 | 280,944 | 5,100 | 275,844 | 1.8% | Council awarded the tender in March. Project will begin in June. |
| RE24002 | GRM - Fitness Equipment | - | 9,500 | 9,500 | - | 9,500 | 0.0% | Equipment was received in Q2. |
| Total Recreation | | 1,547,886 | 2,634,444 | 2,708,837 | 173,820 | 2,535,017 | 6.4% | |
| Protective Services | | | | | | | | |
| PS21003 | Grande Cache Fire Training Center | 105,021 | 19,979 | 19,979 | - | 19,979 | 0.0% | Contract signed. Delays due to a reconfiguration of the building, expected completion now June 2024. |
| PS23001 | Rescue Truck Replacement (F17) DeBolt | - | 1,200,000 | 1,200,000 | - | 1,200,000 | 0.0% | Delivery expected late 2024. |
| PS23002 | Rescue Tools - Grovedale | 76,780 | 100,000 | 100,000 | 76,780 | 23,220 | 76.8% | One item still outstanding. |
| PS24001 | 1/2 Ton Truck Replacement (A243) | - | 135,000 | 135,000 | - | 135,000 | 0.0% | Ordered, awaiting delivery. |
| PS24002 | 1/2 Ton Truck Replacement (A165) | - | 135,000 | 135,000 | - | 135,000 | 0.0% | Ordered, awaiting delivery. |
| PS24004 | Two Sprinkler Protection Units (SPU) | - | 500,000 | 500,000 | - | 500,000 | 0.0% | RFP being prepared in March. |
| PS24006 | Outfit New Wet Rescue in DeBolt | 86,700 | 250,000 | 250,000 | 86,700 | 163,300 | 34.7% | Project is ongoing. |
| PS24007 | AFRRCS Radios | 141,161 | 229,900 | 229,900 | 141,161 | 88,739 | 61.4% | Project is ongoing. |
| Total Protective Services | | 409,662 | 2,569,879 | 2,569,879 | 304,641 | 2,265,238 | 11.9% | |

| Project ID | Description | Life to Date Spend | 2024 Approved Budget | 2024 Amended Budget | 2024 Actual Spend | \$ Variance | % of Budget | Notes |
|------------------------------------|---|----------------------|----------------------|----------------------|---------------------|----------------------|--------------|--|
| Agricultural Services | | | | | | | | |
| AG23002 | Implement Caddy | 1,700 | 15,300 | 15,300 | - | 15,300 | 0.0% | Arrived in Q2. |
| AG24006 | Post Pounder Replacement ASB0024 | - | 22,500 | 22,500 | - | 22,500 | 0.0% | Ordered, awaiting delivery. |
| AG24007 | Spray System Replacement (A158) | - | 75,000 | 75,000 | - | 75,000 | 0.0% | Due to vendor backlog, delayed to fall. |
| AG24009 | 50' Heavy Harrow Replacement (ASB0044) | - | 80,000 | 80,000 | - | 80,000 | 0.0% | Council approved scope change from Valmar replacement in March. |
| AG24010 | Bale Wagon Replacement for Grovedale | - | 75,000 | 75,000 | - | 75,000 | 0.0% | Requires tendering or use of approved vendor, over \$75,000. Seeking pricing for same model in Valleyview. |
| BT24001 | Hydroseeder | - | 23,500 | 23,500 | - | 23,500 | 0.0% | On order, awaiting delivery |
| BT24003 | Zero Turn Mower Replacement (T83- 60" deck) | - | 22,500 | 22,500 | - | 22,500 | 0.0% | Delivered in Q2. |
| BT24004 | Zero Turn Mower Replacement (T82) | - | 22,500 | 22,500 | - | 22,500 | 0.0% | Delivered in Q2. |
| Total Agricultural Services | | 1,700 | 336,300 | 336,300 | - | 336,300 | 0.0% | |
| CPO Program | | | | | | | | |
| PO24001 | Replacement CPO unit E2 | - | 110,000 | 110,000 | - | 110,000 | 0.0% | In tendering process. |
| PO24003 | Two Trailers | 16,000 | 20,000 | 20,000 | 16,000 | 4,000 | 80.0% | Project is complete. |
| Total CPO Program | | 16,000 | 130,000 | 130,000 | 16,000 | 114,000 | 12.3% | |
| Total Capital Projects | | \$ 50,110,451 | \$ 78,490,476 | \$ 79,950,505 | \$ 3,051,906 | \$ 76,898,599 | 3.8% | |



**MD OF GREENVIEW NO. 16
Q1 REPORTING
RESTRICTED SURPLUS REPORT
ENDING MARCH 31ST, 2024**

| | Dec 31, 2023 | Activity | | Mar 31, 2024 | Commitments | Dec 31, 2024 |
|---|------------------------|-------------------|---------------------|-----------------------|------------------------|------------------------|
| | Balance (Unaudited) | Contributions | Use | Balance | | Uncommitted Balance |
| Unrestricted Reserves | | | | | | |
| Unrestricted | 11,612,890 | - | (179,580) | 11,433,310 | (4,450,183) | 6,983,127 |
| Total Unrestricted Reserves | 11,612,890 | - | (179,580) | 11,433,310 | (4,450,183) | 6,983,127 |
| Restricted Reserves | | | | | | |
| Asset Management Reserves | | | | | | |
| Bridge Replacement | 12,047,919 | - | - | 12,047,919 | (925,106) | 11,122,813 |
| Community Bus | 187,649 | - | - | 187,649 | - | 187,649 |
| Fire Facilities, Apparatus Vehicle & Equipment | 10,355,941 | - | - | 10,355,941 | (1,645,000) | 8,710,941 |
| Fleet & Equipment Replacement | 9,460,132 | - | - | 9,460,132 | (2,828,258) | 6,631,874 |
| Facilities | 22,783,910 | - | - | 22,783,910 | (12,636,469) | 10,147,441 |
| Gravel Pit Reclamation | 1,494,321 | - | - | 1,494,321 | - | 1,494,321 |
| Recreation | 7,112,961 | - | - | 7,112,961 | (800,193) | 6,312,768 |
| Road Infrastructure | 71,662,468 | - | - | 71,662,468 | (21,830,308) | 49,832,160 |
| Valleyview and District Medical Clinic | 78,137 | 10,000 | - | 88,137 | - | 88,137 |
| Water Utilities | 14,398,800 | - | - | 14,398,800 | (2,484,302) | 11,914,498 |
| Solid Waste | 3,097,030 | - | - | 3,097,030 | (1,848,753) | 1,248,277 |
| Total Restricted Reserves | 152,679,266 | 10,000 | - | 152,689,266 | (44,998,389) | 107,690,877 |
| Social, Economic, & Environmental Reserves | | | | | | |
| Operating Project Carry Forward | 548,240 | - | (132,094) | 416,146 | (416,146) | - |
| Economic Development | 7,583,449 | - | - | 7,583,449 | (2,072,311) | 5,511,138 |
| Disaster Response | 1,218,422 | - | - | 1,218,422 | - | 1,218,422 |
| Green View FCSS | 101,200 | - | - | 101,200 | - | 101,200 |
| Operating Contingency | 5,531,319 | - | - | 5,531,319 | (24,605) | 5,506,714 |
| Greenview Seniors Funding | - | - | - | - | - | - |
| Health and Dental Benefit | - | 147,085 | - | 147,085 | - | 147,085 |
| Total Social, Economic, & Environmental Reserves | 14,982,631 | 147,085 | (132,094) | 14,997,621 | (2,513,062) | 12,484,559 |
| Planning & Development | | | | | | |
| Developer Contributions | 24,281 | - | - | 24,281 | - | 24,281 |
| Total Planning & Development Reserves | 24,281 | - | - | 24,281 | - | 24,281 |
| Total All Reserves | \$ 179,299,067 | \$ 157,085 | \$ (311,674) | \$ 179,144,478 | \$ (51,961,634) | \$ 127,182,844 |

Title: Financial Reporting

Policy No: 9501

Effective Date: March 12, 2024

Motion Number: 24.03.120

Supersedes Policy No: 1500

Department: Finance

Review Date: March, 2027



Legal References:

Municipal Government Act, R.S.A. 2000, c.M-26, Part 8.

Cross References:

Bylaw 22-899 "Audit Committee"
Policy 1016 "Budget Development Process"

Purpose: 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.

1. DEFINITIONS

- 1.1. **Act** means the Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26 and any amendments.
- 1.2. **Capital Budget** means the approved budget for the current year covering purchases of tangible capital assets.
- 1.3. **Council** means the Reeve and Councillors of the Municipal District of Greenview No. 16.
- 1.4. **Greenview** means the Municipal District of Greenview No. 16.
- 1.5. **Operating Budget** means the approved budget for the current year covering annual operating expenditures such as wages, supplies, equipment, etc.
- 1.6. **Restricted Surplus** means amounts Council has designated towards a specific purpose.
- 1.7. **Restricted Surplus Report** means a report on restricted surplus balances and will include balance forwards from prior years, estimated reductions and estimated increases in the current year.
- 1.8. **Variance Report** means a report showing the budgeted amounts, actual amounts and the difference between the two reported as both dollar and percentage variances.

2. POLICY STATEMENT

- 2.1 Council must be made aware of certain aspects of the financial operations of Greenview as often as Council directs in accordance with the Act.
- 2.2 Council should be made aware of other aspects respecting the financial position of Greenview on a regular basis.

3. PROCEDURE

3.1. Quarterly Reports:

- A) Council shall be presented, as information, a quarterly report at a regular Council meeting for each three-month period ending March 31, six-month period ending June 30, and nine month ending September 30.
- B) The quarterly reports will include:
 - i. An analysis of year-to-date results compared to the Operating Budget. Financial information will be provided on a summarized basis by department;
 - ii. An analysis of year-to-date results compared to the Capital Budget. Financial information will be provided by project; and,
 - iii. A restricted surplus report.
- C) The quarterly reports shall be presented to Council following the end of each quarter at the first regular Council Meeting in May, August, and November.

3.2. Annual Report:

- A) Council shall be presented an annual report for information at a regular Council meeting for each year ending on December 31.
- B) The annual report will include:
 - i. An analysis of annual results compared to the Operating Budget. Financial information will be provided on a summarized basis by department;
 - ii. An analysis of annual results compared to the Capital Budget. Financial information will be provided by project; and,
 - iii. A restricted surplus report.
- C) The annual report shall be presented to Council on or before March 31 of the following year.

3.3. Financial Statements:

- A) Once the annual audit is complete, Greenview’s Auditor will present the Audited Financial Statements and Audit Report to Council at a Regular Council meeting.

4. COUNCIL RESPONSIBILITIES

- 4.1 Council will review the reports as presented to ensure a general familiarity with the financial information provided.

5. ADMINISTRATION RESPONSIBILITIES

- 5.1 Administration shall prepare the reports and respond to any questions on the information contained in the reports.



REQUEST FOR DECISION

SUBJECT: Write-off Taxes Owing for Grants in Place of Taxes Properties
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 14, 2024 CAO: MANAGER: CG
DEPARTMENT: FINANCE DIR: EK PRESENTER: SAW
STRATEGIC PLAN: Economy LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – In accordance with sections 347(1) and 366(1) of the Municipal Government Act

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to write-off the balances owing in the amount of \$29,964.50 on the 2023 Grants in Place of Taxes properties, with the expense to come from Corporate Services' 2024 budget.

BACKGROUND/PROPOSAL:

Government of Alberta owned properties are exempt from property tax. However, they award municipalities with a grant for a portion of the calculated yearly levy. This payment acknowledges the benefits from municipal services provided to these properties.

As per the Provincial budget for 2022-2023, the Grants in Place of Taxes (GIPOT) applications were approved for a payment at 50% of the eligible amount.

GIPOT accounts within Greenview's financial system will require the balance of the calculated levy to be written off instead of carrying balances forward that will never be paid.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the property tax accounts will be cleaned up and show the true balance for these accounts.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion; however, Administration does not recommend this action as it will result in tax receivables and revenues being overstated in the financial reporting.

FINANCIAL IMPLICATION:

Direct Costs: \$29,964.50 expensed as Allowances under Corporate Services in 2024.

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 write-off the balances on the Grants in Place of Taxes properties if motion is approved by Council.

ATTACHMENT(S):

- MGA 347(1)
- MGA 366(1)
- Spreadsheet of Accounts

Cancellation, reduction, refund or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
 - (b) cancel or refund all or part of a tax;
 - (c) defer the collection of a tax.
- (2)** A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

Grants in place of taxes

366(1) Each year a municipality may apply to the Crown for a grant if there is property in the municipality that the Crown has an interest in.

(2) The Crown may pay to the municipality a grant not exceeding the amount that would be recoverable by the municipality if the property that the Crown has an interest in were not exempt from taxation under this Division.

(3) When calculating a grant under this section, the following must not be considered as Crown property unless subsection (4) applies:

- (a) property listed in section 298;
- (b) museums and historical sites;
- (c) public works reserves;
- (d) property used in connection with academic, trade, forestry or agricultural schools, colleges or universities, including student dormitories;
- (e) property used in connection with hospitals and institutions for mentally disabled persons;
- (f) property owned by an agent of the Crown in respect of which another enactment provides for payment of a grant in place of a property tax;
- (g) property in respect of which the Crown is not the assessed person.

(4) If any of the property listed in subsection (3) is a single family residence, the property must be considered as Crown property when calculating a grant under this section.

(5) The Crown may pay a grant under this section in respect of property referred to in subsection (3)(g) if in the Crown's opinion it is appropriate to do so.

GRANTS IN PLACE OF 2023 TAXES

| ROLL | NAME | | LEVY | PAID | TO BE WROTE OFF |
|--------------|---|------------------------------------|---------------------|---------------------|------------------------|
| 33100 | DEPT LAND & FOREST | STAFF HOUSING | \$ 1,458.64 | \$ 729.32 | \$ 729.32 |
| 38460 | DEPT OF ENERGY & NATURAL RESOURCES | PUSKWASKA FORESTRY TOWER | \$ 919.13 | \$ 459.57 | \$ 459.56 |
| 39917 | DEPT LAND & FOREST | MUSREAU LAKE CABIN / BASE CAMP | \$ 58.25 | \$ 29.14 | \$ 29.11 |
| 39920 | DEPT LAND & FOREST | BALD MOUNTAIN TOWER & COTTAGE | \$ 464.73 | \$ 232.37 | \$ 232.36 |
| 40031 | DEPT LAND & FOREST | KAKWA AIRSTRIP | \$ 51.64 | \$ 25.82 | \$ 25.82 |
| 40258 | DEPT LAND & FOREST | PINTO MOUNTAIN LOOK OUT TOWER | \$ 420.37 | \$ 210.19 | \$ 210.18 |
| 40259 | DEPT LAND & FOREST | NOSE MOUNTAIN LOOKOUT TOWER | \$ 365.50 | \$ 182.76 | \$ 182.74 |
| 40261 | DEPT LAND & FOREST | TORRENS LOOKOUT TOWER | \$ 411.04 | \$ 205.52 | \$ 205.52 |
| 40262 | DEPT LAND & FOREST | GUNDERSON CREEK FOREST CABIN | \$ 38.84 | \$ 19.42 | \$ 19.42 |
| 46020 | HER MAJESTY/ENVIRONMENT & PARKS | GC | \$ 1,780.71 | \$ 890.36 | \$ 890.35 |
| 96582 | DEPT LAND & FOREST | BERLAND RIVER LOOKOUT TOWER | \$ 510.02 | \$ 255.02 | \$ 255.00 |
| 96658 | DEPT LAND & FOREST | SIMONETTE LOOKOUT TOWER | \$ 234.68 | \$ 117.35 | \$ 117.33 |
| 97088 | DEPT LAND & FOREST | SWEATHOUSE LOOKOUT TOWER | \$ 287.13 | \$ 143.57 | \$ 143.56 |
| 104242 | DEPT LAND & FOREST | HUCKLEBERRY LOOKOUT TOWER | \$ 388.34 | \$ 194.17 | \$ 194.17 |
| 104245 | DEPT LAND & FOREST | ECONOMY CREEK LOOKOUT TOWER | \$ 883.13 | \$ 441.57 | \$ 441.56 |
| 104247 | DEPT ENERGY & NATURAL RESOURCES | SMOKY LOOKOUT TOWER | \$ 680.46 | \$ 340.20 | \$ 340.26 |
| 104249 | DEPT ENERGY & NATURAL RESOURCES | GOOSE RIVER LOOKOUT TOWER | \$ 175.00 | \$ 87.50 | \$ 87.50 |
| 104259 | DEPT ENERGY & NATURAL RESOURCES | FOREST EAGLE LOOKOUT TOWER | \$ 229.74 | \$ 114.87 | \$ 114.87 |
| 104267 | DEPT ENERGY & NATURAL RESOURCES | PASS CREEK LOOKOUT TOWER | \$ 365.34 | \$ 182.68 | \$ 182.66 |
| 104345 | DEPT ENERGY & NATURAL RESOURCES | SNUFF TOWER SITE | \$ 518.44 | \$ 259.22 | \$ 259.22 |
| 117375 | DEPT OF LAND & Forest | YOUNGS POINT PROVINCIAL PARK | \$ 769.72 | \$ 384.86 | \$ 384.86 |
| 117381 | DEPT LAND & FOREST | VALLEYVIEW STAGING CAMP & AIRSTRIP | \$ 2,357.95 | \$ 1,178.98 | \$ 1,178.97 |
| 151528 | HER MAJESTY/ MINISTER OF INFRASTRUCTURE | OLD GOVERNMENT BUILDING SITE | \$ 1,267.63 | \$ 633.82 | \$ 633.81 |
| 232962 | DEPT ENERGY & NATURAL RESOURCES | HELIPAD & CABIN SITE | \$ 79.00 | \$ 39.50 | \$ 39.50 |
| 233116 | DEPT ENERGY & NATURAL RESOURCES | FIREFIGHTER BASE CAMP | \$ 5,291.61 | \$ 5,291.61 | \$ - |
| 237220 | DEPT ENERGY & NATURAL RESOURCES | FRYING PAN CREEK STAGING AREA | \$ 119.49 | \$ 59.75 | \$ 59.74 |
| 239302 | DEPT ENERGY & NATURAL RESOURCES | FOX CREEK FIRE BASE | \$ 3,246.00 | \$ 1,623.00 | \$ 1,623.00 |
| 239324 | DEPT ENERGY & NATURAL RESOURCES | KAKWA STAGING AREA | \$ 500.76 | \$ 250.38 | \$ 250.38 |
| 292693 | DEPT OF TRANSPORTATION | SAND & GRAVEL REMOVAL AREA | \$ 105.40 | \$ 52.70 | \$ 52.70 |
| 308689 | RIDGEVALLEY SENIORS ASSISTANCE | | \$ 6,261.15 | \$ 2,543.86 | \$ 3,717.29 |
| 309506 | AB SUSTAINABLE RESOURCE DEVELOPMENT | GRAHAM FIRE BASE | \$ 3,112.21 | \$ 1,556.11 | \$ 1,556.10 |
| 309782 | AB INFRASTRUCTURE | KAKWA LOOKOUT TOWER | \$ 354.97 | \$ 177.49 | \$ 177.48 |
| 311080 | DEPT FORESTRY & WILDLIFE | TWO LAKES FORESTRY AIRSTRIP | \$ 69.17 | \$ 34.59 | \$ 34.58 |
| 319131 | SUSTAINABLE RESOSURCES DEVELOPMENT | VALLEYVIEW PROV GRAZING LEASE | \$ 2,056.16 | \$ 1,028.08 | \$ 1,028.08 |
| 346000 | HER MAJESTY | GC PROVINCIAL BUIDING | \$ 19,531.96 | \$ 9,332.25 | \$ 10,199.71 |
| 395000 | HER MAJESTY/ ENVIRONMENT & PARKS | GC FORESTRY OFFICE / HOUSING | \$ 7,815.58 | \$ 3,907.79 | \$ 3,907.79 |
| TOTAL | | | \$ 63,179.89 | \$ 33,215.39 | \$ 29,964.50 |



REQUEST FOR DECISION

SUBJECT: Community Organization Property Tax Exemption Regulation (COPTER)
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 14, 2024 CAO: MANAGER: CG
DEPARTMENT: FINANCE DIR: EK PRESENTER: SAW
STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Section 326(1)(n)(iv) of the Municipal Government Act

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the application for Property Tax Exemption for the 2024 and 2025 tax years for Roll 308689.

BACKGROUND/PROPOSAL:

The Municipal Government Act Section 362(1) allows exemptions for government, churches, and other nonprofit organizations. According to the Property Tax Exemptions in Alberta Guide, if a property tax exemption has been granted to a nonprofit organization, the Municipality may waive the application requirements for up to three consecutive taxation years.

November 22, 2022, Council approved the exemption of nonprofits for the three consecutive years; thus, they will have to apply again for the exemption September 2025. An application for Roll 308689 was not received; yet does qualify for the COPTER program. Administration would like to include this tax roll with the same deadline to bring them all to Council at the same time.

MOTION: 22.11.726 Moved by: DEPUTY REEVE BILL SMITH

Council approve the application for Property Tax Exemption for the 2023, 2024, 2025 taxation year for tax rolls 186993, 40296, 40529,309616, 40174, 234607, 1038000 and 1074000, 233084, 179105, 317022.

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

CARRIED

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the organization will continue to provide services to the community without the added costs of property taxes.

2. The benefit of Council accepting the recommended motion is the organization is included in the same schedule as other COPTER exemptions which saves time for Council and Administration.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the request for property tax exemption; however, Administration does not recommend this action due to the nonprofit status of this organization.

FINANCIAL IMPLICATION:

Based on the 2023 residential mill rate the property tax implications would be \$3,717.29 per tax year.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will request a 2024 tax year assessment change and advise the organization that they will have to reapply before September 30, 2025, to maintain the COPTER exemption, if Council approves the motion.

ATTACHMENT(S):

- MGA 362(1)(n)(iv)
- COPTER Application
- Annual Return
- Certificate of Incorporation
- Land Title Certificate

- (c) environmental reserves, conservation reserves, municipal reserves, school reserves, municipal and school reserves and other undeveloped property reserved for public utilities.

RSA 2000 cM-26 s361;2017 c13 s1(34)

Exemptions for Government, churches and other bodies

362(1) The following are exempt from taxation under this Division:

- (a) any interest held by the Crown in right of Alberta or Canada in property other than property that is held by a Provincial corporation as defined in the *Financial Administration Act*;
- (b) property held by a municipality, except the following:
 - (i) property from which the municipality earns revenue and which is not operated as a public benefit;
 - (ii) property that is operated as a public benefit but that has annual revenue that exceeds the annual operating costs;
 - (iii) an electric power system;
 - (iv) a telecommunications system;
 - (v) a natural gas or propane system located in a hamlet, village, summer village, town or city or in a school division that is authorized under the *Education Act* to impose taxes and has a population in excess of 500 people;
- (c) property, other than a student dormitory, used in connection with school purposes and held by
 - (i) the board of trustees of a school division,
 - (i.1) the Francophone regional authority of a Francophone education region established under the *Education Act*,
 - (i.2) the operator of a charter school established under the *Education Act*, or
 - (ii) the person responsible for the operation of a private school registered under the *Education Act*;
- (d) property, other than a student dormitory, used in connection with educational purposes and held by any of the following:

- (i) the board of governors of a university, polytechnic institution or comprehensive community college under the *Post-secondary Learning Act*;
- (ii) the governing body of an educational institution affiliated with a university under the *Post-secondary Learning Act*;
- (iii) a students association or graduate students association of a university under the *Post-secondary Learning Act*;
- (iv) a students association of a polytechnic institution or comprehensive community college under the *Post-secondary Learning Act*;
- (v) the board of governors of the Banff Centre under the *Post-secondary Learning Act*;
- (e) property, other than a student dormitory, used in connection with hospital purposes and held by a hospital board that receives financial assistance from the Crown;
- (f) property held by a regional services commission;
- (g) repealed by RSA 2000;
- (g.1) property used in connection with health region purposes and held by a health region under the *Regional Health Authorities Act* that receives financial assistance from the Crown under any Act;
- (h) property used in connection with nursing home purposes and held by a nursing home administered under the *Nursing Homes Act*;
- (i) repealed 1998 c24 s29;
- (j) property used in connection with library purposes and held by a library board established under the *Libraries Act*;
- (k) property held by a religious body and used chiefly for divine service, public worship or religious education and any parcel of land that is held by the religious body and used only as a parking area in connection with those purposes;
- (l) property consisting of any of the following:
 - (i) a parcel of land, to a maximum of 10 hectares, that is used as a cemetery as defined in the *Cemeteries Act*;

- (ii) any additional land that has been conveyed by the owner of the cemetery to individuals to be used as burial sites;
- (iii) any improvement on land described in subclause (i) or (ii) that is used for burial purposes;
- (m) property held by
 - (i) a foundation constituted under the *Senior Citizens Housing Act*, RSA 1980 cS-13, before July 1, 1994, or
 - (ii) a management body established under the *Alberta Housing Act*,

and used to provide senior citizens with lodge accommodation as defined in the *Alberta Housing Act*;
- (n) property that is
 - (i) owned by a municipality and held by a non-profit organization in an official capacity on behalf of the municipality,
 - (ii) held by a non-profit organization and used solely for community games, sports, athletics or recreation for the benefit of the general public,
 - (iii) used for a charitable or benevolent purpose that is for the benefit of the general public, and owned by
 - (A) the Crown in right of Alberta or Canada, a municipality or any other body that is exempt from taxation under this Division and held by a non-profit organization, or
 - (B) by a non-profit organization,
 - (iv) held by a non-profit organization and used to provide senior citizens with lodge accommodation as defined in the *Alberta Housing Act*, or
 - (v) held by and used in connection with a society as defined in the *Agricultural Societies Act* or with a community association as defined in the regulations,

and that meets the qualifications and conditions in the regulations and any other property that is described and that meets the qualifications and conditions in the regulations;
- (o) property

Application for Property Tax Exemption Non Profit Organization

**Application deadline September 30th of
the year preceding the taxation year**

FOR OFFICE USE ONLY

| | | | | | | | | |
|---|-----|-------|-----------------|------|------|---------------------|-------|------|
| Property Roll Identifier | | | | | | Taxation Year | Date | |
| Roll # 308689 RIDGEVALLEY SENIORS ASSIST. SOCIETY | | | | | | 2024 | | |
| Legal Description | Lot | Block | Plan | Part | Sec. | Township | Range | Mer. |
| | C | | 9421937 | SE | 22 | 71 | 26 | 5 |
| Municipal Property Address | | | | | | | | |
| 26230 TWP RD 713 | | | | | | | | |
| Total Assessment | | | Land Assessment | | | Building Assessment | | |
| | | | | | | 739,080 | | |

PART 1 – PROPERTY INFORMATION (~~Required by November 30th of the year preceding the taxation year~~)

| | | | |
|---|--|---|---|
| Name of property owner | | Telephone Number (Bus) | Telephone Number (Res) |
| Ridgevalley Seniors Assistance Society | | 780-957-2372 | |
| Address of property owner | | Postal Code | Fax Number |
| 26230 Twp Rd 713 | | T0H 0Y0 | 780-957-3333 |
| Address of property for which exemption is requested | | | |
| 26230 Twp Rd 713 | | | |
| Portion/Area of the property held by the organization <input checked="" type="checkbox"/> All <input type="checkbox"/> Part Area Occupied is: | | | |
| Is there an agreement in place that confirms the portion of the property held by the organization? | | <input type="checkbox"/> Yes If yes, provide expiry date _____ (mm / dd / yyyy) | Date organization took occupancy (mm / dd / yyyy) |
| | | <input type="checkbox"/> No | |

PART 2 – ORGANIZATION INFORMATION

| | | | |
|--|--|---|--------------|
| Name of organization operating the facility | | Telephone Number (Bus) | Fax Number |
| Ridgevalley Seniors Assistance Society | | 780-957-2372 | 780-957-3333 |
| Act under which organization is registered as a non-profit organization | | Registration Number | |
| Alberta Societies Act | | 5014933138 | |
| Organization's objectives/purposes | | | |
| 1. Senior Care Community | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| a) Are the resources of this organization devoted to the above objectives/purposes? | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, attach explanation | |
| b) Are there any monetary gains or benefits received by the organization as a result of its provision of services? | | <input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No | |
| c) Does your organization expect to move from this property during the following year(s)? | | <input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No | |
| d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages? | | <input type="checkbox"/> Yes If Yes, attach explanation <input checked="" type="checkbox"/> No | |
| e) Are the organization's services similar to any other organization and /or business? | | <input type="checkbox"/> Yes If Yes, attach a sheet providing the organization/business name(s) | |
| | | <input type="checkbox"/> No <i>Not Locally</i> | |

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? Yes No

If yes, do you operate this area? Yes No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? Yes If yes, enclose copy No Class Area (Sq.Ft)

PART 4 – PROPERTY USE INFORMATION specific to a non profit organization

What facilities are on the property?
 1. Senior Care Home
 2. 2-Duplexes
 3.
 4.

What times are they accessible to the general public? What are the membership requirements including fees?

Describe the purpose for which the facility is used. Describe the typical beneficiary and where they reside.
Senior Care

Are there any restrictions in place preventing anyone from using the facility? Yes No

If there are restrictions, explain *We accept all seniors that we have room for.*

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? General Public Members

PART 5 – CONTACT INFORMATION

| | | | |
|---|--|---|---|
| Contact Name <i>Arlin Laanen</i> | Position with Organization <i>Administrator</i> | Telephone Number (Bus) <i>780-957-2372</i> | Telephone Number (Res) <i>[Redacted]</i> |
| Mailing Address for non profit organization <i>RR1 Site 1 Box 9 Crooked Creek AB</i> | | Postal Code <i>70114 040</i> | Fax Number <i>780-957-3333</i> |
| President of Organization <i>Ray Thiessen</i> | Telephone Number (Bus) | Telephone Number (Res) <i>[Redacted]</i> | Fax Number |
| Treasurer of Organization <i>Les Toews</i> | Telephone Number (Bus) | T <i>[Redacted]</i> | Fax Number |

PART 6 – REQUIRED INFORMATION – please ensure the following are submitted as attachments

- 1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
- 2) Copies of:
 - The organizations most current financial statements,
 - Certificate of Title (if applicable),
 - The current lease agreement with the property owner (if applicable),
 - A plan showing the area leased.
- 3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
- 4) Any available brochures, newsletters or other pertinent information relative to the organization.
- 5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Arlin Laanen *April 16/24* *Administrator* *[Signature]*
 Name (Please Print) Date Position Signature

Certified Copy

ANNUAL RETURNS FOR SOCIETY AND NON-PROFIT COMPANY - Proof of Filing

Alberta Amendment Date: 2024/01/17

RIDGEVALLEY SENIORS ASSISTANCE SOCIETY
RR 1 SITE 1 BOX 9
CROOKED CREEK, ALBERTA
T0H0Y0

Service Request Number: 41276037
Corporate Access Number: 5014933138
Business Number:
Legal Entity Name: RIDGEVALLEY SENIORS ASSISTANCE SOCIETY
Legal Entity Type: Alberta Society
Legal Entity Status: Active
Registration Date: 2009/09/29

This confirms the Annual Return for 2023 has been filed as of 2024/01/17.

Officer / Director / Branch

Status: Active
Relationship to Legal Entity: Treasurer
Individual / Legal Entity Type: Individual
Last Name / Legal Entity Name: ISAAC
First Name: RYAN
Street / Box Number: RR 1
City: CROOKED CREEK
Province: ALBERTA
Postal Code: T0H0Y0

Status: Active
Relationship to Legal Entity: Secretary
Individual / Legal Entity Type: Individual
Last Name / Legal Entity Name: KLASSEN
First Name: LEO

Street / Box Number: RR 1
City: CROOKED CREEK
Province: ALBERTA
Postal Code: T0H0Y0
Status: Active
Relationship to Legal Entity: Vice Chair
Individual / Legal Entity Type: Individual
Last Name / Legal Entity Name: BOESE
First Name: MAYNARD
Street / Box Number: RR 2
City: SEXSMITH
Province: ALBERTA
Postal Code: T0H3C0
Status: Active
Relationship to Legal Entity: Chair
Individual / Legal Entity Type: Individual
Last Name / Legal Entity Name: THIESSEN
First Name: RAY
Street / Box Number: BOX 430
City: DEBOLT
Province: ALBERTA
Postal Code: T0H1B0

Attachment

| Attachment Type | Microfilm Bar Code | Date Recorded |
|-----------------------------------|--------------------|---------------|
| Annual Return/Financial Statement | 10000607135490353 | 2024/01/17 |

REGISTERED ADDRESS

Legal Description: SE-Q 22 71 26 W5

RECORDS ADDRESS

Legal Description: SE-Q 22 71 26 W5

ADDRESS FOR SERVICE BY MAIL

Post Office Box: RR 1 SITE 1 BOX 9
City: CROOKED CREEK
Province: ALBERTA
Postal Code: T0H0Y0
Email Address: ADMIN@RIDGEVALLEYHOME.CA

Registration Authorized By: RIDGEVALLEY SENIORS ASSISTANCE SOCIETY -

AGENT OF CORPORATION

The Registrar of Corporations certifies that the information contained in this proof of filing is an accurate reproduction of the data contained in the specified service request in the official public records of Corporate Registry.

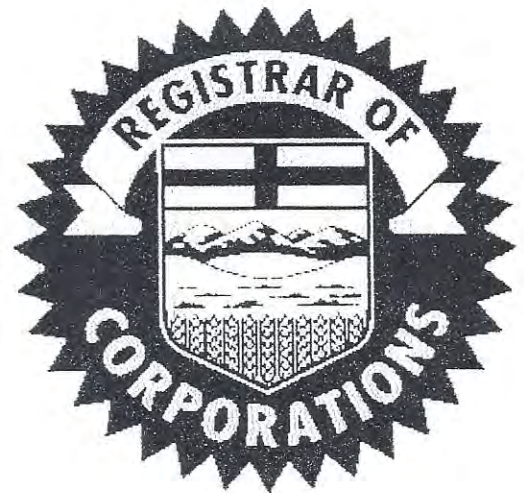
CORPORATE ACCESS NUMBER: 5014933138

Alberta

SOCIETIES ACT

**CERTIFICATE
OF
INCORPORATION**

**RIDGEVALLEY SENIORS ASSISTANCE SOCIETY
WAS INCORPORATED IN ALBERTA ON 2009/09/29.**



INCORPORATE SOCIETY - Registration Statement

Alberta Registration Date: 2009/09/29

Corporate Access Number: 5014933138

Service Request Number: 13716259
Society Name Type: Named Society Name
Society Name: RIDGEVALLEY SENIORS ASSISTANCE SOCIETY

REGISTERED ADDRESS

Street:
Legal Description: SE-Q 22 71 26 W5
City:
Province:
Postal Code:

RECORDS ADDRESS

Street:
Legal Description: SE-Q 22 71 26 W5
City:
Province:
Postal Code:

ADDRESS FOR SERVICE BY MAIL

Post Office Box: RR 1, SITE 1, BOX 9
City: CROOKED CREEK
Province: ALBERTA
Postal Code: T0H 0Y0
Internet Mail ID:

Fiscal Year End: 12/31
CAN of Entity Providing Undertaking:
Undertaking Date:

Future Dating Required:
Registration Date: 2009/09/29

Attachment

| Attachment Type | Microfilm Bar Code | Date Recorded |
|-----------------|--------------------|---------------|
|-----------------|--------------------|---------------|

| | | |
|-------------------|-------------------|------------|
| Bylaws | 10000107106193836 | 2009/09/29 |
| Notice of Address | 10000607106193834 | 2009/09/29 |
| Application | 10000307106193835 | 2009/09/29 |
| Nuans | 10000807106193833 | 2009/09/29 |

**Registration Authorized By: CLEMENT FROESE
INCORPORATOR**



LAND TITLE CERTIFICATE

S

| | | |
|--------------|-------------|--------------|
| LINC | SHORT LEGAL | TITLE NUMBER |
| 0026 059 568 | 9421937;;C | 112 053 828 |

LEGAL DESCRIPTION

PLAN 9421937
 LOT C
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 4.45 HECTARES (11 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
 ATS REFERENCE: 5;26;71;22;SE

MUNICIPALITY: MUNICIPAL DISTRICT OF GREENVIEW NO. 16

REFERENCE NUMBER: 942 184 103 +2

| REGISTERED OWNER(S) | | | | |
|---------------------|------------|------------------|-----------|---------------|
| REGISTRATION | DATE (DMY) | DOCUMENT TYPE | VALUE | CONSIDERATION |
| 112 053 828 | 25/02/2011 | TRANSFER OF LAND | \$500,000 | \$1 |

OWNERS

RIDGEVALLEY SENIORS ASSISTANCE SOCIETY.
 OF RR 1, SITE 1, BOX 9
 CROOKED CREEK
 ALBERTA T0H 0Y0

ENCUMBRANCES, LIENS & INTERESTS

| REGISTRATION | | |
|--------------|--------------|---|
| NUMBER | DATE (D/M/Y) | PARTICULARS |
| 762 005 877 | 12/01/1976 | UTILITY RIGHT OF WAY GRANTEE - EAST SMOKY GAS CO-OP LTD. " AFFECTS PART OF THIS TITLE " |
| 082 552 699 | 29/12/2008 | CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - EAST SMOKY GAS CO-OP LTD. BOX 118, CROOKED CREEK ALBERTA T0H0Y0 |

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
112 053 828

REGISTRATION

| NUMBER | DATE (D/M/Y) | PARTICULARS |
|-------------|--------------|--|
| 182 035 217 | 08/02/2018 | UTILITY RIGHT OF WAY GRANTEE - MUNICIPAL DISTRICT OF GREENVIEW NO. 16. AS TO PLAN 1723541 |
| 202 193 819 | 09/09/2020 | MORTGAGE MORTGAGEE - CANADIAN IMPERIAL BANK OF COMMERCE. 9933 - 100TH AVENUE GRANDE PRAIRIE ALBERTA T8V0V1 ORIGINAL PRINCIPAL AMOUNT: \$4,500,000 |
| 202 193 820 | 09/09/2020 | CAVEAT RE : ASSIGNMENT OF RENTS AND LEASES CAVEATOR - CANADIAN IMPERIAL BANK OF COMMERCE. 9933 - 100TH AVENUE GRANDE PRAIRIE ALBERTA T8V0V1 AGENT - P JASON FORBES |

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 11 DAY OF MARCH, 2021 AT 10:35 A.M.

ORDER NUMBER: 41199992

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

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REQUEST FOR DECISION

SUBJECT: Amendment of Motions - Greenview Regional Multiplex – Fieldhouse Air Conditioning Tender Award

SUBMISSION TO: REGULAR COUNCIL MEETING **REVIEWED AND APPROVED FOR SUBMISSION**
MEETING DATE: May 14, 2024 **CAO:** **MANAGER:**
DEPARTMENT: COMMUNITY SERVICES **DIR:** MH **PRESENTER:** MH
STRATEGIC PLAN: Governance **LEG:** SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council amend Motion 24.03.171 and Motion 24.03.172 to have funds come out of the Unrestricted Reserves for Capital Project RE2317 instead of the Community Services Capital Reserve.

BACKGROUND/PROPOSAL:

At the Council meeting held on March 26, 2024, two Motions were approved, allocating funds from the Community Services Capital Reserves.

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

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

However, in the preparation of the RFD at that time, the finance team was not consulted when making the recommended motion for funding and the wrong reserve was quoted. There is in fact no Community Services Capital Reserve. Therefore, Administration is asking Council to amend both motions to allocate funds from the Unrestricted Reserve. This will ensure that there are no questions in the future, through the auditing process, of the correct location that the funding should be allocated.

The approval of the contract was made in an additional motion, however, did not refer to the funding source and does not require any amendments.

As a future precaution, a member of finance will participate in the RFD review prior to motions being presented to Council.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended Motion is that the adjustment will ensure transparency and compliance during the auditing process.
2. The benefit of Council accepting the recommended Motion is that Administration will be able to sign the contract.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council can choose not to approve the Motion, but Administration doesn't recommend doing this action due to the absence of a Community Services Capital Reserve.

FINANCIAL IMPLICATION:

The recommended Motion will require Administration to allocate funds appropriately into the Unrestricted Reserve, aligning with the amended Motions if approved by Council.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision Administration will follow through with Council's recommendation and inform finance personnel of Council's decision.

ATTACHMENT(S): N/A



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | 2023 Annual Greenview Agricultural Service Board Report | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: SK |
| DEPARTMENT: | AGRICULTURE | DIR: MH | PRESENTER: SK |
| STRATEGIC PLAN: | Governance | LEG: | |

RELEVANT LEGISLATION:

Provincial: *Agricultural Service Board Act, RSA 2000, Ch. A-10*

Council Bylaw/Policy: Bylaw 97-224: Agricultural Service Board Establishment, Policy 6310: ASB

RECOMMENDED ACTION:

MOTION: That Council accept the 2023 Greenview Agricultural Service Board report for information, as presented.

BACKGROUND/PROPOSAL:

Within Bylaw 97-224: Agricultural Service Board Establishment, there is a requirement for the Board to provide a summary of activities to Greenview Council annually.

On March 27, the ASB made the following motion:

MOTION: That the Agricultural Service Board recommend Council accept the 2023 Greenview Agricultural Service Board report for information, as presented.

Attached is the 2023 Agricultural Services Board report for Council information.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the Council accepting the recommended motion is that the Council will be aware of the activities and accomplishments of the Agricultural Service Board in 2023.
2. The benefit of Council accepting the recommended motion is that Council acknowledges that the Agricultural Service Board fulfilled the responsibilities as set out by the Agricultural Service Board Act and Bylaw 97-224.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There is no disadvantage to the recommended action.

ALTERNATIVES CONSIDERED:

Alternative #1:

FINANCIAL IMPLICATION:

There are no financial implications for the recommended action.

STAFFING IMPLICATION:

There is no staffing implication to the recommended action.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will ensure that the Annual Report is on Council's Agenda prior to March 31st in the future.

ATTACHMENT(S):

- 2023 Agricultural Services Annual Report

2023 Agricultural Service Board Report

Weed Inspections:

| Status | 2023 | % | 2022 | % | Variance from 2022 |
|----------------------------|------|-----|------|-----|--|
| Total Managed Infestations | 3058 | | 2648 | | 13.4% increase in managed infestations |
| Controlled | 2371 | 78% | 1780 | 67% | 24.9% Increase |
| Low Infestations | 434 | 14% | 361 | 14% | 16.8% Increase |
| Moderate Infestations | 196 | 6% | 258 | 10% | 24% decrease |
| Severe Infestations | 28 | .9% | 176 | 7% | 84% decrease |
| Extreme Infestations | 14 | .5% | 43 | 2% | 67.4% decrease |
| Not Contacted** | 15 | .5% | 30 | 1% | 50% decrease in not contacted |

***All cases rated 'not contacted' have now been contacted*

The trend from 2022 to 2023 indicates that more landowners are controlling their weeds. For 2023, Agricultural Services started our inspection season early, with phone calls to landowners with established infestations of Tall But ercup and Scentless Chamomile. This was a focus for the Lit le Smoky area. Most landowners are appreciative of the phone calls.

Our two Tall But ercup trial sites remained successful into 2023 and residents are happy to see the herbicides in action. The site that had the most comments was our late-season control site along Highway 43, south of Lit le Smoky.

The barrier for the pale-yellow iris control site was removed after 2 years of being deployed, with staff seeding the area to grass using a hydroseeding approach. This control site was implemented with the advice of the Provincial Aquatics Specialist and installed by our seasonal staff with assistance from Operations.

A toadflax biocontrol site, in partnership with the Agriculture and Agri-Food Canada Beaverlodge Research Farm, was established. The project is meant to determine the environmental limits of the agent. With the elevation and the lack of snow, propagation of the weevils was not seen in 2023. Communication with AAFC has indicated that establishment may take up to five years, so the department will continue monitoring.

Pest Inspections:

| Type | 2023 |
|---------------------------|------|
| Total Clubroot Insp. | 530 |
| New Clubroot Positive | 0 |
| Active Clubroot Notices | 14 |
| Total Clubroot Compliance | 100% |
| Grasshopper Survey | 25 |
| Bertha Army Worm | 2 |
| Diamondback Moth | 1 |
| Wheat Midge | 1 |

2023 Agricultural Service Board Report

The 2022 season clubroot pathotyping results were received in February of 2023 with two samples returning as 3H and 8N, one as 8D, and the last as 3D. 8D is a first-generation resistance breaking pathotype, with multiple commercially available resistant varieties that will provide resistance to subsequent canola crops. Due to this, the pest notice on the parcel is not indefinite. Inspections in 2023 found no new infestations of clubroot. Moving into 2024, Greenview will have 6 active notices remaining.

The department had two sites for Bertha Armyworm monitoring, one diamondback moth site, and one wheat midge site. The numbers reported from these sites are forwarded to the Alberta Pest Monitoring Network for forecasting. Greenview took part in provincial monitoring related to fusarium, root rot, karnal bunt, and other diseases. The results of these 5 samples sent to provincial pathologists will not be known until March.

Spray Data:

| Type | 2023 |
|-----------------------------|---------|
| Private Land Spray Complete | 103 |
| Fenceline Spray Complete | 143 |
| Annual Roadside Rotation | 1880 Km |
| Fall Thistle Pass | 491 Km |

With the 2023 Fall Thistle pass in the Crooked Creek/Ridgevalley area, Agricultural Services completed 143 Fenceline Spray Requests for the control of Canada Thistle. Agricultural Services will be assessing the 2023 control area to determine effectiveness of application. If the control was effective, the department will move forward with applications to address Canada Thistle along fencelines in the DeBolt area in 2024.

Problem Wildlife:

| PWO Cases | | |
|-----------|-----|-----------|
| | | Predation |
| 2021 | 86 | 15 |
| 2022 | 177 | 26 |
| 2023 | 162 | 42 |

In total, 248 problem beavers were removed and 35 dams blasted, complimented by additional dams removed by heavy equipment. In 2022, 8 coyotes have been removed from ratepayer lands with two sites being set for wolf trapping. The team continued approaching ratepayers who have had predation issues through 2023 into 2024 to offer assistance.

Reporting on harvests of problem predators on an annual basis makes it difficult to provide context of the success the team is seeing in the field. Trapping conditions through the mild winter have been challenging, as has sourcing bait through roadkill as the deer stay in the bush with plenty of access to browsing sources. Since the trapping season opened in October of 2023, the team have harvested 21 problem coyotes and 9 problem wolves. In 2021, 17% of the caseload was related to predation. In 2023, 26% of the caseload is related to predation. Ratepayers are beginning to see the program as a resource to assist.

2023 Agricultural Service Board Report

Extension and Outreach:

Extension Event Summary- In 2023 Agricultural Services hosted 11 extension events. For 10 events (not including one webinar which was a multi municipality partnership) there was a total attendance of 191 people. Of the 11 events there were 3 events in Grande Cache, 2 in Grovedale, 1 webinar, and the remainder were in Valleyview. Topics covered within the events are driven by participants evaluations, the Agricultural Service Board and Greenview Council.

191 people attended in the 10 in-person events, total. At each presentation there are 2 door prizes that are books on the related subject matter. Speakers received gifts and cards from Greenview. At every presentation there is always a large selection of take-home resources relevant to the subject matter. The Landcare Coordinator ensures there is a full table worth of information and handouts available at every presentation. At the end of every presentation, evaluation surveys are handed out for people to provide feedback and list any events they would like to see in the future. Overall, the average enjoyment rating was 8.7 out of 10. There was lots of great feedback, comments, and ideas for future events. Most people thought the events were worthwhile and would attend again in the future. Most of the people attending are from Greenview. Facebook is the most common way of knowing about the workshop, followed by friends, posters, and the website.

Programming Summary

Classroom Agriculture Program and Greenview Multiplex Summer Camps: 2 schools received presentations for a total of 90 grade 4 students. The Landcare Coordinator walked through the steps of how to make a pizza as an example and demonstrated how much agriculture and processing goes into making one meal. Agricultural producers provided pictures of their farms to have realistic pictures of what agriculture looks like in many different settings across Canada. For the second half of the presentation, the Landcare Coordinator walked through a day in my life as a rancher. To demonstrate, items were brought in to demonstrate and pass around the class. Things like hay and straw samples, salt, mineral, nutrition supplements, etc. Some things were brought to demonstrate, but were not allowed to be passed around were things like medications, empty medicine bottles, syringes, tubing bag, etc. The Landcare Coordinator put together take-home bags for each student that had a CAP booklet, stickers, temporary tattoos, and silly straws with farm animals on them.

GRASS Program

Greenview Riparian and Agricultural Sustainability Support (G.R.A.S.S.)

For the first year of this new program, Greenview began accepting applications in March. There were 3 approved applications. One in Grovedale, one in Little Smoky, and one in Sunset House. 2 applications were for solar watering systems and 1 was for exclusionary fencing of a wetland. This totaled to \$11 780.44 in Greenview funding with producers funding the other 50% of their project costs.

Shelterbelt

The shelterbelt program was almost completely sold out, with only a few trees left which were planted by Outdoor Recreation. This was a total of 7240 trees planted in Greenview. This is broken down into 1170 conifers (16%), 630 deciduous conifers (9%), 2220 deciduous (31%), 720 flowering (10%), and 2500 fruit (35%). Many varieties are native species. We released an updated fact sheet for the shelterbelt that show

2023 Agricultural Service Board Report

cased species-specific pictures dan information. Included in each order was a Greenview Tree Resource booklet, contact information for questions, and a fact sheet with tree planting guidelines.

Forage Sampling Program

The department began accepting forage samples on behalf of Peace Country Beef and Forage Association in September and the program ran until November. This year we shipped 40 feed samples from 12 different producers. This was a huge increase as in 2022 we shipped samples from 3 different producers for a total of 12 samples.

Agricultural Service Board:

In total, the Agricultural Service Board met 8 times in 2023. The monthly meetings were impacted by the wildfires in the spring and the chaotic agricultural production year, making quorum difficult through the summer.

During 2023, the following policies were reviewed by the Agricultural Service Board:

Policy 6308: Clubroot of Canola

The following policies, reviewed by the Agricultural Service Board in late 2022, were finalized in 2023:

Policy 6303: Weed Control

Policy 6302: Roadside Vegetation Management

In October, the Board had two new members-at-large and orientation to the responsibilities of ASB members occurred in September.

Greenview Rental Program: Equipment rentals from ratepayers were brisk in 2023 and featured an extended season due to the mild weather. In total, 862 rental days were realized. This is a 34.6% increase to the number of rental days.



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Appointment of Weed and Pest Inspectors, 2024 | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: SK |
| DEPARTMENT: | AGRICULTURE | DIR: MH | PRESENTER: SK |
| STRATEGIC PLAN: | Governance | LEG: SS | |

RELEVANT LEGISLATION:

Provincial (cite) – *Agricultural Pests Act*. Chapter A-8 RSA 2000 s.10(1), *Weed Control Act* Chapter W-5.1 RSA 2008 s.7 (1), *Pest and Nuisance Control Regulation* AR/184 2001, *Weed Control Regulation* AR 19/2010

Council Bylaw/Policy (cite) – Bylaw 22-894: Designated Noxious Weeds, Bylaw 22-895: Unlegislated Agriculture Pests

RECOMMENDED ACTION:

MOTION: That Council appoint the following employees as Pest and Weed Inspectors for the term of their employment: Dennis Haglund, Kathy Levesque, Mackenna Kohlman, Serena Eldridge, Michala Serediak, Sue LePage, Gwen Lewis, Wyatt Fournier, Allisen Craig, Kurt Kipling, Tingting Zhang, Grant Barrett, Vincent Morris, Judith Levesque, Shandi Tutt, Talin Mcleod, Liam Gray, Michelle Moulun, and Ryan Pratt.

MOTION: That Council appoint Josh Dickson as a Pest Inspector for the term of his employment.

BACKGROUND/PROPOSAL:

Greenview must appoint pest inspectors under the *Agricultural Pests Act* and weed inspectors under the *Weed Control Act* on an annual basis to be compliant with the applicable legislation. The inspectors typically are employed from May to September and their functions are to inspect for the species listed in the Pest and Nuisance Control Regulation and Weed Control Regulation, and in support of Greenview Bylaw 22-894: Designated Noxious Weeds and Bylaw 22-895: Unlegislated Agricultural Pests.

Josh Dickson, the Grovedale based Problem Wildlife Officer requires appointment under the *Agricultural Pests Act* to allow him to act as a Pest Inspector on behalf of Greenview as relates to regulated pest species such as wild boar, and regulated nuisance species, such as skunk and coyote.

Administration is confident that the above-mentioned employees will fulfill all the applicable duties associated with Greenview's Weed and Pest Control Program.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended motion is that Greenview will be appointing qualified employees to be compliant with the *Agricultural Pests Act* and *Weed Control Act* and in support of Greenview Bylaw 22-894 and Bylaw 22-895.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to deny or alter the recommended motion, however, Administration is recommending that the noted employees be appointed to carry out Agricultural Services functions for the 2024 season.

FINANCIAL IMPLICATION:

Direct Costs: The financial implications of the recommended motions would be seasonal wages for the employees, which has been included in the 2024 Greenview Operational Budget.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will proceed as required upon the recommended motions outcome.

ATTACHMENT(S): N/A



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Policy 6322 Greenview Riparian and Agricultural Sustainability Support | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: SK |
| DEPARTMENT: | AGRICULTURE | DIR: MH | PRESENTER: SK |
| STRATEGIC PLAN: | Environment | LEG: SS | |

RELEVANT LEGISLATION:

Provincial - Agricultural Operations Practices Act, R.S.A. 2000, c.A-7.

Council Bylaw/Policy - N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6322 “Greenview Riparian and Agricultural Sustainability Support” as presented.

BACKGROUND/PROPOSAL:

Policy 6322 is a new policy being proposed by Administration to provide guidelines for the existing Greenview Riparian and Agricultural Sustainability Support program and ensure it aligns with Greenview’s other financial support policies.

In 2022, the Greenview Riparian and Agricultural Sustainability Support program was proposed and approved by both the Agricultural Service Board (ASB) and Council. In 2023, its first year, the program saw three successful projects and assisted Greenview producers with over \$11,000 in funding. Until this point, this program has not been governed by a Greenview policy.

The program provides 50% funding of total project costs to a maximum of \$5,000 per project to producers who are seeking to complete projects which enhance or protect riparian or environmentally sensitive areas from potential negative effects caused by agricultural operations.

Eligible projects include:

- A) Offsite watering systems;
- B) Livestock or machinery watercourse crossings;
- C) Beaver pond levelers or exclusion fencing;
- D) Establishment or enhancement of vegetation along riparian areas;
- E) Fencing off dugouts or riparian areas (including portable electric fencing);
- F) Replacement or repairs to an existing fence, if placed in a riparian or environmentally sensitive area; and,
- G) Other projects that enhance or protect riparian or environmentally sensitive areas deemed acceptable to Greenview’s Manager of Agricultural Services.

Policy 6322 was presented to the Agricultural Services Board on March 27, 2024, and was approved with the following amendment:

- Section 3.3 Mile to kilometer conversions to be reviewed.

The Policy was approved as presented at the Policy Review Committee on April 10, 2024.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Greenview Riparian and Agricultural Sustainability Support will have defined program criteria established by Council policy.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended action.

ALTERNATIVES CONSIDERED:

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

ALTERNATIVE MOTION: That Council approve Policy 6322 “Greenview Riparian and Agricultural Sustainability Support” as amended.

FINANCIAL IMPLICATION:

The Greenview Riparian and Agricultural Sustainability Support is budgeted at \$30,000.00 for the 2024 fiscal year.

STAFFING IMPLICATION:

There is no staffing implication to the recommended action.

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

ATTACHMENT(S):

- Policy 6322 “Greenview Riparian and Agricultural Sustainability Support” (Draft)

Title: Greenview Riparian and Agricultural Sustainability Support

Policy No: 6322

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: New

Department: Agricultural Services

Review Date: (3 Years from approved)



Legal References:

Agricultural Operations Practices Act, R.S.A. 2000, c.A-7.

Cross References:

Not applicable

Purpose: To establish the parameters of the Greenview Riparian and Agricultural Sustainability Support (G.R.A.S.S). This support aims to financially assist producers by increasing environmental sustainability in agricultural production.

1. DEFINITIONS

- 1.1. **G.R.A.S.S.** means the Greenview Riparian and Agricultural Sustainability Support.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.
- 1.3. **Riparian** means the land adjacent to natural water bodies that when healthy, provides ecological benefits to the waterbody.

2. POLICY STATEMENT

- 2.1. Greenview recognizes that mitigating negative environmental impact caused by agricultural operations can put a financial burden on producers.
- 2.2. Producers may be eligible to enter into a funding agreement with Greenview Agricultural Services to alleviate financial hurdles related to environmental protection or enhancement of environmentally significant areas.
- 2.3. Projects must demonstrate an environmental need, and must enhance or protect riparian or environmentally sensitive areas from potential negative effects caused by agricultural operations.
- 2.4. Applications will be accepted year-round on a first-come-first-served basis until the budgetary maximum for that year has been reached.

3. GREENVIEW RIPARIAN AND AGRICULTURAL SUSTAINABILITY SUPPORT

- 3.1. In order to be eligible the applicant must be based within Greenview.
- 3.2. Funding arrangements shall be as follows:
 - A) Projects will be cost-shared between Greenview and the producer;
 - B) Greenview will fund a maximum of 50% of total project costs to a maximum of \$5,000.00 per project;

- C) Applicants in-kind contribution is limited to 25% of total project costs.
 - D) Applicants may seek additional sources of funding, however these sources must be disclosed to Greenview. Failure to disclose additional funding sources will result in disqualification from the program.
 - E) Applicant labour is considered an in-kind input and is valued at \$25.00 an hour
- 3.3. Where in-kind inputs are being reported for:
- A) Permanent fencing (bracing, pounding posts, stretching and stapling wire, and building gates), the amounts shall not exceed:
 - i. 3-strand barbed wire: 70 hours per mile (43 hours/km);
 - ii. 4-strand barbed wire: 75 hours per mile (~~47 120~~ hour/km).
 - B) Permanent electric fencing (bracing, pounding posts, stretching and installing insulators) shall not exceed:
 - i. One-wire fence: 30 hours per mile (19 hours/km);
 - ii. Two-wire fence: 35 hours per mile (21 hours/km);
 - iii. Three-wire fence: 40 hours per mile (25 hours/km);
 - iv. Four-wire fence: 45 hours per mile (28 hours/km);
 - C) Temporary electric fencing shall not exceed: 10 hours per mile (~~6 16~~ hours/km).
- 3.5. Projects must be completed in the same year that funding is applied for. Retroactive applications within the same year will be accepted provided the applicant is able to provide receipts and invoices for the project.
- 3.6. Projects must have all required municipal, provincial, and federal permits and approvals.
- 3.7. Projects located on rented land must have written permission from the landowner for all conditions within this program, including allowing:
- A) The applicant to apply for G.R.A.S.S.;
 - B) Greenview staff to access the land and conduct site assessments as detailed in this policy; and
 - C) Maintenance of the project for a minimum of five (5) years.
- 3.8. Greenview staff must be allowed access to the project site to conduct site assessments prior to the project start date, and three (3) and five (5) years after project completion.
- 3.9. Eligible project costs include, but are not limited to:
- A) Rental equipment;
 - B) Hired labour or contractors;
 - C) Purchase of materials; and
 - D) In-kind inputs.
- 3.10. Eligible projects include:
- A) Offsite watering systems;
 - B) Livestock or machinery watercourse crossings;
 - C) Beaver pond levelers or exclusion fencing;
 - D) Establishment or enhancement of vegetation along riparian areas;
 - E) Fencing off dugouts or riparian areas (including portable electric fencing);
 - F) Replacement or repairs to an existing fence, if placed in a riparian or environmentally sensitive area; and,
 - G) Other projects that enhance or protect riparian or environmentally sensitive areas deemed acceptable to Greenview's Manager of Agricultural Services.

- 3.11. Ineligible projects include:
 - A) New dugouts or wells;
 - B) Fencing not related to a riparian or environmentally sensitive area; and
 - C) Projects or upgrades required by subdivision or development rules or regulations.

4. APPLICANT RESPONSIBILITIES

- 4.1. Applicants are required to complete the G.R.A.S.S. application in the form determined by Greenview.
- 4.2. Applicants must ensure that their project adheres to the conditions listed within this policy.
- 4.3. Applicants, if not the landowner, must seek permission from the landowner for all conditions within this policy.
- 4.4. Applicants must allow Greenview staff to conduct site assessments as listed within this policy.
- 4.5. Applicants are responsible for providing their receipts and invoices for project costs.
- 4.6. Applicants are required to meet with Greenview to discuss and clarify details of the project.

5. COUNCIL RESPONSIBILITIES

- 5.1. Council is responsible for allocating funding to Greenview Riparian Agricultural Sustainability Support.

6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Administration shall annually prepare G.R.A.S.S. to accept applicants.
- 6.2. Administration will work with applicants to determine eligibility and ensure all program parameters have been satisfied.





REQUEST FOR DECISION

SUBJECT: Policy 3016 Greenview Evacuation Assistance Program
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 14, 2024 CAO: MANAGER:
DEPARTMENT: PROTECTIVE SERVICES DIR: MH PRESENTER: WB/LH
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 3016 “Greenview Evacuation Assistance Program” as presented.

BACKGROUND/PROPOSAL:

Greenview experienced an unprecedented wildfire season in 2023, causing portions of the municipality to be evacuated. Like most other municipalities, Greenview did not have any formal guidelines regarding how best to assist evacuated residents at the time of the declared State of Local Emergency and evacuation. This policy provides parameters for evacuation assistance to residents who are affected during a declared State of Local Emergency that results in evacuation.

In 2023 Greenview spent roughly \$800,000.00 assisting evacuees to cover the cost of accommodation, food, and other necessities. To ensure consistent compensation, Administration followed the rates established in Greenview’s existing Travel and Subsistence Policy.

The proposed policy offers slightly lower rates through a voucher system. The rates for restaurants are as follows: breakfast \$15.00, lunch \$20.00, and dinner \$25.00. A grocery voucher may also be provided at a rate of \$60.00 per day per family of 4. Further, there is a proposed ten (10) day maximum for compensation per evacuation event.

Although municipalities are not legally required to provide financial aid to residents who experience evacuations, Greenview strives to provide a high level of service and care to residents within the municipality.

Policy 3016 “Greenview Evacuation Assistance Program” was approved at the Policy Review Committee’s March 13th, 2024, meeting with the following amendments incorporated into the policy:

- 2.1 Further language that policy only applies to Greenview residents who register at a designated Greenview reception centre.
- Add definition for Greenview Residents
- 2.8 “Greenview” will not provide compensation. Residents may seek compensation from the province

- 2.8 Compensation will only be provided when Greenview initiated fire guards are made. Not directed by Alberta Fire or at the landowner's own choice
- Add map showing Forest Protection Area / non Forest Protection Area for Valleyview and DeBolt areas
- 4.5 Reduce meal voucher amounts by \$5.00

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration will have guidelines for any future evacuation scenarios.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to amend the policy.

ALTERNATIVE MOTION: That Council approve Policy 3016 "Greenview Evacuation Assistance Program" as amended.

FINANCIAL IMPLICATION:

The financial implications are dependent on the length and frequency of future evacuation events.

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 implement any amendments and will update registries to reflect the policy change.

ATTACHMENT(S):

- Policy 3016 “Greenview Evacuation Assistance Program” (Draft)
- Map of Alberta Forest Protection Area
- Map of Non-Forest Protection Area – DeBolt
- Map of Non-Forest Protection Area – Valleyview

Title: Greenview Evacuation Assistance Program

Policy No: 3016

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No (IF APPLICABLE):

Department: Fire-Rescue Services

Review Date: (3 Years from date approved)



Legal References:

Emergency Management Act, RSA 2000, c.E-6.8
 Local Authority Emergency Management Regulation, AR 203/2018

Forest and Prairie Protection Act, R.S.A 2000, c.F-19.

Cross References:

Bylaw 20-851 "Municipal Emergency Management Bylaw"

Purpose: The Municipal District of Greenview No 16 recognizes the immense stress that residents are under during an Evacuation Order. This policy provides parameters for evacuation assistance to residents who are affected during a declared State of Local Emergency that results in evacuations.

1. DEFINITIONS

- 1.1. **Act** means *Emergency Management Act, RSA 2000, cE-6.8*, as amended from time to time.
- 1.2. **Disaster** means an event within Greenview that results in serious harm to the safety, health or welfare of people or in widespread damage to property or the environment, that has led to the declaration of a State of Local Emergency.
- 1.3. **Disaster Recovery Program (DRP)** means the Province of Alberta’s program that provides financial assistance for uninsurable loss and damage caused by emergencies and disasters.
- 1.4. **Evacuee** means any persons required to evacuate under an evacuation order issued by Greenview.
- 1.5. **Evacuation Order** means a mandatory order issued by Greenview, requiring the impacted population to leave the specified area immediately.
- 1.6. **Greenview** means the Municipal District of Greenview No 16.
- 1.7. **Greenview Resident** means someone whose primary residence is within Greenview, but does not include the Town of Fox Creek, Valleyview, or Sturgeon Lake Cree Nation.
- 1.8. **Reception Center** means the designated location for evacuees to receive assistance during an evacuation order.

- 1.9. **State of Local Emergency (SOLE)** means a state of local emergency declared in accordance with the provisions of the Act and the Municipal Emergency Management Bylaw.

2. POLICY STATEMENT

- 2.1. Greenview **Residents who are** impacted by an Evacuation Order during a declared SOLE **and who register at a Greenview reception centre** may be eligible to apply for the Greenview Evacuation Assistance Program.
- A) Non-residents will only be eligible to receive assistance under the Evacuation Assistance Program if an active mutual aid agreement exists between Greenview and the municipality of the non-resident evacuee.
- 2.2. Evacuation assistance is not intended to cover all costs associated with a Disaster or Evacuation Order in Greenview, however, may provide compensation for essential needs not provided by the province and/or private insurance.
- 2.3. Payments under this Policy are considered “ex-gratia”, that is, there are no statutory entitlements to a given level of assistance.
- 2.4. Evacuation assistance does not provide full compensation but rather is intended to help eligible recipients recoup a portion of monies spent to evacuate and subsist temporarily outside of the area identified in the issued Evacuation Order.
- 2.5. Evacuation assistance does not cover the costs of non-essential items; anything that is or could be covered by another financial source, including insurance or other Greenview programs.
- 2.6. Eligible Evacuees may only receive a maximum of ten (10) days of assistance per event.
- 2.7. Vouchers will only be deemed valid once signed by a Greenview employee.
- 2.8. **Compensation for property damage will only be provided for Greenview initiated fire suppression damage outside of the Forest and Prairie Protection Area as per the Schedules attached to this policy. Residents may seek compensation from the Alberta Government for damage within the Forest and Prairie and Protection Area including, but not limited to, the following:**
- A) **Earth borrowing, fireguards, crop loss, or any other damage within the Forest and Prairie Protection Area;**
- B) **Damage or destruction of agricultural land, existing or future crops, or existing vegetation due to fire suppression at the direction of the Alberta Government; and**
- C) **Any fire suppression efforts made by a resident.**

~~Compensation for earth borrowing, fireguards and crop loss will not be provided if the landowner chooses or if Greenview is directed by the Alberta Government to do any of the following occur:~~

- ~~A) If the damage occurs within the Forest Protection Area;~~
- ~~B) If Greenview is directed by the Province to create fireguards that result in damages and destruction to agricultural land, existing or future crops.~~

3. PRINCIPLES

- 3.1. Greenview will adhere to the following principles when implementing this Policy:
- A) Greenview may provide evacuation assistance to eligible recipients in a manner that is consistent, transparent, and fair.

- B) Information about the provision of evacuation assistance should be readily available to the public and to eligible recipients in a way that is timely, easily understood, and accessible.
- C) The provisions of the Greenview Evacuation Assistance Program will align and work in conjunction with the current DRP whenever possible and in the interests of Greenview.

4. ELIGIBLE EXPENSES

- 4.1. Eligibility for evacuation assistance is limited to accommodation (hotels, campground fees, private residences) and subsistence expenses (meals, groceries) for Greenview residents who are under an Evacuation Order.
- 4.2. If an Evacuee chooses to obtain their own accommodation and subsistence, receipts will be required for reimbursement.
- 4.3. Evacuees displaced by an Evacuation Order must register with a Greenview reception center daily, if established, to be eligible for vouchers. Including those who choose to acquire their own accommodation and subsistence with the intent to apply for reimbursement.
- 4.4. Greenview may provide grocery vouchers for Evacuees. A family of four (4) may receive a maximum of sixty dollars (\$60.00) per day.
- 4.5. Greenview may provide restaurant vouchers for Evacuees. For which, the amounts will not exceed ~~fifteen~~ ~~ten~~ dollars (\$~~15~~ ~~10.00~~) for breakfast, ~~twenty~~ ~~fifteen~~ dollars (\$~~20~~ ~~15.00~~) for lunch and ~~twenty~~ ~~five~~ dollars (\$~~25~~ ~~20.00~~) for dinner. Greenview will not reimburse for anything above the aforementioned rates, including tipping on top of the maximum amount.
- 4.6. Greenview may provide Evacuees staying at private residences a “host fee” of thirty dollars (\$30.00) per day, once the evacuation exceeds seven (7) days.

5. FINANCIAL RESOURCES

- 5.1. Financial resources required under this policy are conditional on an approval of funds by Council and there being a sufficient unencumbered balance in the appropriate activity for the fiscal year for which the funds are required.

6. RIGHT OF COUNCIL

- 6.1. Nothing in this policy shall in any way be construed to limit the prerogative of Council to make decisions or take action respecting disaster assistance outside the provisions of this policy.



Schedule C Alberta Forest Protection Areas

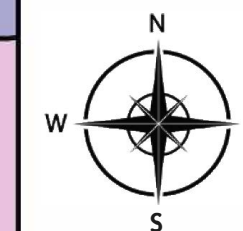
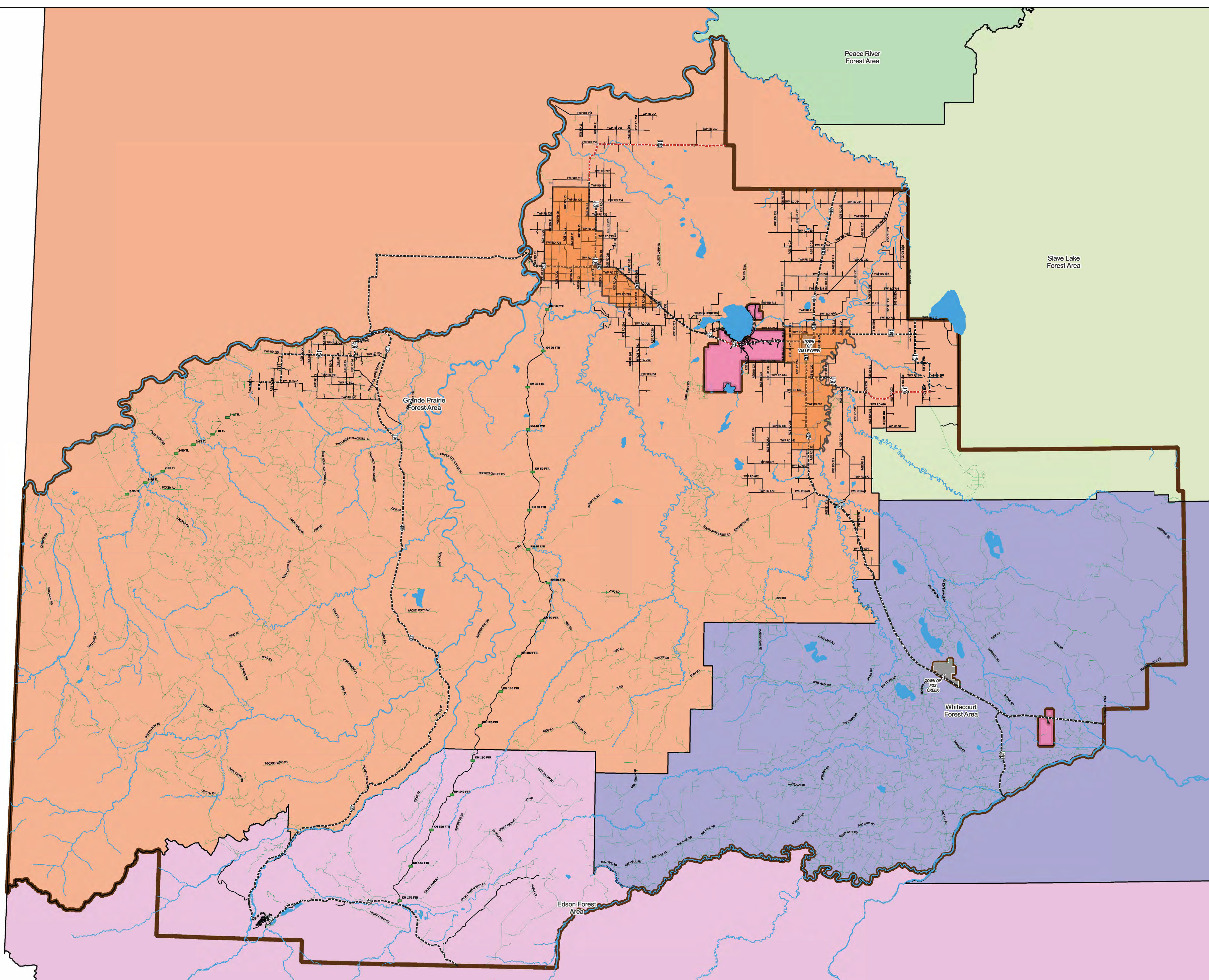
Legend

ForestAreaBound

- Edson Forest Area
- Grande Prairie Forest Area
- Peace River Forest Area
- Slave Lake Forest Area
- Whitecourt Forest Area
- Greenview Boundary

Roads by Jurisdiction

- INDIAN RESERVES
- MUNICIPAL
- PRIVATE
- Gravel Highways
- Paved Highways
- NonPermit Protection Area
- First Nation Reserves



SCALE: 1:375,000

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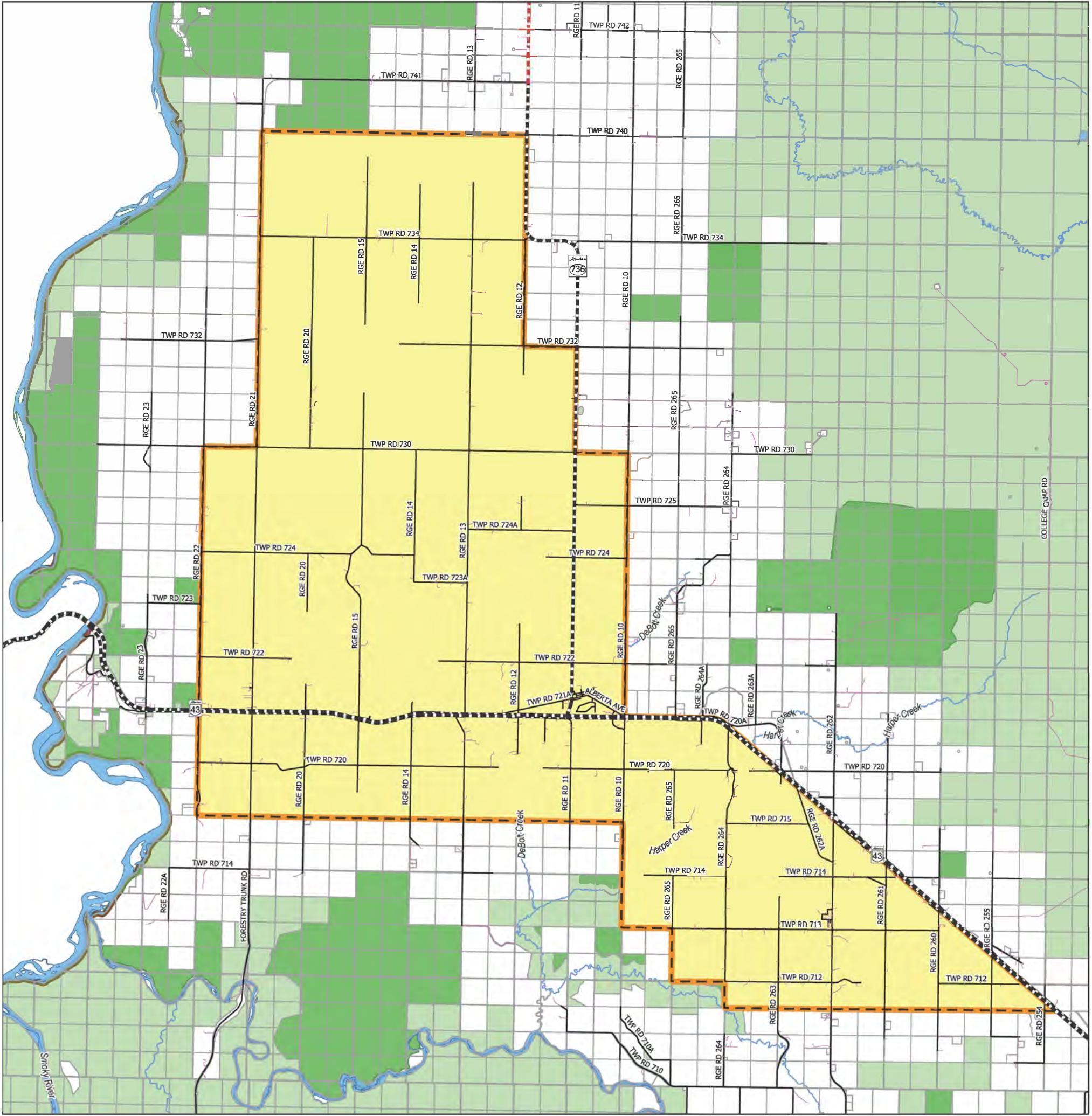
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Schedule A

Non-Forest Protection Area - DeBolt

MUNICIPAL DISTRICT OF GREENVIEW NO. 16



Legend

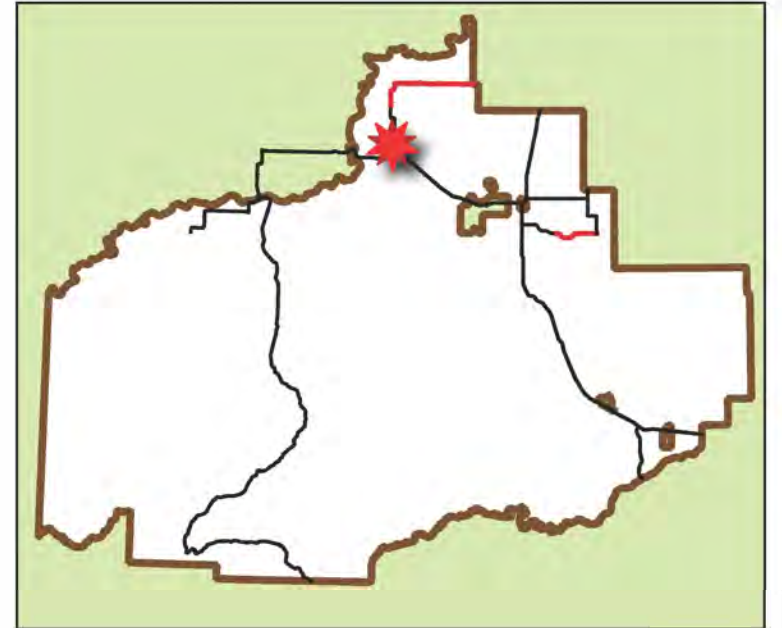
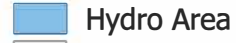
NonPermit Forest Protection Areas



Roads by Jurisdiction



PRIVATE



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Map Print Date: March 08, 2024



kilometres / metres
Scale 1:125,000
PROJECTION: UTM Zone 11N NAD 83

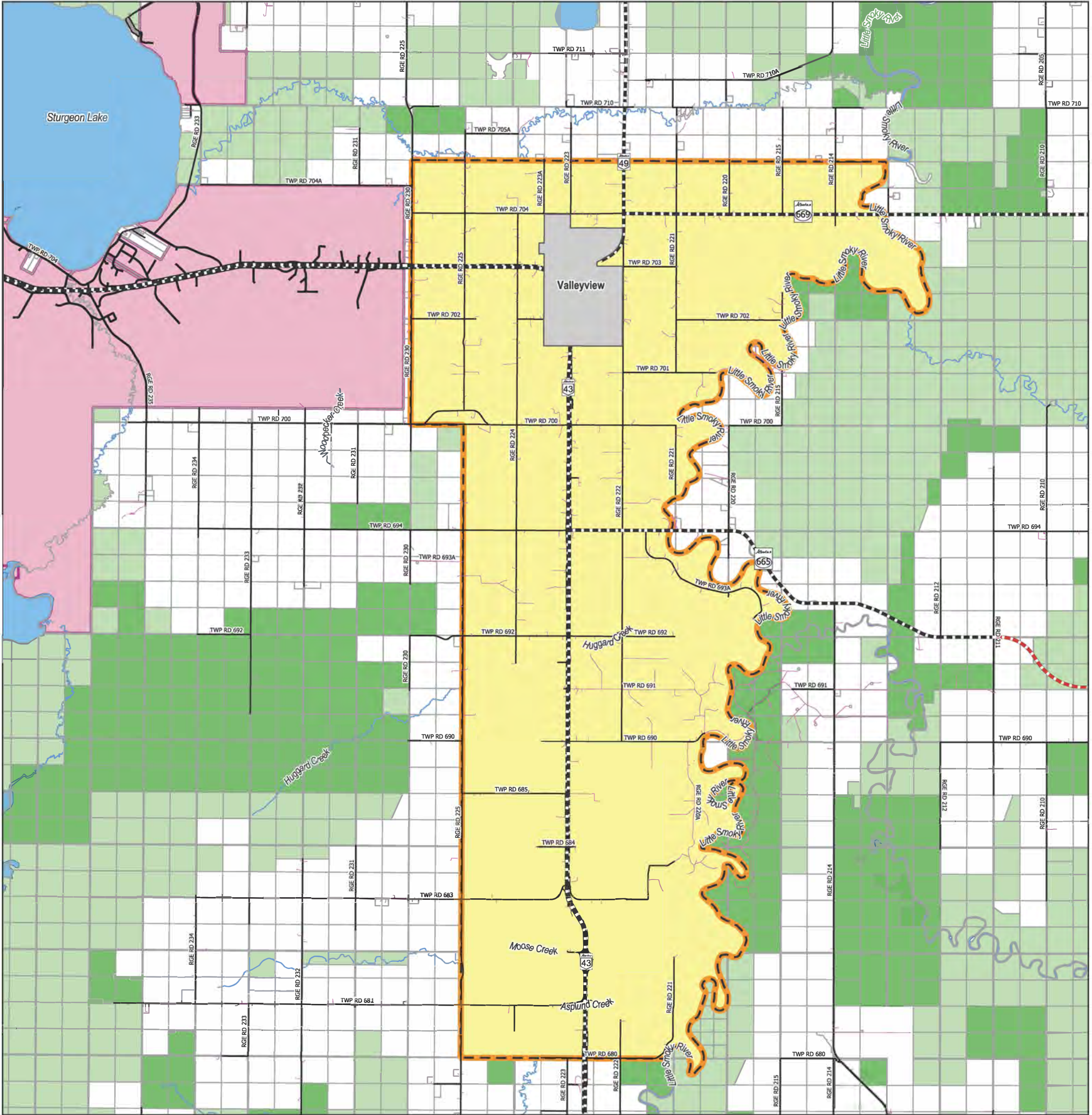




Schedule B

Non-Forest Protection Area - Valleyview

MUNICIPAL DISTRICT OF GREENVIEW NO. 16



Legend

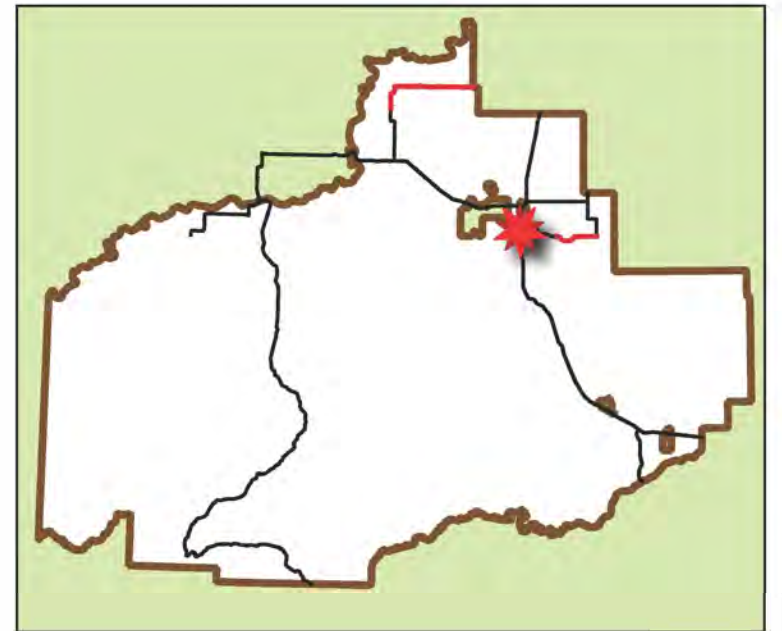
NonPermit Forest Protection Areas



Roads by Jurisdiction

- INDIAN RESERVES
- MUNICIPAL
- PRIVATE
- Gravel Highways
- Paved Highways

- Hydro Line
- Hydro Area
- Cadastre Titled
- Crown Land
- Town
- MD Greenview Boundary
- First Nations Reserve
- Reserve



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Map Print Date: March 08, 2024



kilometres / metres
Scale 1:125,000
PROJECTION: UTM Zone 11N NAD 83





REQUEST FOR DECISION

SUBJECT: Bighorn Golden Age Club – Additional Named Insured (ANI)
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 14, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Administration to add the Bighorn Golden Age Club to Greenview’s Additional Named Insured (ANI) list, under Greenview’s insurance policy.

BACKGROUND/PROPOSAL:

The Bighorn Golden Age Club is requesting the organization be added to Greenview’s insurance policy.

The Bighorn Golden Age Club is in the hamlet of Grande Cache and welcomes community members aged 50+ to their membership, which is nearing 150 members. The Club offers seniors a broad range of social events, health, fitness and educational activities, learn-at-lunch speakers, monthly dinners, and civic and cultural presentations. The facility is also available for community rentals.

At the Bighorn Golden Age Club’s meeting on April 1, 2024 the following motion was approved:

*Motion made by Pat that the Grande Cache Big Horn Golden Age Club will agree to be Additional Named Insurer on MD Insurance {RMA Insurance program}. Seconded by Gary.
AIF*

It is recommended that Council authorize Administration to add the Bighorn Golden Age Club to Greenview’s Additional Named Insured List for the purpose of providing the Club with a reduced insurance rate.

If accepted by Council, Greenview will pay the annual insurance fees for the Club and invoice them for reimbursement. This is a common practice for other groups within Greenview that partake in the service.

An operating grant has been submitted in the amount of \$26,000.00 and will be presented at the June Committee of the Whole meeting for discussion through the regular grant process.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit to Council accepting the recommended motion is that the Bighorn Golden Age Club will have a lower insurance rate resulting in a lower grant request from the Society.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to take no action to the recommended motion; however, Administration does not recommend this action because it will result in higher insurance rates for the Bighorn Golden Age Club. This would be detrimental to the working relationship with an organization that provides valuable opportunities to the 50+ demographic in the Grande Cache area.

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 the Bighorn Golden Age Club of Council's decision and will have the Bighorn Golden Age Club added to the Additional Named Insured List if the recommended motion is approved.

ATTACHMENT(S):

- Bighorn Golden Age Club 2023-2024 Annual Report



ANNUAL REPORT 2024

50 Plus- Bighorn Golden Age Club

Email: bhgclub@telus.net
PO Box 1709 Grande Cache, AB T0E0Y0
Facebook: 50 Plus- Big Horn Golden Age Club

Tel: 780-827-3113
9702-104 Avenue, Grande Cache, AB

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PRESIDENT'S MESSAGE

The Bighorn 50+ Club has been a busy, growing, and engaging group this past year. Our activities have increased along with the volunteer hours. With Covid behind us we are able to finally get back to meet our Mission and offer a place for people over 50 to gather, learn and encourage friendship among our members.

One of our successes thanks to the efforts of many was to receive the 'New Horizon for Seniors' Grant' (Federal) for \$24,000. This will enable us to do needed upgrades moving us forward with modern technology for the benefit of the whole club and community.

Our Board has had and will continue to have meetings with the MD to see how we can work together. The Operating Grant for 2024 is submitted along with the request to secure these funds yearly by being named as a line item in the MD Budget.

In the coming year we will see some major fundraisings begin as we look to secure the funds for the facility upgrade. Plans are underway and a group is working toward having the ramp into the Members Hall built by the end of this summer.

The next couple months will have the whole club engaged in the writing of a Strategic Plan. This is vital in making sure the club is moving forward to meet the needs of the membership. We cannot do this without the entire membership taking part. This is your Club, and it is essential it meets all our needs.

I need to thank the Board that you, as club members have put together. They are an amazing group of hard-working people and are constantly striving to make things at the Bighorn 50+ Club grow and meet the needs of the entire membership. To those taking a well-deserved break and not running for re-election we thank you for the time and commitment you have given to the club.

Wendy Deblois - President

50 Plus - Bighorn Golden Age Club of Grande Cache



2023-2024 List of Executive Members

President: **Wendy DeBlois**

Vice President: **Pat Steinwand**

Secretary: **Melody Livingston**

Treasurer: **Jack Spencer**

Director - Activities: **Louise Krewusik**

Director - Kitchen: **Joan Burge**

Director - Maintenance: **Shirley Luniw**

Director - Maintenance: **Gary Abraham**

Director At Large / Fundraising: **Vic Stapleton**

Director - Memberships: **Karen Hayduk**



2023-24 Maintenance Highlights

2023 was a remarkably busy and productive year!!

Thank you to all the Members that volunteered their time and talents throughout the year to help maintain our facility and property. You have made our club a better place to meet, play, eat, learn, socialize, have fun, be entertained, and to make new friends.

The following is a cross-section of the repairs and maintenance completed by our Board Members and their helpful Volunteers on the Maintenance Teams and Contractors (when necessary).

- The building's front entry has been newly painted and re-decorated, with paint that was in the storage room by Shirley Luniw and Lynn Beach.
- The Kitchen Gas Range was repaired.
- The Workshop Heater Unit was repaired.
- A new sign for the Member's Hall has been undertaken by Brett Beach
- Fire extinguishers and emergency lights were all inspected and renewed by Helmig Safety.
- A donation was obtained for security cameras through Citizens on Patrol & Service Masters Security. The cameras were installed, and programming undertaken by Gary Abraham.
- New First Aid Kits were donated to the Club by GI Industrial
- Mowing of lawns were completed beautifully by Jim Scott
- Trimming of shrubs was completed by Volunteers.
- Snow removal was renewed contract with Blanchette.
- Janitorial contract was renewed Rowena McNeil
- The Internet was upgraded to allow for better Wi-Fi access for programming on the television for Members and Special Events, as well as the administration and Member's Computer Access.

*****Special Thanks to the maintenance team: Brian Nimmo, John Milrons, Armond Gramlick, Jim Scott, Penny Thompson, Elaine Calder, Bernie McAmmond, Barry McAmmond, Ken Davidge, Jack Spencer, Del Scott, Maintenance Directors Shirley Luniw and Gary Abraham, the MD of Greenview, all the companies and individuals that made donations, and the many people that help preparing the hall for our monthly activities.***

2023-24 Kitchen Summary

Over the past year we have served over 400 people at Learn at Lunch, 600 at our Monthly Supper and 90 at the 2 'Wine and Cheese' functions. 😊 And...Lunch and Supper in August 2023 were also well attended!

Our dedicated Kitchen volunteers also prepared and served for 3 Celebrations of Life luncheons this past year resulting in \$1400 in donations, directed towards the 'Ramp Fund'.

Healthier Together provided a generous donation which allowed for the replacement of some necessary equipment in the kitchen.

***** Kudos to the hardworking Kitchen crew, all the companies and individuals that made donations, and the many people that help preparing these popular and well attended meals and the mighty clean-up afterwards!! If it's peeling vegetables, helping prepare the meal, getting the tables ready, clearing them after the meal, getting the dishes done and many others jobs, we wouldn't be able to do these meals if it wasn't for the help of all of you, we truly appreciate all of you!!***





BIG HORN GOLDEN AGE 50+ CLUB INVITES YOU TO THEIR FIRST

SILENT AUCTION

Friday, Oct. 20: 1:00 pm - 8:00 pm

Saturday Oct. 21: 10:00 am - 5:00 pm

Sunday, Oct. 22: 11:00 am - 3:00 pm

Auction items | Visit Facility | Refreshments & Cookies (\$)

Everyone is welcome!

Fundraising Update

This year has been a watch and wait for the Strategic Plan. With this underway and plans coming together with Bearisto the coming year will be busy with multiple fundraisers taking place.

A new event and wildly successful Silent Auction and Open House was held in November. Gifts, crafts, and service vouchers were among the items donated by Members, Hamlet Residents and several businesses, Stakeholders and Partners within the MD and Hamlet of Grande Cache. Thank-you so much for the support toward our Ramp Fund!!

Memberships Information

We had 145 active members this year including a bunch of newcomers!!

Thanks to some intrepid volunteers, the New Members Handbook was updated and is available to all upon payment of your \$30 yearly fee or in the case of Lifetime Members, re-registration to remain active on our contact sheets. Know someone that's 50 or more experienced? Please invite them to join us and enjoy the benefits of our Club!!

Activity and Event Spotlight

This past year has been an extremely busy and successful one with a wide variety of well attended programs, activities, and special events.

REGULAR WEEKLY ACTIVITIES

Cards- Whist, Canasta, Cribbage, Bridge
Pool and Shuffleboard drop in
Stitching Time, Carpet Bowling, Toonie Tuesday lunch, Yoga, Palette Pals Art Club

MONTHLY LEARN AT LUNCH PRESENTATIONS

**Evergreens Foundation/Whispering Pines Lodge -
 Physiotherapy** - Jane Dyer from AHS / Grande Cache Phyiotherapy
Wellness and Humour - Leah Geertsen, registered massage therapist-
Communication Skills - -Jim Savory
Recycling and MD Services - Zac Sarling Environmental Services- MD of Greenview
Economic Development - Jenny Daubert - MD of Greenview
AHS (Home Care) and FCSS (Home Support)
Club Building expansion/ renovation Update - Dan Wong of Beairsto and Associates-

SPECIAL CULTURAL AFTERNOONS (SUNDAYS)

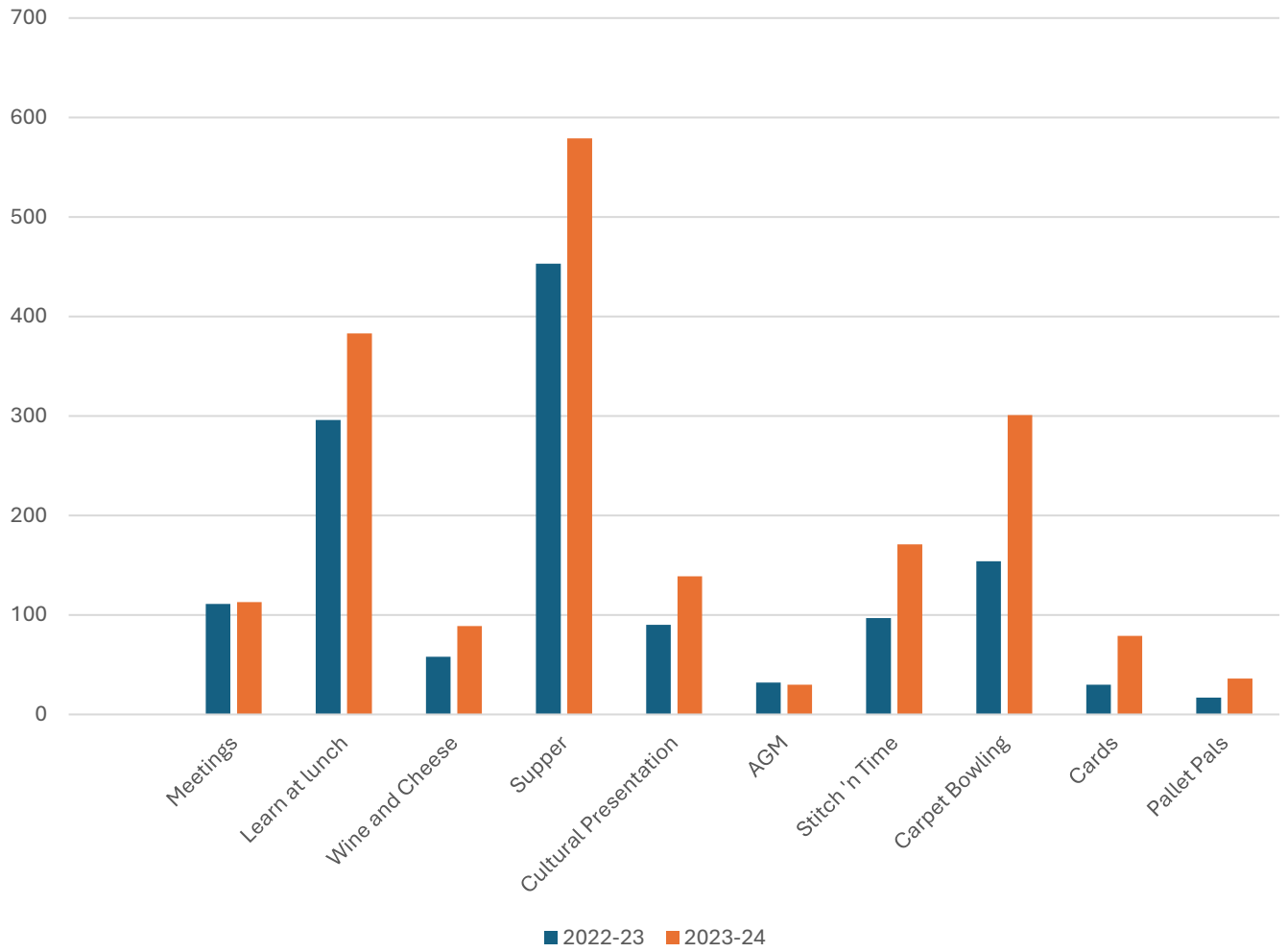
Living a Legacy film - Sue Feddema of Wildmore Wilderness Foundation
Fur Trade in Canada - Dennis Wohlgemuth and Bren Knight of
'Across the Roof of South Africa' - World Traveller - Elesa Willies
Willmore Wilderness Wanderers trip to South Africa - Jack Deenik and Harry Biglands
'Our Camino Dream"- an 800 km pilgrimage through Spain' - Adventurers Al and Julie Dezan

SPECIAL EVENTS

St. Patty's Pub Night and singalong
Easter Bunny Hop with DJ Mary Nelson
Planting with Karen Stroebel - Mountain Blooms Greenhouse
Lunch and Golf at Grande Cache Golf and Country Club
Pro Tours Bus Trips by Bryon Steinwand
Canadian Snowbird Association
Octoberfest supper and dance with DJ Mary Nelson
Christmas Wine and Cheese and special photos
Macrame/ Macraweave with Marva
St Patrick's wine and cheese and potluck with **Entertainment by Chelsey!**
Special activity nights: Canasta Lesson, Card Bingo.

Entertainment, music, and dances are always enjoyed by members however it is a challenge to offer these affordably, given the cost of bringing in entertainers from out of town. We are fortunate to have willing participants in our community and are grateful to them for contributing to our events and to ALL our volunteers for their individual time inputs and efforts!

Activities Participation 22/23 vs 23/24



FINANCIAL SUMMARY

Income / Expense by Category

| 3/15/2024 | Income/Expense by Category March 1 2023 - Feb 29 2024 - 2024 3/1/2023 through 2/29/2024 (in Canadian Dollars) (Cash Basis) | Page 1 |
|-----------------|---|------------------------|
| | Category | 3/1/2023- 2/29/2024 |
| INCOME | | |
| | Uncategorized | 0.53 |
| | Club Functions Income | |
| | 50-50's | 990.50 |
| | Alcohol & Bars | 2,872.35 |
| | Learn At Lunch | 2,708.00 |
| | Monthly Suppers | 8,041.30 |
| | Special Events | 727.65 |
| | Tai Chi | 75.00 |
| | Tuesday Coffee | 65.85 |
| | TOTAL Club Functions Income | 15,480.65 |
| | Donations | 7,851.28 |
| | Grants | 23,000.00 |
| | Hall Rental | 10,150.00 |
| | Interest Inc-Interest Income | 1,896.22 |
| | Memberships | 4,060.00 |
| | Other Inc-Other Income | 105.00 |
| | Raffle | 126.93 |
| | Ramp Fund | 208.00 |
| | Donations | 2,287.06 |
| | Silent Auction | 9,478.55 |
| | TOTAL Ramp Fund | 11,973.61 |
| | Sale of Property | 100.00 |
| | _IntInc-Investment Interest Income | 1,115.51 |
| | TOTAL INCOME | 75,859.73 |
| EXPENSES | | |
| | Uncategorized | 0.00 |
| | Appliances | 112.93 |
| | Bills & Utilities-Bills & Utilities | |
| | Electric-Direct Energy | 5,295.11 |
| | Internet Phone-Telus | 1,375.57 |
| | Natural Gas-Altagas | 3,907.91 |
| | Snow Removal | 1,039.50 |
| | Waste Removal-MD of Greenview | 1,774.50 |
| | Water Sewer-MD of Greenview | 775.53 |
| | TOTAL Bills & Utilities-Bills & Utilities | 14,168.12 |
| | Business-Business | |
| | Insurance-Property & Liability | 5,624.00 |
| | Licenses and Permits-License and ... | 105.00 |
| | Misc. Expense-Misc. Business Exp... | 88.19 |
| | Office Expenses-Office Expenses f... | 216.74 |
| | Computer & Printer | 444.86 |
| | Office Supplies | 156.48 |
| | Postage & Shipping | 37.83 |
| | TOTAL Office Expenses-Office E... | 855.91 |
| | Workers Compensation Board | 2,866.86 |
| | TOTAL Business-Business | 9,539.96 |
| | Club Functions | |
| | Alcohol & Bars-Alcohol & Bars | 2,132.57 |

Income/Expense by Category March 1 2023 - Feb 29 2024 - 2024
3/1/2023 through 2/29/2024 (in Canadian Dollars) (Cash Basis)

3/15/2024

Page 2

| Category | 3/1/2023- 2/29/2024 |
|--|------------------------|
| Craft Expenses | 59.68 |
| Wages | 38.23 |
| TOTAL Craft Expenses | 97.91 |
| Groceries-Groceries | 5,987.29 |
| Learn At Lunch | 224.25 |
| Monthly Suppers | 1,349.51 |
| Special Events | 678.41 |
| Tai Chi | 540.00 |
| TOTAL Club Functions | 11,009.94 |
| Entertainment-Entertainment | |
| Music-Music | 250.00 |
| TOTAL Entertainment-Entertainment | 250.00 |
| Miscellaneous Expenses | |
| Member Recognition | 168.79 |
| TOTAL Miscellaneous Expenses | 168.79 |
| Shirley Luniw | 0.00 |
| Site Maintenance-Home | 571.93 |
| Building Improvement-Home Impro... | 446.74 |
| Furnishings-Furnishings | 94.80 |
| Janitorial | 2,593.75 |
| Supplies | 98.84 |
| TOTAL Janitorial | 2,692.59 |
| Kitchen Supplies | 783.16 |
| Healthier together Donation | 2,212.62 |
| TOTAL Kitchen Supplies | 2,995.78 |
| Safety & Security | 261.96 |
| Security Camera System | 1,868.93 |
| TOTAL Safety & Security | 2,130.89 |
| Supplies Other | 292.89 |
| Tools & Tool Repair | 94.09 |
| TOTAL Site Maintenance-Home | 9,319.71 |
| TOTAL EXPENSES | 44,569.45 |
| OVERALL TOTAL | 31,290.28 |

BALANCE SHEET - FEBRUARY 29, 2024

Balance Sheet February 29, 2024 - As of 2/29/2024
 (Includes unrealized gains) (in Canadian Dollars) (Cash Basis)

3/15/2024

Page 1

| Account | 2/29/2024 Balance |
|---------------------------------------|----------------------|
| ASSETS | |
| Cash and Bank Accounts | |
| Gaming Account | 6,767.18 |
| Operating Account-Community Spirit | 11,898.31 |
| T-Bill Savings Account | 79,729.31 |
| Bar Float | 200.00 |
| Front Door Float | 167.00 |
| Petty Cash | 250.15 |
| TOTAL Cash and Bank Accounts | 99,011.95 |
| Other Assets | |
| BHGA Building Contents | 150,387.00 |
| BHGA Club Buildings | 862,666.00 |
| TOTAL Other Assets | 1,013,053.00 |
| Investments | |
| GIC July 17, 2023 | 8,804.52 |
| GIC June 22, 2023 | 6,041.92 |
| GIC June 22, 2023(2) | 6,041.92 |
| GIC June 22, 2023(3) | 9,667.09 |
| November 6, 2022 | 5,910.37 |
| TOTAL Investments | 36,465.82 |
| TOTAL ASSETS | 1,148,530.77 |
| LIABILITIES & EQUITY | |
| LIABILITIES | |
| Other Liabilities | |
| Vendor Invoices | -1,032.27 |
| TOTAL Other Liabilities | -1,032.27 |
| TOTAL LIABILITIES | -1,032.27 |
| EQUITY | 1,149,563.04 |
| TOTAL LIABILITIES & EQUITY | 1,148,530.77 |

2024-25 BUDGET

| Category | March 2024 Budget | April 2024 Budget | May 2024 Budget | June 2024 Budget | July 2024 Budget | August 2024 Budget | Sept 2024 Budget | October 2024 Budget | Nov 2024 Budget | Dec 2024 Budget | Jan 2025 Budget | February 2025 Budget | 24-25 Budget |
|--|-------------------------|-------------------------|-----------------------|------------------------|------------------------|--------------------------|------------------------|---------------------------|-----------------------|-----------------------|-----------------------|----------------------------|-----------------|
| INCOME TOTAL | 2,096.00 | 1,886.00 | 6,186.00 | 1,776.00 | 25,530.00 | 230.00 | 1,776.00 | 1,786.00 | 1,886.00 | 2,876.00 | 4,886.00 | 3,126.00 | 54,040.00 |
| Casino | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 850.00 | 850.00 | 1,700.00 |
| Donations | 150.00 | 150.00 | 150.00 | 150.00 | 0.00 | 0.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 1,500.00 |
| Grants | 0.00 | 0.00 | 0.00 | 0.00 | 25,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,400.00 |
| Hall Rental | 100.00 | 100.00 | 4,500.00 | 100.00 | 0.00 | 100.00 | 100.00 | 100.00 | 100.00 | 300.00 | 400.00 | 300.00 | 6,200.00 |
| Interest Inc-Interest Income | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 1,560.00 |
| Memberships (126) | 210.00 | 210.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 210.00 | 900.00 | 1,950.00 | 300.00 | 3,780.00 |
| Sale Of Kitchen Appliances | 20.00 | 20.00 | 20.00 | 20.00 | 0.00 | 0.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 200.00 |
| Club Functions Income | 1,486.00 | 1,276.00 | 1,386.00 | 1,376.00 | 0.00 | 0.00 | 1,376.00 | 1,386.00 | 1,276.00 | 1,376.00 | 1,386.00 | 1,376.00 | 13,700.00 |
| Club Functions Income:50-50's | 100.00 | 100.00 | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 1,000.00 |
| Club Functions Income:Alcohol & Bars | 220.00 | 220.00 | 220.00 | 220.00 | 0.00 | 0.00 | 220.00 | 220.00 | 220.00 | 220.00 | 220.00 | 220.00 | 2,200.00 |
| Club Functions Income:Entertainment | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | 100.00 | 500.00 |
| Club Functions Income:Learn At Lunch | 170.00 | 170.00 | 170.00 | 170.00 | 0.00 | 0.00 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | 170.00 | 1,700.00 |
| Club Functions Income:Monthly Suppers | 775.00 | 775.00 | 775.00 | 775.00 | 0.00 | 0.00 | 775.00 | 775.00 | 775.00 | 775.00 | 775.00 | 775.00 | 7,750.00 |
| Club Functions Income:Special Events | 110.00 | 0.00 | 110.00 | 0.00 | 0.00 | 0.00 | 0.00 | 110.00 | 0.00 | 0.00 | 110.00 | 0.00 | 440.00 |
| Club Functions Income:Tuesday Coffee | 11.00 | 11.00 | 11.00 | 11.00 | 0.00 | 0.00 | 11.00 | 11.00 | 11.00 | 11.00 | 11.00 | 11.00 | 110.00 |
| EXPENSES | 5,372.00 | 3,757.00 | 2,672.00 | 3,642.00 | 4,549.00 | 1,774.00 | 2,597.00 | 9,687.00 | 9,857.00 | 3,362.00 | 3,317.00 | 3,382.50 | 53,968.50 |
| Appliances | 25.00 | 25.00 | 25.00 | 25.00 | 0.00 | 0.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 250.00 |
| Bills & Utilities-Bills & Utilities | 1,388.00 | 1,153.00 | 818.00 | 818.00 | 768.00 | 768.00 | 768.00 | 928.00 | 1,178.00 | 1,338.00 | 1,338.00 | 1,503.50 | 12,766.50 |
| Electric-Direct Energy | 500.00 | 500.00 | 400.00 | 400.00 | 400.00 | 400.00 | 400.00 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | 5,500.00 |
| Internet Phone-Telus | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 132.00 | 1,584.00 |
| Natural Gas-Altagas | 450.00 | 325.00 | 200.00 | 200.00 | 150.00 | 150.00 | 150.00 | 210.00 | 350.00 | 400.00 | 400.00 | 450.00 | 3,435.00 |
| Bills & Utilities:Snow Removal | 220.00 | 110.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 110.00 | 220.00 | 220.00 | 220.00 | 1,100.00 |
| Waste Removal-MD of Greenview | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 21.00 | 367.50 |
| Water Sewer-MD of Greenview | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 65.00 | 780.00 |
| Business-Business | 1,155.00 | 325.00 | 25.00 | 55.00 | 1,100.00 | 0.00 | 25.00 | 55.00 | 1,125.00 | 55.00 | 25.00 | 25.00 | 3,970.00 |
| Business:Workers Compensation Board | 1,100.00 | 0.00 | 0.00 | 0.00 | 1,100.00 | 0.00 | 0.00 | 0.00 | 1,100.00 | 0.00 | 0.00 | 0.00 | 3,300.00 |
| Clubhouse Expansion | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Gifts & Donations-Gifts & Donations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Miscellaneous Expenses:Decorations | 30.00 | 300.00 | 0.00 | 30.00 | 0.00 | 0.00 | 0.00 | 30.00 | 0.00 | 30.00 | 0.00 | 0.00 | 420.00 |
| Miscellaneous Expenses:Member Recognition | 25.00 | 25.00 | 25.00 | 25.00 | 0.00 | 0.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 250.00 |
| Site Maintenance-Home | 1,265.00 | 1,090.00 | 565.00 | 1,330.00 | 2,675.00 | 800.00 | 365.00 | 1,440.00 | 365.00 | 530.00 | 640.00 | 415.00 | 11,480.00 |
| Building Improvement-Home Improvement | 800.00 | 50.00 | 200.00 | 350.00 | 900.00 | 650.00 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | 50.00 | 3,250.00 |
| Furnishings-Furnishings | 30.00 | 30.00 | 30.00 | 30.00 | 0.00 | 0.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | 300.00 |
| Site Maintenance:Janitorial:Janitor | 350.00 | 350.00 | 200.00 | 300.00 | 0.00 | 100.00 | 200.00 | 300.00 | 200.00 | 300.00 | 350.00 | 250.00 | 2,900.00 |
| Site Maintenance:Janitorial:Supplies | 0.00 | 0.00 | 0.00 | 65.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 65.00 | 0.00 | 0.00 | 130.00 |
| Site Maintenance:Kitchen Supplies | 25.00 | 25.00 | 25.00 | 25.00 | 0.00 | 0.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 250.00 |
| Site Maintenance:Safety & Security:Fire Safety | 0.00 | 450.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 850.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,300.00 |
| Site Maintenance:Security Camera System | 0.00 | 0.00 | 0.00 | 450.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 450.00 |
| Other Safety & Security | 20.00 | 20.00 | 20.00 | 20.00 | 0.00 | 0.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 200.00 |
| Site Maintenance:Supplies Other | 40.00 | 40.00 | 40.00 | 40.00 | 0.00 | 0.00 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | 400.00 |
| Site Maintenance:Tools & Tool Repair | 0.00 | 125.00 | 0.00 | 0.00 | 125.00 | 0.00 | 0.00 | 125.00 | 0.00 | 0.00 | 125.00 | 0.00 | 500.00 |
| Yard-Lawn & Garden | 0.00 | 0.00 | 50.00 | 50.00 | 1,650.00 | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| Club Functions | 1,470.00 | 1,095.00 | 1,170.00 | 1,345.00 | 0.00 | 0.00 | 1,345.00 | 1,170.00 | 1,095.00 | 1,345.00 | 1,220.00 | 1,345.00 | 12,600.00 |
| Club Functions:50-50's Expense | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 | 0.00 | 100.00 |
| Alcohol & Bars-Alcohol & Bars | 200.00 | 200.00 | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 | 200.00 | 200.00 | 200.00 | 200.00 | 200.00 | 2,000.00 |
| Club Functions:Entertainment | 250.00 | 0.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 | 0.00 | 250.00 | 1,250.00 |
| Groceries-Groceries | 850.00 | 850.00 | 850.00 | 850.00 | 0.00 | 0.00 | 850.00 | 850.00 | 850.00 | 850.00 | 850.00 | 850.00 | 8,500.00 |
| Club Functions:Learn At Lunch | 20.00 | 20.00 | 20.00 | 20.00 | 0.00 | 0.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 200.00 |
| Club Functions:Monthly Suppers | 25.00 | 25.00 | 25.00 | 25.00 | 0.00 | 0.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 25.00 | 250.00 |
| Club Functions:Special Events | 75.00 | 0.00 | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 | 0.00 | 0.00 | 75.00 | 0.00 | 300.00 |
| Business-Business | 69.00 | 69.00 | 69.00 | 69.00 | 6.00 | 206.00 | 69.00 | 6,069.00 | 6,069.00 | 69.00 | 69.00 | 69.00 | 12,902.00 |
| Insurance-Property & Liability | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |
| Licenses and Permits-License and Permits Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| Business:Office Expenses:Computer & Printer | 40.00 | 40.00 | 40.00 | 40.00 | 0.00 | 0.00 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | 400.00 |
| Business:Office Expenses:Office Supplies | 20.00 | 20.00 | 20.00 | 20.00 | 0.00 | 0.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 200.00 |
| Business:Office Expenses:Postage & Shipping | 3.00 | 3.00 | 3.00 | 3.00 | 0.00 | 0.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 30.00 |
| Casino Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,000.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |
| Fees & Charges-Fees & Charges | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 36.00 |
| Bank Fee-Bank Fee | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 36.00 |
| Late Fee-Late Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net Difference: | -3,276.00 | -1,871.00 | 3,514.00 | -1,866.00 | 20,981.00 | -1,544.00 | -821.00 | -7,901.00 | -7,971.00 | -486.00 | 1,569.00 | -256.50 | 71.50 |

2023-2024 AUDITORS' REPORT

March 15, 2024

Re: 2023-2024 Financial Report for the Big Horn Golden Age Club

This audit was prepared from computer printouts, bank statements, cancelled cheques, deposit books and supporting documents provided by the organization.

After examination of the financial position in accordance with accepted accounting practices and procedures, it is our opinion that these financial statement accurately reflect the financial position of the Big Horn Golden Age Club, for the year ending February 29, 2024.

Mary Stephenson *Mary Stephenson* Member

Sharon McAmmond *Sharon McAmmond* Member



REQUEST FOR DECISION

SUBJECT: Capital Grant Request - Royal Canadian Legion #278
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 14, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy 8015, Community Impact Grant

RECOMMENDED ACTION:

MOTION: That Council approve a capital grant in the amount of \$100,000.00 to the Royal Canadian Legion #278 in Grande Cache for the new roof project, with funds to come from the Community Services Grants Budget.

MOTION: That Council approve a reallocation of funds in the amount of \$36,747.56 from the 2023 capital grant to the Royal Canadian Legion #278 in Grande Cache for the new roof project.

BACKGROUND/PROPOSAL:

The Royal Canadian Legion #278 in Grande Cache has submitted a capital grant request in the amount of \$100,000.00 for a new roof project at the Legion, as well as a request to reallocate \$36,747.56 from the 2023 capital grant.

The Royal Canadian Legion #278 (Grande Cache Legion) is a highly used community facility in the hamlet of Grande Cache that has been used as a community hall to host various events for over 50 years, including Remembrance Day, weddings, funerals/memorials, dances, fundraisers, and the Community Christmas dinner.

Administration received a capital grant request (attached) in the amount of \$100,000.00 from the Grande Cache Legion through the regular grant intake. Administration is presenting this capital grant request outside of the regular grant process due to the unexpected urgency of the roof repairs at the Grande Cache Legion.

In January 2024, the roof at the Grande Cache Legion unexpectedly began leaking and has caused the Legion to close to the public several times due to safety concerns. The Grande Cache Legion had the roof replaced in 2007, however the job was poorly completed and was patched in 2012. Currently a new roof is the only solution. The cost of a new roof is between \$164,745.00 and \$187,835.00 as per the attached quote. Unfortunately, there are no roofing companies in the Grande Cache area that install flat roofs, therefore the cost is higher.

In 2023 the Grande Cache Legion received a capital grant from Greenview in the amount of \$60,000.00 for upgrading the hall with new tables & chairs, flooring, drop ceiling, stove, and dishwasher. The new table & chair purchases are the only projects that were completed, and a balance of \$36,747.56 remains from the 2023 capital grant.

In addition to the 2024 capital grant request, the Grande Cache Legion has requested a reallocation of remaining funds from their 2023 capital grant in the amount of \$36,747.56 to be used towards the roof project.

The Grande Cache Legion is fundraising through community raffles and have confirmed with AGLC that some of their gaming funds may be used towards facility renovations, however the Legion relies on those funds to assist with operational expenses so the contribution would be minimal. The Legion is preparing letters to distribute to local businesses in the area to assist with the roof project and anticipates distribution by April 26, 2024. Although the Legion does not have much disposable income, they will try to use up to \$20,000.00 towards the project if required.

The Grande Cache Legion submitted an operating grant request in the amount of \$40,000.00 to assist with operational expenses. This request will be presented to Committee of the Whole in June during the regular grant process.

The balance of the Community Services Grants Budget is approximately \$2,543,605.39.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting a vital community space in the Grande Cache area.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request the Grande Cache Legion apply for a Community Facility Enhancement Grant; however, Administration does not recommend this action because of the timing of the grant, the facility may be required to close for several months.

FINANCIAL IMPLICATION:

Direct Costs: \$100,000.00

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 Grande Cache Legion of Council's decision.

ATTACHMENT(S):

- Capital Grant Application

2024 Grant Application (October 15, 2023 deadline)

Row 103

| | |
|--|--|
| Name of Organization | The Royal Canadian Legion #278 Grande Cache |
| Address of Organization | 2400 Pine Plaza |
| Form Date Field | 198 |
| Contact Name | Sharee Boneham |
| Phone Number | 780-827-2362 |
| Purpose of Organization | Mission statement - To serve Veterans, which includes serving military and RCMP members and their families, to promote remembrance and to serve our communities and our country. Vision Statement - Our vision is to be the most highly respected Veteran and Community Service organization. To Canadians, The Royal Canadian Legion is the foremost national organization that honours military service, promotes remembrance and provides valuable support and services to military and RCMP Veterans, their families and communities. We provide services, activities and events to our community, local fundraising that is then donated back to our community in Grande Cache. Our Legion has served as a community hall for over 50 years, it has housed elections, weddings, funerals/memorials, dances and community events such as the Community Christmas Dinner. With so many Legions closing across Canada, we hope we can stay open and serve for generations to come. |
| Purpose Continued | |
| Position of Contact Person | Manager |
| What act are you registered under? | Special Act of Parliament 1926 |
| Registration No. | n/a |
| Grant Type | Capital Grant |
| Total Amount Requested | 100,000.00 |
| Proposed Project | New Flat Roof We had applied and received \$60,000 for the capital grant for 2023 and were able to purchase new tables and chairs. We had some Christmas parties and events that were able to use them. We were proud to get them set up and ready in time for the Community Christmas Dinner and an election forum recently. After receiving quotes for a new hall drop ceiling, hall flooring, new dishwasher and stove for the kitchen, the roof has since started to leak. It started unexpectedly in January this year, We do however have \$36,747.56 leftover from the 2023 capital grant, it is unfortunately not enough to pay for a new roof. We did receive a quote from a company from Grande Prairie. It's well above anything we can afford. I've attached the quote as well to this application. Due to the past roof being poorly done in 2007 and patched in 2012, it needs to be fully replaced. We are hoping with the max amount of the operating to still help with wages and the max amount of the capital grant so we can pay of much of the invoice after the project is completed. Time is of the essence sadly. As said in the application for the Operating Grant, our savings generally get us through the summer and part of the fall till Dart season starts back up again. The quote attached is a reliable roofer that was recommended to us from a local vendor. There are no roofers who can do flat roofs in Grande Cache. We can personally try and use \$20,000 funds to go towards invoice if we absolutely need to as we do not have much for disposable income. Thank you so much for your time and consideration. |
| Have you previously applied for a grant from MD | |

| | |
|---|--|
| Previous Grant App from MD | Yes |
| Final Completion Report Provided to MD | No |
| Grant funds applied for from other sources? | No |
| Grant Funds Received from other sources? | |
| Have you performed any other fundraising projects? | Yes |
| Agreement | |
| Grant Purpose | paid staff & paid off ceba loan for the 10,000 forgiveness/upgrades to hall-tables chairs |
| Year Grant Received | 2023 |
| Amount of Grant | 30,000op/60,000cap |
| List the donae, purpose and amount | |
| What type of fundraising & how much did you raise? | 50/50, queen of hearts raffle, and casino, these funds unfortunately are only allowed for specific expenditures approved by AGLC and cannot be used for capital. |
| Signature | Sharee Boneham |
| Date | 03/25/24 |
| Financial Statement | |
| Administration Recommendations | |
| Email | gcleion278@gmail.com |
| Column41 | |
| MD Logo | |
| Email Comm. | |
| Column44 | |
| List for Recognition | Facebook Legion Page, Posters, plaques, Photo ops |

From: [Royal Canadian Legion #278](#)
To: [Lisa Lenentine](#)
Subject: Capital Grant
Date: Tuesday, April 23, 2024 9:03:08 AM

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

Good morning Lisa,

I'm following up from our earlier phone conversation,

I'd like to request we reallocate the existing \$36,747.56 which is left from the previous capital grant of \$60,000 we received last year. Initially it was for upgrading our hall in the building but it'll need to go towards the new roof. We were only able to get new tables and chairs for the hall. We had quotes done for new flooring, drop ceiling and new kitchen stove and dishwasher but unfortunately that will need to be put on hold for now.

We have completed a Queen of hearts raffle and will start a new one again this Saturday(April 27) with new raffles being planned. The Queen of Hearts raffle is for our Legion members only and doesn't gain money as quickly. All of our raffles are 20,000 or less as per our license with AGLC.

We are also going to get a rafflebox, which is a public online raffle and a new one similar to our queen of hearts raffle to also generate more public participation.

Aglc will allow some gaming funds to facility renovations but we do rely on those for our building costs such as power and gas. It wouldn't be able to contribute a whole lot.

We are getting letters done to request donations from local vendors so see if any small or large businesses can help in anyway as well. I'm hoping that we can start sending those out by Friday, April 26.

Please let me know if there's anything else that needs to be added or updated. I appreciate your time on this!

Thank you again and have a fantastic day!

Sharee Boneham



11413 - 101 STREET
 GRANDE PRAIRIE AB T8V 2R8
 PHONE: (780) 539-4880
 FAX: (780) 532-3805 24-018-1



CONTRACT PROPOSAL



BUILD-UP ROOFING
 SHINGLING
 SHEET METAL
 COMMERCIAL CLADDING
 SINGLE PLY ROOFING SYSTEM

| | | |
|---|--|--------------------|
| PROPOSAL SUBMITTED TO 24-018-1 | PHONE 780-501-1478 | DATE Feb26/2024 |
| Royal Canadian Legion Branch 278 - Grande Cache 2400 Pine Plaza, Grande Cache, Alberta | JOB NAME Royal Canadian Legion Buildings roof system replac | |
| VIA FAX: email... gclezion278@gmail.com | JOB LOCATION 2400 Pine Plaza, Grande Cache, AB, Canada | |
| | ATTENTION: Sharee Boneham | |

We are pleased to submit the following proposal:

Price Option 1... Re-roofing back to R20 insulation value roof system

2 Ply SBS roofing and related sheet metal flashings

To remove and dispose of the existing tar and gravel roof membrane and roof insulation to expose the existing wood decking. Then to supply and install new 2 ply SBS roofing and related sheet metal flashings, on an approximate roof area of 6670 square feet, to the following specifications

- 2 ply felt Vapour barrier.... 1 nailed & 1 mopped
- 3.5" Polyiso rigid insulation (R20.5 value).... mopped in asphalt
- 1/2" fibre board.... mopped in asphalt
- 95fs base sheet... mopped in asphalt
- peel and stick base stripping membrane
- 250 cap sheet and stripping membrane... torch applied
- new 26 gauge, roofing related, pre-painted sheet metal cap flashings (std colors)
- new roof drain inserts and plumbing vent flashings
- remove and dispose of all work related debris

Price... \$164,745.00

Price Option 2...Re-roofing back to R32 insulation value roof system

2 Ply SBS roofing and related sheet metal flashings

To substitute the insulation thickness on the above specified option one, from 3.5" (R20value) to 5.5" (R32 value)

Price... \$187,835.00

Notes...

1. any mechanical or electrical disconnections and re-connections needed for the re-roofing process is by others
2. and root replacement is extra

** OUR QUOTE DOES NOT INCLUDE GST

We Propose hereby furnish material and labour, complete in accordance with above specifications, for the sum of:

AS SHOWN ABOVE

Payment to be made as follows: _____ dollars [\$]

NET 30 DAYS

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance _____

By accepting this contract proposal you authorize us to use your personal information as needed as outlined in our privacy policy.

**FREE ESTIMATES
 GUARANTEED WORK**













Balance Sheet

As of 31 December 2023

| | <u>31 Dec 23</u> | |
|--|------------------------------|------------|
| ASSETS | | |
| Current Assets | | |
| Chequing/Savings | | |
| 1001 · MD Grant | 36,745.23 | |
| 1010 · General Account | 42,269.14 | |
| 1020 · Queen Raffle Acct | X10,432.13 | X |
| 1040 · Casino Gaming Acct | X9,696.70 | X |
| 1050 · Ticket Gaming Acct | X109.84 | X |
| Total Chequing/Savings | 99,253.04 | 79,014.37 |
| Other Current Assets | | |
| 1070 · Undeposited Funds | 2,376.46 | |
| 1080 · Floats | | |
| 1084 · Bar Cash Register Float | 1,500.00 | |
| 1090 · ATM Float | 9,860.00 | |
| Total 1080 · Floats | <u>11,360.00</u> | |
| Total Other Current Assets | <u>13,736.46</u> | |
| Total Current Assets | 112,989.50 | 92,750.83 |
| Fixed Assets | | |
| 1700 · Legion Building | 432,560.00 | |
| Total Fixed Assets | <u>432,560.00</u> | |
| TOTAL ASSETS | 545,549.50 | 525,310.83 |
| LIABILITIES & EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| 2010 · Accounts Payable | 2,437.29 | |
| Total Accounts Payable | <u>2,437.29</u> | |
| Other Current Liabilities | | |
| 2020 · GST/HST Payable | -3,947.42 | |
| 2030 · Payroll Liabilities | 68.74 | |
| Total Other Current Liabilities | <u>-3,878.68</u> | |
| Total Current Liabilities | <u>-1,441.39</u> | |
| Total Liabilities | -1,441.39 | |
| Equity | | |
| 3000 · Opening Bal Equity | 435,560.00 | |
| 3100 · Retained Earnings | 39,458.82 | |
| Net Income | 71,972.07 | |
| Total Equity | <u>546,990.89</u> | |
| TOTAL LIABILITIES & EQUITY | 545,549.50 | |

Royal Canadian Legion Branch #278

Profit & Loss

25/03/24

January through December 2023

Accrual Basis

| | Jan - Dec 23 |
|---|-------------------|
| Ordinary Income/Expense | |
| Income | |
| 4000 · Income | |
| 4100 · Fundraising | |
| 4105 · 50/50 | 5,928.00 |
| 4120 · Donations Received | 2,080.00 |
| 4125 · Entertainment | |
| 4125.1 · Dances | 522.24 |
| 4125.2 · Events | |
| Gratuity | 203.96 |
| 4125.2 · Events - Other | 725.00 |
| Total 4125.2 · Events | 928.96 |
| Total 4125 · Entertainment | 1,451.20 |
| 4130 · Grants | 90,000.00 |
| 4135 · Hall Income | 5,193.48 |
| 4140 · Honey Pot Sales | 275.75 |
| 4155 · Queen of Hearts | 28,666.00 |
| 4100 · Fundraising - Other | 277.00 |
| Total 4100 · Fundraising | 133,871.43 |
| 4200 · Operating | |
| 4205 · ATM MACHINE | 4,152.00 |
| 4210 · Bar Sales | |
| 4210.1 · Alcohol sales | 127,678.60 |
| 4210.2 · Bottle Deposit Return | 2,085.04 |
| Total 4210 · Bar Sales | 129,763.64 |
| Total 4200 · Operating | 133,915.64 |
| 4300 · Command | |
| 4315 · Membership Dues | 4,004.60 |
| 4320 · Member Purchases_I | 135.00 |
| Total 4300 · Command | 4,139.60 |
| 4000 · Income - Other | 298.77 |
| Total 4000 · Income | 272,225.44 |
| Total Income | 272,225.44 |
| Expense | |
| 5000 · Expenses | |
| 5100 · Fundraising Expenses | |
| 5115 · Dances & Functions | 1,050.00 |
| 5120 · Licences & Permits | |
| 5120.3 · Liquor | 200.00 |
| 5120.4 · Licenses and Permits | 200.00 |
| Total 5120 · Licences & Permits | 400.00 |
| 5145 · Queen/hearts | 14,695.00 |
| 5100 · Fundraising Expenses - Other | 336.47 |
| Total 5100 · Fundraising Expenses | 16,481.47 |
| 5200 · Community Expenses | |
| 5205 · Donations & Dispersements | |
| 5205.2 · GCCHS Scholarships | 2,000.00 |
| 5205 · Donations & Dispersements - Other | 1,640.00 |
| Total 5205 · Donations & Dispersements | 3,640.00 |
| Total 5200 · Community Expenses | 3,640.00 |

Royal Canadian Legion Branch #278

Profit & Loss

25/03/24

January through December 2023

Accrual Basis

| | Jan - Dec 23 |
|---|--------------|
| 5300 · Operating Expenses | |
| 5310 · Bar Expenses | |
| 5310.1 · Liquor | 51,776.68 |
| 5310.2 · Carbonation Tanks | 376.39 |
| 5310.5 · Payroll Expenses | 50,683.60 |
| 5310.7 · Bar Supplies | |
| Concession Supplies | 100.00 |
| 5310.7 · Bar Supplies - Other | 6,724.44 |
| Total 5310.7 · Bar Supplies | 6,824.44 |
| 5311 · Bar Security | 1,280.00 |
| 5311.1 · Karaoke | |
| 5311.12 · Equipment Purchase | 333.33 |
| 5311.1 · Karaoke - Other | 380.00 |
| Total 5311.1 · Karaoke | 713.33 |
| 5310 · Bar Expenses - Other | 200.00 |
| Total 5310 · Bar Expenses | 111,854.44 |
| 5315 · Building Expenses | |
| 5315.1 · Building Supplies | 776.56 |
| 5315.3 · Garbage Can Rental | 2,805.65 |
| 5315.5 · Janitorial | 2,312.08 |
| 5315 · Building Expenses - Other | 22,570.59 |
| Total 5315 · Building Expenses | 28,464.88 |
| 5320 · Repairs & Maintenance | |
| 5320.1 · Building Repairs | 997.02 |
| 5320 · Repairs & Maintenance - Other | 1,170.61 |
| Total 5320 · Repairs & Maintenance | 2,167.63 |
| 5345 · Satellite Programming | 1,067.52 |
| 5360 · Office Expenses | |
| 5360.4 · Dues and Subscriptions | 1,478.00 |
| 5360.5 · Postage and Delivery | 40.50 |
| 5360.6 · Printing and Reproduction | 324.00 |
| 5360.7 · Telephone | 999.72 |
| 5360 · Office Expenses - Other | 1,755.52 |
| Total 5360 · Office Expenses | 4,597.74 |
| 5380 · Travel & Ent | |
| 5380.3 · Meals | 324.18 |
| Total 5380 · Travel & Ent | 324.18 |
| 5390 · Command Expenses | |
| 6815 · Membership Dues out | 3,313.23 |
| 6830 · Member purchases_E | 12.95 |
| Total 5390 · Command Expenses | 3,326.18 |
| Total 5300 · Operating Expenses | 151,802.57 |
| 6000 · Overhead Expenses | |
| 6100 · Bank Service Charges | 223.40 |
| 6250 · Insurance | |
| 6250.1 · Liability | 650.00 |
| 6250.3 · WCB Insurance | 551.90 |
| 6250 · Insurance - Other | 3,814.10 |
| Total 6250 · Insurance | 5,016.00 |
| 6300 · Property Tax | 1,731.09 |

Royal Canadian Legion Branch #278

25/03/24

Profit & Loss

Accrual Basis

January through December 2023

| | <u>Jan - Dec 23</u> |
|---------------------------------------|-------------------------|
| 6450 · Utilities | |
| 6450.1 · Gas and Electric | 16,040.66 |
| 6450.2 · Water | 3,509.71 |
| Total 6450 · Utilities | <u>19,550.37</u> |
| 6500 · Security | 587.40 |
| Total 6000 · Overhead Expenses | <u>27,108.26</u> |
| 6900 · Other Expenses | |
| Gratuity pd Out | 969.04 |
| Total 6900 · Other Expenses | <u>969.04</u> |
| 5000 · Expenses - Other | 268.66 |
| Total 5000 · Expenses | <u>200,270.00</u> |
| Total Expense | <u>200,270.00</u> |
| Net Ordinary Income | 71,955.44 |
| Other Income/Expense | |
| Other Income | |
| 7010 · Interest Income | 16.63 |
| Total Other Income | <u>16.63</u> |
| Net Other Income | <u>16.63</u> |
| Net Income | <u><u>71,972.07</u></u> |
| | -90,000 grant |
| | = -18,027.93 |



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Sponsorship Request - Odyssey House GrandeCon 2024 | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: |
| DEPARTMENT: | COMMUNITY SERVICES | DIR: MH | PRESENTER: LD |
| STRATEGIC PLAN: | Culture, Social & Emergency Services | LEG: SS | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 - Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve a sponsorship in the amount of \$5,000.00 to the Grande Prairie Women’s Residence Association o/a Odyssey House, for hosting the 2024 GrandeCon event on July 12-14th, 2024, with funds to come from the Community Services Sponsorships budget.

BACKGROUND/PROPOSAL:

The 3rd Annual GrandeCon event in support of the Odyssey House is being hosted July 12-14th, 2024 at the Bonnetts Energy Centre, in Grande Prairie. The three-day expo and comic convention features workshops, vendors, and cosplay along with comic/entertainment artist meet and greets with live interviews of celebrity guests. The association has requested a \$5,000.00 “Workshop Room” sponsorship.

Grande Prairie Women’s Residence Association operates Odyssey House, a non-profit organization and registered charity providing safe, secure, and affordable accommodations for women who are victims of domestic violence, are in crisis or just in need of a housing alternative. They are open 24 hours a day, 7 days a week and continue to grow and expand to meet the needs of the community. The organization also provides community outreach services for anyone who has been affected by domestic violence or requires childcare support.

Odyssey House has received funding from the City of Grande Prairie of \$10,000.00, Tourism of Grande Prairie for \$10,000.00, and Rotary Club of Grande Prairie for \$15,000.00.

Administration is recommending awarding a sponsorship of \$5,000.00 for this event. While the event itself is available for Greenview residents, there is no direct economic value to Greenview for an event held in the City of Grande Prairie. However, the end goal of fundraising for Odyssey House does provide a benefit to Greenview as the services and programs they provide are accessible and beneficial to Greenview residents who need assistance.

The sponsorship at the recommended level will include:

- 6 weekend passes
- Sponsor-specific signage
- Live logo display on main stage
- 2 social media posts on social media channels
- Verbal mentions at the event
- Greenview’s logo on the GrandeCon website

Other sponsorship recognition opportunities are available by request and subject to availability, with direction from Council. Greenview previously sponsored the 2023 GrandeCon event for \$5,000.00.

The balance of the 2024 Community Services Grants and Sponsorships budget is approximately \$132,726.90.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Council will be supporting a fundraising event for an organization that can be utilized by Greenview residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Council is supporting an event that is not held within Greenview.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to provide a different 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 Odyssey House following Council's decision.

ATTACHMENT(S):

- Odyssey House – GP Women's Residence Association Sponsorship Request
- GrandeCon 2024 Sponsorship Package
- GrandeCon 2024 Budget

2024 Grant Application (October 15, 2023 deadline)

Row 92

| | |
|--|---|
| Name of Organization | Grande Prairie Women's Residence Association o/a Odyssey House |
| Address of Organization | PO Box 1395 Grande Prairie, AB T8V 4Z2 |
| Form Date Field | 186 |
| Contact Name | Amy Diaz |
| Phone Number | 6043636870 |
| Purpose of Organization | Odyssey House is a non-profit organization and registered charity. We provide safe, secure, and supportive accommodation for individuals who are victims of domestic violence, are in crisis, or in need of a housing alternative. Odyssey House is open 24 hours a day, 7 days a week. Odyssey House has grown over decades and expanded to further meet the needs of our community. Besides the emergency shelter, Odyssey House also provides outreach services to anyone affected by domestic violence, childcare support for individuals accessing services through our licensed daycares, public education to students and community and finally our second stage shelter named Serenity Place. |
| Purpose Continued | |
| Position of Contact Person | Director of Sponsorship |
| What act are you registered under? | The Business Corporations Act |
| Registration No. | 129126462RR0001 |
| Grant Type | Operating Grant |
| Total Amount Requested | \$5,000.00 |
| Proposed Project | GrandeCon is a three-day long entertainment expo/comic convention in Grande Prairie, Alberta. The event is a tradeshow style with pop culture style vendors and comic/film/entertainment artists plus features live interviews of celebrity guests as well as creative workshops. <ul style="list-style-type: none"> • Artist Alley: a section of GrandeCon which will feature a variety of international, national, regional, and local artists. Featured works include sketches, paintings, photographs, sculptures infused with science fiction, fantasy, comics, and pop culture. • Cosplay: Cosplay refers to costume play. Many attendees of fan conventions enjoy dressing in costumes inspired by their favorite, film, television, or comic book characters. GrandeCon also has three Cosplay Contest categories. These include Novice, Journeyman and Masters, as well as Youth competition for children 12 and under. • Celebrity Meet and Greet: All celebrity guests will be doing autographs and photographs with fans. Each of them will also be participating in interviews with fan Q & A sessions. • Workshops: Workshops on acting, costume design, writing and more. Panels include a discussion from illustrators and comic creators and film professionals and a hosted Q & A with a local cosplayer. • Exhibitors: There will be a unique selection of exhibitor booths/vendors with an array of businesses including comic book retailers, toy stores, board games stores, video game de, clothing retailers and more. • Evening Events: GrandeCon After Dark events are to take place throughout the city during the lead up to and during GrandeCon attracting visitors from neighboring regions. |
| Have you previously applied for a grant from MD | |
| Previous Grant App from MD | Yes |

| | |
|---|--|
| Final Completion Report Provided to MD | Yes |
| Grant funds applied for from other sources? | Yes |
| Grant Funds Received from other sources? | |
| Have you performed any other fundraising projects? | No |
| Agreement | |
| Grant Purpose | Workshop Room Sponsor |
| Year Grant Received | 2023 |
| Amount of Grant | \$5,000.00 |
| List the donae, purpose and amount | County of Grande Prairie - \$10,000.00 - Game Room Sponsor Tourism of Grande Prairie - \$10,000.00 - Creator's Lane Sponsor Rotary Club of Grande Prairie - \$15,000.00 - Celebrity Row Sponsor |
| What type of fundraising & how much did you raise? | |
| Signature | Amy Diaz |
| Date | 01/22/24 |
| Financial Statement | |
| Administration Recommendations | |
| Email | sponsorship@grandecon.ca |
| Column41 | |
| MD Logo | |
| Email Comm. | |
| Column44 | |
| List for Recognition | This sponsorship will be recognized with: ● 6 x weekend Event Passes ● Sponsor Specific Signage ● Live Logo Display - shared on main stage screens ● 2 x Social Media posts on GrandeCon social media channels ● 6 x E-blasts logo features ● 3 x Onsite "Shout Outs" Throughout Event ● Website Logo & Link on GrandeCon Website Sponsor Page ● Logo on Website Footer Custom Sponsor Perks - Pick up to 6 Perks ● 10 x 10 Booth Space - subject to availability, first come first serve ● Moderate/Host Workshop/Panel - subject to availability ● Professional digital photo album (5 images) - GrandeCon Photographer, if present at the event ● GrandeCon Supported Contesting - subject to availability, first come first serve ● Provide 100 logoed items for the VIP swag bags ● Opportunity to submit items in the celebrity guest gift baskets -12 items min |



GRANDE CON

SPONSORSHIP PROPOSAL

www.GrandeCon.ca/

JULY 12, 13, 14/2024
GRANDE PRAIRIE, AB
Contact: sponsorship@grandecon.ca



INTRODUCTION

Our Mission

Everyone has the right to live with dignity, safety, and equality

Our Vision

To help individuals break free from the cycle of violence

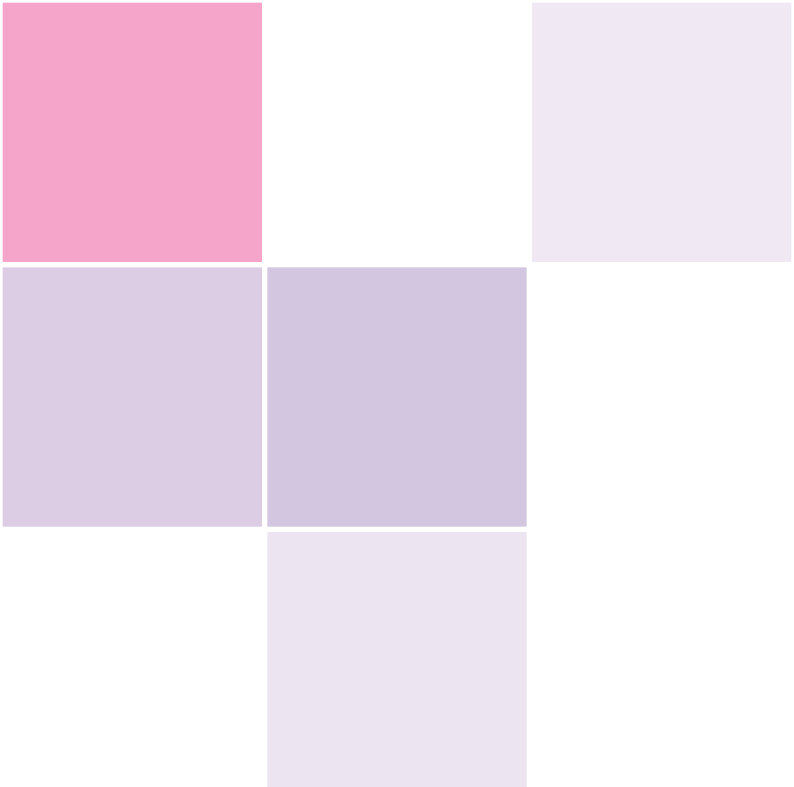
Odyssey House is a non-profit organization and registered charity. We provide safe, secure, and supportive accommodation for individuals who are victims of domestic violence, are in crisis, or in need of a housing alternative. Odyssey House is open 24 hours a day, 7 days a week. Odyssey House has grown over decades and expanded to further meet the needs of our community. Besides the emergency shelter, Odyssey House also provides outreach services to

“GrandeCon aligns with Odyssey House’s guiding belief of inclusivity and empowerment.”

- Lisa Watson (Odyssey House)

anyone affected by domestic violence, childcare support for individuals accessing services through our licensed daycares, public education to students and community and finally our second stage shelter named Serenity Place.

For more information on our history, what services we offer and how you can get involved; please check out our website www.odysseyhouse.ca



ABOUT US

Who are we?

GrandeCon is the superhero brainchild of Odyssey House’s Social Enterprise Committee; composed of our Board of Directors, Odyssey House staff, and a partnership with the Director of Prince George’s FanCon.

GrandeCon’s purpose is to raise funds for Odyssey House and support their continued efforts to provide safe, secure, and supportive accommodation for individuals who are experiencing domestic violence, are in crisis, or in need of a housing alternative.

We are a group of self-professed nerds, pop culture fans and huge advocates for ending the cycle of domestic violence.



OUR TEAM

"t was amazing! definitely stepped up from last year."
- (Attendee of GrandeCon 2023)



Jenna - Director of Operations

Odyssey House Board President
info@grandecon.ca, vendors@grandecon.ca

Jenna has been on the Odyssey House Board since 2011, serving as Vice President for 5 years before recently taking over the Board President role in November 2022. Jenna is the Office Manager at Friesen Bain LLP Chartered Professional Accountants and a founding GrandeCon planning committee member now serving as the Director of Operations for Grandecon. In her role she mastered the intricacies that includes (among so, so, soooo many tasks) celebrity selection & contract negotiations, facility equipment procurement, vendor booth sales & communications and being the overall "Mastermind of GrandeCon". Truly putting her heart and soul into everything she does, she has been an inspiration and cheerleader for all her fellow committee members, sponsors, vendors and volunteers.

Shawn- Financial Accountability & Logistics

Director of Finance & Volunteers
finance@grandecon.ca | volunteers@grandecon.ca

Shawn has successfully held the role of Treasurer on the Odyssey House Board of Directors since 2017. Shawn is a Professional Accountant, previously a partner with Fletcher Mudryk LLP Chartered Professional Accountants; he has years of experience starting in 2007, primarily working as a CPA in Grande Prairie. Shawn has been an enthusiastic and invaluable member of the GrandeCon planning committee since DAY ONE. His financial mind, keen eye for detail and gentle heart has been so valuable in his role that includes the budgetary & financial planning, logistics management and volunteer development. Shawn keeps the team on budget, on track and offers kind, wise and firm advice to all of his committee members..



Lisa - Odyssey House Liaison

Odyssey House Executive Director

Lisa has led the Odyssey House team in the role of Executive Director since 2020. She describes herself as a problem solver, relationship builder, with community first priorities. Resource navigator. Anti-violence agenda pusher. Relevant information supporter and new learning seeker. Equity pursuer. Evaluation supporter. Faithful advocate for social justice.

OUR TEAM

“It was awesome and I almost cried.”
- (Attendee of GrandeCon 2023)



Kristen - Director of Marketing

marketing@grandecon.ca

Kristen, originally from the small community of Falher, Alberta, has called Grande Prairie home since 2019. After moving to the city for college, she earned a Business Administration Diploma with a major in marketing, fueling her passion for the field. Kristen joined the

GrandeCon committee this year in her professional role as Media and Event Coordinator for Odyssey House. Kristen provides event marketing strategies for GrandeCon with responsibilities including radio and billboard marketing, coordinating celebrity interviews, maintaining the website, and overseeing social media.



OUR TEAM

'cont



Amy - Director of Sponsorships

Odyssey House Board member
sponsorship@grandecon.ca

Amy has been on the Odyssey House Board since 2021. She is a lawyer at Stringam LLP, where she first learned of Odyssey House and is passionate about lending assistance to the organization, which is pivotal in assisting women and children live a life without violence.

Alicia - Volunteer for Odyssey House

logistics@grandecon.ca

Alicia is a Maritime transplant who has happily called Grande Prairie home since 2013. She is the owner and driving force behind Book Nerds Bookkeeping & Business Solutions, a successful and growing addition to the vibrant business community in Grande Prairie. Being a part of the entrepreneurial community has opened the door and provided the means for increasing her community support and involvement. Being able to Sponsor Grande Con for the past two years has led to the exciting opportunity to join the GrandeCon Team. Alicia brings her creativity, business acumen, networking skills, personability and love of all thing's nerd to the team.



OUR TEAM



SPONSORSHIP LEVELS

| Sponsorship Levels | \$15,000 | \$10,000 | \$5000 | \$3000 | \$2000 | \$1000 | \$500 |
|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Sponsorship Perks | | | | | | | |
| Live Display - Main Stage Screen | X | X | X | X | | | |
| ULTRA VIP Event invitation | 6 | 4 | 2 | 4 | | | |
| VIP seating at Main Stage Events* | X | X | | | | | |
| Event Passes | 15 x wknd | 10x wknd | 6 x wknd | 4 x wknd | 2 x wknd | | |
| Sponsor Specific Signage | Main Stage | Celebrity Row | Artist Alley | Creative Corner | Tattoo Alley | Interior Signage | Exterior Signage |
| Live Display - Shared ** | | | X | X | X | X | X |
| Social Media | 4 | 3 | 2 | 1 | 1 | | |
| E-blasts | 10 | 8 | 6 | 4 | 2 | 3 | 2 |
| On site shout outs | 9 | 6 | 3 | 3 | 3 | 3 | |
| Logo and link on GrandeCon website | X | X | X | X | X | X | X |
| Logo on event sponsor poster | | | | | | | |
| Custom Sponsor Perks | Pick up to 8 Perks | Pick up to 8 Perks | Pick up to 6 Perks | Pick up to 6 Perks | Pick up to 5 Perks | Pick up to 5 Perks | Pick up to 5 Perks |
| Introduce Guest of Choice - subject to availability | X | X | | | | | |
| VIP Photo Op with Celebrity of Your Choice | X | X | | | | | |
| Signed Memorabilia - one guest autograph | X | X | | | | | |
| Booth Space - subject to availability, first come first serve | 10x20 | 10x20 | 10x10 | | | | |
| Moderate/Host Workshop/Panel - subject to availability | X | X | X | | | | |
| Professional digital photo album - Grandecon Photographer | 15 images | 10 images | 5 images | | | | |
| Grandecon Supported Contesting - subject to availability | X | X | X | X | X | | |
| Present Workshop/Panel | X | X | X | X | X | | |
| Provide 100 logo'ed items for the VIP swag bags | X | X | X | X | X | X | |

* Limited sponsor seating, first come first serve

** Shared with other sponsors

2024 TITLE SPONSORSHIP AND KIDS GET IN FREE SPONSORSHIP ALREADY **SOLD!**

SPONSORSHIP OPTIONS

\$15,000

- Main Stage
- Celebrity Row

\$10,000

- Artist Alley
- Creator's Lane

\$5,000

- Tattoo Alley
- Game Room
- Cantina
- Marketing

\$3,000

- After Dark parties
- Ultra VIP party
- Wristbands
- Volunteers

\$2,000

- Photo Booth
- KidZone
- Cosplay
- Lego
- Entertainment

\$1,000

- Arcade
- Facepainting
- Princess Party





SPONSOR FEEDBACK

“We love partnering with events as UNCOMMON as we are. The team of GrandeCon go above and beyond to ensure you’re getting full value as a sponsor.”

**- Holt Humphrey,
Stringam LLP (Title Sponsor)**

“This was our second year as the Kid’s Get in Free sponsor of GrandeCon and what an amazing time we had once again. It is amazing the reach this event has had - from Saskatchewan on through Alberta and Northern BC. Amazing event once again from all the staff and volunteers of Odyssey House.”

- Brent North, Re/Max Team North



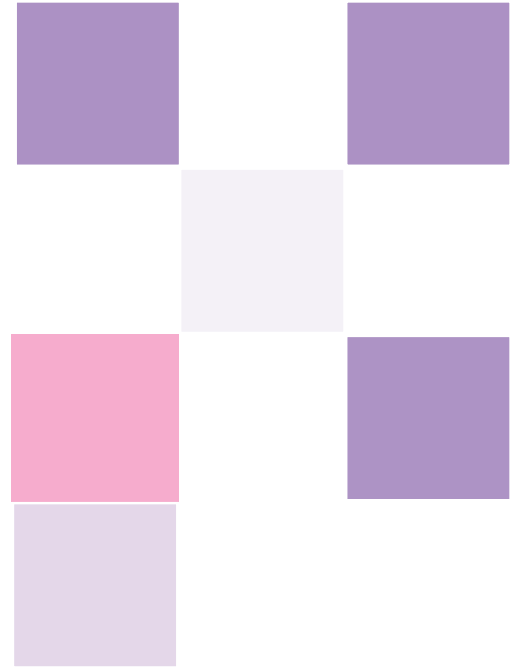
Make sure to SAVE THE DATE for GrandeCon next year! We’ll return July 12-14 in 2024!



TESTIMONIALS

“It was a smashing success. Next year, I am upgrading to a corner booth!”

- (GrandeCon 2023 vendor)



“I am very happy to see this event growing like it is. Community Futures is committed to supporting local initiatives that positively impact our community not only economically, but socially as well. GrandeCon does that so well and Community Futures is proud to be able to support it in whatever way we can with our limited means.

– Holly Sorgen, Executive Director, Community Futures Grande Prairie & Region

“I had great sales. The organizers were helpful, responsive and easy to work with.”

- (GrandeCon 2023 vendor)

“Amazing. Always a great time with GrandeCon!”

- (GrandeCon 2023 vendor)



AGREEMENT FORM

Interested in a sponsorship level for GrandeCon 2024? Let Amy know below what level of sponsorship you'd like and she will contact you to customize your sponsorship package's perks and benefits.

If you are ready to sign up, fill out the form below and we'll do the rest!

If you have any sponsorship questions that will help you make your decision, please feel free to contact Amy at your convenience at sponsorship@grandecon.ca and she'd be happy to help!

CONTACT

Amy Diaz

Director of Sponsorship

Email

sponsorship@grandecon.ca

GrandeCon.ca

Sponsorship Level Selected

Please list the level of sponsorship your business or organization is committing to

Level

Sponsorship Approval by

Signature of authorization from your business or organization

Signature

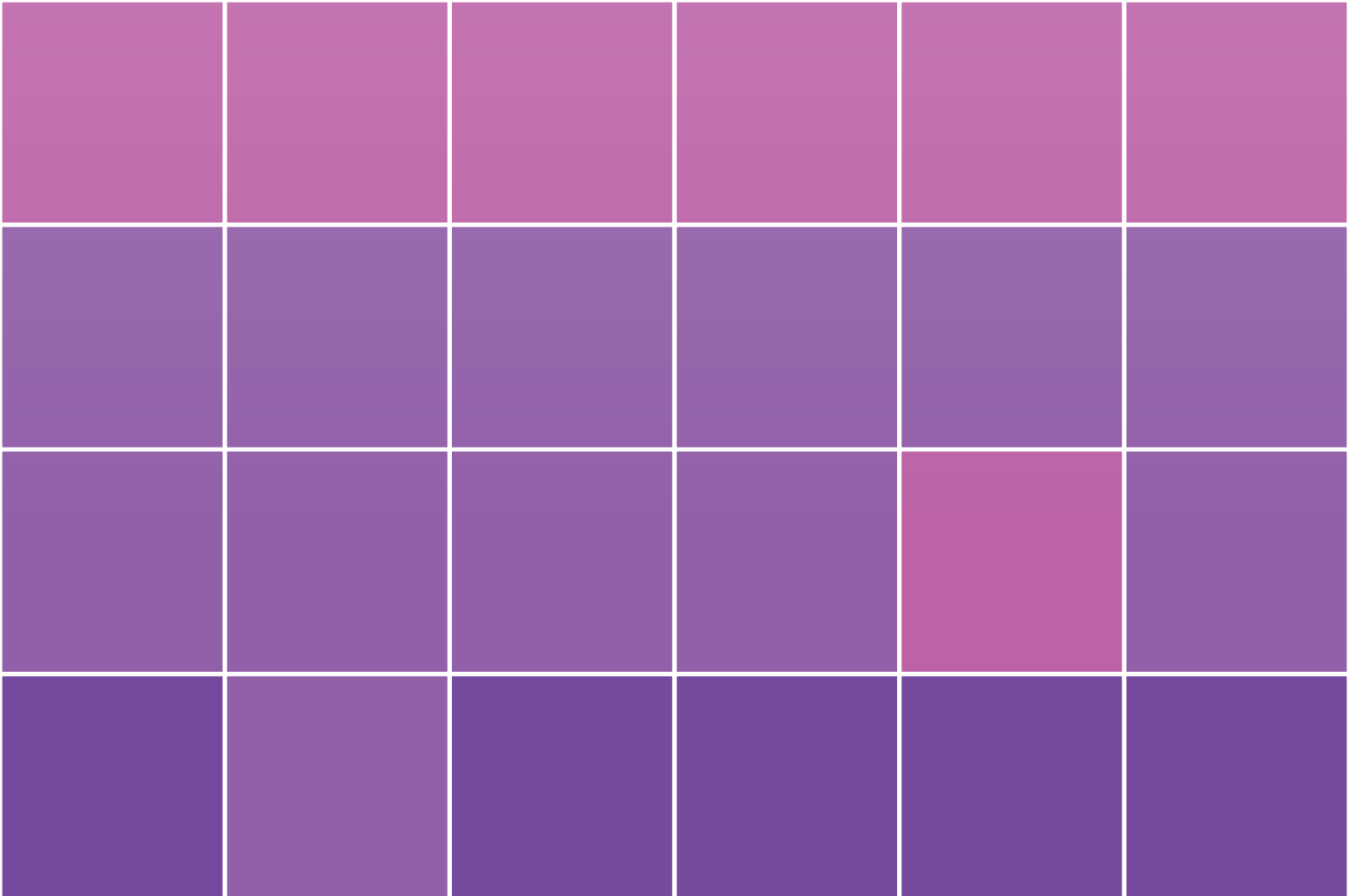
Date of Approval

The date you chose to be part of the magic of Grande Prairie's newest legacy event!

Date

*Please make it payable to 'The Grande Prairie Women's Residence Association'
PO Box 1395 Grande Prairie, AB T8V 4Z2
Charitable registration number is 129126462RR0001*





Thank You



WWW.GRANDECON.CA

July 12, 13, 14, 2024
Bonnetts Energy Centre
Grande Prairie, AB

GrandeCon 2024 Budget

| | |
|---------------|---------------------------------|
| INCOME | Estimated 261,350.00 |
|---------------|---------------------------------|

ADMISSIONS

| Estimated No. | Actual No. | Ticket Type | Price | Budget |
|---------------|------------|--------------------|--------|------------------|
| 850 | - | Friday/Sunday Pass | 33.00 | 28,050.00 |
| 1,100 | - | Saturday Pass | 40.00 | 44,000.00 |
| 175 | - | Weekend Pass | 75.00 | 13,125.00 |
| 25 | - | VIP Pass | 225.00 | 5,625.00 |
| Total | | | | 90,800.00 |

EXHIBITORS/VENDORS

| Estimated No. | Actual No. | Booth Type | Price | Budget |
|---------------|------------|--------------|----------|------------------|
| 20 | - | Regular | 450.00 | 9,000.00 |
| 7 | - | Double | 800.00 | 5,600.00 |
| 4 | - | Triple | 1,125.00 | 4,500.00 |
| 3 | - | Quad | 1,350.00 | 4,050.00 |
| 6 | - | Corner | 550.00 | 3,300.00 |
| 5 | - | End-cap | 600.00 | 3,000.00 |
| 10 | - | Artist Alley | 185.00 | 1,850.00 |
| 10 | - | Economy | 275.00 | 2,750.00 |
| Total | | | | 34,050.00 |

SPONSORSHIPS

| | | Product | Budget |
|--------------|---|------------------------|------------------|
| | | Presenting Sponsor | 20,000.00 |
| | | Kids Get in Free | 5,000.00 |
| | | Hotel Sponsorship | 5,000.00 |
| | | VIP Transportation | 5,000.00 |
| | | VIP Party | 3,000.00 |
| | | Municipal/Govt Grants | |
| | | City of Grande Prairie | 25,000.00 |
| | | County of GP No. 1 | 2,500.00 |
| | | Tourism Board | 5,000.00 |
| | | MD of Greenview | 2,500.00 |
| 8 | - | Sponsorships | 2,000.00 |
| Total | | | 89,000.00 |

SALE OF ITEMS

| | | Product | Budget |
|--|--|---------------------|-----------|
| | | Autographs | 40,000.00 |
| | | Photo Opportunities | 2,500.00 |

Merchandise 5,000.00

Total 47,500.00

EXPENSES 246,850.00

ENTERTAINMENT

| | Expense | Budget |
|--|-------------------|---------------|
| | Guests | 85,000.00 |
| | Per diems | 2,500.00 |
| | Transport (Local) | 5,000.00 |
| | Hotels | 8,000.00 |
| | Flights | 28,000.00 |
| | Talent incidents | 1,000.00 |
| | VIP Party | 2,500.00 |

Total 132,000.00

FACILITY

| | Expense | Budget |
|--|-------------------|---------------|
| | Venue Rental | 15,000.00 |
| | Security | 12,500.00 |
| | Catering | 4,000.00 |
| | Tables/Chairs | 1,500.00 |
| | Pipe & Drape | 16,500.00 |
| | Handwash stations | 500.00 |
| | Signage | 4,000.00 |

Total 54,000.00

AUDIO VISUAL

| | Expense | Budget |
|--|------------------|---------------|
| | Equipment rental | 10,000.00 |
| | Videographer | 3,500.00 |
| | Photographer | 3,250.00 |

Total 16,750.00

VOLUNTEERS & STAFF

| | Expense | Budget |
|--|------------------------|---------------|
| | Consultant Planner | 12,000.00 |
| | Consultant Hotels | 2,500.00 |
| | Consultant Travel | 2,500.00 |
| | Volunteer T-shirts | 1,500.00 |
| | Volunteer Room | 1,000.00 |
| | Volunteer Appreciation | 1,500.00 |

Total 21,000.00

PROMOTION

| | Expense | Budget |
|--|-----------------------|------------------|
| | Advertising | 10,000.00 |
| | Promotional materials | 3,000.00 |
| | Merchandise | 4,000.00 |
| | Total | 17,000.00 |

OTHER EVENT EXPENSES

| | Expense | Budget |
|--|---------------------|-----------------|
| | Lego Event | 750.00 |
| | Stationary & Office | 1,250.00 |
| | Face painter | 1,200.00 |
| | Insurance | 1,200.00 |
| | Cosplay prizes | 1,500.00 |
| | Cantina | 200.00 |
| | Total | 6,100.00 |

| | |
|-------------------|------------------|
| NET INCOME | 14,500.00 |
|-------------------|------------------|



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Sponsorship Request - Peace Area Riding for the Disabled Society (PARDS) | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: |
| DEPARTMENT: | COMMUNITY SERVICES | DIR: MH | PRESENTER: LD |
| STRATEGIC PLAN: | Culture, Social & Emergency Services | LEG: SS | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 – Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$1,000.00, along with an in-kind donation of up to \$500.00, to the Peace Area Riding for the Disabled Society (PARDS) for the Community Carnival and Cookout, scheduled for June 8, 2024, in the County of Grande Prairie, with funds to come from the Community Services Sponsorships budget.

BACKGROUND/PROPOSAL:

The Peace Area Riding for the Disabled Society (PARDS) offers specialized and unique therapy for those who are living with any range of mental or physical disabilities, offering a sense of independence and confidence to those who attend. The program offers support and services which are designed with everyone's needs in mind while creating educational experiences and providing positive physical and mental health benefits.

PARDS currently has a membership consisting of more than 650 individuals, including both children and adults. In 2022, 53 of those individuals were Greenview residents, and this number has remained relatively consistent over the past three years. Additionally, many program members actively engage in volunteering for various events and programs held at the arena, fostering a strong sense of community among all attendees.

PARDS is requesting a \$2,500.00 "Prize Sponsor" for the Community Carnival and Cook Out to be held on June 8, 2024, in the County of Grande Prairie. This sponsorship opportunity would provide promotion of Greenview's brand with signage at the event tables, social media mentions, Greenview's logo included on the carnival poster, can include a banner if provided, and will provide the Carnival with 20 games for the community to enjoy.

Greenview has previously provided sponsorship in the amount of \$1,000.00 and a \$500.00 in-kind donation for the Annual Dine & Dance. Administration is recommending a similar grant for this event. A donation of \$1,000 would provide Greenview with sponsorship opportunities of Social Media awareness and mention in the PARDS Newsletter. Also included is signage (to be supplied by sponsor, max. 2'x4') displayed at the event.

The balance of the Community Services Grants and Sponsorships budget is approximately \$132,726.90.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting a program that directly impacts Greenview residents while having Greenview's logo advertised throughout the event.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to suggest a different sponsorship amount (see the attached brochure) or to take no action on the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$1,000.00 and \$500.00 in-kind

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 Peace Area Riding for the Disabled Society (PARDS) following Council's decision.

ATTACHMENT(S):

- PARDS Sponsorship Application
- PARDS Carnival Budget
- PARDS 2024 Carnival & Cook-Off Sponsorship Form

Greenview Sponsorship and Donation Request Form

Row 116

| | |
|--|--|
| Organization or Person Requesting Funds | PARDS Therapeutic Centre |
| Date of Application | 04/11/24 |
| Form Date Field | 202 |
| Date of Event | 06/08/24 |
| Phone Number | 780-830-6143 |
| Purpose of Organization | community @pards.ca |
| Mailing Address | 710009 Range Rd 55 County of Grande Prairie No 1 T8W 5A7 |
| Funding Request Total | \$2,500.00 |
| Type of sponsorship request | |
| Describe your organization | PARDS is a community leader focusing on unique and specific therapies for people living with a disability or challenge, whether physical, cognitive, social or behavioral. We are a champion in the community believing all individuals have the right to independence and self-confidence as well as access to quality supports and services to assist them in achieving those. We also believe that the community is strengthened by developing and providing services that enhance the lives of all individuals. PARDS has a membership of over 650 children and adults of all abilities who benefit from the vital, life enhancing programs offered at PARDS. Many riders engage with us outside of their lessons by volunteering at our facility, helping us with events or fundraising opportunities and being spokespersons for the benefits of therapeutic riding. All of these points of engagement promote a strong, inclusive and supportive community for people of all abilities. |
| Intended Purpose | The Carnival & Cook Off has a number of games for attendees to play. Participants purchase tokens to play the games and after collection coupons they can redeem these coupons for prizes based on the number of coupons. All funds received go directly to our programs and riders. |
| Direct Goals | Along with raising much needed funding the Carnivals goals and objectives are to create awareness for PARDS Therapeutic Centre by having them attend our facility, learn about our programs and summer camps. We will also have brochures and registration forms for our Fund Ride July 6, 2024. |
| Where/When? | The Carnival & Cook Off will be hosted at the PARDS Therapeutic Centre, June 8, 2024 from 11:00 am to 4:00 PM. |
| Benefit to residents of Greenview | PARDS Therapeutic Centre works with local schools through our Little Pony Motricity (Ages 3-6) and our Youth Leadership program (7-18). Presently working with the Sturgeon Lake School and we are excited to have approximately 120 student attending these programs in the spring of 2024. PARDS is a place where everyone belongs. We provide a valuable service to our community through therapeutic and inclusive equine and animal assisted programs. All of our programs are offered with the objective of positively impacting the quality of life for our riders. PARDS is all inclusive and its events like these that sustain our programs and support our riders. |
| How many people will benefit | Approximately 1500 participants take part in the games, pony cart rides, pony riders and petting zoo. |
| Funding from others | County of Grande Prairie No. 1 \$3,000. City of Grande Prairie \$3000. |

| | |
|---|--|
| Additional Information | As you may be aware with the draught we have experienced in the last couple years has severely affected our hay supply for our hungry horses partners. The hay bales are extremely hard to find and the quality has been lower than normal. This winter and spring is not holding much hope for a bumper yield this year and we anticipate we will have to travel some distance again and the costs will not decrease. |
| Recognition | Sponsorship includes signage at the Prize Table, Social Media, logo on Carnival poster. Banner to be supplied by sponsor. Maximum size 3' x 6' |
| Previous Donation | In the past two years PARDS Therapeutic Centre was the beneficiary of \$12,750 from the MD of Greenview. Recognition was through Newsletters, a Kickboard sign that is proudly displayed in our arena and our light board as you enter the PARDS main office. |
| 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) | Shirley McDonald |
| Logo Permission | |
| Agreement with Statement | |
| Signature1 | Shirley McDonald |
| FOIP Disclosure | |

2024 Carnival & Cook Off Budget

| | | | |
|------------|--------------|----------|-------|
| Revenue | | | |
| | Sponsorships | \$20,000 | |
| | Games | 5000 | |
| | Pony Rides | 1000 | |
| | Food | 1000 | |
| | | | |
| | | | 27000 |
| Expenses | | | |
| | Food | 250 | |
| | Game Prizes | 1500 | |
| | | | -1750 |
| | | | |
| Net Profit | | | 25250 |



2024 Carnival & Cook-Off Sponsorship Form

June 8, 2024

- Mane Event Sponsor \$5,000 - Keddie's Tack & Western Wear**
Sponsorship includes prominent logo at PARDS gate and in the arena. Social Media, PARDS newsletter and Poster. (sponsorship commitment by May 1, 2023 Signage at the event to be supplied by Sponsor—Maximum 2 Banners 4' x 8"
- Cook Off Sponsorship \$3,000. - One opportunity**
Sponsorship includes signage in the cook off area, Social Media, logo on carnival poster and PARDS newsletter. Banner to be provided by sponsor. Maximum size 3' x 6'
- Prize Sponsor \$2,500 - One Opportunity**
Sponsorship includes signage at the Prize Table, Social Media, logo on Carnival poster. Banner to be supplied by sponsor. Maximum size 3' x 6'
- Pony Ride Sponsor \$1,000 - One Opportunity ****
- Pony Cart Ride Sponsor \$1,000 - One Opportunity ****
- Petting Zoo Sponsor \$1,000 - One Opportunity ****
- Silly String Corral Sponsor \$1000. - One Opportunity ****
** Sponsorship includes Social Media and PARDS Newsletter. Signage to be supplied by sponsor Max 2' x 4'
- Glitter Tattoo Sponsor \$750. - One Opportunity *****
- Face Painting Sponsor \$750 - One Opportunity *****
- Popcorn Sponsor \$750 - One Opportunity *****
*** Sponsorship includes signage at sponsored area, Social Media, PARDS Newsletter
- Carnival Game Sponsor \$500 - Twenty Opportunities**
Sponsorship includes signage at Carnival Game, Social Media., PARDS Newsletter
- Horseshoe Sponsor \$250 - Unlimited**

Sponsor name: _____ (for recognition purposes)
 Billing name: _____ (for invoicing & charitable tax receipt)
 Address: _____ City _____ PC _____
 Email _____ (to send invoice/charitable tax receipt)

Payment options:

- Bill CC # _____ Exp _____ CCV _____
Name on card _____
- Invoice—Cheques made **payable** to PARDS
- E-transfer to Volunteer@pards.ca with Note: 2023 Carnival - Password PARDS1984

Authorized Signature _____ Date _____
 Name (please print) _____ Phone Number: _____

Thank you for your generous support of PARDS riders!



REQUEST FOR DECISION

SUBJECT: Sponsorship Request - Town of Valleyview Fireworks Display
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 14, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LD
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 – Greenview Sponsorships and Donations

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$1,500.00 to the Town of Valleyview for the Canada Day Fireworks Display, to be held July 1, 2024, in Valleyview, Alberta, with funds to come from the Community Services Grants and Sponsorships Budget.

BACKGROUND/PROPOSAL:

The Town of Valleyview has traditionally put on a full day of events in celebration of Canada’s birthday within the community on July 1st. Each year, the day gets started with a pancake breakfast organized by the Elks and continues with events and activities held at the Polar Palace Arena throughout the day. The event is geared for families and kids of all ages, with face painting, games and activities that are open to the community. The day concludes with fireworks.

The Town of Valleyview has submitted a sponsorship requesting Greenview provide a sponsorship in the amount of \$1,500.00 to support the expenses associated with the Canada Day fireworks display. In return for this sponsorship, Greenview's name and logo will be featured on the Town's social media platforms, and verbal recognition will be given during the day's events. Administration recommends sponsoring the full requested amount, as the Canada Day Celebrations bring entertainment to the residents of Valleyview and the surrounding Greenview community.

In previous years, Greenview has sponsored the Town of Valleyview for the Canada Day fireworks display, most recently in 2023 for \$1,500.00.

The balance of the Community Services Grants and Sponsorships budget is approximately \$132,726.90.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will contribute to celebrating our nation's birthday and demonstrate support for the Town of Valleyview and its surrounding Greenview residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$1,500.00

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 Town of Valleyview following Council's decision.

ATTACHMENT(S):

- Town of Valleyview Sponsorship Request

Greenview Sponsorship and Donation Request Form

Row 117

| | |
|---|---|
| Organization or Person Requesting Funds | Town of Valleyview |
| Date of Application | 04/12/24 |
| Form Date Field | 203 |
| Date of Event | 07/01/24 |
| Phone Number | 780-524-5158 |
| Purpose of Organization | awedge@valleyview.ca |
| Mailing Address | Box 270 Valleyview, AB T0H 3N0 |
| Funding Request Total | 1500 |
| Type of sponsorship request | Event |
| Describe your organization | The Town of Valleyview is a municipal government |
| Intended Purpose | The Town of Valleyview is hosting the annual Canada Day Celebrations on July 1, 2024. The day begins with the Elks Pancake breakfast and carries on with the Legion Flag Raising Ceremony. The afternoon is filled with fun family events including face painting, bouncy castles, a crib tournament and games. At dusk, the town sets off fireworks for everyone to enjoy. |
| Direct Goals | The goal of the Canada Day Celebrations is to provide Valleyview and area residents with free entertainment to celebrate Canada Day. |
| Where/When? | July 1, 2024. |
| Benefit to residents of Greenview | With the rising cost of living it is important to host events that are free to the public to attend to create a sense of community and belonging and also celebrate our Country. |
| How many people will benefit | 250-500 |
| Funding from others | Each year the Town of Valleyview requests donations from various businesses/stake holders in the community and we typically end up with a budget of approximately \$5000 to purchase the fireworks. |
| Additional Information | |
| Recognition | A sponsorship recognition post is advertised at the Canada Day events as well as on the Town of Valleyview Community Services Facebook and Instagram pages. |
| Previous Donation | Greenview graciously supports the areas fireworks yearly and was recognized as mentioned above. |
| 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) Angie Wedge

Logo Permission

Agreement with Statement

Signature1 Angie Wedge

FOIP Disclosure



REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Sponsorship Request - Wanham Plowing Match | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: |
| DEPARTMENT: | COMMUNITY SERVICES | DIR: MH | PRESENTER: LD |
| STRATEGIC PLAN: | Culture, Social & Emergency Services | LEG: SS | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 – Greenview Sponsorships

RECOMMENDED ACTION:

MOTION: That Council approve a “Platinum Sponsorship” in the amount of \$1,500.00 to the C.O.C.O. Wanham Plowing Match & Agricultural Society, in hosting the 51st Annual Wanham Plowing Match, to be held June 21-23, 2024, in Wanham, Alberta with funds to come from the Community Services Sponsorships budget.

BACKGROUND/PROPOSAL:

The Community of Co-Operating Organizations (C.O.C.O.) Wanham Plowing Match and Agricultural Society is hosting its 51st Annual event which will be held on June 21-23, 2024, in Wanham, Alberta. The society has requested a Diamond level sponsorship of \$2,500.00 to aid in the promotional items for the event, such as print material and radio ads. Funds will also be used towards the kid's area entertainment such as face painting, games and activities.

The Wanham Plowing Match came together in 1971 to bring people into the small town of Wanham in hopes of making its community known. The event includes the old-fashioned horse plowing, modified truck, and tractor pull, and has added new events such as barrel racing, horse jumping, and pole bending among many others throughout the years. Another planned portion of the event includes a Homestead series of educators touching on sustainable living and farming, a silent auction, live music, and a larger dedicated kids area for families with small children.

The goal of the event is to raise funds to sustain the sports complex, which includes the indoor skating rink and the surrounding grounds which include the ball diamond, horseshoe pits, outdoor riding arena, tractor pull track, headquarters building, and old Wanham school house among other buildings that are available for general use the majority of the year. The society also has a long-term goal of raising enough funds to complete major renovations to the indoor bathrooms, changerooms, and hallways to allow for bigger events, and more events to be held.

The society has received an estimated \$20,000.00 to date from the Birch Hills County Recreation Board grant, event sponsorships and in-kind from the County offering to mow the grounds prior to the event. Travel

Alberta has donated \$10,000.00. Locals have made other donations for transportation of materials, land use, awards banquet and pancake breakfast.

Greenview has previously sponsored the Wanham Plowing Match, most recently for \$2,000.00 in 2023.

Administration is recommending a “Platinum Sponsorship” in the amount of \$1,500.00, as this event does not directly benefit Greenview, nor is held within Greenview. However, this long-standing event allows Greenview residents to attend and experience the small-town event. The Platinum Sponsorship includes the following:

- *6-day passes*
- *One 4 x8’ spot for your company to advertise along Hwy 49 from June 1, 2024, through May 31, 2025, the sign is the responsibility of the company and will be returned after the year is over. The sign must be made of coroplast or dibond material.*
- *Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)*
- *Name listed on a sign in beer gardens.*
- *A reserved spot in the beer gardens to display your company banner. Banner is the sponsor’s responsibility; it must be supplied no later than June 15, and collected by the sponsor by the end of the match.*
- *Name mentions during the sponsored event, as well as announced on the grounds throughout the weekend.*
- *Name listed on Home page and social media pages, including logo (if JPEG is supplied by April 15) and a link to your website.*

The balance of the 2024 Community Services Grants and Sponsorships budget is approximately \$132,726.90.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be a part of a large, long-standing event within a small community, giving Greenview residents a chance to attend.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is that Greenview could be setting a standard for events that are not within Greenview or directly impact Greenview residents.
2. The disadvantage of the recommended motion is that Council could see an influx in event sponsorship requests from organizations outside of Greenview.

ALTERNATIVES CONSIDERED:

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

Alternative #2: Council has the alternative to support the event in another capacity, such as in-kind donations for the silent auction.

FINANCIAL IMPLICATION:

Direct Costs: \$1,500.00

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 contact The Wanham Plowing Match board members following Council's decision.

ATTACHMENT(S):

- Wanham Plowing Match Sponsorship Application
- 51st Annual Wanham Plowing Match Sponsor Package
- 2024 Wanham Plowing Match Budget

Greenview Sponsorship and Donation Request Form

Row 118

| | |
|--|---|
| Organization or Person Requesting Funds | C.O.C.O Wanham Plowing Match Agricultural Society |
| Date of Application | 04/20/24 |
| Form Date Field | 204 |
| Date of Event | 06/21/24 |
| Phone Number | 780-222-7420 |
| Purpose of Organization | info@wanhamplowingmatch.com, tmdrysdale@gmail.com |
| Mailing Address | Box 190 Wanham, Alberta T0H 3P0 |
| Funding Request Total | 2500 |
| Type of sponsorship request | Event |
| Describe your organization | <p>The Wanham Plowing Match started in 1971, a small town looking for its place on the map. A small group of local farmers took ideas from neighbours across the country and hosted the very first Wanham Plowing Match, officially opened by Lieutenant Governor Grant MacEwan. Grant MacEwan's address to the community on that first day stated: "What I've seen today, the jaunt through the countryside and what you've done by way of community spirit and community effort, is a transformation and a revelation that is just wonderful. I confess I don't know the whole story about COCO, but it is something that is homegrown and intensely original. My admiration reaches its peak when I see people do things such as you have done. You have something here that must just fill you with pride." The old fashion horse plowing, modified truck and tractor pulling and many accompanying activities are set to return June 21 - 23, 2024 for the 51st Wanham Plowing Match. Barrel racing, horse jumping and pole bending were just some of the recently added events in our past few years. This year, we have a number of new activities planned to provide entertainment and education throughout the entire weekend. Some of these ideas include a homestead themed series of educators touching on sustainable living and farming, and an increased kid's zone for families, including a family dance with live music, and silent auction. Wanham is a small community in the Peace with a big heart. We have local hotels and campgrounds where many visitors will stay during the weekend, so we will be once again tracking both to obtain</p> |

numbers afterwards. COCO is the major cash sponsor for the event and it is also supported by the Birch Hills Senior Center, Birch Hills County, Bear Country Inn, Four L Farms, Langes Farms, and Peace Horse Draft Club and hopefully Travel Alberta, and Grande Prairie Tourism Association. We will run advertising for door prizes, with entry buckets on site throughout the weekend of the 51st to assist in tracking numbers/location as well as volunteers keeping a head count. Our paid advertisements will run from May to June 25, including radio, newspaper, posters, and all our social media platforms (Facebook, Instagram, Tiktok etc) tagged with "brought to you in partnership with xxxxx" with the logo included where applicable. With the many new, and returning events the 51st Wanham Plowing Match is finally sure to be the highlight of the community's summer!

Intended Purpose Funds provided for this event will go towards promotional support such as advertising, print, web and radio. As well as mainly towards our kids zone, which will include free bouncy castles, free face painting, free games and activities for families to enjoy all weekend long. Funds could also be used towards bringing in performers, artists and artisans, keynote speakers and educators with workshops and presentations.

Direct Goals The sports complex is home to not only the indoor skating rink, complete with bathrooms, change rooms and showers, but a licensed legion room, as well as a kitchen, and art room, and the now "retired" curling rink which was recently used as a place of worship for the past year while they were building a new church. Our local volunteers put the ice in when the weather permits in the winter season, and the grounds are maintained year round with public access. We have a ball diamond, 8 horse shoe pits, outdoor riding arena, tractor pull track, headquarters building, the old Wanham school house and a few other out buildings that are available for general use most of the year. Our short term goal with the Wanham Plowing Match is to raise funds to manage and maintain all of these public amenities. Our long term goal with the Wanham Plowing Match is to complete major renovations to our indoor bathrooms, change rooms, and hallways to allow for more, and bigger events to take place.

Where/When? Wanham, Alberta 50th Wanham Plowing Match - June 21-23, 2024

Benefit to residents of Greenview The Wanham Plowing Match will not only be a fun family friendly event for residents of Greenview and surrounding areas to attend this summer, but it goes to show that with a lot of heart, determination and neighborhood support, even the "little" towns can have a place on the map.

How many people will benefit 2500 +/-

Funding from others Birch Hills County - estimated \$20 000 through the rec board grant, event sponsorship, as well as grounds mowing leading up to the event with use of their equipment. Travel Alberta - \$10,000 Peace Horse Draft Club - Donation of equipment and supplies for the plowing event, as well as transportation of materials to and from the event Four L Farms- Land use by donation Langes Farms - Land use by donation for horse plowing Birch Hills Senior Center - Awards Banquet sponsorship/host Bear Country Inn - Pancake breakfast sponsorship/organization

| | |
|---|---|
| Additional Information | Please see the attached PDF for a breakdown of sponsorship levels available. |
| Recognition | As a Diamond Level \$2000+ sponsor the MD of Greenview would receive: 8 day passes One 4 x8' spot for your company to advertise along Hwy 49 from June 1, 2024 through May 31, 2025, the sign is the responsibility of the company and will be returned after the year is over. Sign must be made of coroplast or dibond material. Your business name will be mentioned on the Wanham Plowing Match air time ads, with the local radio stations. This air time takes place several days leading up to the event. Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors) Name listed on a sign in beer gardens. · A reserved spot in the beer gardens to display your company banner. Banner must be supplied no later than June 15, and collected by the sponsor by the end of the month. Name mentioned during the sponsored event, as well as announced on the grounds throughout the weekend. Name listed on HOME page and social media pages, including logo and a link to your website. |
| Previous Donation | Yes for last year's 50th Wanham Plowing Match in June 2023. \$2000 was provided by the MD of Greenview and the recognition matched the description above for the Diamond Level 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 donee, 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) Tegan Martin-Drysdale

Logo Permission Received

**Agreement with
Statement** Agreed. Tegan Martin-Drysdale

Signature1 Tegan Martin-Drysdale

FOIP Disclosure Received

The 51st Wanham Plowing Match 2024 Sponsorship Package

We are very excited to be celebrating the 51st Wanham Plowing Match in 2024.

Since 1971 our community members have pulled together to put on an event not only for ourselves, but for our neighboring communities as well.

So, join us June 21-23, 2024 in Wanham Alberta.

Old fashioned plowing, a car show and shine, slo-pitch tournament, modified tractor pulls, antique machinery, a museum, kids program, live entertainment, beer gardens, food trucks, and so much more, this weekend is sure to be fun for the whole family!

We would be honored if we could provide you with a great sponsorship opportunity.

DIAMOND \$2000+

- 8 day passes
- One 4 x8' spot for your company to advertise along Hwy 49 from June 1, 2024 through May 31, 2025, the sign is the responsibility of the company and will be returned after the year is over. Sign must be made of coroplast or dibond material.
- Your business name will be mentioned on the Wanham Plowing Match air time ads, with the local radio stations. This air time takes place several days leading up to the event.
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- A reserved spot in the beer gardens to display your company banner. Banner must be supplied no later than June 15, and collected by the sponsor by the end of the month.
- Name mentions during the sponsored event, as well as announced on the grounds throughout the weekend.
- Name listed on HOME page and social media pages, including logo (if JPEG is supplied by April 15) and a link to your website.

PLATINUM \$1500-1999

- 6 day passes
- One 4 x8' spot for your company to advertise along Hwy 49 from June 1, 2024 through May 31, 2025, the sign is the responsibility of the company and will be returned after the year is over. Sign must be made of coroplast or dibond material.
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- A reserved spot in the beer gardens to display your company banner. Banner is the sponsor's responsibility; it must be supplied no later than June 15, and collected by the sponsor by the end of the match.
- Name mentions during the sponsored event, as well as announced on the grounds throughout the weekend.

Name listed on HOME page and social media pages, including logo (if JPEG is supplied by April 15) and a link to your website.

GOLD \$1125-1499

- 4 day passes
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- A reserved spot in the beer gardens to display your company banner. Banner is the sponsor's responsibility; it must be supplied no later than June 15, and collected by the sponsor by the end of the match.
- Name mentions during the sponsored event.
- Name listed on HOME page and social media pages, including logo (if JPEG is supplied by April 15) and a link to your website.

SILVER \$750-1124

- 2 day passes
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens
- A reserved spot in the beer gardens to display your company banner. Banner is the sponsor's responsibility; it must be supplied no later than June 15, and collected by the sponsor by the end of the match.
- Name mentions during the sponsored event.
- Name listed on webpage and social media pages, including logo (if JPEG is supplied by April 15) and a link to your website.

BRONZE \$325-749

- 2 day passes
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- Name mentions during the sponsored event.
- Name listed on webpage and social media pages, including logo (if JPEG is supplied by April 15) and a link to your website.

FRIENDS \$25-324

- Name listed on a sign in beer gardens.
- Name mentions during the sponsored event.
- Name listed on webpage, and social media.

www.wanhamplovingmatch.com

Thank you for your Support!

The 51st Wanham Plowing Match 2024 Sponsorship Agreement

Contact name _____

Company/Business Name _____

Address _____

City _____ Province _____ Postal Code _____

Phone Number _____

Email Address _____

Website link: _____

Facebook Page: _____

Other social media links: _____

Key history/information that may be used in advertising, on grounds or social media (ie:

Established in XXXX, what is your company?)

Level of sponsorship agreed to: _____

Sponsorship amount/value: \$ _____

Approved by (print) _____

Date _____

Signed _____

Please email this form, along with a JPEG format of your logo
and links to your website and social media pages or EMT Payment to info@wanhamplowingmatch.com
C.O.C.O Plowing Match & Agricultural Society - Box 190, Wanham, Alberta, T0H 3P0

Wanham Plowing Match Budget 2024

| BUDGET ITEM | EST OR CONFIRMED | 2024 ACTUAL | 2024 BUDGET |
|--|------------------|-------------|--------------------|
| GENERAL & GROUNDS | | | |
| Event Insurance | est | | \$15,000.00 |
| Waste bins | confirmed | \$220.50 | \$2,580.50 |
| Tent Rentals | est | | \$5,000.00 |
| Porta Potty | confirmed | \$3,339.00 | \$6,174.00 |
| Sound Equipment for HQ & Tractor pulls | | | \$1,500.00 |
| Swag + Volunteer Supplies | est | | \$1,000.00 |
| General Supplies - Cleaning, Safety, Repairs | est | | \$1,500.00 |
| Gates | confirmed | | \$2,000.00 |
| Subtotal | | | \$34,754.50 |
| ENTERTAINMENT & MUSIC | | | |
| AGLC | est | | \$600.00 |
| Beer Gardens | est | | \$7,000.00 |
| Musicians | est | | \$4,400.00 |
| Sound/Equipment/Lights | est | | \$1,500.00 |
| Security fence | est | | \$3,000.00 |
| Security | est | | \$3,000.00 |
| Kids Zone activities | confirmed | \$1,935.35 | \$2,000.00 |
| Kids entertainment | confirmed | \$1,442.72 | \$1,500.00 |
| Subtotal | | | \$23,000.00 |
| EVENTS & WORKSHOPS | | | |
| Guest Speaker estimate | est | | \$500.00 |
| MODIFIED TRACTOR PULLS | confirmed | | \$3,000.00 |
| HORSE PLOWING (incl awards supper) | confirmed | | \$6,000.00 |
| Subtotal | | | \$9,500.00 |
| MARKETING & COMMUNICATIONS | | | |
| Ecommerce platform | confirmed | | \$540.00 |
| Grounds Advertisements | est | | \$400.00 |
| Media/Public Relations | | | \$0.00 |
| Internet Advertising | est | | \$2,000.00 |
| Newspaper Advertising | est | | \$2,500.00 |
| Radio Advertising | est | | \$5,400.00 |
| Social Strategy | | | \$0.00 |
| Production/Photography/Videographer | est | | |
| Photography/videography contest prize | | \$500.00 | \$500.00 |
| Postage | est | | \$1,500.00 |
| Mighty Peace Tourism yearly membership | confirmed | \$288.00 | \$288.00 |
| GP Regional Tourism yearly membership | | | |
| Print Materials | est | | \$2,000.00 |
| Subtotal | | | \$15,128.00 |
| TOTAL BUDGET | | | \$82,382.50 |



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | APPR24-08 Application for Approach on SW-13-71-23-W5M | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: JS |
| DEPARTMENT: | PLANNING & EC. DEVELOPMENT | DIR: MAV | PRESENTER: AB |
| STRATEGIC PLAN: | Governance | LEG: SS | |

RELEVANT LEGISLATION:

Provincial - N/A

Council Bylaw/Policy – Policy 4010 Road Access Approaches
Development Guidelines & Municipal Servicing Standards
Bylaw 24-970 Schedule of Fees

RECOMMENDED ACTION:

MOTION: That Council approve approach application APPR24-08 for the construction of a gravel approach on SW-13-71-23-W5M via Township Road 712, with costs borne by the applicant, as per the Schedule of Fees Bylaw 24-970.

BACKGROUND/PROPOSAL:

Administration has received an application to construct a farmland access approach within SW-13-71-23-W5M via Township Road 712. The approach application is for a second approach that would allow access to the East portion of the quarter, where there is no vehicle or equipment passage due to the creek which physically severs the parcel. The proposed approach is located approximately 8.2km North of Highway 43 via Range Road 230/225 and 2.5km West on Township Road 712.

The quarter section has an existing approach used to access the west portion of the quarter and a small ATCO power substation site. The existing approach is located 63 meters from the west boundary of the quarter.

Administration has reviewed the Approach Application, which meets the fundamental safety criteria within Policy 4010.

A site inspection has been completed and Greenview's Construction & Engineering department has advised that the location of the proposed approach meets the 200 meter site distance, however, the location does not meet the 30 meter setback distance from the East parcel line due to the ATCO powerline and power pole located at approximately 31 meters from the East parcel line. Greenview's Construction department advised that they do not see an issue with altering the proposed approach's location to accommodate the power pole's location. Construction further advised that upon completing a site visit, the landowner advised they will be installing a fence and gate on the property which will be setback onto the quarter from the Township Road 712 right of way to ensure that vehicles and equipment can see clearly before leaving and upon entering

the site. No comments or concerns were received from Greenview's Operations department, regarding the location of the proposed farmland access approach on Township Road 712.

Policy 4010 Road Access Approaches

2.1. Rural

- A. One access approach per quarter section of land or subdivided lot along municipally developed roadways will be provided when deemed feasible on the condition that no other approach exists. A second approach may be permitted on a parcel if required by an oil and gas operation at the cost outlined in the Schedules of Fees.*
- B. Greenview may provide an additional approach(s) to a quarter section if the parcel is severed by a topographical feature that divides the quarter section into smaller parcels. Subject to Council approval, additional approaches may be added under the following circumstances:
 - I. Public Safety reasons;*
 - II. If the parcel is bordered by two (2) or more public roads, a second or third approach may be considered, at an additional cost as per the Schedules of Fees.**
- C. The location of the approach will be determined, in consultation with the landowner and in accordance with the Development Guidelines & Municipal Servicing Standards and Alberta Transportation Standards. The size of the approach will be 8 meters for residential and 15 meters for industrial or farmland approaches in accordance with the Development Guidelines and Servicing Standards.*

The proposed approach application does not meet 2.1. A. as the approach is not for an oil and gas operation, however, the approach application does meet 2.1.B. and C. The quarter section is divided by a creek and there is no access to the physically severed east portion of the quarter.

Development Guidelines & Municipal Servicing Standards Greenview

Section 7. Roadway Systems

Drawing No. 7.18(B) Approaches Locations & Limits states; a limit of one field approach is allowed per quarter section and a limit of one residential approach is allowed per quarter section. 30-meter minimum separation between approved approaches unless approved by the General Manager.

The proposed farmland approach would be the second approach on the quarter section. The existing approach on Township Road 712 meets the minimum 30meter separation distance from the west parcel line and the proposed second approach as they are located approximately 715 meters apart.

Schedule of Fees Bylaw 24-970

INFRASTRUCTURE AND ENGINEERING GENERAL – Schedule G

| | <i>Description</i> | <i>GST Status</i> | <i>Fee is \$</i> | <i>Unit</i> |
|-------------|--|-------------------|--------------------|----------------------------------|
| 2. | <i>Approaches</i> | | | |
| <i>i.</i> | <i>Approach Application Request Fee (Non-Refundable)</i> | <i>E</i> | <i>\$175.00</i> | <i>Per Approach</i> |
| <i>ii.</i> | <i>Construction: Gravel Approach</i> <i>*The price may be reduced by \$500 for special circumstances, please contact the Manager of Construction and Engineering for more information</i> | <i>E</i> | <i>\$3500.00</i> | <i>First and Second Approach</i> |
| <i>iii.</i> | <i>Construction: Third Approach</i> <i>Price may be reduced by \$500.00 for special circumstances, please contact the Manager of Construction and Engineering for more information</i> | <i>E</i> | <i>\$7500.00</i> | <i>Per Approach</i> |
| <i>iii.</i> | <i>Upgrade/Relocation: Gravel Approach</i> | <i>E</i> | <i>\$4000.00</i> | <i>Per Approach</i> |
| <i>iv.</i> | <i>Construction: Asphalt Approach</i> | <i>E</i> | <i>\$10,500.00</i> | <i>Per Approach</i> |
| <i>v.</i> | <i>Upgrade / Relocation: Asphalt Paved Approach</i> | <i>E</i> | <i>\$15,500.00</i> | <i>Per Approach</i> |

Administration has advised the applicant that the construction fee for a second approach to the quarter is \$3,500.00 as per the Schedule of Fees Bylaw 24-970. Construction fees are payable upon approval of the application and before construction.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended action is that Council would be following Policy 4010 by allowing access to the physically severed farmland.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to refuse the construction of a second approach at SW-13-71-23-W5M. However, Administration does not recommend this alternative, as the application meets the provisions of Policy 4010.

FINANCIAL IMPLICATION:

Direct Costs: \$12,000 to \$15,000 for construction of the new approach. As per the Schedule of Fees Bylaw 24-970, in the case of a second gravel approach, \$3,500 is paid for by the applicant.

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

STAFFING IMPLICATION:

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

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW-UP ACTIONS:

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

ATTACHMENT(S):

- Approach Application – Redacted
- Approach Location Map
- Site Inspection Photos by Development Officer



PRIVATE APPROACH APPLICATION

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

4806 36 Avenue, PO Box 1079 Valleyview, AB T0H 3N0

Phone: 780.524.7600

www.mdgreenview.ab.ca

Information Checklist

This application is only considered complete once the following information has been provided to our office. The landowner must complete the requirements on the checklist. All requests submitted on this application will be reviewed and submitted for consideration and/or priority rating.

Checklist:

- Non-refundable application fee as per the Fee Schedule Bylaw** \$ 175,00
- Farmland and residential approach construction fees as per the Fee Schedule Bylaw**
 - New Gravel Approach
 - New Asphalt Approach
 - Relocation/Upgrade Gravel Approach
 - Relocation/Upgrade Asphalt Approach
- Completed private approach application**
 - A completed approach application includes entirely filled forms, signatures of registered landowner(s), all applicable fees and any other information deemed necessary to make an informed decision.
- Location sketch**
 - Include existing and/or proposed approach locations.

Please submit your application by mail or in person to the above address or by email to:

planning@mdgreenview.ab.ca

Declaration

I/We hereby declare that the information submitted is, to the best of my/our knowledge, factual and correct.
 I/We understand that by signing this declaration, I/we give consent for an authorized person of MUNICIPAL DISTRICT OF GREENVIEW NO. 16 to enter upon the land that is subject to an approach application for the purposes of conducting a site inspection in order to evaluate the proposed approach.

NOTE: ALL registered landowners MUST sign the application. - 2024

| | | | |
|---------------------|--------------------------------|--------------------------------|----------------------------|
| | <u>Mar 28/2024</u> Date | | <u>Mar 28/2024</u> Date |
| | Registered Landowner Signature | | Date |
| | <u>Mar 28/24</u> Date | | <u>Mar 28/24</u> Date |
| Applicant Signature | Date | Registered Landowner Signature | Date |

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

PRIVATE APPROACH APPLICATION

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

| Landowner Information | |
|---|--|
| Registered landowner: | [REDACTED] |
| Complete mailing address: | [REDACTED] |
| Primary phone: | [REDACTED] Other phone: [REDACTED] |
| Email: [REDACTED] | (By providing an email address, you authorize Planning and Development to contact you via email) |

| Land Information | |
|--|-------------------------------------|
| All/Part of <u>SW</u> LSD/QTR SEC <u>13</u> TWP <u>71</u> RGE <u>23</u> WEST OF <u>5</u> M | |
| Registered plan _____ | Block _____ Lot _____ |
| Property size _____ | Hectares (ha) &/or <u>160</u> Acres |
| Rural address _____ | |
| First approach on quarter? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |

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

| Reason for Requesting an Approach |
|--|
| Existing approach on SW13 does not allow access to northeast portion of SW13 or any of NW13 because of creek |
| *Please continue to next page to provide location sketch. |

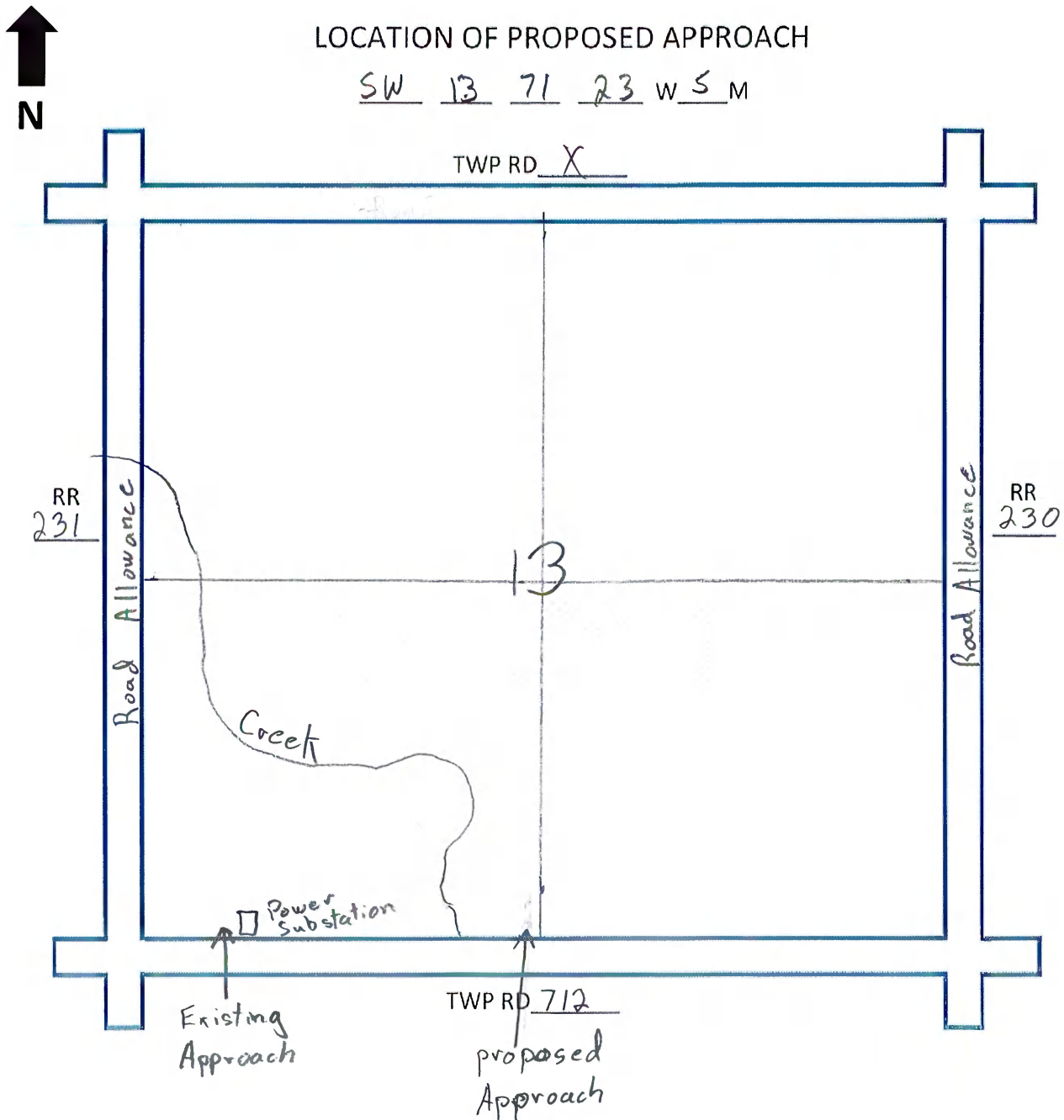
| FOR ADMINISTRATIVE USE: | | | |
|--|--|------------------|--|
| Application No.: | Development Officer: | Ward: _____ | |
| Application Fee: \$ _____ | Receipt No: _____ | Date Paid: _____ | |
| Construction Fee: \$ _____ | Receipt No: _____ | Date Paid: _____ | |
| Date reviewed by DO: _____ | <input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

PRIVATE APPROACH APPLICATION

Indicate the following information on the Location Sketch Plan:

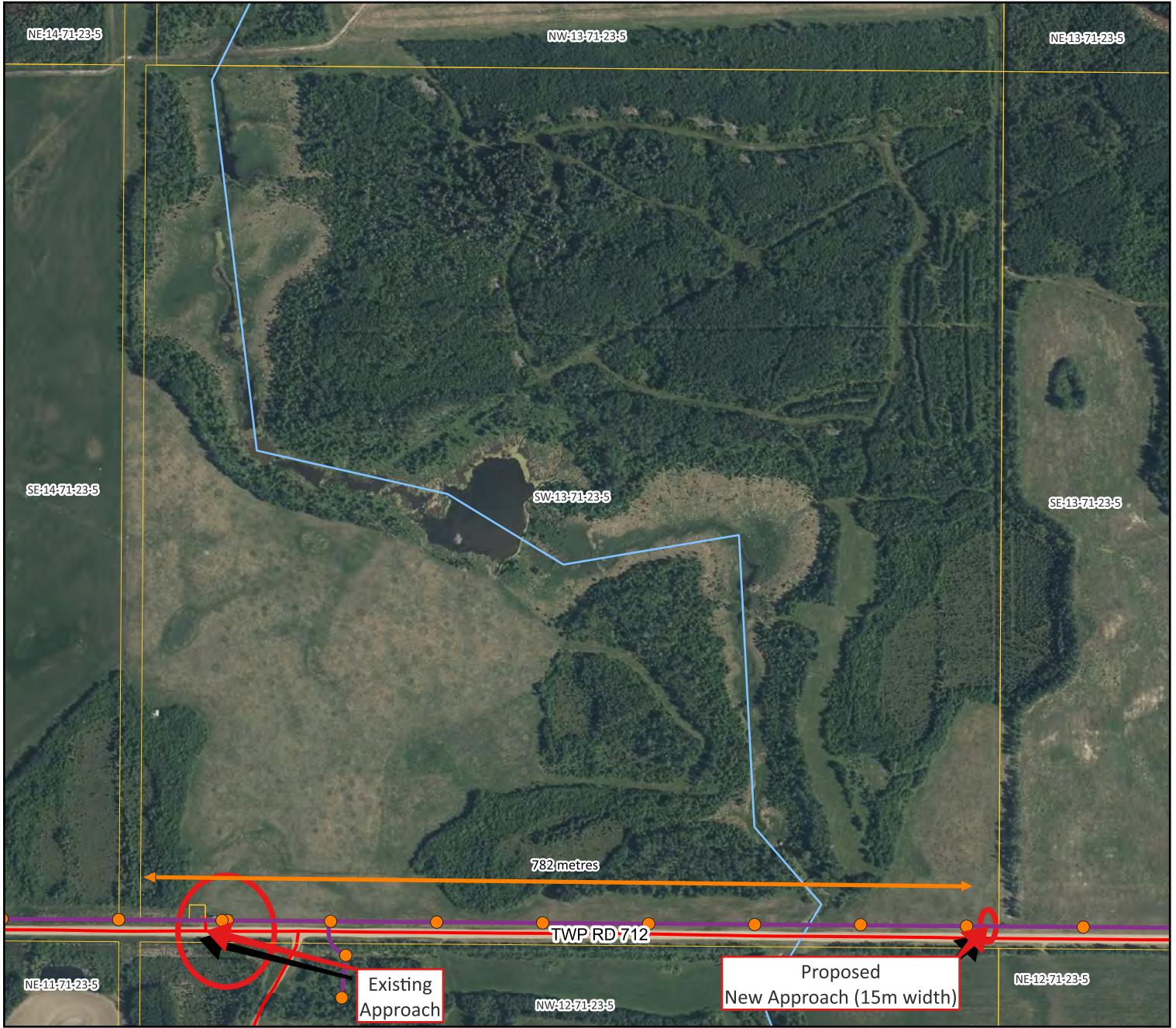
- All proposed and existing approach locations
- Boundaries of the affected parcel including dimensions
- All roads adjacent to the parcel
- All drainage courses
- Location of existing approach(es)
- Location of proposed approach, measured from the closest property corner

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





Proposed New Approach Location for
SW-13-71-23-W5M
MUNICIPAL DISTRICT OF GREENVIEW NO. 16



LEGEND

Cadastre

ATCO Poles

Approach Location

ATCO PRIMARY LINE

TRANSPORTATION

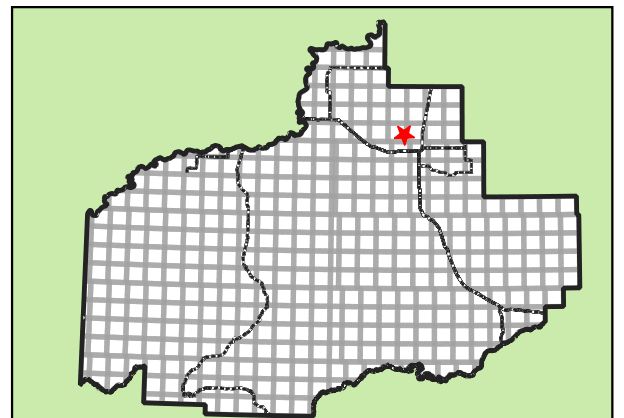
Gravel Road

Overhead

HYDRO FEATURES

Stream/Creek

GV Imagery 2023



0 100 200

Metres

Scale 1:5,500

PROJECTION: UTM Zone 11N NAD 83

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Proposed Approach Location, on Township Road 712 facing North;



Proposed Approach Location on Township Road 712 facing North West;



Proposed Approach Location along Township Road 712 facing East;





REQUEST FOR DECISION

| | | | |
|-----------------|---|--------------------------------------|---------------|
| SUBJECT: | Library Trustee Orientation Workshop | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: |
| DEPARTMENT: | CAO SERVICES | DIR: | PRESENTER: WH |
| STRATEGIC PLAN: | Culture, Social & Emergency Services | LEG: | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council authorize Councillor Rosson, Councillor Schlieff, and Councillor Burton to attend the Library Trustee Orientation Workshop to be facilitated by Alberta Municipal Affairs, on Wednesday, May 22, 2024 at the Valleyview Municipal Library, in Valleyview, Alberta.

BACKGROUND/PROPOSAL:

Greenview received an invite from the Valleyview Municipal Library on April 23, 2024, for Councillors who may be interested to attend a Library Trustee Orientation Workshop to be facilitated by Alberta Municipal Affairs, Public Library Services Branch that will provide information on the Libraries Act and the roles and responsibilities of Library Boards and their Trustees and the roles and responsibilities of Municipal Councils with respect to the Libraries Act.

This invite was also extended to the Town of Valleyview Council, and the Northern Gateway Regional Division representatives.

The workshop details are as follows:

Wednesday, May 22

5:30 p.m. at the Library

Supper will be provided

There are no costs to attend the workshop, but if Council chooses to send representatives there will be the usual costs for time, travel, and possibly accommodations (dependant on representatives attending).

Administration made the recommended motion above strictly on interest shown, and those directly involved with the MD of Greenview Library Board at this time.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will have representation at the workshop who will gain a greater understanding of the Libraries Act and the roles and responsibilities of Library Boards and their Trustees and the roles and responsibilities of Municipal Councils with respect to the Libraries Act, which they can then bring back to Council.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to change the authorized attendees, or the number of attendees.

FINANCIAL IMPLICATION:

There will be additional costs to Councils training budget associated with time, travel, accommodations (if necessary).

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 RSVP the appointed attendees by the May 17 deadline.

ATTACHMENT(S):



REQUEST FOR DECISION

SUBJECT: Investigate Additional Work Requests
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 14, 2024
DEPARTMENT: INFRASTRUCTURE & ENGINEERING
STRATEGIC PLAN: Governance

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

MANAGER:
PRESENTER: LT

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to investigate and bring back costs of additional work requests along with a report on the costs of work done in-kind, versus the cost of paying directly, as directed by Council or organized by Administration.

BACKGROUND/PROPOSAL:

During the Regular Council Meeting held April 23, 2024, a Councillor made the following Notice of Motion:

“Notice of Motion Councillor Ryan Ratzlaff makes the Notice of Motion that Council direct Administration to investigate and bring back costs of additional work requests along with a report on the costs of work done in kind, versus the cost of paying directly, as directed by Council or organized by Administration.”

Administration will compile all relative information for the year 2023 that involved landowners’ permission(s) or requests that were not directly budgeted. The information compiled will involve Infrastructure and Engineering Departments. The information gathered will be for work brought forward by ratepayers, Councillors or internal maintenance, drainage or extra work as needed.

Administration will provide a breakdown and comparison of the costs for work that includes work categorized as in-kind to the regular Council meeting scheduled for July 23, 2024 (tentatively).

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that Council will be informed on the process Administration has been following when working with ratepayers/requests.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended action is the public perception of work performed outside of Policy, Procedure, and beyond budgeted/approved scope of projects.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not recommend the action.

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 proceed accordingly.

ATTACHMENT(S): N/A



REQUEST FOR DECISION

| | | | |
|-----------------|--|--------------------------------------|---------------|
| SUBJECT: | Rescind Motions 24.04.231 and 24.04.232 | | |
| SUBMISSION TO: | REGULAR COUNCIL MEETING | REVIEWED AND APPROVED FOR SUBMISSION | |
| MEETING DATE: | May 14, 2024 | CAO: | MANAGER: |
| DEPARTMENT: | CAO SERVICES | DIR: | PRESENTER: WH |
| STRATEGIC PLAN: | Governance | LEG: | |

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council rescind motion 23.04.231 and 23.04.232 that appoint Councillor Dave Berry to the Ministry Advisory Committee, and direct Administration to provide a progress report.

BACKGROUND/PROPOSAL:

Council made two motions at the April 23, 2024, Regular Council Meeting in regard to the Ministry Advisory Committee within the Ministry of Forestry and Parks as established by Minister Todd Loewen for the purposes of representing the Municipal District of Greenview's approach to public land management, with Greenview to cover all associated costs.

Since making the motions it has been established that Greenview as an organization was not invited to appoint a representative, instead, Councillor Dave Berry was invited to participate as a Member at Large and representing himself as a stakeholder.

The two motions that are being asked to be rescinded are below for Councils review:

"MOTION: 24.04.231 Moved by: COUNCILLOR SALLY ROSSON

That Council appoint Councillor Dave Berry, and Councillor Dale Smith as the alternate, to the Ministry Advisory Committee within the Ministry of Forestry and Parks as established by Minister Todd Loewen for the purposes of representing the Municipal District of Greenview's approach to public land management, with Greenview to cover all associated costs.

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

CARRIED"

"MOTION: 24.04.232 Moved by: COUNCILLOR MARKO HACKENBERG

That Council direct Administration to gather information as a result of the Ministry Advisory Committee represented by Councillor Dave Berry, or Councillor Dale Smith as the alternate, for the purpose of providing a progress report to Council.

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

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommendation is that our Motion Tracker will accurately reflect the rescinding of the motions, so there is no confusion on this matter going forward.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to direct Administration to investigate securing a spot on the Committee for a Greenview Representative, but this may be difficult as the selection process has closed, and meetings have/or will begin shortly.

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 rescind the motions as required.

ATTACHMENT(S):



REQUEST FOR DECISION

SUBJECT: Carbon Tax Appeal – Request
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 14, 2024
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Economy

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
DIR: _____
LEG: _____
MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to send a letter, on behalf of Council, to Prime Minister Justin Trudeau, requesting a permanent exemption for municipal governments from the ongoing Carbon Tax increases.

BACKGROUND/PROPOSAL:

Monday, May 6, 2024, Reeve Olsen received an email from MP Gerald Soroka inviting municipalities to sign their name to a letter addressed to Prime Minister Justin Trudeau, appealing the Carbon Tax and the ongoing increases. Carbon Tax was recently increased by 23% on April 1, 2024.

Administration has brought the request forward for Council decision on whether they would like to participate in the appeal.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is joining a collective stance against the carbon tax could amplify the regional voice and influence in advocating for alternative policies or adjustments to the tax. It may attract attention from higher levels of government and encourage dialogue on the issue.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. A disadvantage may be that taking a stance against a carbon tax may be viewed unfavorably by constituents, businesses, and other stakeholders who support efforts to mitigate climate change.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose not to participate in the appeal and 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 proceed as per Councils direction.

ATTACHMENT(S):

- Letter from MP Office

Prime Minister Justin Trudeau
Room 739, Confederation Building
HOUSE OF COMMONS
OTTAWA ON K1A 0A6

Dear Prime Minister Trudeau:

As you know, Canada is facing a significant cost-of-living crisis. Many people are simply unable to afford the basic necessities that they would have taken for granted just a few years ago.

Despite this, the Federal Government increased the carbon tax on April 1st by 23%. We are deeply concerned about the harm this increase will have on the people we serve in our communities.

In 2024, a Canadian family will already have to spend \$700 more for groceries than they had to last year, and the cost of gas and heating is forcing too many people to make impossible financial decisions. Food banks are reporting that they will have to handle an additional million visits this year on top of last year's record high, and a third of charities are expecting to have to turn hungry people away as they cannot keep up with demand.

The Federal Government should be working to find solutions to the affordability crisis, not making this difficult situation even worse.

For this reason, I am requesting you create a permanent carve-out for municipal governments in the Carbon Tax before people living in (**insert place here**) suffer even more. By doing so, you will demonstrate your commitment to making Canada a more affordable country for everyone.

We hope you seriously consider stopping your costly carbon tax on municipalities and work to achieve lower prices for all Canadians.

Sincerely,



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: CAO Services

Submitted by: Stacey Wabick, CAO

Date: 5/14/2024

CAO Wabick had taken some holidays during the first part of the month, as such this month's report covers approximately two and a half weeks.

During the month of April, a significant amount of time was placed on Emergency Management Planning for the upcoming fire season. A tabletop exercise was completed in Grande Cache simulating an evacuation and Incident Command System training occurred to help ensure more clarity and efficiencies if Greenview were to open the Emergency Operations Center. In addition, mobile signs were approved and rolled out as part of a fire awareness campaign. We have been getting some positive reviews on this and have also noted that for the future we will be more aware of ensuring the wording is more apparent for those travelling at highway speeds.

In addition to this CAO Services has been working with Alberta Council to plan a Minister event in Greenview to celebrate a number of successful projects. These include the completion of the Highway 40 bridge and twinning, working towards completion of the Highway 666/700 road exchange and the continued progression of the Greenview Industrial Gateway (GIG). On that front, considerable time was spent working with Interprovincial Fuel Systems who is getting closer on securing land within the GIG.

More towards the operational end, the department has been testing new agenda software which will be transitioned in the month of June. There has been considerable, regular training completed to this point. When the transition begins, additional training will take place for Council. Greenview has tentatively agreed to be apart of a level of service study with other municipalities. The work will be done in-house with no budget allocated to its completion other than staff resources. Finally, various agreements were reviewed such as the Intermunicipal Collaborative Framework, Community Development Initiatives, and Fire Services.



Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 5/14/2024

Director Corporate Services – Ed Kaemingh

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

I attended the Risk Pro Conference; this is a mandatory requirement of our insurance and highly informative with the topics related to; Cyber Security, Severe Weather Resilience for Municipalities, Employment Law issues, Hazard Identification and Risk Assessment, Understanding Environmental Protection and Enhancement, Fleet Safety, Group Procurement and Enterprise Risk Management.

I spent the week of April 15th in Grande Cache, both for Committee of the Whole and the Grande Cache Wildfire Simulation as well as part of Senior Leadership Teams Commitment to rotate hours in Grande Cache.

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

I worked with our Finance Team and our Auditors to ensure the audit was completed effectively and had a couple of meetings to discuss Asset Retirement Obligations, their impact and how to communicate this change in Accounting Standards to Council.

I would like to commend the Managers of Finance and Administration, Financial Reporting and their respective teams on a job well done, their work to make improvements over the last couple of years is paying off. I had very positive comments by our auditors on the audit and audit preparedness. This also reflects positively on the Organization and staff, their commitment to quality work and meeting deadlines throughout the year make the Audit process significantly better.

We worked on finalizing the proposal for the purchase of tax sale property, the buyer has decided not to go ahead with the purchase of the property.

Other than these specific items we worked on reviewing Cyber Security Information, restarting the Software Projects related to the financial systems (now that Audit is complete) and fine tuning the Finance Documentation and Responsibilities related to the Finance Section for Emergency Operations and Incident Command.

- **Economy** – *Create opportunities to support and attract businesses in Greenview:*

We developed the Small Business Tax Incentive By-Law with the Support of Legislative Services, Finance and Administration and the Planning and Economic Development Department.

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:*

April is a very busy month in Finance. Early in the month is the processing of quarter end, particularly for invoice payments so that the quarterly reporting can be as complete as possible. The recent policy changes for when these reports will be taken to Council has made this process easier and allows for more of the invoices to be received and accounted for before the reports need to be finalised. The first quarter inevitably identifies some follow up from year end that was not complete, and the review process allows this to be addressed earlier in the year.

As the quarterly reports are being done, Finance is also working with the auditors to complete the audit and financial statements. Reporting to the Province is due May 1. The Financial Statements were approved by Council April 23, 2024, which facilitated this reporting being completed on time. Audit Committee has been scheduled for late May. As the audit was unqualified, the feedback is largely in areas where Greenview has discretion on how to meet standards or minor changes that auditors would like Greenview to consider.

Accounts Payable Statistics:

| METHOD | MONTH | # OF PAYMENTS | # OF INVOICES | \$ VALUE OF PAYMENTS |
|--------|----------|---------------|---------------|----------------------|
| CHQ | February | 117 | 1680 | \$ 587,202.01 |
| EFT | February | 447 | | \$ 4,019,023.14 |
| CHQ | March | 104 | 1335 | \$ 806,723.10 |
| EFT | March | 457 | | \$ 4,828,708.30 |
| CHQ | April | 81 | 1330 | \$ 575,324.06 |
| EFT | April | 341 | | \$ 4,292,996,88 |

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:*

April was a continuation of the year end audit file. After completing their field testing in late March, we worked with the auditors on pulling any remaining samples, reports, and information throughout the month. We worked with them in reviewing the financial statements for the presentations to Council and the Board for both Greenview and Greenview Regional Waste Management Commission as well as on the financial information returns which are both due to the Province by May 1.

As the final 2024 budget adjustments were completed and presented to Council at the end of March, we began work on updating final budget reports and information for departments. As well, we have been working on updating the complete budget package for the website including all changes made since Council deliberated in November.

The final step in the budgeting process is approval of the tax rate bylaw. There were some final changes to the budget due to receiving the last two requisition amounts. We brought the 2024 tax rate bylaw to Council for first and second reading at the April 9th regular meeting. The bylaw was passed at the April 23rd meeting with Council giving third reading to the bylaw.

We completed Q1 close which includes reviewing account balances, capital transactions, and preparing journal entries as required. Following that, we prepared the financial reporting package for Council which will be presented at the May 14th regular meeting.

The chart of accounts refresh project resumed meetings and workshops and we are continuing the work 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:*

Worked with the Finance Manager to complete 3 different presentations on the Volunteer Firefighter Policy for Fire Stations 31, 32 and 33. The presentations were well attended and had quite a few questions specifically about what happens to a hurt Volunteer firefighter at a fire or rescue event. This eased a lot of the concerns that the firefighters had, as well, created an opportunity to insight conversation. We will be working with RMA on discussion points around the policy to clarify information for the June 6th meeting with RMA and all fire chiefs present to have further discussion.

After making the small changes recommended by the PRC, the Asset Disposal Policy 9100 was approved at the regular Council meeting on April 23. This will help in the structure of how we dispose Greenview assets and the use of local auctioneers to complete this.

The auction for the 2023 disposal went well with some assets getting top dollar. The 2024 disposal list is being created with the intention of bringing it to Council in August.

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 chosen Core Networks to provide Greenview with cyber security protection called Check Point. Check Point has 35 years of proven success and experience globally. Greenview’s security posture will be strengthened. The combination of multifactor authentication, regular passwords changes, virtual desktops, Greenview has never been more prepared.

Greenview Connect (SharePoint Online) was launched last week. Moving forward, Greenview Connect will be a stop for all staff and departments looking for documentation, policies, and Greenview news. The SharePoint we have used for years has been disabled.

Information Systems has compiled a report which provides stats on blocked emails due to Greenview’s security measures to protect staff email accounts and the organization. These stats are from March 25, 2024, through to April 29, 2024.

| Quantity | Type |
|----------|--|
| 27 | Malware Blocked |
| 1421 | Phishing Inbound Blocked |
| 8251 | Microsoft Edge added security. Edge is a browser commonly used by staff. This number shows how many times Edge has blocked advances from websites. |
| 3992 | Spam Blocked |

Legislative Services Officer – Sarah Sebo

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

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

On April 9, 2024, the following bylaws and policies were reviewed by Council.

- Bylaw 24-960 “Small Business Tax Incentive” received first and second reading without amendments. This bylaw establishes a property tax break program for those who run small businesses on non-residentially zoned properties.

- Bylaw 24-961 “Tax Bylaw 2024” received first and second reading without amendments. This bylaw establishes the mill rate for Greenview’s annual property taxes.
- Policy 8000 “Greenview Support Recognition” was approved, replacing 1026 “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.

On April 23, 2024, the following bylaws and policies were reviewed by Council.

- Bylaw 24-960 “Small Business Tax Incentive” received third reading and came into force without amendments. This bylaw establishes a property tax break program for those who run small businesses on non-residentially zoned properties.
- Bylaw 24-961 “Tax Bylaw 2024” received third reading without amendments. This bylaw establishes the mill rate for Greenview’s annual property taxes.
- Policy 9100 “Disposal of Assets” was approved as presented. The purpose of this policy is to establish consistent, transparent, and equitable processes on the disposition of Greenview owned assets and surplus supply of goods in a fair manner, while recovering the maximum residual value.

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

- Policy 8016 Grande Cache Recreation Grant. This policy was created in collaboration with the recently approved Bylaw 24-957 “Grande Cache Recreation Board” and seeks to build a framework for the Grande Cache Recreation Board when awarding grants.
- Policy 9100 Disposal of Assets. The purpose of this policy is to establish consistent, transparent, and equitable processes on the disposition of Greenview owned assets and surplus supply of goods in a fair manner, while recovering the maximum residual value.
- Policy 6322 Greenview Riparian and Agriculture Sustainability Support. The purpose of this policy is to establish the parameters of the Greenview Riparian and Agricultural Sustainability Support (G.R.A.S.S). This support aims to financially assist producers by increasing environmental sustainability in agricultural production.
- Policy 6324 Livestock Veterinary Innovation Initiative. The Livestock Veterinary Innovation Initiative is to support innovative approaches to increase delivery options and geographic reach of veterinary care to livestock producers, to support animal health, the livestock agri-food sector, and the strength of our food supply.
- Policy 1015 Council Conference and Professional Development. This policy aims to provide a framework for Council Members to pursue professional development through attendance at conferences, workshops, seminars, and educational opportunities.

The next Policy Review Committee is scheduled for May 15, 2024.



Manager's Report

Department: Community Services

Submitted by: Michelle Honeyman, Director

Date: 5/14/2024

Director of Community Services, Michelle Honeyman

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

Administration met with Sunset House Community Hall Society members to assist with updating the current bylaw.

Administration revising agreements for all Greenview halls and arenas.

Attended the Volunteer Appreciation Dinners in Valleyview and Grovedale and conversed with various volunteers throughout Greenview to continue to grow and strengthen community relations.

Governance-Goal 2-Provide quality municipal services.

Assisted various non-profit organizations in completing the grant application that is due April 15, 2024.

The CAO has approved the following sponsorships and donations:

| Organization Name | Event | CAO Approved |
|-----------------------------|-----------|---------------------------|
| Valleyview Vipers Swim Club | Swim Meet | \$250.00 in Kind Donation |
| | | |

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”.

Agricultural Services Manager, Sheila Kaus

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

On March 26th, the first wild boar workshop, coupled with a weed identification session was held in Fox Creek. The response to the event was solid, with requests for a duplicate event for utility and oil industry

companies to be held in Valleyview. Administration will update the coordination of the Valleyview event as it develops.

After the March 27th Agricultural Service Board (ASB) meeting, the ASB completed a 97-question survey with Administration from Alberta Agriculture and Irrigation on the potential impact of proposed changes to the Weed Control Regulation. The changes proposed have a potential impact on Greenview and the group worked towards consensus-level answers. The survey will be the topic of an Ag Growth International (AGI) webinar on April 3rd that ASB members may choose to take part in.

There has been a steady influx of requests for Environmental Farm Plan assistance so Greenview ratepayers can access grant opportunities and the Landcare Coordinator has been busy assisting and meeting with interested ratepayers and producers. To date, the Landcare Coordinator has initiated three Environmental Farm Plans, assisted on two Greenview Riparian and Agricultural Sustainability Supports applications and riparian health assessments, two On Farm Climate Action Fund grant applications and one Resilient Agricultural Landscape application. Classroom Agriculture Program presentations began on April 29th.

The control season officially began for the department with two seasonal staff starting in Valleyview as well as two in Grande Cache on April 2nd. The Valleyview staff will be reaching out to landowners with infestations of tall buttercup and scentless chamomile to encourage plans for control and the Grande Cache staff will be performing maintenance on equipment and cleaning parks, readying the areas for the season. Since that time, the full complement of seasonal staff was welcomed on April 29th.

Problem Wildlife Work Orders

| File Status | Beaver- MD | Beaver- Ratepayer | Customer Service | Predation | Totals |
|---------------|------------|-------------------|------------------|-----------|-----------|
| In Queue | - | - | - | - | |
| Open | 4 | 10 | 0 | 3 | 17 |
| Closed | 0 | 1 | 5 | 9 | 15 |
| TOTALS | 4 | 11 | 5 | 12 | 32 |

With the trapping season ending on March 31, the Problem Wildlife team was able to eliminate two final problem wolves right at the end of the season. These wolves have proven to be a challenge over this season and the team is happy to have them taken care of for a grateful ratepayer.

The damage control license for a grazing reserve south of Valleyview was received on April 9th and traps have been set for wolves, the Eastern Problem Wildlife Officer is confident the project will be more successful in this season as the board of the reserve has committed to removal of deadstock promptly. In addition to these efforts, A grazing reserve near Grovedale is being patrolled by the Western Problem Wildlife Officer for control of coyote and wolves via firearm.

The Damage Control License for beaver, red fox, muskrat, and coyote via foothold was received on April 18th. Up to this point, the team had been approaching beaver control via private land until the damage control license was received. Up to April 29th, 29 beavers have been removed from problem areas.

On April 10th, Administration attended a meeting where the Wild Boar Program Specialist let attendees know that Alberta Pork has succeeded in two significant grant applications. The first is meant to provide equipment to municipalities for surveillance and trapping supplies. The second is meant to fund a regionally based initiative that will focus on the expanding geographic area that sightings are occurring in. The

specialist is keen to develop a list of equipment required in the Peace Region and has asked for Greenview’s Problem Wildlife Officer to assist in this effort. It is the hope of the Specialist that this funding will see the program through to the end of the current Agricultural Service Board grant cycle and will then be a program municipality’s receive provincial funding to provide. In addition, she is eager to begin formal surveillance along the southeast border of Greenview this spring, summer, and fall.

On April 15th and 16th, Agricultural Services facilitated an Agricultural Drone School, delivered by Landview Drones. The event was well attended, with 16 registrants, at a cost of \$595 per registrant. For hosting the school, Greenview received two free registrations and the problem wildlife team attended and organized the event. While agricultural drone technology is improving, it is still not a registered method with the Pest Management Regulatory Agency for herbicide application.

On April 30th, the Predation Reduction meeting was held in Grovedale.

On April 17th, Administration submitted invoicing for just over \$1,000 to Alberta Pork for the 3 days of assistance and supplies provided by a Greenview Problem Wildlife Officer.

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 have not been received as of April 29th.

| | # 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 68 rental days up to April 29th. The implement caddy, purchased to facilitate ratepayers use of the three-point hitch equipment, was received March 22nd and the Rental Coordinator has completed fitting the implement with a power pack with hydraulics to improve the ability of ratepayers to move the equipment. Since this time, the caddy has been used by one ratepayer to transport the conservation seeder implement.

Maintenance inspections have been completed on the rental implements at the Valleyview, Crooked Creek, and Grovedale rental yards, with calibration of the spray equipment accompanied by a generation of that information into a table format outstanding. The rental coordinator met with each satellite locations managers to discuss maintenance and communication into the future, which the managers were pleased to hear.

Protective Services Manager, Wayne Brown

Culture, Social & Emergency Services

Administration:

On April 4 the Regional Fire Chief (RFC) met with the Greenview Director of Operations and a Forestry representative to discuss a plan to rehabilitate some of the critical Grande Cache fire guards. The south fire guard is now being rehabilitated under the direction of Greenview Operations.

Regional Fire Chief met with Communications on April 8 to review and improve Greenview Fire Rescue Services (GFRS) presence on the Greenview website.

Selected Greenview staff and the Regional Fire Chief met on April 9 for a review of Incident Command System (ICS) training to increase the number of trained staff for Emergency Operations Centre (EOC) duties.

Regional Fire Chief issued a Fire Ban on April 10, 2024, at 1000 hrs in the Non-Forest Protection Area due to the extremely dry conditions and lack of snow cover. Fire Ban is still in effect.

On April 10, 2024, Regional Deputy Fire Chief – Station (STN) 31-DeBolt, attended a meeting with the Fox Creek Synergy Group to discuss wildfire strategies.

The Regional Fire Chief met with Big Lakes County leadership group on April 11, to review our EOC site at the Operations Building and potential use of STN 31-DeBolt as a secondary EOC for Big Lakes County. This is very exploratory at this time.

The Regional Fire Chief and a retained consultant, prepared and submitted an application for a Forest Resource Improvement Association of Alberta (FRIAA) Fireguard Grant for the Nose Creek settlement. Planning phase only. FRIAA approval pending.

On April 15, 2024, the Regional Fire Chief met with the Emergency Advisory Committee (EAC). RFC presented actions currently being taken to mitigate and respond to wildfires and the consultant's report on the Valleyview Wildfire simulation.

On April 16 the Regional Fire Chief met with the Royal Canadian Mounted Police (RCMP) and a representative of the COOPs/Enterprises to discuss preparedness in the event of a wildfire, particularly the evacuation portion.

The Regional Fire Chief met with the acting Warden of the Corrections Canada Facility in Grande Cache, to discuss their evacuation challenges given the type of institution. They are planning a tabletop that the RFC will attend.

On April 17 a second consultant led wildfire simulation exercise organized by the Greenview Director of Emergency Management (DEM) was held in Grande Cache. This simulation provided all who attended key learnings that will allow a more organized and effective response should there be a wildfire. Total attendees, including internal staff was 35. External agencies that attended were Forestry, RCMP, ATCO Electric, Apex Gas, Grande Cache Hospital, Corrections Canada, and the Grande Yellowhead School Division.

On April 18, the Regional Fire Chief attended an Emergency Responders recognition evening hosted by the Town of Fox Creek.

RFC met with the CAO and Director of Community Services on April 25 to discuss two fire service contracts that will expire at the end of 2024. They also discussed wildfire mitigation and preparedness plans currently underway.

The RFC met with representatives of the Friends of Sturgeon Lake on April 29 to discuss a Fire Smart initiative that will be launched in the Sturgeon Lake area in the coming months.

On April 30, RFC met with Grande Prairie Dispatch to discuss issues related to Fox Creek Fire Department units being dispatched into zones not within their assigned fire zone.

STN 31-DeBolt

April 23 at 12:00 hrs, STN 31-DeBolt responded to a wildfire in the Ridgevalley area. Mutual aid was requested from Valleyview Fire Department, the County of Grande Prairie Fire Service, as well as Forestry. The wildfire spread quickly and was brought under control at approximately 18:00 hrs. The fire was a result of a landowner burning in the NON-Forest Protection Area during a declared Fire Ban. Wildfire incident was investigated by the RFC. Investigation determined that the landowner was burning during a declared Fire Ban. Landowner was fined \$500.00 as per Fire Services Bylaw No. 20-858 due in large part to the resulting wildfire.

STN 32-Grovedale

April 2 at 22:06 hrs, STN 32 Grovedale was dispatched to a water rescue type incident. The vehicle was travelling north bound on Hwy 40 when the driver swerved to avoid wildlife on the road. This resulted in the vehicle leaving the roadway and into a flooded ditch at TWP RD 692. The driver was the lone occupant and was able to crawl out through the sunroof onto the roof where he remained safe, dry, and proceeded to call 911. Once on scene, fire crews inflated the Rapid Deployment Craft (RDC) and readied two firefighters with swift water rescue gear. Firefighters were able to make patient contact and had patient move into the RDC. Patient was then transported to land with no injuries.

On April 6 STN 32-Grovedale hosted a chainsaw safety course. This provides a credential that does not expire in the safe handling, maintenance, and operations of a chainsaw. Fourteen firefighters participated, thirteen were from STN 32 and one from STN 31. Theory was taught in the morning and practical application in the afternoon.

STN 33-Grande Cache

April 28 and 29, STN 33-Grande Cache hosted an ICS 200 course as part of Greenview's efforts to increase trained ICS staff. Another ICS 200 course is scheduled for May 8 and 9 in Valleyview.

Emergency Response Call Volumes:

Emergency Incidents

March 27, 2024 to April 30, 2024

| | STN 31 | STN 32 | STN 33 |
|---------------------|--------|--------|--------|
| Emergency Response | 5 | 10 | 6 |
| Medical Co-Response | 7 | 4 | 11 |

Of the total 25 Emergency Responses:

- 1 - Gas Leak/Gas Odor
- 2 - Motor Vehicle Collisions
- 1 - Watercraft in distress
- 1 - Ejection
- 4 - Outside Fire
- 4 - Vehicle Fires
- 1 - Sinking Vehicle/Vehicle in floodwater
- 6 - Vegetation/Wildland/Brush/Grass Fire
- 1 - Structure Fire

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

Enforcement Manager, George Ferraby

Culture, Social & Emergency Services

Period of March 27th – April 30th, 2024

Enforcement Services participated in the Grande Cache C.R.A.S.H program for Grade 9 students. Community Peace Officers (CPO's) assisted with the hospital presentation and provided an ATV safety course to the students. (see PHOTO 1)

Enforcement Services received the 2 new Side by Side Trailers. The trailers are currently being outfitted by Operations and will be ready to go shortly.

CPO's continue to monitor school zones in Ridgevalley, Grovedale and Grande Cache.

Speed zone enforcement took place on Hwy 40 just south of the Wapiti River in the Construction zone.

Several Forestry Trunk Road (FTR) patrols were done. CPO's enforced Road Ban Weights.

A Commercial Vehicle hauling roofing supplies to the new Evergreen Lodge was stopped on Victor Lake Road. Truck was found to be overweight.

CPOs dealt with several animal complaints throughout Greenview. This included abandoned animals, malnourished animals, several dog at large complaints, and three dog attacks.

CPOs conducted an investigation of four dead cows that were disposed of near Aspen Grove.

Enforcement Services assisted DeBolt Fire Department after a large wildfire was started by a landowner during a fire ban. After investigation, a fine was issued to landowner.

Enforcement Services dealt with a person illegally cutting down trees in Little Smoky.

CPO Gutierrez attended a weeklong training course upgrading his control tactics instructor training.

Enforcement Services is in the process of hiring a new Peace Officer for Grovedale. The successful applicant will begin May 20th.

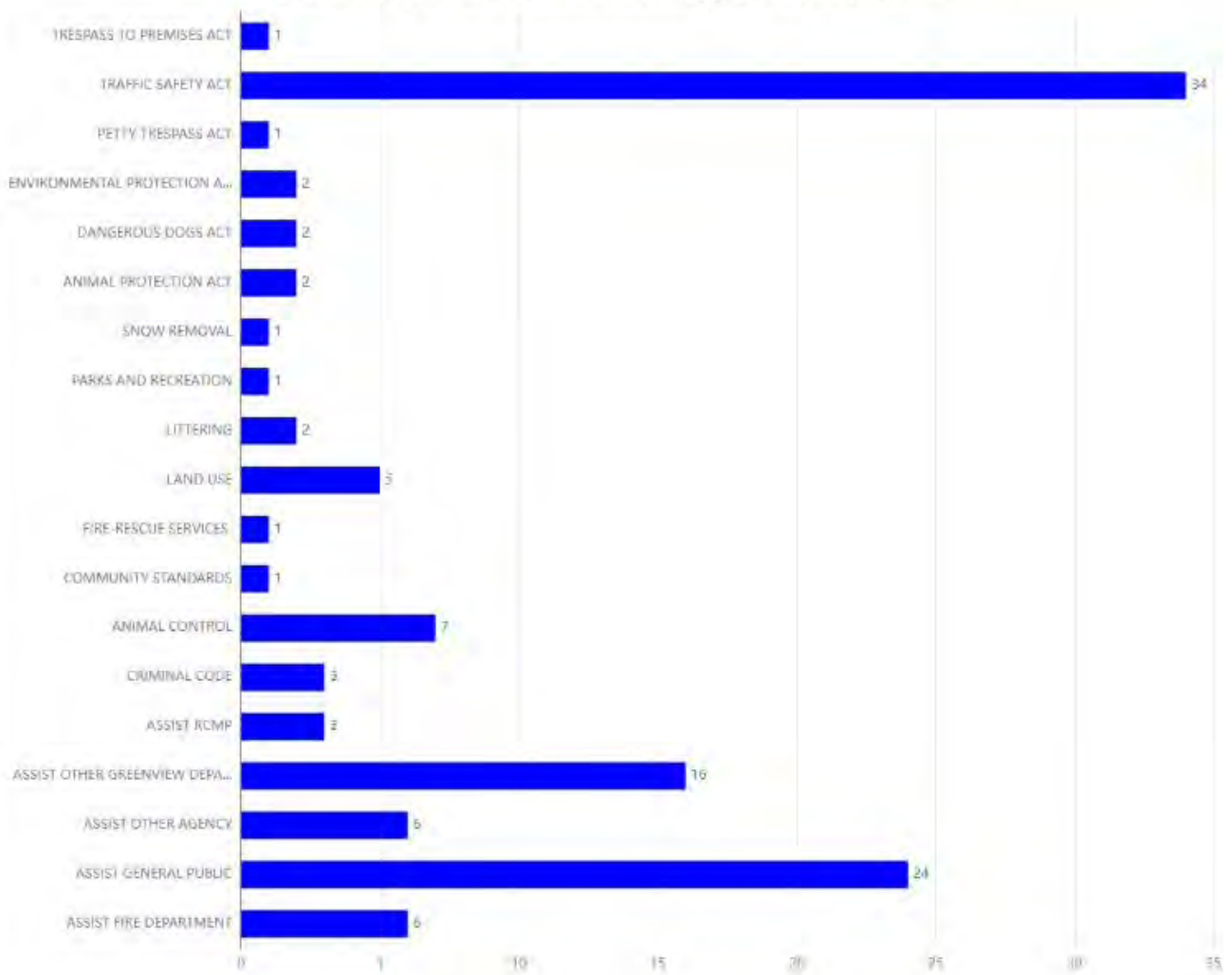
During the period of March 27th, 2024 to April 30th, 2024 Enforcement Services attended 97 calls for service including 21 bylaw calls. Officers issued 37 Violation Tickets and issued 31 warnings.

PHOTO 1:



Stats:

OCCURRENCE REPORT Count of Incident Types Total:118 | 100.0%



Ticket Create Date:

2024-03-27 ~ 2024-04-30

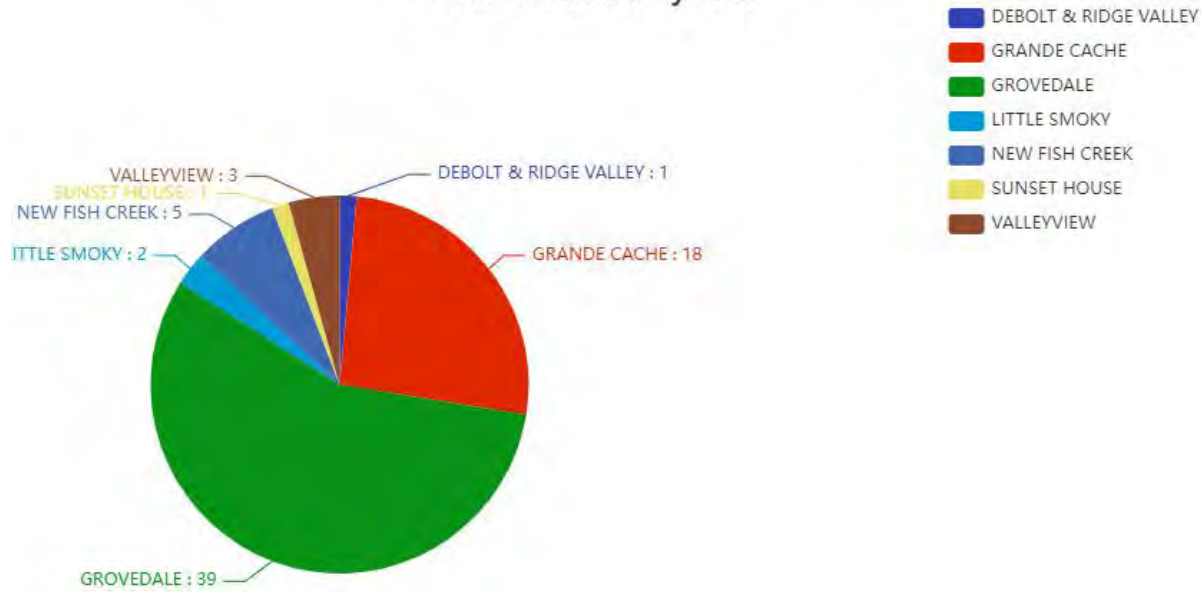
Provincial tickets by type



Ticket Create Date:

2024-03-27 ~ 2024-04-30

Provincial tickets by zone



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

Governance-Provide Quality Municipal Services

The Volunteer appreciation dinners took place in Valleyview on April 9th, Grovedale on April 10th, and Grande Cache on April 11th. A variety of nominations were received for categories including individuals, groups and youth. Many community members were publicly acknowledged, and all three events were a success. The Valleyview dinner had a turnout of 160, Grovedale 65 and in Grande Cache 66 people attended.

A first-year social work student from Northern Lakes College began her practicum at the Community Resource Center in Valleyview. The placement runs from April 22nd to June 28th.

Administration has been heavily involved in the planning and execution of the Directors Network Conference, which is being hosted by the Northwest region and will take place in Grande Prairie May 1st to 3rd. This annual event is a professional development opportunity for all FCSS Directors across the province and includes a day of orientation for new Directors.

The Northwest Spring regional is for staff and board members. This year the regional meeting will be held in Wabasca, May 15th and 16th.

Administration is organizing a poverty simulation as part of Greenview U on May 13th. A poverty simulation is a unique and powerful experience that challenges perceptions, changes perspectives, and strengthens understanding and empathy. The simulation replicates a month in the life of a family living in poverty. The ultimate mission of each family is to provide food, shelter, and other basic needs with a limited income. Participants experience a range of encounters, obstacles, and challenges while volunteers engage with participants as business owners, teachers, police officers, agency workers, service providers, and government employees. The poverty simulation is open to all community members in addition to Greenview employees, however participants must be 18 years or older to attend.

Culture, Social & Emergency Services

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. A second simulation was conducted in Grande Cache on April 17th.

Administration attended the Violence Threat Risk Assessment (VTRA) Conference April 16th to 19th. This training for communities provides insight into the practical applications of violence threat risk assessment and the traumatic event systems model. The VTRA protocol outlines how a school or community responds immediately to threatening incidents including but not limited to possession of a weapon; bomb threat or plan, verbal, or written threats to harm oneself or others, and fire setting. Sessions expanded upon Violent Threat Risk Assessment (VTRA) delving into efficacy research, lessons from Canadian communities, VTRA interview strategies from an Adverse Childhood Experiences (ACE's) perspective and the power of social media on relationships and how it is impacting the way youth move through the world around them. We are living in an increasingly stressed society that is more exposed now than in years past. Throughout North America educators are reporting an increased level of emotionality in children and youth. Violent Threat Risk Assessment protocols are used to help not to harm; when a student is identified as an "individual of concern" meetings will take place involving school faculty, community agencies, student and family to prevent a violent incident occurring through leveraging of supports available to both the child and family.

FCSS staff have been called upon by schools on various occasions to collaborate and support individuals of concern.

Recreation Services Manager, Kevin Gramm

RE22003 Victor Lake Recreation Enhancements: Administration received feedback from the local Lands Officer for Alberta Forestry and Parks in Grande Cache. Administration will be sending specific information into the Lands Officer on preliminary design and location to aid in accessing any Bull Trout spawning habitat information on Victor Lake. When the review is completed locally the application will be submitted to specified Fisheries Biologists for further comment and recommendations.

RE23002 Recreation Centre Arena Ice Pad & Boards: Bry Sands Ice Ltd. commenced deconstruction of the Grande Cache Recreation Centre on April 8th, 2024. Currently in week 3 of the project the arena hockey boards were removed, cooling circulation system was drained by Cimco Refrigeration and the rink pad has been sectioned into 4x7 blocks. The pad has been completely removed and preliminary deconstruction is under way of the header trenches and drainage system. Upon close examination of the arena rink board conditions, it was determined that the material was not salvageable due to rot and 50 years of modifications and damage.



RE23017 GRM Fieldhouse Air Conditioning: Nordic Mechanical Services has sourced the equipment and materials necessary to complete the installation, currently Administration is just finalizing contract details for the award of the project to commence equipment installation and work commencement.

Governance – GOAL 1: Increase Staff Success

The Greenview Regional Multiplex Fitness team members have recently upped their offerings at the Multiplex. A team member has recently certified as a Personal Training Specialist and will be focusing on increasing personal training options at the facility allowing greater collaboration internally as well. An additional team member has registered for placement in their Pilates practicum.

All staff received Citywide training to further increase our efficiencies around inspections, equipment and building work orders, and having it all logged in one database. It has been a very resourceful switch and has eliminated the need for spreadsheet tracking. The maintenance teams have enjoyed this change in technology and efficiency. Current limitations however are the access to devices to log information and provide input.

The Greenview Regional Multiplex (GRM) and the Grande Cache Recreation Centre (GCRC) both conducted annual facility evacuation drills during our open hours of operations. With as little as possible advance warning, teams tripped the facility emergency alert stations simulating a fire with location scenarios. We successfully completed the drills and have found some greater improvements for check ins, radio usage, and overall safety awareness in evacuations.

Governance – GOAL 2: Provide Quality Municipal Services

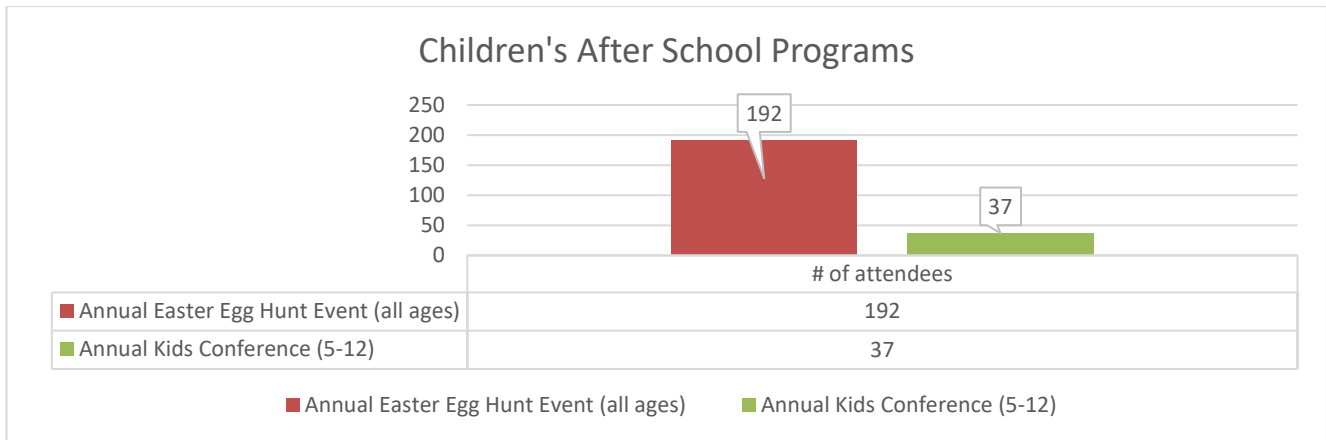
Grande Cache Recreation Centre:

The Grande Cache Memorial Ice Breaker Hockey Tournament was successfully held April 5th - 7th 2024, attracting a great turnout and positive community feedback. The 3-day event utilized our boardroom, programs room, Curling Rink, Arena, and Aquatics Facility (sponsored swim). Funds raised will be given to local charity groups and support to other non-profit associations in Grande Cache.

The Annual Aseniwuche Winewak Nation (AWN) Round Dance was held April 26th – 28th 2024, attracting a good turnout and positive community feedback. The event utilized the Curling Rink and lounge and utilized a local business to cater. It was a family fun event for the entire community.

Western Canadian Spill Services Ltd. organized a two-day onsite training seminar and exercises focusing on oil spill containment and recovery awareness. The event, held at the Grande Cache Recreation Centre (GCRC), saw participation from approximately 50 individuals mostly from the oil and gas operations. The training took place in both the curling rink and the lower parking lot of the GCRC.

Child & Youth Programming



In April, our After School programs took on a travel theme, exploring various modes of transportation each day. We traveled by plane, RV, bus, helicopter, submarine, horse, motor bike, train, ship, hot air balloon, bicycle and by foot. Engaging with the children, we discussed their experiences with these modes of transportation, allowing them to share their adventures. Each day, we crafted a project inspired by the mode of transportation we were traveling by that day. It was a quite month, but we had the same children, who thoroughly enjoyed experiences like the helicopter, ship, and the plane programs the most. In total, we had 34 kids registered for our April sessions.

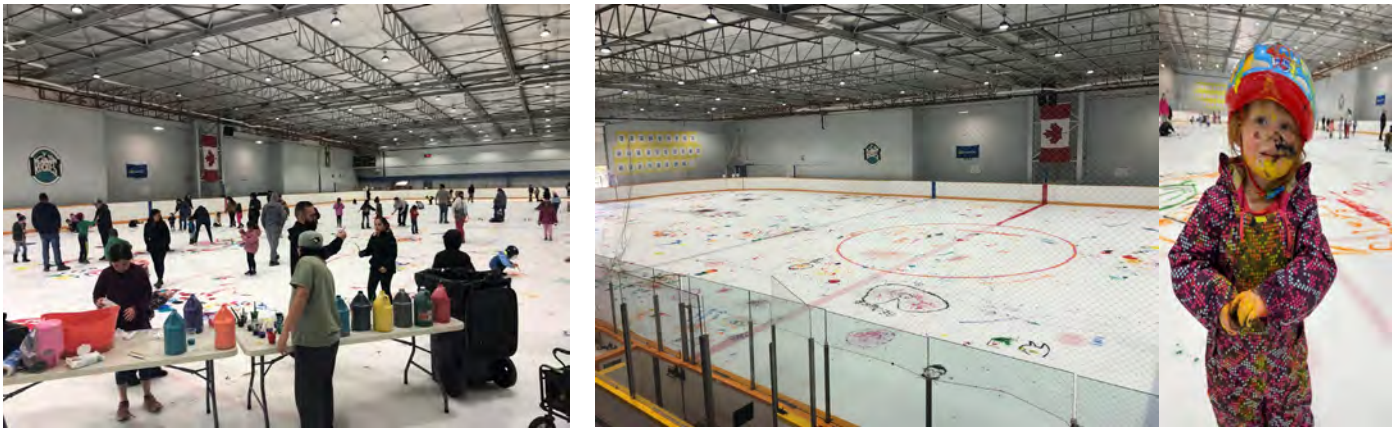
| Program | Days Offered | Attendance (registered) |
|----------------------------|----------------------|-------------------------|
| Travel By Plane | April 3, 2024 | 3 (3) |
| Travel By RV | April 4, 2024 | 3 (3) |
| Paint the Ice Event | April 8, 2024 | 200 attended |
| Travel By Bus | April 9, 2024 | 3 (3) |
| Travel By Helicopter | April 10, 2024 | 2 (2) |
| Travel By Submarine | April 11, 2024 | 3 (3) |
| Travel By Horse | April 16, 2024 | 3 (3) |
| Travel By Motor Bike | April 17, 2024 | 3 (3) |
| Travel By Train | April 18, 2024 | 2 (3) |
| Travel By Ship | April 23, 2024 | 3 (3) |
| Travel By Hot Air Balloon | April 24, 2024 | 3 (3) |
| Travel By Bicycle | April 25, 2024 | 2 (2) |
| Travel By Foot | April 30, 2024 | (3) |

| | | |
|--|--|---------|
| Total registered for Travel Theme After School Programs | | 34 kids |
|--|--|---------|

Annual Paint the Ice Event

On April 8, 2023, we welcomed approximately 200 people to our annual Paint the Ice Event, marking a significant increase from previous years where we typically saw anywhere from 75 to 100 people. Our programs department provided water-based paint in plastic cups along with paint brushes, inviting people of all ages to get creative before the ice is taken out for the season.

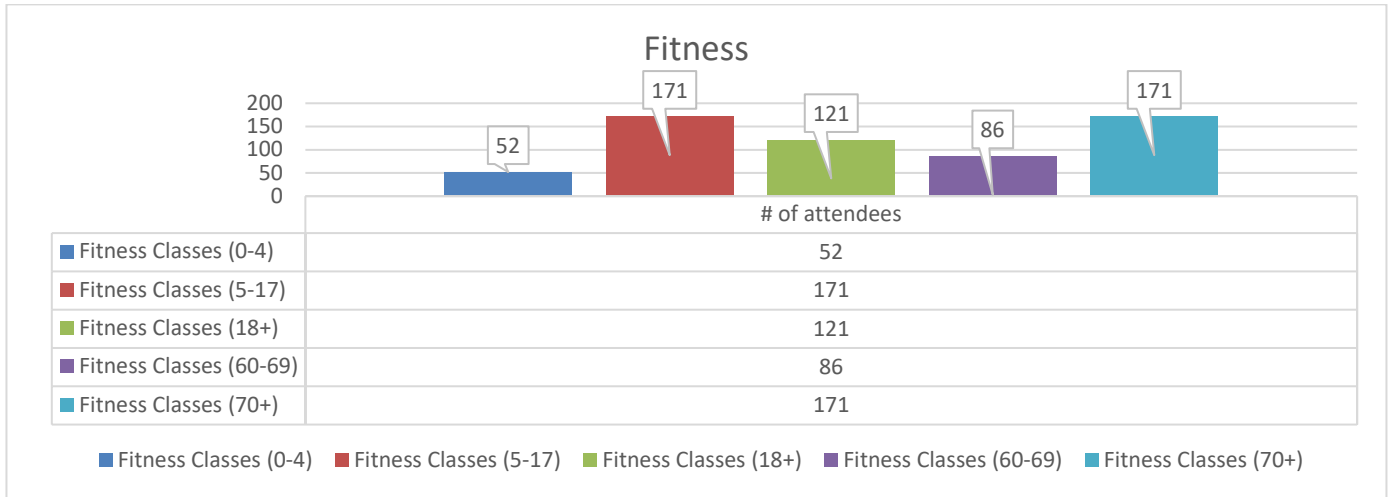
We also had a Recreation Services Manager from the Town of Altona, MB contact us after seeing the poster for the paint on ice event on Facebook asking questions about how we run this event so he could implement it in their facility next season.



Fitness Programming:

Aqua Fitness/Lane Swim, SUP Yoga and Parent/Infant Water Workout (aquatic classes), Wheels & Weights, Stretch, Wake up to Weights, Flex Appeal (NEW), Step-it-Up (NEW), Restorative and Vinyasa Yoga and Dance (land classes), Morning Climb, and Grande Grind and Strollin’ Rollers (outdoor activity) are the classes that we had scheduled for April 2024. Pickleball nets were set up for drop in.

The Indoor Triathlon on April 5 was amazing!!!! We had strong participants achieve personal bests and took great photos. Thanks, communications, for a cute video.

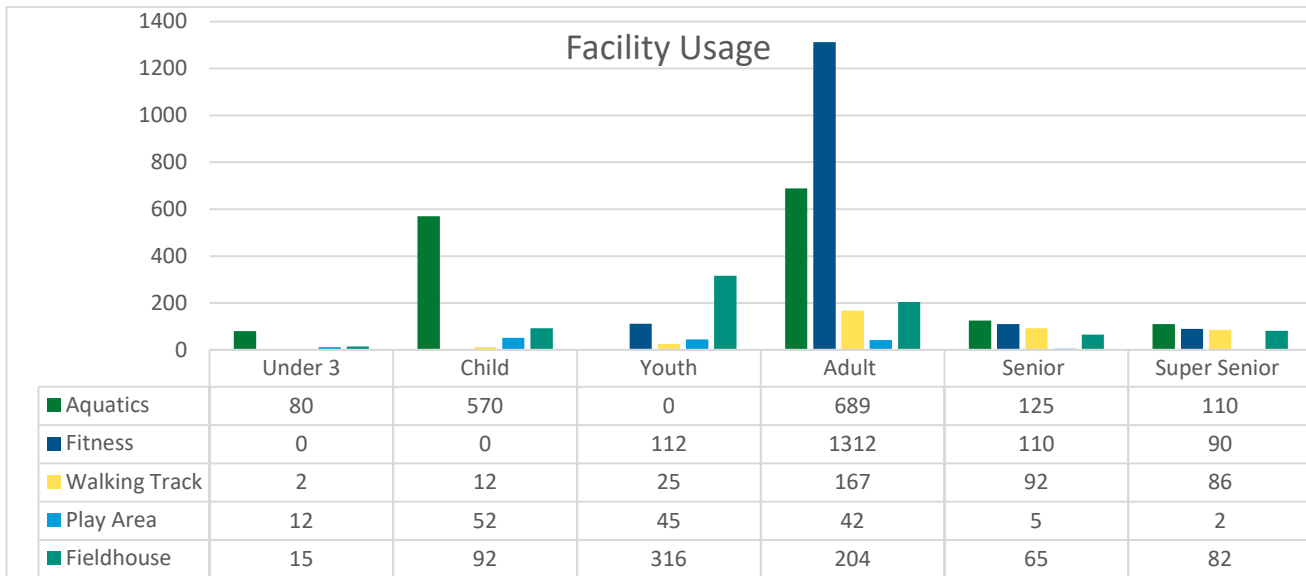


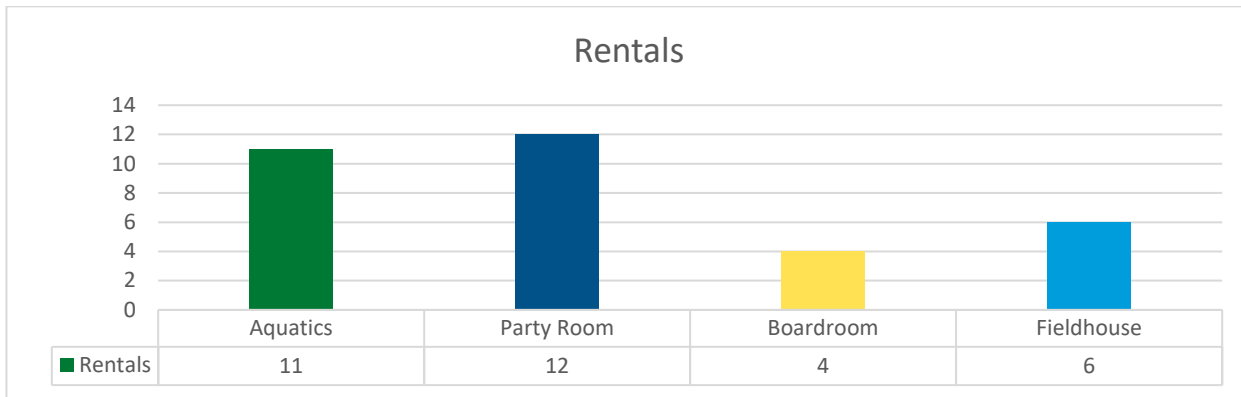
Aquatics:

April has been consumed by school swimming lessons. The Sheldon Coates School brought 343 children through 13 classes weekly teaching valuable life skills and education provided by our internal aquatics teams.

The Grande Cache Otters Swim Club has commenced long course swimming after school Monday through Thursday.

Greenview Regional Multiplex:





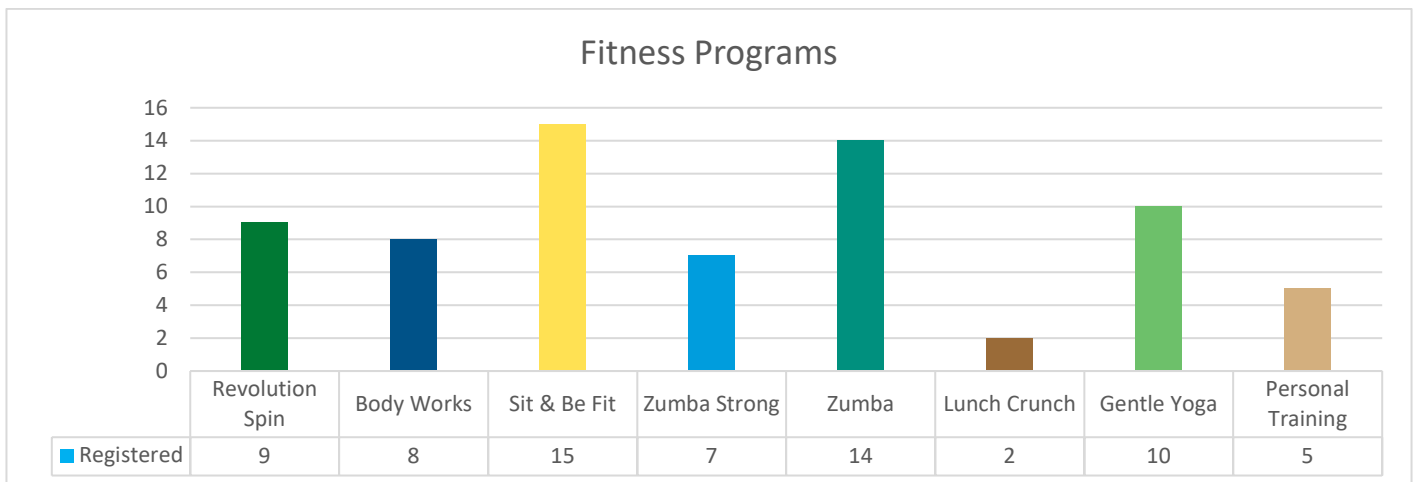
Gymnastics wrapped up their season on April 14th with 100 spectators taking in the final show.

Fitness Programming

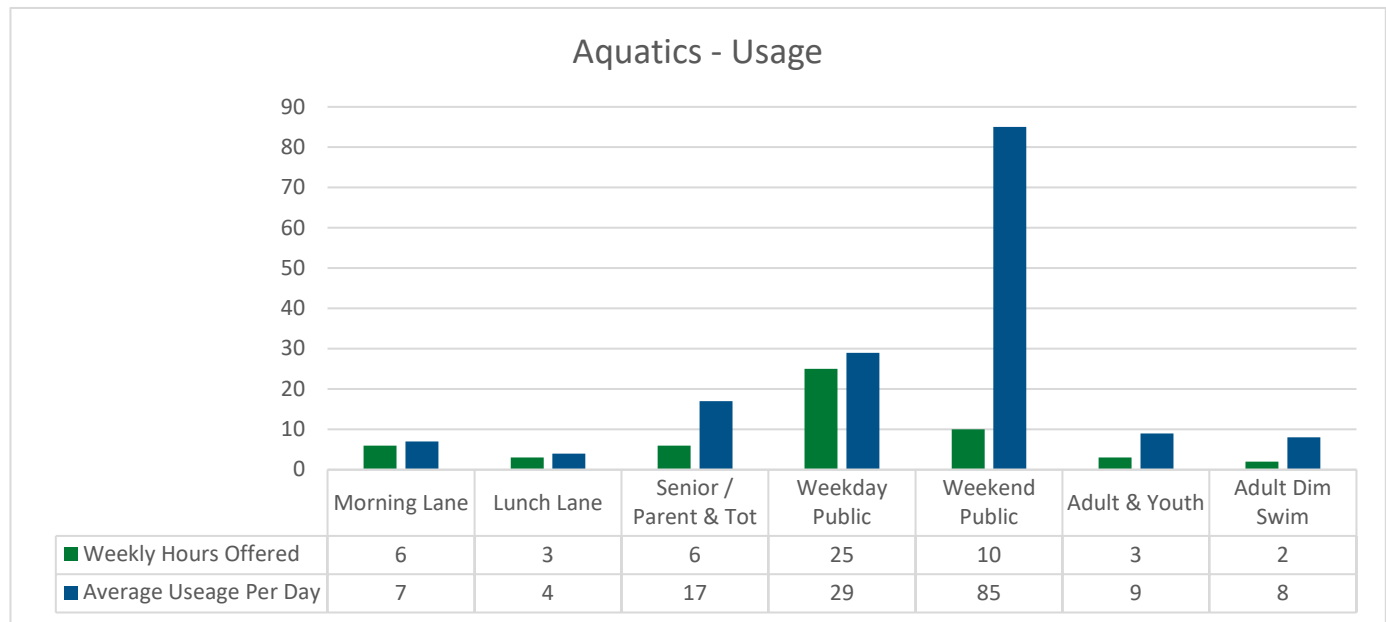
We received our hack squat machine and are working closely with LIVUNLTD to have it upgraded to shoulder load as opposed to lower back which allows for a greater ROM and versatility for patrons.

Yoga and Zumba continue to be successful programs, and Zumba will be wrapping up at the end of April.

Valley Strong is a new fitness competition in collaboration with the Town of Valleyview – meetings have commenced, with a strong focus on marketing campaign, utilizing MD and Valleyview facilities to create a training program, and an overall goal to create this as a staple event at the MD and within the community.

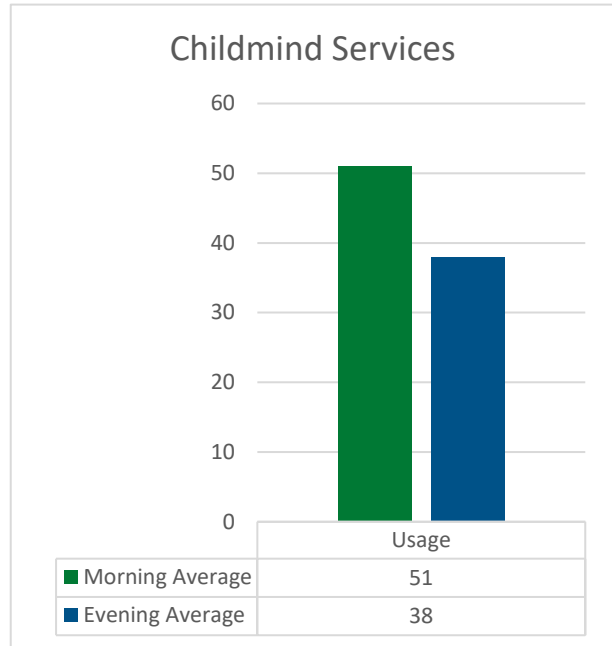
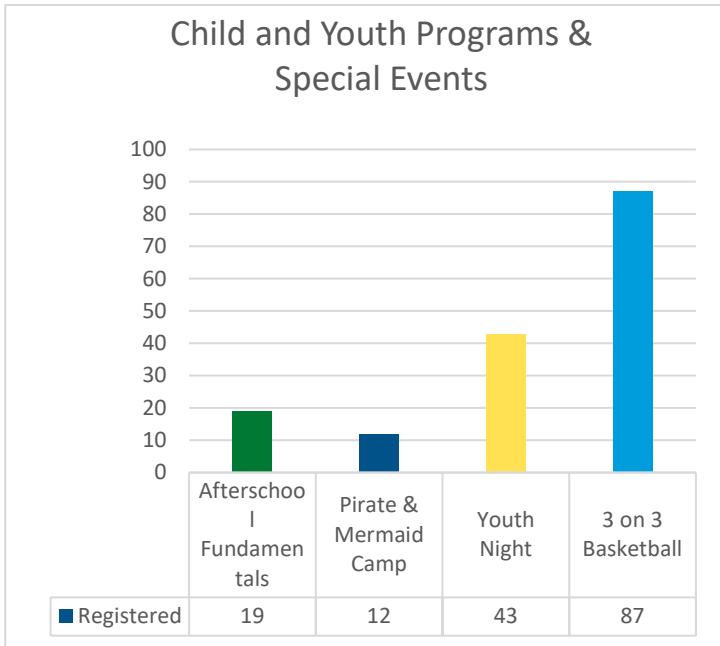


Aquatics Department:



- Swimming lessons began on April 2nd, with full classes and additional classes added due to waitlists. From parent and tot, preschool and swimmer level classes. We have also taken in some private lessons offered in the second half of April.
- Swim Greenview Lakes has 16 participants taking part from as young as 9 and into our senior age groups. Some swimmers have completed all 3 swims and will be looking to complete another around.
- A new round of swimming lessons begins on April 30th, offering a variety of swim lesson options for beginner and novice swimmers.
- Water works continues to be a hit amongst seniors and has a very high attendance rate.

Child & Youth Programming:



Youth Night was successful with a change in programming to include Paint Night and Family Basketball night on April 5th as a free community event, with 23 total participants in attendance between the two.

The GRM held a babysitting course on April 12th, with 13 participants who all successfully completed the course.

Collaborating with the Town of Valleyview, offering a color station in front of the Multiplex to toss color dye and play music as runners pass by April 27th for the Towns Color Run – including Moberly Moose at the start/ finish line.

Governance – GOAL 4: Provide Good Governance

Grande Cache Community Recreation Board:

The Grande Cache Recreation Board edited the comprehensive framework to manage and allocate funds for Recreation User Groups effectively. The Grande Cache Otters Swim club presented it to the Grande Cache Recreation Board on April 15, 2024, during their monthly meeting.

The Community Services Coordinator has been a great asset to the Grande Cache Recreation Board throughout the initial startup and implementation process.

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

The Sublease for Fireman’s Pit has been fully executed and is now in effect. Administration anticipates that next steps will be assisting the Grande Cache Firefighter’s Association with grant applications for improvements to the site.

The following dates have been set for the opening of Greenview Campgrounds:

May 10th, 2024:

- Johnson Park
- Kakwa River PRA
- Moody's Crossing
- Sheep Creek PRA
- Smoky River South PRA
- Swan Lake

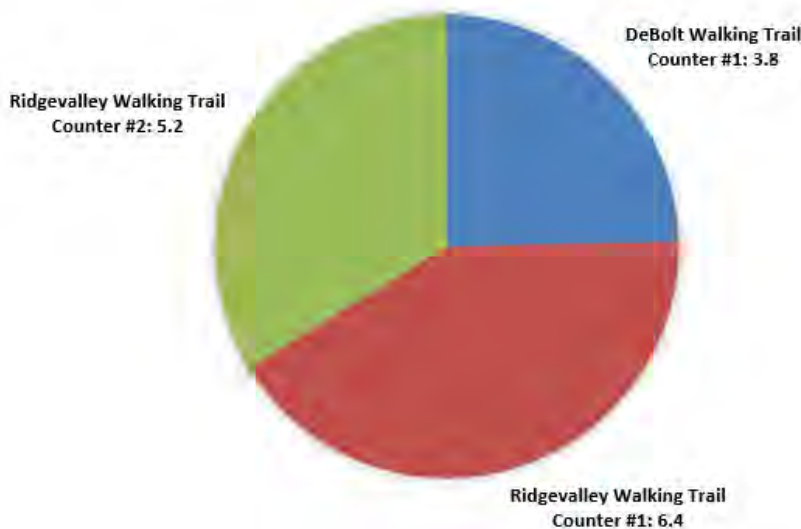
May 17th, 2024:

- Grande Cache Campground
- Shuttler Flats Provincial Recreation Area

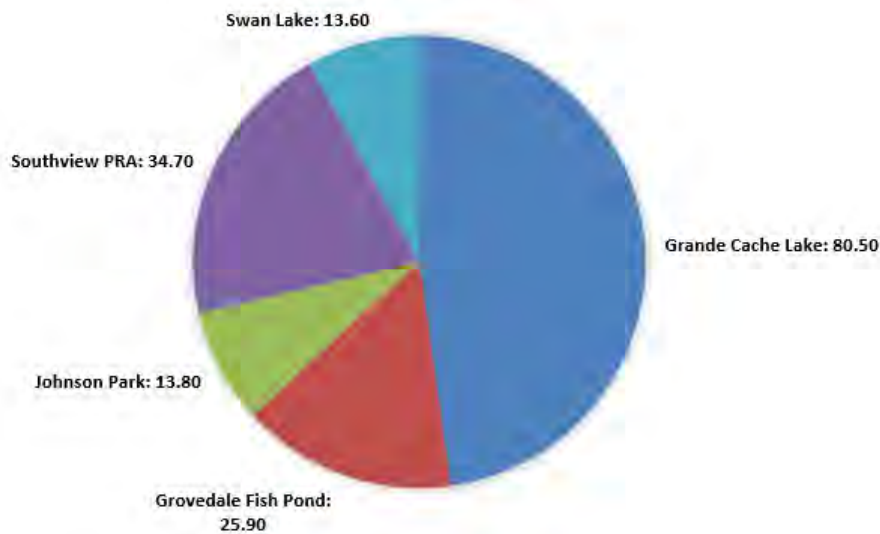
Administration met with a member of the Smoky River Nordic Club to discuss the possibility of the Club establishing a clubhouse within the boundary of the Grande Cache Campground disposition. The Club is going to provide Administration with a rough concept of what they would like to see and then it will be jointly brought forward to Committee of the Whole.

Administration met with Alberta Forestry and Parks to discuss the plans for the trail system surrounding the Hamlet of Grande Cache. Administration has been working alongside the province to establish cohesive trail management plans for the municipal and provincial trails that fall within the previous corporate boundaries of the former Town of Grande Cache. The Provincial Trail Management Plan for the area is currently in the final stages of approval and is expected to be finalized during the next few weeks. Once that document has been completed, a presentation will be brought forward to Committee of the Whole to provide an update on the next steps for the area. Additionally, Administration will be bringing Greenview's Grande Cache Trail Master Plan to Council for approval.

DAILY WALKING TRAIL USE AVERAGES 2024-03-01 TO 2024-03-31



DAILY VEHICLE COUNTER AVERAGES 2024-03-01 TO 2024-03-31



Administration is working with local schools to coordinate year end field trips at Greenview Outdoor Recreation sites. This will be the first year Greenview has provided this programming.

In a joint project initiative with the Grande Cache Institution, supplied and provided by Agricultural Services Department, boot brush stations are being installed in various locations throughout the Hamlet of Grande Cache to assist and bring awareness to the transportation of noxious and invasive species plant life to areas that may not have been exposed by way of material attached to travellers' footwear.



Manager's Report

Department: Planning & Economic Development April Report

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

Council Date: 5/14/2024

Director Planning & Economic Development – Martino Verhaeghe

In alignment with the 2022-2026 Strategic Plan, work has progressed on key activities and projects this month.

Director Highlights:

- Completed review of Land Use Bylaw Presentation for Council Greenview University Session
- Economic Developers of Alberta Annual Conference
- IFS / Greenview expectations meeting and outstanding planning process background evaluation.
- Landowner planning meeting on complex applications (SE-9-71-25-W5M)
- Review Ridge Valley and DeBolt Area Structure Plan Final Draft reviews & What We Heard documentation.
- Quarterly Alberta Transportation/ Planning meeting
- Planning Staff Training and Team Building
- Economic Development Strategic Public Communications Meeting
- Kikinow Elders Lodge / Fireman's Pit Road - Construction Closure Discussion
- Review of Council, Committee, and MPC reports
- Grovedale Commercial Property Drainage Issue Meeting and Remediation Meeting with Director Auto/Landowner
- Catalyst Mapping / Planning Documentation Program Update Discussions
- Follow up on Gating of RAL issues for Twp 734 in New Fish Creek
- Follow up and progress on the acquisition of lands along Twp 690 in Grovedale (PLS 180042)
- Progressing the acquisition of lands within Grande Cache for potential Expansion (Roll 7200)
- Review of Pre-Tender Costing and Design for Towner Park Estates/Main Street Lofts to develop Local Improvement Plan(s)
- Site Visit to Main Street Lofts
- West Yellowhead Community Futures (WYCF) Round Table
- WYCF Business walk planning committee
- Site inspection & Review of Order to Remedy Removal of Derelict Dwelling in Grande Cache
- Identification of Policy Deficits & Initial development of Key issues in Planning and Economic Development based on new trends.
- Attendance of Town of Valleyview Key Infrastructure Issues Open House
- Preparation for Economic Development Week Media Campaign
- Verification of Action List and Outstanding matters
- Public messaging development for the Small Business Tax Rebate Program

- Provincial Agency Discussions on Acquisition & Intermunicipal Discussion on Transition Re: Valleyview Tourism Information Center Property
- Event meeting with Festivals Group on Grande Cache Airport suitability and background assessment of regional assets/opportunities
- SiteLink Preparation Discussions with Communications

Economic Development Manager – Larry Gibson

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects the Economic Development and Tourism team have worked on this month include:

Economic Development Highlights:

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

Administration continued work with the Regional Workforce Development Partnership, attending steering group meetings and presentations. The Partnership is planning various initiatives to help employers attract and retain skilled workers across the Region, one being the creation of a website for employers promoting our region and providing detailed information for relocating to the area. This website will be launched in late May.

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

Administration had the opportunity to attend the Economic Development Association conference in Kananaskis learning from and networking with hundreds of municipalities across the province. Administration also participated alongside the City of Grande Prairie and County of Grande Prairie at the 2024 Canadian Hydrogen Convention in Edmonton which had significant traffic coming to our booth to learn more about Greenview.

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

Administration attended the Northwestern Polytechnic for a meeting regarding applied research and how they may be able to assist in a research project focused on evaluating the potential of developing an Eco-friendly agricultural industrial park in the region. Attended an open house regarding the new medical training program that is being introduced at the Northwestern Polytechnic.

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

Economic Development coordinated the Greenview Career Connect job fair in Grande Cache; the coordination took place with many local businesses, career agencies, community futures, and local high schools.

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 was Artificial Intelligence and Machine Learning, addressing bias, ethics, fairness, threats, and privacy. Administration also participated in planning with Community Futures West Yellowhead to prepare for an upcoming business walk scheduled for May 22nd in Grande Cache and an economic roundtable with other participating communities in West Yellowhead.

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

Rural Renewal Stream Program has had one existing business submit an additional application in April. Approximately 11 more endorsement letters were given out, and there were calls for 3 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 a SiteLink Event, the program allows municipalities to invite investors to the area to showcase and promote what we have to offer. The event is coordinated with the City of Grande Prairie, County of Grande Prairie, and Municipal District of Greenview GIG Department. SiteLink focuses 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 and will include tours of business opportunities across the Partnership municipalities.

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

Economic Development met with several local business groups to make introductions and discuss opportunities and challenges that they are facing. Groups include the Grande Cache Chamber of Commerce where recreation opportunities were discussed, and challenges currently being faced related to staffing and housing in the area. Further, a newsletter was sent to our business directory members, informing them of provincial and federal grants available for businesses to apply for.

Tourism Highlights:

Economy – Create a diverse economy. Increase tourism attractions:

The Grande Cache Tourism and Interpretive Centre has been preparing for the peak season. Brochures and pamphlets have been ordered and Greenview's brochures are ready for distribution to other visitor Centers. Seasonal staff have been secured and merchandise stock has been ordered. Staff are assessing the opportunities that have now presented themselves with the acquisition of a tourism information facility south of Valleyview and working towards maximizing the value of this asset for local tourism and economic development.

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. Our Tourism Officer met with President of Aseniwuche Winewak Nation (AWN), to discuss their tourism initiatives and how Greenview can support them. The Tourism Officer and Economic Development Officer met with the locally formed Tourism Association in Grande Cache to confirm their non-for-profit organization status with registered bylaws, The Association has invited Greenview to participate in their board meetings to help support their vision of creating a Tourism Economy in Grande Cache.

Tourism Information Centre Statistics

Total Visitors April 2024: **588**

Total Revenue April 2024: **\$4,649.51**

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: 7 Programs

Program Details: 58 participants.

Communications Manager – Stacey Sevilla

Communications Highlights

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

The list below highlights Communications activities but is not exhaustive.

Projects completed or underway:

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

- Assist with Greenview U May 2024 – Poverty Simulation
- Assisted Information Services with SharePoint Internal website project build and launch
- Assist Information Services with preparations for SharePoint launch events, including promotional items and door prizes for the staff rollout.
- Created and finalized the Greenview Promotional Products and Online Store page on the new SharePoint.

Governance – Improve Inter-Municipal 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 wordmark will be used in jointly approved marketing opportunities for events, workforce attraction, and joint economic development projects. The consultant received the quote, and the project is moving forward. Shared Greenview Committee member preferences for the finalization of the regional wordmark
 - Regional Promotional website landing page will be one main page with links to all three municipal corporate websites.
 - Greenview will host and assist with building the new landing page using the domain name.
 - Wordmark to incorporate colours acceptable and in conjunction with all three municipalities.
 - Terms of Use document to be drafted to govern the proper use of the wordmark and emphasize the need for approvals from all three municipalities before use.

- Logo created for the Valley Strong Fitness Competition, in partnership with the Town of Valleyview
- Shared first posting of Wapiti Trail Management Plan campaign provided by Alberta Forestry and Parks
- Working with Industrial and Economic Development departments on planning for Greenview's participation in the SiteLink Forum in conjunction with the City and County of Grande Prairie. The event showcases the opportunities in the region for economic development site selectors.

Economy – Create a diverse economy. Increase tourism attractions:

- Working with Tourism and Economic Development teams to formally launch a Grande Cache tourism campaign with the premiere of a promotional video with Seekers Media in May
- 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
- Marketing materials for Economic Development and Tourism teams such as:
 - Reviewing Invest Alberta Kit
 - Received printed Z-maps for ED
 - Ad – Peace Energy Show (2) ads promoting the GIG & Greenview Opportunities
 - Ad – West Yellowhead Visitors Guide Ad
 - Ad – Alaska Highway Historical Journey Travel Guide
 - Ad – Vacation Country Travel Guide
- Working with Agricultural Services and Economic Development to create updated street pole banners for installation in Greenview Hamlets. RFD with designs is coming to Council in May.
- Working on updating Grande Cache Street Maps tear sheets
- Created an advertisement for a recent Aboriginal Hockey event

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

- Mobile Signs deployed throughout Greenview Wards with Wildfire Awareness Messaging
- Created portable sign magnet words for Operations.
- Took part in an Emergency Operations Centre tabletop emergency simulation in Grande Cache with stakeholder partners from Alberta Forestry, AEMA, ATCO, Grande Cache Institution, Northern Gateway School Division, and others.
- Created and ordered 7000 Voyent Alert Mailer cards going out in the Property Tax envelopes at the end of April to encourage Greenview residents to register for emergency alerting.
- Maintained updates to the Bidding Opportunities page on the Greenview website.
- Completed Spring 2024 Newsletter, distributed the first week of April.
- Strategic Plan 2022-2026 printed publication distributed to all Greenview locations.
- 2023 Annual Report layout and design in progress
- Developing Farm & Ranch Wildfire workbook with the Agricultural Services team
- Create a social media campaign regarding wildfire/emergency preparedness preparation.
- Completed revamp of both Enforcement Services and Fire-Rescue Services webpages
- Assist Environmental Services with advertising of Transfer Station and Landfill cleanup fundraising opportunities.

- Created waterpoint signage for Nose Creek and Grande Cache; updated all existing waterpoint safety signage.
- Created banners for Enforcement and Economic Development teams for Greenview Career Connect – Career & Employment Fair
- Promoted and attended Voyent Alert Launch in Grande Cache along with GRC Fire Department event.

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.
- Assist the GRM with Valley Strong Fitness Competition advertising (in partnership with the Town of Valleyview)
- Assisted CAO Services with Give Away campaign for the Mental Health Summit
- Videos & Shorts created for social media: Voyent Alert, Mental Health Summit, Valley Strong Fitness Competition
- Newspaper advertising, full page advertising in the Grande Cache Community Mountain Voice and the Valleyview Glitz’d newspapers
- Assist Economic Development to promote Greenview Career Connect – Career & Employment Fair

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

- Prepare speaking notes for Reeve to welcome attendees to the 2024 FCSS Directors Conference.
- Attended the Community Information Evening in GC representing the Voyent Alert App

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.

Digital presence statistics

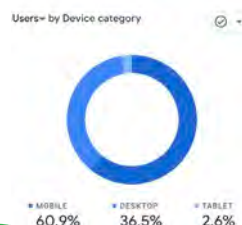
Culture, Social & Emergency Services – Enhance communication to our public.

Continually improve our social media and digital platforms.

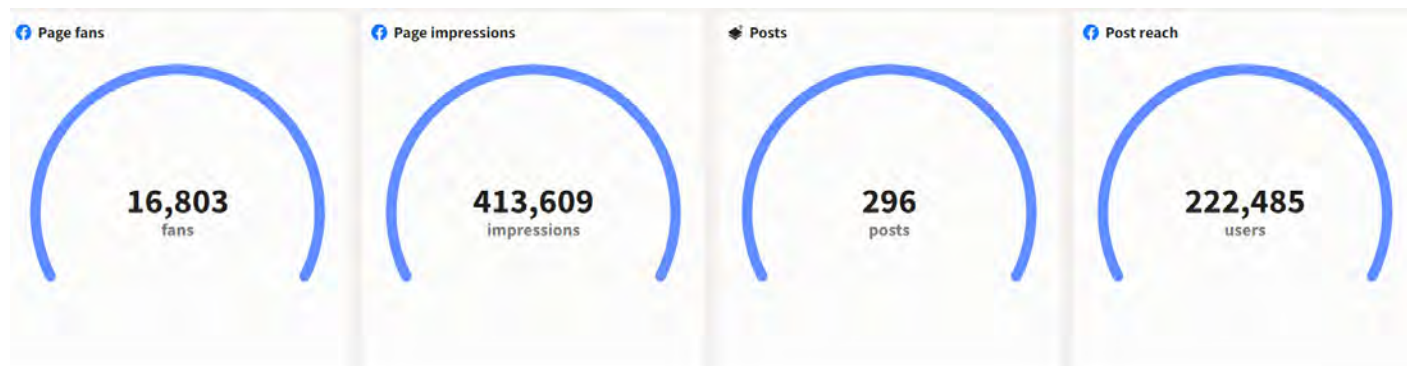
Website (April 2024)

Greenview's website has seen **107,210** pageviews on the website through the month of April. The Greenview website has seen approximately 15,065 new users this month. Website access from mobile increased but remains on par with the national average, with approximately **64%** of website users from a mobile device in April. ***NEW:** Visits to the Careers page of posted jobs totaled **2,510** at the time of this report, accounting for approximately **2%** percent of all website visits in April.

- Users: 35,897
- New Users: 15,065
- Pageviews: 107,210
- Sessions: 29,022
- Sessions per user: 6.4



Facebook (April 2024)



Efforts to grow our X (Twitter) and Instagram presence continue. 'X' followers as of April 29, 2024 = 1,881. Instagram followers = 666.

Planning and Development, Interim Manager – Jan Sotocinal

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects the Planning & Development Team has worked on this month are:

Governance – Provide quality municipal services. Provide consistent levels of service:

Of the nineteen (19) Development Permit applications received in April, four (4) had an estimated project cost exceeding \$500,000:

1. D24-045 / NW-32-64-21-W5M / HURLAND SERVICES LTD / COMPRESSOR 400 HP / \$1,250,000.00 / WARD 2
2. D24-049 / SE-17-69-3-W6M / CRESCENT POINT ENERGY CORP. C/O MILLENNIUM LAND LTD / MULTIWELL BATTERY / \$4,000,000.00 / WARD 7
3. D24-051 / NE-6-65-22-W5M / HURLAND SERVICES LTD / COMPRESSOR / \$1,250,000.00 / WARD 2
4. D24-058 / NW-5-69-2-W6M / CANADA WEST LAND SERVICES / COMPRESSOR / \$2,000,000.00 / WARD 7

Applications received this month include:

| Type | Applications |
|----------------------|--------------|
| Business Licenses: | 12 |
| Development Permits: | 19 |
| Land Use Amendments: | 1 |
| Subdivisions: | 2 |
| Approaches: | 4 |

At the April MPC meeting, 3 subdivision applications, zero discretionary use permits, and 2 variance permits were brought forward for approval.

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

Notable Projects

Hamlet of DeBolt Area Structure Plan (ASP) and Hamlet of Ridgevalley and Crooked Creek Area Structure Plan

The Planning Staff is continuing to move forward with the Area Structure Plans (ASPs) of the Hamlet of Ridgevalley/Crooked Creek and the Hamlet of DeBolt. The second Open House relating to the ASPs was held last month to gather more input from the residents and community members before finalizing the ASPs for the first reading. Administration also circulated the draft ASPs to internal and external stakeholders in the past month to ensure their feedback was incorporated. Since then, Administration has received the draft ASPs for both areas from Invistec, a planning consultant, and is currently reviewing them before the first reading.

Greenview Land Use Bylaw (LUB) Update

Planning Staff has reviewed and presented a draft Land Use Bylaw (LUB) to Council, which incorporated the Town of Grande Cache LUB and other proposed changes. Based on the feedback received during the presentation, the Planning staff noted items that Councillors want to change and want to discuss further. The planning staff is currently working on reviewing feedback before setting another presentation with Council, and before it goes out for public engagement.



Manager's Report

Department: Infrastructure & Engineering

Submitted by: Roger Autio, Director

Date: 5/14/2024

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**
 - Meeting with Big Lakes and Smoky River for an update on the possibility of expanding the existing water system to the Sunset House area. The project has been ongoing for about 1 year, with no defined direction due to the drought conditions within the area. The problems presented include Water levels, Water In-Take, Capacity of the Plant and Main water line sizing.
 - Attended questioning for the Grande Cache Water Treatment Plant lawsuit (Chando's) held in Edmonton.
 - Attended the Grande Cache Wildfire Simulation
- **Economy**
 - Assisted in the GIG Stormwater plan for the proposed Industrial land development.
- **Environment**
 - Slated Bird Sweep (Provincial Regulations) for the Grande Cache Sewer Truck Road for the Fire Guard restoration. The work included land leveling, large rock removal and pushing of existing debris piles.
 - Slated Bird Sweep (Provincial Regulations) for the GIG area to assist in the Industrial Development.
 -
- **Culture, Social & Emergency Services**
 - EOC Simulation on April 17th in Grande Cache

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**

- Review of subdivision applications, approach applications submitted by Planning and Development.
- Crack Sealing, Line Painting, & Spray Patch RFPs for 2024 are closed and the Request for Decision awaits the May 14th Council meeting for award.
- Standards Review and drafting of new drawings.
- Received new laser for manhole invert measurements.
- Completed drafting for drainage concerns near Township Road 672, Range Road 210, and Range Road 211.
- Manhole invert measurements in Grande Cache were completed – 27 manholes, storm drains and water valves were checked to assist in new development.
- Winters Industrial Park (Grovedale) drafting is in progress. First stage of field work is complete, survey has been reviewed and will look at all avenues to ensure positive drainage.
- Evaluation of prior year approach construction at various locations that are required to be reset.
- Contracts have been sent out for signature, to the awarded contractors for Township Road 704 and the Forestry Trunk Road 76.5-80.5. Pre-Construction meetings to be set.
- Contractors have been advised of the bridge file awards from the April 23rd Council meeting, along with a request of confirmation on the culvert material order as well as the confirmation of schedule, specifically for BF77159.
- Held a meeting with the day labour supervisor that is returning for the 2024 season.
- Meeting for the purchase of culverts required in the upcoming season.
- Approach schedule planning is in progress; currently have 15 approaches (with 2 asphalt) to be completed and/or repaired.
- An inquiry regarding an approach in Grovedale has involved investigation from 2012 and 2017. Preparing options to rectify the concerns.
- An oilfield approach has been asked to stay in place for the landowner; the approach is below standard; therefore, landowner has been advised to upgrade to meet the standards in order to leave the approach in place.
- Visited Grande Cache and met with landowners regarding retaining walls and where it becomes Greenview responsibility.
- The retaining wall between the condos and a ratepayer is shifting and is a reason of concern. This wall was installed by the previous Town of Grande Cache in relation to the Condo roadway for access to parking. The retaining wall is in Greenview's right of way therefore, Administration will be engaging with engineering to prepare a recommendation to rectify.

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**

- An Aggregate Supply RFP was posted on Friday, April 12th and will close on May 7th for gravel to be available by November 30th for use primarily in 2025 for the Ridgevalley/Crooked Creek, Sunset House/Sweathouse, and New Fish Creek areas. Results will be brought to a future Council meeting for direction.
- Finalized contracts for water truck services on the Forestry Trunk Road and grading services in the Sunset House/Sweathouse area as per Council's decision.
- Coordinating with Communications and Operations crews to place fire smart signs around Greenview.

Operations East

- Crews have completed brushing and mulching 11.3 KM of overgrown trees on Greenview ROW's in the New Fish Creek area.
- Street sweeping has been completed in the Hamlet of Little Smoky and at various intersections in the area and on the Simonette Road west of HWY 43, Valleyview South, New Fish Creek, and Ridgevalley areas.
- Potholes have been repaired on paved surfaces within Operations East using cold-mix asphalt.
- 82 signs have been replaced or installed: 1 checkerboard, 1 left curve, and 2 intersection signs in the Sunset House area. 1 intersection, 1 stop, and 6 snowplough delineators in the Little Smoky area. 1 no exit, and 3 intersection signs in the Valleyview North area. 31 snowplough delineators and 1 stop sign in the Valleyview South area. 1 stop, 2 no exits, 1 checkerboard, and 30 snowplough delineators in the Ridgevalley area.

Operations Central

- Culvert condition assessments were performed on RGE RD 23 north of TWP RD 723 and on TWP RD 741 between HWY 736 and RGE RD 13 and are ongoing to schedule replacements and repairs.
- Street sweeping was completed in the DeBolt area.
- An in-house roadside drainage drone survey was conducted west of the Forestry Trunk Road on TWP RD 720.
- 7 signs were repaired or replaced: 3 stop signs, 1 advance sign, 1 checkerboard, and 2 maximum 80 signs were reinstalled.

Operations West

- Crews have been repairing potholes on paved surfaces in the Grovedale area.
- 7 signs have been installed in the area, which include speed and checkerboards, and a bigger engine brake sign has been installed on TWP RD 700 east of RGE RD 64 due to residential noise concerns.
- Crews have removed windfall trees and brush on TWP RD 702, and some stumps and trees from RGE RD 74 north of Highway 666.
- Street sweeping has begun and is ongoing on paved surfaces with the loader sweeper.

Operations South

- On Monday, April 1, 2024, the on-call operator in Grande Cache noticed smoke coming from the landfill area. He called 911 and advised his supervisor and the landfill staff of the situation. Operations South assisted the landfill staff and firefighters by providing a loader and operator to spread dirt over the burn area.
- Operations South plowed and sanded roads in Grande Cache and on the Forestry Trunk Road from KM 160 to KM 171 after snowfalls on March 27 and 28 and April 2 and 3.
- Crews assisted Recreation Services with ice removal and disposal from the Grande Cache Recreation Center.
- Street sweeping is ongoing in the Hamlet of Grande Cache and along HWY 40.
- Gravel was applied to a 150-meter section of the Victor Lake Road adjacent to HWY 40 as an emergency repair measure to mitigate road damages due to soft road conditions.
- Crews assisted Environmental Services with the replacement of two fire hydrants in Grande Cache.
- All gravel roads have been graded, and spring pothole patching has been completed on paved surfaces within the Hamlet of Grande Cache.
- 4 signs were repaired/installed on Wanyandie East Road and Joachim Enterprises.
- Assisted Environmental Services by providing an operator for the garbage truck on April 24 and 25 and filled the water cistern at the sewage treatment plant.

Fleet Services

- Installation of the new AVL system (Geotab) is ongoing. Approximately 60 units have had the new system installed at the end of April 2024.
- Surplus fleet units and various items brought to Alberta North Auctions.
- Capital Project OP24004, the replacement plow truck for Operations that was a carryover capital item from 2023, is anticipated to be delivered at the beginning of May 2024.

- Capital Project SW23001, the bin truck for Environmental Services, also a carryover item from 2023, is scheduled for build and assembly in the third quarter of 2024 at Western Star.

| Fleet & Shop Work Order Requests for Current Reporting Period | |
|---|------------|
| Grande Cache Shop | 40 |
| Grovedale Shop | 33 |
| Valleyview Shop | 98 |
| TOTAL | 171 |

| Road Requests Received - 16 | Operations East | Operations West | Operations Central | Operations South |
|-----------------------------|-----------------|-----------------|--------------------|------------------|
| Brushing | 2 | | | |
| Dust Control | 1 | | 1 | |
| Flooding | 1 | | | |
| Road Conditions | 4 | 1 | 2 | 1 |
| Safety Concerns | | 1 | | |
| Signage | 2 | | | |
| TOTAL | 10 | 2 | 3 | 1 |

| RoaData-Municipal Approval Requests | Service Rigs | Heavy Hauls | Drilling Rigs | Dimension |
|--|--------------|-------------------|---------------------------|-----------|
| TOTALS | 49 | 425 | 23 | 1 |
| RoaData-Municipal Loads | | Single Trip Loads | Multiple Legal Trip Loads | |
| TOTALS | | 473 | 0 | |
| Grand Total-Approval Requests/Municipal Loads | | 971 | | |

| Road Use Agreements | |
|----------------------------------|------------|
| New Road Use Agreements | 6 |
| Total Road Use Agreements | 971 |

| Road Bonds as of April 26, 2024 | | | |
|---------------------------------|------------------|--|-----------------------|
| | Total Kilometres | Total Funds Received to Date 85% Refundable to Bond Holder | Total Revenue to Date |
| Effective | 19 | \$ 4,731,200.00 | \$ 709,680.00 |

| Restrictions & Relaxations/Exemptions as of April 26, 2024 | |
|--|----|
| Effective | 12 |
| Pending | 2 |

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

Facilities Maintenance Manager – Wayne Perry

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

| | | | |
|----------------------------------|-----|------------------------------------|-----|
| Maintenance Activities Completed | 254 | Items Added to Maintenance Backlog | 224 |
|----------------------------------|-----|------------------------------------|-----|

- **Governance**

- Completed spring clean up in the parking lots of the Public Service Buildings, Multiplex, Admin building and Medical Clinic.

- **Economy**

- Finished pre-job planning and part supply for the Generator ready project. The contractor will begin installation in early May, with an anticipated completion date by early July. We will start in Grovedale then move to Little Smoky before completing the project at the Greenview Regional Multiplex.
- Working on improvement projects at the Grande Cache Tourism Centre and Bird's Eye Park. These include adding a handicap control system to one of the front doors, installing sheeting on the rear of the Adams Look Out building and completing the tin on the roofs over the murals.
- Preparation is underway for the new Grande Cache Operations shop. We have met with GenMec to review the start up plans for construction. Our consultant has issued for-construction drawings, and we are working to finalize the contract. The Contractor will be starting next week, with an anticipated 12-to-15-month construction window.
- Tender for the addition of insulation to the roof of the FSO building closed in the month. We received 7 proponents bids and are ready to present to Council at the May 14th meeting.
- Finished siding repairs to the Sturgeon Heights Community Center outhouse that was damaged by Operations clearing snow over the winter.
- Worked to prepare for the summer months by getting mowing equipment ready and preparing for the influx of summer personnel starting at the end of the month.
- Added a security camera system to the Grande Cache Wastewater Treatment Facility. This will provide live video monitoring and quicker response if we have another incident.

- **Environment**

- Installed current clamps on all circuits in the Grande Cache Public Service Building, Tourism Centre and Operations Building to track energy usage per circuit. Using this software, we can identify areas where future energy savings can be made.
- Added spray foam to the upper sections of the crawlspace walls in Valleyview Medical Centre. From the IR inspections completed this winter, this area appears to be low on insulation. This should help retain heat in the building.

- **Culture, Social & Emergency Services**

- Completed the teardown and clearance checks on the compressor at the Grovedale ice plant. Overall, the major components are in good shape, with approximately 75% life left on all components. One valve plate was showing some wear, as a couple of the springs were broken. Parts have now been ordered which include bearings and rings.
- Have put in place the rural fire pumps in the Valleyview, Debolt and Grovedale areas. We are waiting until the risk of frost ends in Grande Cache.

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.
- Replaced 2 fire hydrants.
- Water system turned on for Main Street Lofts in Grande Cache to test fire suppression system.
- CC valve repair on 98th Street in Grande Cache.
- Replaced Grande Cache campground water meter.
- Particle counters at Grande Cache water plant have been removed from our approval, at our written request. They are on the Ultrafiltration membrane package, they are expensive and a headache to maintain, give erroneous data if air is in the system and set the system to waste water causing call outs; some programming changes will be required to remove the PLC (programmable logic controller) and update the control philosophy.
- A fire was discovered and extinguished at the Grande Cache landfill on April 1st.
- Weed bins were placed for AG Services.
- Ordered signs for waste transfer sites, as per Council Motion 22.08.484, advising that acceptance of wood products may be limited or declined during fire restrictions or fire bans.
- Final execution of Grande Cache landfill extension purchase agreement with Province completed after 6 years, as the prior Town had exceeded the landfill footprint.
- Exploration drilling with bobcat to determine Grande Cache landfill boundaries for capping and site orientation.
- Advertised transfer station and landfill cleanups for nonprofit organizations.
- Ridgevalley site visit with consultant and review of SCADA system requirements.
- Ridgevalley Lagoon sampling for receiving stream study for lagoon release frequency.



• Economy

- Grande Cache Wastewater project continues with concrete pours; north and west bioreactor walls and west clarifier launder walls completed. Security cameras were added at site. Poured aerobic walls, completed brushing to outfall structure, received UV light disinfection equipment. Waterline contractor on site to tie in and run line to sewage plant and install a fire hydrant, fusing pipe, stripping earth and hydro excavating.
- Met with Consultants at Grande Cache landfill to review capping options, site layout and the scale relocation.

• Environment

- Met on site with developer at Main Street Lofts in Grande Cache regarding servicing requirements.
- Ordered meter for Kikinow Elders Lodge in Grande Cache.
- Nose Creek water point commissioning on April 16th; some deficiencies to be resolved at site.

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 Waste Transfer Station with AECOM (SW20001). Currently working on a layout allowing for truck turnaround.
- M2 Engineering and Thurber testing clay for Grovedale lagoon expansion (WW19001).
- Grande Cache water & sewer extension (WD22005) project awarded on April 23, 2024, with construction to be completed this summer.
- Attended several RFD review committees for growth and experience.
- Assisted with review and changes to Roads Specifications within Greenview.

- **Economy**

- Monitoring spending for multiple projects. Making multiple changes to WD22005 to maximize quality of infrastructure for Greenview, resulting in all bids received in April to be underestimated amount.
- Moving forward with design for community dugout north of Valleyview (New Fish Creek). Plans from M2 Engineering being worked on.

- **Environment**

- Developing a plan for the Waste Transfer Station to be built in Grande Cache. Presently evaluating options / financial savings comparing the 2 options. Evaluating the pros and cons of both systems over a 25 year cycle. All material from the site will be hauled to the West Yellowhead landfill as per our partnership agreement.

| 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 | \$ 468,534.40 | 77% | \$ 1,545,162.60 | 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 | \$ 197,923.40 | 64% | \$ 352,076.60 | 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 | \$ 1,532,267.00 | 3% | \$ 51,633.00 | 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 | \$ 96,914.50 | 3% | \$ 3,085.50 | Economy | | Planning 0-10% | | |
| RD24006 Twp Rd 692 Regrade (GD Fish Pond) | \$ 250,000.00 | \$ 250,000.00 | 0% | \$ - | Economy | | Planning 0-10% | Engineering proposal being prepared. | |
| RD24008 Rge Rd 212 Road Construction | \$ 450,000.00 | \$ 450,000.00 | 0% | \$ - | Economy | | Planning 0-10% | Day labour project. Survey boundaries to be completed. Landonwer has been notified of status. | |
| 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 zuzs. Design in progress, Tender for review week of December 11th. Tender posted February 16th 2024 for construction. Awarded April 23rd in Council, contract sent to contractor for signature. | |
| 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 being prepared. | |
| BF/DRAINAGE | | | | | | | | | |
| BF76637 Twp Rd 692 (SW16-6-22-5) | \$ 550,000.00 | \$ 507,506.00 | 8% | \$ 42,494.00 | Economy | | Tendering 31-45% | Posted for construction, closes Mar 11th, RFD April 23rd to Council. Council awarded, contract sent to contractor for signature. | |
| BF77159 Asplund Creek | \$ 921,750.00 | \$ 848,732.75 | 8% | \$ 73,017.25 | 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, STIP reapplied. | |
| 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. STIP reapplied, Council awarded, contract sent to contractor for signature. | |
| ENVIRONMENTAL SERVICES | | | | | | | | | |
| SOLID WASTE | | | | | | | | | |
| SW19004 GC Landfill & Recycling Land Purchase | \$ 71,708.00 | \$ 35,013.91 | 51% | \$ 36,694.09 | 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. Final survey plan is with province for registration April 2 2024. | |
| SW20001 GC Transfer Station Development | \$ 2,635,610.00 | \$ 2,543,361.32 | 4% | \$ 92,248.68 | 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 | \$ 18,937,129.24 | 42% | \$ 13,688,168.76 | Economy | Clarke Builders | Warranty 100% | Warranty ends July 2024, deficiencies on going. | |
| WD16004 Landry Heights Water Distribution System | connected to WD15002 | | | \$ 4,849,884.84 | Governance | Thompson Bros. | Warranty 100% | Completed. | |
| 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 | |

2024 COLOUR LEGEND

| |
|--------------------------------------|
| projects continuing from prior years |
| projects added in 2024 |
| Total Budget - CAVEAT |
| Total Spent, per Quistica |

| 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 | |
| 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, Completed. | |
| WD22005 Water & Sewer Extension - Memorial Drive | \$ 4,599,408.00 | \$ 4,500,000.00 | 3% | \$ 137,269.82 | 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. Tender finished April 2, 2024. 4 Tenders. received, award pending April 23 council. United Utilities selected, pending contract signature | |
| 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 commissioning, working on a few deficiencies and Scada system. | |
| 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% | \$ 224,528.19 | Economy | M2 Engineering | Engineering 11-30% | Consultant 3rd party review report coming, initial finding appear to confirm high groundwater levels and leak confirmation. Additional lagoon cell to be installed with clay liner. | |
| WW19002 GC Sewage Treatment Plant | \$ 50,729,121.00 | \$ 32,428,409.00 | 36% | \$ 18,300,712.00 | Environment | Alpha Construction | Construction 46-95% | Fusing pipe for water line install, concrete and rebar work progressing, hydro excavating utilities, eraworks on site. 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% | \$ 729,039.41 | 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% | Q2 2024 - The Tender(s) for this Project closed March 22. An RFD will be brought to Council May 14. | |
| OP24004 A135 - Plow Truck Replacement (DB) | \$ 448,000.00 | \$ 448,000.00 | 0% | \$ - | Economy | | Planning 0-10% | Q2 2024 - Estimated delivery for this unit has been bumped to the first or second week in May 2024. Unit is currently in Grande Prairie as of April 29, 2024. Administration has inspected the unit on-site prior to delivery. | |
| 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 installation 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. | |
| FM22008 GC New Operations Shop | \$ 12,683,147.00 | \$ 12,421,884.68 | 2% | \$ 261,262.32 | Governance | Beairsto & Associates, Genmec ACL | Construction 46-95% | Project fully designed. Touching last few additions/corrections. Coming to Council December 2023. Worked with Beairsto to incorporate 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, Council awarded tender to GenMec ACL at the March 12 meeting. Working with the contractor and consultant on the building contract. | |
| FM22009 GRM Emergency Generator (350kW) | \$ 425,000.00 | \$ 420,337.50 | 1% | \$ 4,662.50 | Economy | | Construction 46-95% | 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. Council awarded the project to Kamwin Electric on March 12th. Working with proponent on the contract for the job. | |
| FM24007 Renovations to FM/Enviro Building | \$ 20,000.00 | \$ 20,000.00 | 0% | \$ - | Governance | | Engineering 11-30% | Started asking for quotes to replace the siding on the carpenter shop. Are also pricing out the material to have the Facility Maintenance team complete the job. | |
| FM24010 Replacement of RB3 60" Rotary Broom | \$ 6,000.00 | \$ 1,342.50 | 78% | \$ 4,657.50 | Governance | | Final 96-99% | Order in February. The broom has arrived and is in service | |
| FM24011 Replacement of Skid #1 to Bobcat Skidsteer | \$ 94,000.00 | \$ (1,471.61) | 102% | \$ 95,471.61 | Governance | | Final 96-99% | 3 quotes received, taking to Council March 12. Council awarded to Bobcat in the March 12 meeting the unit was ordered and delivered on March. | |

| 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 | |
| Grovedale Arena Ice Plant Re-life | \$ 300,000.00 | \$ - | 0% | \$ - | Culture Social & Emergency Services | Midpoint Mechanical | Construction 46-95% | Completed a contract with the proponent. He has ordered materials and is working on a plan for when the arena closes. We have ordered the new Chiller but the delivery is not expected until early to mid September. Meeting with the Ag Board on April 3rd to provide an update and discuss the Chiller delay. | |
| Council Requests over the approved budgets | | | | | | | | | |
| | \$ - | | | \$ - | | | | | |
| | \$ - | | | \$ - | | | | | |



Municipal District of Greenview No. 16

NAME: Winston Delorme
 ADDRESS : _____

Employee # : _____
 Department: Council

| DATE | DEPART TIME | ARRIVE TIME | MEETING CODE | DESCRIPTION | KM | MEALS | | | | LODGING EXPENSES | PER DIEM | | | |
|--|-------------|-------------|--------------|---|----|-------|-------|-----------|--------|--------------------|----------|--------|--------|----------|
| | | | | | | B | L | D | AMOUNT | | | | | |
| 15-Apr | 14:00 | 21:00 | M | Emergency Advisory/GC bus tour/GC Rec Board | | | | | | | 324.00 | | | |
| 16-Apr | 9:00 | 13:00 | M | COTW | | | | | | | 275.00 | | | |
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| NOTES: | | | | KILOMETER CLAIM | | | TOTAL | | | | | 599.00 | | |
| Meeting Code : M for Meetings C for Conferences | | | | RATE | | KM's | TOTAL | LESS GST | | | | | | |
| | | | | | | | | NET CLAIM | | | | | 599.00 | |
| | | | | \$0.17 per km | | | | | | | | | | |
| | | | | SUBTOTAL | | | | | | TOTAL CLAIM | | | | 599.00 |
| | | | | LESS G.S.T. | | | | | | LESS ADVANCES | | | | |
| | | | | TOTAL | | | | | | AMOUNT DUE (OWING) | | | | \$599.00 |

Claimant

Date

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 | | | | |
| 9-Apr | 8:30 | 20:00 | M | RCM, VV Apprec, VV Rec Mtgs | 32 | | | | | | 469.00 | | |
| 10-Apr | 8:30 | 13:15 | M | MPC & PRC | 16 | | | | | | 324.00 | | |
| 15-Apr | 8:30 | 16:30 | M | EAC & GC Tour | 299 | | | | | | 324.00 | | |
| 16-Apr | 8:30 | 17:30 | M | COTW in GC | 299 | | | | | | 469.00 | | |
| 18-Apr | 15:00 | 16:30 | M | CEC | 16 | | | | | | 275.00 | | |
| 19-Apr | 13:30 | 15:00 | M | Renewable Energy - Zoom RMA/Brownlee | | | | | | | 275.00 | | |
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| NOTES: | | | | KILOMETER CLAIM | | | TOTAL | | | | 2136.00 | | |
| Meeting Code : M for Meetings C for Conferences | | | | RATE | | KM's | TOTAL | LESS GST | | | | | |
| | | | | \$0.70 per km | | 662 | 463.40 | NET CLAIM | | | 2136.00 | | |
| | | | | \$0.17 per km | | 662 | 112.54 | | | | | | |
| | | | | SUBTOTAL | | | 575.94 | TOTAL CLAIM | | | 2711.94 | | |
| | | | | LESS G.S.T. | | | | LESS ADVANCES | | | | | |
| | | | | TOTAL | | | 575.94 | AMOUNT DUE (OWING) | | | \$2,711.94 | | |

Sally Ann Rosson
 Claimant

April 21, 2024
 Date

281

 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 | | | | |
| 22-Apr | 8:00 | 10:30 | M | LS Ski Area Governance | 104 | | | | | | 275.00 | | |
| 23-Apr | 8:30 | 16:45 | M | RCM | 16 | | | | | | 469.00 | | |
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| NOTES: | | | | KILOMETER CLAIM | | | TOTAL | | | | 744.00 | | |
| Meeting Code : M for Meetings C for Conferences | | | | RATE | | KM's | TOTAL | LESS GST | | | | | |
| | | | | \$0.70 per km | | 120 | 84.00 | NET CLAIM | | | 744.00 | | |
| | | | | \$0.17 per km | | 120 | 20.40 | | | | | | |
| | | | | SUBTOTAL | | | 104.40 | TOTAL CLAIM | | | | 848.40 | |
| | | | | LESS G.S.T. | | | | LESS ADVANCES | | | | | |
| | | | | TOTAL | | | 104.4 | AMOUNT DUE (OWING) | | | | \$848.40 | |

Sally Ann Rosson
 Claimant

May 4, 2024
 Date

282

 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 | | |
| April 9 2024 | | | C | Council, Economic Development Association Xperience 2024 Leaders Summit | 715 | | | | | | 469.00 |
| April 10 2024 | | | C | Municipal Planning Commission, Policy Review, Economic Development Association Xperience 2024 Leaders Summit | | | | | | | 469.00 |
| April 11 2024 | | | C | Interprovincial Fuel Solutions, Economic Development Association Xperience 2024 Leaders Summit | | | | | | | 469.00 |
| April 12 2024 | | | C | Economic Development Association Xperience 2024 Leaders Summit | 715 | | | | | | 469.00 |
| April 13 2024 | 9:00 | 14:00 | M | MD of Greenview Library Board | | | | | | | 324.00 |
| April 15 2024 | 8:15 | 17:30 | M | Grande Spirit Foundation Special Board, Grande Cache Council Bus Tour | 265 | | | | | | 469.00 |
| April 16 2024 | 8:00 | 17:45 | M | Committee of the Whole | 250 | | | | | | 469.00 |
| April 18 2024 | 9:00 | 18:00 | M | Healthy Aging Regional Gathering, River of Death & Discovery Dinosaur Museum Society | 160 | | | | | | 469.00 |
| April 19 2024 | 9:00 | 12:00 | M | Grande Spirit Foundation DeBolt Updates | | | | | | | 275.00 |
| April 20 2024 | 8:30 | 23:30 | M | Peace Library System Executive, Grande Spirit Foundation Pleasant View Lodge Fundraiser | 642 | | | | | | 536.00 |
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| NOTES: | | | | KILOMETER CLAIM | | TOTAL | | | | | 4418.00 |
| Meeting Code : M for Meetings C for Conferences | | | | RATE | | KM's | TOTAL | LESS GST | | | |
| | | | | \$0.70 per km | | 2747 | 1922.90 | NET CLAIM | | | 4418.00 |
| | | | | \$0.17 per km | | 2747 | 466.99 | | | | |
| | | | | SUBTOTAL | | | 2389.89 | | | TOTAL | 6807.89 |
| | | | | LESS G.S.T. | | | | | | LESS ADVANCES | |
| | | | | TOTAL | | | 2389.89 | | | AMOUNT DUE (OWING) | \$6,807.89 |

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 | | | | |
| 9-Apr | 8:00 | 15:30 | M | Regular Council Meeint | 76 | | | | | | 324.00 | | |
| 9-Apr | | | M | East Smoky Rec Board | 50 | | | | | | | | |
| 10-Apr | 8:00 | 12:00 | M | MPC, PRC | 76 | | | | | | 275.00 | | |
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| NOTES: | | | | KILOMETER CLAIM | | | TOTAL | | | | 599.00 | | |
| Meeting Code : M for Meetings C for Conferences | | | | RATE | | KM's | TOTAL | LESS GST | | | | | |
| | | | | \$0.70 per km | | 202 | 141.40 | NET CLAIM | | | 599.00 | | |
| | | | | \$0.17 per km | | 202 | 34.34 | | | | | | |
| | | | | SUBTOTAL | | | 175.74 | TOTAL CLAIM | | | | 774.74 | |
| | | | | LESS G.S.T. | | | | LESS ADVANCES | | | | | |
| | | | | TOTAL | | | 175.74 | AMOUNT DUE (OWING) | | | | \$774.74 | |

