



MUNICIPAL DISTRICT OF GREENVIEW No. 16

COMMITTEE OF THE WHOLE MEETING AGENDA

Tuesday, May 21, 2024

9:00 a.m.

Council Chambers
Valleyview, Alberta

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Committee of the Whole Meeting minutes held April 16, 2024.	3
		3.2 Business Arising from the Minutes	
#4	DELEGATION		
	9:05 a.m.	4.1 Valleyview and District Ag. Society	8
	9:25 a.m.	4.2 Holy Family Catholic Regional Division	217
	9:45 a.m.	4.3 Heart River Housing	231
	10:20 a.m.	4.4 2023 Alberta Wildfire Ratepayer Agricultural Damages	238
	10:40 a.m.	4.5 IWantWireless	293
	11:00 a.m.	4.6 Canadian Indigenous Moto Tourism Association (CIMTA)	307
	11:20 a.m.	4.7 CAREERS: The Next Generation Foundation	318
	11:30 a.m.	4.8 Kakwa Sherman Trail Society	338
#5	NEW BUSINESS		
		5.1 Nitehawk Year-Round Adventure Park Discussion	401
		5.2 Action List	415

#6 CLOSED SESSION

6.1 Maskwa Medical Centre

Disclosure harmful to the economic or other interests of a public body (Section 25, FOIP)

#7 ADJOURNMENT

Minutes of a
COMMITTEE OF THE WHOLE MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
 Grande Cache Public Service Building
 Grande Cache, AB on Tuesday, April 16, 2024

**# 1:
CALL TO ORDER**

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

PRESENT

Ward 9	Reeve Tyler Olsen
Ward 8	Deputy Reeve Bill Smith
Ward 1	Councillor Winston Delorme
Ward 2	Councillor Ryan Ratzlaff
Ward 3	Councillor Sally Rosson
Ward 4	Councillor Dave Berry
Ward 5	Councillor Dale Smith (virtual)
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 (virtual)
Director Community Services	Michelle Honeyman
Director Infrastructure & Engineering	Roger Autio
Director Planning & Economic Development	Martino Verhaeghe
Director, Corporate Services	Ed Kaemingh
Recording Secretary	Wendy Holscher
Manager, Communications & Marketing	Stacey Sevilla
Legislative Services Officer	Sarah Sebo

ABSENT

**#2:
AGENDA**

MOTION: 24.04.31 Moved by: REEVE TYLER OLSEN
 That the Tuesday, April 16, 2024, Committee of the Whole Agenda be adopted as presented.
 FOR: Deputy Reeve Bill Smith, Reeve Olsen, Councillor Dale Smith, Councillor Berry, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Delorme, Councillor Hackenberg

CARRIED

#3.1
COMMITTEE OF THE
WHOLE MINUTES

MOTION: 24.04.32 Moved by: COUNCILLOR TOM BURTON
That the Minutes of the Committee of the Whole meeting held on Tuesday, February 20, 2024, be adopted as presented.
FOR: Deputy Reeve Bill Smith, Reeve Olsen, Councillor Dale Smith, Councillor Berry, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Delorme, Councillor Hackenberg

CARRIED

BUSINESS ARISING

DELEGATIONS

4.0 DELEGATIONS

GC RCMP

4.1 GRANDE CACHE RCMP DELEGATION

MOTION: 24.04.33 Moved by: COUNCILLOR RYAN RATZLAFF
That Committee of the Whole accepts the presentation from the Grande Cache Detachment Commander, Nicole V. for information as presented.
FOR: Deputy Reeve Bill Smith, Reeve Olsen, Councillor Dale Smith, Councillor Berry, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Delorme, Councillor Hackenberg

CARRIED

SWAN CITY
SNOWMOBILE CLUB

4.3 SWAN CITY SNOWMOBILE CLUB DELEGATION

MOTION: 24.04.34 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That Committee of the Whole accept the presentation from the Swan City Snowmobile Club for information.
FOR: Deputy Reeve Bill Smith, Reeve Olsen, Councillor Dale Smith, Councillor Berry, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Delorme, Councillor Hackenberg

CARRIED

HINTON FRIENDSHIP
CENTRE

4.2 HINTON FRIENDSHIP CENTRE SOCIETY DELEGATION

MOTION: 24.04.35 Moved by: COUNCILLOR SALLY ROSSON

That Committee of the Whole accept the presentation from the Hinton Friendship Centre Society for information, as presented.

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

CARRIED

Reeve Olsen exit the meeting at 10:50 a.m.

TERIC POWER

4.4 TERIC POWER DELEGATION

MOTION: 24.04.36 Moved by: MARKO HACKENBERG

That Committee of the Whole accepts the Battery Energy Storage Systems presentation for information, as presented.

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

ABSENT: Reeve Olsen

CARRIED

5.0 NEW BUSINESS

5.1 PROCEDURAL BYLAW DISCUSSION

MOTION: 24.04.37 Moved by: COUNCILLOR DAVE BERRY

That the Committee of the Whole accept the Procedural Bylaw discussion for information, as accepted.

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

ABSENT: Reeve Olsen

CARRIED

Reeve Olsen re-entered the meeting at 11:35 a.m.

5.2 ACTION LIST

MOTION: 24.04.38 Moved by: COUNCILLOR TOM BURTON

That the Committee of the Whole accept the Action List for information, as presented.

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

Deputy Reeve Bill Smith recessed the meeting at 11:53 a.m.

Deputy Reeve Bill Smith reconvened the meeting at 12:45 p.m.

Councillor Delorme exit the meeting

6.0 CLOSED SESSION

MOTION: 24.04.39 Moved by: REEVE TYLER OLSEN

That the meeting go to Closed Session, at 12:50 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 Berry, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Reeve Olsen

ABSENT: Councillor Delorme, Councillor Dale Smith

CARRIED

Councillor Dale Smith entered the meeting at 1:00 p.m.

6.1 SKIDSTEER ATTACHMENT DEVICE

6.2 SURPLUS LAND OFFER

6.3 GRANT APPLICATION PROCESS

MOTION: 24.04.40 Moved by: COUNCILLOR RYAN RATZLAFF
That, in compliance with Section 197(2) of the Municipal Government Act,
this meeting come into Open Session at 1:53 p.m.

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

CARRIED

ADJOURNMENT

7.0 ADJOURNMENT

MOTION: 24.04.41 Moved by: COUNCILLOR DALE SMITH
That this Committee of the Whole meeting adjourn at 1:55 p.m.
FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry,
Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott,
Councillor Ratzlaff, Councillor Hackenberg, Reeve Olsen
ABSENT: Councillor Delorme

CARRIED

Recording Secretary

Chair



REQUEST FOR DECISION

SUBJECT:	Delegation - Valleyview & District Agricultural Society		
SUBMISSION TO:	COMMITTEE OF THE WHOLE	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 21, 2024	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR:	PRESENTER:
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accepts the presentation from the Valleyview & District Agricultural Society for information, as presented.

BACKGROUND/PROPOSAL:

A representative from the Valleyview & District Agricultural Society will present the new facility business plan, providing Committee of the Whole the opportunity to ask additional questions regarding the letter of commitment and operating grant requests before being presented to Council for decision.

The Valleyview & District Agricultural Society is a non-profit organization that has been active for 56 years and is an integral part of the community providing a facility for recreational, and educational events for many locals and nonlocals, which aids in the local economy. The land and facility are owned by the Valleyview & District Agricultural Society and located in the Town of Valleyview. Valleyview & District Agricultural Society is a member of the Alberta Association of Agricultural Societies. One of the benefits of this membership is access to Alberta Counsel, who can assist Alberta Agricultural Societies in finding and securing valuable funding opportunities.

The Valleyview & District Agricultural Society's current facility is experiencing significant issues, and it has been deemed at the end of its projected lifespan. The current facility cannot continue to serve the community safely and effectively. The Valleyview & District Agricultural Society has initiated a Project Steering Committee that presented the construction of a new Agricultural Facility to Committee of the Whole in June 2023 with a funding request of \$4M. Since that time, the Valleyview & District Agricultural Society has connected with Alberta Counsel to assist them in applying for funding for this large project. Through this partnership, the Society has submitted funding requests to underwrite three (3) pre-construction phases of the building as indicated in the attached letter. The project will move forward through a series of phased milestones as outlined in the attached capital grant application. The Project Steering Committee has begun fundraising and is planning an aggressive sponsorship campaign and plans to apply for their major request for \$1M in matching funds in June 2024 to Community Facility Enhancement Program (CFEP).

Alberta Counsel submitted a request to Greenview for a letter of commitment of \$500,000.00 on behalf of the Valleyview & District Agricultural Society for the construction of the new Agricultural Facility. The commitment will be used as partial matching funds for the CFEP application and will be contingent on the Society’s success in securing \$1M in matching CFEP funds.

Administration met with the Valleyview & District Agricultural Society Boards as well as members from the building committee on December 7, 2023, to discuss additional information required regarding the letter of commitment request for the new build as well as the current building issues. Following the meeting Administration sent a letter to the Valleyview & District Agricultural Society with an attached list of additional information required for the current indoor arena and the new indoor arena build.

Greenview has historically supported the Valleyview & District Agricultural Society and provides an annual operating grant in the amount of \$22,000.00. In addition to the letter of commitment request, the Society has submitted a capital grant request in the amount of \$50,000.00 to assist with engineering and architectural drawings for the new facility. This request was presented at Committee of the Whole in December 2023 through the regular grant intake process and was deferred to a later date to allow the society to present to Committee of the Whole.

There is a placeholder in the 2024 proposed budget in the amount of \$500,000.00 for the Valleyview & District Agricultural Society as requested by Council during budget deliberations.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is that Committee of the Whole will have a clear understating of the requests from the Valleyview & District Agricultural Society with the opportunity to ask questions.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information from the Valleyview & District Agricultural Society.

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 recommend motion.

ATTACHMENT(S):

- Responses to Greenview Questions
- Business Plan
- PowerPoint
- Letter of Commitment Request
- 2024 Capital Grant Request

Valleyview & District Agricultural Society

Additional Information Requested

Deadline- January 31, 2024

Additional Information requested for Current Indoor Arena		
Information Requested	Response	✓
Is the board and membership in agreement to remediate the arena?	At the AGM the Board and membership were given a questionnaire asking if they wanted to proceed with remediation. The consensus was not to remediate at this time. If the arena could be restored (cost dependant of course) consensus was the building be used for cold storage or demolished.	<input checked="" type="checkbox"/>
What is the remediation plan for the arena?	Two companies were approached to provide quotes to remediate. After reviewing the issues, neither company chose to pursue giving a cost estimate for the restoration/remediation, as damage is extensive. The rot and mould is so severe that it would require more than ¼" removed which would mean full replacement of beams and excessive costs.	<input checked="" type="checkbox"/>
Cost estimate to remediate the arena.	Unknown No one is willing to provide and actual quote to repair or remediate due to the damage being too severe.	<input checked="" type="checkbox"/>
Provide a list of 2023 events	Please see Business Plan (pg.11, 21, 22)	<input checked="" type="checkbox"/>
Provide a list of anticipated 2024 events	Please see Business Plan (pg.11, 21, 22)	<input checked="" type="checkbox"/>
Do you have an assigned maintenance person or caretaker?	Yes	<input checked="" type="checkbox"/>
How will this remediation be funded?	No funding required at this time. We have the option to apply for the AISERP Ag Grant for building maintenance projects between 10,000-100,000, with 20% down.	<input checked="" type="checkbox"/>

Is the board and membership in agreement to remediate the arena?	At the AGM the Board and membership were given a questionnaire asking if they wanted to proceed with remediation, the consensus was not to remediate.	<input checked="" type="checkbox"/>
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Additional Information requested for New Indoor Arena Build		
Information Requested	Response	<input checked="" type="checkbox"/>
Five Year Business Plan		<input checked="" type="checkbox"/>
Projected Budget	Included in plan	<input checked="" type="checkbox"/>
Total Cost of the Project	Included in Plan	<input checked="" type="checkbox"/>
Projected Operating Costs	Included in plan	<input checked="" type="checkbox"/>
Operating Plan	Will be in plan- need staffing plan	<input checked="" type="checkbox"/>
Maintenance Plan	-Builder provides a Maintenance plan/owner's manual for all maintenance items, 1 year warranty on building. -Yearly inspections on: sprinkler system, Filters on makeup air -maintenance budget: anticipated increase in budget every 5 years (still being researched)	<input checked="" type="checkbox"/>
Revenue Plan	Rental income broken out in cash flow scenario	<input checked="" type="checkbox"/>
Grants, Sponsorship & Fundraising Plan	Fund development plan in plan	<input checked="" type="checkbox"/>
Comparisons		
Operations-5 years ago vs. today and projections going forward	Comparison in plan	<input checked="" type="checkbox"/>

Revenue Comparison-5 years ago vs. today and projections going forward	Included in plan- scenarios	<input checked="" type="checkbox"/>
How many volunteers do you currently have vs. how many you will require to operate both facilities?	We will be operating only one facility in the Scenario we are pursuing. We currently have 12 consistent volunteers (mainly the Ag Board). In 2023 we had over 100 volunteers which included ag members, and residents of the town of Valleyview, MD of Greenview #16. The number of volunteers depends on the committees and events being held.	<input checked="" type="checkbox"/>
What will the new arena provide to the members, user groups and the community compared to what is currently provided? (ie. Program expansion, capacity etc.)	See plan	<input checked="" type="checkbox"/>
Community Impact		
Current membership #'s	50	<input checked="" type="checkbox"/>
Anticipated membership #'s once build is complete	Anticipate a 30% increase	<input checked="" type="checkbox"/>
Current user group #'s- include estimated numbers for each user group	See business plan	<input checked="" type="checkbox"/>
Anticipated user group #'s once new build is complete- include estimated numbers for each user group	In the Cash Flow	<input checked="" type="checkbox"/>
What is the board and membership consensus to continue with new build in 2024?	The Consensus was to continue with the new build	<input checked="" type="checkbox"/>
How much funding commitment is secured to date?	See pitch slide deck	<input checked="" type="checkbox"/>
What is your transition timeline?	See timeline in plan	<input checked="" type="checkbox"/>

What is Plan B if grant opportunities are not successful?	The only other option is that the Agricultural society will have to fold and the communities and surrounding area will no longer have a facility or hall to use. – See Scenario in pitch deck/cover letter	<input checked="" type="checkbox"/>
What date do you require the letter of commitment from Greenview?	CFEP Large Stream, application due June 15 (project must be completed in 30 months)	<input checked="" type="checkbox"/>
Do you anticipate submitting a requested increase in annual operating funding to Greenview? If yes, what would that additional operating funding request be and when would it be requested? (ie. 2025)	Yes, 32,000 for 2025 year	<input checked="" type="checkbox"/>
Do you anticipate requesting additional capital funding from Greenview? If yes, what would that additional capital funding request be and when would it be requested? (ie. 2026)	<p>(Year Start 2024-2026) Total 3.6 million Capital ask -1.2 million annually for 3 years</p> <p>Additional Grant possibilities -Co-op Community Spaces Funding 25,000-150,000 (deadline Feb 1) - CFEP Small stream up to 125000 (deadline Jan, May, Sept) -UFA Grass Roots- 10,000-100,000 (August 31 Deadline) -RME grant- 10,000 (deadline July 30) -FCC AgriSpirit Fund (spring 2024) -1 million CFEP (June 15)</p> <p>Additional Fundraising Opportunities -500,000 in sponsorship/donations -17 000 a year in fundraising</p>	<input checked="" type="checkbox"/>
How many people will this new project employ during construction?	Estimating 50-60	<input checked="" type="checkbox"/>
Will you be hiring local contractors?	The builder is willing to use some local contractors as well as let volunteers help with construction (when it is safe to do so)	<input checked="" type="checkbox"/>

How many full-time staff will be required to operate the new building?	1- Executive Director 1 – Administrator/Bookings 1- Bookkeeper 1- Grounds person/janitor	<input checked="" type="checkbox"/>
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May 6, 2024

Attention: MD of Greenview No. 16 Council
RE: Valleyview & Districts Agricultural Society Capital Request

MD Council and Administration:

Thank you for the opportunity to present our project and capital request to your Council. Attached you will find a number of important documents encompassed in the full Business Plan Package.

Documents in the package include:

- Business Plan
- Board Terms of Reference
- Policies and Procedures
- Capital Campaign Quotes and Proposals
- Fund Development Plan
- Operational Plan
- Project Plan and Timeline
- Pitch Slide Deck

The Ag Society has embarked on a fund development plan to raise \$6 Million to replace and build a new Ag Events Centre to serve the local, regional, and provincial agricultural and community events, user groups, competitions, rodeos and other activities.

Fundraising to date includes:

- Gator Raffle – in progress with the goal to raise \$18,000
- Beef Raffle – being raised by the Rodeo Committee for operations
- Early Bird Dance - \$38,000 net income
- CFEP Application - \$55,000 approved for site prep
- Paradis Honey is allocating 30% of sales toward the project
- The Horse/Cow Clinic hosts are donated proceeds to project
- Local farmer has donated land to be seeded and harvested with proceeds to the project – est. \$30,000
- Hunting raffle to come in Fall

There are Five Scenarios the Board has considered as it relates to the MD of Greenview's potential contribution to the project.

These include,

Scenario 1:

- MD builds and owns facility, after property subdivision
- AG Society operates the facility on the MD's behalf

Scenario 2:

- MD buys the land and builds the facility.
- AG Society negotiates long term lease with MD to utilize and operate the facility

Scenario 3:

- MD commits smaller initial funds to kickstart fund raising and Ag Society fund raises the balance
- MD supports Ag Society with operational funds for 2 years

Scenario 4:

- MD provides entire \$6Million to build the facility
- Ag Society continues to own and operate

Scenario 5: **Most Likely**

- MD Capital Commitment: \$4 Million, getting project to lock up/bare operations
 - This amount could be committed over a few calendar/fiscal years, if needed
- CFEP Large Stream Application approved: \$1 Million in 2026/27 after current project is complete
- Corporate/Donors/Community

Once again, thank you for your time and consideration of our request. The Ag Society looks forward to collaborating with the MD of Greenview to provide high level, useful and community based facilities for the diverse population it serves throughout the MD and surrounding municipalities. There are a multitude of partnerships and collaborations that come with a new facility and we look forward to pursuing those opportunities as the project advances.

Best regards,

Joni Rohloff, President
Valleyview & Districts Agricultural Society



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Executive Summary

The Valleyview & Districts Agricultural Society is proud to announce that we are moving forward with fundraising in order to build a new Agricultural Facility. Since 1983 the Jack Williamson Agri Plex has provided a hall for the community to gather and an indoor riding arena for the equine enthusiast. Located on top of Crocus Hill, it has been home for the Annual Horse Show, Crocus Hill Fair & Rodeo and numerous agriculture events. Clubs such as 4-H, canine, businesses, and individuals use the facility for education, recreation and pure enjoyment.

Over time the building has incurred structural damage, and it is time to open some new doors. The bones of the building are wood and have been in the ground for 40+ years. This combined with a leaky roof, and constant ground flooding have created rot and mold. This is the main reason why the Valleyview & Districts Agricultural Society is in the process of securing funding for the construction of a new Agricultural Facility to replace the aging Jack Williamson Agri Plex.

The Valleyview & Districts Agricultural Society has begun fundraising to build an Agricultural Facility for future generations.



As our non-profit organization looks to the future, its goals include increasing its sphere of influence by becoming more involved in the community and region, through building urban and rural relationships of all ages. Providing a specific and successful package of proprietary events and programming that help to generate operational and co-track revenues along with securing long term corporate sponsorships is the key to sustainability. These are easily matched by grants and other funded that the Ag Society as a valuable and effective partner will pursue.

This business plan serves as the foundation for the building of a new agricultural facility. It will create the foundation for a strong branding and awareness

centered around the project, partnerships, and financial stakeholders in turn creating partnerships and events that not only strengthen the organization but the community it serves. It will create the framework for the development of a vibrant and sustainable operational model with measurable outcomes.

The Organization

Valleyview & Districts Agricultural Society

Incorporated under the Agricultural Societies Act, Registration Number: 5914284673

Registration date: December 11, 1967

Box 1226

Valleyview, AB T0H 3N0

Chair: Jennifer Werklund

History

The Valleyview & Districts Agricultural Society was incorporated December 11, 1967 and has been active in the community for 57 years. The Board of Directors are active volunteers from the community and oversee the operation of the agricultural society, which is commendable.

In 1983 the Valleyview & Districts Agricultural Society in conjunction with the Red Willow Roping Club built the Jack Williamson Agri Plex. The indoor riding arena and hall was built on donated land from Jack Williamson. The current post frame facility was constructed with wood timbers sawn from a local sawmill and was built with the help of local volunteers, many of which still live in the Valleyview area. Extensive man hours and commitment went into the construction of the Jack Williamson Agri Plex which has been used for generations, by generations.

The facility is used for the annual fair and rodeo, horse show, Red Willow Roping Club, 4-H, stock dog trials, canine group, jumping jackpots, safety courses, meetings, family gatherings, therapeutic youth riding program, riding lessons, evacuation center and overnight travellers.

Vision

The Valleyview & Districts Agricultural Society strives to be connected with our community and be a dynamic hub where tradition meets change. We are united in the common goal of education, collective prosperity, and the continuation of our western lifestyle. Developing facilities and programs that provide opportunities for families in our Valleyview rural and urban community to experience and understand our cultural heritage, by having fun promoting agricultural food production, entertainment, and recreation to enjoy a healthy lifestyle. Inspiring and encouraging youth interest in the work of agricultural entities, Boards and Societies. To be aware of the changing needs of people in our community and to adjust our programs to accommodate change is vital. Supporting and continuing to co-operate and partner with other community groups involved in programs is for the betterment of the community.



Mission

The Valleyview & Districts Agricultural Society is dedicated to supporting local farmers, advancing agricultural education, and fostering community involvement through partnerships and collaboration, ensuring a vibrant local community.

Values

The Valleyview & Districts Agricultural Society is guided by the core values, fundamental beliefs that dictate our behaviour, and determine if we are on the correct path to fulfilling our goals.

Our core values are:

- Dedication to strengthen community
- Focus on engaging youth
- Promotion of agriculture
- Successful urban and rural collaboration

Description

Valleyview & Districts Agricultural Society's purpose is to secure a solid future for both rural and urban interests in agriculture, by providing a venue to facilitate events for the community promoting agricultural education and recreation to the town of Valleyview and area.

Situational Analysis

Strengths

- A new, reinvigorated Board of Directors committed to making the best decisions for the Ag Society and the community.
- Community recognizes the value of the Ag Society and its facilities.
- The local agricultural and non-agricultural community is supportive of the Ag Society and the numerous opportunities provided.
- Awareness in the community
- Relationships with local government and agencies



Weaknesses

- An aging indoor riding facility that is no longer operational in its current condition.
- Lack of past strategic planning and business plan for the current and future state of the facilities.
- Previous lack of advertising and inconsistencies in operations.
- Core funding.
- If the current facility were remediated, it would not sustain itself due to the size.
- Closest facility similar to our proposed project to use is 1-1.5 hour drive.

Opportunities

- A new facility would create a broader range of programming, educational, competitive, and non-competitive event opportunities.
- New collaborations would result in more bookings and events happening on the Ag Society grounds.
- Capital campaign development.
- Donor program development.

Threats

- The current indoor arena is closed as the facility is compromised, specifically due to rot and mold that are not easily remediated or financially in the best interests of the Ag Society members or community.
- Rise in operational, staffing and maintenance costs for current facility and proposed facility.
- Volunteer retention and burn out
- Loss of Ag Society status/Ag Society folds

Governance

The Board is comprised of 12 community members strategically recruited for their passion within the community, agriculture, volunteerism and partnerships and acumen in specific areas. The Board is actively involved in strategic planning, visioning, and fund development.

Board of Directors –January 2024

Executive

President – Joni Rohloff

Vice President – Samantha Steinke and Chelsea Turner

Secretary – Shelby Penner

Treasurer – Jennifer Werklund

Directors – Darlene Corriveau, Becky Gour, Dawn Knapp, Cali-Jaye Rohloff, Debbie Verhaeghe, Debbie Werklund, and Reg Werklund

Committees

The Ag Society Board has many working committees under its survey. Some are specific to events, while others are more policy related and others are focused on growth and risk management. Committees include:

- New Building Committee
- Rodeo
- Fair
- Farmers Market
- Horse Show
- Policies and Procedures
- Grants
- Community Garden
- Emergency Response

Committee Terms of Reference

The President is to oversee each committee.

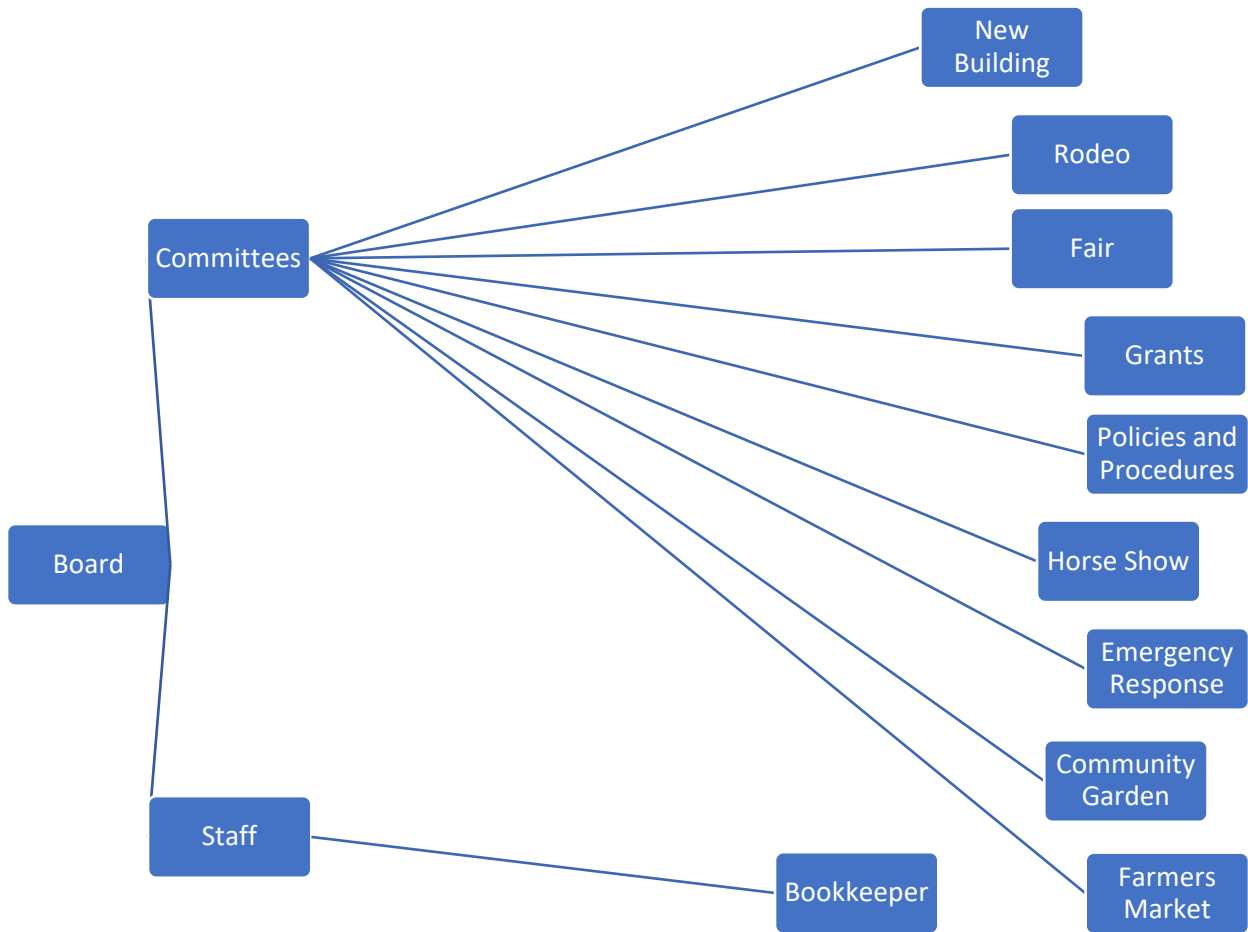
1. The President will ask the committee to meet, outline priorities and divide the work as appropriate under the direction of the President and within the framework of the policies and strategic plan.
2. Committees are not to initiate action on specific projects without having direction from the President or receiving Board approval.
3. The Board of directors will review committee minutes at each board meeting and/or receive a committee report from the head of that committee.

Please see all Terms of Reference attached in Appendix 1

Strategic Board Recruitment:

Capital fund development, building, sponsorship, and events are going to be major components for the organization in the foreseeable future. As such, it is prudent the organization strategically recruit Board members with strong acumen in these areas and/or those with a significant private sector network. Marketing and brand development continue to be priorities, so recruitment or inclusion of those with marketing skills as either Board members or marketing/brand development committee members are a goal. Just as important are Board members that have extensive knowledge in an agricultural background.

Organizational Chart



Terms of Reference for the committees and events are included in the Appendices.

Current Staffing

At present, the Ag Society has one contract staff member hired as a book keeper, and Board members are volunteering to complete administrative tasks, maintenance, and custodial duties.

Future Staffing

With the construction of a new facility, the Ag Society aims to operate with a more robust, keen and ambitious staffing model. In addition to a bookkeeper staff for maintenance and custodial and the organization looks to create new positions, including:

Executive Director – primarily responsible for the Ag Society operations of all facilities, grant writing and fund development, overseeing and managing the operational budget, hiring and managing staff.

Administrator/Bookings: primarily responsible for managing all bookings, including marketing, advertising, software management, trade shows and events, customer relations, billing, configuration and open and close for bookings.

Part-time and Temporary Event Staff: primarily responsible for assisting with events, community connections, seasonal maintenance, and programs. Hiring a summer student through a grant or program would be an asset to the Ag Society.

Priorities

In order to ensure the work of the Ag Society is effective, meaningful and not overwhelming, several things can be done/applied/put in place.

These include:

- Creating a capital plan for a new facility.
- Creating a yearly activity plan of known activities, events, deadlines, etc. for the Society and the facilities it operates.
- Completing a needs assessment/gap analysis with the community to identify what is needed and identify partners and stakeholders to address findings.
- Draft an organizational chart to clearly understand the work that needs to be done, allocating and recruiting staff to specific duties that utilize their skills and abilities to benefit the Ag Society. Consider Executive Director vs Manager, support staff, marketing, rentals, promotion for the new facility.
- Create a clear list of needs – “shovel ready projects” that can be easily used to apply for new funds, take advantage of new programs or potential sponsors. These may include larger projects such as campground development, parking lot improvements, and additional stabling.
- Create a fund development strategy that includes revenue generation via operations, facilities, events, grants, and sponsors.
- Create a marketing strategy that is easily executed with clear and appropriate ways to measure successes and improvements.
- Hosting minimum events for maximum return
- Making getting out the building a priority to forge and create new relationships.
- Utilizing volunteer sub-committees, when logical, to complete the work.
- Delivering quality programming such as summer camps, kid’s programs, and seeking out partners where appropriate.
- Hosting trade shows that perform a few functions which are generating revenue, highlighting agriculture, and showcasing the Ag Society facilities and services.

The Need

The current riding arena is currently closed while the building is assessed. Inspections have shown extensive rot and mold issues throughout the facility. The Board has approached several companies to look over the facility, assess the steps to repair it and provide quotes for remediation. Given the extensive nature of the issues, submitted quotes for remediation are not feasible to pursue.

Agriculture and all that it encompasses is getting lost in today’s world. A goal of the current Ag Society Board is to keep agriculture thriving and alive. Without agriculture the world would literally not exist. Building a spacious, centrally located, agriculturally based facility to provide the community and region of all ages opportunities to bring agriculture to the forefront through a vast array of educational, competitive, and social events will lead to positive changes in the lives of individuals and the community.

Please find a comparative data for the facility, dating back to 2018. With the closure of the facility, the revenues are anticipated to be \$0, reducing overall revenue significantly and resulting in reduced capacity to serve the needs of the community.

Valleyview and Districts Agricultural Society Historical Income Statement

	Revenue	Expense	Net
2023	\$104,852	\$55,663	\$49,189
2022	\$84,793	\$51,829	\$32,964
2021	\$176,481	\$173,425	\$3,056
2020	\$120,175	\$154,220	-\$34,035
2019	\$108,646	\$87,618	\$21,028
2018	\$52,058	\$52,518	\$31,202

A New Facility

The newly elected Board at the January 10, 2024, annual general meeting decided against pursuing further remediation on the current indoor arena and to focus on building the business and capital campaign for a new agricultural facility. This proposed facility will meet the needs of current and potential users. The anticipated cost of the facility includes site prep, building structure, services, connections, mechanical and aesthetic landscaping.

A quote, provided by A&B Hollingworth Construction for arena pad and parking area, comes in at \$106,400 including 8 days of labor, equipment, and aggregate. The full quote is included in the appendices. Hollingworth has indicated a willingness to donate all costs associated with service trucks and the mob/de-mob of equipment, an approximate cost of \$5,000; making the total of the prep project \$111,400.

Additionally, you will find a proposal from Superior Buildings & Design included in the appendices received in February 2024. We are seeking additional quotes as well for comparative analysis. The quote, coming in at \$5,400,000 +/- 10% includes a 150' X 260' X 28' engineered building structure, roof, roof insulation, metal liner, hook ups for kitchen, washrooms on main and second floor, finished second floor offices, boardroom, viewing, patio, exterior cladding, stone features, overhead doors, man doors, windows, electrical scope, architect, structural engineering, electrical engineering, mechanical engineering and interior design.

The quote does include full mechanical scope, site work, paving, parking lot lighting, site services outside the building footprint, sanitary water, and power connections.

The Hollingworth quote will address site prep, but paving and parking lot development might be phase two. Collaborating with the Town of Valleyview regarding the services and connections as gift in kind or at a reduced expense is intended.

The capital campaign shall be based on a goal to raise \$6 Million in funds through community events, 50/50 raffles, John Deere gator raffle, hunting raffle, personal and business donations and grant funding for the project.

Generational Impact

One of our long-time and current Ag Society members spoke about their years at the Ag Society.

Her parents helped volunteer to build the indoor arena as members of the Red Willow Roping Club. Many hours she spent playing outside with other children on the Ag Society grounds as the group worked. Her parents were involved on the rodeo committee for numerous years, are lifetime members of the Red Willow Roping Club and have roped at the indoor arena for decades. They spent many years and hours volunteering to make the Ag Society successful.

During her years of growing up, she was involved in the rodeo, horse show, fair, beef and horse 4-H, English riding Pony Club, and participated at many events held in the hall.

As an adult, this member has been on the Ag Society Board, has been involved on numerous committees, and spent many hours volunteering, and participating at events. She is also a lifetime member of the Red Willow Roping Club and learned to be a successful roper using the indoor arena.

Her husband is also a lifetime member of the Red Willow Roping Club. He has spent many hours volunteering and participating in events on the Ag Society grounds, has been on the Board of Directors and is a committee member of the rodeo and the new Ag Events Centre committee.

Her daughters have grown up in and around the Ag Society property, playing in the dirt while their parents roped, volunteered to paint, build, or fix things. They were involved in beef 4-H, the horse show, and continue the tradition as lifetime members of the Red Willow Roping Club. They learned to rope in the indoor arena, have participated in the rodeo and have volunteered alongside their parents at numerous events.

As an adult, her one daughter has carried on the tradition of volunteering many hours to the Ag Society by being on the Crocus Hill Stampede committee, new Ag Events Centre committee, and holding a position on the Board of Directors. She is trying to encourage and promote the young adult generation to get involved in the community.

As you see, this is a lifetime Ag Society member who has passed on community spirit, agricultural enthusiasm and a strong work ethic to the next generation starting from her parents, herself, her husband, and now her children. She is hoping that the trend can continue with the new Ag Events *Centre*.

Community Endorsement

A recent survey of Ag Society members, facility users, community groups and community members indicated that...

In January 2024 a survey was circulated to the community to get real time information on the community's thoughts regarding the Ag Society and its facility.

A resounding 96 responses were gathered over a 7-day period. This type of response is incredibly rare, suggesting that the community has a strong vested interest in the success of the Ag Society and the facilities it operates for the community. Respondents represent a diverse range of groups from community residents, user groups, community leaders, board members, event organizers, agriculture organizations such as 4-H, rodeo, equine enthusiasts, businesses and more. When asked the question “Do you feel a new facility would be beneficial to the community?”, 95 respondents answered “yes” while one responded “no.”

When asked how respondents currently utilize the Ag Society facilities, answers varied but most centered around the use of the indoor arena and the surrounding outdoor facilities for rodeo, social functions, 4-H, family reunions, weddings, birthday parties, canine events, team roping, camping with horses while travelling, farmers markets and more. Continued access to facilities that support users in their own needs, personal, professional, and organizational is imperative, as 96 responses indicated this very clearly.

One of the main questions in the survey was “What do you feel are the Ag Society’s current main challenges?” Of the respondents, 55 indicated the biggest challenges are related to the indoor arena facilities – mainly that it is not usable, too expensive to fix and too small to host events in. Additionally, 12 responded with challenges that were mainly financial in nature; most of which are related to the closed arena, the inability to raise funds for a new arena or the cost of operations. Community engagement rounded out the three top challenge areas – with 18 indicating community engagement is a challenge - mostly getting strong community support, particularly volunteers to support events and to ensure there is strong governance and planning in place for the organization.

See Appendix 5: Community Survey Results

Programming Opportunities

A new indoor ag events centre would allow the Society board to further expand its ability to offer community services, educational and agriculture-based programming and collaborate more extensively with other organizations on site.

Below is a non-exhaustive list of potential programming opportunities.

Program Expansion	
Current Facility & Ag Grounds Use	New Facility
-Hall Rentals	- Meeting room rentals
-Crocus Hill Stampede	-Office rental space for small business
-Farmers Market	-Concerts, weddings
-Sniff Club (30 members)	-Auction sales
-NASDA (canine scent work competition)	-Vendor markets, agriculture shows and trade fairs
	-Fairs
Activities no longer available at the Ag Plex due to arena being closed: Annual Events	Annual Events -4-H Beef, horse, canine

<ul style="list-style-type: none"> - Junior Leaping Leprechauns Horse Show -All Breed Horse Show -4-H Achievement Day Show & Sale (34 Valleyview members, 31 Debolt & area members) -Peace Prospect Cattle show (est. 100+ people came to spectate) -Alberta Stock Dog Finals 	<ul style="list-style-type: none"> -High School Rodeo, Junior rodeo, Sanctioned rodeo, Ranch rodeo -Bull riding - Cattle shows & sales -Horse shows & Sales -Equine winter series -Winter Festival (fair)
<p>User Groups:</p> <ul style="list-style-type: none"> -Red Willow Roping Club (team roping & breakaway roping) 25 active members, 200+ lifetime members -4-H 	<p>User Groups: Red Willow Roping Club, Century Roping Club, Gymkhana, Cattle penning, Breakaway roping, Ranch roping, Dog club, 4-H, Dressage, Jumping, Roughstock practice, holistic partnerships that meet the needs of the whole community</p>
<p>Jackpots:</p> <ul style="list-style-type: none"> - Century Roping Jackpots (60 members) 	<p>Jackpots: team roping, breakaway roping, barrel racing, jumping, dressage</p>
<ul style="list-style-type: none"> - Equine riding & clinics - Cerebral Palsy Therapeutic Riding 	<p>Professional lessons, clinics and rental services :</p> <ul style="list-style-type: none"> - Veterinarian Services - Farrier - Equine massage - Equine dentistry - Cattle trimming - Horsemanship lessons - Stock dog - Equine/Bovine clinics: reining, jumping, barrel racing, poles, cutting, ranch doctoring, safe cattle handling, calving clinic, sorting/cattle penning - 4-H clinics <ul style="list-style-type: none"> -Dog agility and obedience -Barrel racing -Cattle penning/sorting -Dressage

Educational Avenues

Education and training opportunities with a new facility are endless. A priority for the Board is to establish a different type of relationship with the community. Consequently, the New Ag Events Centre should include a rental office space and large animal handling system to open for rental opportunities for another large animal vet and equine vet in the community.

The Board sees huge value in working more closely with the local high school to establish a work experience opportunity(s) at the facility. The Board looks to extend that relationship to include working with schools and other stakeholders such as the MD to host farm tours for youth. For example, we could schedule tours of local cow calf pair operations, pure bred bull breeder operations, and feedlot operations. The roots of the Ag Society lie in supporting and promoting agriculture to the urban and rural community. This is even more important in today's world, to promote agriculture to youth and the uninformed by giving a glimpse of what their local producers endure on a daily basis, ensuring that they understand that "Food doesn't just appear in the grocery store, there is a story behind how it got there."

Building relationships with regional post-secondary institutions such as Northwestern Polytechnic, and Northern Lakes College will also be key in providing opportunities to host workshops in the community like small engines, and book keeping to establish a successful business. Working dynamically with organizations such as the Peace Country Beef Association to host seminars in relation to a women's calving clinic, cover crops, and courses in the new facility are on the radar.

Products and Services

Facility Rentals – Current

The Hall

Hourly rental - \$50/hr

Daily rental with kitchen use - \$ 300/hr for members and \$325/hr for non members

Daily rental - \$ 200/hr for members and \$225/hr for non members

Weekend rental with kitchen use - \$ 525/hr for members and \$600/hr for non members

User groups include:

4-H

Farmers Market

Safety courses

Meetings

Birthday parties

Christmas parties

The Outdoor Riding Arena

Hourly rental - \$30/hr for members and \$50/hr for non members

Daily rental - \$ 200 for members and \$250 for non members

User Groups

Red Willow Roping Club

\$30/hour

All members are required to hold an Ag Society membership.

Roping Club collects the membership payments and forms.
Provides to the Ag Society \$100/month for the stock waterer use and \$50/month for use of the tractor.

Dog Club
\$50/hour

Programs and Events

The facility is home to a plethora of seasonal programs and events that contribute to income generation and community connectivity.

Marketing Strategy

Goals

Goals for an effective marketing strategy are abundant. They include:

- Capital fundraising engagement
- Increase awareness of facilities and offerings
- Increase revenues in rentals, programming, and events
- More followers who engage and share content to social media platforms
- Forge new partnerships and collaborations for mutual benefit
- Increase the centre's network

Key Performance Indicators

- To monitor the effectiveness of the organization's marketing strategy, is important to set strong key performance outcomes as it relates to marketing methods. It is also important to understand and identify the "baseline" information for the data being compared. KPIs for these purposes will include:
 - The number of facility rentals
 - Money collected for rentals
 - The number of new users
 - The number of new partners/collaborators
 - The number of new social medias
 - Increase in social media engagement
 - The number of donors and supporters
 - The money raised by donor contributions

Trends

Community

Valleyview is surrounded by rural communities such as Little Smoky, New Fish Creek, Sunset House, Sweathouse, Debolt, Ridgevalley, Crooked Creek. They all have community halls promoting recreational activities that focus on the needs of their residents. The town of Valleyview offers recreational facilities including the Polar Palace skating arena, curling rink, memorial hall, many community playgrounds, a trout pond with camping amenities, ball diamonds, dog park, outdoor volleyball play area, skate park, and the Municipal District Greenview Regional Multiplex. Within the immediate surrounding area, it is easy to find excellent camping, fishing, horseback riding, golfing, boating and, for the naturalists, an abundance of birds, flowers and wildlife.

Key Demographics

Local Valleyview and MD of Greenview and area residents who are seeking a way to connect to the community, involve their children in recreational and social activities, network with others and give back. This may include families that have lived in the region for decades; those new to the community and those who are visiting the area.

Customer Avatar: The typical “customer” for the Valleyview Ag Society is diverse. The typical user or user group is enthusiastic about their chosen passion. These users are willing to volunteer their time and, knowledge to promote what they love doing.

Competition

In terms of the venue, the Ag Events Centre’s main competitors include all regional recreational facilities, arenas, and halls. Competitors within our area include: Teepee Creek Lyons Production Events Centre, High Prairie Agri Plex and local private riding arenas.

Marketing Tactics

- Networking
- Advertising
- Involvement
- Facebook
- Instagram
- Newsletters
- Bulletin
- Word of mouth
- Radio
- Store Bulletin
- School newsletters – limited
- Relationship with schools
- Summer Camps
- Moms & Tots
- Fundraising Events
- Newspapers
- Wedding shows
- Tradeshows and Fairs
- Website
- Community information nights
- Open houses
- Fundraisers with other organizations
- Work with other Ag Societies
- Rotary Presentations
- Tourism
- MD of Greenview



- Town of Valleyview
- Chamber of Commerce
- Western Cree
- Annual horse show, fair and rodeo

Engagement Tactics

- Increase networking
- More social media – organic content
- Electronic sign
- Monetize naming rights
- Sponsor recognition along fence
- Networking: chamber mixers, chamber events, rural crime watch, join Rotary
- Host a mixer (open house) – community consultation
- BBQ for community
- Awareness Builders
 - Mixers
 - Chamber mixer
 - Hosting trade show
- Connect with Petroleum Association
- Job Fairs
- Business support network
- Northwestern Foundation
- Corporate presentations –
 - Marketing video
- Facility pictures posted
- How we showcase ourselves
 - YouTube videos
 - We're more than "Ag"
- Make Ag Society sexy
 - History, Community, Ag Society
 - Not be stagnant

Strategic Alliances

Current Partnerships and Collaboration

- Red Willow Roping Club
- Canine search and rescue member
- Peace Country Century Roping Club
- Therapeutic Youth Riding Program

Other organizations such as:

- The Legion
- Recreation Department
- Instructors for Clinics

- MD
- Town
- Other Ag Societies
- Halloween & Christmas photo sessions
- Rifle shoots
- Target shooting
- 4-H
- Farm Safety
- Media Relationships
 - Poster for Ag society, Web diagram

When considering future collaboration and strategic alliance, it is important that those relationships are built with organizations that have:

- Brand Alignment
- Values similar
- Mission parallels

Fund Development

Revenue Generation

The Valleyview & Districts Agricultural Society realizes income needs from four primary sources:

- User rentals – arenas, hall, offices
- Fundraising – donations, 50/50, annual dance, corporate sponsorships
- Grants
- Events & Programs

Capital Campaign

A comprehensive capital fund development strategy will incorporate all levels of government and a variety of other avenues, such as service, organizations, associations, and fundraising activities. A sub-committee of the Ag Society Board of Directors has been struck and involves Board Members and community members who possess fundraising acumen, entrepreneurial skills, and a strong network. Below is the outline for our capital campaign:

Fundraising Plan: Riding Arena Transformation - Gallop to Greatness

Objective: Raise \$6,000,000 to fund the construction and development of a riding arena, ensuring a premier facility for our agricultural community.

Timeline: 12 months

1. Campaign Preparation (Months 1-2):

- **Establish a Campaign Team:**
 - Appoint a Campaign Chair and Committee Members with diverse skills (fundraising, marketing, event planning).
- **Research and Case Development:**

- Conduct feasibility studies to understand donor interests.
- Develop a compelling case for support, highlighting the impact of the facility on the community.
- **Set Clear Goals:**
 - Break down the \$6,000,000 goal into achievable milestones.
 - Define specific objectives for different phases of the campaign.



2. Cultivation and Engagement (Months 3-6):

- **Identify Prospective Donors:**
 - Utilize existing donor databases and conduct prospect research.
 - Identify major donors, corporate sponsors, and foundations interested in supporting our projects.
- **Create a Donor Cultivation Plan:**
 - Develop personalized engagement strategies for different donor segments.
 - Host small events, virtual meetings, or personalized tours to build relationships.
- **Develop Marketing and PR Strategies:**
 - Launch a comprehensive marketing campaign to create awareness.
 - Leverage social media, press releases, and local news outlets to highlight the project.

3. Launching the Campaign (Months 7-8):

- **Organize Campaign Kickoff Event:**
 - Host a high-profile kickoff event to generate enthusiasm.
 - Showcase architectural plans, renderings, and highlight the impact of the riding arena.
- **Online and Offline Fundraising Initiatives:**
 - Launch online crowdfunding campaigns.
 - Organize community events, auctions, and charity rides to engage a broader audience.

4. Major Gift Solicitation (Months 9-10):

- **Develop Major Donor Strategy:**
 - Create a targeted approach for major donors.
 - Utilize one-on-one meetings and presentations to secure larger contributions.
- **Naming Opportunities:**
 - Identify areas within the riding arena for naming opportunities.
 - Present exclusive opportunities to major donors for increased engagement.

5. Community Engagement and Mid-Campaign Events (Months 11-12):

- **Host Community Challenges:**
 - Initiate friendly fundraising challenges within the community.
 - Encourage friendly competition among local businesses, schools, and organizations.
- **Mid-Campaign Update:**
 - Provide donors with a mid-campaign progress update.
 - Celebrate milestones and acknowledge the community's contributions.

6. Closing the Campaign (Months 12+):

- **Final Push:**
 - Engage in a final fundraising push, emphasizing the urgency of reaching the goal.
 - Highlight the impact of achieving the \$7, 500,000 target.
- **Acknowledgment and Recognition:**
 - Publicly acknowledge and thank all donors, regardless of the contribution size.
 - Organize a celebration event to mark the successful completion of the campaign.

Monitoring and Evaluation:

- Regularly review campaign progress against goals.
- Adapt strategies based on donor response and market conditions.

This comprehensive plan, when executed with precision and enthusiasm, will set the stage for the successful fundraising campaign, ensuring the realization of the \$6,000,000 Ag Event Centre project.

Budget

Current Reality Scenario	
	October
INCOME	
Ag-Plex Rental	\$ -
Camping Fees	\$ 400
Drop in Fees	\$ 400
Grants - Operations	\$ 25,000
Hall Rentals	\$ 6,300
Heater Income	\$ 300
Stall Rental	\$ 800
Crocus Hill Stampede	\$ 44,000
Fair	\$ 9,000
All Breed Horse Show	\$ 6,000
Leaping Leprechaun Horse Show	\$ 1,850
Total	\$ 94,050
EXPENSES	
Insurance	\$ 15,000

Janitorial	\$	2,040
Property Taxes	\$	-
Repairs and Maintenance - Ag-Plex	\$	-
Repairs and Maintenance - Equipment	\$	300
Repairs and Maintenance - Grounds	\$	4,500
Utilities	\$	20,400
Crocus Hill Stampede	\$	40,000
Fair	\$	14,000
All Breed Horse Show	\$	2,800
Leaping Leprechaun Horse Show	\$	1,100
Total	\$	103,140
NET INCOME	\$	(6,090)

Desired Reality - New Arena Scenario

REVENUE		Details	
Major events	\$40,000	after expenses	Crocus Hill Stampede (2), All Breed Horse Show (1), youth horse show (2), ranch horse competition, winter series rodeo, youth based events
Regular use daytime	\$22,500	\$50/hr @ 5hrs/day, 3 days/week, 30 weeks	Day time arena rentals
Regular use evening	\$13,500	\$50/hr @ 9hrs/week, 4 evenings, 30 weeks	Red Willow Roping Club, breakaway roping, barrel racing, 4-H horse, jumping, cattle penning/sorting, therapeutic riding
Roping Jackpots	\$7,200	\$450/day @ 16 days	Century Roping, Smoky River roping Jackpots
Breakaway Roping Jackpots	\$1,800	\$450 a day @ 8 days	Potential for a winter series
Barrel Jackpots	\$3,600	\$450 a day @ 8 days	Potential for a winter series
Dog Trials	\$1,800	\$450 a day @ 4 days	
4-H	\$2,100	\$450/day @ 2 days, \$60/hr @ 20 hrs	
Other Clubs	\$7,200	\$60/hr @ 4hrs/week, 30 weeks	Sniff Club, Dog agility
Peace Prospect and Cattle Shows	\$2,700	\$450/day @ 6 days	(Cattle show has potential to expand)
Clinics	\$10,800	\$450/day @ 24 days	Roping clinics, dog clinics, equine clinics (ag plex needs to focus more on ag equine, bovine, canine clinics and ag education)
Membership Sales	\$10,500	Adult - \$350, Youth \$125, Senior \$225, Family \$700	(old Ag Plex membership revenue in 2023 was 8749.00)
Stall Rental	\$1,280	\$40/night @ 32	

Hall Rental	\$14,000	\$300(24hrs), \$600 weekend rental & kitchen, \$0 hourly rental
Grants	\$41,500	\$17500 AAS, \$22000 MD Operating, \$2000 Farm Safety
Advertising/Sponsorship	\$25,000	10 signs @ \$2500
Casino	\$12,300	\$36,726.40/3 years
Total Revenue	\$217,780	
EXPENSES		
Utilities	\$24,000	
Manager/Executive Director	\$48,000	
Administrator/Bookings – 3 days X 8 hrs X 4 weeks x 12	\$24,000	
Incidental Wages	\$10,200	
Janitorial – 10hrs/week	\$12,000	
Administrative Bookkeeper \$42/hr X 30 hrs/month	\$15,120	
Repair and Maintenance	\$5,000	
Equipment	\$5,000	
Telephone & Internet	\$3,000	
Office Expenses	\$8,000	
Bank charges	\$700	
Insurance	\$15,000	
Marketing and Advertising	\$12,000	
Property Taxes	\$2,000	
Lifecycle Budget	\$5,000	
Total	\$189,020	
Net Income	\$28,760	

Risk Management

Liability

The organization's insurers are NFP Insurance (Trisura) - Non Profit Management and Corporate

- Liability Insurance Program
- Legal counsel is Mathieu Hryniuk LLP
- Accounting services are provided by Deverdenne Davis Cyr LLP

Boundaries

We are a successful organization as we establish strong boundaries, understand our value and position ourselves as a leader in the community and with our funders and stakeholders.

To clearly delineate our boundaries, we need to:

- Understand staff roles and establish ways to support, monitor and evaluate staff, staff models and workloads.
- Develop strong employee and volunteer recognition initiatives that acknowledge, appreciate, and celebrate our team.
- Respect and reinforce personal boundaries as they relate to work and community expectations.
- Be flexible within reason and bend where able knowing our realistic capacity.
- Be efficient in how we spend our money and time, as it is more most sought-after commodity, and communicate that value to our community and stakeholders.

It is the Board's responsibility to set the organization's course now and in the future. The Board will monitor the operations of the organization. The monitoring function occupies much of the time that most directors devote to the organization. It includes reviewing reports on operating results, monitoring internal controls, and overseeing compliance with legal requirements. It also includes a variety of functions specifically assigned to the Board by legislation, and being a registered society. For example, a function such as reviewing and approving financial statements before they are presented to the stakeholders.

Risk Assessment

The Board's monitoring function includes oversight of the risk management process. There are five steps a board should take in its oversight of most risks:

- Identify the risk – usually it is 'hands on' management, but it may be outside advisors that identifies the risk for the Board.
- Evaluate the risk – hands on management, often with input from outside advisors, will evaluate the risk (including quantifying the exposure) in order to determine what type of risk management strategy is appropriate.
- Review the risk management strategy – the Board needs to be satisfied with the way in which everyone involved proposes to manage each of the principal risks facing the organization.
- Monitor the risk management process – the Board should receive reports on the implementation of the risk management strategy. These reports should describe not only major occurrences, but less significant occurrences that suggest a trend.
- Take remedial action – if the Board becomes aware of any material breach of the controls put in place or any immaterial breaches, it should discuss whether any remedial action is required in response to the breaches and monitor the implementation and effectiveness of this action.

The Board should re-evaluate the risk and the related risk management strategy on a regular basis. This is often done with input from an outside auditor and from other outside advisors. It is the Board's responsibility to appoint all standing committees and special committees and the duties of the board include establishing the duties and procedures of all committees. One of the committees should be a strategic board recruitment as the selection process should be directly related to the plans and programs of the organization.

Trepidations that have the most potential for impacting the organization are to ensure the continued needs and concerns of municipal partners are addressed suitably. Infrastructure concerns as they pertain to aging buildings will also become more important to address in the medium term.

Policies and Procedures

The Ag Society has a current Policies and Procedures manual that outlines the role of the board, duties, code of conduct, operations standards and guidelines, marketing and promotions, fundraising policy. The organizations' Policies and Procedures are included under Appendices.

Risk Management Plan

Overall Goals include:

- Understanding the organization's overall liability as it relates to:
 - Facility
 - Programming
 - Other Services



With this knowledge, the group will set operating procedures to minimize such liability. Below is a figure that outlines a plan of action as it relates to Risk.

Risk (If/Then Statement)	Consequences	Probability	Impact	Priority	Response Plan	Assignee
If a program participant is injured, harmed, or adversely impacted, then the organization is liable for those injuries	Insurance claim Potential litigation Reputation risk	Low if all programming is planned with risk in mind	Rising insurance rates Potential closure should litigation occur	High	Ensure our current insurance policy sufficiently addresses the true nature of our programming and operations Ensure all user groups that use the facility or partners with us provide certificates of insurances	President/Board Program Coordinator(s) User Group
If a visitor is harmed or injured in the building, then the organization may be liable for the injuries	Insurance claim Potential litigation Reputation risk	Low if building is well maintained and hazards are regularly assessed and addressed	Rising insurance rates Potential closure should litigation occur	High	Ensure our current insurance policy sufficiently addresses the true nature of our programming and operations Strong maintenance procedures with checklists and timelines associated	President/Board
If a participant of a program the Ag Society runs is harmed or injured during transport or onsite elsewhere, the Ag Society may be liable	Insurance claim	Moderate	Rising insurance rates	Medium	Ensure insurance policy covers teams/groups that travel to offsite locations Ensure the off-site facility has sufficient insurance coverage	President/Board Program Coordinator(s)
If an employee is harmed or injured in the course of doing their job on site, then the organization may be liable for the injury	WCB claim	Low	Rising WCB Premiums	Medium	Ensure sufficient WCB coverage is in place Consider short term and long-term disability coverage as part of possible benefits	President/Board/HR Committee

<p>If an employee is harmed or injured while transporting product to offsite locations, the organization may be liable for the injury</p>	<p>Litigation WCB Claim</p>	<p>Moderate</p>	<p>Litigation Rising WCB premiums if claimable</p>	<p>Medium</p>	<p>Look into WCB policy to see if these employees are covered or what conditions would be needed for WCB coverage</p> <p>Ensure all employees who are transporting product or doing off site sales visits have the appropriate insurance endorsement of their own policies</p>	<p>President/Board/HR Committee</p>
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APPENDICES

- Appendix 1 - Board Terms of Reference
- Appendix 2 - Policies and Procedures
- Appendix 3 - Proposal – Hollingsworth Const. Ltd.
- Appendix 4 - Proposal – Superior Buildings & Design
- Appendix 5 – Community Survey Results

APPENDIX 1 – Board Terms of Reference

Terms of Reference

For: Rodeo Committee

General Purpose:

To establish and organize a rodeo event, fulfilling the mission of the Valleyview & Districts Agricultural Society.

Definitions

For this document,

- a. "the Board" means the Board of Directors for the Valleyview & Districts Agricultural Society;
- b. "the Committee" means the Rodeo Committee;
- c. "contra" means a business exchanging their own goods and/or services for the goods and/or services of another;
- d. "members" means the members of the Rodeo Committee, unless stated otherwise;
- e. "the Society" means the Valleyview & Districts Agricultural Society.

Committee Composition

Establishment of the Committee:

- The Committee shall be established as per the specifications established in section XIV of the Valleyview & Districts Agricultural Society Bylaws (2021).
- The Committee shall consist of a group of volunteers from the membership of the Society.
- The Committee Chair may be any member of the Committee and will lead the Committee.
- The Committee shall have at least one director who will act as the liaison to the Board through the role of the Director Liaison.
- The Committee Chair and Director Liaison shall be chosen by nomination(s) from the members of the Committee. When there is more than one nomination, voting shall be by secret ballot.

Responsibilities of the Committee Chair

- Shall be familiar with the terms of reference of the committee as outlined by the Board.
- Orients members to the Committee's purpose and position in the Society, ensuring all committee members have reviewed and signed the terms of reference.
- Calls Committee meetings and develops an agenda with the input of the Members.
- Chairs committee meetings.
- Encourages members to participate.
- Keeps discussion on topic by summarizing issues.
- Guides the committee through its meetings to fulfill the committee's purpose.

Terms of Reference: Rodeo Committee

- Recognizes each member's contribution to the committee's work.
- Request assistance for appropriate tasks from committee members.
- Knows the Society's staff members' role as relates to the Committee and ensures they have an opportunity to be heard before recommendations are sent to the Board.
- Plans and evaluates the Committee's work with the help of the members.
- Ensure meeting minutes and other relevant information are recorded (preferably by the same person) and filed with the Office Administrator of the Society within 10 days.
- Reports the Committee's progress to the Director Liaison should the Liaison be unable to attend a meeting.
- Co-presents the budget to the Board.
- The outgoing Committee Chair orients the new Committee Chair.

Responsibilities of Director Liaison

- Provides communication both directions between the Board & the Committee.
- If the Director Liaison is unavailable to attend a committee meeting, he/she may appoint another director to attend in his/her absence, or request for an update from the Committee Chair.
- Co-presents the budget to the Board.
- Provide committee progress reports and updates at each board meeting.
 - If unable to attend the board meeting in person, a written report will be provided to the Board.

Remuneration

All persons working on the Rodeo Committee shall be volunteers who will not receive funds for personal expenses for travel and meals to attend meetings, or an honorarium for serving on the Committee.

All purchases made on behalf of the Committee remain the property of the Society. Additionally, all income of an event exceeding the expenses of putting on said event, automatically goes into the general revenue of the Society.

Meetings

Regular Rodeo Committee meetings will be held in person, by video or by conference call. Decisions can be made electronically as approved by the Board.

Responsibilities of the Board

- Ensures the Committee is provided with adequate resources to fulfill committee purpose.
- Funding
 - Provide Committee with budget template.
 - Review and approve budget.
 - Ensure funds approved in the budget are available for the Committee.
 - Ensures two Signing Authorities from the Board will be available when needed.
 - Approved invoices are to be paid by the Society within the terms of sale listed on the approved invoice from the Committee.

Terms of Reference: Rodeo Committee

- o Copy of invoice will be date stamped and forwarded to the Committee within 10 days of receipt of the invoice.
- o Financial Reporting relevant to the Committee will be provided at board meetings as required.
- Review this terms of reference annually by October 31st for the following year.
- Provide access to the grounds.
 - o Keys to the required facilities provided to the Committee Chair two weeks prior to the event.
 - o Assign a main contact person during the event.
- Insurance
 - o Provide a copy of the insurance certificate, including any additional insurance specific to the event, to the Committee as required.

Responsibilities of the Committee:

- All members of the committee must be members of the Society in accordance with the Valleyview & Districts Agricultural Society Bylaws and sign the Terms of Reference at the first committee meeting they attend.
- Current Committee member list is to be forwarded to the Office Administrator of the Society.
- Provide an interim budget to the Board by the March board meeting of each year (using the template provided by the Board).
 - o An additional board meeting may be requested to approve budgets adjustments under exceptional circumstances.
 - o The Committee must ensure that event insurance costs are to be included in the Committee budget.
 - o Any items over the approved budget require Board approval prior to any commitments being established.
 - o Budget must include any extra hours expected of the grounds person before, during and after event that are not part of the grounds person normal duties.
- At least one month in advance of an event at a regular Board meeting, the Committee will outline and get approval for any assistance required of the grounds persons, before, during and after the event that are not part of his regular duties. Once approved, the Committee must provide the grounds person a schedule clearly outlining the dates, times and assistance required, providing a contact number should questions arise.
- Selects a Stock Contractor, Announcer, Rodeo dance Band and Specialty Act(s) for the Rodeo and forwards information to the Office Administrator of the Society to formalize a contract with the Stock Contractor and Announcer and any Specialty Acts.
- Ensures each event is run in accordance to the rules governing the organization sanctioning the events.
- Follow the conditions of grants that are applied for and received to support the event.
- Review feedback from rodeo participants, committee members and volunteers and make appropriate changes.
- Provide adequate reporting of incidents/accidents during any event as per Health, Safety & Environment Policy.
- Identify all vendors or contractors to the Board. The Board will provide a list of the vendors and contractors to the Office Administrator who will ensure the vendor and contractors have proper insurance coverage with the Society as a named insured on their policy.

Terms of Reference: Rodeo Committee

- The Committee will present the events to the Board; to determine whether additional insurance is required.
- Reviews and approves invoices related to the Committee and then forwards them to the Office Administrator of the Society within 10 days for processing of the invoice.
- Provide a full financial report to the Office Administrator of the Society of the event within 30 days, including full listing of volunteer hours and sponsorships.
- Provides a schedule, 14 days prior to the event, to the Board of when signing authorities are required.
- Committee will provide a minimum of 14 days' notice to the Office Administrator of amounts needed for floats and denominations.
 - Cash will be handled as per Board expectations.
- Inform the Board of any major repairs or maintenance needed to the facility or equipment used.
- Provide the Board with suggestions for improvements to the functionality of the Committee to complete its purpose (wish list).
- Post event cleanup is required to ensure facilities are left in reasonable condition and ready for other user groups or rentals.
- Provides an annual written report for the AGM to the Board 30 days prior the AGM so that it can be included in the AGM package.
- Participate in the Board's annual business planning.
- Review the monthly financial report from the Office Administrator and notify the Board of any concerns pertinent to the Committee.
- Review the terms of reference annually by September 30th.

Other Responsibilities

- Members of the Committee shall become familiar with the Province of Alberta's *Agricultural Societies Act and Agricultural Societies Regulation*.
- Members of the Committee shall become familiar with the Valleyview & Districts Agricultural Society's Bylaws (2021), as well as Policies and Procedures.

Sponsorship:

- Sponsorship dollars related directly to the event will be considered as event revenue.
- Sponsors will be invoiced by the Office Administrator of the Society based on the information provided by the Committee, within 10 days of the Committee providing the information to the Office Administrator.
- A copy of the sponsorship letter/agreement identifying the levels of sponsorship and sponsor benefits will be provided to the Board for approval prior to being communicated to potential sponsors.

Date Created: January 25, 2021

Board Approval Date: _____

Printed Name of Society President

Signature of Society President

Printed Name of Society Vice-President

Signature of Society Vice-President

Printed Name of Society Treasurer

Signature of Society Treasurer

Terms of Reference

For: Building Committee

General Purpose

To move forward with the researching, planning and carrying out of the project of building a new multipurpose facility for the Valleyview & Districts Agricultural Society, which includes, but is not limited to a riding arena, event hall, and commercial kitchen.

Definitions

For this document,

- a. "the Board" means the Board of Directors for the Valleyview & Districts Agricultural Society;
- b. "the Committee" means the Building Committee;
- c. "contra" means a business exchanging their own goods and/or services for the goods and/or services of another;
- d. "members" means the members of the Building Committee, unless stated otherwise;
- e. "the Society" means the Valleyview & Districts Agricultural Society.

Committee Composition

Establishment of the Committee:

- The Committee shall be established as per the specifications established in section XIV of the Valleyview & Districts Agricultural Society Bylaws (2021).
- The Committee shall consist of a group of volunteers from the membership of the Society.
- The Committee Chair may be any member of the Committee and will lead the Committee.
- The Committee shall have at least one director who will act as the liaison to the Board through the role of the Director Liaison.
- The Society President shall be an ex-officio member of the committee, however, may designate vice-president(s) to attend in their absence.
- The Committee Chair and Director Liaison shall be chosen by nomination(s) from the members of the Committee. When there is more than one nomination, voting shall be by secret ballot.

Responsibilities of the Committee Chair

- Shall be familiar with the terms of reference of the committee as outlined by the Board.
- Orients members to the Committee's purpose and position in the Society, ensuring all committed members have reviewed and signed the terms of reference.
- Calls Committee meetings and develops an agenda with the input of the Members.
- Chairs committee meetings.
- Encourages members to participate.

Terms of Reference: Building Committee

- Keeps discussion on topic by summarizing issues.
- Guides the committee through its meetings to fulfill the committee's purpose.
- Recognizes each member's contribution to the committee's work.
- Request assistance for appropriate tasks from committee members.
- Plans and evaluates the Committee's work with the help of the members.
- Ensure meeting minutes and other relevant information are recorded (preferably by the same person) and filed with the Office Administrator of the Society, prior to monthly board meetings.
- Reports the Committee's progress to the Director Liaison should the Liaison be unable to attend a meeting.
- Co-presents the budget to the Board.
- The outgoing Committee Chair orients the new Committee Chair.

Responsibilities of Director Liaison

- Provides communication both directions between the Board & the Committee.
- If the Director Liaison is unavailable to attend a committee meeting, he/she may appoint another director to attend in his/her absence, or request an update from the Committee Chair.
- Co-presents the budget to the Board.
- Provide committee progress reports and updates at each board meeting.
 - If unable to attend the board meeting in person, a written report will be provided to the Board.

Remuneration

All persons included on the Building Committee shall be volunteers who will not receive funds for personal expenses for travel and meals to attend meetings, or an honorarium for serving on the Committee.

Meetings

Regular Building Committee meetings will be held in person, or by video or conference call. Decisions requiring approval of the board will be brought before the board monthly or electronically as approved by the Board.

Responsibilities of the Board

- Ensures the Committee is provided with adequate information and resources to fulfill committee purpose.
- Funding
 - Provide Committee with budget template, planning guide, outline of decisions requiring board approval.
 - Review and approve budget.
 - Ensures two Signing Authorities from the Board will be available when needed to move forward on various stages of project as approved.
 - Approved invoices are to be paid by the Society within the terms of sale listed on the approved invoice from the Committee as approved by the board.

Terms of Reference: Building Committee.

- o Copy of invoice will be date stamped and forwarded to the Committee within 10 days of receipt of the invoice.
- o Financial Reporting relevant to the Committee's activities will be provided at board meetings on a monthly basis.
- Review this terms of reference annually by October 31st for the following year.

Responsibilities of the Committee:

- All members of the committee must be members of the Society in accordance with the Valleyview & Districts Agricultural Society Bylaws and sign the Terms of Reference at the first committee meeting they attend.
- Current Committee member list is to be forwarded to the Office Administrator of the Society.
- Provide an interim budget to the Board by the March board meeting of each year as applicable.
 - o Additional board meetings may be requested to approve budget adjustments, address specific stages of planning etc. where deadlines and timelines are an issue.
 - o The Committee must ensure that insurance considerations for project stages are to be included in Committee budget.
 - o Any items over the approved budget require Board approval prior to any commitments being established with contractors, vendors and/or suppliers.
 - o Budget must include any extra hours expected of the grounds person, or office administrator, before, during and after any stage of the project that are not part of the grounds person normal duties.
 - o Additional hours after budget approval being requested of grounds person or office administrator must approved of by the board
- All purchases made on behalf of the Committee, remain the property of the Society.
- All grant application or funding requests must be approved by Board, with Committee clearly indicating reason for applying, deadlines, and reporting requirements.
- Grant or funding applications along with reporting requirements, are the responsibility of the Committee as a whole. Office Administrator is only responsible for providing Society information needed to complete application, forwarding requests for more information back to the Committee, emailing or mailing applications out.
- Committee will be responsible for providing all information needed for any AGLC Raffle License that has been approved by the Board, providing all information necessary to the raffle chairperson.
- Follow the conditions of grants that are applied for and received to support the project or various stages of the project.
- Identify all contractors to the Board. The Board will provide a list of the contractors to the Office Administrator who will ensure the contractors have proper insurance coverage with the Society as a named insured on their policy as needed during any stage of the building project.
- Committee as a whole reviews invoices related to the project and then forwards them to the Office Administrator of the Society within 10 days for processing of the invoice as approved by the Board.

Terms of Reference: Building Committee

- Provides an annual written report for the AGM to the Board 30 days prior the AGM so that it can be included in the AGM package.
- Participates in the Board's annual business planning.
- Review the committee's monthly financial report with the Office Administrator and notify the Board of any concerns pertinent to the Committee.
- Review the terms of reference annually by September 30th.
- Establishes new committee following AGM of Society, having all committee members re-sign terms of reference.

Other Responsibilities

- Members of the Committee shall become familiar with the Province of Alberta's *Agricultural Societies Act* and *Agricultural Societies Regulation*.
- Members of the Committee shall become familiar with the Valleyview & Districts Agricultural Society's Bylaws (2021), as well as Policies and Procedures.

Sponsorship, Grants, Donations:

- All income becomes revenue of the Society, and in the case of grants, donations, sponsorship specific to the project, be clearly itemized and accounted for in the Society bookkeeping.
- Sponsorship dollars related directly to the building project will be considered as project revenue.
- Sponsors will be invoiced/receipted by the Office Administrator of the Society based on the information provided by the Committee, as approved by the Board.
- A copy of the sponsorship letter/agreement identifying the levels of sponsorship and sponsor benefits will be provided to the Board for approval prior to being communicated to potential sponsors as applicable.

Date Created: March 23, 2023.

Board Approval Date: _____

Printed Name of Society President

Signature of Society President

Printed Name of Society Vice-President

Signature of Society Vice-President

Printed Name of Society Treasurer

Signature of Society Treasurer

Terms of Reference

For: Horse Show Committee

General Purpose

To establish and organize a horse show event, fulfilling the mission of the Valleyview & Districts Agricultural Society.

Definitions

For this document,

- a. "the Board" means the Board of Directors for the Valleyview & Districts Agricultural Society;
- b. "the Committee" means the Horse Show Committee;
- c. "contra" means a business exchanging their own goods and/or services for the goods and/or services of another;
- d. "members" means the members of the Horse Show Committee, unless stated otherwise;
- e. "the Society" means the Valleyview & Districts Agricultural Society.

Committee Composition

Establishment of the Committee:

- The Committee shall be established as per the specifications established in section XIV of the Valleyview & Districts Agricultural Society Bylaws (2021).
- The Committee shall consist of a group of volunteers from the membership of the Society.
- The Committee Chair may be any member of the Committee and will lead the Committee.
- The Committee shall have at least one director who will act as the liaison to the Board through the role of the Director Liaison.
- The Committee Chair and Director Liaison shall be chosen by nomination(s) from the members of the Committee. When there is more than one nomination, voting shall be by secret ballot.

Responsibilities of the Committee Chair

- Shall be familiar with the terms of reference of the committee as outlined by the Board.
- Orients members to the Committee's purpose and position in the Society, ensuring all committee members have reviewed and signed the terms of reference.
- Calls Committee meetings and develops an agenda with the input of the Members.
- Chairs committee meetings.
- Encourages members to participate.
- Keeps discussion on topic by summarizing issues.
- Guides the committee through its meetings to fulfill the committee's purpose.
- Recognizes each member's contribution to the committee's work.
- Request assistance for appropriate tasks from committee members.

Terms of Reference: Horse Show Committee

- Knows the Society's staff members' role as relates to the Committee and ensures they have an opportunity to be heard before recommendations are sent to the Board.
- Plans and evaluates the Committee's work with the help of the members.
- Ensure meeting minutes and other relevant information are recorded (preferably by the same person) and filed with the Office Administrator of the Society within 10 days.
- Reports the Committee's progress to the Director Liaison should the Liaison be unable to attend a meeting.
- Co-presents the budget to the Board.
- The outgoing Committee Chair orients the new Committee Chair.

Responsibilities of Director Liaison:

- Provides communication both directions between the Board & the Committee.
- If the Director Liaison is unavailable to attend a committee meeting, he/she may appoint another director to attend in his/her absence, or request for an update from the Committee Chair.
- Co-presents the budget to the Board.
- Provide committee progress reports and updates at each board meeting.
 - If unable to attend the board meeting in person, a written report will be provided to the Board.

Remuneration

All persons working on the Horse Show Committee shall be volunteers who will not receive funds for personal expenses for travel and meals to attend meetings, or an honorarium for serving on the Committee.

All purchases made on behalf of the Committee remain the property of the Society. Additionally, all income of an event exceeding the expenses of putting on said event, automatically goes into the general revenue of the Society.

Meetings

Regular Horse Show Committee meetings will be held in person, by video or by conference call. Decisions can be made electronically as per Board approval.

Responsibilities of the Board

- Ensures the Committee is provided with adequate resources to fulfill committee purpose.
- Funding
 - Provide Committee with budget template.
 - Review and approve budget.
 - Ensure funds approved in the budget are available for the Committee.
 - Ensures two Signing Authorities from the Board will be available when needed.
 - Approved invoices are to be paid by the Society within the terms of sale listed on the approved invoice from the Committee.
 - Copy of invoice will be date stamped and forwarded to the Committee within 10 days of receipt of the invoice.
 - Financial reporting relevant to the Committee will be provided at board meetings as required.
- Review this terms of reference annually by October 31st for the following year.

Terms of Reference: Horse Show Committee

- Provide access to the grounds.
 - Keys to the required facilities provided to the Committee Chair two weeks prior to the event.
 - Assign a main contact person during the event.
- Insurance
 - Provide a copy of the insurance certificate, including any additional insurance specific to the event, to the Committee as required.

Responsibilities of the Committee:

- All members of the committee must be members of the Society in accordance with the Valleyview & Districts Agricultural Society Bylaws and sign the Terms of Reference at the first committee meeting they attend.
- Current Committee member list is to be forwarded to the Office Administrator of the Society.
- Provide an Interim budget to the Board by the March board meeting of each year (using the template provided by the Board).
 - An additional board meeting may be requested to approve budgets adjustments under exceptional circumstances.
 - The Committee must ensure that event insurance costs are to be included in the Committee budget.
 - Any items over the approved budget require Board approval prior to any commitments being established.
 - Budget must include any extra hours expected of the grounds person before, during and after event that are not part of the grounds person normal duties.
- At least one month in advance of an event at a regular Board meeting, the Committee will outline and get approval for any assistance required of the grounds persons, before, during and after the event that are not part of his regular duties. Once approved, the Committee must provide the grounds person a schedule clearly outlining the dates, times and assistance required, providing a contact number should questions arise.
- Selects a Judge for the horse show and forwards information to the Office Administrator of the Society to formalize a contract with the Judge.
- Ensures each event is run in accordance to the rules governing the organization sanctioning the events.
- Follow the conditions of grants that applied for and received to support the event.
- Review feedback from horseshow participants, committee members and volunteers and make appropriate changes.
- Provide adequate reporting of incidents/accidents during any event as per Health, Safety & Environment Policy.
- Identify all vendors or contractors to the Board. The Board will provide a list of the vendors and contractors to the Office Administrator who will ensure the vendor and contractors have proper insurance coverage with the Society as a named insured on their policy.
- The Committee will present the events to the Board, to determine whether additional insurance is required.
- Reviews and approves invoices related to the Committee and then forwards them to the Office Administrator of the Society within 10 days for processing of the invoice.
- Provide a full financial report to the Office Administrator of the Society of the event within 30 days, including full listing of volunteer hours and sponsorships.

Terms of Reference: Horse Show Committee

- Provides a schedule, 14 days prior to the event, to the Board of when signing authorities are required.
- Committee will provide a minimum of 14 days' notice to the Office Administrator of amounts needed for floats and denominations.
 - Cash will be handled as per Board expectations.
- Inform the Board of any major repairs or maintenance needed to the facility or equipment used.
- Provide the Board with a wish list of improvements and suggestions for the Committee to complete its purpose.
- Post event cleanup is required to ensure facilities are left in reasonable condition and ready for other user groups or rentals.
- Provides an annual written report for the AGM to the Board 30 days prior the AGM so that it can be included in the AGM package.
- Participate in the Board's annual business planning.
- Review the monthly financial report from the Office Administrator and notify the Board of any concerns pertinent to the Committee.
- Review the terms of reference annually by September 30th.

Other Responsibilities

- Members of the Committee shall become familiar with the Province of Alberta's *Agricultural Societies Act and Agricultural Societies Regulation*.
- Members of the Committee shall become familiar with the Valleyview & Districts Agricultural Society's Bylaws (2021), as well as the Policies and Procedures.

Sponsorship:

- Sponsorship dollars related directly to the event will be considered as event revenue.
- Sponsors will be invoiced by the Office Administrator of the Society based on the information provided by the Committee, within 10 days of the Committee providing the information to the Office Administrator.
- A copy of the sponsorship letter/agreement identifying the levels of sponsorship and sponsor benefits will be provided to the Board for approval prior to being communicated to potential sponsors.

Date Created: January 30th, 2021.

Board Approval Date: _____

Printed Name of Society President

Signature of Society President

Printed Name of Society Vice-President

Signature of Society Vice-President

Printed Name of Society Treasurer

Signature of Society Treasurer

Terms of Reference

For: Fair Committee

General Purpose

To organize and operate a Community Fair to further the objectives of the Valleyview & District Agricultural Society.

Definitions

For this document,

- a. "the Board" means the Board of Directors for the Valleyview & Districts Agricultural Society;
- b. "the Committee" means the Fair Committee;
- c. "contra" means a business exchanging their own goods and/or services for the goods and/or services of another;
- d. "members" means the members of the Fair Committee, unless stated otherwise;
- e. "the Society" means the Valleyview & Districts Agricultural Society.

Committee Composition

Establishment of the committee:

- The Committee shall be established as per the specifications established in section XIV of the Valleyview & Districts Agricultural Society Bylaws (2021).
- The Committee shall consist of a group of volunteers from the membership of the Society.
- The Committee Chair may be any member of the Committee and will lead the Committee.
- The Committee shall have at least one director who will act as the liaison to the Board through the role of the Director Liaison.
- The Committee Chair and Director Liaison shall be chosen by nomination(s) from the members of the Committee. When there is more than one nomination, voting shall be by secret ballot.

Responsibilities of the Committee Chair

- Shall be familiar with the terms of reference and mandate of the committee as outlined by the Board.
- Orients members to the committee's purpose and position in the society, ensuring all committee members have reviewed and signed the terms of reference.
- Calls committee meetings and develops agenda with the input of the members.
- Chairs committee meetings.
- Encourages members to participate.
- Keeps discussion on topic by summarizing issues.

Fair Committee

- Guides the committee through its meetings to fulfill the committee's purpose.
- Recognizes each member's contribution to the committee's work.
- Request assistance for appropriate tasks from individual committee members.
- Knows staff members' role on committees and ensures they have an opportunity to be heard before recommendations are sent to the Board.
- Plans and evaluates the committee's work with the help of the members.
- Ensures meeting minutes and other relevant information are recorded (preferably by the same person) and filed with the Office Administrator of the Ag Society.
- Reports the committee's progress to the Director Liaison if the Liaison was unable to attend the meetings.
- Co-presents the event budget to the Board.
- Outgoing Chairperson orients the new committee Chairperson.

Director Liaison

- o Provides communication both directions between the board & committee.
- o If the Director Liaison is unavailable to attend a committee meeting, he/she may appoint another director to attend in his/her absence, or request for an update from the Committee Chair.
- o Co-presents the budget to the Board.
- o Provide committee progress reports and updates at each Board Meeting.
 - If unable to attend the Board meeting in person a written report will be provided to the Board.

Remuneration:

All persons working on the Fair Committee shall be volunteers who will not receive funds for personal expenses for travel and meals to attend meetings, or an honorarium for serving on the committee.

All purchases made on behalf of the Committee remain the property of the Society. Additionally, all income of an event exceeding the expenses of putting on said event, automatically goes into the general revenue of the Society.

Meetings:

Regular Fair Committee meetings will be held in person or by conference call. Decisions can be made electronically as approved by Board.

Responsibilities of Board:

- Ensures the Committee is provided with adequate resources to fulfill committee purpose.
- Funding

Fair Committee.

- o Provide committee with budget template.
- o Review and approve budget. Ensure funds approved in the budget are available for the Committee.
- o Ensures two Signing Authorities from the Board will be available when needed.
- o Approved invoices are to be paid by the Society within the terms of sale listed on the approved invoice from the Committee.
- o Copy of invoice will be date stamped and forwarded to the Committee within 10 days of receipt of the invoice.
- o Financial Reporting relevant to the Committee will be provided at board meetings as required.
- Review these terms of reference annually by October 31st for the following year.
- Provide access to the grounds.
 - o Keys to the required facilities provided to the Committee Chair two weeks prior to the event.
 - o Assign a main contact person during the event.
- Insurance
 - o Provide a copy of the insurance certificate, including any additional insurance specific to the event, to the committee as required.

Responsibilities of Committee:

- All members of the committee must be members of the Society in accordance with the Valleyview & Districts Agricultural Society Bylaws and sign the Terms of Reference at the first Committee meeting they attend.
- Current Committee member list is to be forwarded to the Office Administrator of the Society.
- Provide an interim budget to the Board by the March board meeting of each year (using the template provided).
 - o Provided updated budget quarterly, as required.
 - o An additional board meeting may be requested to approve budgets for a specific event under exceptional circumstances not falling under the quarterly budget.
 - o The Committee must ensure that event insurance costs are to be included in the Committee budget.
 - o Any items over the approved budget require Board approval prior to any commitments being established.
- Ensures each event is run in accordance with the rules governing the organization sanctioning the events.
- Follow the conditions of grants that applied for and received to support the event.
- Review feedback from the events participants, committee members and volunteers and make appropriate changes.
- Provide adequate reporting of incidents/accidents during any event as per Health, Safety & Environment Policy.
- Identify all vendors or contractors to the Board. The Board will provide a list of the vendors and contractors to the office Administrator who will ensure the vendor and contractors have proper insurance coverage with the Society as a named insured on their policy.
- The committee will present the events to the Board, to determine whether additional insurance is required.
- Reviews and approves invoices related to the Committee and then forwards them to the office administrator of the Society within 10 days for processing of the invoice.
- Provide a full financial report to the Office Administrator of the Society of the event within 30 days, including full listing of volunteer hours and sponsorships.
- Provides a schedule 14 days prior to the event, to the Board, of when signing authorities are required.

Fair Committee

- Committee will provide a minimum of 14 days' notice to the Office Administrator of amounts needed for floats and denominations:
 - Cash will be handled as per Board approval.
- Inform the Board of any major repairs or maintenance needed to the facility or equipment used.
- Provide the Board with suggestions for improvements to the functionality of the Committee to complete its purpose (wish list).
- Post event cleanup is required to ensure facilities are left in reasonable condition and ready for other user groups or rentals.
- Provides an annual written report for the AGM to the Board 30 days prior the AGM so that it can be included in the AGM package.
- Participate in the Board's annual business planning.
- Review the monthly financial report from the Office Administrator and notify the Board of any concerns pertinent to the Committee.
- Review the terms of reference annually by September 30th.

Other Responsibilities:

- Members of the Committee shall become familiar with the Province of Alberta's *Agricultural Societies Act and Agricultural Societies Regulation*.
- Members of the Committee shall become familiar with the Valleyview & Districts Agricultural Society's *Bylaws (2021)*, as well as the *Policies and Procedures*.

Sponsorship:

- Sponsorship dollars related directly to the event will be considered as event revenue.
- Sponsors will be invoiced by the Office Administrator of the Society based on the information provided by the Committee, within 10 days of the Committee providing the information to the Office Administrator.
- A copy of the sponsorship letter/agreement identifying the levels of sponsorship and sponsor benefits will be provided to the Board for approval prior to being communicated to potential sponsors.

Date Created: January 30th, 2021.

Board Approval Date: _____

Printed Name of Society President

Signature of Society President

Printed Name of Society Vice President

Signature of Society Vice-President

Printed Name of Society Treasurer

Signature of Society Treasurer

Terms of Reference

For: Farmer's Market Committee

General Purpose

To establish and organize Farmer's Market Committee, furthering the objectives of the Valleyview & Districts Agricultural Society to promote agricultural events.

Definitions

For this document,

- a. "the Board" means the Board of Directors for the Valleyview & Districts Agricultural Society;
- b. "the Committee" means the Farmer's Market Committee;
- c. "contra" means a business exchanging their own goods and/or services for the goods and/or services of another;
- d. "members" means the members of the Farmer's Market Committee unless stated otherwise;
- e. "the Society" means the Valleyview & Districts Agricultural Society: non-profit society acting as market sponsor.
- f. "AFRED" means Alberta Agriculture, Forestry, and Rural Economic Development- grants approval status to farmer's markets interested in participating in program

Committee Composition

Establishment of the Committee:

- The Committee shall be established as per the specifications established in section XIV of the Valleyview & Districts Agricultural Society Bylaws (2021).
- The Committee shall consist of a group of volunteers from the membership of the Society.
- The Committee Chair may be any member of the Committee and will lead the Committee.
- The Committee shall have at least one director who will act as the liaison to the Board through the role of the Director Liaison.
- The Committee Chair and Director Liaison shall be chosen by nomination(s) from the members of the Committee. When there is more than one nomination, voting shall be by secret ballot.

Responsibilities of the Committee Chair:

- Shall be familiar with the terms of reference of the committee as outlined by the Board.
- Orients members to the Committee's purpose and position in the Society, ensuring all committee members have reviewed and signed the Terms of Reference.
- Calls Committee meetings and develops an agenda with the input of the Members.
- Chairs committee meetings.
- Encourages members to participate.

Terms of Reference: Farmer's Market Committee

- Keeps discussion on topic by summarizing issues.
- Guides the committee through its meetings to fulfill the committee's purpose.
- Recognizes each member's contribution to the committee's work.
- Request assistance for appropriate tasks from committee members.
- Knows the Society's staff members' role as relates to the Committee and ensures they have an opportunity to be heard before recommendations are sent to the Board.
- Plans and evaluates the Committee's work with the help of the members.
- Ensure meeting minutes and other relevant information are recorded (preferably by the same person) and filed with the Office Administrator of the Society within 10 days.
- Reports the Committee's progress to the Director Liaison should the Liaison be unable to attend a meeting.
- Co-presents the budget to the Board.
- The outgoing Committee Chair orients the new Committee Chair.

Responsibilities of Director Liaison

- Provides communication both directions between the Board & the Committee.
- If the Director Liaison is unavailable to attend a committee meeting, he/she may appoint another director to attend in his/her absence, or request for an update from the Committee Chair.
- Co-presents the budget to the Board.
- Provide committee progress reports and updates at each board meeting.
 - If unable to attend the board meeting in person, a written report will be provided to the Board.

Remuneration

All persons working on the Farmer's Market Committee shall be volunteers who will not receive funds for personal expenses for travel and meals to attend meetings, or an honorarium for serving on the Committee.

All purchases made on behalf of the Committee remain the property of the Society. Additionally, all income of an event exceeding the expenses of putting on said event, automatically goes into the general revenue of the Society.

Meetings

Regular Farmer's Market meetings will be held in person, by video or by conference call. Decisions can be made electronically as per Board approval.

Responsibilities of the Board

- Ensures the Committee is provided with adequate resources to fulfill committee purpose.
- Funding
 - Provide committee with budget template.

Terms of Reference: Farmer's Market Committee

- Review and approve budget. Ensure funds approved in the budget are available for the Committee.
- Ensures two Signing Authorities from the Board will be available when needed.
- Approved invoices are to be paid by the Society within the terms of sale listed on the approved invoice from the Committee.
- Copy of invoice will be date stamped and forwarded to the Committee within 10 days of receipt of the invoice.
- Financial Reporting relevant to the Committee will be provided at board meetings as required.
- Upon the establishment of the Farmers Market, and budget approval that includes wages for a market manager, the Board will give final approval to the hiring of a Market Manager as a paid employee of the Society.
- Review this terms of reference annually by October 31st for the following year.
- Provide access to the grounds.
 - Keys to the required facilities provided to a Market Manager.
 - Assign a main contact person during the event.
- Insurance
 - Provide a copy of the insurance certificate, including any additional insurance specific to the market or vendors, to the committee as required.

Responsibilities of the Committee:

- All members of the committee must be members of the Society in accordance with the Valleyview & Districts Agricultural Society Bylaws, and sign the Terms of Reference at the first Committee meeting they attend.
- Current Committee member list is to be forwarded to the Office Administrator of the Society.
- Provide an interim budget to the Board by the March board meeting of each year (using the template provided) or at next board meeting following first meeting of the committee.
 - Provided updated budget quarterly, as required.
 - An additional board meeting may be requested to approve budgets for a specific event under exceptional circumstances not falling under the quarterly budget.
 - The Committee must ensure that event insurance costs are to be included in the Committee budget.
 - Any items over the approved budget require Board approval prior to any commitments being established.
- Establish process for the recruitment, selection, performance, review and discipline of the Market Manager, reporting to the Board as requested.
- Work with Society executive or hiring committee to ensure successful candidate has signed employment agreement and reviewed job description.
- Determine or advise on the remuneration of the market manager.
- Encourage and/or financially support yearly educational opportunities for the market manager so as to further professional development.

Terms of Reference: Farmer's Market Committee

- Ensure records kept by market manager to keep market in good standing are maintained and submitted to AFRED.
- Encourage vendor participation on committee.
- Oversees operation of farmer market to ensure it has stability and support, directing and advising on day to day operations as set out by AFRED and in the Alberta Farmer's Market Program guidelines.
- Review feedback from vendors, committee members and volunteers, ensuring they have input into the formulation of the operating rules and processes.
- Ensure the approved farmer's market and its vendors adhere to all legislation and regulations.
- Ensure the approved farmer's market is either insured or indemnified against liability.
- Follow the conditions of grants that applied for and received to support the event.
- Provide adequate reporting of incidents/accidents during any event as per Health, Safety & Environment Policy.
- Identify all vendors or contractors to the Board. The Board will provide a list of the vendors and contractors to the office Administrator who will ensure the vendor and contractors have proper insurance coverage with the Society as a named insured on their policy.
- The committee will present the events to the Board, to determine whether additional insurance is required.
- Reviews and approves invoices related to the Committee and then forwards them to the office administrator of the Society within 10 days for processing of the invoice.
- Provide a full financial report to the Office Administrator of the Society of the event within 30 days, including full listing of volunteer hours and sponsorships.
- Provides a schedule 14 days prior to the event, to the Board, of when signing authorities are required.
- Committee will provide a minimum of 14 days' notice to the Office Administrator of amounts needed for floats and denominations.
 - Cash will be handled as per Board expectations.
- Inform the Board of any major repairs or maintenance needed to the facility or equipment used.
- Provide the Board with suggestions for improvements to the functionality of the Committee to complete its purpose (wish list).
- Post event cleanup is required to ensure facilities are left in reasonable condition and ready for other user groups or rentals.
- Provides an annual written report for the AGM to the Board 30 days prior the AGM so that it can be included in the AGM package.
- Participate in the Board's annual business planning.
- Review the committee's monthly financial report with the Office Administrator and notify the Board of any concerns pertinent to the Committee.
- Review the terms of reference annually by September 30th.

Other Responsibilities

- Members of the Committee shall become familiar with the *Province of Alberta's Agricultural Societies Act and Agricultural Societies Regulations and The Alberta Approved Farmer's Market Program*.
- Members of the Committee shall become familiar with the *Valleyview & Districts Agricultural Society's Bylaws (2021)*, as well as the *Policies and Procedures*.

Sponsorship:

- Sponsorship dollars related directly to the market will be considered as market revenue.
- Sponsors will be invoiced by the Office Administrator of the Society based on the information provided by the Committee, within 10 days of the Committee providing the information to the Office Administrator.
- A copy of the sponsorship letter/agreement identifying the levels of sponsorship and sponsor benefits will be provided to the Board for approval prior to being communicated to potential sponsors.

Date Created: _____

Board Approval Date: _____

Printed Name of Society President

Signature of Society President

Printed Name of Society Vice-President

Signature of Society Vice-President

Printed Name of Society Treasurer

Signature of Society Treasurer

Terms of Reference

For: Community Garden Committee

General Purpose

To establish and organize a Community Garden, furthering the objectives of the Valleyview & Districts Agricultural Society to promote agricultural events.

Definitions

For this document,

- a. "the Board" means the Board of Directors for the Valleyview & Districts Agricultural Society;
- b. "the Committee" means the Community Garden Committee;
- c. "contra" means a business exchanging their own goods and/or services for the goods and/or services of another;
- d. "members" means the members of the Community Garden Committee unless stated otherwise;
- e. "the Society" means the Valleyview & Districts Agricultural Society.

Committee Composition

Establishment of the Committee:

- The Committee shall be established as per the specifications established in section XIV of the Valleyview & Districts Agricultural Society Bylaws (2021).
- The Committee shall consist of a group of volunteers from the membership of the Society.
- The Committee Chair may be any member of the Committee and will lead the Committee.
- The Committee shall have at least one director who will act as the liaison to the Board through the role of the Director Liaison.
- The Committee Chair and Director Liaison shall be chosen by nomination(s) from the members of the Committee. When there is more than one nomination, voting shall be by secret ballot.

Responsibilities of the Committee Chair:

- Shall be familiar with the terms of reference of the committee as outlined by the Board.
- Orients members to the Committee's purpose and position in the Society, ensuring all committee members have reviewed and signed the Terms of Reference.
- Calls Committee meetings and develops an agenda with the input of the Members.
- Chairs committee meetings.
- Encourages members to participate.
- Keeps discussion on topic by summarizing issues.
- Guides the committee through its meetings to fulfill the committee's purpose.
- Recognizes each member's contribution to the committee's work.
- Request assistance for appropriate tasks from committee members.

Terms of Reference: Community Garden Committee

- Knows the Society's staff members' role as relates to the Committee and ensures they have an opportunity to be heard before recommendations are sent to the Board.
- Plans and evaluates the Committee's work with the help of the members.
- Ensure meeting minutes and other relevant information are recorded (preferably by the same person) and filed with the Office Administrator of the Society within 10 days.
- Reports the Committee's progress to the Director Liaison should the Liaison be unable to attend a meeting.
- Co-presents the budget to the Board.
- The outgoing Committee Chair orients the new Committee Chair.

Responsibilities of Director Liaison

- Provides communication both directions between the Board & the Committee.
- If the Director Liaison is unavailable to attend a committee meeting, he/she may appoint another director to attend in his/her absence, or request for an update from the Committee Chair.
- Co-presents the budget to the Board.
- Provide committee progress reports and updates at each board meeting.
 - If unable to attend the board meeting in person, a written report will be provided to the Board.

Remuneration

All persons working on the Community Garden Committee shall be volunteers who will not receive funds for personal expenses for travel and meals to attend meetings, or an honorarium for serving on the Committee.

All purchases made on behalf of the Committee remain the property of the Society. Additionally, all income of an event exceeding the expenses of putting on said event, automatically goes into the general revenue of the Society.

Meetings

Regular Community Garden meetings will be held in person, by video or by conference call. Decisions can be made electronically as Board approval.

Responsibilities of the Board

- Ensures the Committee is provided with adequate resources to fulfill committee purpose:
- Funding.
 - Provide committee with budget template.
 - Review and approve budget. Ensure funds approved in the budget are available for the Committee.
 - Ensures two Signing Authorities from the Board will be available when needed.
 - Approved invoices are to be paid by the Society within the terms of sale listed on the approved invoice from the Committee.
 - Copy of invoice will be date stamped and forwarded to the Committee within 10 days of receipt of the invoice.
 - Financial Reporting relevant to the Committee will be provided at board meetings as required.
- Review this terms of reference annually by October 31st for the following year.

Terms of Reference: Community Garden Committee

- Provide access to the grounds.
 - Keys to the required facilities provided to the Committee Chair two weeks prior to the any event as requested.
 - Assign a main contact person during any event of the committee.
- Insurance
 - Provide a copy of the insurance certificate, including any additional insurance specific to the event, to the committee as required.

Responsibilities of the Committee:

- All members of the committee must be members of the Society in accordance with the Valleyview & Districts Agricultural Society Bylaws, and sign the Terms of Reference at the first Committee meeting they attend.
- Current Committee member list is to be forwarded to the Office Administrator of the Society.
- Provide an Interim budget to the Board by the March board meeting of each year (using the template provided).
 - Provided updated budget quarterly, as required.
 - An additional board meeting may be requested to approve budgets for a specific event under exceptional circumstances not falling under the quarterly budget.
 - The Committee must ensure that event insurance costs are to be included in the Committee budget.
 - Any items over the approved budget require Board approval prior to any commitments being established.
 - Budget must include any extra hours expected of the grounds person before, during and after any events that are not part of the grounds person normal duties.
- At least one month in advance of an event at a regular Board meeting, the Committee will outline and get approval for any assistance required of the grounds persons, before, during and after any event that are not part of regular duties. Once approved, the Committee must provide the grounds person a schedule clearly outlining the dates, times and assistance required, providing a contact number should questions arise.
- Ensures each event is run in accordance to the rules governing the organization sanctioning the events.
- Follow the conditions of grants that applied for and received to support the event.
- Review feedback from the events participants, committee members and volunteers and make appropriate changes.
- Provide adequate reporting of incidents/accidents during any event as per Health, Safety & Environment Policy.
- Identify all vendors or contractors to the Board. The Board will provide a list of the vendors and contractors to the office Administrator who will ensure the vendor and contractors have proper insurance coverage with the Society as a named insured on their policy.
- The committee will present the events to the Board, to determine whether additional insurance is required.
- Reviews and approves invoices related to the Committee and then forwards them to the office administrator of the Society within 10 days for processing of the invoice.

Terms of Reference: Community Garden Committee

- Provide a full financial report to the Office Administrator of the Society of the event within 30 days, including full listing of volunteer hours and sponsorships.
- Provides a schedule 14 days prior to the event, to the Board, of when signing authorites are required.
- Committee will provide a minimum of 14 days' notice to the Office Administrator of amounts needed for floats and denominations.
 - Cash will be handled as per Board expectations.
- Inform the Board of any major repairs or maintenance needed to the facility or equipment used.
- Provide the Board with suggestions for improvements to the functionality of the Committee to complete its purpose (wish list).
- Post event cleanup is required to ensure facilities are left in reasonable condition and ready for other user groups or rentals.
- Provides an annual written report for the AGM to the Board 30 days prior the AGM so that it can be included in the AGM package.
- Participate in the Board's annual business planning.
- Review the monthly financial report from the Office Administrator and notify the Board of any concerns pertinent to the Committee.
- Review the terms of reference annually by September 30th.

Other Responsibilities

- Members of the Committee shall become familiar with the Province of Alberta's *Agricultural Societies Act* and *Agricultural Societies Regulations*.
- Members of the Committee shall become familiar with the Valleyview & Districts Agricultural Society's *Bylaws (2021)*, as well as the *Policies and Procedures*.

Sponsorship:

- Sponsorship dollars related directly to the event will be considered as event revenue.
- Sponsors will be involved by the Office Administrator of the Society based on the information provided by the Committee, within 10 days of the Committee providing the information to the Office Administrator.
- A copy of the sponsorship letter/agreement identifying the levels of sponsorship and sponsor benefits will be provided to the Board for approval prior to being communicated to potential sponsors.

Date Created: 2023

Board Approval Date: _____

Printed Name of Society President

Signature of Society President

Printed Name of Society Vice-President

Signature of Society Vice-President

Printed Name of Society Treasurer

Signature of Society Treasurer

Terms of Reference

For Policies & Procedures Committee

General Purpose

To develop, review, and revise policies and procedures on behalf of the Valleyview & Districts Agricultural Society.

Definitions

For this document,

- a. "the Board" means the Board of Directors for the Valleyview & Districts Agricultural Society;
- b. "the Committee" means the Policies & Procedures Committee;
- c. "members" means the members of the Policies & Procedures Committee, unless stated otherwise;
- d. "the Society" means the Valleyview & Districts Agricultural Society.

Committee Composition

Establishment of the Committee:

- The Committee shall be established as per the specifications established in section XIV of the Valleyview & Districts Agricultural Society Bylaws (2021).
- The Committee shall consist of a group of volunteers from the membership of the Society.
- The Committee Chair may be any member of the Committee and will lead the Committee.
- The Committee shall have at least one director who will act as the liaison to the Board through the role of the Director Liaison.
- The Committee Chair and Director Liaison shall be chosen by nomination(s) from the members of the Committee. When there is more than one nomination, voting shall be by secret ballot.

Responsibilities of the Committee Chair

- Shall be familiar with the terms of reference and purpose of the committee as outlined by the Board.
- Orients members to the Committee's purpose and position in the Society.
- Calls Committee meetings and develops an agenda with the input of the Members.
- Chairs committee meetings.
- Encourages members to participate.
- Keeps discussion on topic by summarizing issues.
- Guides the committee through its meetings to fulfill the committee's purpose.
- Recognizes each member's contribution to the committee's work.
- Request assistance for appropriate tasks from committee members.
- Knows the Society's staff members' role as relates to the Committee and ensures they have an opportunity to be heard before recommendations are sent to the Board.
- Plans and evaluates the Committee's work with the help of the members.

Policies & Procedure Committee

- Ensure meeting minutes and other relevant information are recorded and filed with the Secretary of the Society.
- Reports the Committee's progress to the Director Liaison should the Liaison be unable to attend a meeting.
- Co-presents the budget to the Board.
- The outgoing Committee Chair orients the new Committee Chair.

Responsibilities of Director Liaison

- Provides communication both directions between the Board & the Committee.
- If the Director Liaison is unavailable to attend a committee meeting, he/she may appoint another director to attend in his/her absence, or request for an update from the Committee Chair.
- Co-presents the budget to the Board.
- Provide committee progress reports and updates at each board meeting.
 - o If unable to attend the board meeting in person, a written report will be provided to the Board.

Remuneration:

All persons working on the Policy and Procedure Committee shall be volunteers who will not receive funds for personal expenses for travel and meals to attend meetings, or an honorarium for serving on the Committee.

Meetings:

Regular meetings will be held in person, by video or by conference call. Decisions can be made electronically as approved by the Board.

Responsibilities of the Board

- Ensures the Committee is provided with adequate resources to fulfill committee purpose.
- Funding
 - o Review and approve budget.
 - o Ensure funds approved in the budget are available for the Committee.
 - o Ensures two Signing Authorities from the Board will be available when needed.
 - o Approved invoices are to be paid by the Society within the terms of sale listed on the approved invoice from the Committee.
 - o Copy of invoice will be date stamped and forwarded to the Committee within 10 days of receipt of the invoice.
 - o Financial Reporting relevant to the Committee will be provided at board meetings as required.
- Review this terms of reference annually by October 31st for the following year.
- Provide access to the grounds.
- The Board will ensure access is provided to the facility as required by the Committee.
- Insurance
 - o Provide a copy of the insurance rider to the Committee as required.

Responsibilities of the Committee:

- All members of the committee must be members of the Society in accordance with the Valleyview & Districts Agricultural Society Bylaws.
- Current Committee member list is to be forward to the Office Administrator of the Society.
- Develop, review & revise any documents intended to be included in policies, including but not limited to general policies, terms of reference, staff employment agreements and job descriptions along with any other documents as requested by the Board.
- Review and develop revisions of Society By-laws as requested by the Board and/or Membership, to be presented to and approved by Membership of the Society as outlined in Society By-laws.
- Reviews and approves invoices related to the Committee and then forwards them to the office administrator of the Society within 10 days for processing of the invoice.
- Inform the Board of any major repairs or maintenance needed to the facility or equipment used.
- Provide the Board with suggestions for improvements to the functionality of the Committee to complete its purpose (wish list).
- Post meeting clean up is required to ensure facilities are left in reasonable condition and ready for other user groups or rentals.
- Provides a written report for the AGM to the Board 30 days prior the AGM so that it can be included in the AGM package.
- Participate in the Board's annual business planning.
- Review the terms of reference annually by September 30th.

Other Responsibilities

- Members of the Committee shall become familiar with the Province of Alberta's *Agricultural Societies Act and Agricultural Societies Regulation*.
- Members of the Committee shall become familiar with the Valleyview & Districts Agricultural Society's Bylaws (2021) and Policies and Procedures.

Date Created: January 25, 2021

Board Approval Date: _____

Printed Name of Society President

Signature of Society President

Printed Name of Society Vice-President

Signature of Society Vice-President

Printed Name of Society Treasurer

Signature of Society Treasurer

APPENDIX 2 – Policies and Procedures

VALLEYVIEW & DISTRICTS AGRICULTURAL SOCIETY
POLICIES AND PROCEDURES

DATE REVIEWED: Nov. 15, 2018

SIGNATURE: Meladine DeMerchant

COMMITTEES

Policy:

The Valleyview & Districts Agricultural Society will utilize committees to run the various functions of the society.

Procedures:

- I. The Society shall have the following Committees or combination of committees but not limited to:
 - 1) Schooling Show
 - 2) Horse Show
 - 3) Dressage Show
 - 4) Fair
 - 5) Rodeo
 - 6) Nominating
 - 7) Policies and Procedures
 - 8) Casino
 - 9) Volunteer Appreciation/Awards Night
 - 10) Cultural Events
 - 11) Motor Sports
 - 12) Peace Country Redneck Mowers
 - 13) 50th Anniversary committee
- II. Each committee shall have a committee head who will be responsible for organizing committee meetings and reporting to the Board.
- III. The committees shall be under the auspices of the Board.
- IV. The committee will be required to submit a budget and strategic plan to the Board by the March Meeting.
- V. The committees shall report all activities to the Board in print on a regular and current basis based on a strategic plan.
- VI. Committees must record minutes and provide to the board of directors.
- VII. President or Vice President(s) will attend all committee meetings.
- VIII. Strategic plan to include set up, clean up for planned event and volunteer list.

N.S.F. CHEQUE POLICY

Policy:

Any individual, group or organization that issues a N.S.F. cheque to the Valleyview and Districts Agricultural Society in exchange for services rendered (including but not limited to use of the Ag. Plex) will be subject to a \$50.00 N.S.F. Cheque fee, in addition to reimbursement for the dishonored cheque.

Procedures:

- I. First time N.S.F. cheque offenders will be subject to a \$50.00 N.S.F. charge, in addition to reimbursement for the full amount of the dishonored cheque, payable in cash only.
- II. Second time N.S.F. cheque offenders will not be tolerated. Any individual, group or organization issuing such a cheque must pay the N.S.F. charge, the original amount owing and will not be able to utilize any services provided by the Valleyview & Districts Agricultural Society unless they pay for these services in cash prior to their receiving the services.

Policy:

Any individual, group or organization that is in arrears for fees, rentals or money owing the Valleyview & Districts Agricultural Society for 2 months will pay cash for all further services before they are rendered as well as money owing.

Procedures: After 1 month there will be 2% interest charged on accounts receivable from members and they will pay cash for services before they are provided.

MEMBER DISCIPLINE

Policy:

All members must conduct themselves in a manner which adheres to the Bylaws and the policies of the Ag. Society.

Procedures:

- I. Signed, written complaints against members will be given to the President or Vice-President of the Society.
- II. The President or Vice-President shall call a special meeting of the Board to deal with said complaints. Said member and complainant will be given the opportunity to attend. Satisfactory time (one week) will be given to said member prior to special meeting with all relevant information given in writing.
- III. Members who are found to have violated the trust put in them by the Society may be disciplined by the Board as follows:
 - 1) A written warning will be issued to said member.
 - 2) If the behavior continues or the incident recurs then the membership of said member will be revoked for no less than one year. Member must be given prior written notice of complaint's content etc.

EQUIPMENT

POLICY:

The equipment owned by the Agricultural Society is for use by the Society and its members. In order to maintain the operation of the equipment, its use will be limited to the following:

Tractor/Cultivator

- To be used in the Ag Plex and rodeo arena by an operator approved by the board.

Tables & Chairs

- New tables and chairs not to leave Ag. Plex. Wooden tables and chairs stored in log building may be lent out with a damage deposit of \$50.00
- Picnic tables may be lent out for \$15.00/table with a damage deposit of \$100.00
- Bleachers to be lent out with a damage deposit of \$200.00

PROCEDURES:

1. The use of equipment must be issued with a signed rental agreement.
2. Monies must be collected before equipment is issued and
3. Exceptions for use of equipment may be allowed at the Board's discretion.

Members presently on the list to operate tractor:

1. Dean Solarz
2. Gary Havell
3. B.J. Rohloff
4. Peter Keglirvitsch
5. Barry Klink

EXECUTIVE ADMINISTRATION

POLICY:

In the event of an emergency, the Executive will be given judicial powers.

PROCEDURES:

1. The executive must have a unanimous decision in order to act
2. In the event that a consensus cannot be met the matter will be brought to a special meeting, and
3. All decisions reached will be brought to the board at the next scheduled meeting for ratification.

DONATIONS

POLICY:

Donations will be awarded as per the direction of the Society. The following guidelines shall be utilized:

PROCEDURES:

1. Requests for donations will be tabled for one meeting to allow members time to consider merit of request.
2. A delegate of the individual or organization requesting the donation must be present at the meeting in which the request is received;
3. Recipients may be asked to volunteer their time in exchange for donations; and
4. A delegate of the individual or organization may be required to present to the society a follow-up of how the Society's donation was utilized.
5. Requesting donations and collecting cheques and cash to be done by members and executive of the board only. Invoices and receipts to be mailed out from the office so there is a paper trail of all income. Committees shall communicate with other committees and share sponsor lists so we are not continually asking the same sponsors for all events.

CONFLICT OF INTEREST

The Board members are directly responsible to the membership and the Board. Upon election to office, Board members assume a position of trust and are expected to conduct themselves in a manner which will not impair the trust given them or the Board.

POLICY:

Members of the Society shall not profit or benefit from their position in the Society, nor shall their immediate families.

User Groups, Employees of the Society, and Contractors shall in no way interfere in the decision making process of the Board.

PROCEDURES:

1. A member must declare themselves in conflict during an open meeting.
2. It shall be recorded that said member was in conflict of interest.
3. The matter shall be discussed fully by all parties involved.
4. That said director/party shall be excused from the room and the Board/Membership shall discuss the issue and proceed with voting without the influence of said member/party, and
5. Quorum must be maintained in the absence of said member.

FACILITY

POLICY:

The Valleyview & Districts Agricultural Society shall operate the Ag. Plex in conjunction with its Mission Statement to offer an additional recreation facility to the community.

PROCEDURES:

1. The Ag. Plex shall be run as a business by a paid office administrator.
2. The Ag. Plex and Arena shall be rented out on a priority basis as follows:
 1. Valleyview & Districts Agricultural Society
 2. Valleyview & Districts Agricultural Society members/affiliated groups (Red Willow Roping Club, Gymkhana Club, 4-H Clubs)
 3. Community use (including-not for profit/profit groups/major events)
 4. Private Functions
3. Only horse shows and clinics (All Ag. Society Events) shall take precedence over private bookings and open riding in arena.
4. There shall be no rental exceptions.
5. Private members refers to member use, not other associations or organizations.
6. The facility shall be maintained in a safe and clean manner.
7. All manure to be taken out to designated area on the East side of cow palace. Manure dumped at grounds to be dumped in clearly marked area.
8. A Clean up fee of \$25.00 will be charged if arena is not left cleaned, including cigarette butts.
9. Open access to the facility shall be limited to the Executive and employees of the Society with one swipe card being used as a spare for contractual work and use by renters of the facility. No other swipe cards are to be given out; and
10. Further Rules and Regulations can be found in the Agriplex Rental Agreement.

COLD WEATHER CANCELLATION

POLICY:

Any events or private bookings that require stock can be cancelled whenever the temperature drops to -18 celcius.

PROCEDURES:

- 1.
- 2.

POLICY:

Rental Schedule of Equipment

PROCEDURES:

1. A contract will be drawn up and signed by people wanting to rent our equipment
2. Damage deposit and rental rate payable to Valleyview & Districts Agricultural Society.
3. Renter responsible for pick up and return of equipment.
4. Damage deposit will be forfeited if items not back by return date.

Rental Rates

Boilers \$100 each per day (250 damage deposit)

Picnic Tables - \$15 each

Chairs \$35.00 for 80 chairs

Tables - \$5.00 per table

Stage - \$1000 per event (up to 2 days) \$2000 damage deposit.

SMOKING IN AG PLEX

POLICY:

The Ag Plex hall and kitchen is designated as non-smoking as well as the riding arena.

PROCEDURES:

1. It is up to group renting facility to police non smoking in arena. There will be a \$25.00 clean up fee if cigarette butts are left in arena.
- 2.
- 3.

MEMBERSHIP

POLICY:

All people wishing to be members of the society must purchase a membership and maintain that membership in good standing.

PROCEDURES:

1. Memberships can be purchased at a cost of \$10.50 per membership.
2. Memberships are good for one business year.
3. Board members missing more than three consecutive meeting will result in dismissal from the board.
4. Members assume a position of trust and are expected to conduct themselves in a manner which will not impair the trust given them by the membership; and
5. Members not in good standing may be asked to relinquish their position.

ARENA USER FEES

Given that the Valleyview & District Agricultural Society offers its users such low rental fees in relation to operating expenses, users of the Ag Society facilities must assist the Society in fundraising either through volunteer time or higher membership rates.

POLICY:

Members may purchase a yearly arena user membership that entitles them to ride in the arena when it is not booked.

PROCEDURES:

1. Arena user fees for a year are:
Adult - \$197.50 includes \$10.00 membership fee with 25 hours volunteer work
Adult - \$202.50 includes \$10 membership fee -- with no volunteer work
Junior (17 & under) - \$78.75 includes Ag. membership -- with 10 hrs volunteer work
Junior (17 & under) - \$131.25 includes Ag. Membership with no volunteer work
Family - \$393.75 includes Ag. Membership fee -- with 50 hours volunteer work
Family - \$603.75 includes Ag. Membership fee -- with no volunteer work
1 Month membership \$52.50 security card activated for one month. \$20 deposit on card required, refunded when returned.

Arena must be booked when giving private lessons or using the facility to make a profit (horse training or selling etc.)

2. A person who is not a member and wants to ride in the arena can pay a drop in fee of 25/person. A waiver must be signed and dropped in the drop box in the arena along with payment.

POLICY

Presenting a request for financial proposals or projects

PROCEDURES:

- 1. In order to present a financial proposal or project to the Board of Directors a member must be in good standing and attend 3 meetings before presenting a proposal.**
- 2. Request will be tabled for 1 meeting so directors have time to consider request.**

ZERO TOLERANCE POLICY

Zero Tolerance refers to those policies that treat minor and major incidents of inappropriate behavior with equal severity in order to send a strong message to potential violators.

The purpose of this policy is to promote mutual respect and cooperation, encourage the values of community-mindedness, and establish standards of expected behaviors of members of the Valleyview & Districts Agricultural Society. The goal is to eliminate verbal abuse and maintain a safe physical and respectful social atmosphere for our members, directors, and executive as well as all users of our facilities.

With a Zero Tolerance Policy the following types of behaviors will not be tolerated:

- Conduct that creates an intimidating, hostile or offensive environment
- Written or verbal abuse or threats
- The display of visual material which is offensive or which one ought to know is offensive.
- Unwelcome remarks, jokes, comments, innuendo or taunting, including uttering profanities or obscenities
- Leering or other suggestive or obscene gestures
- Condescending, paternalistic, or patronizing behaviors which undermine self-esteem, diminishes performance, or adversely affects working conditions.
- Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance.
- Unwanted physical contact including touching, petting, pinching or kissing.
- Unwelcome sexual flirtations, advances, requests, or invitations.
- Physical or sexual assault, attempted or actual.
- Possession of outside alcohol at events wherein alcohol is being served, or use of illegal substances during any Ag. Society meeting, function and/or event, or
- Public intoxication during public or private booking or Ag. Society meeting.

Any violation of this policy could result in the following actions:

- Immediate ejection from meeting, public or private booking, or Ag. Society sponsored event; and
- If a person fails to leave upon request, and if warranted, the RCMP will be called and charges may be laid.

This policy applies to all employees as well as to all members, directors, executive directors, and users of Ag. Society facilities, and applies to behavior that may occur during the course of all Ag. Society business, activities and events. It also applies to behaviors between individuals associated with the Ag. Society but outside of the Ag. Society's business, activities, and events when such behavior adversely affects relationships within the Ag. Society's business, activities, events and environment.

A copy of this policy will be posted in the Ag. Society's facilities, and will also be attached to the contractual user agreements. Members will be required to sign the form acknowledging that they have read and agree to follow the zero tolerance policy. Failure to do so will result in rejection of the membership, and immediate loss of privileges of membership.

Section 2 Business of the Society

Section 2.2.6 Non-Sufficient Funds

Bylaw (XXVI)

Policy: Non-Sufficient Funds (NSF)

Any individual, group or organization that issues NSF payment to the Valleyview and Districts Agricultural Society will be subject to NSF payment fee, in addition to reimbursement for the dishonored payment and an administrative fee.

Procedures:

1. First time NSF payment will be subject to the financial institution's NSF charge, the Society's administrative fee, as well as reimbursement for the full amount of the dishonored cheque.
2. Payment for an NSF payment must be made by cash only, unless otherwise authorized by the Society.
3. Any individual, group or organization issuing a second NSF payment must pay the NSF charge, the original amount owing and the Society's administrative fee and will not be able to utilize any future services provided by the Valleyview & Districts Agricultural Society unless they pay for these services in cash prior to their receiving these services.
4. The privilege of cheque payment or e-transfer may be reinstated by request, after a period of two years, with approval by the Board.

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APPENDIX 3 – Proposal: Hollingsworth Construction



AG Plex Arena Pad and Parking Area

April 18th 2023

Thank you for giving Hollingworth Construction the opportunity to provide you with this proposal.

This estimate is based on constructing a 92m x 54m clay based arena pad and a 92m x 92m gravel surfaced parking area. The topsoil from the locations will be stripped and stored to be re-used for landscaping the surrounding area.

The arena and parking area subgrades will be scarified and compacted to ensure adequate binding with the fill material. The fill material will be placed and compacted in lifts based on the suitability of the material with a final arena pad elevation of 45 centimeters above existing ground (18 inches). The parking area will be padded to an elevation that ensures positive drainage followed by a 10 centimeter lift of ¾" crush.

Day 1

Remove existing steel fence, strip and stockpile arena pad topsoil, Strip/prepare borrow pit for hauling.

D6T, 10 hrs at \$225/hr: \$2250

Day 2

Scarify/compact arena pad subgrade, strip and stockpile parking area topsoil.

D6T, 10 hrs at \$225/hr: \$2250

84" padfoot packer, 10 hrs at \$190/hr: \$1900

Total: \$4150

Day 3

Begin hauling, placing and compacting arena pad material, scarify and compact parking area subgrade.

D6T, 10 hrs at \$225/hr: \$2250

JD 300, 10 hrs at \$245/hr: \$2450

84" padfoot packer, 10 hrs at \$190/hr: \$1900

Body jobs x2, 10 hrs at \$190/hr each: \$3800

Total: \$10,400

Day 4

Complete hauling, placing and compacting arena pad material.

D6T, 10 hrs at \$225/hr: \$2250

JD 300, 10 hrs at \$245/hr: \$2450

84" padfoot packer, 10 hrs at \$190/hr: \$1900

Body jobs x2, 10 hrs at \$190/hr each: \$3800

Total: \$10,400

Day 5

Haul, place and compact parking area material.

D6T, 10 hrs at \$225/hr: \$2250

JD 300, 10 hrs at \$245/hr: \$2450

84" padfoot packer, 10 hrs at \$190/hr: \$1900

Body jobs x2, 10 hrs at \$190/hr each: \$3800

Total: \$10,400

Day 6

Final grade arena pad and parking area, Cleanup borrow area, begin placing topsoil.

JD 872 grader, 10 hrs at \$195/hr: \$1950

D6T, 10 hrs at \$225/hr: \$2250

Skidsteer, 10 hrs at \$160/hr: \$1600

Total: \$5800

Day 7

Complete topsoil placement, begin placing aggregates.

JD 872 grader, 10 hrs at \$195/hr: \$1950

Skidsteer, 10 hrs at \$160/hr: \$1600

Total: \$3550

Day 8

Complete gravel placement, complete final grading.

JD 872 grader, 10 hrs at \$195/hr: \$1950

Skidsteer, 10 hrs at \$160/hr: \$1600

84" smooth drum packer, 10 hrs at \$190/hr: \$1900

Total: \$5450

Grand total of equipment: \$52,400

1500 tonnes of ¾" crush at \$36/tonne: \$54,000

Grand total of project: \$106,400

For this project Hollingworth Construction will be donating all costs associated with service trucks and the move/de-move of equipment.

The cost associated with these items is \$5000

Actual cost of project before donation: \$111,400

APPENDIX 4: Proposal – Superior Buildings & Design



VALLEYVIEW AG SOCIETY

FEBRUARY 2ND, 2024

Simon Jordan

BUDGET PROPOSAL

Below is a budget price on what can be included. Final price will be reassessed once engineered drawings are completed. This number is within 5-10% of final costs.

- 150'x260'x28' – Engineered Building structure
- Standing Seam Roof
- Roof Insulation
- R28 & Poly Walls
- Full Height Metal Liner on Interior
- Concrete slab and walkway for Washrooms / Kitchen
- Hook ups for Kitchen equipment
- Washrooms on Main floor and 2nd floor.
- 2nd Floor 30'x90' – Finish Painted with T-Bar Ceilings
 - Washrooms
 - Offices
 - Boardroom
 - Viewing area
 - 2nd Floor Patio
- Exterior Cladding
- Architectural Stone Features
- 4 – Over head Doors
- 12 – Man Doors
- 11 - Triple glazed windows
- Electrical Scope
 - Halo Lights in arena
 - T-Bar light fixtures in office area
 - Hook ups for future kitchen
- Mechanical scope
 - Tube Heaters
 - MUH unit for 2nd Kitchen area and office space
 - Force flows in front of Over head doors.
- Architect
- Structural Engineering
- Electrical Engineering
- Mechanical Engineering
- Interior Design



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Edmonton, Alberta, T6E 6S4

T 780-420-1752
F 780-468-6691

SuperiorBuildings.ca

TERMS OF PAYMENT

- 20% Deposit of value of contract at time of signing project.
- Payment of the building backage in full at time of building delivery.
- Monthly Progress payments on the 25th of each month.
- Quote Valid for 60 Days.

COMMENTS & EXCLUSTIONS

1. Site work, Paving, parking lot lighting
2. Site Services (Anything outside of the building footprint)
3. Sanitary, Water, Power Connections
4. Kitchen equipment by others
5. Temp Fence
6. Permits
7. GST
8. Soils Testing
9. Site Surveying
10. Real Property Report

Total cost will be \$5,467,325.00 + GST

DATE: February 2nd /2024
SELLER: Superior Buildings & Design Ltd.
PREPARED BY: Simon Jordan | Project Manager



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Edmonton, Alberta, T6E 6S4

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APPENDIX 5: Community Survey Results

Facilities Issues

1. Keep use of the facility affordable if/when a new facility is built
2. Not having a useable indoor arenas – current one is unsafe and beyond repair
3. Old infrastructure x 2
4. Having a new facility to fulfill all the community engagement that it offers
5. Cost of a new arena
6. Building needs maintenance for the part that is usable and replacement for the part of the building that needs significant repair
7. Outdated and rundown building
8. Riding arenas is old and not friendly to new events – too small
9. Arena closure and trying to raise funds for new one
10. Indoor riding arena not usable
11. Arena not large enough for hosting events
12. Need a newer indoor arenas to host bigger events in Northern Alberta
13. Upkeep and modernization
14. Facilities are worn out
15. An indoor arena has been a big part of the community – hope to get it back
16. Old building needs to be replaced
17. Arena not big enough to host bigger equestrian events
18. Maintaining the facilities
19. Keeping the current facility operating – user groups need to use the space – a grant is needed to make it functional again
20. The arena
21. Current building is not up to standard
22. Aging building makes it hard to keep up to repairs
23. Current building is costly to repair and has become inefficient to operate and maintain
24. Age, size and condition of the facilities
25. The current building has limitations such as capacity, washroom access and heat
26. The state of the current arena
27. Not having the adequate infrastructure to accommodate some programs that would benefit them – ie. bucking chutes
28. Not having a facility to use during the winter months
29. Undertaking the construction of a new facility and running it as a business
30. The size of the hall facility
31. The buildings are getting old
32. Space, event opportunities
33. Facilities and funding
34. They don't have the accommodations to do what I would drive there to do – barrel racing, pole bending and bigger roping pen – would love to use for clinics, jackpots, etc.
35. Not big enough to host larger events
36. Lack of facilities for all of the different potential activities that could be hosted there
37. Building not well suited anymore
38. Size of the arena limits its availability for building to be income producing
39. The building needs to be replaced
40. Fundraising to get enough for a new arena
41. Not large enough space for many events makes it challenges to run enough programs
42. High demand for community usage without sufficient facilities to house income producing events
43. Size and comfort of facility
44. Facility has become too small and old to attract patrons
45. Getting people to the facility because it was so run down – great outdoor facility but the indoor is too small for events
46. Arena being closes
47. The funding and building of a new facility
48. Upgrading current buildings
49. Facility is tired and worn out
50. Current Ag plex served us for many years – a facility big enough to host events

- where an audience could attend would bring in revenue
51. To fundraise to support a new building to keep serving the community

52. Facility is too small to hold indoor events with spectators
53. The indoor building needs to be replaced
54. Not being able to get a new building even though we need one

Community Engagement Issues

1. Gathering enough user groups
2. Finding consensus as to how to move forward
3. Support X2
4. Ensuring rentals are open to all user groups to utilize the facilities
5. Clubs not working together to provide inclusive and fun atmosphere
6. Listen to the community – do not need huge event centre – need a roof for riding in inclement weather
7. Volunteers
8. Trying to meet the needs of the agricultural community
9. Making sure there are enough activities that could involve the whole community.
10. How to provide way of life lessons for our youth
11. Lack of governance, strategic plan, business plan, money
12. Volunteer burnout
13. Not enough volunteers
14. Lacking volunteers
15. Community support from town and surrounding communities
16. Leadership
17. Maintaining community engagement
18. Vision
19. Finding enough volunteers for an event

Financial Issues

1. Financial challenges to get a new facility and continue operating existing facilities in the interim
2. Enough funding
3. Focus is on replacing arena but there isn't enough money for one
4. Sustainability of the organization
5. Cash flow/funding for new arena
6. Heating and power for large grounds
7. To keep the ag society financial viable without the arena operating to full potential is difficult
8. Being able to financially support a new arena – many private arenas within 30min – ensure the market is there
9. Funding money to build
10. Finances
11. Fundraising
12. Keeping costs down so everyone can use the facilities

If a new Arena were to be built, there are several opportunities for the Ag Society and the community. Answered varies as to Opportunities that a new facility would provide to the community but again there were very clear themes:

1. Larger Public Events
2. Use facility more often
3. Larger Arena would make it more appealing to host larger, public events that made revenue for the Ag Society;
4. Larger space for indoor winter agricultural meetings with large groups

APPENDIX 6: Fund Development Plan

Valleyview & Districts Agricultural Society Fund Development Plan 2024 2025 Capital Build Project

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Year 1 ACTIVITIES:

BACKGROUND AND PREPARATION WORK

Research and Planning:

ACTION: Conduct a feasibility study to understand the community's willingness to support the project financially.

- Identify potential major donors, sponsors, and grant opportunities.
- Form a fundraising committee comprised of dedicated volunteers.

Create a Case for Support:

ACTION: Develop a compelling narrative outlining the need for the new facility and its impact on the community.

- Highlight the benefits of the facility for various stakeholders, including local businesses, residents, and visitors.

Launch a Major Gifts Campaign:

ACTION: Cultivate relationships with major donors through personalized outreach and engagement.

- Host exclusive events to steward and recognize major donors.

DONOR PROGRAM

Identify Potential Donors:

ACTION: Research individuals, local businesses, and organizations with a history of supporting community projects, agriculture, or sports-related initiatives.

Craft Your Message:

ACTION: Develop a compelling narrative that emphasizes the importance of the new indoor arena in supporting rodeo, calf roping, team penning, and other community events. Highlight the positive impact it will have on the local economy, tourism, and the overall quality of life for residents.

Create Donation Tiers:

ACTION: Offer different levels of recognition and benefits for donors based on the amount they contribute. For example, platinum, gold, and silver tiers could offer varying levels of visibility, VIP access to events, and other perks.

Personalize Outreach:

ACTION: Tailor your communication strategy to reach out to potential donors personally. This could include face-to-face meetings, personalized letters or emails, and invitations to exclusive events or tours of the facility.

Host Fundraising Events:

ACTION: Organize events such as dinners, auctions, or rodeo competitions to raise awareness and funds for the campaign. Incorporate opportunities for donors to pledge their support publicly.

Offer Naming Rights:

ACTION: Consider offering naming rights for the new indoor arena to major donors as a way to recognize their contribution and incentivize larger gifts.

Provide Regular Updates:

ACTION: Keep donors informed about the progress of the campaign and the impact of their contributions. This could include newsletters, social media updates, and personal thank-you messages.

Express Gratitude:

ACTION: Show appreciation for donors' generosity through personalized thank-you notes, plaques or signage at the arena, and public recognition at events.

CORPORATE SPONSORSHIP

ACTION: Approach local businesses and corporations for sponsorships and partnerships. Offer sponsorship packages tailored to each company's marketing objectives and philanthropic interests.

Sample Sponsor Packages:

Title Sponsorship:

- Exclusive naming rights for the indoor riding arena.
- Prominent logo placement on all promotional materials, including signage, banners, and advertisements.
- Recognition as the official sponsor in all press releases, media coverage, and social media posts.
- VIP access to events hosted at the arena.
- Opportunity to host corporate events or client receptions at the facility.

Platinum Sponsorship:

- Prominent logo placement on arena signage and promotional materials.
- Recognition in press releases, media coverage, and social media posts.
- VIP access to select events.
- Opportunity to sponsor specific amenities or programs within the arena, such as seating areas, concessions, or educational workshops.

Gold Sponsorship:

- Logo placement on arena signage and promotional materials.
- Recognition in press releases, media coverage, and social media posts.
- Access to select events.
- Opportunity to sponsor individual events or competitions held at the arena.

Silver Sponsorship:

- Logo placement on select arena signage and promotional materials.
- Recognition in press releases and social media posts.
- Access to community events hosted at the arena.
- Opportunity to provide branded giveaways or samples at events.

Bronze Sponsorship:

- Logo placement on arena signage.
- Recognition in press releases and social media posts.
- Access to select community events.
- Opportunity to provide promotional materials at events.

In-Kind Sponsorship:

- Donation of goods or services needed for the construction or operation of the arena (e.g., construction materials, equipment, professional services).
- Recognition in press releases, social media posts, and signage acknowledging the in-kind contribution.
- Opportunity to showcase products or services at events.

Each sponsorship level can be customized to meet the specific needs and budget of potential corporate sponsors. Additionally, offering a range of sponsorship opportunities allows businesses of all sizes to support the project and gain visibility within the community.

GRANT APPLICATIONS

ACTION: Research and identify grant opportunities from government agencies, foundations, and other sources.

ACTION: Prepare and submit grant proposals aligned with the funding priorities of potential grantors. The following grants shall be considered for application:

Canadian Grants:

1. Canada Agricultural Partnership (CAP) Grant: CAP offers funding opportunities for agricultural projects, including infrastructure improvements and facilities that support agricultural activities.
2. Canada Community Revitalization Fund (CCRF): This fund provides grants to support community projects that enhance local infrastructure and promote economic growth, which may include facilities for community events and agricultural activities.
3. Canada Cultural Spaces Fund: Administered by the Department of Canadian Heritage, this fund supports the construction, renovation, and acquisition of cultural facilities, including those that host community events and agricultural exhibitions.
4. Canada Healthy Communities Initiative: This initiative provides funding for projects that improve access to community spaces and promote mental and physical well-being, which may include facilities for recreational activities and community events.

Alberta Grants:

1. Alberta Community Facility Enhancement Program (CFEP): CFEP provides funding for the construction, renovation, and expansion of community facilities, including those that support recreational and agricultural activities.
2. Alberta Agriculture and Forestry Grant Programs: Alberta Agriculture and Forestry offers various grant programs to support agricultural development projects, including infrastructure improvements and facilities for agricultural events.
3. Alberta Community Initiatives Program (CIP): CIP provides funding for community-based projects that enhance quality of life, promote community development, and support cultural and recreational activities.

4. Alberta Municipal Sustainability Initiative (MSI): MSI provides funding to municipalities for infrastructure projects that support community development and improve quality of life, including facilities for community events and recreational activities.
5. Alberta Foundation for the Arts (AFA): AFA offers grants to support arts and cultural projects, which may include facilities that host community events, exhibitions, and performances.
6. Alberta Sport, Physical Activity and Recreation (SPAR) Program: This program provides funding for projects that promote sport, physical activity, and recreation, including facilities for athletic competitions and community events.

COMMUNITY ENGAGEMENT AND AWARENESS:

Organize community events and informational sessions to raise awareness about the project.

- Utilize social media, local press, and other communication channels to spread the word and solicit support.

Identify Key Stakeholders:

- Determine key stakeholders within the community, including residents, local businesses, equestrian enthusiasts, agricultural organizations, and potential donors.

Develop a Compelling Narrative:

- Craft a compelling story about the need for the new indoor riding facility and its potential impact on the community. Emphasize how the facility will benefit riders, horse owners, agricultural enthusiasts, and the community as a whole.

Launch a Public Awareness Campaign:

- Utilize various channels to raise awareness about the capital campaign and the importance of the new facility. This can include local newspapers, radio stations, social media platforms, community newsletters, and posters placed in high-traffic areas.

Host Information Sessions and Open Houses:

- Organize public information sessions and open houses to provide community members with an opportunity to learn more about the project, ask questions, and provide feedback. Consider inviting local leaders, experts in equestrian sports, and representatives from the agricultural community to speak at these events.

Engage with Local Schools and Youth Groups:

- Partner with local schools, 4-H clubs, and youth organizations to educate young people about the benefits of the new facility and involve them in fundraising efforts. This can include hosting educational workshops, organizing fundraising events, and offering opportunities for youth involvement in the planning process.

Collaborate with Local Businesses and Organizations:

- Seek partnerships with local businesses, agricultural organizations, and other community groups to garner support for the capital campaign. This can include sponsorship opportunities, in-kind donations, and joint fundraising events.

Create Visual Materials:

- Develop visual materials such as brochures, posters, and digital presentations to communicate key messages about the project and its impact. Include compelling images, testimonials from community members, and facts and figures about the benefits of the new facility.

COMMUNITY FUNDRAISING CAMPAIGN:

ACTION: Implement a multi-channel fundraising campaign to solicit donations from community members, businesses, and organizations. This can include direct mail appeals, online crowdfunding campaigns, fundraising events, and personal solicitation efforts.

Provide Regular Updates:

ACTION: Keep the community informed about the progress of the capital campaign and the construction of the new facility through regular updates via newsletters, social media, and public meetings. Highlight milestones, fundraising achievements, and opportunities for community involvement.

Express Gratitude:

ACTION: Show appreciation for the support of donors, volunteers, and community members throughout the campaign. This can include personalized thank-you notes, recognition in promotional materials, and special events to celebrate fundraising milestones.

YEAR 2: CONTINUED FUNDRAISING EFFORTS

GOAL: Maintain ongoing communication and cultivation with donors, sponsors, and grantors. Explore new fundraising strategies and opportunities based on feedback and results from the first year.

Special Events:

ACTION: Plan and Host fundraising events such as benefit concerts, auctions, or galas to attract additional support from the community.

Collaborate with local businesses and organizations to co-host events and broaden outreach.

Concerts and Performances:

- Organize a series of concerts and performances featuring local artists, bands, and performers. Consider hosting themed events such as country music nights or western-themed performances to appeal to the equestrian and agricultural community.
- Sell tickets to the concerts and offer VIP packages with additional perks such as backstage access or meet-and-greet opportunities with the performers.
- Partner with local venues, restaurants, and businesses to host the concerts and promote ticket sales.

Auctions and Fundraising Dinners:

- Host charity auctions and fundraising dinners featuring items donated by local businesses, artists, and community members. Auction off items such as artwork, gift baskets, equestrian equipment, and experiences like trail rides or riding lessons.
- Offer sponsorship opportunities for businesses to donate items or sponsor specific aspects of the event, such as catering or entertainment.
- Include a live auction with a professional auctioneer to create excitement and encourage competitive bidding.

Gala Events:

- Organize gala events to celebrate milestones in the fundraising campaign and showcase plans for the indoor riding facility. Choose a formal or semi-formal theme and provide opportunities for guests to dress up.
- Offer dinner, drinks, and entertainment such as live music, dance performances, or guest speakers. Consider incorporating elements of western culture and equestrianism into the event theme.
- Sell tickets to the gala event and offer sponsorship packages for businesses to support the event and receive recognition in promotional materials and during the event.

Equestrian Competitions and Shows:

- Host equestrian competitions and shows at the current facility or temporary venues to raise awareness and funds for the new indoor riding facility. Events could include rodeos, horse shows, team penning competitions, and calf roping demonstrations.
- Charge entry fees for participants and spectators, and offer opportunities for businesses to sponsor specific events or competitions.
- Promote the events through local media, social media, and equestrian publications to attract participants and spectators from the surrounding area.

Community Fun Days and Festivals:

- Organize community fun days and festivals with family-friendly activities such as pony rides, petting zoos, carnival games, and food vendors.
- Charge admission fees and offer sponsorship opportunities for businesses to support the event and promote their products or services to attendees.
- Include fundraising elements such as raffles, silent auctions, or donation booths to raise additional funds for the indoor riding facility.

ONLINE FUNDRAISING CAMPAIGN:

Goal: Launch online crowdfunding campaigns to engage a wider audience and tap into the power of social networks.

ACTION: Create compelling multimedia content to convey the project's importance and inspire online donations.

- Create a Compelling Campaign Website:
 - Develop a dedicated campaign website that serves as a central hub for information about the project, its goals, and how individuals can contribute. Include engaging visuals, project milestones, donation progress tracker, and success stories to inspire donors.
- Launch a Crowdfunding Campaign:
 - Utilize popular crowdfunding platforms such as GoFundMe, Kickstarter, or Indiegogo to reach a wide audience and collect donations online. Create a compelling campaign page with a compelling story, images, and videos that highlight the need for the indoor riding facility and the impact it will have on the community.
- Social Media Marketing:
 - Leverage social media platforms such as Facebook, Twitter, Instagram, and LinkedIn to promote the fundraising campaign and engage with potential donors. Share regular

updates, behind-the-scenes glimpses, success stories, and donation milestones to keep supporters informed and motivated to contribute.

- Encourage supporters to share the campaign with their networks and amplify reach through hashtags, tagging relevant organizations, and collaborating with social media influencers or local celebrities.
- Email Marketing Campaigns:
 - Build and maintain an email list of supporters, donors, and community members who have expressed interest in the project. Send out regular email newsletters with updates on the fundraising progress, upcoming events, and ways to get involved.
 - Personalize email communications and segment the list based on donor preferences and engagement levels to tailor messages and increase response rates.
- Virtual Fundraising Events:
 - Host virtual fundraising events such as webinars, live streams, or online auctions to engage supporters and raise funds for the indoor riding facility. Utilize platforms like Zoom, Facebook Live, or YouTube to broadcast events and accept donations in real-time.
 - Offer incentives and rewards for donors, such as exclusive access to virtual events, behind-the-scenes tours of the facility, or branded merchandise.
- Matching Gift Campaigns:
 - Partner with local businesses, corporations, or philanthropic organizations to implement matching gift campaigns. Encourage donors to double their impact by matching their contributions up to a certain amount or during specific time periods.
 - Promote matching gift opportunities through social media, email, and the campaign website to incentivize donors to participate and maximize fundraising efforts.
- Peer-to-Peer Fundraising:
 - Empower supporters to become fundraisers themselves by setting up peer-to-peer fundraising pages and soliciting donations from their networks. Provide fundraising toolkits, templates, and resources to help supporters effectively promote the campaign and reach their fundraising goals.
 - Recognize and celebrate top fundraisers with leaderboard rankings, shoutouts on social media, and special rewards or incentives.
- Donor Recognition and Stewardship:
 - Implement a donor recognition program to acknowledge and thank supporters for their contributions to the indoor riding facility project. Recognize donors through personalized thank-you messages, donor walls on the campaign website, and special recognition events.
 - Provide regular updates on the progress of the fundraising campaign and the construction of the indoor riding facility to keep donors engaged and invested in the project's success.
 - By implementing this online fundraising plan, the Valleyview Agricultural Society can effectively leverage digital channels to raise \$5 million for their new indoor riding facility and engage supporters in the campaign. With a strategic approach to online fundraising, the society can inspire generosity, build momentum, and achieve their fundraising goals.

PARTNERSHIPS AND COLLABORATIONS:

GOAL: Forge strategic partnerships with other community organizations, agricultural associations, and event organizers to leverage resources and support.

ACTION: Explore joint fundraising initiatives and collaborative programming opportunities.

Local Businesses:

ACTION: Partner with local businesses, such as construction companies, suppliers, and equipment rental firms, to secure discounted materials, services, and labor for the construction of the indoor riding arena. Collaborate with equestrian supply stores, feed mills, and other businesses catering to horse owners to offer sponsorship opportunities, promotional events, or in-kind donations in exchange for visibility at the arena.

Agricultural Organizations:

ACTION: Forge partnerships with agricultural associations, such as breed associations, rodeo organizations, and 4-H clubs, to promote the indoor riding arena within the agricultural community and attract participants to events and competitions held at the facility.

- Seek sponsorship or grant opportunities from agricultural organizations that support community development projects, infrastructure improvements, or youth education initiatives in rural areas.

Educational Institutions:

ACTION: Partner with local schools, colleges, and universities to offer educational programs, workshops, and clinics at the indoor riding arena. Collaborate on curriculum development, internship opportunities, and research projects related to equine science, agriculture, and animal husbandry.

- Establish partnerships with equestrian teams, equine studies programs, and veterinary schools to provide training facilities, host competitions, and offer hands-on learning experiences for students interested in pursuing careers in the equine industry.

Tourism and Recreation Agencies:

ACTION: Collaborate with tourism boards, visitor centers, and recreational organizations to promote the indoor riding arena as a destination for equestrian tourism, outdoor recreation, and family-friendly activities.

- Partner with trail riding associations, outdoor adventure companies, and local attractions to create tourism packages, guided tours, and special events that highlight the indoor riding arena and its surrounding amenities.

Corporate Sponsors:

ACTION: Secure corporate sponsorships from businesses with a vested interest in supporting equestrian sports, agriculture, and rural communities. Offer sponsorship packages that include branding opportunities, advertising exposure, and exclusive access to events at the indoor riding arena.

- Form strategic partnerships with companies in related industries, such as equine health and nutrition, insurance, and agricultural technology, to provide value-added services, discounts, and resources to arena users and members.

Community Organizations:

ACTION: Collaborate with local chambers of commerce, economic development agencies, and community foundations to raise awareness about the indoor riding arena project and solicit support from community leaders, elected officials, and philanthropic donors.

- Partner with youth organizations, community centers, and social service agencies to offer recreational programs, therapeutic riding sessions, and outreach initiatives that benefit underserved populations and promote social inclusion and well-being.
- By leveraging these strategic partnerships, the Valleyview Agricultural Society can access resources, expertise, and support to build and operate a \$5 million indoor riding arena that serves the needs of the community and enhances the local economy, tourism, and quality of life for residents.

REGULAR PROGRESS UPDATES:

ACTION: Provide regular updates to donors, sponsors, and the community on fundraising progress and project milestones.

- Highlight the impact of their support and demonstrate the tangible results of their contributions.

Final Push:

ACTION: Mobilize volunteers and supporters for a final fundraising push as the project nears its funding goal.

- Offer incentives or recognition for donors who contribute during the last phase of the campaign.

APPENDIX 7: Operational Plan

Valleyview & Districts Agricultural Society Operational Plan

Where the rubber meets the road – “Operating Sustainably”

Introduction: The operational plan for the new \$5 million indoor riding and rodeo arena aims to outline the key strategies and actions required to effectively manage and utilize the facility. This multifunctional arena will serve as a hub for community meetings, sports and recreation events, training, and education. By implementing a comprehensive operational plan, we aim to maximize the arena's potential to benefit the community while ensuring efficient and sustainable management.

1. Facility Management:

- Hire a Facility Manager responsible for overseeing day-to-day operations, scheduling events, and managing staff.
- Develop a maintenance schedule to ensure the arena remains in optimal condition, including regular inspections of equipment, seating areas, and amenities.
- Implement a reservation system for community groups and individuals to book the arena for events, meetings, and training sessions.
- Establish clear guidelines for facility usage, including rules and regulations for safety, cleanliness, and behavior.

2. Event Planning and Coordination:

- Form an Event Planning Committee comprised of staff members and community representatives to coordinate events and activities.
- Identify potential event partners, such as local sports teams, schools, and nonprofit organizations, to collaborate on hosting events.
- Create a calendar of events to ensure a diverse range of activities, including rodeo competitions, horse shows, community meetings, workshops, and recreational programs.
- Develop promotional strategies to attract attendees to events, including advertising through social media, local newspapers, and community bulletin boards.

3. Community Engagement:

- Establish partnerships with local schools, colleges, and youth organizations to offer educational programs and training opportunities related to horsemanship, rodeo sports, and agricultural practices.
- Organize community meetings and forums to solicit feedback from residents on their needs and preferences for arena usage.
- Host open house events to showcase the facility and its amenities to the public, inviting community members to tour the arena and learn about upcoming events.
- Offer volunteer opportunities for community members to get involved in arena operations, such as assisting with event setup, ticket sales, and concessions.

4. Training and Education:

- Collaborate with experienced trainers, coaches, and educators to develop a comprehensive curriculum for horse riding lessons, rodeo training, and agricultural workshops.
- Provide training programs for arena staff to ensure they have the knowledge and skills necessary to safely operate the facility and assist participants during events.
- Offer certification programs for individuals interested in pursuing careers in equine management, rodeo event coordination, and other related fields.
- Establish partnerships with local businesses and industry organizations to provide job placement assistance and internship opportunities for program participants.

5. Financial Management:

- Develop a budget for operating expenses, including staff salaries, maintenance costs, utilities, and marketing expenses.
- Explore revenue-generating opportunities, such as hosting paid events, renting out the arena for private functions, and offering sponsorship packages to local businesses.
- Monitor financial performance regularly and adjust budget allocations as needed to ensure the arena remains financially sustainable.
- Seek grants and funding opportunities from government agencies, foundations, and corporate sponsors to support ongoing operations and capital improvements.

6. Safety and Security:

- Implement safety protocols and procedures to minimize the risk of accidents and injuries during events, including crowd control measures, emergency evacuation plans, and first aid provisions.
- Hire qualified security personnel to patrol the arena during events and ensure the safety of participants and attendees.
- Conduct regular safety inspections of the facility and equipment, addressing any issues promptly to maintain compliance with industry standards and regulations.
- Provide training for staff and volunteers on emergency response procedures, including CPR and first aid training, to enable prompt and effective action in the event of an emergency.

By implementing this operational plan, we aim to establish the new indoor riding and rodeo arena as a vibrant community asset that enriches the lives of residents and visitors alike. Through strategic management, collaboration with stakeholders, and a commitment to excellence, we will ensure the arena's long-term success as a hub for sports, recreation, and education in our community.

APPENDIX 8: Project Plan

Valleyview Ag Society Fund Development Execution Plan

Activity	Resources	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	Fall 2026	Spring 2027
Complete Business Plan, Operational Plan and Fund Development Plan	Valleyview Ag Society																											
Present Proposal to MD of Greenview	Ag Society Board Executive, Capital Campaign Committee																											
Complete Expression of Interest for Community Facility Enhancement Program June 15/24 with second step by July	Capital Campaign Committee																											
Contract the services of a Professional Fund Development/Capital Campaign Firm	Ag Society Board Executive																											
Complete Full Community Engagement and Fund Development Plan	Fund Development Firm and Executive																											
Formal Public Launch of Capital Campaign	Capital Campaign Committee and Fund Development Firm																											
Donor Program Launch	Capital Campaign Committee and Fund Development Firm																											
Corporate Sponsorship	Capital Campaign Committee and Fund Development Firm																											
Grant Applications	Capital Campaign Committee and Fund Development Firm																											
Community Engagement and Awareness Activities	Capital Campaign Committee and Fund Development Firm																											
Community Fundraising	Capital Campaign Committee and Fund Development Firm																											
Special Events - Concerts, Dinners, Auctions, etc.	Capital Campaign Committee and Fund Development Firm																											
Online Fundraising Campaign	Capital Campaign Committee and Fund Development Firm																											
Build Project - Kick off and follow on activities with Contractor	Contractor/Project Management																											
Bi-Monthly Building Project Management & Oversight	Capital Campaign Committee																											
Key Hand Off	Ag Society Board and Contractor(s)																											
Staffup, facility fire up	Ag Society Board Executive & Capital Campaign Committee																											
Public Grand Opening	Capital Campaign Committee and Board of Directors																											



Valleyview & Districts Agricultural Society

Developing A New Ag Facility



The Organization

Since 1967



Purpose

Valleyview & Districts Agricultural Society's purpose is to secure a solid future for both rural and urban interests in agriculture, by providing a venue to facilitate events for the community promoting agricultural education and recreation to the town of Valleyview and area.

Mission

The Valleyview & Districts Agricultural Society is dedicated to supporting local farmers, advancing agricultural education, and fostering community involvement through partnerships and collaboration, ensuring a vibrant local community.

Core Values

Dedication to strengthen community
Focus on engaging youth
Promotion of agriculture
Successful urban and rural collaboration

The Project

A New Facility



The newly elected Board has decided to focus on building the business and capital campaign for a new agricultural facility.

This proposed facility will meet the needs of current and potential users.

The anticipated cost of the facility includes site prep, building structure, services, connections, mechanical and aesthetic landscaping.

The Need

Arena Pad & Parking Area: \$ 106 400

8 days of labor

Equipment

& Aggregate

\$5000 worth of donated Service Trucks and Mob/De-Mob Equipment

Main Building: \$ 5 400 000

150' X 260' X 28' Engineered building structure

Roof & roof insulation

Metal liner

Hook ups for kitchen

Washrooms on main and second floor

Finished second floor offices

Boardroom

Viewing area, patio, exterior cladding, stone features

Overhead doors, man doors, windows

Electrical scope

Architect,

Structural, electrical, and mechanical engineering

Interior design.





Fundraising To Date

Early Bird
Dance
\$38 000 Net

CFEP Application
\$55 000 Approved

Local Donation
\$30 000
Estimated

Paradis
Honey
30% Sales
Pledged

Horse/Cow Clinic
All Proceeds

Gator
Raffle
\$18 000 Goal

Beef Raffle
For Operations

Hunting Raffle
Coming This Fall



Our Ask Today:
\$6,000,000

For site prep, construction, and other uses

1



Scenario # 1:

MD builds and owns
the facility

AG Society would
operate with an
operational contract



2



Scenario #2:

MD buys the land and
builds the facility

AG Society negotiates
a long term lease with
MD to operate the
facility



3

Scenario # 3:

MD commits initial funds to kickstart fund raising, and Ag Society fund raises the balance

MD supports Ag Society with operational funds for 2 years



4



Scenario #4:

MD provides entire
\$6 Million to build the
facility

Ag Society will own and
operate



5



Scenario # 5:
Most Likely

MD Capital Commitment: \$ 4 Million,
for getting project started and to
lock up/bare operations

CFEP Large Stream Application
approved: \$ 1 Million

Corporate / Donors / Community: \$ 1
Million

Total \$ 6 Million





Sustainable Operations

Changes in Staffing and Organizational Structure

Changes to Budget

Increased Revenue Generation

Community Engagement and Education

Risk Management Procedures

Standardized Operations

Municipal District of Greenview No.16
4806 – 36 Avenue
PO Box 1079
Valleyview, Alberta -T0H 3N0

To Whom It May Concern,

I am a funding associate with Alberta Counsel working on behalf of the Valleyview & Districts Agricultural Society to secure funding for the construction of a new Agricultural Facility to replace the aging Jack Williamson Ag Complex. Built in 1983, the current facility has been a longstanding hub of community activities, from horse shows and rodeos to a gathering place for family-centered learning, recreation, and enjoyment. Now at the end of its projected lifespan, the building cannot continue to serve the community safely and effectively, and the Society is moving proactively to build its replacement in the 2025 fiscal year at a projected cost of \$4 million dollars.

Committed to completing this project in a fiscally responsible, cost-effective fashion, the Society has already submitted funding requests to underwrite three (3) pre-construction phases of the building:

1. development of a full and detailed business plan, including projected revenue streams, risk management planning, and growth modelling;
2. structural, electrical, and mechanical engineering drawings; and,
3. site preparation, including subgrade, final grade, and topsoil replacement.

The Society plans to proceed with an aggressive sponsorship campaign in Q1-2024 and submit its major request for \$1 million dollars in matching funds in June 2024 under the provincially-funded Community Facility Enhancement Program (CFEP).

With its fiscal 2024 plans in place, the Society is requesting a letter of commitment of \$500,000 from the Municipal District of Greenview No.16. The commitment will be used as partial matching funds for the CFEP application and will be, accordingly, contingent on the Society's success in securing \$1M in matching CFEP funds.

Alberta Counsel has committed to provide full and ongoing support of this invaluable project through its *pro bono* efforts in building and implementing the sponsorship campaign as well as sourcing and executing applications for additional provincial, federal, and corporate funding to underwrite the cost of the new construction as completely as possible. The value of this *pro bono* contribution is projected to be a minimum of \$25,000 by completion of this project. Additionally, Alberta Counsel will be managing the accrued funds for this project on behalf of the Society. Financial will be done via the firm's trust account with reporting to all funders available on demand at any point during the project proper.

For now, please do not hesitate to contact me directly if you require more information about this request, specifics of the tactical funding plan, or about the project generally.

Kind regards,

Klay Dyer

Funding Associate / k.dyer@albertacounsel.com / 780.652.2309

2024 Grant Application (October 15, 2023 deadline)

Row 58

Name of Organization	Valleyview & Districts Agricultural Society
Address of Organization	4202 40th Avenue, Valleyview, Alberta T0H 3N0
Form Date Field	153
Contact Name	Klay Dyer
Phone Number	780-652-2309
Purpose of Organization	Incorporated in December 1967, the Valleyview & Districts Agricultural Society has been active in the community for 56 years. The mission and mandate of the Society is to encourage improvement in agriculture and enhanced quality of life for persons living in the community by developing educational and recreational programs, supporting community events and services, and operating and maintaining essential community facilities.
Purpose Continued	
Position of Contact Person	Funding Associate
What act are you registered under?	Agricultural Societies Act
Registration No.	5914286926
Grant Type	Capital Grant
Total Amount Requested	\$50,000.00
Proposed Project	In alignment with this mandate, the Society is moving forward with fundraising in order to build a new Agricultural Facility. Since 1983 the current Jack Williamson AgPlex has provided a hall for the community to gather and an indoor riding arena for the equine enthusiast. Located on top of Crocus Hill, it has been home to the Annual Horse Show & Fair & Rodeo as well as other numerous events. It has also provided clubs such as 4-H, businesses and individuals with a facility/venue for enjoyment, learning and recreation. Unfortunately time has taken its toll on the building and it is at the end of its useful life. In order to complete this project in a timely, cost-effective manner, the Society has initiated a Project Steering Committee* and contracted the services of Alberta Counsel (https://www.albertacounsel.com/) to support the

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project in terms of funding, budget development, and project management. Accordingly, the project will move forward as a series of phased milestones: Milestone 1: Business plan** for the new facility based, in part, on the Feasibility Study completed by North Star Futures Ltd. in January 2023.*** Milestone 2: Engineering and architectural drawings for the new facility. Milestone 3: Pre-construction and Procurement Milestone 4: Build Phase 1 for the new facility (foundations and infrastructure) Milestone 5: Build Phase 2 (exterior structural) Milestone 6: Build Phase 3 (mechanical and electrical) Milestone 7: Build Phase 4 (interior and finishes) Milestone 8: Post-Construction (commissioning and occupancy). The current request to the MD of Greenview is for \$50,000 to underwrite a portion of Milestone 2, the Engineering and architectural drawings for the new facility. The Society is currently securing a detailed quote on these drawings but are expecting that this requested amount will underwrite in the range of 25-30% of the final cost of this Milestone. The Society commits to update the MD of Greenview when the final cost is confirmed in order to set a tone of full transparency in all aspects of this valuable, regional project. The Society also commits to continuing its work with Alberta Counsel to underwrite the remaining costs associated with this Milestone. * The key responsibilities of the Steering Committee include but are not limited to: 1) Oversight of the project 2) Act as a conduit with Society members throughout the duration of the project 3) Provide decisions, advice, feedback and access to contracts, data, etc. 4) Help facilitate such research-related activities as surveys and interviews 5) Receive and review regular reports on progress towards Milestones. ** To date, the Society has applied for funding to underwrite 100% of Milestone 1, which will be completed by Community Futures. ***A copy of this study, subtitled "Remaining at the Heart of the Community in an Age of Disruption," has been attached to this application. In relation to the development of a business plan specifically, the Study underscores the following: Membership "[s]upport for the development of a strong business plan is universal....The generation and review of business and financial reports should be undertaken on a regular basis within the context of the new overall plan. The new plan will need to incorporate the facilities and programming expansion recommendtaions ... multiple ideas for additional revenue streams... [and an emphasis on "[s]ustainability across all the seasons within a changing community and economic context [that] should be central to any business plan" being developed in today's regional, national, and global environment.

Have you previously applied for a grant from MD

Previous Grant App from MD No

Final Completion Report Provided to MD

Grant funds applied for from other sources? No

Grant Funds Received from other sources? No

Have you performed any other fundraising projects? No

Agreement

Grant Purpose

Year Grant Received

Amount of Grant

List the donatee, purpose and amount Not applicable to this Milestone.

What type of fundraising & how much did you raise? Not applicable to this Milestone.

Signature Klay Dyer

Date 09/11/23

Financial Statement

Administration Recommendations

Email k.dyer@albertacounsel.com

Column41

MD Logo

Email Comm.

Column44

List for Recognition If awarded the funds, the MD of Greenview will be recognized on the Society website, through all of its social platforms, verbally in its Board and full membership meetings, and through its regular print newsletter. All recognitions will comply with Greenview Logo Permission Requirements and will be undertaken in consultation with the MD Communications Department.

Certificate of Good Standing For 2023-24

This is to Certify That, Under Section 26 of the
Agricultural Societies Act
(Chapter A-11 Revised Statues of Alberta 2000), The

Valleyview & Districts Agricultural Society
5914286926

Is In Good Standing, Having Complied With the Requirements Of The
Agricultural Societies Act.

Signature: *Carmen A Andrew*

Carmen Andrew, Director
Agricultural Societies

Valid: April 1, 2023 - March 31, 2024

Please note: the above is your *legal registered name*. Please ensure to use your legal entity on all correspondence and financial information.

Alberta ■

**Valleyview & Districts Agricultural Society
New Facility Budget (working)**

	Expenditure		Revenue		Differential
	Projected	Actual	Pending	Confirmed	
Milestone 1: Business Plan					
1.0 Community Futures		\$ 12,000.00	\$ 12,000.00		\$ -
Milestone 2: Engineering and Architectural Drawings					
1.0 Vendor to be determined	\$ 150,000.00		\$ 50,000.00		\$ 100,000.00
Milestone 3: Pre-construction and Procurement					
Milestone 4: Build Phase 1 (foundations and infrastructure)					
Milestone 5: Build Phase 2 (exterior structural)					
Milestone 6: Build Phase 3 (mechanical and electrical)					
Milestone 7: Build Phase 4 (interior and finishes)					
Milestone 8: Post-Construction					

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Financial Statements

Year Ended September 30, 2022



**DEVERDENNE
DAVIS CYR LLP**
Chartered Professional Accountants

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Valleyview and District Agricultural Society

We have reviewed the accompanying financial statements of Valleyview and District Agricultural Society (the Society) that comprise the statement of financial position as at September 30, 2022, and the statements of changes in net assets, revenues and expenditures and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

(continues)



Independent Practitioner's Review Engagement Report to the Members of Valleyview and District Agricultural Society (continued)

Basis for Qualified Conclusion

In common with many not-for-profit organizations, the Society derives revenue from fundraising activities, the completeness of which is not susceptible to us obtaining evidence we considered necessary for the purpose of the review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of the Society. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended September 30, 2022, current assets and net assets as at September 30, 2022. Our review conclusion on the financial statements for the year ended September 30, 2022 was modified accordingly because of the possible effects of this limitation of scope.

Qualified Conclusion

Based on our review, except for the possible effects of the matter described in the *Basis for Qualified Conclusion* paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Valleyview and District Agricultural Society as at September 30, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Grande Prairie, Alberta
January 10, 2023

Stevendene Davis Cyr LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Statement of Financial Position

September 30, 2022

	2022	2021
ASSETS		
CURRENT		
Cash	\$ 122,467	\$ 144,522
Restricted cash (Gaming funds)	3,583	16,814
Accounts receivable (Note 3)	9,777	1,865
Prepaid expenses	2,749	2,206
	138,576	165,407
PROPERTY AND EQUIPMENT (Note 4)	469,338	497,802
LONG TERM INVESTMENTS	32,088	31,306
	\$ 640,002	\$ 694,515
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable (Note 5)	\$ 8,588	\$ 8,823
Deferred income	-	12,355
	8,588	21,178
LONG TERM DEBT (Note 6)	40,000	40,000
	48,588	61,178
NET ASSETS		
Investment in property and equipment	469,338	497,802
Unrestricted	122,076	135,535
	591,414	633,337
	\$ 640,002	\$ 694,515

Director

Director

See notes to financial statements

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Statement of Changes in Net Assets

Year Ended September 30, 2022

	Unrestricted	Investment in property and equipment	2022	2021
NET ASSETS - BEGINNING OF YEAR	\$ 135,535	\$ 497,802	\$ 633,337	\$ 609,521
DEFICIENCY OF REVENUES OVER EXPENSES	(12,049)	(29,874)	(41,923)	23,816
Purchase of equipment	(1,410)	1,410	-	-
NET ASSETS - END OF YEAR	\$ 122,076	\$ 469,338	\$ 591,414	\$ 633,337

See notes to financial statements

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Statement of Revenues and Expenditures

Year Ended September 30, 2022

	2022	2021
REVENUES		
Fundraising Activities <i>(Schedule 1)</i>	\$ 75,456	\$ 96,494
Building Operations <i>(Schedule 2)</i>	84,793	79,987
	160,249	176,481
DIRECT COSTS		
Fundraising Activities <i>(Schedule 1)</i>	48,138	47,419
Building Operations <i>(Schedule 2)</i>	51,829	50,777
	99,967	98,196
EXCESS OF REVENUES OVER DIRECT EXPENSES (37.62%; 2021 - 44.36%)	60,282	78,285
EXPENSES		
Advertising and promotion	459	528
Amortization	29,874	31,304
Donations and gifts	50	1,318
Fuel and oil	1,270	614
Interest and bank charges	712	270
Licences	426	375
Office	5,502	4,577
Professional fees	28,987	4,385
Salaries and wages	30,095	29,777
Telephone	1,926	1,280
Travel	8,287	801
	107,588	75,229
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES FROM OPERATIONS	(47,306)	3,056
OTHER INCOME		
Government assistance <i>(Note 7)</i>	4,535	20,000
Interest income	848	760
	5,383	20,760
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (41,923)	\$ 23,816

See notes to financial statements

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

**Statement of Cash Flows
Year Ended September 30, 2022**

	2022	2021
OPERATING ACTIVITIES		
Cash receipts from customers	\$ 139,982	\$ 158,343
Cash paid to suppliers and employees	(177,747)	(133,049)
Government assistance received	4,535	20,000
Interest received	848	760
Interest paid	(712)	(272)
Cash flow from (used by) operating activities	(33,094)	45,782
INVESTING ACTIVITIES		
Purchase of equipment	(1,410)	(5,564)
Addition to long term investments	(782)	(704)
Cash flow used by investing activities	(2,192)	(6,268)
INCREASE (DECREASE) IN CASH FLOW	(35,286)	39,514
Cash - beginning of year	161,336	121,822
CASH - END OF YEAR	\$ 126,050	\$ 161,336
CASH CONSISTS OF:		
Cash	\$ 122,467	\$ 144,522
Restricted Cash (Gaming funds)	3,583	16,814
	\$ 126,050	\$ 161,336

See notes to financial statements

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Notes to Financial Statements Year Ended September 30, 2022

1. PURPOSE OF THE SOCIETY

Valleyview and District Agricultural Society (the Society) is a local organization whose purpose is to promote agricultural activity in Valleyview and surrounding areas. It is incorporated under the Societies Act of Alberta as a not-for-profit organization and as such is not subject to income tax.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared by management in accordance with Canadian accounting standards for not-for-profit organizations within reasonable limits of materiality and within the framework of the accounting policies summarized below:

Cash and cash equivalents

Cash includes cash and restricted cash.

Property and equipment

Property and equipment are stated at cost less accumulated amortization. Property and equipment are amortized over their estimated useful lives at the following rates and methods:

Fences	4%	declining balance method
Buildings	4% to 5%	declining balance method
Equipment	10%	declining balance method
Motor vehicles	30%	declining balance method
Computer equipment	55%	declining balance method

In the year of acquisition, amortization is applied at half of normal rates. When property and equipment are disposed, the cost of the asset and the related accumulated amortization are removed from the accounts and any resulting gain or loss on disposal is reflected in income. No amortization is recorded in the year of disposition.

Long term investments

Term deposits are valued at cost plus accrued interest. The carrying amounts approximate fair value.

Contributed materials and services

Contributed services are of a voluntary nature and are not recorded in the financial statements as fair value is not readily determinable. Contributed materials are only recorded in the financial statements to the extent that they represent property and equipment.

Revenue recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Revenue derived from the sale of goods or rental of the facility is recognized when the service is rendered in the normal course of business.

(continues)

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Notes to Financial Statements

Year Ended September 30, 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates include providing for amortization of property and equipment, accrued interest receivable, and accrued liabilities. Actual results could differ from these estimates.

3. ACCOUNTS RECEIVABLE

Included in accounts receivable is Goods and Services Tax recoverable of \$7,401 (2021 - \$1,009) and allowance for doubtful accounts of \$4,912 (2021 - \$4,912).

4. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Land	\$ 72,814	\$ -	\$ 72,814	\$ 72,814
Fences	58,028	37,892	20,136	20,975
Buildings	735,652	458,532	277,120	291,627
Equipment	292,709	199,280	93,429	103,262
Motor vehicles	41,987	38,944	3,043	4,347
Computer equipment	8,783	5,987	2,796	4,777
	\$ 1,209,973	\$ 740,635	\$ 469,338	\$ 497,802

5. GOVERNMENT REMITTANCES PAYABLE

Included in accounts payable is payroll source deductions of \$627 (2021 - \$3,576)

6. LONG TERM DEBT

The Canada Emergency Business Account (CEBA) loan is non-interest bearing until January 1, 2024, at which time interest will be charged at 5% per annum. If \$40,000 of the term loan is repaid by December 31, 2023, repayment of the remaining \$20,000 will be forgiven. \$60,000 has been advanced, and the loan is reflected net of the forgivable portion which is included in Government assistance income in the previous year. The loan matures on December 31, 2025.

7. GOVERNMENT SUBSIDIES

The society received government assistance of \$4,535 (2021 - \$nil) from the Canada Summer Jobs Wage Subsidy (CSJ) program and \$nil (2021 - \$20,000) from the forgivable portion of the Canada Emergency Business Account (CEBA) program.

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Notes to Financial Statements

Year Ended September 30, 2022

8. RELATED PARTY TRANSACTIONS

During the year, the Society paid wages of \$1,485 (2021 - \$2,213) to a board member. These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

Included in accounts receivable is \$79 (2021 - \$nil) due from board members.

9. FINANCIAL INSTRUMENTS

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Society's risk exposure and concentration as of September 30, 2022.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Society is exposed to credit risk from customers. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Society has a significant number of customers which minimizes concentration of credit risk.

(b) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, accounts payable and long-term debt.

Unless otherwise noted, it is management's opinion that the Society is not exposed to significant other price risks arising from these financial instruments.

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Fundraising Activities (Schedule 1)

Year Ended September 30, 2022

	2022	2021
REVENUE		
Agricultural fair	\$ 1,162	\$ 3,944
Casino	12,355	11,041
Clinics	-	16,723
Discovery series	360	430
Donations	60	5,221
Horse show	4,195	7,765
Memberships	5,336	7,400
Raffle	-	531
Rodeo	51,547	43,224
Stage rental	441	215
	75,456	96,494
DIRECT EXPENSES		
Agricultural fair	2,052	2,907
Clinics	349	9,044
Horse show	1,654	4,739
Raffle	-	181
Rodeo	42,583	30,548
Scholarships and programs	1,500	-
	48,138	47,419
EXCESS OF REVENUE OVER EXPENSES (36%; 2021 - 51%)	\$ 27,318	\$ 49,075

See notes to financial statements

VALLEYVIEW AND DISTRICT AGRICULTURAL SOCIETY

Building Operations (Schedule 2)

Year Ended September 30, 2022

	2022	2021
REVENUE		
Ag-Plex rental	\$ 6,499	\$ 11,335
Drop in fees	551	-
Grants - operation of facility	68,555	54,779
Hall rental	7,969	4,786
Heater income	369	-
Mobile home rental	500	9,087
Shavings	20	-
Stall rental	330	-
	84,793	79,987
DIRECT EXPENSES		
Bad debt - mobile home rental	-	4,912
Insurance	14,487	13,193
Janitorial - labour and supplies	1,723	4,069
Property taxes	1,041	984
Repairs and maintenance - Ag-Plex	14,219	7,727
Repairs and maintenance - equipment	356	2,271
Repairs and maintenance - grounds	5,153	908
Utilities	14,850	16,713
	51,829	50,777
EXCESS OF REVENUE OVER EXPENSES (39%; 2021 - 37%)	\$ 32,964	\$ 29,210

The Valleyview and Districts Agricultural Society Feasibility Study

***“Remaining at the Heart of the Community
in an Age of Disruption”***

Prepared by
North Star Futures Ltd.

© January 2023

How Prepared is the Valleyview and Districts Agricultural Society for the Future?

Rural communities have wrestled with nature for a living for generations – it's our way of life. Sometimes we get what we hope for, other times, we hold on, we survive until another season and better times.

We have been through the extremes of heat, cold, drought, rain, demographic shifts, economic upturns and economic downturns, but no matter what has been thrown at us, we have always found a way to carry on producing life sustaining resources for our community, our province, and beyond.

But what happens when the scale of the disruption we face includes existential challenges such as a devastating pandemic followed by crippling fuel prices? When a combine costs a million dollars and when operating as an individual, your way forward diversification strategies become increasingly complex and impossibly expensive to implement?

What happens when contemporary living attitudes combine with digital technologies to radically change the expectations of the communities we serve?

How does the Valleyview and Districts Agricultural Society make judgements about technologies such as satellite or deal with industrial challenges that threaten the Society's ability to deliver our traditional programs and services?

How prepared is the Valleyview and Districts Agricultural Society to face the immerging disruption of a knowledge biased global society?

How can it respond?

It must respond as it has done for generations: engage with the communities it serves, collaborate, search out opportunities, adapt, plan thoroughly, and take action to help create the future by focusing on meeting emerging community needs.

This feasibility study must be an effective tool to connect with Society members and the broader community and provide relevant and powerful recommendations to enable the Society to make critical decisions so it can thrive in this new age of disruption.

Acknowledgements

North Star Futures would like to thank the President and Board Members of the Valleyview and Districts Agriculture Society for their vision in setting up this study and for their ongoing insight and direction throughout its creation:

President, Darlene Corriveau

Vice President, Meladine De Marchant

2nd Vice President, Wendy Babb

Treasurer, Hope Kristensen

Secretary, Chrystal Norris

Directors, Ken Wilson, Reg, Werklund, Shelby Penner, Helene Adophson, Marlene Marcotte, Administration, Sharee Thomas.

We recognize the direction, support, and guidance of the Project Steering Committee which voluntarily took on key leadership tasks:

- Oversight throughout the project.
- Acted as a conduit with Society members and provided access to contacts, data etc.
- Made decisions and gave advice and critical insight on report process and content.
- Helped facilitate research related activities such as the vital surveys and interviews.
 - Received our reports and gave wise and timely feedback regarding report recommendations.

We thank all the Members, friends and associates who answered our survey questions, gave us interviews, provided feedback, opinions, and ideas, gave so generously of their time, and for turning up to the final presentation of our Recommendations to the general membership in numbers despite the fierce weather conditions.

We believe that because of our positive engagement with all the above leaders, members, supporters, and community participants, we have provided a realistic vision for a thriving new future for the Society. Our final acknowledgement is for those who had the initial vision and courage to create the Society in the first place – its founding Executive in 1967.

FIRST EXECUTIVE



Back Row, L to R, Bob Vetsch, Cliff Tollefson, Albert Trottier. Front Row, Jessie Alderslade and Vern McCarroll.

The Valleyview and District Agricultural Society found its beginning in our community in 1967. On November 9th. of that year, the first body of executives were elected as follows:

President	Bob Vetsch
2nd. Vice	Cliff Tollefson
1st. Vice	Albert Trottier
Secretary	Jessie Alderslade
Treasurer	Vern McCarroll

"If I have seen further, it is by standing on the shoulders of giants."
(Sir Isaac Newton, 1675)

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1. Feasibility Study Executive Summary

The finding of the Feasibility Study team is that the Society leadership has overwhelming support from its membership to move forward on all of the Final Recommendations in a planned implementation phase in 2023 and beyond.

Based upon the feedback received from the Steering Committee and from the open membership presentation and discussion of the draft recommendations, the Society leadership has a clear mandate to move forward, with many members encouraging very swift action due to a sense of increasing urgency. Many exciting ideas and opinions were put forward in support of the proposed recommendations by the membership and external interviewees which have been included in this document for incorporation in the implementation phase.

Consultation and Mandate from the Society Membership

Consultation and open engagement have been essential elements of the feasibility study process from the outset as evident in the key roles of the survey and interview research methods to gather and evaluate options and opinions and formulate the Recommendations. Following North Star Futures' crafting of their draft recommendations, in collaboration with the Steering Committee, the next step was the presentation to an open meeting of the membership for their consideration and feedback. This meeting took place on Monday November 7th, 2022, at the Society facilities in Valleyview and despite very bad weather some twenty-two members attended.

All members in attendance were given copies of the draft recommendations along with a series of related questions designed to facilitate constructive participation and garner direction from the membership regarding any possible implementation phase. Discussion took place in small groups about the draft recommendations and follow up questions to ensure an open and constructive exchange. Each group were then invited to share their opinions and ideas to the rest of the membership in attendance and engage in discussion. Consequently, much of the feedback given was verbal but groups and individuals were also asked to record their opinions and ideas on a series of handouts, which they mostly did diligently. North Star Futures has processed all the feedback from the evening and recorded it below organized around the handouts used on the night. As indicated above, the detailed advice provided in the open membership meeting will form a vital part of the implementation phase for the Final Recommendations.

Importantly, the implementation phase will need to retain that same sense of engagement and listening that has been present during the research study phase to ensure informed decision making and a broad support base for actions taken.

2. Feasibility Study Recommendations Executive Summary

Recommendation One: Build a New Facility

The facility has served well over the years but needs to be replaced within five years – before it is too late. Enhanced facilities will enable it to be at the heart of the communities it serves more effectively.

Recommendation Two: Community Engagement Strategy

If the Society makes a specific and planned effort to engage the community at large it will maintain its relevancy and increase attendance at events and the use of its facilities.

Recommendation Three: A Marketing Strategy

A specific marketing strategy is needed to make sure that the Society is not just serving an ever-decreasing circle of members but taking advantage of the changing demographics of the region. People need to be actively invited to the range of events and activities at the Society rather than just rely upon word-of-mouth.

Recommendation Four: A Volunteer Strategy

Volunteers are essential to the operation and success of the Society but increasingly difficult to find, in particular from the younger generation. A specific strategy needs to be put in place to engage and incentivize a new generation of volunteers.

Recommendation Five: A strong Business Plan is needed to move forward

Financial viability is essential to the future of the Society. Although the Society is not technically a 'business' it must be run on sound financial principles and so core to its activities must be a solid business plan. A business plan will be essential to support the proposed new facility.

Recommendation Six: A Programming Expansion Plan is needed

The range and type of activities offered by the Society needs to reflect the needs and interests of the people it serves for it to maintain its role at the heart of the community. Our survey work indicates there is a demand for an increase in the variety of events and activities offered.

Recommendation Seven: An Education Strategy is needed

One specific area that our survey work reveals a specific demand for more programming is in the area of education and training. New technologies, combined with our extensive contacts within the education sector, mean that there is a significant opportunity to respond to this demand.

Recommendation Eight: Use of the Land and the Location

The facility is located on a large section of land which is currently under utilized. The town of Valleyview is ideally placed in terms of the road network and proximity to other communities which presents several opportunities.

A detailed account of the study Final Recommendations and an account of the proposals for action gathered through the survey and interview research, and related survey and interview comments, are included hereafter.



3. Feasibility Study Philosophy

We believe that a feasibility study should empower the reader by providing them with the most relevant facts and best insights available so that they can make informed decisions and move forward with confidence.

It must provide an accurate and honest evaluation of the present situation yet be bold about the possibilities ahead and candid about how an organization can best fulfil its future potential role.

Based upon a deep understanding of an organization's weaknesses and strengths, the study should provide sharp insight into the rapidly emerging operational context and a clear sense of the opportunities that market, economic and social changes are presenting.

4. Feasibility Study Aim

The intention of this study is to evaluate the sustainability of the Society and its capacity to enhance its critical role in the community in light of shifting contexts and expectations, and point to likely strategies for moving forward.

Based upon the core identity of the Society, its historic background and relationship with its members, communities, the municipal bodies, private organizations, partnerships, resources, facilities, services, and program activities, we will evaluate its capacity to meet its current objectives and the evolving needs of its stakeholders.

At the outset of the Feasibility Study process, North Star Futures indicated that it had three priorities:

1. To deliver a report that was not a cookie-cutter or templated 'solution' but one that was unique to the Valleyview and Districts Agricultural Society.
2. That an open consultation and feedback process should be used to ensure that the Final Recommendations had membership input and support as well as leadership direction.
3. To ensure that the Final Recommendations were specific and practical and provided explicit directions on the way forward for the Society.

This report delivers on all three of these priorities which in turn ensures a solid foundation for the Society leadership to move forward in a planned and focussed way. The Society leadership has a clear mandate from Society and key community members to move forward with confidence on the Final Recommendations.



5. Our Design Thinking Approach and Methodology

There are currently several approaches to 'design thinking' but our application is most relevant as it is planned to inform innovative and creative actions that exploit potential opportunities. The project team lead gained an extensive background in design before it became a trendy methodology. In addition to earning a bachelor's degree in design with honours and a master's in design communication with distinction he has worked in design and communications for many years in a variety of industries. For several years he worked as a Dean of Undergraduate Studies which included in its portfolio of programs a design degree.

Significantly, our use of design thinking begins with developing an understanding of customers' or users' unmet or unarticulated needs from a solutions perspective. Our design thinking approach minimizes the uncertainty and risk of change and innovation by engaging customers in an authentic process of solution generation. All the Final Recommendations articulate specific customer / user needs or desires which could be met by the Society which were then developed and refined through a process of consultation with the project Steering Committee and through input from key relevant figures and, ultimately, the general membership.

This design thinking approach has generated a unique high value user centric Valleyview and Districts Agricultural Society feasibility study.

Note: On some occasions, quotations will be used within this report more than once because of the overlapping implications of what is being said.

6. Feasibility Study Process Overview

This initiative was divided into eight key action phases:

1. Project initiation, establishment of the Steering Committee, expectations setting, context exploration, and methodology confirmation.
2. Research & assessment deep dive based upon an 8 point Study Scope© followed by the first formulation of areas of focus for potential recommendations.
3. Data gathered through use of a survey of members and friends of the Society was analysed and evaluated and then combined with earlier research findings to refine themes identified and map out draft recommendations.
4. Presentation and discussion of the survey results and the draft recommendations with the Steering Committee.
5. Qualitative research interviews gathered data from selected key individuals about the draft recommendations and specific context for the study.
6. Presentation and discussion of the proposed recommendations along with research data were presented to the Steering committee.
7. Presentation and discussion of the proposed recommendations to an open membership meeting with feedback informing.
8. Submission of the final report containing the Final Recommendations.

We have intentionally not attributed quotations used so as to ensure confidentiality for those making the comments. Interviewees were assured that their names would not be shared so that they could share their candid opinions and ideas.

We gathered several thousands of words in responses during the various research stages and could not include them all in the report due to their volume. What has been included is representative of the scope and depth of opinions expressed.

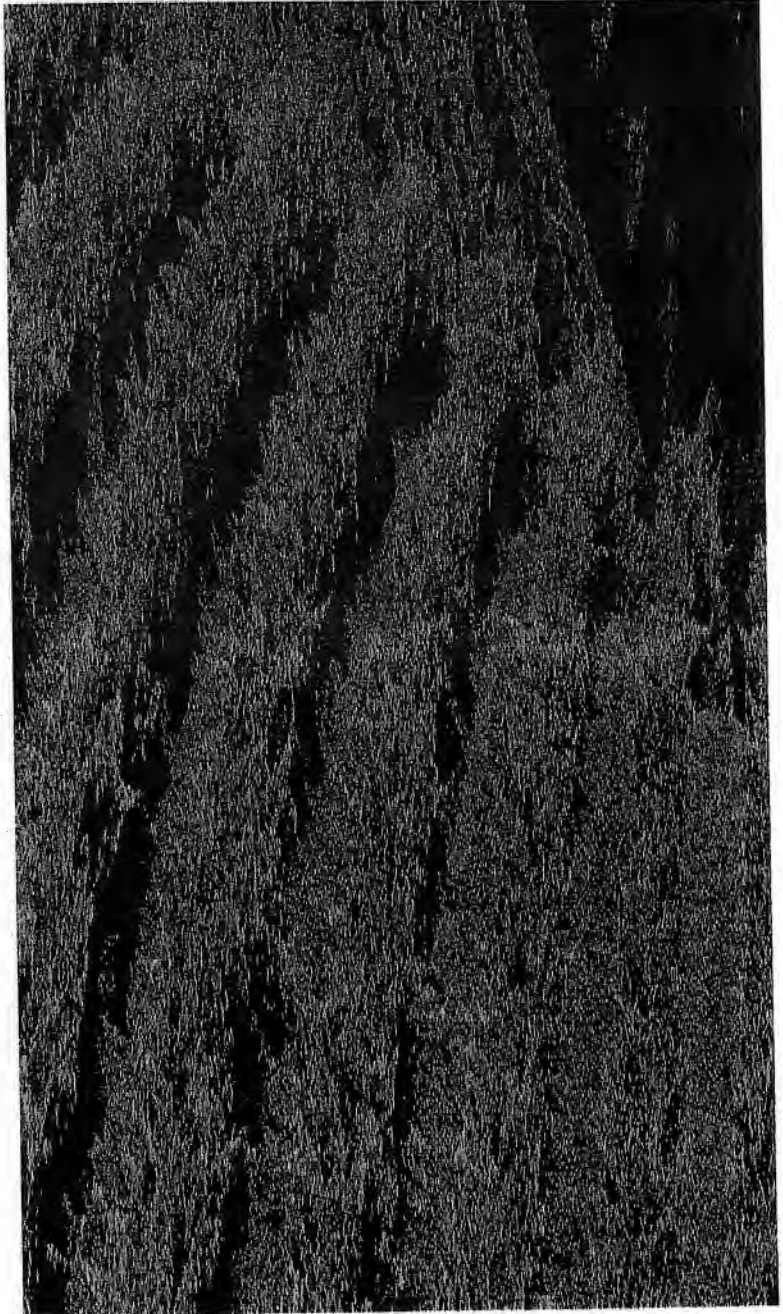
Moving forward, the next phase is to work with the Society leadership (either through the existing Steering Committee or through some other means) to identify priorities, budgets, potential funding sources, timelines etc. for the phased implementation of the Final Recommendations.

7. Study Context

As one generation of rural leaders and workers passes the mantle of continuity to the next, there is often a sense of uncertainty accompanied by the likelihood, or even necessity, of change. The transition that is taking place in this current agricultural and ranching generation is happening against a backdrop of disruption in many other sectors too. For example, we see the impact Amazon home shopping is having upon retail, Airbnb upon hotels, Uber on the cab industry, and companies like Skip the Dishes upon the restaurant trade.

Social media, such as Facebook, Twitter, Instagram, and Tik Tok, have transformed how we interact socially on an hour-by-hour or even minute by minute basis. How we find out about events or services we might be interested in has shifted along with these technologically driven changes as features such as Google Ads increasingly direct our attention. In many instances, the social and economic shifts we are seeing were quickened by the Covid-19 virus, for example, in education, training, sports and entertainment. These, and many other similar shifts are influencing the way in which a contemporary rural community lives and will live in the future. Along with a digital generation, rural communities are also welcoming more new Canadians from a variety of backgrounds; a trend the Federal government wishes to accelerate.

All of these trends bring significant implications for the operation and feasibility of the Valleyview and Districts Agricultural Society which, if it wishes to remain relevant to its communities, must be redefined for the digital age. This study is a vital first step in that redesigning process.



8. Feasibility Study Report Introduction

*“The long-term future is secure as it is unique in the region,
but it needs to move forward.”*

(Quote from interviewee)

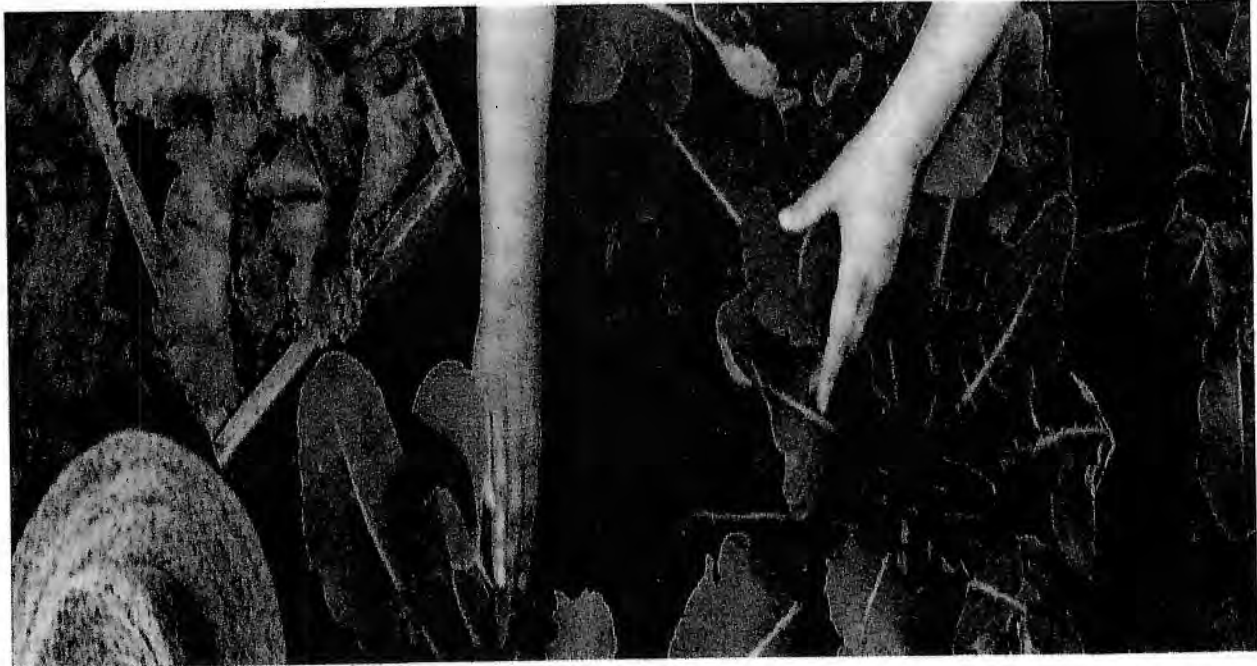
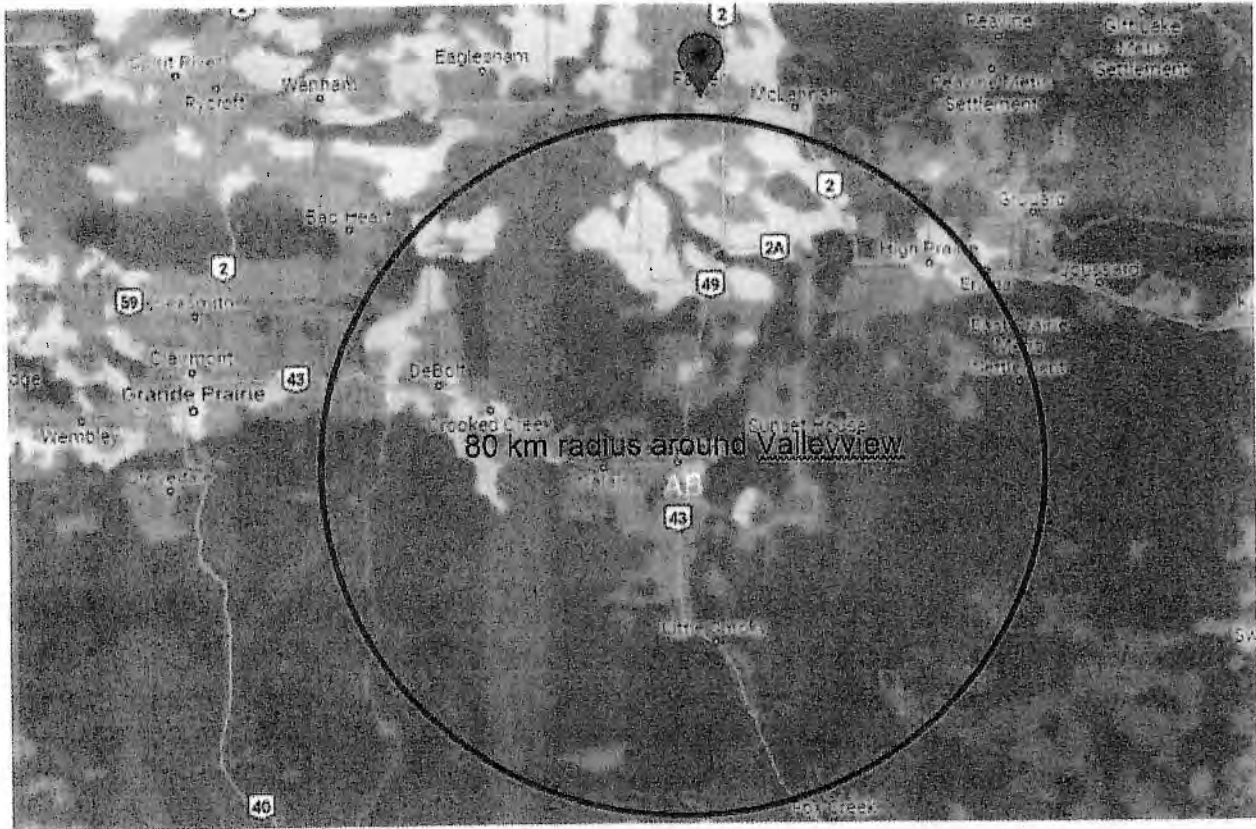
This quote, from one of our interviewees, sums up the overarching theme of the results of our research. The Society is generally well respected and has a reputation for offering value for money events and services that have been relevant to the local communities it serves. However, the Society must ‘move forward’ in order to secure its future. A bright future is not guaranteed but must be forged by the current leadership. As the Society changes to meet shifting community needs it can also address some issues that have arisen that have left some traditional supporters feeling disenfranchised.

The design of this report is such that it identifies eight specific key areas that need to be addressed in the redefining process. Based upon extensive feedback, the report also provides clear pointers about how each of these eight areas can be addressed with multiple specific suggestions and ideas for consideration. One of the themes we also heard in the feedback we received was that people were extremely pleased to be asked for their ideas and opinions and so even if specific ideas cannot be adopted after consideration, there is huge value in terms of building relationships in being seen to be open and engaged.

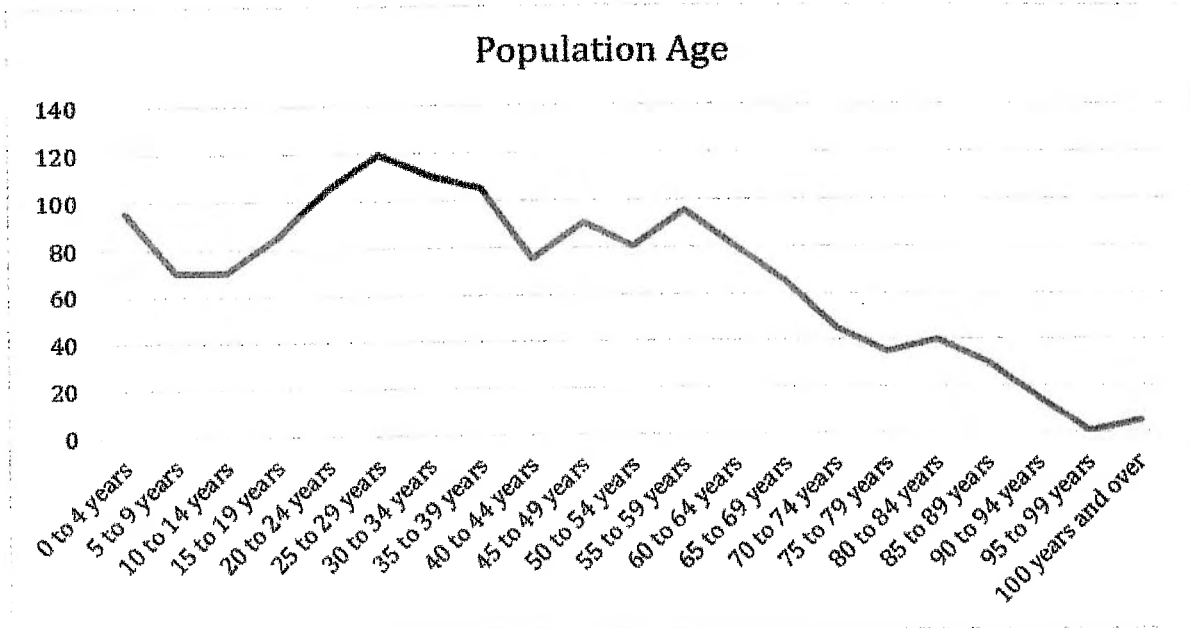
Moving forward, this idea of being open and authentically engaged, will be central to the character and brand of the Society. To be ‘listening’ will be a core business and operational characteristic. We will talk more about this in the Final Recommendations section.

Despite the need to move forward in a number of areas, the Society can’t do everything all at once – we will need to prioritise what will be the most effective actions and plan and budget accordingly for an effective Implementation Phase. A key aspect of the major changes being made will be identifying and applying for funding to help accomplish the tasks, in particular, the construction of a new facility. Some of the recommendations overlap and will need to be tightly coordinated to ensure an efficient and effective implementation. As previously mentioned, we’ll want to find the right way to engage with the membership in a rollout process that ensures broad support for steps taken.

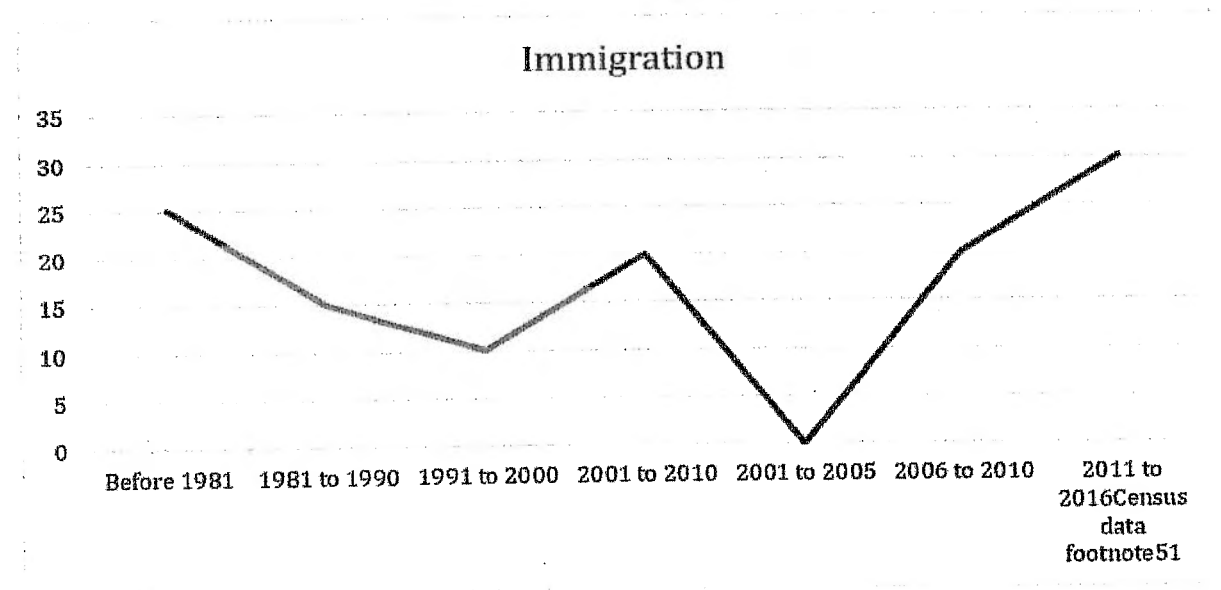
9. Background Information



Town	Population	% of Total	
Valleyview	1,863	21.2%	Within a one hour drive of <u>Valleyview</u> are many communities mostly to the <u>North East</u> and West with Fox Creek and Little Smokey to the South.
Falher	1,047	11.9%	
Kathleen			
Guy			
Kenzie			
Aggie			
High Prairie	2,564	29.1%	
Enilda			
East Prairie Metis Settlement	304	3.5%	
Sunset House			
Sweathouse Creek			
Little Smoky			
Fox Creek	1,971	22.4%	
Calais			
Sturgeon Height			
Grovedale			
Calais			
Crooked Creek			
DeBolt			
Falher	1,047	11.9%	
Total population within 80 km radius of Valleyview	8,796		

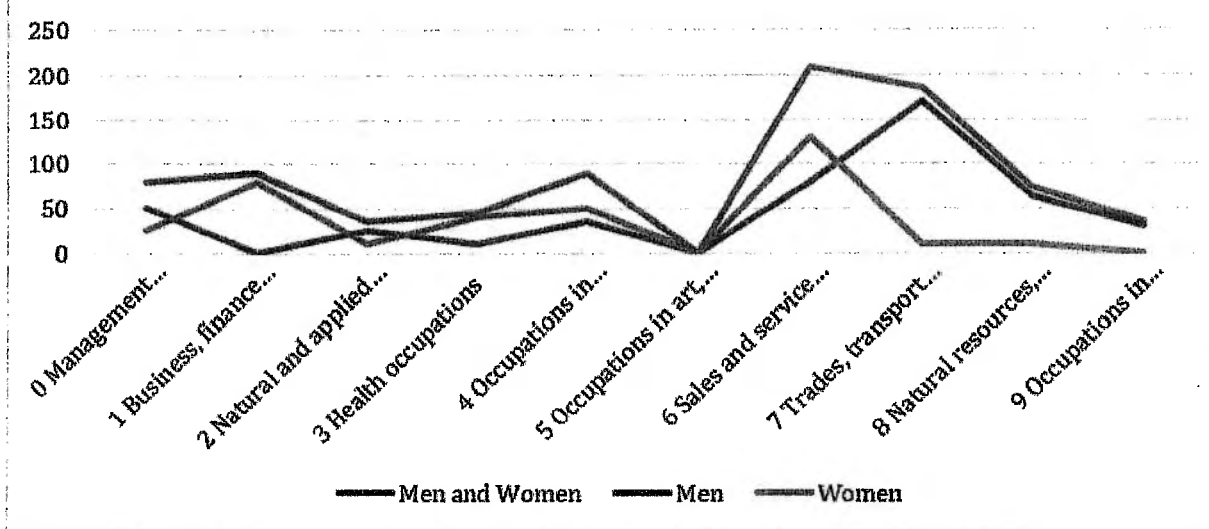


This Population graph shows there is a significant bump in the 20 to 29 age group that is arguably reflected in the bump in the 0 to 4 years group.



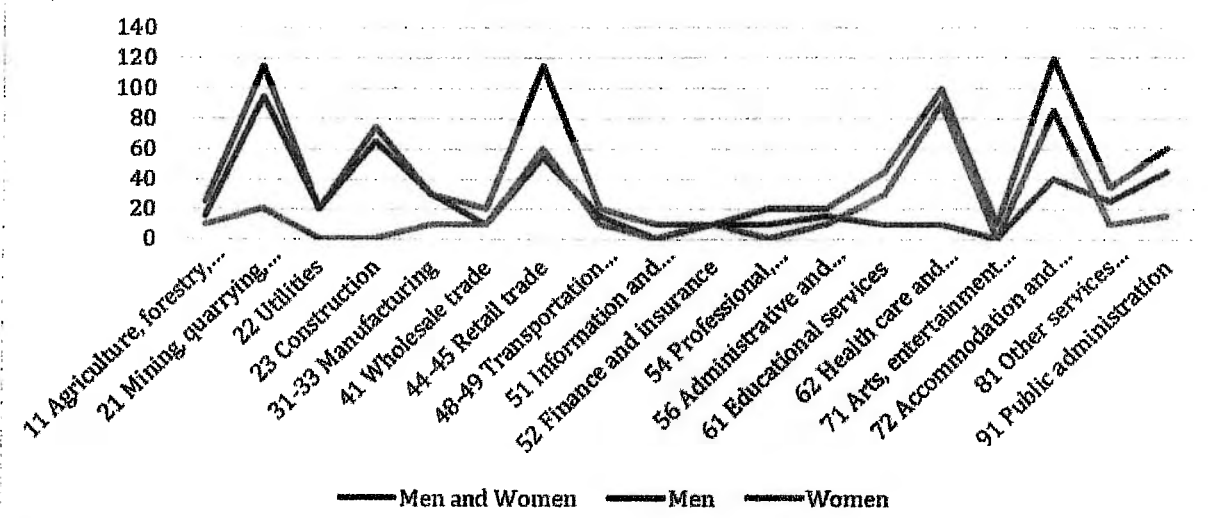
Although there was a 0 population growth between 2001 and 2005 immigration has returned to normal and above normal population increases in recent years.

Occupational Classification



A significant number of occupations are in Sales and Service as well as Trades transport and equipment operators. Perhaps about half of either of those are in Education, Law etc. and then the same again in Business, finance etc.

Employees by Industry



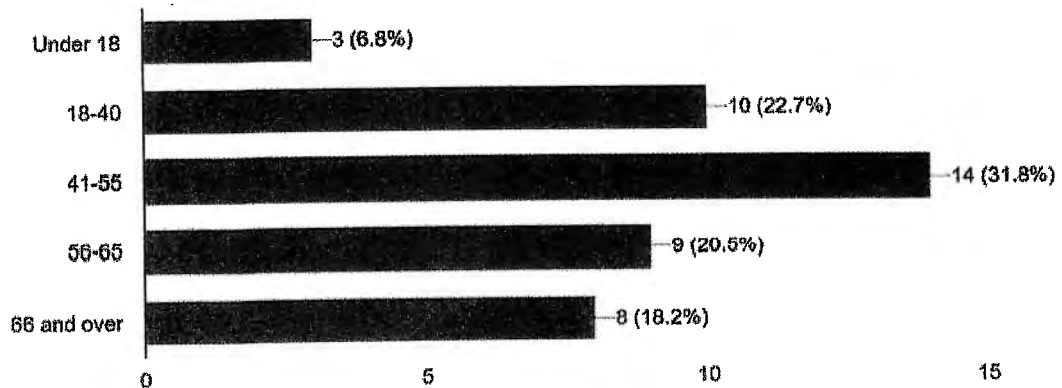
About an equal number of people are employed in mining, quarrying as the retail trade and as the accommodation, food service industry. About 2/3 of that number are employed in the construction industry.

10. Survey results Overview

A Google survey was used to gather data from both Society members and friends / family members to gain an understanding of the main themes and ideas about the future of the Society. There were some 44 respondents which is a very good response rate for an organization the size of the Society. Respondents did not answer all of the questions and so the total number of answers for each question varies slightly. Of the 44 respondents around 70% were members of the Society and the remaining were family members or close associates of the Society who were sent the survey by a member because they felt their input was important. Some of the questions asked on the survey allowed for respondents to include individual written answers.

What is Your Age?

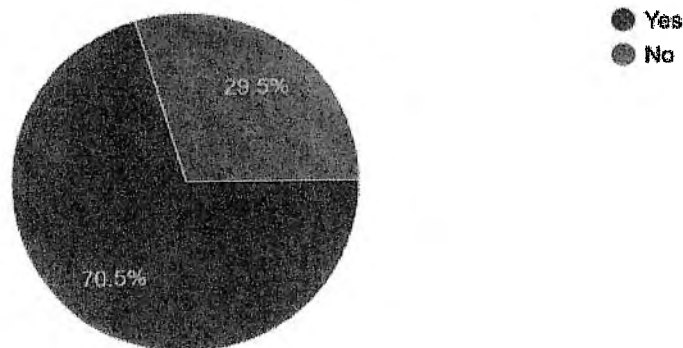
44 responses



Most survey respondents were in the 41 to 55 year age group 31.8%. About a fifth of respondents were either between 18 and 40 or 56 and 65 or 66 and over. Only 6.8% were under 18.]

Are you currently a member of the Valleyview Ag Society?

44 responses

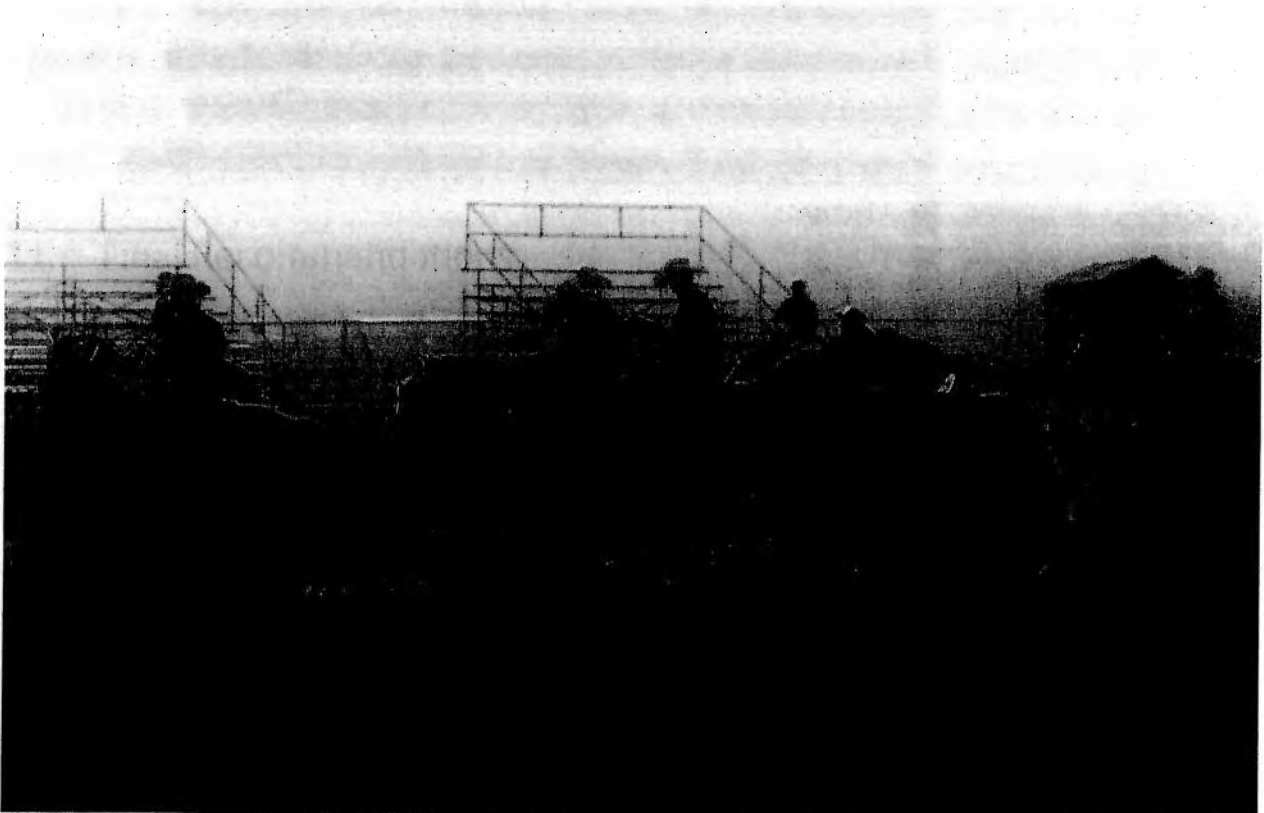


More than 2/3 of the Survey respondents were members versus non-members.

11. Final Recommendations

This section of the study will provide a more detailed account of each Final Recommendation including supporting material from the four original research sources of:

- 1. Member / Non-member Survey Results**
- 2. Focused Qualitative Interview Findings**
- 3. Steering Committee Findings**
- 4. General Membership Feedback**



12. Recommendation One: Build a New Facility

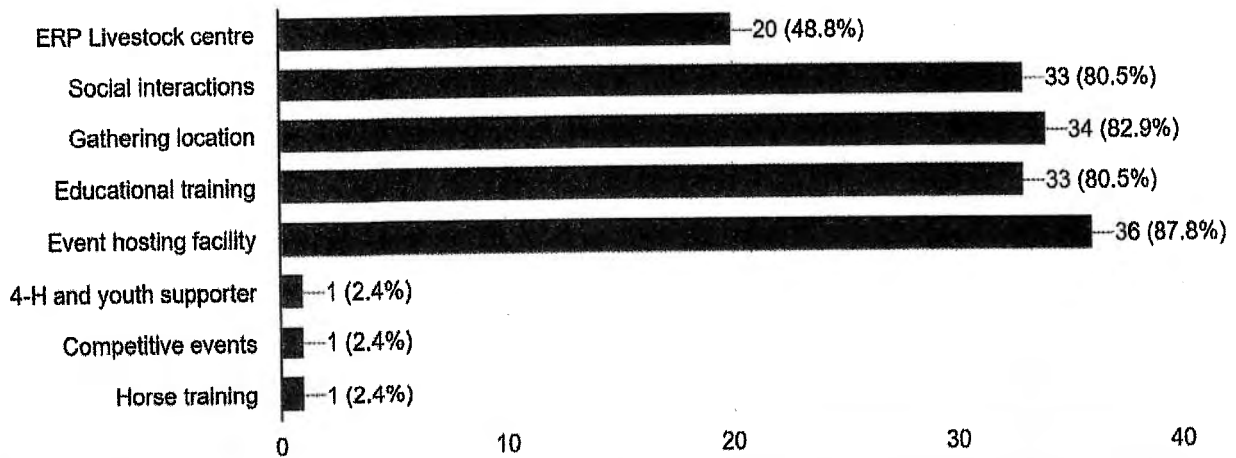
The existing facility has served the Society and local communities very well over the years but needs to be replaced within the next five years – before it is too late. The construction of new facilities will present the opportunity to design rooms, amenities, and facilities to meet the future needs of the Society and local communities. A new, future focused facility will enable the Society to remain at the heart of Valleyview and districts communities for generations to come.

In considering the need for a new facility it is necessary to evaluate the remaining lifespan of the existing building and its capacity to meet current and future usage demand.

In our member/non-member survey we found the following responses about facility use which indicate a call for an expansion in the range of activities being offered.

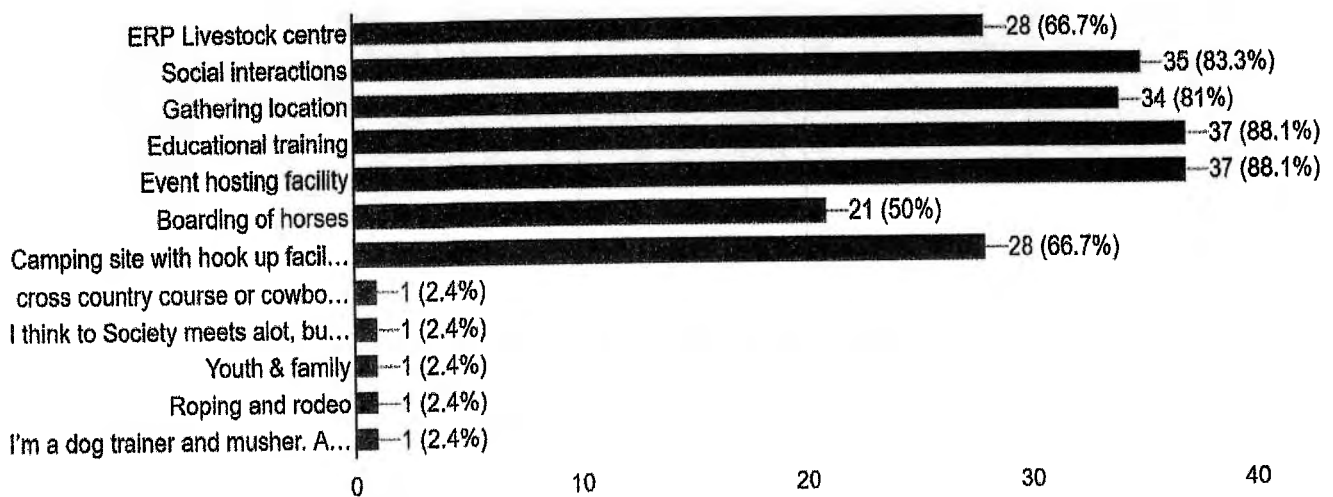
What community needs does the Society meet?

41 responses



What community needs should the Society meet?

42 responses



When we followed up these initial indications in our qualitative research, we found that this is what key people are saying about the facilities issue:

'(In terms of Society viability) Got to look at the facility to start with.'

'They take care of the arena very well.'

'Need bigger numbers to fund renewal of facilities.'

'The arena is very close to the end of its life span, and it would be nice to see a venue that was multipurpose, that meets the needs of agriculture.'

'Really trying hard to include everybody – attract as many different people and ideas as they can but working with substandard equipment.'

'They have plenty of space – have huge outdoor arena plus lots of grounds.'

'Need inside developing to add flexibility.'

'Extra room to hold extra activities is the main need.'

'Starting to age – a lot. It's a small building – needs to be a little bigger. Have a new barn – wonderful outdoor rodeo grounds.'

'Kitchen is good.'

'Facilities need to be replaced.'

'Outdated – done their time.'

'Look into updating and enlarging the facility to make it a more attractive venue.'
(from survey)

'Provide a facility that accommodates various family activities and animal related events. Economic riding facilities for training and open riding.' *(from survey)*

'It's an in-between size. Front part you can rent is small – so limited appeal. Seems a shame to knock a facility down – don't like that idea but it does cost a lot to repurpose. It would be nice to salvage something but have to wipe it off the site and start again. But the trouble is that the drainage isn't good.'

'Life span already gone. Preserve the hall – as ok – rest needs to be knocked down – a liability – could fall in.'

'Expensive to run as is.'

'Not rebuild where it is – move to higher ground – in a water problems area – water table very high.'

'New build needs to accommodate indoor rodeo – bigger equestrian – add bleachers.'

'It has all worn out and is in need of replacement. The outdoor arena, and new barn are in good shape.'

'The facilities are fine. My truck needs replacing but it works just fine for now.'

*'It's small \ obsolete. Poorly lit. Ground horrible.
I've seen personal trainers with better facilities.'*

'They are good enough for the Community - but a little face lift would be good.'

'Extra room to hold extra activities is the main need.'

'Heating utilities on the building are expensive.'

'The riding arena needs to be replaced.'

'The old trailer is an eyesore. '

'The building is in rough shape – it has overlived its time.'

'Whole lot of private facilities have way better grounds and buildings and access.'

"Really trying hard to include everybody – attract as many different people and ideas as they can but working with substandard equipment."

'Families go roping for their family weekend fun time – Ag Soc can't host large events - needs to be able to go rain or shine and building not user friendly.'

'Greatly benefit from a building with seating'

'I compare Valleyview with High Prairie and they can have events because of seating.'

'People expect a higher level of facility now these days.'

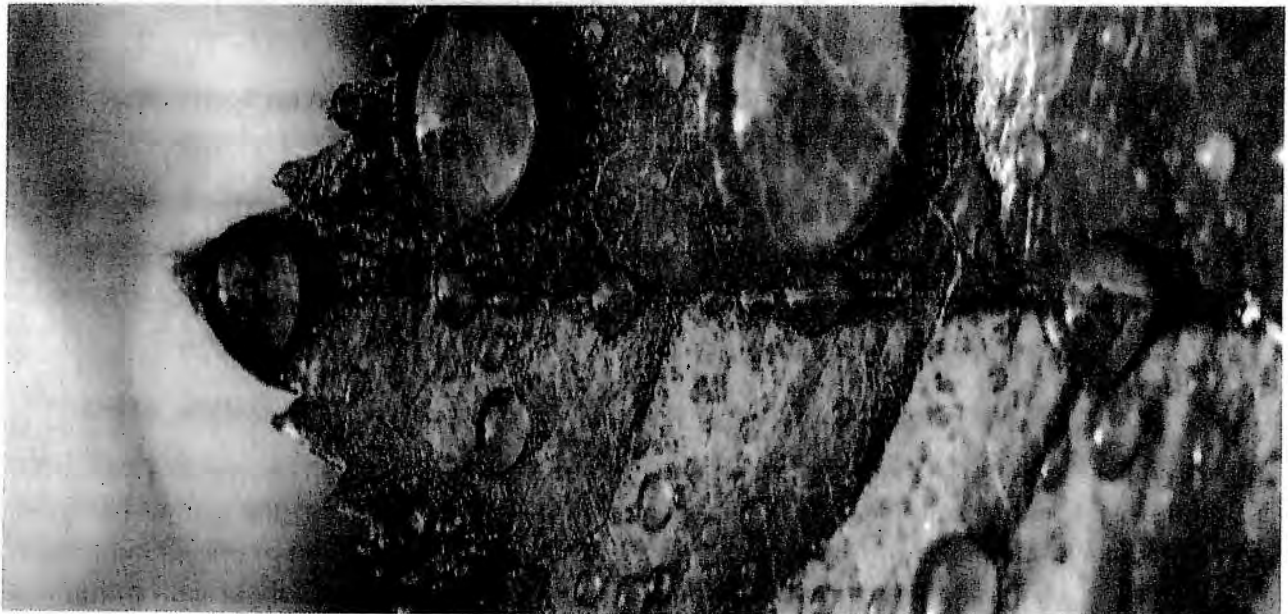
'Tipi Creek Ag Society has a beautiful facility, and we need people to drive to a project like this.'

'It might last another 5 years.'

When we took the draft recommendation regarding the need for a new facility to the Steering Committee the response very much reflected the results of the survey. Below is a selection of some of the comments made by the Steering Committee which add context or content to the survey results.

- *'The Society does need to move forward.'*
- *'The facilities are not fine- they are sort of limping through.'*
- *'I agree the building is in rough shape but with maintenance it could possibly last a year or two.'*
- *'Yes, there are other facilities (that are available) but they are not public.'*
- *'The long term future is only as secure as the work that the society puts in. It could crumble quite quickly if strategies are not followed.'*
- *'I agree a new building has to be sustainable.'*
- *'An arena that could accommodate rain or shine different types of events with seating would be ideal, but ultimately it must be sustainable and affordable to most.'*

When we presented the draft recommendation regarding the need for a new facility to the General Membership for feedback we found there was overwhelming support to rebuild a redesigned facility to meet existing shifted needs and emerging future demand. Following is an account of their feedback which was recorded on handouts in the open meeting.



SOURCE: HANDOUT 1: Recommendation One: Build a New Facility

1. What are your views on building a new facility in the next 3 to 5 years?

We need to do this, Programs to fill

Desperately needed

Has to happen

Can't happen soon enough, need a plan to estimate costs and move forward

Fix this one - we don't have membership to support

Outdated - Repairs needed

There is definitely a need - if not sooner

Old building has expended its life expectancy

A better functioning facility (bigger, more offerings) can bring in more people, more multi purpose, now build in 2 years, phased expansion

2. If the build goes ahead, what kinds of facilities should be included?

Dog or small animal room big enough to set up bigger banquet area Envision Farmers market area, Soup and Sandwich area

Learning, Serviced RV Lots, POSS, Riding Arena, Community Garden, Lights in Outdoor Arena, ...

Arena - wash racks, tie area, spectator area, Meeting room event area, commercial kitchen

in floor heating, hall meeting technology, kitchen, bigger viewing area for indoor arena (Heated), bigger indoor arena - pro pattern for barrels, outdoor skating rink, walking paths, rental garden plots, boarding facility, meeting room

Build a facility big enough to hold big events

Indoor bleachers would be good. Hall, Kitchen, Meeting Room, Sound System, Larger Arena

Daycare, meeting rooms, educational room, larger events, campground

3. What opportunities do you see a new build could create?

Foot traffic, photo sessions

More diverse base of members

Expanded programming - host more events

More programming, more rentals, more events - bigger events, "destination"

It will draw in different type of clubs/recreation opportunity for all different lifestyles in the community

Could host more bigger events if you had enough room

Increased memberships, programming and events, bringing community together, 24 hour ride time, employment opportunities

4. Do you have any concerns about a new facility?

Cost for members, lack of memberships, (needs to be) bigger and better to get more attractions

Sustainability

Paying for it once it is up

Cost to maintain / affordability for members

I'm concerned we won't get one built before this one is condemned

Just don't under build - try and make it suit multiple events

Financial sustainability, community support

5. Do you have any other thoughts about a new building you'd like to share?

Find ways to help with costs as the building couldn't sustain itself 100 million

No

Make it a green building, sell locally gen power to neighbors

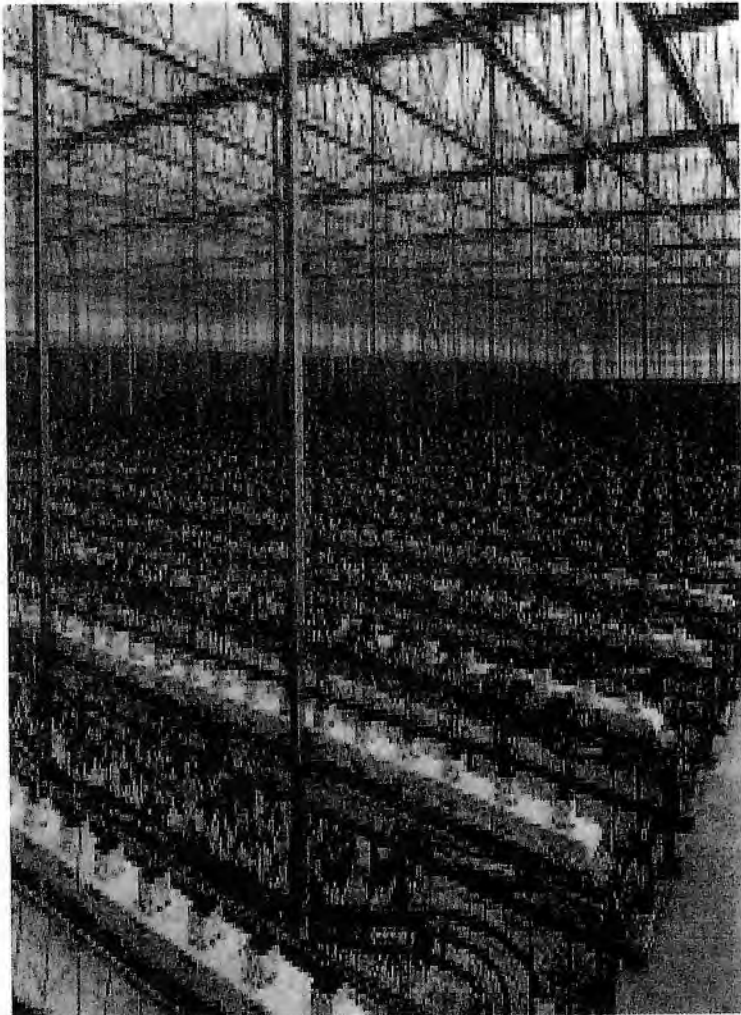
Agricultural tech school?

Let's do it!

13. Recommendation One Summary

The overwhelming feedback from our research is that a new facility build is wanted and that the time to act is now. This view was resoundingly supported in the open membership meeting.

The programming plan (see Recommendation Six) will dictate the building design which will match future community needs. In order to accomplish this, the Society will need to ensure it is fully engaged with the relevant various interest groups within the communities it serves (see Recommendation Two) and is effective at promoting and marketing its activities (see Recommendation Three). In order to operate the extended programming plan, the base of volunteers will need to be expanded and secured (see Recommendation Four). For the first recommendation to be successful, we must have a clear plan in place for the supporting recommendations.



The design of the new facility must be based upon a clear plan for programming expansion and a matching business plan (see Recommendation Five) to ensure that operational costs are not a burden on the Society.

It will take three years or more to make plans, gain funding and undertake construction so action is needed now. There are currently grants available to support the rebuild and these should be pursued vigorously. The sooner visioning starts for the new facility the better.

14. Three Related Final Recommendations

Next come three related recommendations which speak to the way in which the Society engages with the community as a whole and as specific groups within that population. It also includes the need to include a more business-like or market aware approach to Society activities.

Based upon feedback from the qualitative research we undertook there are three underlying related themes:

1. The need to recognize and respond to a shift in the community demographics
2. The need to be proactive in engaging different sectors of the communities
3. The need to focus on encouraging more youth involvement

The following three recommendations address these interconnected areas for action.

Recommendation Two: A Community Engagement Strategy

Recommendation Three: A Marketing Strategy

Recommendation Four: A Volunteer Strategy

The Valleyview and Districts Agricultural Society has for generations been a central part of the social and working lives of the communities it serves. Even today, a major reason to attend Society events was revealed in our research as being to not miss out on the social connection the Society brings. But, as so much of the feedback given in our research shows, times are changing and so are the people who have traditionally attended Society events and used its facilities. If the strength of the Society's future is dependent upon the strength of its relationship with the communities it serves it needs to act now to retain and enhance that relationship.

In order to avoid an emerging disconnect with its communities we recommend that the Society adopt a community engagement strategy to keep connected with its members, the general (and shifting) population, and civic, community, and local business leaders. This Recommendation is strongly connected to the following two Recommendations which advise on the development of specific marketing and volunteer strategies.

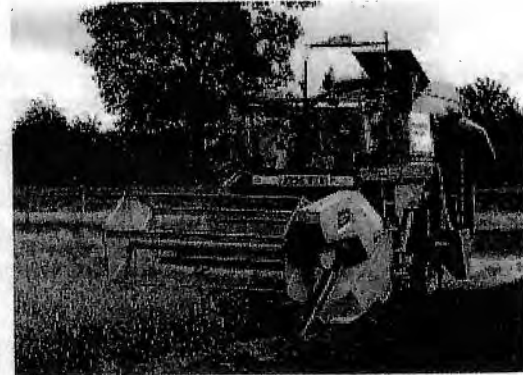
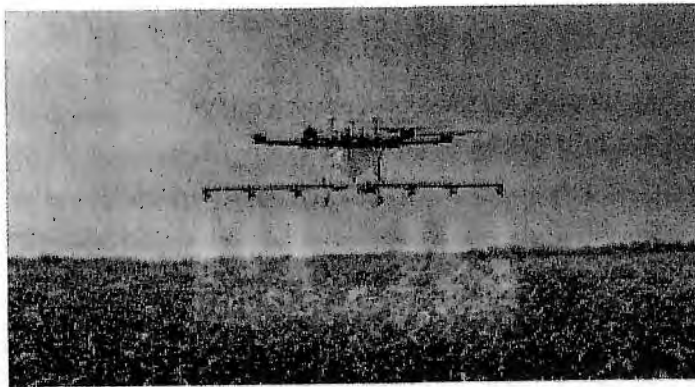
Much can be gained from undertaking a simple survey on a regular basis. It's not just the value of the information and options gathered, it's the fact that people know they are valued and respected when their opinions are sought out, given serious consideration, and possibly acted upon.

In particular, if the Society moves ahead with a new facility it will need to recognise the various markets it serves and seek to be relevant to their needs and demands in order to secure a variety of revenue streams. The strategy does not need to be complicated to devise or operate and could be carried out in house or by North Star Futures on an annual basis.

Volunteers are essential to the operation of the Society, and like many other organizations, the Society is having an increasing difficulty in attracting the necessary helpers. The same longstanding core of volunteers cannot sustain the Society indefinitely and so fresh younger hands are needed to perpetuate the work.

Proactive strategies in the areas of community engagement, marketing, and encouraging volunteers are needed to help secure a vibrant future for the Society.

Below are several key points we found in our research about the nature of the connections between the Society and its communities, markets, and partners which support the need for more proactive strategies. Again, we have drawn upon our four sources of research data, the survey of members and non-members, the interviews with key community members, and feedback from the Steering Committee and the open member meeting.



15. Recommendation Two: A Community Engagement Strategy

Let's first focus on the pivotal issue of the need to engage with a changing community as identified in response to the open question in our survey to members and non-members following the question: 'In the future, what key roles should the Ag Society play in the community or beyond?

"While keeping Ag related, they should expand into community events, big or small, that are not Ag related."

"(They should be) a leader in family and community."

"It should be a place where people can come together no matter who they are and be able to make lasting memories with friends and family."

"I would like to see it expand to offer more opportunities for our regional youth, more educational opportunities on a broad array of subjects, be inclusive, provide a space for unity, higher level of cultural events, potential for educational spaces to be included in a new build."

"We need to engage the community if we want to see a future for the ag society. In order to engage the community, the ag society needs to expand the offerings."

"Our rural roots must be kept relevant in a world that is quickly moving away from the farm to urban centres."

The interviews with key community figures provided the following feedback related to recommendations two, three and four.

"(They need to) be more community aware. They need to get folks back somehow."

"(They are) really trying hard to include everybody – attract as many different people and ideas as they can but working with substandard equipment."

"Town has a lot of foreign workers coming in."

"I find the dynamics of who uses the Ag Society has certainly changed. It used to be predominantly run by a lot of rural people."

"Not respecting to the diversity of the population."

"Try to get some youth involved."

"Another thing is land ownership, there are fewer people who own land. Large farms moving in."

"They have done multi-cultural events that have been very good. Photo shoots with back drops was very successful."

"They have had cultural events that work well."

"Need to involve non-rodeo people by expanding the range of activities."

"They could do more things where they involve non rural/Ag people. The youth are losing touch with Agriculture."

"Need junior rodeo an option."

"It is well respected – served the community well."

"Best at no matter what project - very good at coming together to get it done – no matter what it is."

"Bring people together to get things done. Best horse show, the rodeo, fair parade, concert coming up."

"People want to come to events."

"Most people like the society."

"Most of the people I talk with have a very good impression of the Ag Society events."

"The Ag Soc enhances the whole community and so the building needs to fulfill that role."

"I think once they get a forward thinking group and all work together they could do phenomenal."

Specifically in relation to establishing partnerships within the local region, key interview respondents reported the following.

"They have lots of partnerships in (the) community."

"There were some contractors that were ready to contribute but that was a few years ago."

"Already work with relevant groups."

"Can't think of anyone."

"Partners can be hard to work with – so not always a good option."

"The Chamber of Commerce and the MD have been involved."

"Valleyview has a lot of millionaires in town."

"Not many opportunities to partner that not already doing."

"Cattleman's Assoc - there is no cattle show."

"Oil field Assoc – could host trade shows."

"The Multiplex had lots of sponsorship from the oilfield and local businesses."

"I think it would be difficult to make arrangements with the Oilfield business."

"They are always trying to work with other groups. They have worked with 4H, the Legion, the MD. The whole community is supportive."

"There is money in the community. The Ropers and 4H are the best supporters. The main businesses in town would use the facilities but they need to reach out and get them back into the Society."

"There are some businesses in town that don't do anything with the Society. They need to garner support from these businesses."

"Partner up with other groups to help at their event or plan events in conjunction with one another to help with costs and volunteer time (town Christmas parade serve hot chocolate, Canada Day activities up at the grounds)"

Key input from Steering Committee on these matters is as follows:

- *"Our newcomers to town need something offered to them as well and I believe we have the opportunity to do so."*
- *"We need to get our young people involved."*
- *"We also need to involve our new Canadians."*
- *"The society does need to embrace the diversity as the rural life as a whole is changing. The society will need to change with this."*
- *"The Ag society needs to "catch" travellers and give them a reason to stop in at our facilities overnight or even for an hour or two- and that can translate to many other opportunities for the Ag Society as well. This way we can try and catch those who have to travel or are not impacted by high gas prices or economic downturn. We have always brought the locals and the trading area in, which is also fantastic if people do choose to stay closer to home."*
- *"There are always opportunities for new partnerships and just strengthening the ones that already exist. While we do have strong partnerships, a good variety, there is room for more."*



From the open member meeting we gathered the following insights which emphasised support for the recommendations.

Membership Feedback on Feasibility Study Draft Recommendations

SOURCE: HANDOUT 2a : Recommendation Two - Community Engagement Strategy

1. What are your views on a strategy to engage the community?

Social Media - use all, think outside the box.

Google maps/social media, Diversity

Affordable family events, value added events, offering ag type activities

Diverse programming - gaming nights, youth equine nights, community surveys, fun competitions, social get togethers, dances

Offer opportunities to the community with different programs and events

2. If a strategy is put in place, what things could be included?

Employ someone knowledgeable in social media

Survey needs - get feedback

Emergency rescue, safety plan, ERP

Surveys, marketing

Community involvement. What programs/events would benefit (the community)

3. What do you think about a regular member survey?

Positive and go outside membership (as well)

(Should be) part of AGM as a handout

Good idea; communication is missing

Yes

Perfect way to keep the memberships opinion

4. What do you think about engaging more fully with business, community, & political leaders?

We need them

Yes

Great idea

Must

It needs to be done in order to be sustainable

5. What do you think about a community survey?

Positive move. Go outside of the membership (too)

Yes

yes

Yes

Great way to keep the community involved and knowing what they think

6. Is a focus on youth engagement needed?

Absolutely

Yes

Green cert training centre

Yes

Yes, more than ever.

7. Do you have any other thoughts about community engagement you'd like to share?

Use social media to engage youth and schools, churches, and lodges

No

Lots of opportunity to serve, music camp, ladies camp

Utilizing social media

Community Engagement Strategy Summary

The engagement strategy does not need to be complicated and can be quick to implement and relatively straightforward to manage and could include the following:

- An annual society membership survey
- A scheduled discussion forum with local organization, community, and business leaders
- A First Nations focus group.
- A youth focus – including schools across the region with possibly taking activities to them.
- Specific government and local authority relations focus group



16. Recommendation Three: A Marketing Strategy

From our work at the very outset of this study, we found indications that a relatively small core of people was closely involved with the Society, then there were some outlying associates, plus

some disaffected previous supporters, followed by a large portion of the local communities who were not actively informed about Society events and activities. This pattern doesn't seem to be the consequence of an intentional strategy to exclude new move ins or younger people but rather a consequence of the absence of a proactive marketing strategy. Simple things can make a difference, such as ensuring that a Google Maps search reveals to people looking for activities or services engaging photographs and exciting videos of events and facilities. There is also an opportunity for the Society to expand its marketing catchment area beyond its traditional geographic boundaries through use of the Internet, such as Zoom. The potential market for some of the activities the Society offers is literally global in appeal.

This is what respondents are saying about the current marketing situation. First through the survey, and then from the key figures' interviews, they are clearly calling for an effective marketing strategy.

"I would like to see the Ag society making events such as meetings more known around town and the ag community as many people may not have the internet or Facebook."

Marketing Specific feedback from interviews:

'The Ag Society needs to start promoting events that welcome surrounding areas and people, not just local people.'

'Have to promote themselves better.'

'They don't promote much.'

'Don't find out until too late – rarely hear on radio – can use FM. Little on social media – if so got to be following a page.'

'Not well enough advertised – some folks in town don't know they exist – get name out there for more than the rodeo.'

'New people in town don't know who they are or where they are.'

'The new digital generation needs to be engaged – better Wi-Fi plug in etc.'

'The banquet facilities are not well known. They could be advertised more.'

'It hasn't been promoted like the Multiplex and needs to be promoted.'

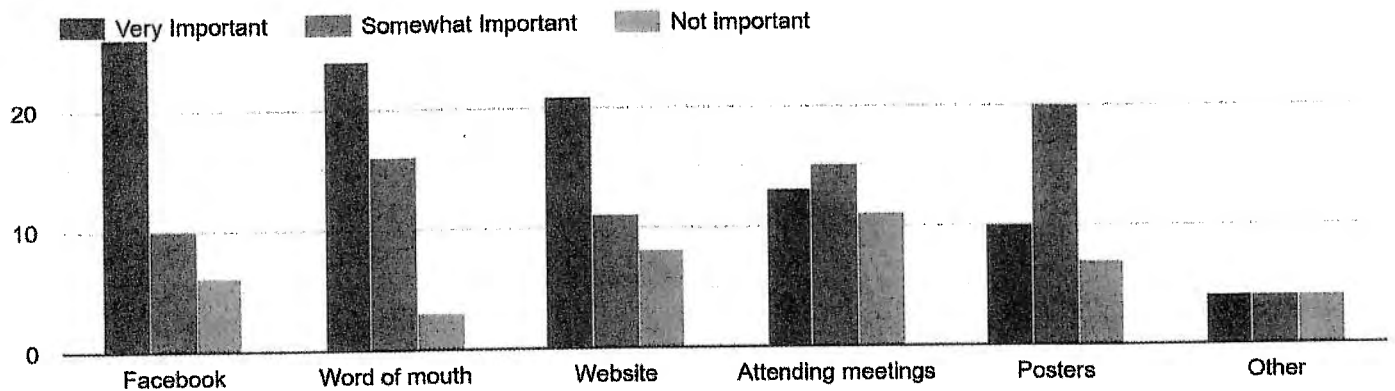
'Should do more advertising.'

The feasibility study Steering Committee provided the following additional thoughts on this topic.

- *Definitely need tons more work and a little bit of money.*
- *We do not market ourselves at all- truthfully the events get quite a bit, but the facilities and what we offer get no marketing.*
- *These comments bring back the conversations to correctly advertise what we are doing so that people might choose our event over a different competing event if money is truly tight.*

The survey also revealed the following marketing related data.

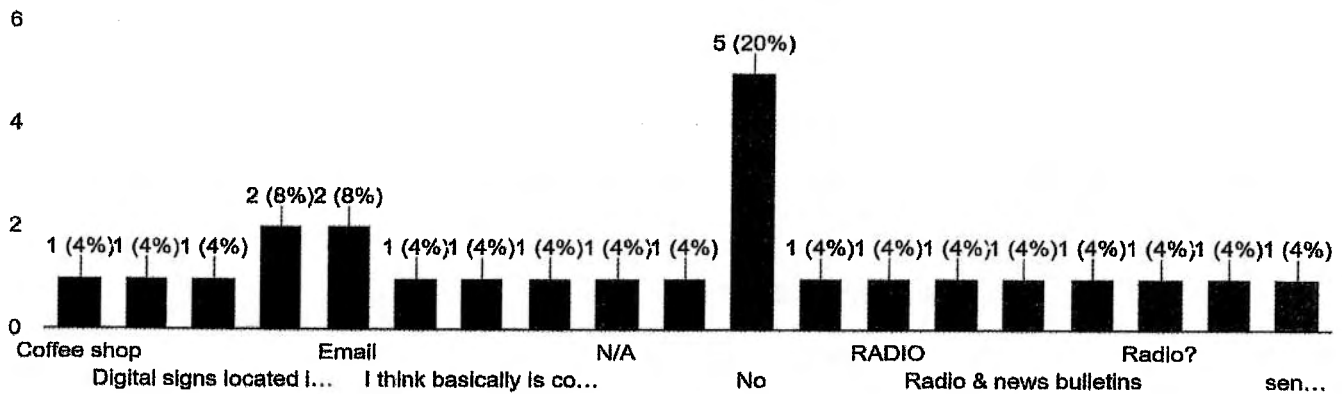
Please rate how you typically hear about events at the Society



Facebook and Word of Mouth are the two biggest ways respondents hear about Society events. The website and posters are the next method.

Are there any other important means of communication not included above?

25 responses



Membership Feedback on Feasibility Study Draft Recommendations

SOURCE: HANDOUT 2b - Recommendation Three - A Marketing Strategy

1. What are your views on a Marketing Strategy?

Social media, Reaching out to different groups and individuals

Digital media (needed)

Absolutely essential

Social media, word of mouth

Needs to reach outside of community, being more active in community will help bring community to us

Stepping outside of our comfort zone and outside of our local community

2. Are there any particular groups of people or locations we should be targeting?

Schools, churches, lodge, town employees, MD employees

Wider community

Schools, opportunities to socialize, chase the ace; like Innisfail does - crib tournaments for seniors

Youth, Seniors, Urban, Newbies, Schools

More youth oriented activities, all age groups really, there's need for bringing the generations together

3. What are your views on expanding the use of social media to promote the Society?

Knowledgeable one person

Yes

Way to go - must be used

Absolutely must happen

Social media a must - need to be willing to go beyond Facebook and website

4. Do you think it would be a good idea to get video and photographs of events on social media?

Yes

Yes - do right way

Yes

Yes

Yes, making sure we follow or create protocol, policy around FOIP/permissions to share etc.

5. Do you have any other thoughts about a marketing strategy you'd like to share?

Can be expensive but needs to focus, online raffles

No

Differentiate marketing from sales!

Designated social media rep @ events, promoting events

Committees, committees, committees - sharing the load, sharing the information key to getting all the support, visibility to events programs, Keeping them viable and sustainable



17. Marketing Strategy Summary

A specific marketing strategy is needed to make sure that the Society is not just serving an ever-decreasing circle of members but taking advantage of the changing demographics of the region. People need to be actively invited to the range of events and activities at the Society rather than the Society just relying primarily upon word-of-mouth or people checking the website or Facebook page. Target markets need to be identified and targeted in effective and consistent ways.

As indicated above, content can be proactively shared online to engage more people with photographs, videos and even live footage being shared. A series of basic workshops can provide members and volunteers with the skill sets necessary to undertake these activities.

The marketing strategy will contain a **Social Media plan** – which may include training a volunteer or paying a company to release posts on a regular basis.

Other options include:

- A dedicated YouTube channel.
- Customer care training for all staff / volunteers working events.
- Having a 'go to' website'
- A community wide survey



18. Recommendation Four: A Volunteer Strategy

As discussed at the start of the start of this section, we all know that volunteers are essential to the future operation and success of the Society, yet they are in increasing short supply. In the past there has been a natural flow of new volunteers into the Society but that has diminished to the point that a relevantly small core of people is carrying much of the workload. The Society needs to develop and deploy a strategy to engage and incentivize a new generation of volunteers.

Feedback on this subject from the key figures Interviews revealed the following thoughts:

"Finding volunteers is the biggest challenge these days."

"The biggest competition is the number of rural kids. The ones that were there are getting less and less. Volunteers are hard to come by."

"The young people seem to be going to where they don't have to do volunteer work."

"It is hard to get Volunteers to help."

"The volunteer base that is the issue with these kinds of facilities."

"If they lose the volunteer base they will be hooped."

"The volunteer base is not there, and the current Administration can't do it all."

The Steering Committee added the following comments to the above feedback.

- *We need to get our young people involved.*
- *I think we have a volunteer base just have to schedule properly and maybe involve new people.*
- *Volunteers will get behind 1. What they believe in 2. An interest to them 3. What they receive for doing so.*
- *Volunteers are completely different now then they were 20 years ago and unfortunately many groups have failed to keep up with this change. So a work in progress, but again, with the right strategy I believe it to be possible to get more and create a stronger base of volunteer.*
- *Volunteers are essential and increasingly difficult to find with the younger generation and so specific incentives are needed.*

When the recommendation for a specific volunteer strategy was shared with the open membership meeting there was overwhelming support as indicated in the responses below.

Membership Feedback on Feasibility Study Draft Recommendations

SOURCE: HANDOUT 2c - Recommendation Four - A Volunteer Strategy

1. What are your views on a Volunteer Strategy?

Need to show and up commit

Spread out user base more activities

Don't shoot your volunteers, Passion can equal burnout - watch it

Need one

Need a facility to compete with others in area

Being open and inviting and wanting people to be involved and heard.

Necessary to create a descriptive, explanatory strategy

2. Why do you think it is sometimes difficult to find volunteers?

Things come up, lives are busy

Interest, time, recognition

5% do 90% of the work

Don't know/understand expectations, Knowledge base

Our groups have gotten older and smaller losing out due to bigger and better facilities in the area.

A lack of encouragement and incentive

Description of activities, Board confusion, struggle to ask/share (Fun)

3. What do you think could be done to attract and retain volunteers?

Give positive experience, recognition

Activities

Better reward system, social media recognition

Education, Training

New clubs, new activity, opportunity

Be open to the possibilities that we never know where they could end.

More advertising. Reward volunteers, Lead by example

4. Is there an alternative way to accomplish the tasks currently done by volunteers?

No

One paid help - hard to find

Yup

Some paid positions

There is but then there becomes a larger overhead cost of running said facilities

Paying clubs, companies

5. Do you have any other thoughts about a volunteer strategy you'd like to share?

Recognition

Keep all groups engaged and volunteer is not a problem, treat them right, thanks and appreciation

Youth involvement, interviewing for skill sets

Being open again mentally, physically, emotionally to the availability of what or whoever may come our way.



19. Volunteer Strategy Summary

As the society expands its programming and engages more deeply across the catchment area, the potential pool of volunteers will increase but many of the younger generation don't seem to buy into the equation of volunteering and so we need to make sure we engage and incentivize them. Opportunities exist to do this through introducing things such as enabling them to earn High School credits and even college credits for the work they do. Likewise, free training and other incentives can be utilized. A youth rodeo should be considered. There should be a new move in initiative to ensure they know who the Society is, where it is, what it does, and where to find out more and that they are welcome.

When we presented to the general membership recommendations two, three and four, the reaction was very supportive. Many of the comments we had gathered from our research indicated that these three recommendations were long overdue and were central to the future prosperity of the Society. If the Society makes a specific and planned effort to engage the community at large it will maintain its relevancy and increase attendance at events and the use of its facilities.



20. Recommendation Five: A strong Business Plan is needed to move forward

Financial viability is essential to the future of the Society. Although the Society is not technically a 'business' it must be run on sound financial principles and so central to its operations must be a solid business plan. In particular, a sound business plan will be essential to support the proposed new facility design and construction.

Feedback from our interviews with significant community leaders revealed multiple comments relating to financial viability and businesses planning many of which are included below.

'The Society needs to be run more like a business.'

'Need to make sure cover costs – be sharp on managing budgets.'

'Need to collaborate with business partners.'

'The leisure centre costs the town thousands a month. So can't fund two white elephants.'

'Need a strategy that works across the different seasons.'

'They have people who refuse to take the necessary time to handle their customers.'

'There is money in the community. The Ropers and 4H are the best supporters. The main businesses in town would use the facilities but they need to reach out and get them back into the Society.'

'There are some businesses in town that don't do anything with the Society. They need to garner support from these businesses.'

'The trouble is that people don't want to pay proper rent – just \$15 an hour – but that's not feasible – people are going to have to be prepared to pay more per hour.'

'Other arenas are having financial difficulty.'

'Rates are reasonable – for any of it.'

'Need bigger numbers to fund renewal of facilities.'

'Unless it is run like the Multiplex business it won't amount to anything.'

'Need to exploit the vast catchment area.'

In discussions with the Steering Committee about the need for a strong business plan members were adamant that one was needed to secure the future of the Society. The idea that facility expansion and broader and more active engagement with the community were essential to a viable future were also agreed and that these activities would need to be budgeted for as part of a business plan. The Steering Committee provided the following specific comments:

'It will need to be run like a business rather than as a group.'

'I believe we will be able to strategically become "the choice" of arena to use for multiple reasons.'

'(New) building new has to be sustainable.'

'We will need to identify our influences that will make this a success.'

'We need to be more proactive in managing our unused space.'

'It must be sustainable with a solid plan before building anything, and it must include a lot more voices than what is here-although it is a good start for sure.'

'We will need to look at becoming self-sustaining or close to it. A proactive, strategic plan can get the society forward thinking.'

'I agree (the Society) needs to be run like a business.'

When we took the recommendation for a business plan to the open general membership meeting the support was unanimous and very strong. Even if the Society did not move forward with the proposed new build the membership felt that there is a need for a very strong business plan going

forward to ensure the viable use of existing facilities. All members also supported the idea of increased ties with local businesses. Below are the written responses from the various groups that attended the open general meeting.

Membership Feedback on Feasibility Study Draft Recommendations

SOURCE: HANDOUT 3 - Recommendation Five: A strong Business Plan is needed to move forward

1. What are your views on taking a more business-like approach and having a strong business plan?

Essential, must follow it and be willing to be flexible

Agreed - need someone with business background

Essential

Essential

It's definitely necessary

Essential! Can't run losing money all the time

It's essential to be viable

2. Do you think that the Society should have more links with businesses / business leaders?

Yes

Yes

Yes

Yes

yes!

Yes. Local service required for the society, need feedback from business to create solutions for problems that may arise., Sponsorships to promote businesses.

Yes

3. What kind of considerations should there be for a business plan for example, what rates should be charged for events and facilities?

What events to host, ways to cover maintenance costs, advertise events

All Ag Society events need a budget approved that covers expenses and aims for profit. All rates need to cover costs.

Million dollar?, got to be balanced between groups, activity, affordability and required income

Balance between affordability and accessibility, and covering expenses, general manager

Strategic Plan just created, Business Plan ongoing, will determine rates to charge, Comparable to others, price/value

Rates, sponsorship, utility costs

4. What ideas do you have for generating income?

Host clinics, online raffles, daily lunch, poker rally (skidoo, horseback), host bull riding and concerts

Art/Craft - educational things

Facility rental, generate green power (solar farm), monthly lotto

All rentals, more programming @ cost, more clinics @ cost

More fundraiser, Plug-in facilities, Americans using facilities

Should have bingo, drop-in centre for seniors

5. What can be done in 'off-season' times to generate income?

Daily, markets (farmers, Christmas, home base business), camping sites, boarding horses

More use of outdoor facilities, camping, competitions

Dec - Feb - off season, lots of clinics, social activities - paint nights etc., lit nights, concerts

Outdoor skating rink, if set up properly there won't be an off season

We shouldn't have an off season

6. Do you have any other thoughts about a business plan you'd like to share?

Incorporate all areas (rural and urban)

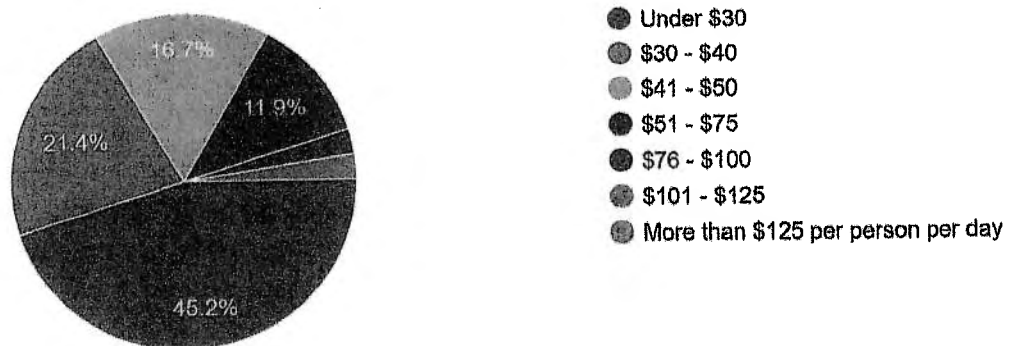
Balance - meeting members needs #1, community needs #2, provincial needs #3, (like elections, meet MLA, AFRD - meeting, Beef Assoc, Trade Show

No

As part of the survey of members and non-members we asked some general business planning related questions to help give us an idea of some financial indicators. For example, based upon the current Society offer, how much would someone be happy to pay for a 'major' event. While we realize that individuals will interpret the definition of 'major' differently, the responses help us get a feel for how the current attendees value the current activities. Once a business plan is underway, more specific questions would need to be asked. The current data gathered indicates that people tend to see the 'major' events the society offers as being worth under \$30 – possibly up to \$50. If the Society is to expand to major activities such as hosting concerts, we would need to know the community would be willing to pay two or three times the current comfortable amount. We would need to have a specific understanding of the sense of value our attendees put on higher value products and services (such as a major music festival or concert) as essential indicators in the formulation of a business plan.

What do you expect to pay for a major Society event per adult per day?

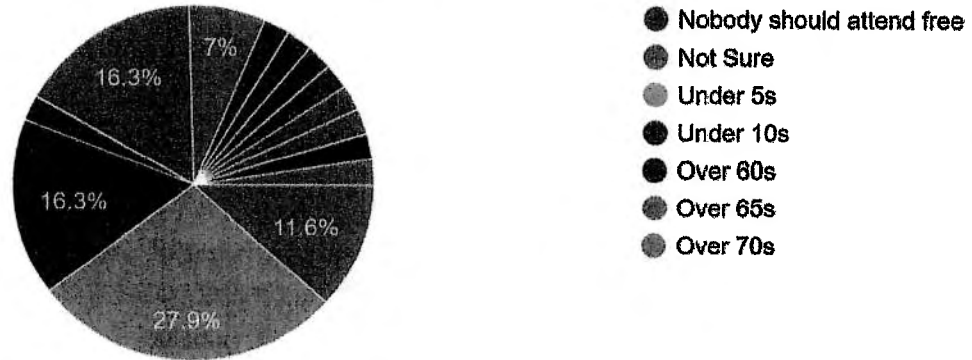
42 responses



Noting the social role of the Society, we also probed the issue of should anyone, such as children or older community members be able to attend events for free. Generally, respondents supported the idea of some people being able to attend events for free, namely, those under five. This fits with the existing branding of the Society as being a family values oriented organization.

Should some people be able to attend Society events for free?

43 responses



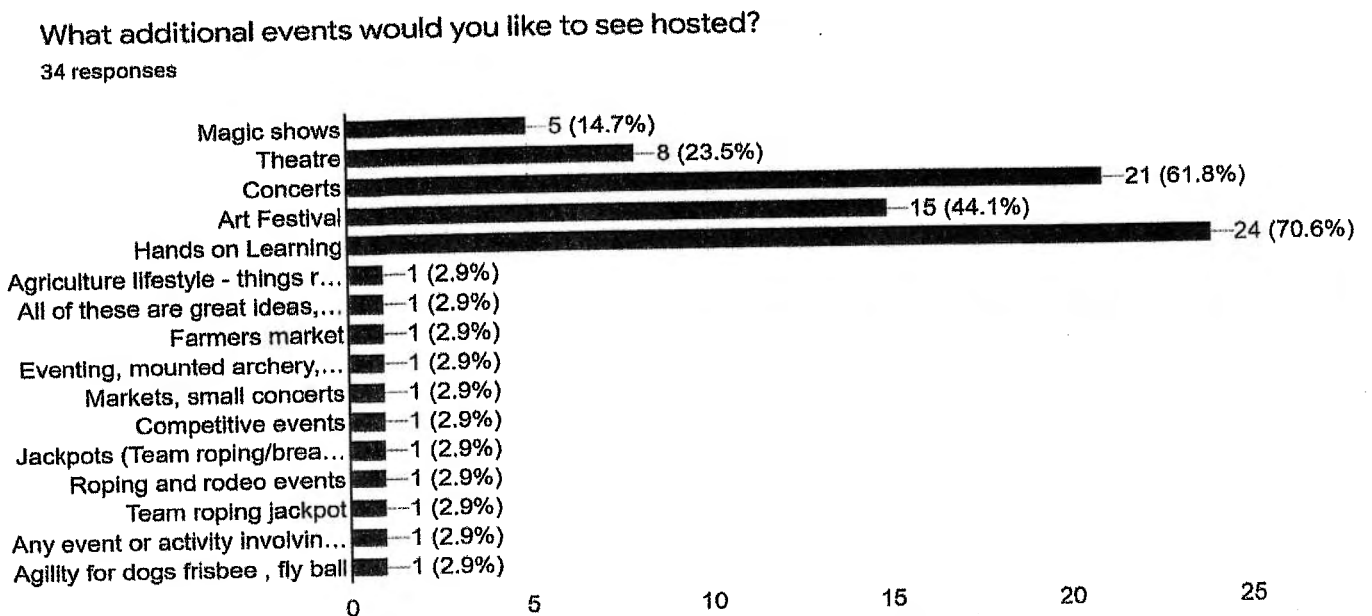
21. Business Plan Summary

Support for the development of a strong business plan is universal and it is our understanding that one is already being developed as part of the strategic planning exercise. We recommend that the sub-committee working on this plan not be a short-term idea but form an ongoing part of how the Society operates. Business leaders from the community could be asked to sit on the sub-committee as could political leaders – people who would bring not only business expertise but also political and economic context and input. The generation and review of business and financial reports should be undertaken on a regular basis within the context of the new overall business plan. The new plan will need to incorporate the facilities and programming expansion recommendations within this report should the leadership give the final go-ahead. From our initial discussions with members, non-members, influential local figures and the Steering Committee, multiple ideas for additional revenue streams have been generated and we recommend that these be explored as well as other ideas developed. Sustainability across all the seasons within a changing community and economic context should be central to any business plan.

22. Recommendation Six: A Programming Expansion Plan & Recommendation Seven: An Education Strategy

This next section of final recommendations includes two closely related areas for action; the general increase in the range of programs being on offer and, in response to the demand so far indicated through our research, an expansion in the educational and training programs on offer by the Society. The expansion in programming will be particularly significant if the proposed facility redesign and rebuild goes ahead in order to ensure sustainability. In many ways the programming plan is central to all of the other recommendations including the ability of the Society to connect with the shifting profile and needs of the communities it serves.

If the Society is to retain or even enhance its role at the heart of the community, the kinds of programs and services it offers are key and so these recommendations are critical. Our research work indicates that there already exists a demand for an increase in the variety of events and activities on offer and so there appears to be ready scope for expansion. The below data indicates the nature of that demand, pointing to 'hands on learning' requested by 70% of respondents, and concerts requested by 62% of respondents. A wide range of programs and activities have been proposed some new and some old, including 'art festivals' and 'theatre'. As the idea of new programming is addressed in further research, more details and specific suggestions are given by respondents.



If programs are expanded to further meet the needs of existing customers as well and attract new audiences, we need to be mindful of not over saturating the market with activities and services. We included a question in our survey of members and non-members about how often they would typically *want to* attend Society events. The results were very interesting with 7% of respondents saying that they would like to attend events more than once a week and a further 12% weekly, and 14% saying every two weeks. The largest proportion, some 40% said they would like to attend once a month. That, of course, is assuming that the events on offer are of interest to the survey respondents.

How often would you typically want to attend a Society event?

43 responses



The qualitative interviews provided the following feedback on the subject of programming from relevant key community leaders.

'Bigger Jumping, equestrian events - can't hold ag show at that building.'

'Need to involve non-rodeo people by expanding the range of activities.'

'The society put on a lot of shows, events.'

'Need to expand programs.'

'Rodeo is usually a success.'

'Can't be reactive – have to be proactive.'

'The society have had cultural events that work well.'

'The society puts on good events for the community. Events for everyone.'

'Run training for local businesses.'

'The society have done multi-cultural events that have been very good. Photo shoots with back drops was very successful.'

'Tech training H&S etc.'

'Could hold concerts if new facility is big enough.'

'They could do more things where they involve non rural/AG people. The youth are losing touch with Agriculture.'

'Three day events – outside jumps. – ad as part of rodeo – water pit.'

'Put a survey out to the community to see what they want.'

'Never really had a great horse show as it's the same bunch every year – need to reach out to others.'

'Should hold bigger roping, horse events.'

'Need junior rodeo an option.'

'A Farmers market – it could be viable at the ag soc.'

'You could host cattle sales, bull sales etc.'

'Start a camping spot.'

'Big demand still for event space.'

'I would like to see it expand to offer more opportunities for our regional youth, more educational opportunities on a broad array of subjects, be inclusive, provide a space for unity, higher level of cultural events, potential for educational spaces to be included in a new build.'

'Need to make use of that acreage – it's underused.'

'Barrel racing association, mud truck, any of them – all community events should be included.'

The Steering Committee supported the idea of more innovative and engaging programming as part of a strategy to further engage existing audiences and also to access new markets.

- *Programming does need a bit of a fresh approach.*
- *Most of what we do is successful, but we could be doing so much more with the right proactive plan in place.*
- *We do need to do more!*



Membership Feedback on Feasibility Study Draft Recommendations

SOURCE: HANDOUT 4a : Recommendation Six: A Programming Expansion Plan

1. What are your views on expanding the range of events and activities offered by the Society?

Yes, inclusive of all

Would like to see more diversity, motor cross, outdoor games, mountain bike trails

Absolute financial necessity

inclusive, needs to happen

Focus on Community Events

Definitely necessary partnership with other groups

2. What kind of new events would you like to see being run? How much should be charged for them?

Affordable, poker ride, card/board game night (poker, crib), jamborees

Jamborees, music festival, poker night

Youth programming, robotics, animation, VR, games

Gaming nights \$10, youth/ Adult, K9, Youth Equine nights (gymkhana) different disciplines - \$30

Jam session, random dances/dinners, dealership showcase, farmers luncheon, farmers day

3. What are your views on the following suggestions?

Car show	Youth Rodeo	On-line events and activities	Animal rescue	Stables
	Yes (part of a circuit)	Y	N	Y boarding
	y	y	n	y
	Y	Y	tricky, emergency evacuation center	management will make or break - not building
	winter series	N	health and wellness issues with disease	Yes need - rental paddocks with shed - contracts
Gun club	Multi-cultural events	An ag show	Hold non-ag events such as tech shows, auto events	
N	Y	N	Y	
	Y	Y	Y	
too close for shooting	why not	Y	Y	
N	Yes love to see indigenous participation	consideration	Yes!	
Cattle sales (worked in the past)	Barrel racing	A beer festival	Mud trucks	A summer C&W festival
Y	Y	Y Wine	Y	Y
y	y	y	y	y
different kind of marketing now worth another try	Y	Maybe local craft beers		Concerts
	big money event needs big facility	maybe craft	maybe	great idea

4. Do you have any other thoughts about expanding programming you'd like to share?

We need to expand ideas

Eventing

Don't duplicate what is already offered like camping, developing a campground, Small Biz Fair

23. An Education Strategy

When we took the proposal of a specific education and training strategy to the open general membership meeting it was also very well received. The take up of new technologies in recent years in the education field, spurred on by the impact of Covid, has opened up a range of new opportunities for program delivery for the Society. North Star Futures has extensive contacts within the education and training sector and can quickly facilitate a number of relevant options and partnerships for the Society.

Below are the responses from the open general meeting with regards to the addition of further education and training programming at the Society which includes several ideas for potential subject areas.

Membership Feedback on Feasibility Study Draft Recommendations

SOURCE: HANDOUT 4b: Recommendation Seven: An Education Strategy

1. What are your views on having an education strategy?

Yes

Yes

Can't duplicate - Watch Northern Lights College, Library, programming, Karate

Yes

2. Do you have any ideas about what educational or training could be done?

Farm safety, cooking class (adult), date night

Agriculture and gardening and any other

Any hands on, Livestock emergency rescue, fire fighting training, Art-craft, Drones

Volunteer training, love all the ideas presented, courses for seniors, men's mental health groups, women learning wood working and engines

3. If a new building goes ahead, what facilities would be needed to accommodate education and training?

Kitchen, instructors (local), boarding (horses, dogs)

Meeting rooms with sliding walls

Not IF, WHEN, Whatever groups will commit

Technology, spaces, Industrial Arts type shop

4. What educational activities do you think would be supported?

	Farm H&S	Computer classes	ESL classes	Photography / art classes	Wine / beer making	Youth PC gaming nights	Post secondary courses
	Y	Y	N	Y	Y	Y	N
	Y	Y	Y	Y	Y	Y	Y
Survival skill training, Air Cadets, Cooking classes	Y	Y	Y	Y	Y	Y	Y
	Y	Y	Already have that in town	Y	Y	Y	Y

5. Do you have any other thoughts about expanding programming you'd like to share?

Community garden, police meet and greet activities, drone program

24. Programming / Education and Training Expansion Summary

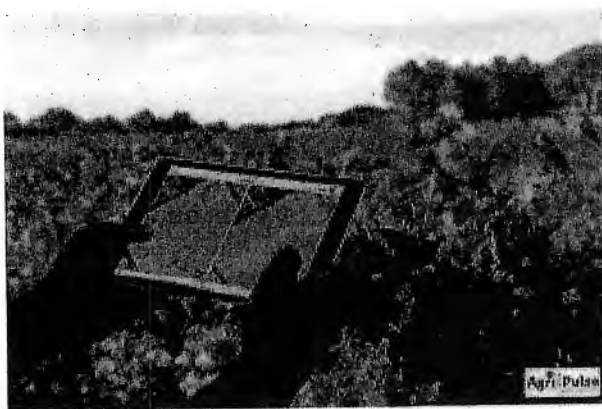
One specific area that our survey work reveals a specific demand for more programming is in the area of education and training. New technologies, combined with our extensive contacts within the education sector, mean that there is a significant opportunity to respond to this demand.

- Farm H&S
- Computer classes
- Crafting / Quilting
- ESL classes
- Survival Skills
- Cooking
- Air Cadets
- Photography / art classes
- Wine / beer making
- Postsecondary courses such as certificates, diplomas, or Dual Credit degree courses

In terms of the general expansion of programming, a whole range of ideas came back to us about different programs and activities that can be held - new things and things that had worked in the past. Any new build plan will need to include a plan of what can be offered in the new facility. We need to take advantage of the vast catchment area you have and create a Programming Expansion Plan. Some of the ideas that have been generated already:

- Youth rodeo
- On-line events and activities, maybe a YouTube channel
- Youth PC gaming nights
- Animal rescue
- Crafting / Quilting
- Stables
- Gun club

- Multi-cultural events celebrating festivals for the region – for ethnic minorities
- An ag show
- Hold non-ag events – such as a tech show, or auto events
- Cattle sales, bull sales (worked in the past)
- Barrel racing
- Mud Trucks
- a beer festival
- A summer C&W festival



25. Recommendation Eight: Use of the Land and the Location

The Society facility is located on a large section of land which is currently under utilized. The town of Valleyview is ideally placed in terms of the road network and proximity to other communities which presents several opportunities. Significantly, it is at a key junction for travellers heading either North or West. Feedback from our research argued that something more needs to be done with the land and to exploit the location.

'When built it was the only arena within 100 miles – now 3 within 20 miles.'

'Grande Prairie 90mins drive – only real comp. Edmonton in the other direction. AG Soc is best option in that range.'

'Other facilities – pretty lucky that they are far away.'

'Big demand still for event space.'

'There are new indoor arenas being built.'

'Teepee Creek big draw – building busy every day.'

'TeePee Creek Ag Society has a beautiful facility, and we need people to drive to a project like this.'

'They have plenty of space – have huge outdoor arena plus lots of grounds.'

'Starting to age – a lot. It's a small building – needs to be a little bigger. Have a new barn – wonderful outdoor rodeo grounds.'

'Camp, grounds with all hook up facilities/ - could get the traffic heading N or W before it splits.'

'There is no place to camp. There is an opportunity to use the location because of its location.'

'It would be nice to have a place to do a trade fair.'

'Many acres of land under utilized – just rented out – should all be used.'

'We need a park like facility in the space they already have. It is the view to the east that is breath taking but the facilities don't match.'

'Need to exploit the big catchment area.'

The Steering Committee agreed that the feedback from our research that the extensive grounds could be utilized in conjunction with a programming expansion plan much more effectively. The highly favourable location of Valleyview provides a great opportunity to create a wide variety of new attractive and commercial activities. Specific comments from the Steering Committee included the following.

- *I think economically we are actually in a unique position. Valleyview and its trading area tend not to see the same increase/Decrease Alberta cities see. We are not tourism geared either. But I believe the Ag society needs to "catch" travellers and give them a reason to stop in at our facilities overnight or even for an hour or two- and that can translate to many other opportunities for the Ag Society as well. This way we can try and catch those who have to travel or are not impacted by high gas prices or economic downturn.*
- *We have always brought the locals and the trading area in, which is also fantastic if people do choose to stay closer to home. These comments bring back the conversations to correctly advertise what we are doing so that*

people might choose our event over a different competing event if money is truly tight.

- *I think camping space would be an asset*
- *We need to be more proactive in managing our unused space*
- *Cost of living is a concern for most people, and I think they'll be looking closer to home for Entertainment*

The feedback gathered at the open general membership meeting was also enthusiastic with the idea of using the existing grounds in a variety of creative and engaging ways as follows:

Membership Feedback on Feasibility Study Draft Recommendations

SOURCE: HANDOUT 5: Recommendation Eight: Use of the Land and the Location

1. **What are your views on how the land and the location of the society could be better used?**

Camping sites, picnic area

2. **The Land?**

Walking trails, plant trees, community gardens

RV Sites, Eventing/Walking trails, Kick off place for Wilderness Camps

Solar farm, housing project (SR and Emergency)

Create a facility plan that utilizes it all.

Campground - full service - animal friendly - shower house

3. **The Location?**

Disadvantage for locals, advantage for privacy

Very advantageous

Under utilized

Great - easy access off highway 43, road improvement is nice, within town limits, quiet, relaxing for staying

Great location

4. How to service the big catchment area better?

Advertise/market

Advertise

Higher value add

Bigger facility more amenities, programming

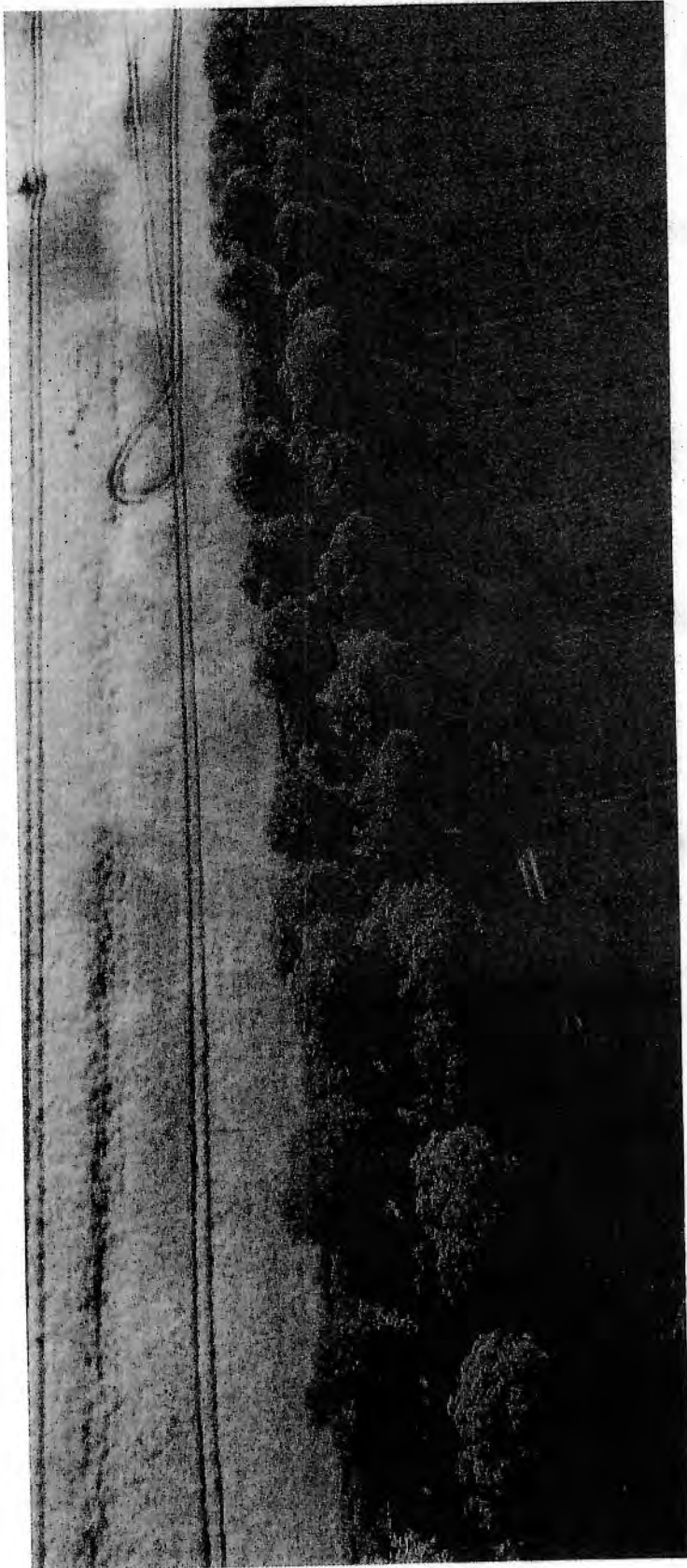
Trading area

5. What are your views on the following suggestions?

Service folks heading north and west	Some kind of camping facilities	Hydroponics/greenhouses	A three-day event inc. water jump	Concerts (indoor and outdoor)	Trade Fair
Y	Y	N	Y	Y	Y
	Home base for horse activities competing with 2 other local locations	Y	Y	Y	Y
Y	Y / No-maintenance cost	Y	Y	Y	Y

26. Land and Location Use Summary

The Society is situated on a large piece of land in a great location that is not being taken advantage of and we recommend a full review of the land use. A wide range of ideas have been proposed about how that land could be used including:



- Camping facilities etc. to service folks heading north or west – great view to the east not utilized.
- Stables
- Hydroponics – food production
- Farmers Market
- Walking trails / Outdoor fitness trails
- Community Gardens
- Solar Farm
- Housing project (SR & Emergency)
- Shower House
- Three-day event with water jump
- Concerts – indoor and outdoor
- Trade fair facilities
- Exploit Geographic Location as folks head north and west
- Hydroponics
- Concerts (indoor and out)

27. Next Steps / Implementation Process

We strongly recommend that the implementation phase in this process be undertaken as soon as possible while the connection with the membership and community is still there for a quick follow up.

An outline for the implementation of each recommendation can be drafted and blended into a phased implementation plan and funding needs can be identified and applications for grants made fairly quickly. A planned phased implementation is critical to allow for the most effective roll out given the interdependency of most of the recommendations. The design and construction of new facilities will require the most time and planning and will be pivotal to much of what can be accomplished through this study.

“Remaining at the Heart of the Community in an Age of Disruption”

North Star Futures also provides the following organizational support: grant sourcing and applications, professional development, company culture diagnostics and modelling, government relations, communications and marketing, customer awareness, and key hiring process management and support (including psychometric evaluations).

APPENDICES

APPENDIX A The Role of the Project Steering Committee

Appendix B Part One of the Study: Eight Point Study Scope



APPENDIX A

The Role of the Project Steering Committee

In order to manage and facilitate the study process, a Steering Committee made up of volunteers for the Society was organized

Key Responsibilities of the Steering Committee

The key role of the committee is to support the smooth flow of the feasibility study and ensure that Society Members are updated on the progress of the project as we progress. The Steering Committee does not have to worry about getting to grips with strategic issues such as aims, direction, or methodologies as these were already approved in the original project proposal and then accepted in more detail in the form of the Eight Point Study Scope© at the Society Board meeting of July 21st, 2021. The key role of the Steering Committee was as follows:

1. Oversight throughout the project.

It is vital that the project stay on track and on budget and so the Steering Committee will receive updates on progress through the various study phases. Depending upon the stage of the project, and how intense the work phase is, we might agree a schedule for Zoom meetings or e-mail updates or a combination of both.

2. Act as a conduit with Society members.

It is important that the Society in general is aware of the progress being made and at the same time that the project team are not swamped by requests for updates and so communication between the two will typically take place via the Steering Committee. For example, the Committee might be asked to provide specific updates via the Society Website by the President of the Society.

3. Provide decisions, advice, feedback, and access to contacts, data etc.

If the Project Team have a question, require information, or need feedback on something it will refer to the Steering Committee. In this way, the Steering Committee will be a resource for the project. For example, the Steering Committee may be able to provide historical context or other useful information or identify who could perform that function.

4. Help facilitate research related activities such as surveys and interviews.

When it comes to operationalizing the research phase of the project the Project Team will look to the Steering Committee to provide operational support and advice. For example, in identifying potential people to be considered for interview as part of the qualitative research data gathering component of the study.

5. Receive regular reports on progress towards outcomes at update meetings.

The Steering Committee will receive the formal reports submitted by the Project Team prior to them being formally presented to the President of the Society by the Project Team.

All of the above roles will take place under the direction and at the discretion of the Society President as the legal representative of the Society.

Committee Composition

The committee will be comprised of a small number of individuals who act to represent the Society in the ongoing dialogue with the Project Team. It is important that members of the committee are accessible to the Project Team and have the capacity to provide feedback, advice, and follow through on things that need to get done. The Steering Committee will have identified deadlines to work within to ensure that the project moves along within schedule. We recommend a committee of three members and possibly up to five members depending upon the availability of the members to support the project.

Given the strategic significance of the feasibility study, it is expected that the Society President will Chair the Steering Committee and appoint appropriately committed members accordingly. The Society might consider giving one place on the Committee to a less experienced younger member so that they gain experience. Should the Society need consultative guidance in creating a committee we can include this activity as part of our initial project phase.

The Steering Committee played a vital role in the successful undertaking and completion of this study.



REQUEST FOR DECISION

SUBJECT: Delegation - Holy Family Catholic Regional Division
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 21, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: PRESENTER:
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the Holy Family Catholic Regional Division presentation as information, as presented.

BACKGROUND/PROPOSAL:

The Holy Family Catholic Regional Division (HFCRD) was formed on September 1, 1997, through the regionalization of the former Holy Family Catholic Separate Regional Division No. 17 and the North Peace RCSSD (Roman Catholic Separate School District).

HFCRD strives to provide a unique and inviting Catholic learning environment that links the home, the parish, and the community. Resources will be distributed equally and fairly so all students have an opportunity to learn in a flexible, safe, and caring learning environment. A strong, well informed teaching staff, with an eye to the future, will provide dynamic and innovative programs in well-planned school facilities. Students will be provided with the opportunity to live the values they are taught. The uniqueness and diversity of students will be honoured and recognized. All students will be successful. Graduates will be prepared so they are motivated life-long learners grounded in the Catholic faith.

HFCRD is comprised of 9 schools, 2100 Students, 174 Certified Staff, and 132 Support Staff.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is it will give Committee of the Whole updated information regarding the Holy Family Catholic Regional Division.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information or take no action to 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:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Powerpoint Presentation

WELCOME TO

HOLY FAMILY CATHOLIC REGIONAL DIVISION

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



DIVISION PROFILE

Holy Family Catholic Regional Division No. 37 (HFCRD) was formed on September 1, 1997 through the regionalization of the former Holy Family Catholic Separate Regional Division and North Peace RCSSD.

Provides Catholic education to over 1,700 students in 7 schools in the division.

Staff Overview:

- 128 Certified Staff
- 158 Support Staff

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!





2021-2025 BOARD OF TRUSTEES



Kelly Whalen
Board Chair
Ward 4 – Sub 3
Peace River/Nampa



John Kuran
Vice Chair
Ward 4 – Sub 3
Peace River/Nampa



Leanne Cox
Trustee
Ward 1
High Prairie

OPEN
Trustee
Ward 2
McLennan

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



2021-2025 BOARD OF TRUSTEES



John Michael Pozniak
Trustee
Ward 3
Valleyview



George Chuckvar
Trustee
Ward 4 Sub 2
Grimshaw



Michael Connell
Trustee
Ward 4 Sub 1
Manning/Fort Vermilion



Donna Duda
Trustee
Western Cree Tribal Council

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



HFCRD CENTRAL OFFICE



Certified Staff: 4
Support Staff: 26

PEACE RIVER, AB

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



SENIOR ADMINISTRATION



Betty Turpin
Superintendent



Lauri Goudreault
Assistant Superintendent
of Inclusion and Student Support

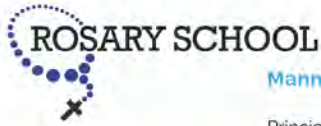


Cora Ostermeier
Assistant Superintendent
of Human Resources and Learning

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



Our Schools



ROSARY SCHOOL

Manning

**ECS - Grade 9
Enrolment: 83**

Principal: Teresa Sallis-Stewart
Assistant Principal: Julie Gummesen



**ÉCOLE PROVIDENCE
SCHOOL**

McLennan

**ECS - Grade 8
Enrolment: 56**

Principal: Alysia Sharpe

Grimshaw

**ECS - Grade 9
Enrolment: 110**



Principal: Terry Hogan
Vice Principal: Krystle Brulotte

High Prairie

**ECS - Grade 12
Enrolment: 397**

Principal: Matthew Morrissey
Vice Principal: Stephanie Dube
Vice Principal: Alicia Milner
St. Francis Youth Assessment Centre
Enrolment: 1



ST. ANDREW'S SCHOOL



**GOOD SHEPHERD
SCHOOL**

Peace River

**Pre-K - Grade 6
Enrolment: 378**

Principal: Laurie Goyetche
Assistant Principal: Stephane Gaudreau
Assistant Principal: Sadie Oberle



Valleyview

**Pre-K - Grade 6
Enrolment: 273**

Principal: Jodie Chisholm
Assistant Principal: Sandy Campbell
Assistant Principal: Beverly Dietzen

Peace River

**Grade 7 - 12
Enrolment: 408**



Principal: Victoria Cornick
Vice Principal: Brendon Nichols
Vice Principal: Paul Marceau

Peace River

**Grade 10 - 12
Enrolment: 1**



Principal: Victoria Cornick

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!





**Valleyview
ECS – Grade 9**

**Enrolment: 273
Indigenous Students: 128
171 Families**

**Principal: Jodie Chisholm
Assistant Principal: Beverly Dietzen
Assistant Principal: Sandy Campbell**

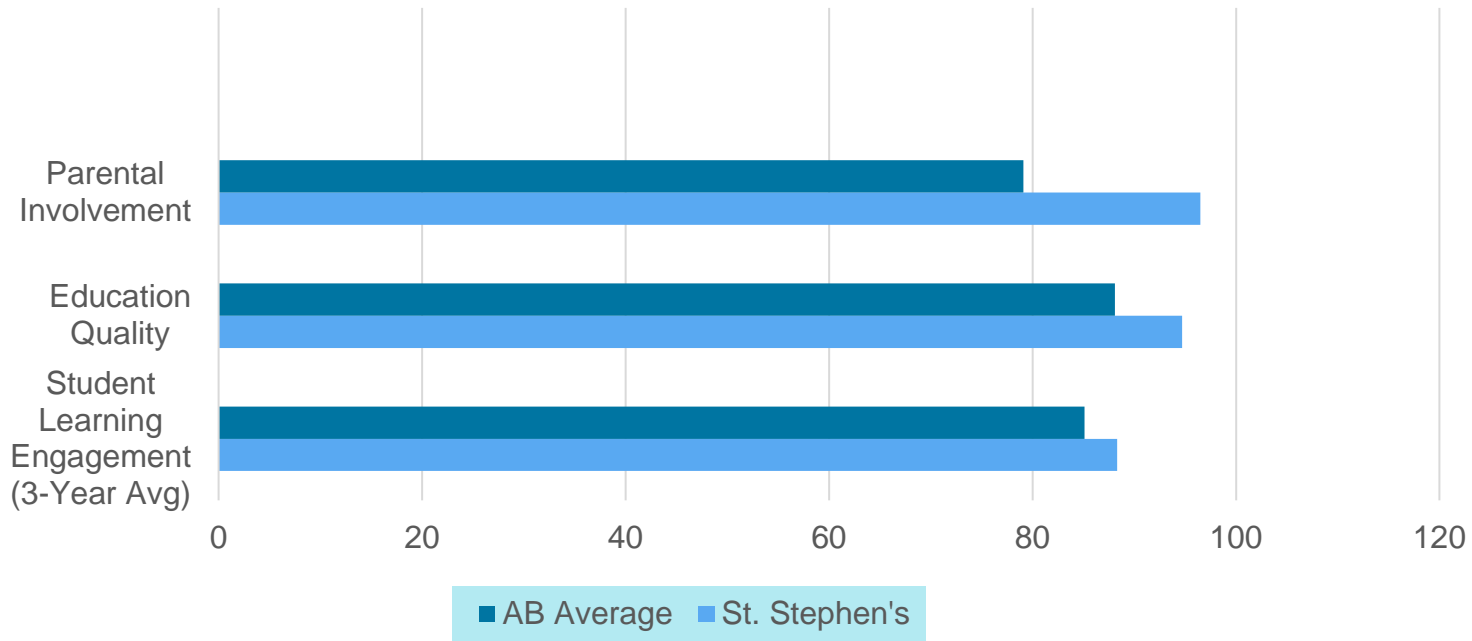
**Certified Staff: 17
Support Staff: 18**

**STUDENT SUCCESS IN A CATHOLIC COMMUNITY,
GUIDED BY CHRIST!**



Holy Family
Catholic Regional Division

Alberta Education Assurance Measures

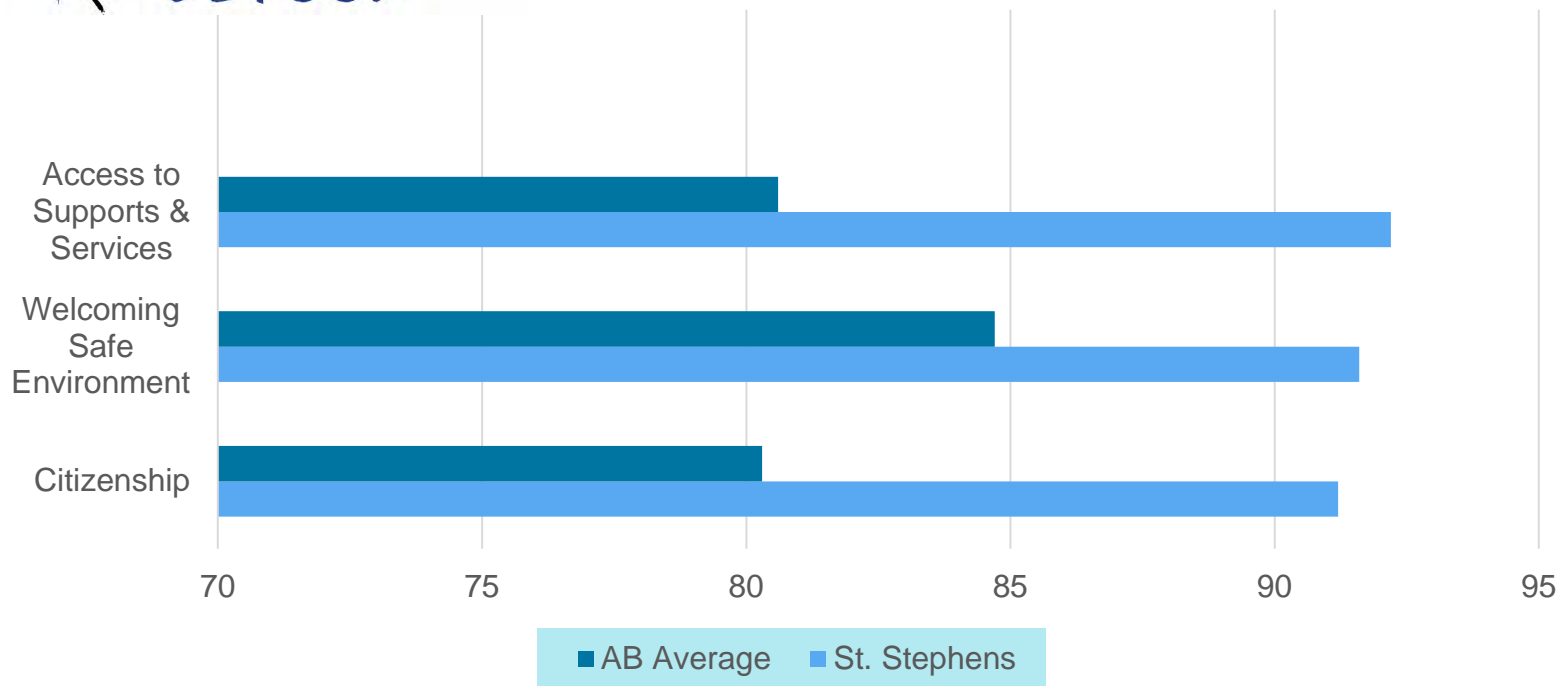


Data supplied from the Government of Alberta's Education Assurance Measure Results, 2023

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



Additional Metrics



Data supplied from the Government of Alberta's Education Assurance Measure Results, 2023

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



TESTIMONIALS FROM FORMER STUDENTS



What stood out to me was the small classroom sizes and the welcoming environment I felt every time I walked through the door. The teachers were extremely supportive and it felt like a family. Even my brother called his teacher “mom”. Whether it was staff or fellow students, everyone supported everyone. One of the reasons I chose the healthcare path was because good Catholic values is about helping others. I am excited to move back to the area within a year.

Kaley Dorscheid

Combined Lab & X-ray Technician at Claresholm Hospital



I attended St. Stephen's School from 1993-1999 (grades 1-6). I have many fond memories in the old building, including being in Sister Martha's last class in grade 1, multiple Christmas concerts, making friends, and learning a lot. I can recall all of my teachers and still maintain positive relationships with many of them that are still in the community. I feel like my education and overall experience at St. Stephen's was a positive one, and helped shape me into the man I am today.

Travis Loewen

Senior High Math Teacher – Hillside High School

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



QUESTIONS? PLEASE CONTACT US!



Holy Family
Catholic Regional Division

(780) 624 – 3956

Or

1-800-285-8712

10307 – 99 St

Peace River, AB

T8S 1K1

STUDENT SUCCESS IN A CATHOLIC COMMUNITY, GUIDED BY CHRIST!



REQUEST FOR DECISION

SUBJECT: **Delegation - Heart River Housing – Needs Assessment Discussion**
SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 21, 2024 CAO: MANAGER:
DEPARTMENT: CAO SERVICES DIR: PRESENTER:
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the discussion from Heart River Housing for information, as presented.

BACKGROUND/PROPOSAL:

Heart River Housing presented at Committee of the Whole on November 21, 2023, regarding the needs assessment for Senior and Social Housing. To facilitate this assessment, Heart River Housing had discussions with elected officials and more follow up discussions with local residents.

Heart River Housing has completed their housing needs assessment and would like to share with Committee of the Whole some preliminary direction and conceptual drawings. Right now, Heart River Housing is in the planning stage, so nothing is approved but would love to get Council's feedback.

Council has the option to enter into closed session to discuss more details as per **Section 16 Disclosure harmful to business interests of a third party**.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is Committee of the Whole will be able to provide feedback on the completed housing needs study.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the option to request additional information from Heart River Housing.

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):

- Housing Needs Study Presentation

8.2

HEART RIVER HOUSING

Town of Valleyview and MD of Greenview Catchment Area

Housing Needs Assessment

Where are we and Where are we going?



May 2024

DEMOGRAPHICS

History

	2011	2016	2021
Valleyview - total population	1761	1873	1675
0 - 19 years	430	440	410
20 - 64 years	1031	1083	925
65 years - 80 years	205	230	205
80 + years	95	120	135

	2011	2016	2021
Fox Creek - Total Population	1969	1971	1635
0 - 19 years	570	515	410
20 - 64 years	1319	1331	1025
65 years - 80 years	75	115	170
80 + years	5	10	30

	2011	2016	2021
Sturgeon Lake 154 (RESERVE) - total population	1186	1447	1280
0 - 19 years	505	580	510
20 - 64 years	621	787	610
65 years - 80 years	50	70	140
80 + years	10	10	20

	2011	2016	2021
MD Greenview - total population	5299	5580	5341
0 - 19 years	1485	1515	2125
20 - 64 years	3159	3305	2166
65 years - 80 years	560	670	935
80 + years	95	90	115

Study Area - Summary

	2011	2016	2021
Total Population	9029	9424	8651
0 - 19 years	2990	3050	3455
20 - 64 years	6130	6506	4726
65 years - 80 years	890	1085	1450
80 + years	205	230	300

	2011 - 2016	2017 - 2021
Total Population	4%	-8%
0 - 19 years	2%	13%
20 - 64 years	6%	-27%
65 years - 80 years	22%	34%
80 + years	12%	30%

Grande Cache and Grovedale removed from data



DEMOGRAPHICS

Demand Analysis

*Study area population growth factor

-0.5%

	80+ age category based on age shift	Local Population Estimate*	Age 80+ adjusted to population trend	Age 80+ % of Population	
2021	249	9,931	249	2.5%	
2026	367	9,782	361	3.7%	
2031	592	9,635	583	6.0%	
2036	837	9,491	825	8.7%	
2041	1,097	9,348	1080	11.6%	Peak Demand
2046	1,208	9,208	1,190	12.9%	
2051	1,175	9,070	1158	12.8%	

Red Willow Lodge Supportive Living Rooms 80+ population served	Current	+ 5 years	+ 10 years	+ 15 years	+ 20 years	+ 25 years	+ 30 years
	50 20.1%	73 20.2%	117 20.1%	165 20.0%	217 20.1%	239 20.1%	232 20.0%









REQUEST FOR DECISION

SUBJECT: Delegation - 2023 Alberta Wildfire Ratepayer Agricultural Damages
SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 21, 2024 CAO: MANAGER: SK
DEPARTMENT: AGRICULTURE DIR: MH PRESENTER:
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial: N/A

Council Bylaw/Policy: N/A

RECOMMENDED ACTION:

MOTION: That the Committee of the Whole accept the presentation on the 2023 Alberta Wildfire Ratepayer Agricultural Damages for information, as presented.

BACKGROUND/PROPOSAL:

During the 2023 wildfires, Alberta Wildfire crews created 10 miles of fireguards on an individual ratepayer's private and rented lands. During the summer months of 2023, the damages to fences and land were personally repaired by the ratepayer without the Province compensating for time or materials. The ratepayer is also concerned about the weed growth taking over these areas unless it is reseeded shortly.

A presentation was made to the Agricultural Service Board (ASB) on April 24, 2024, and the Board made the following motion:

*MOTION: 24.04.42 Moved by: MEMBER DAVID GIBBARD
The Agricultural Service Board request that Administration arrange for the 2023 Alberta Wildfire Ratepayer Agricultural Damage presentation to be included in a future Committee of the Whole.
Invite Public lands, Alberta Forestry and Minister Todd Loewen to do a follow up presentation.*

The presentation to Council is to raise awareness and share the information with Council and follow up with any additional information since the ASB presentation.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that the Committee of the Whole will hear of the impacts directly from an impacted ratepayer.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: The Committee of the Whole may choose to request that Administration prepare report to have this matter presented at a future Council meeting.

FINANCIAL IMPLICATION:

The financial implications of the recommended action are currently unclear.

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:

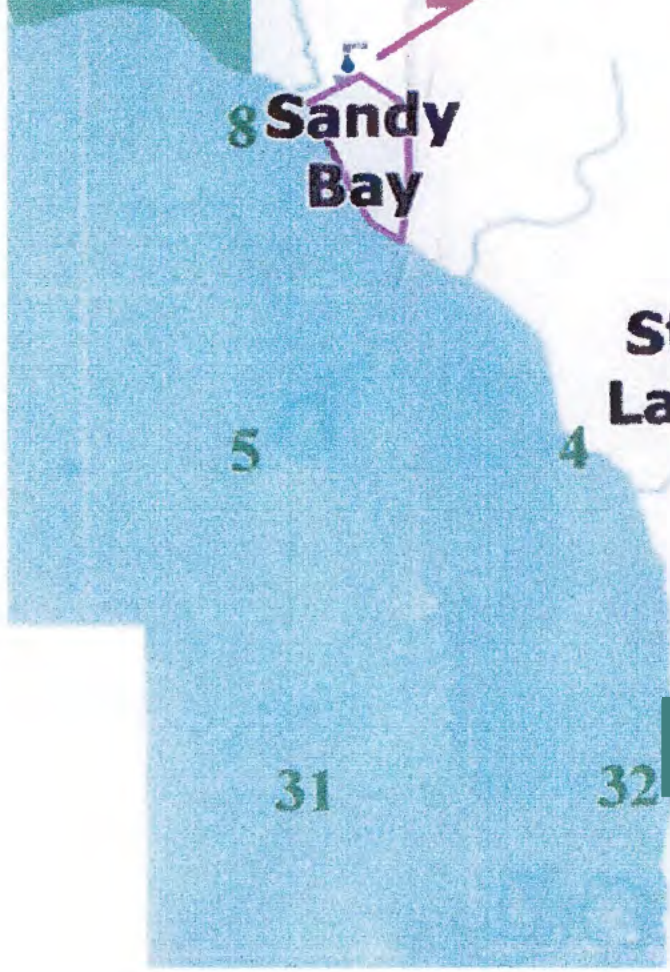
There are no follow up actions to the recommended motion, however, should the Committee of the Whole choose the Alternative Action, Administration will draft a report to have this matter presented to Council at a future Council meeting.

ATTACHMENT(S):

- Owned and Rented Land Maps
- Ratepayer Write Up
- Presentation



Point National Park



Sandy Bay

Sturgeon Lake-154A

29

28

27

26

25

20

21

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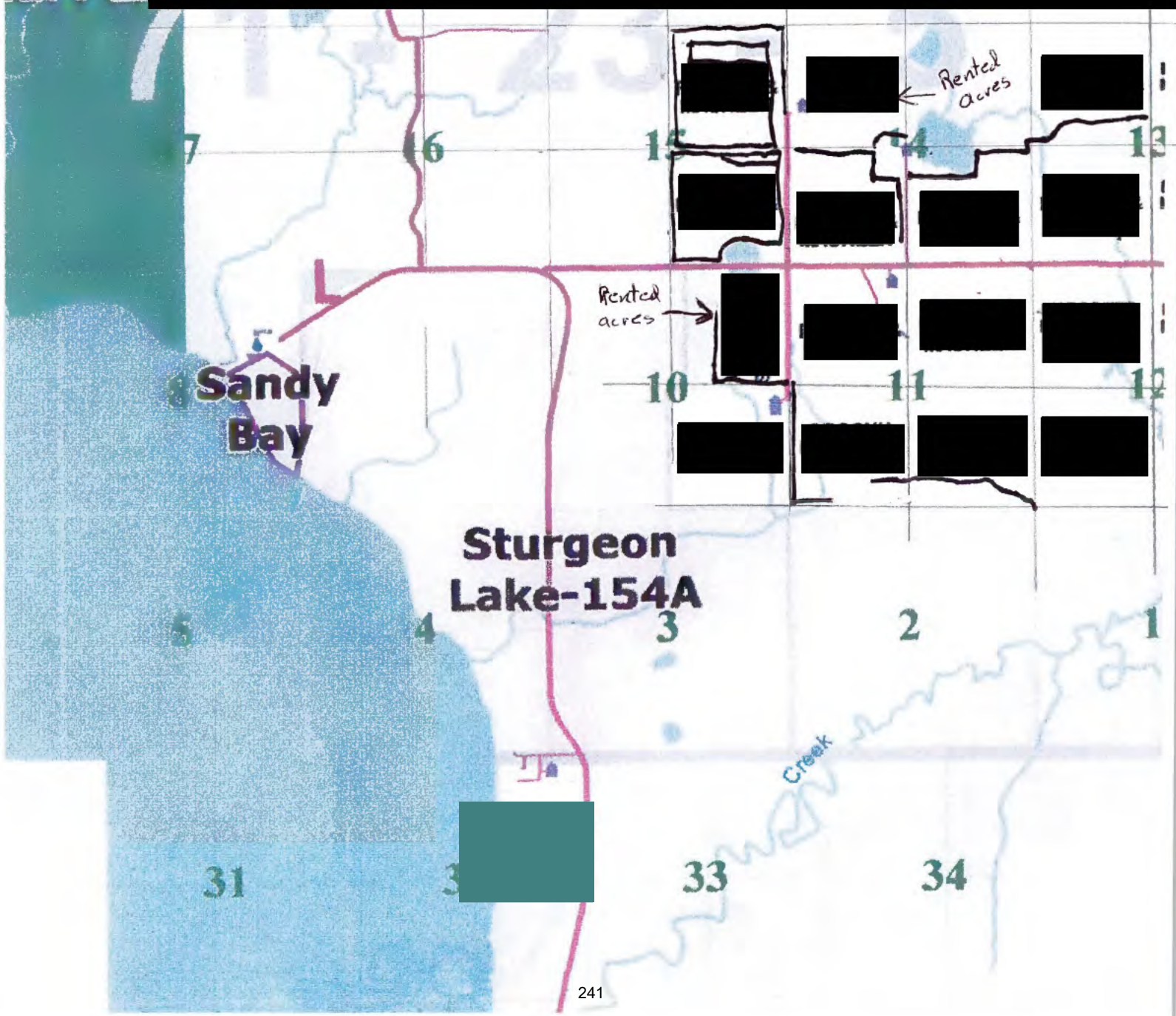
Rented Acres

Rented Acres

Cross fence

X - 4 wire fence cut

Point
ial Par





MUNICIPAL DISTRICT OF GREENVIEW No. 16



**Sturgeon Lake Fire
Evacuation Area**

Legend

Current Evacuation Area -
Return Home?

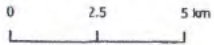
- NO
- YES

First Nations Reserve

Reserve

Road by Surface

- Fair Weather
- Gravel
- Paved
- Gravel Highways
- Paved Highways



1:140,000

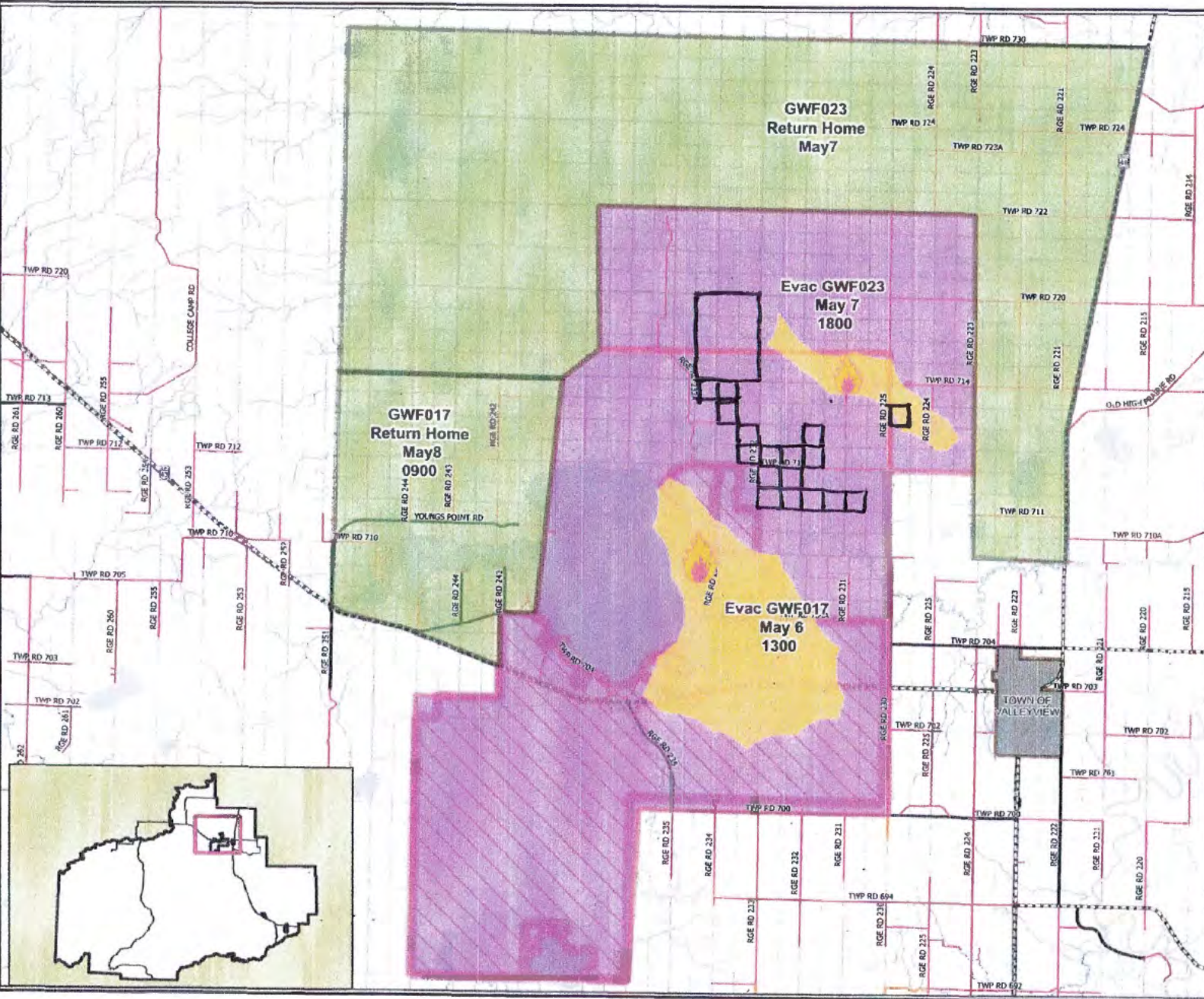
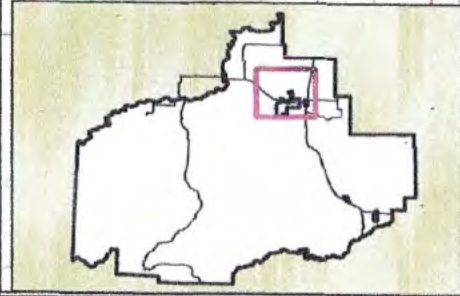
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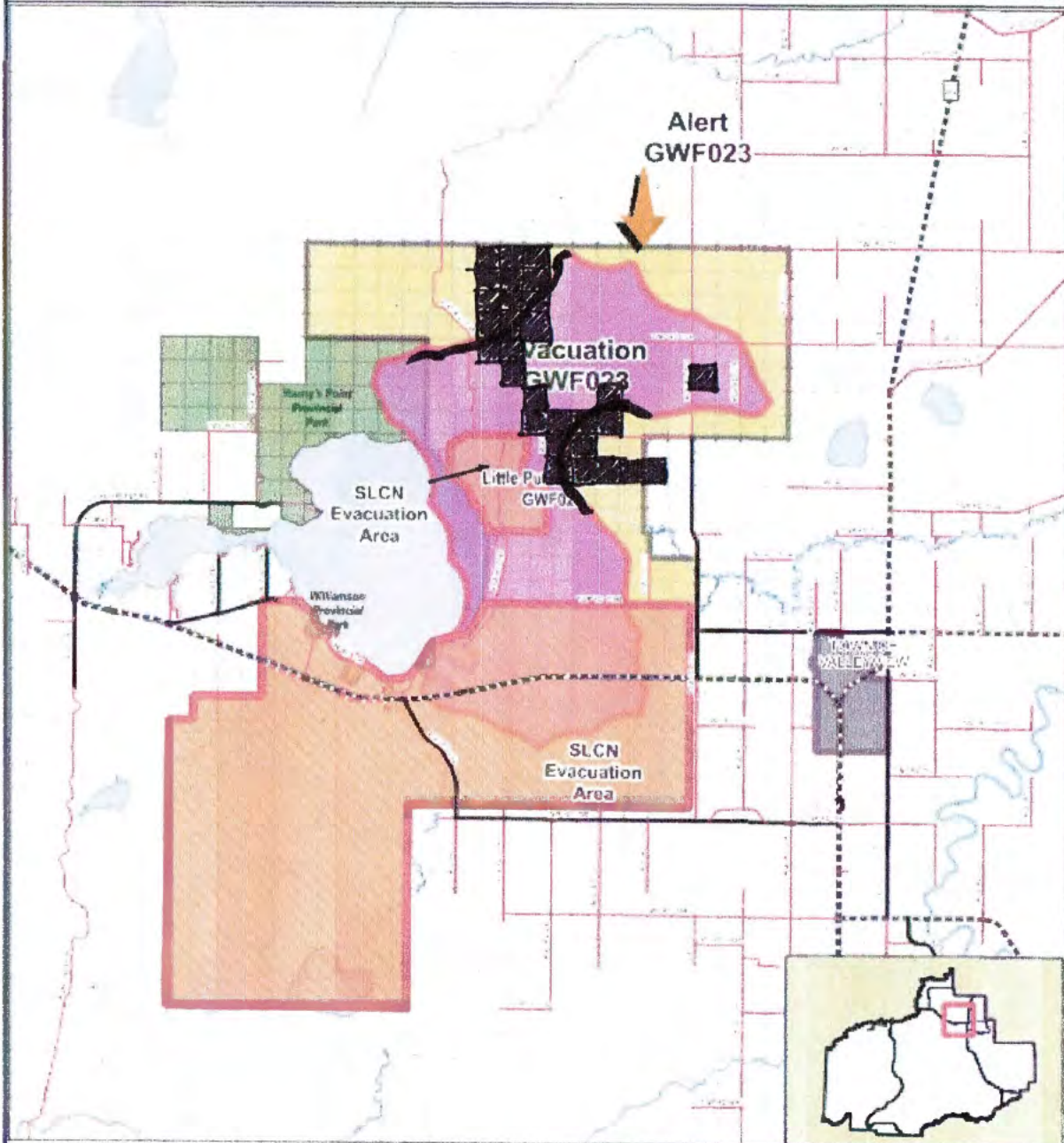
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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS





■ Brochu deeded land or grazing lease

Legend

Alert GWF023	Evacuation GWF023	SLCN Evacuation Area	Provincial Parks	Line Nations Reserve	Road by Surface
Brochu deeded land or grazing lease	Paved	Gravel	Paved to cross		

During the wildfires of 2023, Alberta Wildfire crews created 10 miles (16 km) of fireguards on our private and rented land and made cuts in 18 places on 4-wire fences to accomplish this. During the summer months, I repaired damages and buried fences to let cattle have access to pastures. This work could not wait until crews arrived in the fall and winter to reclaim the fireguard ridges with heavy equipment. I would like to be compensated for my time and materials for fence repairs. Now that the soil ridges have been levelled out, the fireguards must be restored to seed bed condition. It is likely that weed growth will take over these areas unless they are reseeded with a hay or pasture mix as soon as possible.

Fireguards on private land:

NE 15-71-23-W5	3 1/2 miles (5.6 km)
SE 15-71-23-W5	2 miles (3.2 km)
SW 14-71-23-W5	1 mile (1.6 km)
SE 14-71-23-W5	3/4 mile (1.2 km)
NW 13-71-23-W5	1/2 mile (0.8 km)
SW 11-71-23-W5	3/4 mile (1.2 km)
SE 11-71-23-W5	1/2 mile (0.8 km)

Fireguards on rented land:

Portion of NE 10-71-23-W5	3/4 mile (1.2 km)
NE 14-71-23-W5	1/4 mile (0.4 km)

Measurements are approximate

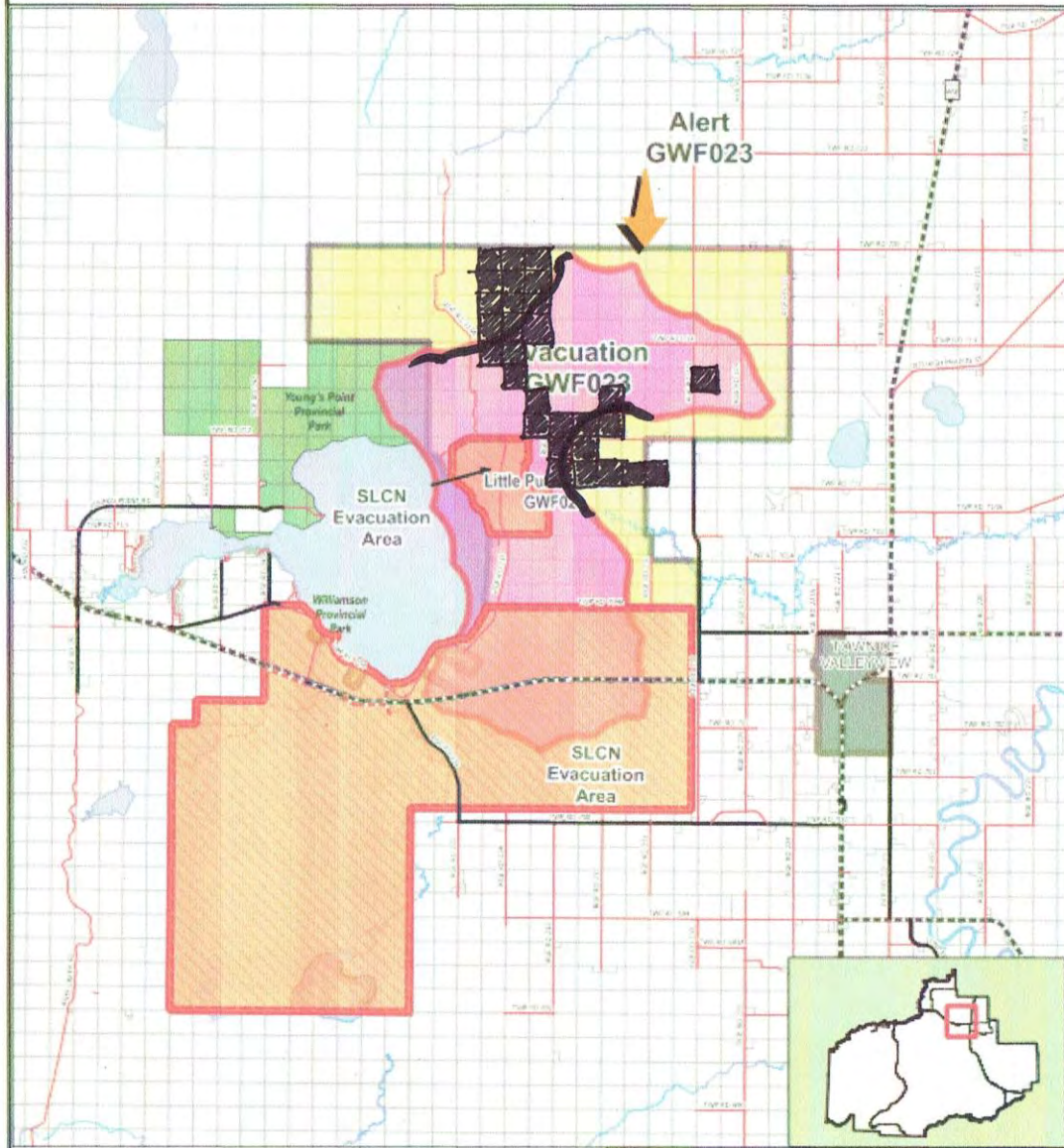
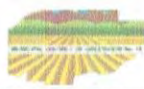


**PRESENTATION TO
M.D. OF GREENVIEW
COMMITTEE OF THE WHOLE**

May 21, 2024

Richard Brochu





■
deeded land or
grazing lease

Legend

- Sturgeon Falls Provincial Park Evacuation Area
- Evacuation Alert
- Evacuation Order
- Sturgeon Lake (SLCN) Evacuation Area

- First Nations Reserve
- Reserve

- Road by Surface
- Gravel
- Paved
- Paved Highways

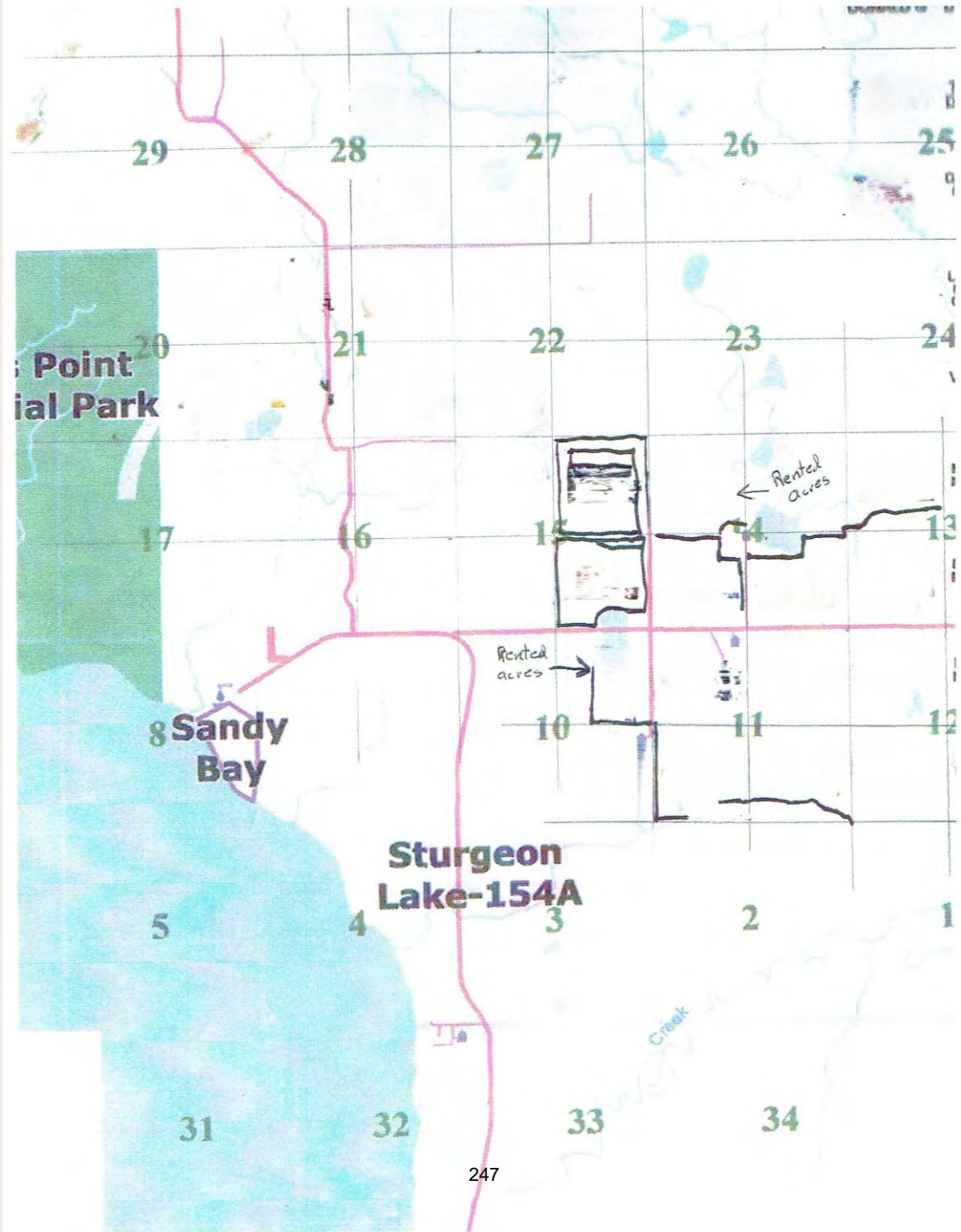
Revised May 14, 2023 (Project No. 15-20-000)

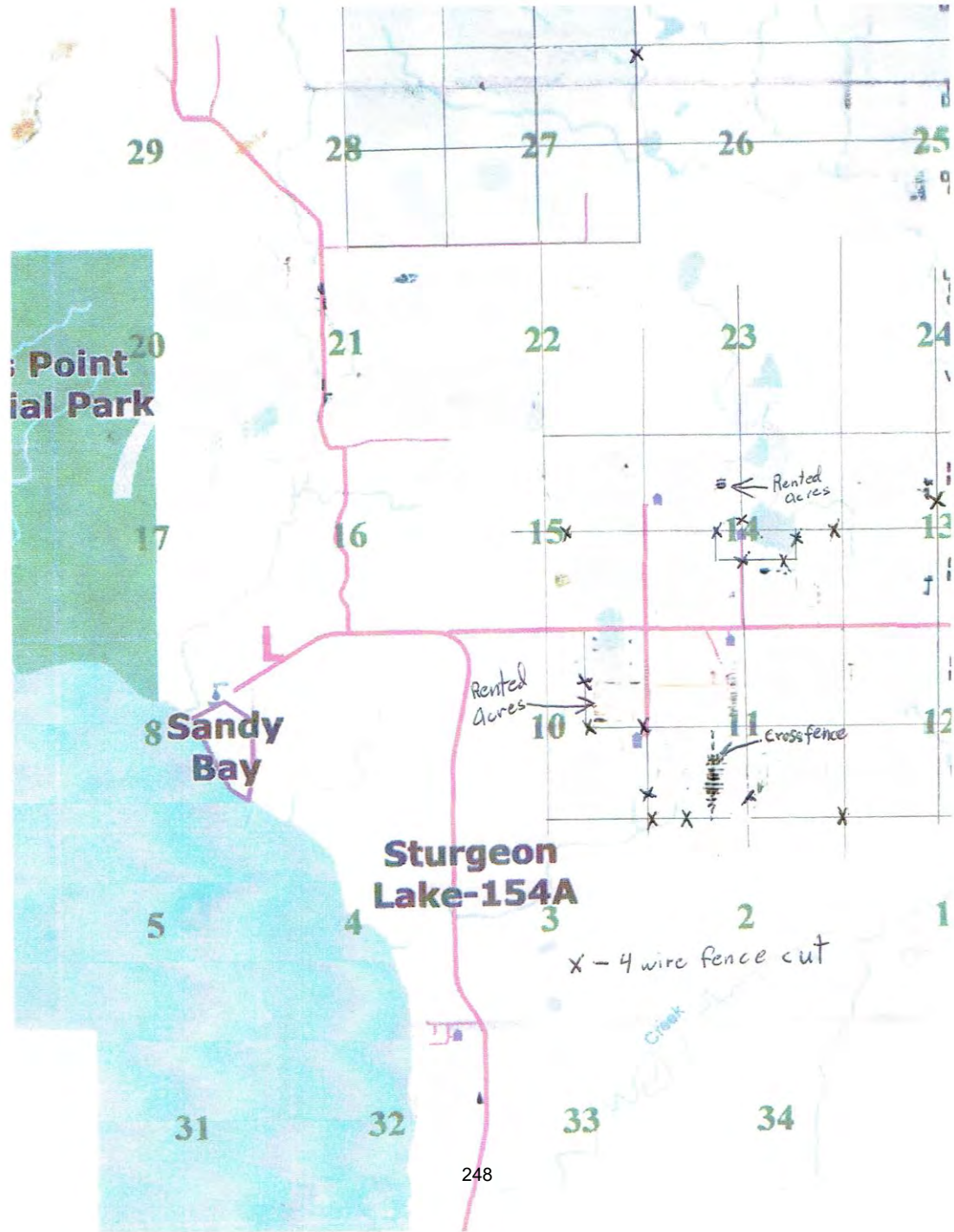
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15-20-000-0001 (15-20-000-0001)







May 13, 2023
9:22 PM

Edit

























































































August 22, 2023

8:06 PM

Edit





REQUEST FOR DECISION

SUBJECT: **IWantWireless Presentation**
SUBMISSION TO: COMMITTEE OF THE WHOLE
MEETING DATE: May 21, 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 accept the presentation from IWantWireless for information, as presented.

BACKGROUND/PROPOSAL:

“IWantWireless.ca Ltd. was formed in 2006 in DeBolt, Alberta because of a personal and community need for high-speed internet service in a village of less than 100 people. We started IWW for one reason; We needed the service, and no one else would do it! IWW has focused on providing high speed internet where service is not available, or is poor. Because of this, our service area has grown from the small town we started in, to covering over 14,000 square kilometers of the Peace Country in Northern Alberta, and we continue to expand each year.”

IWantWireless is upgrading services throughout their service area, with approximately \$17 million of investment to be done across their network. \$8 million of that will come through government supports (Innovation, Science and Economic Development Canada). Of that \$17 million, approximately \$4 million will be invested within the MD of Greenview, which will include upgrades to 28 existing or new towers.

IWantWireless is coming before Committee of the Whole to inform Greenview of its project, and to have conversations around a MD of Greenview Partnership Plan.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is Committee of the Whole will be better informed of the services of IWantWireless, and the direction they are going as it pertains to providing a service to our residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole may choose to direct Administration to seek further information in regards to a possible funding agreement, or direct the delegation to pursue a grant in the next application process.

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.

Using that framework outline the proposed level of public engagement associated with the recommended action.

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 Presentation

CONNECTING THE PEACE

—
Partnership & Planning



LET'S START WITH OUR BELIEFS





CHILDREN SHOULD NOT BE
EXPOSED
TO MALICIOUS AND
PERNICIOUS CONTENT



Families should not have
to worry about being

HACKED



CHILDREN SHOULD NOT
HAVE TO DO THEIR
HOMework
IN FAST FOOD RESTAURANTS
AND PARKING LOTS

PATIENTS IN RURAL
COMMUNITIES SHOULD NOT BE

FORCED

TO TRAVEL THOUSANDS
OF MILES FOR THE BEST
MEDICAL CARE

Project Basics



IWantWireless Commitment

IWantWireless will invest an approximate total \$17 million across our network



Government Commitment

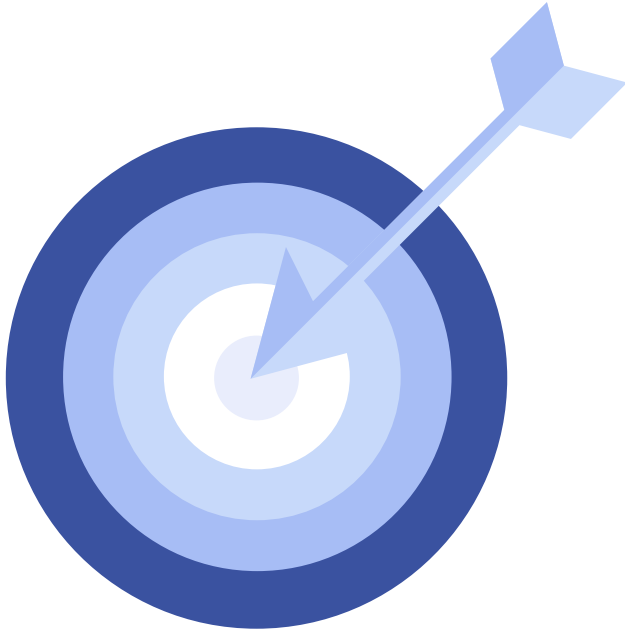
Innovation, Science and Economic Development Canada has committed to funding approximately of \$8 Million



Individual User Benefit

Each new customer will receive approximately \$1500 in new customer premise equipment

MD of Greenview Upgrade



IWantWireless.ca Ltd plans to spend approximately \$4,000,000 of this total investment in the MD of Greenview



This will include upgrades to 28 existing, or new towers



The governmental requirements of 50 Mbps download and 10 Mbps upload will be met, and in almost all cases we should be able to offer a 400 by 100 Mbps service

Our Innovations



Monthly Internet Packages



The Basics

50 Mbps download and 12.5 Mbps upload
\$49.95/month



The Family Fix

200 Mbps download and 50 Mbps upload
\$109.95/month



The Pro Gamer

400 Mbps download and 100 Mbps upload
\$169.95/month



The Essentials

100 Mbps download and 25 Mbps upload
\$89.95/month



The Home Office

300 Mbps download and 100 Mbps upload
\$129.95/month



The Business

All business packages are priced the same as residential packages, but include a menu of additional business services that can be added on as needed basis

The background is a complex collage. On the left, there's a dark blue vertical band with a faint, circular pattern. The center features a light blue vertical band with a grid of small, dark blue dots. To the right, there's a white vertical band with faint, mirrored text from a document, including 'TRAVEL & TOURS' and 'CERBERA'. The bottom of the page shows a dark blue shape with a globe-like pattern and a white keyboard on the right side.

Q&A

MD Of Greenview Partnership Plan



Funding

Will council match what other municipalities are investing by providing funding to it's ratepayers for install of any Internet Service delivering a minimum 50 Mbps download and 10 Mbps upload speeds?



Community Reach

How can we best let your community know when we'll be in your area to upgrade existing customers and install new customers?



Local Employees

We are hiring, and understand the numerous benefits of having local technicians and customer service agents.



REQUEST FOR DECISION

SUBJECT: **Delegation - Canadian Indigenous Moto Tourism Association (CIMTA)**
SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 21, 2024 CAO: MANAGER:
DEPARTMENT: ECONOMIC DEVELOPMENT DIR: MAV PRESENTER:
STRATEGIC PLAN: Economy LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accepts the Canadian Indigenous Moto Tourism Association presentation for information, as presented.

BACKGROUND/PROPOSAL:

The Canadian Indigenous MotoTourism Association (CIMTA) is seeking a place to establish a Virtual Battlefield Museum and has identified the Grande Cache Airport Grounds as a potential location. The CIMTA Vision is:

“Amplifying Indigenous heritage, history, and tourism as integral elements for building stronger communities. Through collaborative partnerships, we contribute to the enhancement and well-being of elders, veterans, youth, and families within the territories and regions we operate and beyond.”

Further, of its 5 stated objectives, 2 relate to this project, namely:

- 1) CIMTA Indigenous Military, Heritage & Cultural Interpretive Centre:** Establish and maintain an Indigenous Military, Heritage & Cultural Interpretive Centre in the Grande Prairie/Grande Cache area, serving as a public amenity and a hub for celebrating Indigenous heritage and culture and motoTourism.
- 2) Online Training Programs:** Develop and offer free online training programs to individuals in the Indigenous travel, tourism, and hospitality industries, ensuring high standards of practice and promoting efficiency for the benefit of the public, motoTourists, veterans and students.

They propose leveraging the unique setting of the Grande Cache Airport to establish a series of Museums. We aim to make Grande Cache a hub for exploring Canada's wartime history, providing an immersive journey for all Canadians. Although Council has identified several potential uses for the Grande Cache Airport and some continue to be explored, such as utilizing it as a large festival venue, which is actively being reviewed with the Festivals Group, Council has not provided any direction on the future use of this site. There is an agreement to allow Alberta Forestry to fly out of this facility until 2027.

The CIMTA Website can be found here: <https://www.cimta.ca/>

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the Echoes of Warriors presentation for information is to better inform Committee of the Whole of what future benefits might be derived from the closure of the Grande Cache Airport, given the unique value of this asset.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information from Administration for consideration.

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 solutions.

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

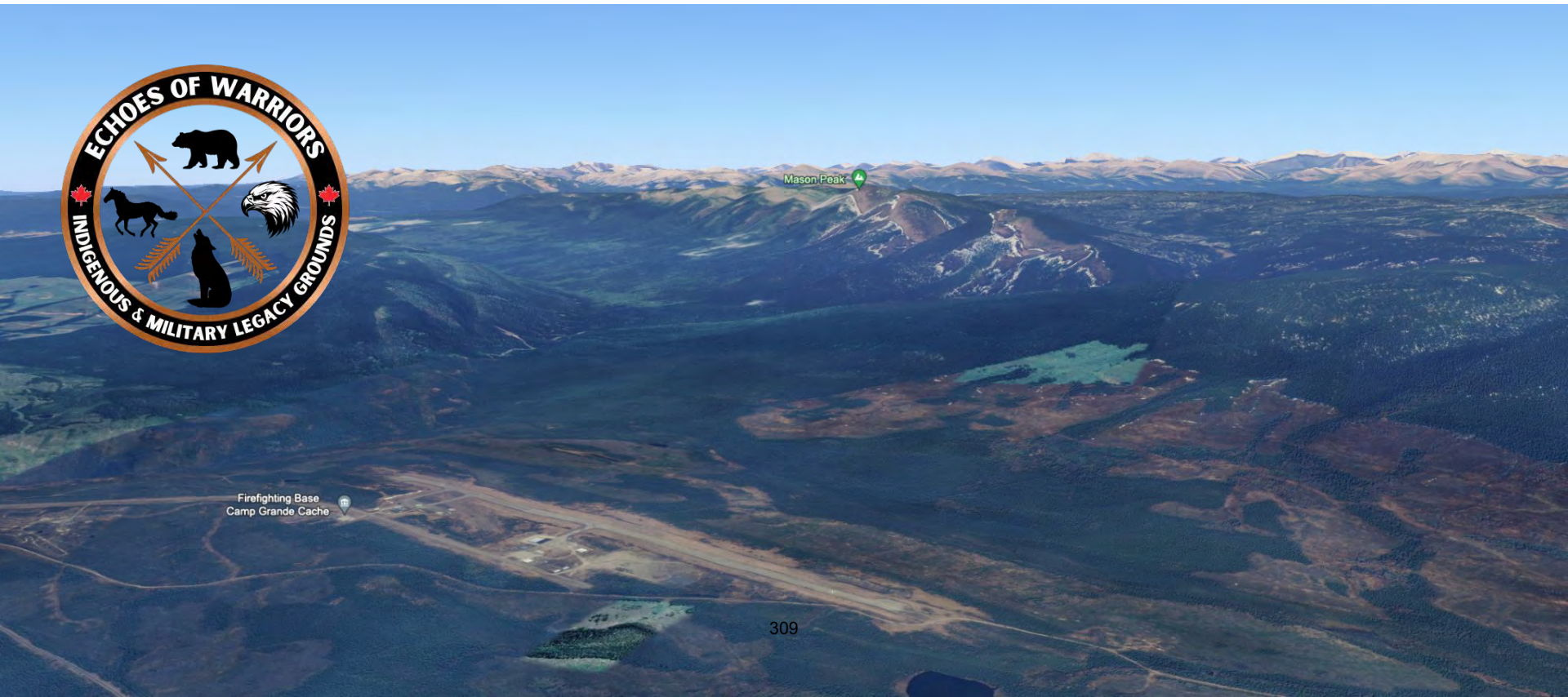
FOLLOW UP ACTIONS:

There are no follow up actions regarding the recommended motion.

ATTACHMENT(S):

- Echoes of Warriors: Indigenous & Military Legacy Grounds Presentation

“Echoes of Warriors: Indigenous & Military Legacy Grounds”



The Logo And Its Symbolism



Bear: Symbolizes strength, bravery, and protection. It's sometimes used in military badges to represent the power and resilience of the forces.

Eagle: Represents vision, leadership, and freedom. It is a powerful symbol in many cultures, including Indigenous and many other cultures, and is often used to signify a broad perspective and high aspirations.

Horse: Symbolizes loyalty, service, and mobility. In the military context, they are often associated with cavalry units and historical traditions of mounted troops.

Wolf: Symbolizing teamwork, intelligence, and adaptability, the wolf can be found in some military insignia, reflecting the attributes necessary for effective military operations.

Crossed Arrows:

Friendship and Alliance: In some Native American and Canadian Indigenous cultures, crossed arrows represent the coming together of two clans or tribes as friends or allies. This symbol has been adopted into military insignia to signify alliances and cooperation between units or forces.

Warfare and Readiness for Battle: Arrows are ancient weapons, and their depiction in a crossed position can symbolize preparedness for war, military readiness, and the willingness to defend. It's a symbol of combat readiness and martial prowess.

Skill and Precision: Given the skill required in archery, crossed arrows can also represent precision, skill, and the ability to hit a target accurately. This is particularly relevant in military contexts where accuracy and expertise are highly valued.

Heritage and Tradition: Crossed arrows can also be a nod to historical warfare methods and the heritage of a particular military unit, especially those with a long and storied history.



A World Class Experiential Museum

- Canada's pivotal role in various wars, marked by the sacrifice of countless lives, deserves accessible recognition. Regrettably, many Canadians cannot visit significant war museums and memorials.
- To address this, we propose leveraging the unique setting of the Grande Cache Airport to establish a series of museums. This initiative aims to combine resources from multiple Canadian institutions, creating an unparalleled, world-class experience.
- We aim to make Grande Cache a hub for exploring Canada's wartime history, providing an immersive journey for all Canadians. This cultural landmark will allow visitors to connect with the life-altering moments experienced by countless families.
- Join us in building a legacy that preserves and shares the stories of our brave countrymen and women for generations to come.

Echoes of Warriors Indigenous Military & Cultural Interpretive Centre

- **Introduction:**

- Existing museums honor Indigenous military contributors, like Tommy Prince, but lack a comprehensive Indigenous-centric military history exhibit.

- **Vision:**

- Envision an architecturally striking, round building housing the stories of Indigenous soldiers from across the nation.
- Adjacent Indigenous house clusters (round houses, yurts, tipis, longhouses, tupiq, igloos) offer unique hotel accommodations.

- **Features:**

Inclusive experiences: Sweat lodge, hide tanning, meat drying stations, herbal medicine gardens, and teachings.

- Diverse activities enriching the museum's portrayal of Indigenous military history.

- **Local Significance:**

- Grande Cache hosts over 500 Indigenous residents, amplifying the local relevance and impact of the project.
- Economic Opportunities: The venture may provide meaningful employment for the community, aligning with economic development goals.

- **Collaboration:**

- Consultation with Aseniwuche Winewak is imperative to ensure cultural
- sensitivity and authenticity in the project.

- **Conclusion:**

- This initiative fills a void in military history representation
- It contributes to the economic and cultural prosperity of the Grande Cache area.



Ska-Nah-Doht Village and Museum in Ontario

Interactive Battlefield Tours & Interpretive Centre at Echoes of Warriors

● Vision:

Underground museum with diverse theatres offering immersive battlefield tours.

Accommodations replicate trenches from World Wars I and II.

● Unique Features:

World War I Trench Hotel: Stay in authentic replicas adorned with trench art, varying in materials (metal, sandbags, wood). Each hotel is a unique museum showcasing historical trench art and artifacts.

A transparent roof allows above-ground spectators to witness trench activities.

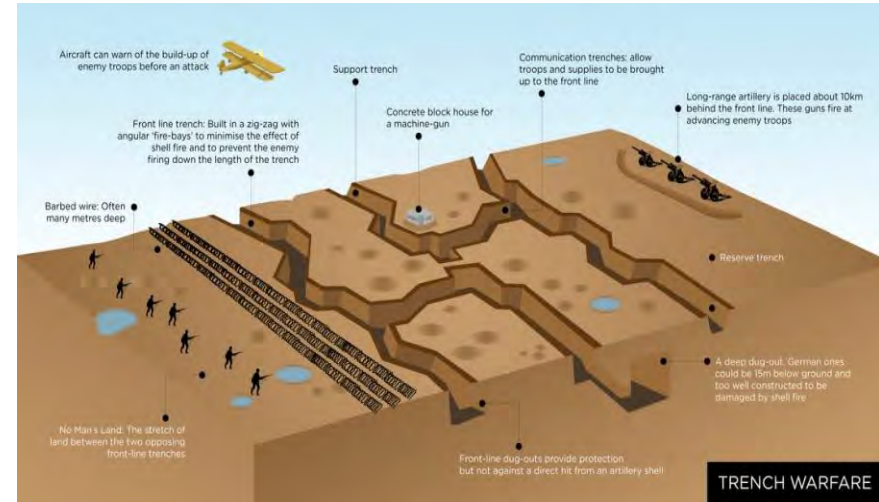
● Interactive Experience:

Guests participate in trench-digging experiences, enhancing the immersive stay.

A blend of structure and specialized glass ensures visibility for onlookers.

● Visual Reference:

Images sourced from reputable institutions, such as the Canadian National War Museum and Canadian Trench Warfare, illustrate the authenticity of the proposed concept.



The Trench Heritage Experience

- **Overview:**
 - Immerse yourself in an authentic recreation of World War I trenches at The Trench Heritage Experience.
 - Dine and rest surrounded by tanks, motorcycles, weapons, and miniature replicas of prominent war memorials.
- **Key Features:**
 - State-of-the-art theatres for virtual tours highlighting Canadian achievements on battlefields.
 - An indoor exhibit showcasing artifacts themed for major memorials and battles.
 - A platform for families, ANAVETS, and Legions to 'loan' historical items, enhancing the storytelling experience.
- **Special Galleries:**
 - **Veterans Gallery:** Narrate the stories of local/regional heroes who returned from every province.
 - **KIA (Killed In Action) Gallery:** Honor those who made the ultimate sacrifice and never returned home.
- **Educational Opportunities:**
 - Serve as a potential training ground for cadets, Canadian Rangers, and Reservist Soldiers.
 - We are fostering a space for learning, commemorating, and connecting with Canada's military history.
- **Conclusion:**
 - The Trench Heritage Experience offers a multifaceted venue, seamlessly blending history, education, and commemoration.



A few resources to spark your imagination

The Government of Canada:

<https://www.veterans.gc.ca/eng/remembrance/memorials/virtual-tours>

Canadian War Museum: <https://youtu.be/fcZ7u7Mx-6k>

The US - National WWI Museum + Memorial:

<https://www.theworldwar.org/battlefield-tours>

British:

<https://battleguide.co.uk/>

<https://www.westernfrontassociation.com/latest-news/2020/october-2020/virtual-tours-of-the-battlefields/>

Australian:

<https://sjmc.gov.au/australian-national-memorial/>



Potential Partners

- Government of Canada
- Government of Alberta
- Travel Alberta
- Indigenous Travel Alberta
- MD Greenview
- County of GP No 1



- Veterans Affairs
- The Royal Canadian Legion
- ANAVETS
- The 49th Battalion LER Association
- All Regimental Associations
- Corporate Alberta & Canada
- Other Museums and Archives

About Us

Our Board:

- President: Steve Bartlett, Métis leader and owner of www.travalidityconsulting.com
president@cimta.ca
- Vice President: Vacant
- Secretary: Randi Su Gage: Indigenous Veteran, Winnipeg Manitoba secretary@cimta.ca
- Treasurer: Gail Sunshine: Rider and member of Sturgeon Lake Cree Nation treasurer@cimta.ca
- Staff: Renee Charbonneau, Executive Director exec.director@cimta.ca (780) 933-0182



Federally Incorporated Nonprofit: 1560346-3





REQUEST FOR DECISION

SUBJECT:	Delegation - CAREERS: The Next Generation Foundation		
SUBMISSION TO:	COMMITTEE OF THE WHOLE	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 21, 2024	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR:	PRESENTER:
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation from CAREERS: The Next Generation Foundation for information, as presented.

BACKGROUND/PROPOSAL:

A representative from CAREERS: The Next Generation Foundation will provide an update on CAREERS programming efforts in the Northwest Region and across Alberta.

CAREERS is a unique, industry-led public/private not-for-profit foundation that brings together industry, schools, government, and communities to guide youth into successful career paths. The organization provides internships to young Albertans and expanding the province’s workforce.

In 2023, CAREERS, in partnership with schools and industry, facilitated over 3,400 paid work-integrated learning opportunities for Alberta youth.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is that Committee of the Whole will be updated on CAREERS programming efforts across Alberta.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information from CAREERS.

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.

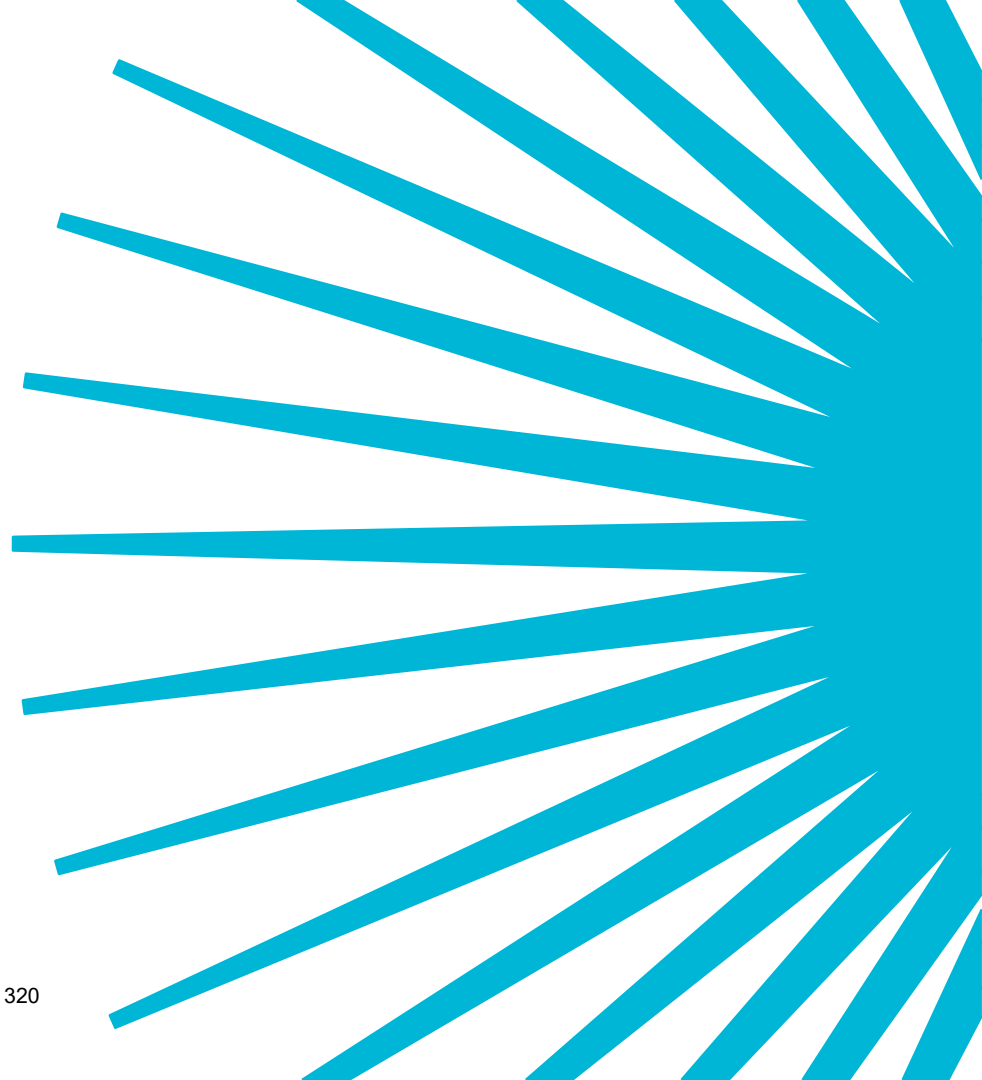
ATTACHMENT(S):

- PowerPoint Presentation
- CAREERS Key Messages



CAREERS

take on the future





CAREERS

THE CHALLENGE



VOL. CXVII, No. 40,553

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ALBERTA 2023

X

10 CENTS

THE ALBERTA TIMES

LOOMING WORKFORCE SHORTAGE

RETIREMENT NUMBERS ARE GOING UP - ALBERTA EXPECTED TO BE SHORT MORE THAN 45 THOUSAND WORKERS BY 2015

How To Prepare For The Future

Nam mattis ac felis in ultricies. Duis eget eleifend justo. Curabitur vitae eros dolor. Sed eleifend molestie orci a congue. In hac habitasse platea dictumst. Mauris omare orei eget semper tempor. Mauris purus neque, rutrum a lorem quis, portitor suscipit metus. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. In semper luctus tincidunt. Vestibulum nec justo sagittis risus porta dignissim. Phasellus magna eros, portitor laoreet velit malesuada, dictum imperdiet libero.



CAREERS Helps Employers Attract More Youth

Ut condimentum hendrerit pulvinar. Vestibulum sodales feugiat lacus non vehicula. Curabitur at nulla a lacus varius mattis ac non erat. Maecenas rutrum iaculis odio, nec dictum sapien aliquet et. Sed accusan ante lacus, sed tincidunt nunc varius id. Sed non tellus varius, bibendum nibh ut mollis diam. Cras sed venenatis diam, sed placerat erat. In nec nibh at enim ultricies luctus. Mauris congue nibh libero, sit amet aliquet lectus convallis aliquam. Suspendisse potenti. Morbi lacinia maximus felis in rhoveas. Mauris hendrerit, ut in, variis, placerat.



CAREERS

THE SOLUTION





CAREERS

THE STRATEGY





CAREERS

THE IMPACT



YOUTH



CAREERS

THE IMPACT



EMPLOYERS



CAREERS

THE
IMPACT



UNDER-REPRESENTED GROUPS



CAREERS

THE IMPACT



ALBERTA'S FUTURE

THE
IMPACT





CAREERS

**BET
INVOLVED**



VISIONARIES \$100,000+



BUILDERS OF ALBERTA \$50,000+



RBC Foundation

INNOVATORS \$25,000+



SUNCOR ENERGY FOUNDATION





THANK YOU

PRESENTER Dale Tiedemann

EMAIL dtiedemann@nextgen.org

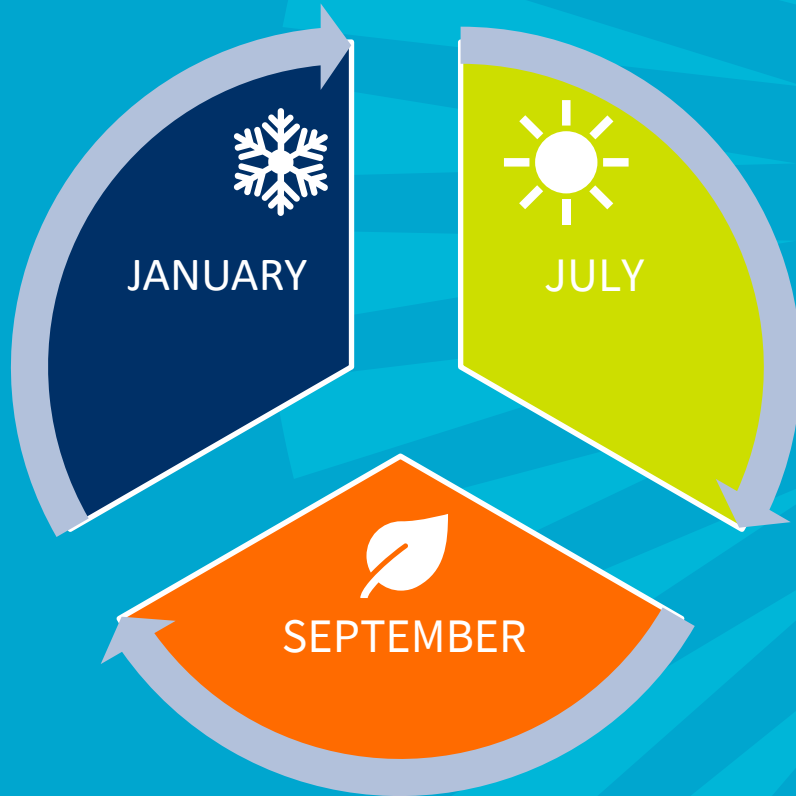
CELL 780-518-4020

www.careersnextgen.ca

OPTIONAL SLIDES

Use the following slides to dive deeper into some key details.

INTERNSHIPS



PAID

75 – 125 HOURS/SEMESTER

5-40 HOURS PER WEEK

YOUTH



High School Internships/RAP



U21 Program

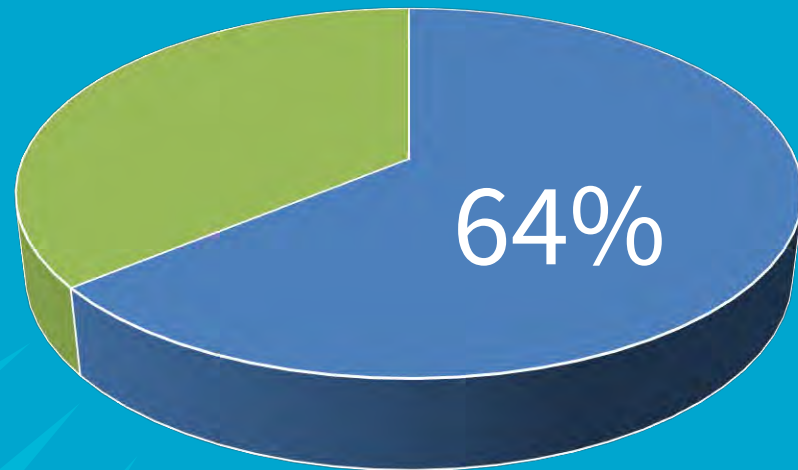


CO-OP Apprenticeship Program

INDUSTRIES



=





Founded: 1997

Vision: Strong vibrant communities where youth develop successful careers

Mission: Enable youth on their path to rewarding careers



The Challenge

Alberta is facing a critical workforce shortage and it's not expected to improve anytime soon. Across all industries, it's estimated our province will be short over 49-thousand workers by 2025. 27-thousand more construction and maintenance workers alone, will be needed to keep pace with development over the next four years. By 2028, retirements will account for one-third of all job openings.

The Solution

There are currently 170,000 youth in grades 10 - 12 making important decisions about their future. If they are given the opportunity to experience Alberta's most in-demand careers, they will be more likely to find their passion and fill those skilled workforce gaps.

How CAREERS Helps

CAREERS works with schools to bridge the gap between industry and youth. The goal is to give every Alberta high school student the opportunity to participate in work-integrated learning by matching them with employers for paid internships.

Youth:

- Earn money: All interns are paid at least minimum wage.
- Earn high school credits.
- Explore different industries: CAREERS connects youth to employers in high-demand occupations in skilled trades, information & communications technology (ICT), forestry, agriculture, and energy & health sectors.
- Make more informed choices about their futures: Trying out different careers expands their knowledge of opportunities, and can save money and time pursuing a career path that isn't the right fit.

Employers:

- Attract and retain local talent – the foundation for a solid sustainability plan.
- Train their workforce from the ground up.
- Harness the energy and passion youth bring to the workplace.
- Provide mentorship opportunities for their team.
- Stand out as a leader in their community.
- Build Environment, Social and Corporate Governance (ESG) commitments.

Under-represented Groups:

Young Women in Trades & Technologies: YWITT provides mentorship through hands-on workshops, camps, and virtual events that showcase the range of opportunities available for female youth within the skilled trades and technologies. This initiative was designed to provide opportunities and help build confidence in careers where women are under-represented.

Indigenous Youth Internship Program: The Indigenous Youth Internship Program is an initiative designed to increase access for Indigenous youth to careers. By providing Indigenous students in grades 10 to 12 with opportunities to become more familiar with a variety of career paths, they can enter the workforce or post-secondary education with confidence to succeed.

- 6.7 % of Alberta youth between the ages of 15-24 are Indigenous. There is huge potential for increasing Indigenous representation in the workforce.

All Albertans:

- The impact of CAREERS' programming goes beyond individuals, companies, schools, and organizations – it ripples through communities and strengthens our province as a whole.
- More youth are choosing to stay and raise their families in Alberta and in the communities where they were raised.
- They are happier and more fulfilled with their careers.
- Workforce gaps in Alberta's most in-demand industries are being addressed, strengthening Alberta's economy and making the province more competitive in the world market.
- Together, we are building a strong sustainable future for all Albertans.

GET INVOLVED

What can you do?

1. "Take on the future" and mentor today's youth.
2. Support CAREERS' efforts financially and become a partner.
3. Spread the word: Get others involved with CAREERS and be part of the solution that drives Alberta's workforce needs.



REQUEST FOR DECISION

SUBJECT:	Delegation - Kakwa Sherman Trail Society		
SUBMISSION TO:	COMMITTEE OF THE WHOLE	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 21, 2024	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR:	PRESENTER:
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the presentation from the Kakwa Sherman Trail Society for information, as presented.

BACKGROUND/PROPOSAL:

Representatives from the Kakwa Sherman Trail Society will present an overview of the organization and their 2024 operating and capital grant requests.

The Kakwa Sherman Trail Society is a newly formed not-for-profit organization registered under the Alberta Society's Act whose purpose is to make the Sherman Meadows and Kakwa Wildland areas an equine, hiker, and pedal bike friendly staging area for all users, as well as to reopen and maintain existing trails in the Sherman Meadows and Kakwa areas with signage.

The Kakwa Sherman Trail Society have applied for a 2024 operating grant in the amount of \$42,067.00 to assist with operations for restoration of historical trails in the Sherman Meadows and Kakwa Wildland areas. In addition, the organization has applied for a 2024 capital grant in the amount of \$14,027.98 to purchase items required for trail maintenance and rejuvenating existing old trails in the Sherman Kakwa areas.

Administration is scheduled to present the grant requests to Council May 28th, outside of the regular grant process, because of the projects scheduled start date of June 17th.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is that Committee of the Whole will understand the purpose of the Kakwa Sherman Trail Society.
2. The benefit of accepting the presentation is that Committee of the Whole will have the opportunity to seek clarification on the 2024 operating and capital grant requests.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Committee of the Whole has the alternative to request additional information from the Kakwa Sherman Trail Society.

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

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FOLLOW UP ACTIONS:

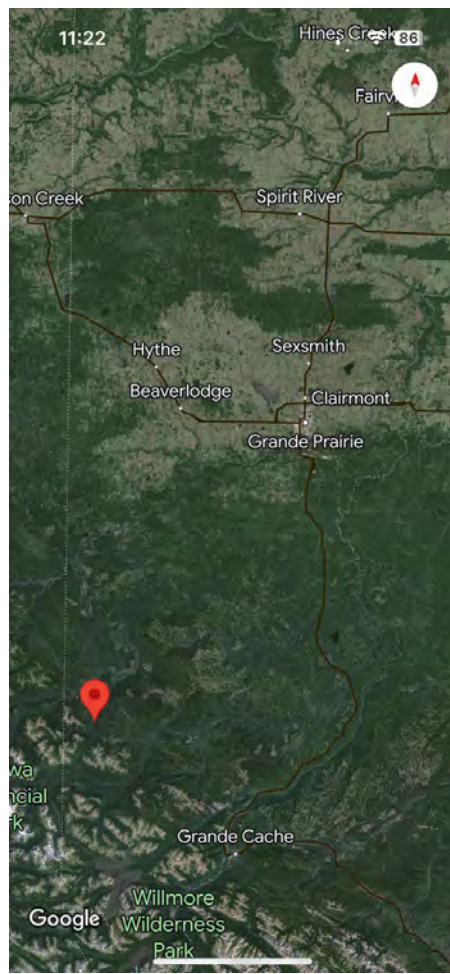
There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- PowerPoint
- 2024 Operating Grant Request
- 2024 Capital Grant Request
- Map



Kakwa Sherman Trail Society





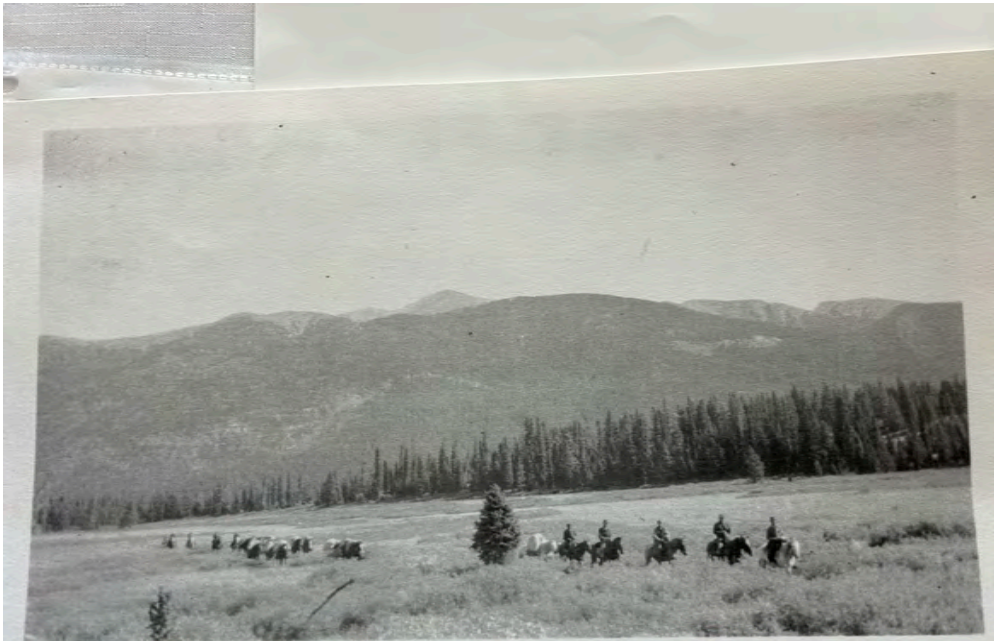


Background









Dead Horse Meadows — Sept. 1943






Alex and Emily Moberly Homestead

The legendary Ewan Moberly built his cabin near Snaring River in Jasper, Alberta that still stands to this day. According to one of his daughters, Adelaide Moberly, Ewan was the one who first discovered Miette Hot Spring during one of his hunting expeditions. Ewan and his wife Madelaine happily farmed, trapped, hunted and raised their children until the federal government evicted these mountain people in 1910 to create the national park. The mountain people left Jasper by horses and eventually settled in Grande Cache. Adelaide Moberly was born on April 24, 1886. She was about 24 years old when the Canadian government forced them out of Jasper. The journey from Jasper to Grande Cache was arduous in the extreme, unfolding over two years as the families cut trails and built bridges over creeks to get their wagons and livestock through the heavy forests.


Adelaide married Edwin Joachim. From this union, Emily Joachim was born on April 22, 1929. Edwin passed in 1937. Adelaide remarried Dave Joachim 10 years later. Emily married Alex Moberly (son of Adolphus and Isabel) on June 13, 1947. This family of four left Grande Cache that year. They camped and wintered several places including Compton Creek before moving to Sherman Meadows (Moberly Meadows) where they resided for about 10 years. Alex was a self reliant mountain man who supported his family by hunting, fishing, and trapping. Also, Alex was an experienced trail hand who guided and outfitted throughout these Rockies. Two of Alex and Emily's children were born here.

After leaving their homestead, they built cabins and lived at Kawakitik (trapline of Alex Moberly) for several years before moving to Nose Creek.


Dave and Adelaide Joachim
Nose Creek
1978



Moberly Meadows



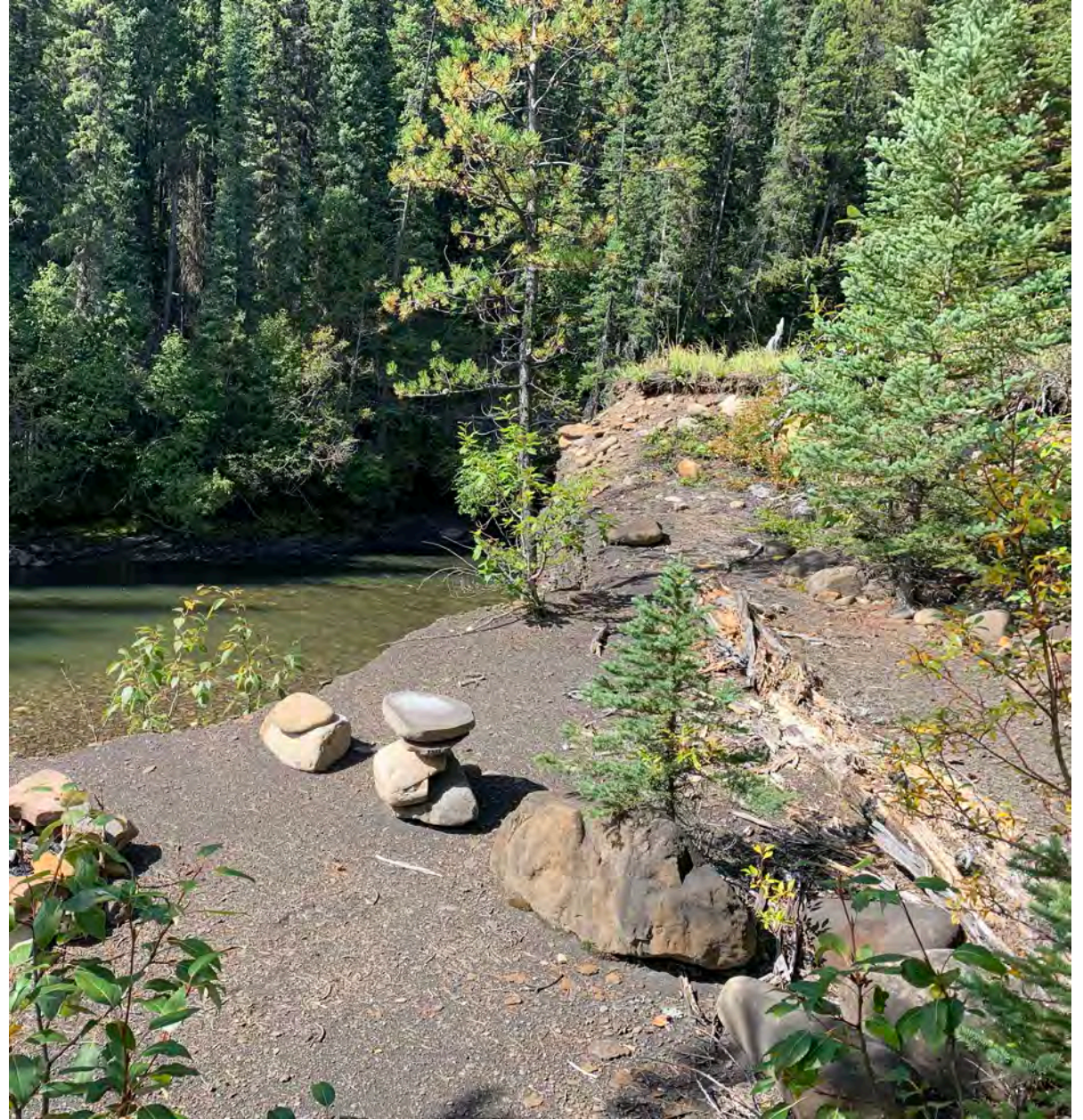
Alex and Emily Moberly
Las St. Anne Pilgrimage
1962













Mission Statement

- ▶ To preserve and protect the accessibility of Kakwa Wildland Park, Kakwa Provincial Park (BC) & the Sherman Meadows corridor.



Goals & Objectives



1. Reestablish historical trails/Multi User accessibility
2. Conservation/Stewardship
3. Accordance to Provincial legislation
4. Update GPS mapping
5. Equestrian staging and camping locations
6. Safety
7. Input in future logging

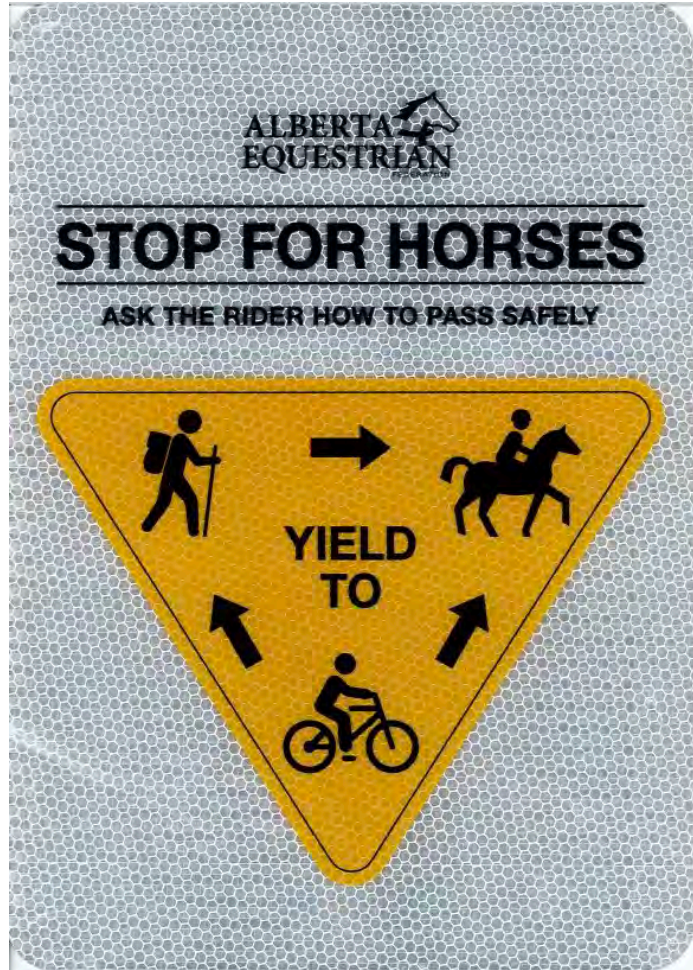


Additional Goals

- ▶ Being cognizant of sensitive wildlife and migration.
- ▶ Identification of noxious weeds.
- ▶ Identification of negative environmental impacts of current trail locations.
- ▶ Education







Safety

- ▶ Alberta Equestrian Federation



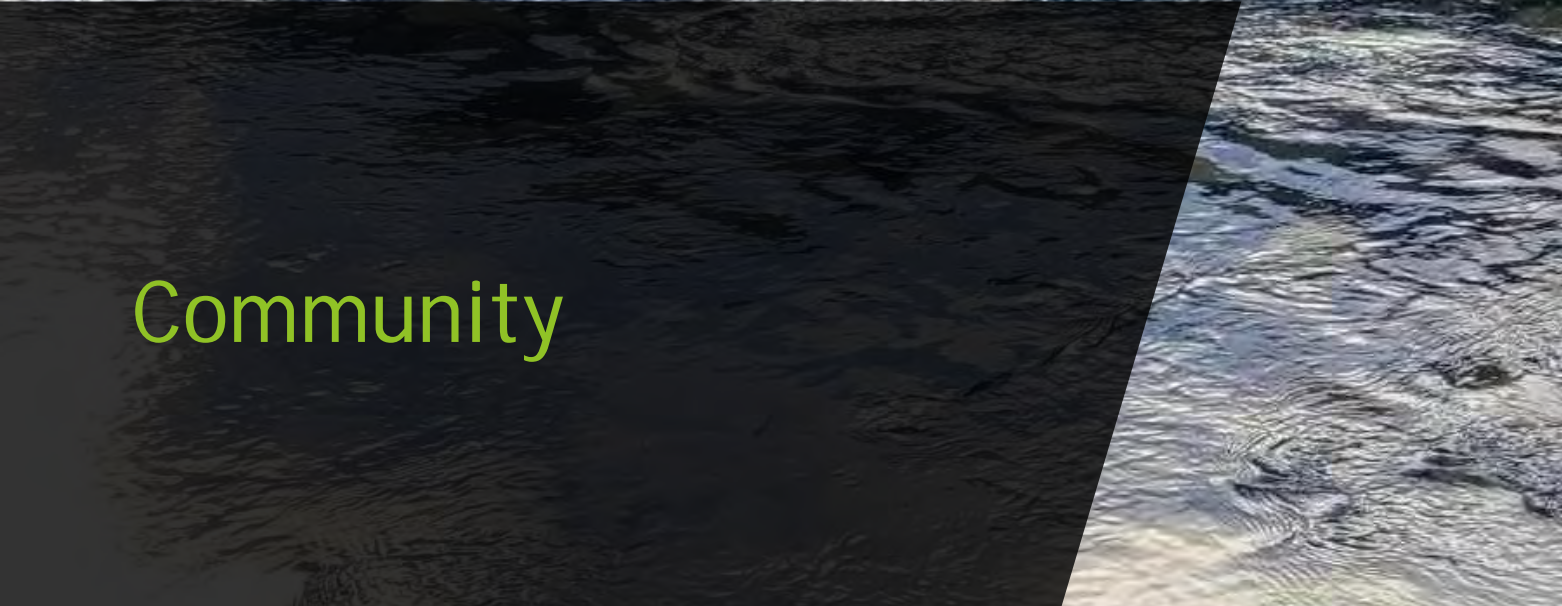
Safety

Issues

- ▶ Bridging at bad bog spot on Kakwa Trail before the BC border
- ▶ Speeding on the Old Timer Road
- ▶ Culvert removal/repair on trail east of Stinking Springs
- ▶ Garbage left behind





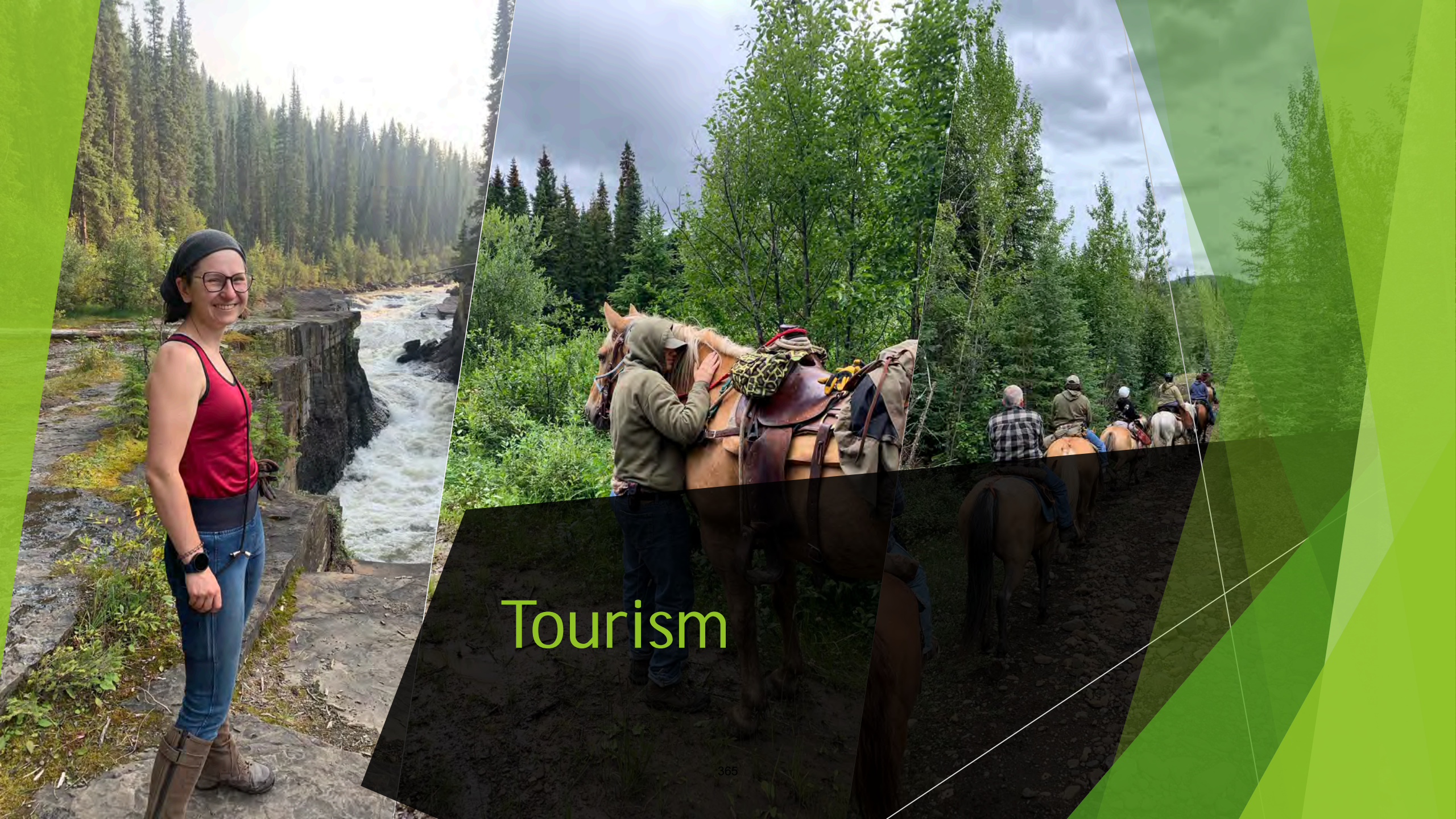


Community



Mental Wellness



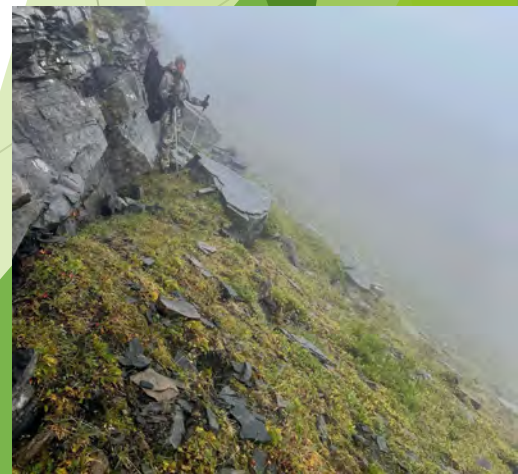


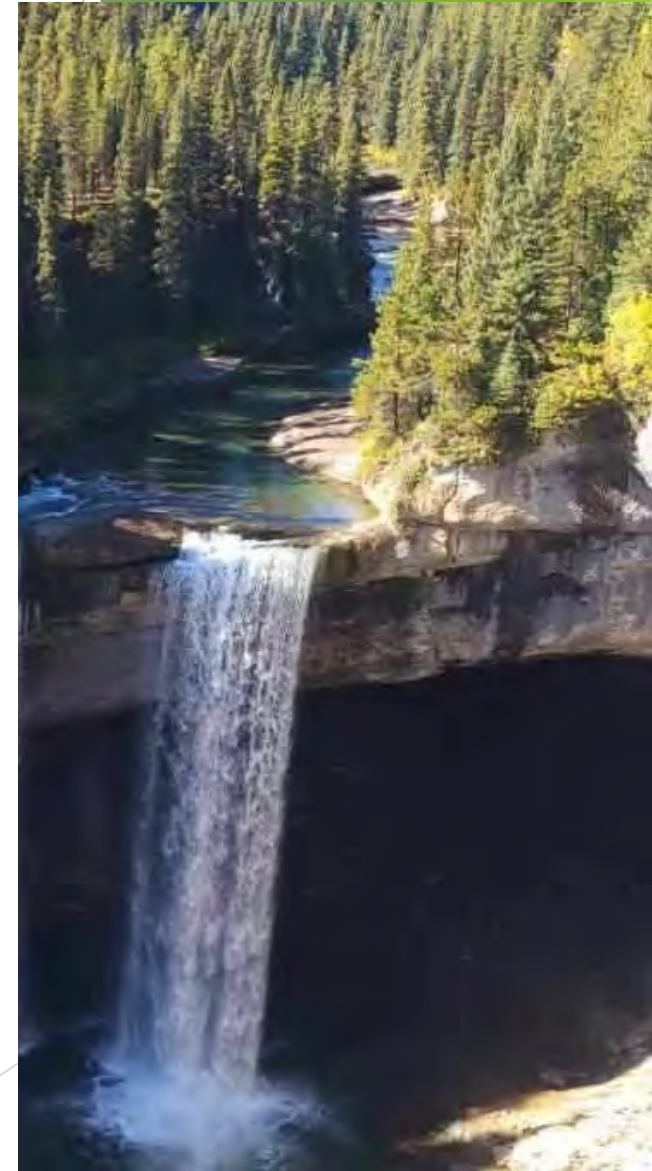
Tourism



Tourism

Education Outreach Program











2024 Trail Project - Sherman Meadows

- ▶ Old Bill Sinclair Trails
- ▶ Horn Ridge (north face)
- ▶ Dennison Mine road
- ▶ Sulphur Ridge
- ▶ Torrens Chutes
- ▶ Trail to Moberly Cabins (Old Sherman Meadows)
- ▶ All trails in vicinity of Sherman Meadows Airstrip
- ▶ Old Lease Road

Kakwa Sherman Trail Society - 2024 Operating Budget

Sherman Meadows Project	Quantity	#of Days	Cost/Day	Total	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Personnel							
Cook	1	25	\$150.00	\$3,750.00			
Wrangler	1	25	\$100.00	\$2,500.00			
Trail Clearers	3	25	\$200.00	\$15,000.00			
Trail Crew Leaders	2	25	\$250.00	\$12,500.00	\$25,875.00		\$47,275.00
Chainsaw Operators	5	25	\$240.00	\$30,000.00			
Education Outreach	1	38	\$50.00	\$1,900.00			
GPS/Reconnaissance Crew	2	25	\$150.00	\$7,500.00			
Supplies & Tools							
Backcountry Supplies	1	25	\$50.00	\$1,250.00			\$1,250.00
Groceries	15	25	\$40.00	\$15,000.00		\$15,000.00	
Trail Clearing Equipment - Consumables	5	25	\$60.00	\$7,500.00		\$7,500.00	
Horses							
Packhorses with Tack	10	25	\$75.00	\$18,750.00	\$18,125.00		\$18,125.00
Riding Horses with Tack	7	25	\$100.00	\$17,500.00			
Other Horse Expenses							
Feed	17	25	\$5.00	\$2,125.00		\$8,245.00	
Shoeing (June & August)	17	2	\$180.00	\$6,120.00			
Transportation							
Horse Transportation	4	2	\$320.00	\$2,560.00			\$2,560.00
ATVs	2	25	\$240.00	\$12,000.00	\$6,000.00		\$6,000.00
ATV Transport	3	1	\$320.00	\$960.00		\$960.00	
Sherman Meadows Project Total:					\$50,000.00	\$31,705.00	\$75,210.00

General Operating Expenses

General Operating Expenses		Quantity	Cost	Total	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Director's Insurnace		1	\$1,200.00	\$1,200.00		\$1,200.00	
Liability Insurance		1	\$1,000.00	\$1,000.00		\$1,000.00	
Chainsaw Operators Course		6	\$52.00	\$312.00		\$312.00	
Professional Fees		1		\$2,500.00		\$2,500.00	
General Operating Expenses					\$0.00	\$5,012.00	\$0.00

2024 Trail Project - Kakwa

- ▶ Emerald Lakes Trail
- ▶ Trail to Francis Peak Cabin
- ▶ Trail up Lacreche Mountain
- ▶ Trail to Cheval Hill
- ▶ Trail to Lower Kakwa Falls
- ▶ Trail to Francis Peak Falls



Kakwa Sherman Trail Society - 2024 Operating Budget

Kakwa Wildland Park Project	Quantity	#of Days	Cost/Day	Total	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Personnel							
Cook	1	10	\$150.00	\$1,500.00	NOT ELIGIBLE		
Wrangler	1	10	\$100.00	\$1,000.00			
Trail Clearers	3	10	\$200.00	\$6,000.00			\$15,800.00
Trail Crew Leaders	1	10	\$250.00	\$2,500.00			
Chainsaw Operators	2	10	\$240.00	\$4,800.00			
Supplies & Tools							
Backcountry Supplies	1	10	\$50.00	\$500.00			\$500.00
Groceries	8	10	\$40.00	\$3,200.00		\$3,200.00	
Trail Clearing Equipment	2	10	\$60.00	\$1,200.00		\$1,200.00	
Horses							
Packhorses with Tack	10	10	\$75.00	\$7,500.00			
Riding Horses with Tack	9	10	\$100.00	\$9,000.00			\$16,500.00
Other Horse Expenses							
Feed	19	10	\$5.00	\$950.00		\$950.00	
Kakwa Wildland Park Project Total:					\$0.00	\$5,350.00	\$32,800.00

Capital Budget

Kakwa Sherman Trail Society - 2024 Capital Budget

Capital Purchases	Quantity	Cost	GST	Total	Government of Albertas Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Garmen 66I GPS	2	\$829.99	\$41.50	\$1,701.48	NOT ELIGIBLE	\$1,701.48	
Radios	4	\$149.99	\$7.50	\$607.46		\$607.46	
Chainsaw - Model 1	5	\$745.04	\$37.25	\$3,762.45		\$3,762.45	
Chainsaw - Model 2	1	\$769.99	\$38.50	\$808.49		\$808.49	
Brush Cutting Saw With Attachments	2	\$619.10	\$30.96	\$1,269.16		\$1,269.16	
Deep Freeze	1	\$299.99	\$15.00	\$314.99		\$314.99	
Generator	1	\$5,299.00	\$264.95	\$5,563.95		\$5,563.95	
Capital Purchases Total				\$14,027.98		\$14,027.98	



Proposed 2025 Trail Project - Sherman

- ▶ Trail Maintenance of trails in Sherman Meadows Area
- ▶ Trail maintenance of 2024 named ridges
- ▶ Trail up Coal Ridge
- ▶ Trail up Torrens Ridge



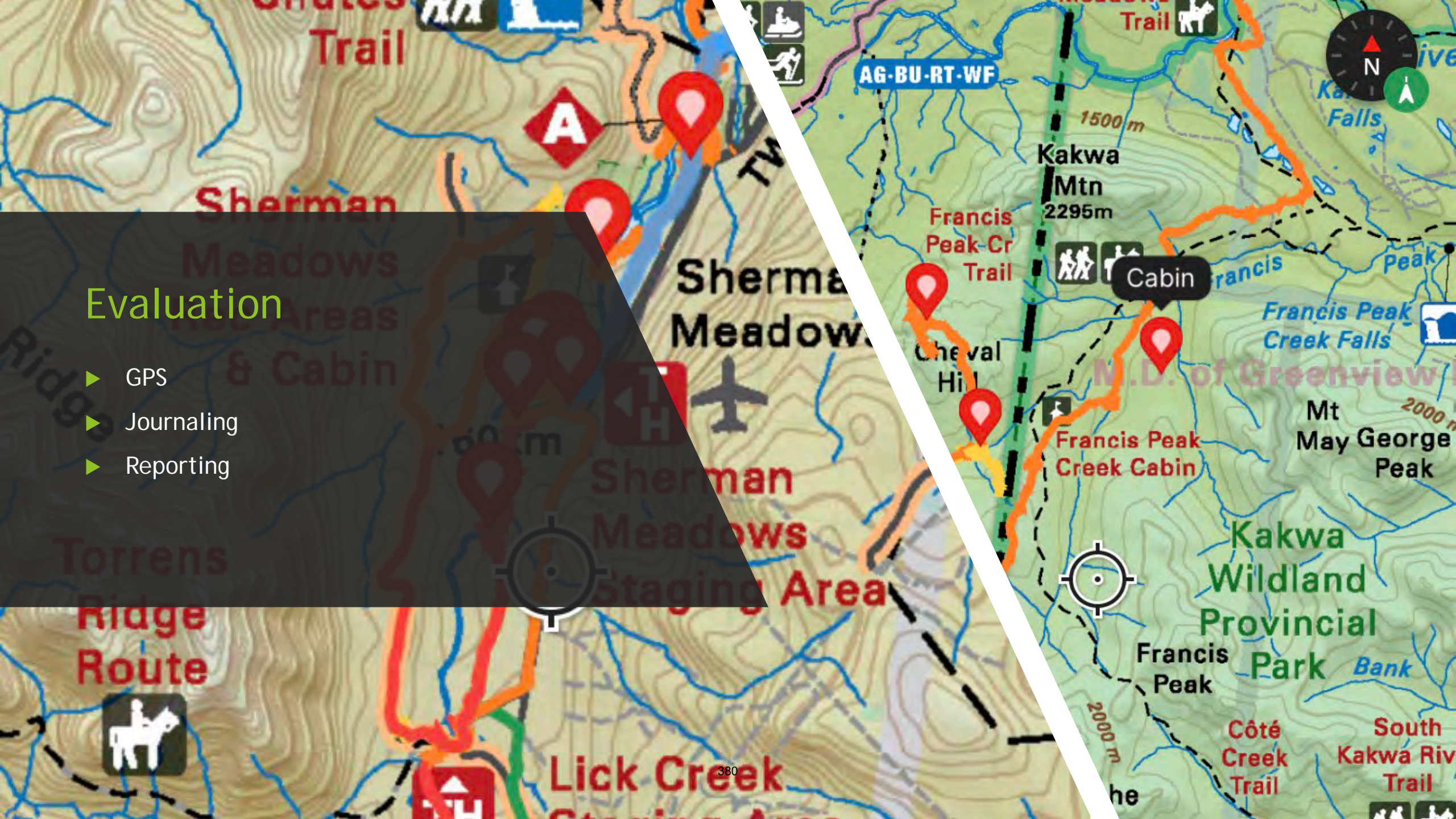


2025 Trail Project - Kakwa

Trip to Sheep Creek Valley (via Francis to Cecelia Lake) & back to Deadhorse via Kakwa Lake

Evaluation

- ▶ GPS
- ▶ Journaling
- ▶ Reporting

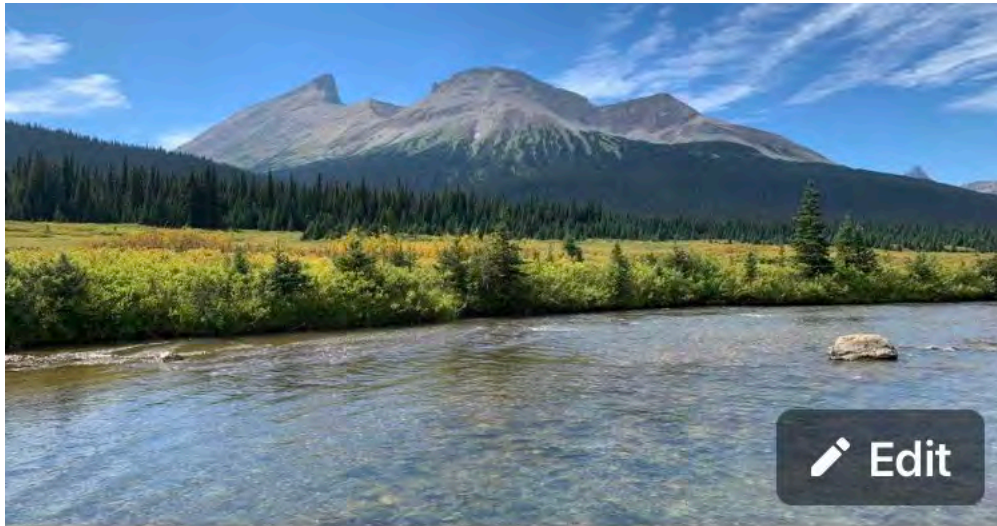


Fundraising

- ▶ Limited edition print “Fred’s Fairway” auction by Jim Adrain
- ▶ 50/50 Raffle - Rafflebox.com
- ▶ Donation canvassing

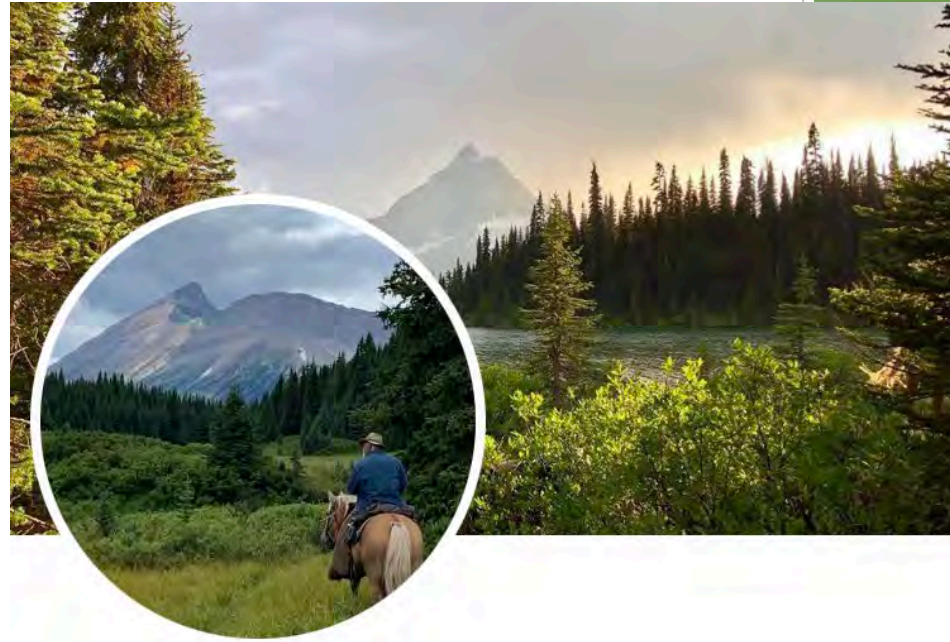


Social Media



Kakwa Sherman Trail Society Group >

Public group · 989 members



Kakwa Sherman Trail Society



Partnerships



The Kakwa Sherman Trail Society is proud to be working with the Alberta government - Alberta Public Lands department for the Sherman Meadows trail clearing project.

Partnerships



BC Parks



Additional Support

**PC WILDERNESS
CAMPS**



SWAN CITY

SNOWMOBILE CLUB
GRANDE PRAIRIE, AB.





We look forward to working with you.

2024 Grant Application (October 15, 2023 deadline)

Row 117

Name of Organization	Kakwa Sherman Trails Society
Address of Organization	Box 1604, Beaverlodge, AB T0H 0C0
Form Date Field	212
Contact Name	Dorothy Drysdale
Phone Number	780-402-4231
Purpose of Organization	The Kakwa Sherman Trail Society is a newly formed not-for-profit organization registered under the Alberta Society Act. The Society's focus is on restoring and maintaining historical trails in the Sherman Meadows/Kakwa area. Through this work, the Society strives to protect historical and cultural aspects of the trail system while improving recreational opportunities. These trails are accessible for hikers, mountain bikers, and equestrian users.
Purpose Continued	
Position of Contact Person	Director of Grants
What act are you registered under?	Societies Act
Registration No.	50257-40092
Grant Type	Capital Grant
Total Amount Requested	\$14,027.98
Proposed Project	This request is to purchase chainsaws, GPS, brush cutting saw with attachments, deep freeze, generator, radios for trail maintenance and rejuvenating existing old trails in the Sherman and Kakwa areas.
Have you previously applied for a grant from MD	
Previous Grant App from MD	No

Final Completion Report Provided to MD

Grant funds applied for from other sources? Yes

Grant Funds Received from other sources? No

Have you performed any other fundraising projects? Yes

Agreement

Grant Purpose

Year Grant Received

Amount of Grant

List the donaaee, purpose and amount A 2024 Alberta Public Land Trails Grant was approved for \$50,000.00 (operating).

What type of fundraising & how much did you raise? We have plans to to host an online auction, and distribute donation letters.

Signature Dorothy Drysdale

Date 04/11/24

Financial Statement

Administration Recommendations

Email albrightthemp@gmail.com

Column41

MD Logo

Email Comm.

Column44

List for Social Media & Signage

Kakwa Sherman Trail Society - 2024 Capital Budget

Capital Purchases	Quantity	Cost	GST	Total	Government of Albertas Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Garmen 66l GPS	2	\$829.99	\$41.50	\$1,701.48	NOT ELIGIBLE	\$1,701.48	
Radios	4	\$149.99	\$7.50	\$607.46		\$607.46	
Chainsaw - Model 1	5	\$745.04	\$37.25	\$3,762.45		\$3,762.45	
Chainsaw - Model 2	1	\$769.99	\$38.50	\$808.49		\$808.49	
Brush Cutting Saw With Attachments	2	\$619.10	\$30.96	\$1,269.16		\$1,269.16	
Deep Freeze	1	\$299.99	\$15.00	\$314.99		\$314.99	
Generator	1	\$5,299.00	\$264.95	\$5,563.95		\$5,563.95	
Capital Purchases Total				\$14,027.98		\$14,027.98	



9601 117 St
 Grande Prairie, Alberta T8W 0C7
 www.rentcoequipment.com
 780-539-7860 Phone
 780-532-2230 Fax

Status: Quote

Quote #: q19356-1

Quote To: Thu 4/ 4/2024 3:00PM

Operator: Erich S

Customer Key: CASH CU\$TOI

CASH CUSTOMER

LEAVE NAME/ADDRESS BLANK

Job Descr: Larry Drysdale 780-897-6069

GRANDE PRAIRIE,

larry-smoky@hotmail.com
 Kakwa Sherman Trail Society

Qty	Key	Items	Ser#	Status	Each	Price
1	EU7000ISCT1	HONDA GENERATOR, EU7000ISCT1		Retail		

Quote valid for 30 days.

		Sales: \$5,299.00			
Subtotal:		GST:	Total:	Paid:	Amount Due:
				\$0.00	

Signature: _____

CASH CUSTOMER



Rentco Equipment Ltd.
 Proudly Serving The
 Peace Region For Over 50 Years

NORTHERN METALIC SALES (GP) LTD
 9708 - 108 STREET
 GRANDE PRAIRIE, AB T8V 4E2
 (780) 539-9555

Q U O T A T I O N

Quote: 100-149305
 Page: 1

000001
 KAKWA SHERMAN TRAIL SOCIETY
 LARRY DRYSDALE

REF: HUSQVARNA
 FAX: (555) 555-5555
 DATE: MAR 12, 2024

ITEM	QTY	CODE PART	DESCRIPTION	LIST	UNIT	UNIT PRICE	EXTENDED PRICE
1	5	HUS 550XP II 18	50CC CHAINSAW C/W 18" BAR				20
2	5	HUS 585639672	S35G X CUT CHAIN LOOP		EA		5
3	2	HUS 525LK	25CC TRIMMER				
4	2	HUS BCA850	BRUSHCUTTER ATTACHMENT				
5	2	HUS 596 27 96-01	8" SCARL BLADE 220-22T				
6	1	HUS T540XP-14	37CC CHAINSAW C/W 14" BAR 970 48 40-14				

ZZZ MGB

SUB
 GST
 TOTAL

NOTES, TERMS AND CONDITIONS:

1. The above prices are firm for fourteen days from the date of this quote.
2. PRICING: Based on total order, partial order is subject to review
3. CURRENCY: All prices are quoted in Canadian funds unless otherwise specified
4. TAXES: GST / PST and all other applicable taxes are 'extra'. Exemption requires tax license numbers
5. RETURNS: Material for return requires prior approval. Restocking charges may apply
6. SPECIAL ITEMS: *** Special order & customized items can not be cancelled and are non-returnable

QUOTED BY: _____
 04/05/24 MITCH BOMBIER

ACCEPTED BY: _____
 SIGNATURE/TITLE NAME DATE

costco.ca

Danby 7 cu ft. Convertible Chest Freezer or Refrigerator with 5 Year Warranty

Item [1702308](#)★★★★★ 4.7 (610) [Write a review](#)**Price****\$299.99**Standard Delivery Included [?](#)**Features:**

- Convertible- freezer or fridge
- 2 Storage Baskets
- Power-On and Freezer mode indicator lights
- Energy Star® Compliant
- Garage Ready

2024 Grant Application (October 15, 2023 deadline)

Row 93

Name of Organization	Kakwa Sherman Trail Society
Address of Organization	Box 1604, Beaverlodge, AB T0H0C0
Form Date Field	187
Contact Name	Dorothy Drysdale
Phone Number	780-402-4231
Purpose of Organization	The Kakwa Sherman Trail Society is a newly formed not-for-profit organization registered under the Alberta Society Act. The Society's focus is on restoring and maintaining historical trails in the Sherman Meadows/Kakwa area. Through this work, the Society strives to protect historical and cultural aspects of the trail system while improving recreational opportunities. These trails are accessible for hikers, mountain bikers, and equestrian users.
Purpose Continued	
Position of Contact Person	Director of Grants
What act are you registered under?	Society's Act
Registration No.	50257-40092
Grant Type	Operating Grant
Total Amount Requested	\$42,067.00
Proposed Project	This request is to assist with operations and the restoration of historical trails for recreation use, collect GPS data, and trail maintenance to open and groom trails in the Sherman Meadows and Kakwa Wildland areas. This includes Personnel, horse expenses and other general expenses.
Have you previously applied for a grant from MD	No
Previous Grant App from MD	No

395

Final Completion Report Provided to MD N/A

Grant funds applied for from other sources? Yes

Grant Funds Received from other sources? No

Have you performed any other fundraising projects? Yes

Agreement

Grant Purpose N/A

Year Grant Received

Amount of Grant

List the donaae, purpose and amount A 2024 Alberta Public Land Trails Grant was approved for \$50,000.00 (operating)

What type of fundraising & how much did you raise? We have plans to to host an online auction, and distribute donation letters.

Signature Dorothy Drysdale

Date 01/23/24

Financial Statement

Administration Recommendations

Email maureenhd@hotmail.com

Column41

MD Logo

Email Comm.

Column44

List for Social Media, signage

Kakwa Sherman Trail Society - 2024 Operating Budget

Sherman Meadows Project	Quantity	#of Days	Cost/Day	Total	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Personnel							
Cook	1	25	\$150.00	\$3,750.00			
Wrangler	1	25	\$100.00	\$2,500.00			
Trail Clearers	3	25	\$200.00	\$15,000.00			
Trail Crew Leaders	2	25	\$250.00	\$12,500.00	\$25,875.00		\$47,275.00
Chainsaw Operators	5	25	\$240.00	\$30,000.00			
Education Outreach	1	38	\$50.00	\$1,900.00			
GPS/Reconnaissance Crew	2	25	\$150.00	\$7,500.00			
Supplies & Tools							
Backcountry Supplies	1	25	\$50.00	\$1,250.00			\$1,250.00
Groceries	15	25	\$40.00	\$15,000.00		\$15,000.00	
Trail Clearing Equipment - Consumables	5	25	\$60.00	\$7,500.00		\$7,500.00	
Horses							
Packhorses with Tack	10	25	\$75.00	\$18,750.00			
Riding Horses with Tack	7	25	\$100.00	\$17,500.00	\$18,125.00		\$18,125.00
Other Horse Expenses							
Feed	17	25	\$5.00	\$2,125.00		\$8,245.00	
Shoeing (June & August)	17	2	\$180.00	\$6,120.00			
Transportation							
Horse Transportation	4	2	\$320.00	\$2,560.00			\$2,560.00
ATVs	2	25	\$240.00	\$12,000.00	\$6,000.00		\$6,000.00
ATV Transport	3	1	\$320.00	\$960.00		\$960.00	
Sherman Meadows Project Total:					\$50,000.00	\$31,705.00	\$75,210.00

Kakwa Sherman Trail Society - 2024 Operating Budget

Kakwa Wildland Park Project	Quantity	#of Days	Cost/Day	Total	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society	
Personnel								
Cook	1	10	\$150.00	\$1,500.00	NOT ELIGIBLE			
Wrangler	1	10	\$100.00	\$1,000.00				
Trail Clearers	3	10	\$200.00	\$6,000.00			\$15,800.00	
Trail Crew Leaders	1	10	\$250.00	\$2,500.00				
Chainsaw Operators	2	10	\$240.00	\$4,800.00				
Supplies & Tools								
Backcountry Supplies	1	10	\$50.00	\$500.00				\$500.00
Groceries	8	10	\$40.00	\$3,200.00			\$3,200.00	
Trail Clearing Equipment	2	10	\$60.00	\$1,200.00			\$1,200.00	
Horses								
Packhorses with Tack	10	10	\$75.00	\$7,500.00			\$16,500.00	
Riding Horses with Tack	9	10	\$100.00	\$9,000.00				
Other Horse Expenses								
Feed	19	10	\$5.00	\$950.00		\$950.00		
Kakwa Wildland Park Project Total:					\$0.00	\$5,350.00	\$32,800.00	





Kakwa Sherman Trail Society - 2024 Operating Budget

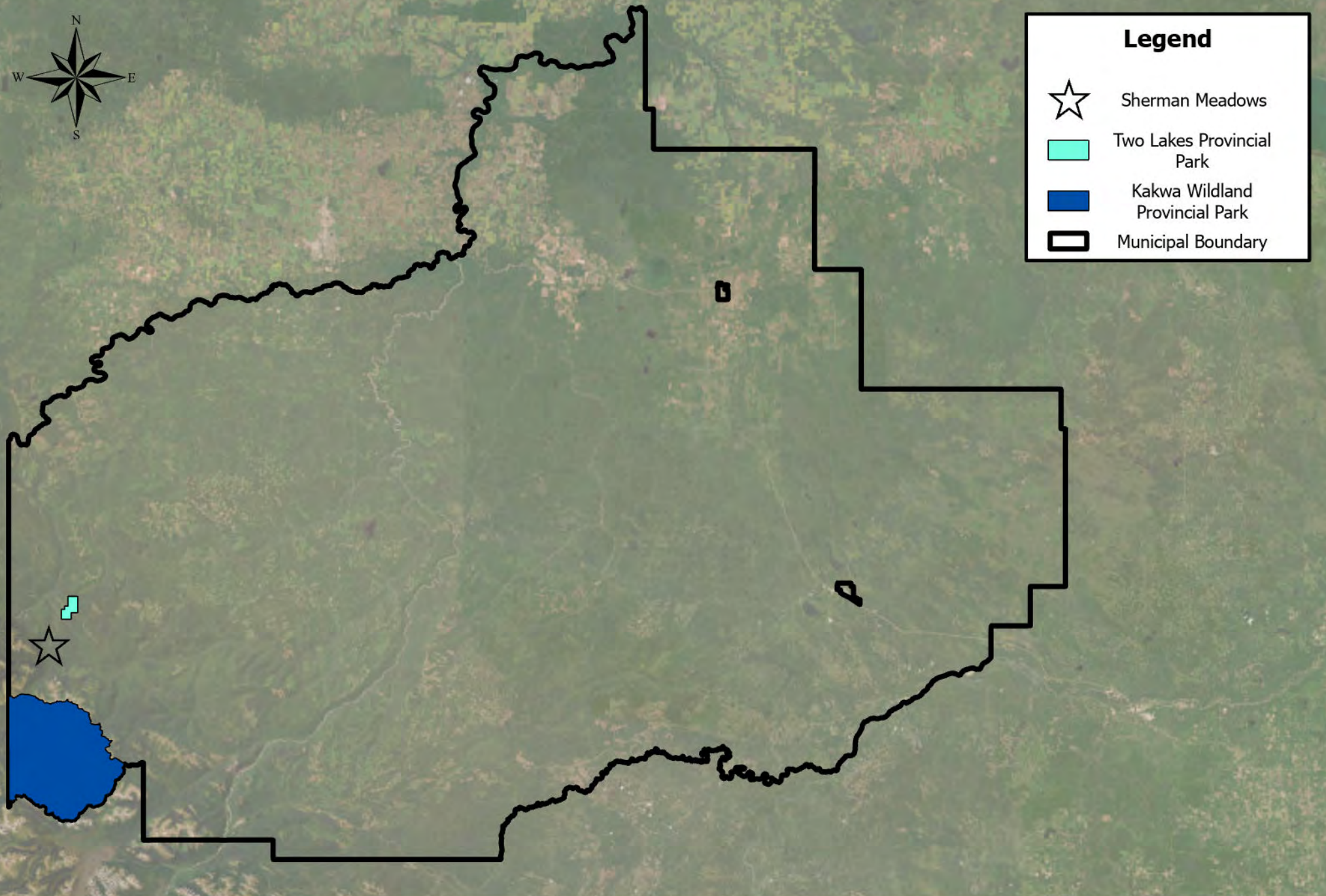
General Operating Expenses	Quantity	Cost	Total	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Director's Insurnace	1	\$1,200.00	\$1,200.00		\$1,200.00	
Liability Insurance	1	\$1,000.00	\$1,000.00		\$1,000.00	
Chainsaw Operators Course	6	\$52.00	\$312.00		\$312.00	
Professional Fees	1		\$2,500.00		\$2,500.00	
General Operating Expenses				\$0.00	\$5,012.00	\$0.00

OPERATING SUMMARY	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Sherman Meadows Project	\$50,000.00	\$31,705.00	\$75,210.00
Kakwa Wildland Park Project	\$0.00	\$5,350.00	\$32,800.00
General Operating Expenses	\$0.00	\$5,012.00	\$0.00
OPERATING TOTAL	\$50,000.00	\$42,067.00	\$108,010.00



Legend

-  Sherman Meadows
-  Two Lakes Provincial Park
-  Kakwa Wildland Provincial Park
-  Municipal Boundary

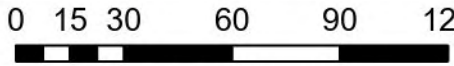


TITLE: Overview Map for Kakwa Sherman Trail Society Project Locations

DATE: May 2024

LOCATION: Greenview, Alberta

SCALE: 1:2,100,000



Kilometers

DRAWN BY: D. Wood



REQUEST FOR DECISION

SUBJECT: **Nitehawk Year-Round Adventure Park Discussion**
SUBMISSION TO: COMMITTEE OF THE WHOLE REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 21, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Committee of the Whole accept the Nitehawk Year-Round Adventure Park discussion, for information, as presented.

BACKGROUND/PROPOSAL:

The Nitehawk Year-Round Adventure Park (Nitehawk) is being presented as requested by Council at the April 23, 2024, Council meeting.

Nitehawk is a non-profit organization, overseen by a volunteer board of directors, that operates a year-round regional family recreation facility featuring skiing, snowboarding, snow tubing, lugging, mountain biking, and RV camping, located in Grovedale, Alberta.

Council approved the reallocation of up to \$125,000 of the 2024 capital grant to Nitehawk to be used for operational funds in 2024 at the April 23rd Council meeting and requested Administration present Nitehawk at a Committee of the Whole meeting for further discussion.

Nitehawk had submitted a letter to all municipal partners to inform them that Nitehawk will not achieve the operating budget for the current fiscal year (May 1, 2023, to April 30, 2024). Weather conditions, rising costs of fuel and utilities as well as a significant increase in insurance costs have all impacted the operational budget. Nitehawk continues to be proactive at reducing operating costs, and management has negotiated discounts with local vendors. Nitehawk is prepared to defer future capital purchases to 2027.

Nitehawk has also submitted correspondence including the following motion from the Nitehawk Board meeting held on March 26th:

Motion to: Allow Nitehawk Management to request up to \$350,000 in emergency funding from the municipal partners. If emergency funding is not an option, a request to reallocate existing capital funding of up to \$350,000.

Once the immediate challenges regarding Nitehawk’s current deficit have been addressed, Nitehawk will submit another letter that refers to previous discussions about developing a multi-year Capital/Operating funding agreement with all three Municipalities that addresses the concerns of shared equity of funding, operating expense increases, and creating a reserve fund for aging building and infrastructure replacement.

The County of Grande Prairie and the City of Grande Prairie have provided operational and capital funding through a grant to Nitehawk over the past number of years. In the current model for funding, Greenview’s share is 50% and the remaining is split 25% from the City and 25% from the County. This is not written in a formal agreement but rather through individual agreements with each municipality and based on an annual operating plan for the business.

Greenview has historically provided an annual operating grant and capital grant to Nitehawk. In 2024, Nitehawk was awarded a capital grant in the amount of \$314,250.00 through the Greenview grant process as well as an operating grant in the amount of \$100,000.00 through the 2024 budget process.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Committee of the Whole can further discuss Nitehawk, as requested.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request additional information or request Nitehawk present at a Committee of the Whole meeting.

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:

N/A

ATTACHMENT(S):

- 2024 Grant Request

2024 Grant Application (October 15, 2023 deadline)

Row 88

Name of Organization	Grande Prairie Ski Club o/a: Nitehawk Year-round Adventure Park
Address of Organization	Box 1006
Form Date Field	183
Contact Name	Johnathan Clarkson
Phone Number	780-505-1457
Purpose of Organization	<p>The Grande Prairie Ski Club o/a Nitehawk Year-Round Adventure Park has been an important part of the Grande Prairie Region for the past 63 years. Nitehawk provides the members of the Communities we serve with many options for fun, accessible & affordable outdoor recreation for them and their families year-round. We provide a venue for the Community to enjoy Downhill Skiing, Snowboarding, Winter Snow Tubing, Snowshoeing, Ski & Snowboard Lessons, and School Programming for over 7000 local students from 35 Regional Schools during our Winter Operations. During our typical Summer Season we provide a venue for Mountain Biking, Summer Bike Camps for over 250 children, Biking 101 School Programming for over 1200 local students, most recently we've added Skateboarding, Inline Skating, Golf, and Disc Golf lessons to our offering to Schools, Hiking & Running Trails, Trail Running Races, and Camping & RV-ing. We have also partnered with the City of Grande Prairie for the last 6 years, to manage & operate the Bear Paw Par 3 Golf Course & RV Park located at South Bear Creek Park, which we are extremely happy with as it fits so well with our offering of Outdoor Recreation opportunities. There are not many other Outdoor Recreation Facilities in our immediate region; other than the Wapiti Nordic Ski Centre. Nitehawk is unique because of our location in the Wapiti River Valley and the Downhill & Uphill Climbing aspect of almost all the activities we offer. We are also excited to be the host venue for 3 sports of the 2024 Alberta Winter Games happening in our Region next winter season.</p>
Purpose Continued	
Position of Contact Person	General Manager
What act are you registered under?	Societies Act
Registration No.	3468

Grant Type	Capital Grant
Total Amount Requested	\$339,250.00
Proposed Project	Please see attached Capital Budget. By continuing to improve efficiency & experience in all areas of our Organization and keeping Guest & Staff Safety as our primary priority, Nitehawk will continue to be a leader in Outdoor Recreation for the Grande Prairie Region, providing opportunities that not all Communities are lucky enough to have in their own backyard for families, students and individuals to enjoy Downhill Skiing, Snowboarding, Snow Tubing, Running & Hiking, Mountain Biking, Camping and Golfing. Having a facility like Nitehawk in our Region not only gives our residents something to do year-round, but also makes our Region more attractive to Companies looking for places to invest and also to potential New Residents when they are deciding whether or not to call our Region Home. Our facility has a direct impact on the tax base of our region, and because of this increased investment and people's desire to visit and move to our beautiful community & region. We expect that the funding for the projects listed in our Capital Funding Request will continue to reduce our cost of Operations, have a direct impact on the Safety of our Guests & Staff, and help continue to improve our Guests Experience. Each capital item/project will be completed within the year that the funding was requested. For items/projects that show multiple years of funding requested, these are either longterm or ongoing. Upgrades to automation & new equipment additions for our Snowmaking System will be an Annual Capital Item to increase efficiency for our Snowmaking Staff and thereby leading to faster opening of the Slopes for our Guests. For items such as our Snow Groomer Replacement, these are setup as longterm savings plans to purchase a new Snowcat every 6-10 years when replacement out-weighs annual maintenance costs. Bike, Ski and Snowboard Rental Equipment Replacement will help us provide a safe and quality experience for our Guests & School Groups year-round.
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	Yes

other fundraising projects?

Agreement Grande Prairie Ski Club o/a: Nitehawk Year-Round Adventure Park

Grant Purpose Capital and Facility Improvements

Year Grant Received 2023

Amount of Grant 284,000.00

List the donae, purpose and amount County of Grande Prairie No.1 - \$169,625.00 City of Grande Prairie - \$169,625.00

What type of fundraising & how much did you raise? We host an annual Comedy Nite Fundraiser, Ski & Snowboard Swap Event, and Family Golf Day. In Total between these three events, we typically raise approximately \$150,000.00. We also just had a Casino this past year, which saw us raise approximately \$37,000.00. We also have our "Landslide Recovery Fund" with the Community Foundation of Northwest Alberta, which currently has accumulated \$24,796.39.

Signature Johnathan Clarkson

Date 11/20/23

Financial Statement

Administration Recommendations

Email johnathan@gonitehawk.com

Column41

MD Logo

Email Comm.

Column44

List for Recognition We have signage at the entrance to our facility thanking all three of our Municipal Partners, have the MD of Greenview listed on signage recognizing all of the contributing organizations to the Summit T-bar Project, and also have the MD of Greenview recognized on a sign at the top of our beginner slope called "Bob's Bump".

	2023 Budget	2024 Budget	2025 Budget	2026 Budget
Snowmaking				
Snowmaking Guns	\$ 75 000.00	\$ 75 000.00	\$ 75 000.00	\$ 75 000.00
Pumps and Instrumentation	\$ 30 000.00	\$ 30 000.00	\$ 30 000.00	\$ 30 000.00
Snowmaking Pipe and Hydrants	\$ 10 000.00	\$ 10 000.00	\$ 10 000.00	\$ 10 000.00
River Erosion Control - Snowmaking Intake/Gabian Walls	\$ 50 000.00	\$ 50 000.00	\$ -	\$ -
	\$ 165 000.00	\$ 165 000.00	\$ 115 000.00	\$ 115 000.00
Hill Equipment				
Skid Steer/ASV Replacement	\$ -	\$ 90 000.00	\$ -	\$ -
2015 Snowcat Replacement	\$ 60 000.00	\$ 60 000.00	\$ -	\$ -
2019 Snowcat Replacement	\$ 60 000.00	\$ 60 000.00	\$ 60 000.00	\$ -
New Snowcat	\$ -	\$ -	\$ -	\$ 60 000.00
Snowmobiles (1 Snowmobile per year)	\$ 13 000.00	\$ 13 500.00	\$ 13 500.00	\$ 14 000.00
All Terrain Vehicle	\$ -	\$ 15 000.00	\$ -	\$ -
Mobile Equipment, Major Repairs	\$ 10 000.00	\$ 10 000.00	\$ 10 000.00	\$ 10 000.00
	\$ 143 000.00	\$ 248 500.00	\$ 83 500.00	\$ 84 000.00
Hill Improvements				
Ski Lifts Repairs/Improvements	\$ 20 000.00	\$ 20 000.00	\$ 20 000.00	\$ 20 000.00
Triple Chair Reinstallation Savings	\$ -	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00
Summer Tube Slide Water Supply	\$ 20 000.00	\$ -	\$ -	\$ -
Erosion Control - implementing Best Management Practices	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00
Lift Tower Migration	\$ 15 000.00	\$ 15 000.00	\$ 15 000.00	\$ 15 000.00
LED Hill/Facility Lighting Upgrades	\$ 20 000.00	\$ -	\$ -	\$ -
Technology Hardware Upgrades	\$ 15 000.00	\$ 15 000.00	\$ 15 000.00	\$ 15 000.00
Energy Reduction	\$ 30 000.00	\$ 30 000.00	\$ 30 000.00	\$ 30 000.00
Staff Accomodations Upgrade - 6 Bedroom Mobile Home (10yr Lease)	\$ 25 000.00	\$ 25 000.00	\$ 25 000.00	\$ 25 000.00
Major Chalet Improvements/Upgrades (ie. Furnaces, Hot Water Tanks, Windows, etc)	\$ 20 000.00	\$ 20 000.00	\$ 20 000.00	\$ 20 000.00
Ski & Snowboard Rental Equipment Replacement/Upgrades	\$ 15 000.00	\$ 40 000.00	\$ 40 000.00	\$ 40 000.00
Bicycle Rental Equipment Replacement/Upgrades	\$ 30 000.00	\$ -	\$ 30 000.00	\$ -
	\$ 260 000.00	\$ 265 000.00	\$ 295 000.00	\$ 265 000.00
Total Budget	\$ 568 000.00	\$ 678 500.00	\$ 493 500.00	\$ 464 000.00

Capital Funding Split	%				
MD of Greenview	50.00%	\$ 284 000.00	\$ 339 250.00	\$ 246 750.00	\$ 232 000.00
City of Grande Prairie	25.00%	\$ 142 000.00	\$ 169 625.00	\$ 123 375.00	\$ 116 000.00
County of Grande Prairie	25.00%	\$ 142 000.00	\$ 169 625.00	\$ 123 375.00	\$ 116 000.00
Total		\$ 568 000.00	\$ 678 500.00	\$ 493 500.00	\$ 464 000.00

Operating Funding Split	%				
MD of Greenview	50.00%	\$ 100 000.00	\$ 100 000.00	\$ 100 000.00	\$ 100 000.00
City of Grande Prairie	25.00%	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00
County of Grande Prairie	25.00%	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00
Total		\$ 200 000.00	\$ 200 000.00	\$ 200 000.00	\$ 200 000.00

AEP Tourism Commercial Land Lease Securities Deposit (\$1000/acre)		\$ 325 000.00
MD of Greenview	50.00%	\$ 162 500.00
City of Grande Prairie	25.00%	\$ 81 250.00
County of Grande Prairie	25.00%	\$ 81 250.00
Total		\$ 325 000.00

Grande Prairie Ski Club (Operating as Nitehawk Year-Round Adventure Park)
Financial Statements
April 30, 2023

Grande Prairie Ski Club (Operating as Nitehawk Year-Round Adventure Park)
Statement of Financial Position

As at April 30, 2023

	2023	2022
<hr/>		
Assets		
Current		
Cash	1,249,955	1,789,781
Accounts receivable	4,227	22,851
Grants receivable	576,000	518,625
Prepaid expenses, deposits and inventory	182,137	127,098
	<hr/>	<hr/>
	2,012,319	2,458,355
Property, plant and equipment (Note 1)	4,372,364	4,311,590
	<hr/>	<hr/>
	6,384,383	6,769,945
<hr/>		
Liabilities		
Current		
Bank indebtedness	-	-
Accounts payable	248,230	291,061
Deferred revenue	1,724,095	1,801,072
	<hr/>	<hr/>
	1,972,325	2,092,133
<hr/>		
Net Assets		
Accumulated Surplus (Deficit)	4,412,358	4,677,812
	<hr/>	<hr/>
	6,384,683	6,769,945
<hr/>		

Grande Prairie Ski Club (Operating as Nitehawk Year-Round Adventure Park)

Statement of Net Operating Surplus (Deficit)

For the year ended April 30, 2023

	2023	2022
Balance, beginning of year	366,222	269,138
Net operating income (loss)	(821,337)	(397,209)
Amortization of property, plant and equipment	590,940	520,826
Transfer from (to) capital	(95,831)	(26,533)
Balance, end of year	39,994	366,222

Statement of Net Assets Invested in Capital

For the year ended April 30, 2023

	2023	2022
Balance, beginning of year	4,311,590	3,733,877
Excess (deficiency) of revenue over expenditure	(95,831)	(26,533)
Property, plant and equipment additions	651,714	1,105,206
Disposal of property, plant and equipment	-	(6,667)
Amortization of property, plant and equipment	(590,940)	(520,826)
Transfer from (to) operations	95,831	26,533
Balance, end of year	4,372,364	4,311,590

Grande Prairie Ski Club (Operating as Nitehawk Year-Round Adventure Park)

Statement of Operations

For the year ended April 30, 2022

	2023 <i>Budget</i>	2023 <i>Actual</i>	2022 <i>Actual</i>
Operating revenue			
Sales	1,646,977	1,636,026	1,287,509
Advertising	30,000	40,800	29,375
Donations	36,800	7,475	31,833
Fundraising	194,861	193,114	141,946
Operating grants	197,520	232,033	206,320
	2,106,158	2,109,448	1,696,983
Expenses			
Advertising	76,487	48,331	69,826
Food and beverage	78,237	97,116	40,076
Fuel	92,678	125,428	61,256
Fundraising expense	121,206	120,987	91,986
Insurance	75,272	76,199	63,790
Interest and bank charges	44,999	33,231	34,805
Maintenance	168,401	179,239	136,974
Office and travel	55,495	69,622	44,672
Purchases and rentals	122,041	176,404	133,039
Salaries, wages and subcontract	1,107,665	1,294,580	958,697
Training	15,719	21,620	12,077
Utilities	206,572	218,144	164,701
	2,164,772	2,460,901	1,811,899
Operating earnings (loss) before amortization and other items	(58,614)	(351,453)	(114,916)
Canada Emergency Wage Subsidy	-	101,056	238,734
Canada Emergency Business Account (CEBA) Loan Forgiveness	-	20,000	-
Capital Funding Diversion to Operating	-	-	-
Landslide Recovery Income	-	66,744	83,134
Landslide Recovery Expenses	-	(66,744)	(83,335)
Amortization	(590,940)	(590,940)	(520,826)
Net operating income (loss)	(649,554)	(821,337)	(397,209)

Grande Prairie Ski Club (Operating as Nitehawk Year-Round Adventure Park)
Statement of Capital Revenue and Expenditure

For the year ended April 30, 2023

	2023	2022
Capital revenue		
Capital sponsorship/donations	29,769	-
Casino	-	-
Gifts in kind	-	-
Municipal capital grants	526,114	1,072,006
Fundraiser	-	-
Disposals of property, plant and equipment		6,667
	555,883	1,078,673
Capital expenditures		
Fundraising expenses	-	-
Capital maintenance	-	-
	-	-
Net capital revenue	555,883	1,078,673
Property, plant and equipment additions		
Bike park wage allocation	-	-
Buildings	59,070	-
Equipment	39,857	33,372
Hill improvements	44,412	493
Hill improvements - wage allocation	66,282	138,186
Hill improvements - lighting	43,231	17,425
Hill equipment - lifts	212,437	828,162
Hill equipment - snowmaking	98,190	54,134
Hill equipment - snowmobiles	12,900	12,276
Office equipment	17,859	16,134
Rental equipment	51,630	-
RV park	5,846	5,024
Tube park	-	-
	651,714	1,105,206
Excess (deficiency) of capital revenue over expenditure	(95,831)	(26,533)

Grande Prairie Ski Club (Operating as Nitehawk Year-Round Adventure Park)

Notes to the Financial Statements

For the year ended April 30, 2023

1. Property, plant and equipment

				2023	2022
	<i>Rate</i>	<i>Cost</i>	<i>Accumulated Amortization</i>	<i>Net Book Value</i>	<i>Net Book Value</i>
Buildings	4%	1,595,275	725,015	870,260	844,981
Equipment	20%	1,512,725	1,164,667	348,058	385,253
Hill equipment ^(a)	20%	3,928,397	2,620,371	1,308,026	1,230,632
Hill improvements	20%	2,242,489	1,436,801	805,688	814,711
Office equipment	30%	175,016	141,566	33,450	22,275
Rental equipment	30%	299,856	238,726	61,130	13,568
Water ramp	10%	255,860	220,275	35,585	39,545
Gravity bike park	5%	153,608	70,307	83,301	87,681
RV park	5%	1,242,207	564,328	677,879	707,397
Tube Park	10%	454,243	305,256	148,987	165,547
		11,859,676	7,487,312	4,372,364	4,311,590

^(a) Included in hill equipment is chairlift with net book value of \$39,165 not in active use.

PROVINCE OF ALBERTA

3468



CANADA

Certificate of Incorporation

I Hereby Certify that

- Grande Prairie Ski Club -

is this day incorporated under The Societies Act, being Chapter 315 of the Revised Statutes of Alberta, 1955.

Given under my hand and seal of office at Edmonton, Alberta, this

- 10 - day of - November - A.D. 19 60



(J. G. Warr)

Registrar of Joint Stock Companies

[Handwritten initials]

Date	Chief Administrative Officer Action Log	RESPONSIBLE PARTY	NOTES/STATUS
April 23, 2024	<p>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.</p> <p>- 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</p> <p>FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	Comm. Serv	In Progress - Agreement has been sent to Town of Valleyview for signing
April 23, 2024	<p>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.</p> <p>FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	CAO Serv.	Complete
April 23, 2024	<p>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.</p> <p>FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	I&E	In progress; vendors contacted; coordinating work plans with area supervisors
April 23, 2024	<p>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.</p> <p>FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	I&E	In progress; vendors contacted; coordinating work plans with area supervisors
April 23, 2024	<p>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.</p> <p>FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	I&E	waiting for 2025 budget deliberations

April 23, 2024	<p>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</p> <p>CARRIED</p>	P&E	IN Progress - Contact made with Town Administration. Information sent to Transportation and Economic Corridors; closing anticipated June 28
April 23, 2024	<p>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</p> <p>CARRIED</p>	P&E	IN Progress - Contact made with Town Administration. Documentation on Facilities received and inspection being planned and contractors administering site currently identified for follow up
April 23, 2024	<p>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.</p>	CAO Serv.	Complete - RCM May 14
April 23, 2024	<p>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 Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	I&E	contract sent
April 23, 2024	<p>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</p> <p>CARRIED</p>	I&E	contract sent
April 23, 2024	<p>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</p> <p>CARRIED</p>	I&E	contract sent

April 23, 2024	<p>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</p> <p>CARRIED</p>	I&E	contract sent
April 23, 2024	<p>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</p> <p>CARRIED</p>	I&E	contract sent
April 23, 2024	<p>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 Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	CAO Serv.	In progress
April 23, 2024	<p>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 Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	CAO Serv.	In progress
April 23, 2024	<p>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</p> <p>CARRIED</p>	CAO Serv.	RESCINDED

April 23, 2024	<p>MOTION: 24.04.232 Moved by: COUNCILLOR MARKO HACKENBERG</p> <p>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.</p> <p>FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Burton, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	CAO Serv.	RESCINDED
April 9, 2024	<p>MOTION: 24.04.185 Moved by: COUNCILLOR WINSTON DELORME</p> <p>That Council approve sponsorship in the amount of \$5,500.00 to the Bear Creek Music Festival Society in hosting the 7th Annual Bear Creek Folk Music Festival on August 16-18th, 2024 in Grande Prairie, Alberta, with funds to come from the 2024 Community Services Sponsorship Budget.</p> <p>FOR: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Councillor Berry</p> <p>AGAINST: Reeve Olsen</p> <p>CARRIED</p>	Comm. Serv.	COMPLETE
April 9, 2024	<p>MOTION: 24.04.186 Moved by: COUNCILLOR JENNIFER SCOTT</p> <p>That Council approve sponsorship in the amount of \$5,000.00 to the Resource Centre for Suicide Prevention for the "Mental Health Summit: Promoting Wellness in Trades, Industry and Agriculture" May 6 to May 7, 2024, in Grande Prairie, Alberta, with funds to come from the 2024 Community Services Sponsorship Budget.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Councillor Berry</p> <p>CARRIED</p>	Comm. Serv.	COMPLETE
April 9, 2024	<p>MOTION: 24.04.188 Moved by: COUNCILLOR DAVE BERRY</p> <p>That Council approves the destruction of a crop over 20 acres in size for Case File 12226, 18041, and 20485, to occur in 2024.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Councillor Berry</p> <p>CARRIED</p>	Comm. Serv.	COMPLETE
April 9, 2024	<p>MOTION: 24.04.189 Moved by: COUNCILLOR WINSTON DELORME</p> <p>That Council directs Administration to review Policy 5001 Home Support, to ensure all eligible Greenview residents are equally represented within the policy, and to provide options on ways to grandfather existing clients if policy change requires it.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Councillor Berry</p> <p>CARRIED</p>	Comm. Serv.	In Progress, on schedule

April 9, 2024	<p>MOTION: 24.04.191 Moved by: COUNCILLOR WINSTON DELORME That Council support Fallen Mountain Soap's initiative to create a helicopter tourism business in the Grande Cache area and sign and return the letter of support. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Councillor Berry</p> <p>CARRIED</p>	P&E	COMPLETE
April 9, 2024	<p>MOTION: 24.04.195 Moved by: COUNCILLOR TOM BURTON That Council award a 3-year contract for Sunset House/Sweathouse area road grading services to J. Moody Grader Services, at a rate of \$138.90/Hr plus GST, with funds to come from Operations' operational budgets for 2024, 2025, and 2026. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Councillor Berry ABSENT: Councillor Schlieff</p> <p>CARRIED</p>	I&E	in progress, on schedule
April 9, 2024	<p>MOTION: 24.04.197 Moved by: COUNCILLOR TOM BURTON That Council direct Administration to arrange a meeting with the Northern Gateway School Board before Council Break in August 2024, for the purpose of discussing the proposed interaction between the new Northern Gateway School, located in Valleyview and the Greenview Regional Multiplex. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg, Councillor Berry ABSENT: Councillor Schlieff</p> <p>CARRIED</p>	P&E	Request sent to NGPSD School Superintendent in April
	24.03.26 REGULAR COUNCIL MEETING		
March 26, 2024	<p>MOTION: 24.03.161 Moved by: COUNCILLOR RYAN RATZLAFF That Council approve selling thirty (30) surplus EFJ 5000 Single Band portable radios to interested fire departments or municipalities. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	COMM SERV.	COMPLETE

<p>March 26, 2024</p>	<p>MOTION: 24.03.163 Moved by: COUNCILLOR SALLY ROSSON That Council approve Policy 1008 "Council and Board Remuneration" as presented.</p> <p>DEFERRED</p> <p>MOTION: 24.03.164 Moved by: DEPUTY REEVE BILL SMITH That Council defer motion 24.03. Policy 1008 to a future Council Meeting. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	<p>CORP SERV.</p>	<p>In Progress going to RCM May 28, 2024</p>
<p>March 26, 2024</p>	<p>MOTION: 24.03.165 Moved by: COUNCILLOR MARKO HACKENBERG That Council approve a sponsorship in the amount of \$3,000.00 to the Aseniwuche Winewak Nation for the Annual Round Dance in Grande Cache on April 27, 2024, with funds to come from the 2024 Community Services Sponsorship Budget. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	<p>COMM SERV.</p>	<p>COMPLETE</p>
<p>March 26, 2024</p>	<p>MOTION: 24.03.166 Moved by: COUNCILLOR DALE SMITH That Council select the five Food Banks serving Greenview residents (Fox Creek, Valleyview, DeBolt, Grande Prairie, and Grande Cache) as the donation recipient(s) for the 2024 Clay Shoot Stakeholder Event, with the total funds raised split equally among them. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	<p>P&E</p>	<p>In Progress Charity recipients will be listed in all event marketing and promotions.</p>
<p>March 26, 2024</p>	<p>MOTION: 24.03.169 Moved by: COUNCILLOR JENNIFER SCOTT That Council awards the RFP: REC-2024-01 Grande Cache Recreation Center Arena Pad & Boards project to BRY SAND ICE ARENA LTD., in the amount of \$ 1,450,571.90 plus GST, with funds to come from the 2024 capital budget, project RE23002 Capital Plan. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	<p>COMM SERV.</p>	<p>COMPLETE</p>

March 26, 2024	<p>MOTION: 24.03.170 Moved by: COUNCILLOR SALLY ROSSON That Council approve a 10% contingency fund for project REC-2024-01 Grande Cache Recreation Center Arena Pad & Boards in the amount of \$ 145,057.90 plus GST, with funds to come from the 2024 capital budget, project RE23002 Capital Plan. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	COM Serv.	COMPLETE
March 26, 2024	<p>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</p> <p>CARRIED</p>	COM Serv.	COMPLETE
March 26, 2024	<p>MOTION: 24.03.173 Moved by: DEPUTY REEVE BILL SMITH That Council award Nordic Mechanical Services Ltd. \$244,903.00 plus GST for the supply and installation of Capital Project RE23017 Greenview Regional Multiplex Fieldhouse Air Conditioning. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	COMM SERV.	COMPLETE
24.03.12 REGULAR COUNCIL MEETING			
12-Mar-24	<p>MOTION: 24.03.104 Moved by: COUNCILLOR CHRISTINE SCHLIEF That Council awards tender AB-2024-00684 to GenMec ACL Inc. in the amount of \$11,629, 125.00 plus GST, with funds to come from capital project FM22008 – New Operations Shop in Grande Cache. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	I&E	In Progress
12-Mar-24	<p>MOTION: 24.03.108 Moved by: COUNCILLOR JENNIFER SCOTT That Council awards tender AB-2024-00689 to Kamwin Electric Ltd., in the amount of \$232,860 plus GST, with funds to come from capital project FM22009 – GRM & Grovedale Emergency Generator Preparedness (for Greenview Regional Multiplex, Grovedale Community Complex, and Little Smoky Hall). FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg</p> <p>CARRIED</p>	I&E	complete

12-Mar-24	<p>MOTION: 24.03.115 Moved by: COUNCILLOR RYAN RATZLAFF That Council direct Administration to prepare a Local Improvement Plan for the repair of water, sewer, electrical, and public road systems, and sidewalk and pedestrian connections directly benefitting the Tower Park Estates subdivision and Main Street Lofts development and proceed with notifying the property owners who would be liable for payment of the Local Improvement Tax over a 20-year period.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg</p> <p>ARRIED</p>	P&EcDEV	In Progress: Quantities and estimated prices obtained. Local improvement plan being prepare for public distribution
12-Mar-24	<p>MOTION: 24.03.116 Moved by: COUNCILLOR SALLY ROSSON That Council direct Administration to prepare a Local Improvement Plan for the repair of storm sewer, water and sewer connections, and sidewalks and pedestrian connections directly benefitting the Main Street Lofts development and proceed with notifying the property owners who would be liable for payment of the Local Improvement Tax over a 20-year period.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg</p> <p>ARRIED</p>	P&EcDEV	In Progress: Quantities and estimated prices obtained. Local improvement plan being prepare for public distribution
12-Mar-24	<p>MOTION: 24.03.117 Moved by: COUNCILLOR DALE SMITH That Council identify municipal owned properties Plan 182 1130, Block 50, Lot 4 (Birds Eye Park) and Part of Plan 6285NY, Lot A as exempted under the local improvement plan.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg</p> <p>Absent: Councillor Delorme</p> <p>ARRIED</p>	P&EcDEV	COMPLETE
12-Mar-24	<p>MOTION: 24.03.119 Moved by: COUNCILLOR DALE SMITH That Council provide \$20,000 of funding to start the investigation and prepare a detailed plan for providing a Seasonal community dugout located at SW 3-73-22-W5M, with funding to come from Environmental Reserves.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Hackenberg</p> <p>AGAINST: Councillor Ratzlaff</p> <p>ARRIED</p>	I&E	complete
12-Mar-24	<p>MOTION: 24.03.122 Moved by: COUNCILLOR JENNIFER SCOTT That Council direct Administration to list and sell the items on the AMENDED 2023 Surplus Disposal Table(s) at the next Alberta North Auction.</p> <ul style="list-style-type: none"> -Removal of salt and sand shed -Office trailer (removal) -Update the descriptions of the ASB equipment <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg</p> <p>ARRIED</p>	CORP SERVICES	COMPLETE

12-Mar-24	MOTION: 24.03.123 Moved by: COUNCILLOR DALE SMITH That Council approves the Little Smoky Ski Area Governance Board agreement, as amended. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg CARRIED	COMMUNITY SERVICES	COMPLETE
12-Mar-24	MOTION: 24.03.129 Moved by: COUNCILLOR RYAN RATZLAFF That Council approve a staged expansion of voluntary notifications available to residents through the Voyent Alert System as presented. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg CARRIED	P&EcDEV / COMMS	In Progress As Council have approved the proposed staged expansion, notifications will be rolled out according to approved schedule.
12-Mar-24	MOTION: 24.03.135 Moved by: COUNCILLOR DALE SMITH That Council authorize Reeve Olsen to attend the 2024 Team Canada Trade Mission to South Korea April 21-25th. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg CARRIED	CAO SERVICES	complete
12-Mar-24	MOTION: 24.03.139 Moved by: COUNCILLOR WINSTON DELORME That Council directs Administration to proceed with the finalizing of the Aggregate Supply Agreement with River Top Sand and Gravel LTD (SML:990008) dated April 2013, by way of providing topsoil for reclamation purposes no later than October 31, 2024, under the guidance of public lands and no further monetary funds will be awarded. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg CARRIED	CAO SERVICES	In progress
13-Mar-24	MOTION: 24.03.143 Moved by: COUNCILLOR SALLY ROSSON That Council direct Administration to cancel the Municipal Development Plan (MDP) tender and retender in 2026. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg CARRIED	P&EcDEV	COMPLETE
13-Mar-24	MOTION: 24.03.144 Moved by: DEPUTY REEVE BILL SMITH That Council direct Administration to prepare a report on how the Grande Prairie Regional Tourism Association Board can contribute to Greenview's Strategic Plan. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Berry, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Ratzlaff, Councillor Hackenberg ABSENT: Councillor Delorme CARRIED	EcDEV & CAO	IN PROGRESS. Krisitina is gathering data, working with Jenny and other stakeholders to determine current levels of support and what can be enhanced.
24.02.27 REGULAR COUNCIL MEETING			
27-Feb-24	MOTION: 24.02.88 Moved by: COUNCILLOR WINSTON DELORME That Council schedule a Public Hearing on March 26, 2024, for Bylaw No. 24-956 to close ±0.63 hectares within Road Plan 69 TR and Road Plan 042 6473 lying adjacent to Plan 822 3273, Block 34, Lot 6 as shown on Schedule 'A' hereto. FOR: Reeve Olsen, Councillor Dale Smith, Councillor Berry, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Hackenberg CARRIED	P&E	COMPLETE
24.02.20 COMMITTEE OF THE WHOLE			

20-Feb-24	MOTION: 24.02.28 Moved by: COUNCILLOR CHRISTINE SCHLIEF That Committee of the Whole recommends accepting the proposed composition of the Steering Committee for the Municipal Development Plan, as presented. FOR: Deputy Reeve Bill Smith, Reeve Olsen, Councillor Berry, Councillor Burton, Councillor Ratzlaff, Councillor Schlieff, Councillor Scott, Councillor Rosson, Councillor Dale Smith, Councillor Delorme CARRIED	P&E	COMPLETE
24.02.13 REGULAR COUNCIL MEETING			
13-Feb-24	MOTION: 24.02.61 Moved by: COUNCILLOR DALE SMITH That Council approve approach application APPR23-20 for the construction of a third gravel approach on SE-4-67-21-W5M via Township Road 670, with costs borne by the applicant, as per the Schedule of Fees bylaw 24-970. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry CARRIED	P&D	COMPLETE
13-Feb-24	MOTION: 24.02.62 Moved by: COUNCILLOR JENNIFER SCOTT That Council approve approach application APPR23-21 for the construction of a third gravel approach on NW-23-71-26-W5M via Township Road 714, with costs borne by the applicant, as per the Schedule of Fees bylaw 24-970. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry CARRIED	P&D	COMPLETE
13-Feb-24	MOTION: 24.02.63 Moved by: COUNCILLOR DAVE BERRY That Council approve the sale of approximately 0.768 hectares (1.9 acres) of Plan 972 0898, Block 38, Lot 3PUL for fair market value as determined by a third party appraisal, subject to subdivision and consolidation with the adjacent lands described as Plan 972 0898, Block 38, Lot 2. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry CARRIED	P&D	IN PROGRESS. The subdivision and consolidation of Plan 972 0298, Block 38, Lot 3PUL with adjacent lands Plan 972 0898, Block 38, Lot 2 has not occurred yet.
13-Feb-24	MOTION: 24.02.68 Moved by: COUNCILLOR SALLY ROSSON That Council enter into a three-year sponsorship agreement with Evergreen Park for a Greenview Industrial Gateway Fence Sign for \$2500.00 annually from 2024-2026 as well as a \$400.00 production cost of the sign, with funds to come from the Greenview Industrial Gateway Budget. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry CARRIED	CAO SERVICES	COMPLETE
13-Feb-24	That Council direct Administration to engage the business located on NW 33-69-6-W6M roll number 318084 regarding weed mitigation strategies. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry CARRIED	CAO SERVICES	

13-Feb-24	<p>MOTION: 24.02.70 Moved by: DEPUTY REEVE BILL SMITH That Council direct Administration to engage rig mat washing and storage areas or lands that may be considered high risk to Provincially regulated and locally elevated weed impacts on surrounding lands, with mitigation strategies. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	CAO/P&E	
13-Feb-24	<p>MOTION: 24.02.74 Moved by: COUNCILLOR TOM BURTON That Council direct Administration to pursue a Designated Industrial Zone designation for the Greenview Industrial Gateway, from the Government of Alberta. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	CAO SERVICES	In Progress
13-Feb-24	<p>MOTION: 24.02.77 Moved by: COUNCILLOR DAVE BERRY That Council direct Administration to engage Government of Alberta pertaining to lands described as Plan 8421873, Block OT for the purpose of gathering related information. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	P&D	COMPLETE
13-Feb-24	<p>MOTION: 24.02.78 Moved by: COUNCILLOR SALLY ROSSON That Council direct Administration to engage appropriate Provincial ministries to discuss road maintenance where mutual land interest exists. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	CAO SERVICES	In Progress
13-Feb-24	<p>MOTION: 24.02.80 Moved by: COUNCILLOR TOM BURTON That Council choose revised Option 1, "Invest NW Alberta: Grande Prairie-Greenview Corridor", as their choice for the Regional Promotional Name, to be used in jointly approved marketing opportunities for events, workforce attraction, and joint economic development projects. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Burton, Councillor Ratzlaff, Councillor Rosson, Councillor Scott, Councillor Schlieff, Councillor Delorme, Councillor Dale Smith, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	P&EcDEV	COMPLETE
13-Feb-24	<p>MOTION: 24.02.82 Moved by: COUNCILLOR DAVE BERRY That Council direct Administration to review the procedural bylaw regarding tied votes. FOR: Reeve Tyler Olsen, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry, Deputy Reeve Bill Smith AGAINST: Councillor Dale Smith</p> <p style="text-align: right;">CARRIED</p>	CORP SERVICES	COMPLETE
24.01.23 REGULAR COUNCIL MEETING			

23-Jan-24	<p>MOTION: 24.01.38 Moved by: COUNCILLOR TOM BURTON That Council direct Administration to schedule and hold an informational open house in each Hamlet of Little Smoky, Ridgevalley, DeBolt, and Grovedale area, and subsequently mail all affected residents a survey, on the proposed additional streetlighting, and provide all feedback to Council in June 2024. FOR: Reeve Olsen, Councillor Ratzlaff, Councillor Rosson, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Delorme</p> <p style="text-align: right;">CARRIED</p>	I & E	In Progress - open houses done, compiling data
23-Jan-24	<p>MOTION: 24.01.40 Moved by: COUNCILLOR JENNIFER SCOTT That Council direct Administration to proceed with the Invested option for additional streetlighting in Ridgevalley along main street (RR262) and the arena area, with funds to come from Operations' 2024 operational budget, at the estimated amount of \$31,577.64 (without GST). FOR: Reeve Olsen, Councillor Ratzlaff, Councillor Rosson, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Delorme</p> <p style="text-align: right;">CARRIED</p>	I & E	In Progress - waiting for Atco to provide date of installation
23-Jan-24	<p>MOTION: 24.01.49 Moved by: COUNCILLOR SALLY ROSSON That Council direct Administration to have the MD of Greenview Library Board provide a full audited financial report for Council's review for the first Council meeting in June 2024. FOR: Reeve Olsen, Councillor Ratzlaff, Councillor Rosson, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Delorme ABSENT: Councillor Dale Smith</p> <p style="text-align: right;">CARRIED</p>	COMMUNITY SERVICES	In Progress -letter sent to the Library Board
23-Jan-24	<p>MOTION: 24.01.50 Moved by: COUNCILLOR SALLY ROSSON That Council direct Administration to conduct a thorough evaluation of the MD of Greenview Library Board's organizational structure, operations, activities, and Bylaws to improve operational and budget efficiency, while ensuring alignment with the provisions outlined in the Library Act. FOR: Reeve Olsen, Councillor Ratzlaff, Councillor Rosson, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Delorme ABSENT: Councillor Dale Smith</p> <p style="text-align: right;">CARRIED</p>	COMMUNITY SERVICES	In Progress
24.01.09 REGULAR COUNCIL MEETING			
9-Jan-24	<p>MOTION: 24.01.11 Moved by: COUNCILLOR JENNIFER SCOTT That Council direct Administration to maintain tonne/km rates at \$0.20 per tonne/km with a \$1.00 basic loading factor in all areas except for \$0.22 per tonne/km with a \$1.00 basic loading factor on the Forestry Trunk Road, to be reviewed at the first Council meeting in November 2024. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Berry, Councillor Ratzlaff, Councillor Burton</p> <p style="text-align: right;">CARRIED</p>	I&E	First part actioned; waiting for November
9-Jan-24	<p>MOTION: 24.01.12 Moved by: COUNCILLOR RYAN RATZLAFF That Council direct Administration to develop a policy for the distribution of Greenview branded clothing to Council, and Greenview branded merchandise to events through Council. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Berry, Councillor Ratzlaff, Councillor Burton</p> <p style="text-align: right;">CARRIED</p>	CORP/CAO SERVICES	In Progress RCM May 28, 2024
23.12.19 COMMITTEE OF THE WHOLE			
23.12.12 REGULAR COUNCIL MEETING			

12-Dec-23	<p>MOTION: 23.12.718 Moved by: COUNCILLOR JENNIFER SCOTT That Council approve project ED24001 Grande Cache Commercial Signage contingent on receiving a minimum of 50% grant funding. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	CORP. SERVICES	IN PROGRESS
12-Dec-23	<p>MOTION: 23.12.732 Moved by: COUNCILLOR TOM BURTON That Council proceed with entering into an Offer to Purchase for Crown Land, being NE 35-68-6 W6 (152.7 acres; 61.8 hectares); NW 36-68-6 W6 (156.6 acres; 63.4 hectares), pursuant to the Decision Letter on PLS 180042 for \$749,596.00 (subject to final survey), with funds to come from the Economic Development Reserve. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	P&E	In Progress - Easement interests being finalized, documentation to come from the province for patent of crown land, purchase to follow.
	23.11.28 REGULAR COUNCIL MEETING		
	23.11.21 COMMITTEE OF THE WHOLE		
21-Nov-23	<p>That Committee of the Whole recommend that Council direct Administration to provide a detailed report regarding Local Improvement tax options for the Tower Park Estates subdivision within the Hamlet of Grande Cache. Deputy Reeve Bill Smith, Reeve Olsen, Councillor Ratzlaff, Councillor Scott, Councillor Berry, Councillor Dale Smith, Councillor Rosson, Councillor Burton, Councillor Schlieff</p> <p>CARRIED</p>	P&E	COMPLETE
	23.11.14 REGULAR COUNCIL MEETING		
14-Nov-23	<p>MOTION: 23.11.668 Moved by: COUNCILLOR TOM BURTON That Council direct Administration to undertake an additional open house for the Hamlet of DeBolt Area Structure Plan and the Hamlet of Ridgevalley Area Structure Plan to provide a further opportunity for community input and distribution of information. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	P&E	COMPLETE
	23.10.24 REGULAR COUNCIL MEETING		
24-Oct-23	<p>MOTION: 23.10.631 Moved by: COUNCILLOR RYAN RATZLAFF That Council give third reading to Bylaw 23-940 Fireworks, as presented.</p> <p>DEFERRED</p> <p>MOTION: 23.10.632 Moved by: COUNCILLOR DAVE BERRY That Council direct Administration to defer Motion "Bylaw 23-940" to provide greater clarity on Bylaw 23-940 Sections 4 and 7 regarding the Forest Protection Area versus the Non-Permitted Areas, and brought back to a future Policy Review Committee Meeting. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	COMM. SERVICES	In Progress - Bringing to PRC in May or June
	23.10.17 COMMITTEE OF THE WHOLE		
	23.10.10 REGULAR COUNCIL MEETING		

10-Oct-23	<p>MOTION: 23.10.512 Moved by: COUNCILLOR SALLY ROSSON That Council proceeds to offer the sale of the property identified as Plan 9722089; Block 34; Lot 14, to the Mountain Métis Cultural Association for the market value of \$424,000, subject to a 3-year timeline to be built. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton AGAINST: Councillor Berry, Councillor Delorme</p> <p>CARRIED</p>	P&E	In Progress - 90% complete - Agreement closed on April 30th
23.09.26 REGULAR COUNCIL MEETING			
26-Sep-23	<p>MOTION: 23.09.498 Moved by: COUNCILLOR JENNIFER SCOTT That Council authorize Administration to enter into a formal sublease agreement for the occupation and operation of Fireman's Pit, located at E 28 – 56 – 8 – W6M, as amended. 1 Change the term of the sublease to be renewed every 5 years. 2 change to 5th anniversary from 25th anniversary 3 8.1 change sublessor to sublessee in the 2nd paragraph. 4 2 financial records provided annually. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	COMM. SERVICES	COMPLETE Agreement Signed April 8, 2024
23.09.12 REGULAR COUNCIL MEETING			
12-Sep-23	<p>MOTION: 23.09.477 Moved by: COUNCILLOR JENNIFER SCOTT That Council direct Administration to proceed with the request for making the Grovedale Community Center generator-ready, by granting approval to option 2, which involves the installation of 3 electrical transfer switches for the electrical control panels in the Grovedale Hall and arena. FOR: Reeve Olsen, Councillor Didow, Councillor Delorme, Councillor Schlieff, Councillor Scott, Councillor Burton, Councillor Berry AGAINST: Councillor Dale Smith, Councillor Ratzlaff, Councillor Rosson</p> <p>CARRIED</p>	I&E	complete
12-Sep-23	<p>MOTION: 23.09.484 Moved by: COUNCILLOR JENNIFER SCOTT That Council awards the Ridgevalley Wastewater Lagoon Desludging and Biosolids Removal to Lambourne Environmental Ltd, for \$431,200.00 plus GST, with funds to come from WW21001. FOR: Reeve Olsen, Councillor Didow, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry, Councillor Dale Smith</p> <p>CARRIED</p>	I&E	Awarded, Postponed until June 2024
23.08.22 REGULAR COUNCIL MEETING			
22-Aug-23	<p>MOTION: 23.08.438 Moved by: COUNCILLOR SALLY ROSSON That Council direct Administration to initiate the process to purchase land from the Province of Alberta, being the lands shown as Roll Number 7200 in the Hamlet of Grande Cache east of Memorial Drive. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	P&E/EC DEV	Application IN PROGRESS
23.07.25 REGULAR COUNCIL MEETING			

25-Jul-23	<p>MOTION: 23.07.414 Moved by: COUNCILLOR DUANE DIDOW That Council approves the purchase of 1 (one) implement caddy instead of 2 (two) utility trailers for project AG23002 to be funded from the Agricultural Services 2023 capital budget. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	COMM. SERVICES	COMPLETE
25-Jul-23	<p>MOTION: 23.07.416 Moved by: COUNCILLOR DAVE BERRY That Council direct Administration to present a report to Council by end of March 2024 or sooner regarding the Main Street Loft properties in Grande Cache, outlining current ownership of the properties, an in-depth study of the structural integrity, adherence to building and safety codes, and a cost analysis of repair versus demolition. FOR: Reeve Olsen, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry AGAINST: Deputy Reeve Bill Smith</p> <p>CARRIED</p>	P&E	COMPLETE
	23.07.18 COMMITTEE OF THE WHOLE		
	23.07.11 REGULAR COUNCIL MEETING		
11-Jul-23	<p>MOTION: 23.07.382 Moved by: COUNCILLOR TOM BURTON That Council approve the draft Joint Use and Planning Agreement between the MD of Greenview and Grande Yellowhead Public School Division as amended and authorize Administration to enter into the Agreement. -Swimming Lessons – page 391 of agenda. -3b – reviewed during the municipal trustee’s election cycle. MOTION: 23.07.383 Moved by: COUNCILLOR TOM BURTON That Council defer motion 23.07.382 to a future Council meeting occurring after a meeting is held between Council and the Grande Yellowhead Public School Division Trustees. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	P&E	In Progress – response from GYPSD is to establish a separate meeting for the CAO and Secretary-Treasurer
23-May-23	<p>MOTION: 23.05.272 Moved by: COUNCILLOR RYAN RATZLAFF That Council award the purchase of one new 2024 Freightliner 114SD Tandem Truck Chassis with Hook Lift Attachment to Western Star and Freightliner of Grande Prairie as quoted for \$299,460.00, with funds to come from Environmental Services 2023 Capital Budget. Price may be subject to change if the pricing is adjusted for the 2024 production year which is not set yet. FOR: Reeve Olsen, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Burton, Councillor Ratzlaff, Councillor Berry AGAINST: Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Didow</p> <p>CARRIED</p>	I&E	IN PROGRESS - LETTER SENT
	23.04.25 REGULAR COUNCIL MEETING		
25-Apr-23	<p>MOTION: 23.04.231 Moved by: COUNCILLOR DALE SMITH That Council approve the road construction request of approximately 830m to access NW 26-71-21 W5 located on Range Road 212 north of Township Road 714 with funding to come from Capital Block funding. FOR: Councillor Rosson, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow AGAINST: Councillor Delorme, Reeve Olsen, Deputy Reeve Bill Smith, Councillor Berry, Councillor Ratzlaff</p> <p>CARRIED</p>	I&E	In Progress -- Construction in 2024; Capital Project ID # RD2400

25-Apr-23	<p>MOTION: 23.04.246 Moved by: DEPUTY REEVE BILL SMITH That Council award the Turn-Key Haul and Store Jug Fill Station to Flowpoint Environmental Systems Inc, in the amount of \$148,475.97 plus GST, with funds to come from the 2023 Capital Budget (WD23006). FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow</p> <p style="text-align: right;">CARRIED</p>	I&E	In progress
23.03.14 REGULAR COUNCIL MEETING			
14-Mar-23	<p>MOTION: 23.03.138 Moved by: DEPUTY REEVE BILL SMITH That Council accept the report on Large Animal Veterinary Practice Supports for information, as presented.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow</p> <p>CARRIED</p> <p>MOTION: 23.03.139 Moved by: COUNCILLOR DAVE BERRY That Council direct Administration to draft a program for Council consideration based on the Livestock Veterinary Innovation Initiative with options detailing a potential Greenview only initiative as well as a Peace Region based initiative.</p> <p>FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Burton, Councillor Scott, Councillor Schlieff, Councillor Didow</p> <p>CARRIED</p>	COMM. SERVICES	in progress - to Council May
23.02.28 REGULAR COUNCIL MEETING			
28-Feb-23	<p>MOTION: 23.02.118 Moved by: COUNCILLOR WINSTON DELORME That Council direct Administration to engage Alberta Transportation to find a solution for the failing bridge on Highway 747 near Sweathouse and the deteriorating portions of Highway 666 near Landry Heights. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	I&E/CAO	747 Sweathouse bridge is open for traffic, waiting for asphalt, summer 2024. MOU with Province about Hwy 666 is being reviewed.
28-Feb-23	<p>MOTION: 23.02.120 Moved by: REEVE TYLER OLSEN That Council direct Administration to work on a Conference and Education attendance policy for Council. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	CORP SERVICES	In Progress going to RCM May 28, 2024
23.02.14 REGULAR COUNCIL MEETING			
14-Feb-23	<p>MOTION: 23.02.62 Moved by: COUNCILLOR DALE SMITH That Council direct Administration to support Heart River Housing with funding up to \$10,000,000 for construction on their Falher project through development of a loan guarantee bylaw. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p style="text-align: right;">CARRIED</p>	CORP SERVICES	Waiting on final HRH ok will reach out to Lindsey
23.01.24 REGULAR COUNCIL MEETING			

24-Jan-23	<p>MOTION: 23.01.46 Moved by: COUNCILLOR JENNIFER SCOTT That Council direct Administration to explore opportunities of grant funding and partnerships for the establishment of communication towers on highway 40 from Grande Cache Area to Grande Prairie utilizing fibre connection. FOR: Councillor Didow, Councillor Delorme, Councillor Dale Smith, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	CORP SERVICES	
24-Jan-23	<p>MOTION: 22.11.737 Moved by: COUNCILLOR JENNIFER SCOTT That Council support moving forward in principle with joint use of the Greenview Regional Multiplex by the New K-12 school pending a mutually beneficial joint use agreement with the Northern Gateways Public School Division. FOR: Reeve Olsen, Councillor Didow, Councillor Dale Smith, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry, Deputy Reeve Bill Smith AGAINST: Councillor Delorme</p> <p>CARRIED</p>	Ec. Dev & Planning	In Progress – letters provided by council in support
24-Jan-23	<p>MOTION: 22.11.738 Moved by: COUNCILLOR SALLY ROSSON That Council direct Administration to host a public engagement as soon as possible for the purpose of gathering information regarding the potential joint use agreement between the Municipal District of Greenview and Northern Gateway School Division regarding the Greenview Regional Multiplex. 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</p> <p>CARRIED</p>	Ec. Dev & Planning	In Progress - Engagement has not begun due to project unknowns from NGPSD
22.10.25 REGULAR COUNCIL MEETING			
25-Oct-22	<p>MOTION: 22.10.693 Moved by: COUNCILLOR WINSTON DELORME That Council approves 110 Street, between Hoppe Ave and 98 Avenue in Grande Cache Alberta be renamed to “Beland Blvd”. DEFERRED</p> <p>MOTION: 22.10.694 Moved by: COUNCILLOR WINSTON DELORME That Council defer motion 7.5 Grande Cache Street Renaming until a new policy on street naming can be brought back to Council. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	Leg. Serv	In Progress RCM May/June
25-Oct-22	<p>MOTION: 22.10.704 Moved by: COUNCILLOR WINSTON DELORME That Council approves a formal acknowledgement of the relationship between the MD of Greenview No. 16 and the Western Cree Tribal Council. FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Didow, Councillor Dale Smith, Councillor Delorme, Councillor Schlieff, Councillor Rosson, Councillor Scott, Councillor Ratzlaff, Councillor Burton, Councillor Berry</p> <p>CARRIED</p>	CAO/Comms	In Progress

	22.09.20 COMMITTEE OF THE WHOLE		
20-Sep-22	<p>MOTION: 22.09.519 Moved by: COUNCILLOR WINSTON DELORME That Council direct Administration to provide a report regarding the Grande Cache Community Bus for the purpose of understanding when it will be replaced, and the associated funds dedicated to its replacement.</p> <p>For: Councillor Burton, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Scott, Councillor Schlieff, Councillor Didow. Absent: Reeve Olsen, Deputy Reeve Bill Smith</p> <p>CARRIED</p>	Comm. Serv	in progress - looking into contract service in GC. Waiting on a letter from Evergreen
	22.07.12 REGULAR COUNCIL MEETING		
	22.06.28 REGULAR COUNCIL MEETING		
June 21, 2022	<p>MOTION: 22.06.71 Moved by: COUNCILLOR DUANE DIDOW That Committee of the Whole recommend to Council to direct Administration to explore a weed control collaboration with key stakeholders within the Willmore Wilderness and Improvement District No. 25.</p> <p>For: Reeve Olsen, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Scott, Councillor Schlieff, Councillor Didow</p> <p>CARRIED Absent: Councillor Burton</p>	Comm. Serv	Complete -ON GOING
	22.04.26 REGULAR COUNCIL MEETING		
April 26, 2022	<p>MOTION: 22.04.223 Moved by: COUNCILLOR DAVE BERRY That Council direct Administration to call a meeting with the Town of Valleyview and Greenview Intermunicipal Collaboration Framework Committee.</p> <p>For: Deputy Reeve Bill Smith, Councillor Delorme, Councillor Ratzlaff, Councillor Rosson, Councillor Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Scott, Councillor Schlieff, Councillor Didow.</p> <p>CARRIED</p>	CAO	In Progress - Leg Services is reviewing ICF's and the CAOs have discussed. Meeting to follow with Council Reps
	21.08.24 REGULAR COUNCIL MEETING		
August 24, 2021	<p>MOTION: 21.08.427 Moved by: COUNCILLOR DALE GERVAIS That Administration bring back a report on the legal ownership regarding properties in which municipal assets exist where the municipality does not own the land.</p> <p>FOR: Councillor Didow, Councillor Delorme, Councillor Urness, Councillor Olsen, Councillor Acton, Reeve Dale Smith, Councillor Chapman, Councillor Gervais, Councillor Burton, Deputy Reeve Bill Smith</p> <p>CARRIED</p>	Corp. Serv.	In progress - part of the AM project and Insurance/Contract Review
	21.04.13 REGULAR COUNCIL MEETING		
April 13, 2021	<p>MOTION: 21.04.196 Moved by: COUNCILLOR LES URNESS That Council direct Administration to research the concept of polling the rural and small urban municipalities in British Columbia, Alberta, Saskatchewan and Manitoba to form an association as a federal voice similar to FCM.</p> <p>For: UNANIMOUS Opposed:</p> <p>CARRIED</p>	CAO Services	In Progress - waiting for Council to attend FCM to make informed decision.