



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

May 28, 2024

9:00 AM

Administration Building
Valleyview, AB

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES		
		3.1 Regular Council Meeting Minutes held May 14, 2024	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION	10:00 a.m.	5.1 Interprovincial Fuels Solution Ltd. Disclosure Harmful to Business Interests of a Third Party Section 16, FOIP
#6	BYLAWS		
#7	BUSINESS		
		7.1 Policy 1004 Promotional Merchandise	18
		7.2 Policy 6324 Livestock Veterinary Innovation Initiative	22
		7.3 Policy 8016 Grande Cache Recreation Grant	28
		7.4 MDP Bylaw 17-785 Report	37
		7.5 Greenview Street Pole Banners	39
		7.6 Maskwa Medical Center (Canada) Inc. Loan Request	43
		7.7 Sponsorship Request – Grande Gathering Gala	46
		7.8 Grant Request - Kakwa Sherman Trail Society	60
		7.9 Grant Request - Willmore Wilderness Foundation	76

	7.10 Sturgeon Heights Cemetery Ownership Request	119
	7.11 Town of Valleyview Library Board Member Request	125
	7.12 Joint Fire Training Centre	141
	7.13 Reallocation Request - MD of Greenview Library Board	143
#8	NOTICE OF MOTION	
#9	CLOSED SESSION	
	9.1 Greenview Equipment Lease Disclosure Harmful to Economic and Other Interests of a Public Body Section 25, FOIP	
#10	MEMBERS REPORTS/EXPENSE CLAIMS	145
	<ul style="list-style-type: none"> • Ward 1 • Ward 2 • Ward 3 • Ward 4 • Ward 5 • Ward 6 • Ward 7 • Ward 8 • Ward 8 • Ward 9 • Ward 9 	
#11	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Tuesday, May 14, 2024

#1
CALL TO ORDER
PRESENT

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

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

ATTENDING

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

ABSENT

Ward 9	Councillor Marko Hackenberg
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#2
AGENDA

MOTION: 24.05.235 Moved by: COUNCILLOR TOM BURTON
That Council adopt the Agenda of the May 14, 2024, Regular Council Meeting as amended.

- Add Agenda Item 9.7 - GIG Update, Section 16 FOIP - disclosure harmful to business interests of a third party

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

CARRIED

**#3
MINUTES**

MOTION: 24.05.236 Moved by: COUNCILLOR SALLY ROSSON
That Council adopt the minutes of the April 23, 2024, Regular Council Meeting as presented.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry

CARRIED

**BUSINESS ARISING
FROM THE MINUTES**

BUSINESS ARISING FROM MINUTES

4.0 PUBLIC HEARING

6.0 BYLAWS

6.1 BYLAW 24-959 LAND USE BYLAW AMENDMENT TO REZONE A PORTION OF SE 1-73-2-W6M

**BYLAW 24-959
1st READING**

MOTION: 24.05.237 Moved by: COUNCILLOR WINSTON DELORME
That Council gives first reading to Bylaw 24-959, being a Land Use Bylaw Amendment to rezone a 10.27-hectare (25.38-acre) area within SE 1-73-2-W6M from Agriculture One (A-1) district to Agriculture Two (A-2) district, as presented.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry

CARRIED

MOTION: 24.05.238 Moved by: COUNCILLOR DALE SMITH
That Council schedules a Public Hearing prior to the second reading of Bylaw 24-959, to be held on June 25, 2024, at 9:15 a.m.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry

CARRIED

7.0 NEW BUSINESS

7.1 Q1 2024 FINANCIAL REPORTING

**Q1 2024 FINANCIAL
REPORTING**

MOTION: 24.05.239 Moved by: COUNCILLOR TOM BURTON
That Council accepts the Operating, Capital, and Restricted Surplus reports for the period ending March 31st, 2024, for information as presented.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry

CARRIED

7.2 WRITE-OFF TAXES OWING FOR GRANTS IN PLACE OF TAXES PROPERTIES
GIPOT MOTION: 24.05.240 Moved by: COUNCILLOR RYAN RATZLAFF
That Council direct Administration to write-off the balances owing in the amount of \$29,964.50 on the 2023 Grants in Place of Taxes properties, with the expense to come from Corporate Services' 2024 budget.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
CARRIED

7.3 COMMUNITY ORGANIZATION PROPERTY TAX EXEMPTION REGULATION
COPTER MOTION: 24.05.241 Moved by: COUNCILLOR JENNIFER SCOTT
That Council approve the application for Property Tax Exemption for the 2024 and 2025 tax years for Roll 308689.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
CARRIED

7.4 AMENDMENT OF MOTIONS - GREENVIEW REGIONAL MULTIPLEX – FIELDHOUSE AIR CONDITIONING TENDER AWARD
AMEND MOTIONS – GRM A/C MOTION: 24.05.242 Moved by: COUNCILLOR SALLY ROSSON
That Council amend Motion 24.03.171 and Motion 24.03.172 to have funds come out of the Unrestricted Reserves for Capital Project RE23017 instead of the Community Services Capital Reserve.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
CARRIED

7.5 2023 ANNUAL GREENVIEW AGRICULTURAL SERVICE BOARD REPORT
ANNUAL ASB REPORT MOTION: 24.05.243 Moved by: COUNCILLOR DAVE BERRY
That Council accept the 2023 Greenview Agricultural Service Board report for information, as presented.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
CARRIED

**WEED & PEST
INSPECTORS 2024**

7.6 APPOINTMENT OF WEED AND PEST INSPECTORS, 2024

MOTION: 24.05.244 Moved by: COUNCILLOR WINSTON DELORME

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

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

CARRIED

MOTION: 24.05.245 Moved by: DEPUTY REEVE BILL SMITH

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

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

CARRIED

POLICY 6322

7.7 POLICY 6322 GREENVIEW RIPARIAN AND AGRICULTURAL SUSTAINABILITY SUPPORT

MOTION: 24.05.246 Moved by: COUNCILLOR CHRISTINE SCHLIEF

That Council approve Policy 6322 "Greenview Riparian and Agricultural Sustainability Support" as presented.

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

CARRIED

POLICY 3016

7.8 POLICY 3016 GREENVIEW EVACUATION ASSISTANCE PROGRAM

MOTION: 24.05.247 Moved by: COUNCILLOR SALLY ROSSON

That Council approve Policy 3016 "Greenview Evacuation Assistance Program" as presented.

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

CARRIED

BIGHORN GOLDEN AGE CLUB - ANI

7.9 BIGHORN GOLDEN AGE CLUB – ADDITIONAL NAMED INSURED (ANI)

MOTION: 24.05.248 Moved by: COUNCILLOR RYAN RATZLAFF

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

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

CARRIED

Reeve Olsen recessed the meeting at 9:58 a.m.

Reeve Olsen reconvened the meeting at 10:08 a.m.

GRANT – ROYAL CANADIAN LEGION #278

7.10 CAPITAL GRANT REQUEST - ROYAL CANADIAN LEGION #278

MOTION: 24.05.249 Moved by: COUNCILLOR WINSTON DELORME

That Council approve a capital grant in the amount of \$100,000.00 to the Royal Canadian Legion #278 in Grande Cache for the new roof project, with funds to come from the 2024 Community Services Grants Budget.

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

CARRIED

MOTION: 24.05.250 Moved by: COUNCILLOR WINSTON DELORME

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

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

CARRIED

SPONSORSHIP – ODYSSEY HOUSE

7.11 SPONSORSHIP REQUEST - ODYSSEY HOUSE GRANDECON 2024

MOTION: 24.05.251 Moved by: COUNCILLOR SALLY ROSSON

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

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

CARRIED

7.12 SPONSORSHIP REQUEST - PEACE AREA RIDING FOR THE DISABLED SOCIETY (PARDS)

SPONSORSHIP - PARDS

MOTION: 24.05.252 Moved by: DEPUTY REEVE BILL SMITH

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

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

CARRIED

7.13 SPONSORSHIP REQUEST - TOWN OF VALLEYVIEW FIREWORKS DISPLAY

SPONSORSHIP – TOWN OF VALLEYVIEW

MOTION: 24.05.253 Moved by: COUNCILLOR RYAN RATZLAFF

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

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

CARRIED

7.14 SPONSORSHIP REQUEST - WANHAM PLOWING MATCH

SPONSORSHIP – WANHAM

MOTION: 24.05.254 Moved by: COUNCILLOR DALE SMITH

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

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

CARRIED

7.15 APPR24-08 APPLICATION FOR APPROACH ON SW-13-71-23-W5M

APPR24-08

MOTION: 24.05.255 Moved by: COUNCILLOR DALE SMITH

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

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

CARRIED

**LIBRARY TRUSTEE
ORIENTATION
WORKSHOP**

7.16 LIBRARY TRUSTEE ORIENTATION WORKSHOP

MOTION: 24.05.256 Moved by: COUNCILLOR JENNIFER SCOTT

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

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

CARRIED

**ACCURATE
ASSESSMENT GROUP**

5.0 DELEGATION

5.1 ACCURATE ASSESSMENT GROUP PRESENTATION

MOTION: 24.05.257 Moved by: COUNCILLOR CHRISTINE SCHLIEF

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

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

CARRIED

Reeve Olsen recessed the meeting at 11:57 a.m.

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

ADDITIONAL WORKS

7.17 INVESTIGATE ADDITIONAL WORK REQUESTS

MOTION: 24.05.258 Moved by: COUNCILLOR RYAN RATZLAFF

That Council direct Administration to investigate and bring back costs of additional and unbudgeted 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, to be brought back by the September 24, 2024 Regular Council meeting.

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

CARRIED

RESCIND MOTIONS **7.18 RESCIND MOTIONS 24.04.231 AND 24.04.232**
MOTION: 24.05.259 Moved by: COUNCILLOR TOM BURTON
That Council rescind motion 23.04.231 and 23.04.232 that appoint Councillor Dave Berry to the Ministry Advisory Committee, and direct Administration to provide a progress report.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry

CARRIED

CARON TAX APPEAL **7.19 CARBON TAX APPEAL – REQUEST**
MOTION: 24.05.260 Moved by: COUNCILLOR JENNIFER SCOTT
That Council direct Administration to send a letter, on behalf of Council, to Prime Minister Justin Trudeau, requesting a permanent exemption for municipal governments from the ongoing Carbon Tax increases.

DEFERRED

MOTION: 24.05.261 Moved by: DEPUTY REEVE BILL SMITH
That Council defer motion “Carbon Tax Appeal”, to a future Council Meeting.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Delorme, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry

CARRIED

Councillor Delorme exited the meeting at 1:32 p.m.

NOTICE OF MOTION **7.20 MANAGERS REPORTS**
MOTION: 24.05.262 Moved by: COUNCILLOR DALE SMITH
That Council accept the Managers Reports for information, as presented.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

NOTICE OF MOTION **8.0 NOTICE OF MOTION**

Councillor Christine Schlieff makes the Notice of Motion that Council direct Administration to prepare a report on MDP Bylaw 17-785 for the purpose of understanding the number of subdivision applications and corresponding reasoning for those approved and those declined.

CLOSED SESSION

9.0 CLOSED SESSION

MOTION: 24.05.263 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That the meeting go to Closed Session, at 1:44 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

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

ABSENT: Councillor Delorme

CARRIED

**9.1 TENDER AWARD – 2024 LIGHT VEHICLE
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.2 TENDER AWARD – CRACK SEALING AND LINE PAINTING
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.3 TENDER AWARD – 2024 SPRAY PATCH
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.4 TENDER AWARD – VALLEYVIEW FSO BUILDING ROOF
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

**9.5 FIREGUARD RECLAMATION
DISCLOSURE HARMFUL TO INDIVIDUAL OR PUBLIC SAFETY
SECTION 18**

**9.6 CAO VERBAL UPDATE
DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS
SECTION 21, FOIP**

**9.7 TENDER AWARD – 2024 SPRAY PATCH
DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY
SECTION 16, FOIP**

OPEN SESSION

MOTION: 24.05.264 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 1:51 p.m.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

**TENDER AWARD –
VEHICLES**

MOTION: 24.05.265 Moved by: COUNCILLOR JENNIFER SCOTT
That Council award the purchase of a 2024 2-ton pick-up truck to Windsor Ford, in the amount of \$105,859.72 plus GST, with funds to come from the 2024 Operations Capital Budget Project OP24001.
FOR: Reeve Olsen, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Berry
AGAINST: Deputy Reeve Bill Smith
ABSENT: Councillor Delorme

CARRIED

MOTION: 24.05.266 Moved by: COUNCILLOR SALLY ROSSON
That Council award the purchase of 5 new 2024 ½-ton pick-up trucks, and 1 new 2024 ¾-ton pickup truck to Windsor Ford, in the amount of \$369,102.65 plus GST, with funds to come from the 2024 Operations Capital Budget Project OP24001.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

MOTION: 24.05.267 Moved by: COUNCILLOR CHRISTINE SCHLIEF
That Council award the purchase of 1 new 2024 full-sized sport utility vehicle to Windsor Ford, in the amount of \$70,203.68 plus GST, with funds to come from the 2024 Operations Capital Budget Project OP24001.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlief, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

MOTION: 24.05.268 Moved by: COUNCILLOR RYAN RATZLAFF
That Council award the purchase of 3 new 2024 mid-sized sport utility vehicles to Windsor Ford, in the amount of \$138,989.91 plus GST, with funds to come from the 2024 Operations Capital Budget Project OP24001.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

**TENDER AWARD –
CRACK SEAL & LINE
PAINTING**

MOTION: 24.05.269 Moved by: COUNCILLOR DAVE BERRY
That Council award the Crack Seal & Line Painting contract for 2024 to AAA Striping & Seal Coating Service, in the amount of \$391,745.60 plus GST, with funds to come from the approved 2024 Asphalt Operational Budget.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

**TENDER AWARD –
SPRAY PATCH**

MOTION: 24.05.270 Moved by: COUNCILLOR JENNIFER SCOTT
That Council award the Spray Patch contract for 2024 to Dynamic Asphalt Services Inc, in the amount of \$193,500.00 plus GST, with funds to come from the approved 2024 Asphalt Operational Budget.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

**TENDER AWARD – FSO
BUILDING ROOF**

MOTION: 24.05.271 Moved by: COUNCILLOR JENNIFER SCOTT
That Council award the Valleyview Field Services Office 2-ply Styrene-Butadiene-Styrene roofing install tender FM-2024-02366 to Standard Roofing Ltd., in the amount of \$154,130.00 plus GST, with funds to come from the 2024 Facility Maintenance Contractor Services budget.
FOR: Reeve Olsen, Deputy Reeve Bill Smith, Councillor Dale Smith, Councillor Burton, Councillor Rosson, Councillor Schlieff, Councillor Scott, Councillor Ratzlaff, Councillor Berry
ABSENT: Councillor Delorme

CARRIED

CLOSED SESSION

MOTION: 24.05.272 Moved by: COUNCILLOR TOM BURTON

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

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

ABSENT: Councillor Delorme

CARRIED

Councillor Delorme re-entered the meeting at 2:18 p.m.

OPEN SESSION

MOTION: 24.05.273 Moved by: COUNCILLOR TOM BURTON

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:21 p.m.

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

CARRIED

**FIRE GUARD
RECLAMATION REPORT**

MOTION: 24.05.274 Moved by: COUNCILLOR SALLY ROSSON

That Council accept the report on reclamation of fire guard for NE 13-70-23-W5 for information, as presented.

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

CARRIED

MOTION: 24.05.275 Moved by: COUNCILLOR RYAN RATZLAFF

That Council direct Administration to take no further action on the reclamation of fire guard for NE 13-70-23-W5.

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

CARRIED

**#10 MEMBER REPORTS
AND EXPENSE CLAIMS**

10.0 MEMBERS BUSINESS

WARD 1 **COUNCILLOR WINSTON DELORME** updated Council on recent activities, which include;

- April 9, 2024 Regular Council Meeting
- Economic Developers Alberta Conference & Summit
- Kikinow construction meeting
- Emergency Advisory Committee meeting
- Grande Cache Recreation Board
- April 16, 2024 Committee of the Whole
- Community Futures Board of Directors meeting (West Yellowhead)

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

- April 23, 2024 Regular Council Meeting
- Northwest Polytechnic & UofA announcement
- Community Planning Association of Alberta Conference
- Fox Creek Community Education Committee
- Northern Lakes College Council of Community Education Committees

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

- April 23, 2024 Regular Council Meeting
- Mental Health Summit at Northwestern Polytechnic
- Community Education Committee Workshop
- Wapiti Trails Plan (zoom webinar)

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

- Agricultural Service Board
- Sunset House Hall Board
- Community Planning Association of Alberta Conference
- Sunset House Cemetery Committee
- Rural Crime Watch

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

- April 23, 2024 Regular Council Meeting
- Greenview Regional Waste Management meeting
- Water North Coalition Meeting
- New Fish Creek Hall Board
- Heart River Housing Meeting

WARD 6 **COUNCILLOR TOM BURTON** updated Council on recent activities, which include;

- April 23, 2024 Regular Council Meeting
- Grande Prairie Regional Tourism Association
- Grande Prairie & District Rural Crime Watch Association AGM

- Peace Library System Plan of Service
- Grande Spirit Foundation
- Community Planning Association of Alberta Conference
- Arbor Day Presentations
- River of Death & Discovery Dinosaur Museum Society Governance Committee
- MD of Greenview Library Board
- Greenview U Poverty Simulation

WARD 7

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

- April 23, 2024 Regular Council Meeting
- Community Planning Association of Alberta Conference
- PACE
- Friends of Sturgeon Lake – Zoom Board Meeting
- Crooked Creek Community Recreation Club

WARD 8

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

- April 23, 2024 Regular Council Meeting
- Agricultural Service Board
- Community Planning Association of Alberta Conference
- Maskwa update meeting
- Wapiti Trails Plan (zoom webinar)
- Rural Crime Watch meeting

WARD 8

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

- April 23, 2024 Regular Council Meeting
- KOA Campground Ribbon Cutting
- Chairlift Feasibility Committee meeting – Nitehawk
- Nitehawk regular meeting
- South Peace Regional Archives AGM
- Mental Health Summit
- Grovedale Cemetery Committee meeting
- MD of Greenview Library Board
- Greenview U Poverty Simulation
- Wapiti Trails Plan (zoom webinar)

WARD 9

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

-

WARD 9

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

- April 9, 2024 Regular Council Meeting
- Economic Developers Alberta Conference & Summit
- Interprovincial Fuel Solution Ltd. lunch meeting
- Emergency Advisory Committee Meeting
- Grande Cache bus tour
- Grande Cache Recreation Board meeting
- April 16, 2024 Committee of the Whole
- Grande Cache Chamber Meeting
- South Korea Trade Mission
- FCSS Directors Conference
- Maskwa update meeting
- Oilers Community BBQ Fox Creek
- Community Economic Development Initiative Grant Interview
- Greenview U Poverty Simulation
- Site Selector Sponsorship Dinner
- Grande Cache Medical Clinic

**#10 MEMBERS
BUSINESS**

MOTION: 24.05.276 Moved by: COUNCILLOR TOM BURTON

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

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

CARRIED

#11 ADJOURNMENT

11.0 ADJOURNMENT

MOTION: 24.05.277 Moved by: COUNCILLOR DALE SMITH

That Council adjourn this Regular Council Meeting at 4:24 p.m.

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

CARRIED

CHIEF ADMINISTRATIVE OFFICER

CHAIR



REQUEST FOR DECISION

SUBJECT:	Policy 1004 Promotional Merchandise		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 28, 2024	CAO:	MANAGER: SS
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: DM
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (Cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1004 “Promotional Merchandise” as presented.

BACKGROUND/PROPOSAL:

Administration is presenting Policy 1004 “Promotional Merchandise” for Council’s consideration. The policy seeks to regulate Greenview clothing provided to Councillors and promotional merchandise which Councillors distribute at events. This policy was drafted as per Motion 24.01.12:

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

CARRIED

The policy is divided into two sections, the first being “Promotional Merchandise Clothing,” which applies to Greenview branded clothing provided to Members of Council. Administration is recommending an annual budget of \$250.00 for Councillors, and \$500.00 for the Reeve. The proposed budget would permit Members of Council to receive one jacket annually or several smaller articles of clothing.

“Promotional Merchandise Gifting” applies to items which are distributed by Members of Council to promote hospitality and Greenview’s brand. Administration has drafted a recommended gifting value, however Councillors are permitted to exceed the recommended value provided they remain within the overall budget. Administration is recommending an annual budget of \$1,500.00 for Councillors and \$2,500.00 for the Reeve.

The policy was approved at the Policy Review Committee’s meeting held on February 14, 2024, with the following amendments:

- 3.2 During Council orientation, Councillors will receive a predetermined amount of promotional merchandise clothing, from CAO Services
- Clarify Council has the flexibility to purchase promotional merchandise that better reflect their situation, ie, a size not currently available

- Clarify whose budget merchandise comes from and in what situation. Does not include in-kind donations, requests from the public

The policy was brought back to PRC on March 13, 2024 to ensure the amendments adhered to the Committee’s expectations. During this meeting the policy was approved as presented.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that it will provide Council with a framework when distributing promotional merchandise.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

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

ALTERNATIVE MOTION: That Council approve Policy 1004 “Promotional Merchandise” as amended.

FINANCIAL IMPLICATION:

The policy seeks to place budget limitations on the distribution of promotional merchandise by Council.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will update registries to reflect the policy change.

ATTACHMENT(S):

- Policy 1004 “Promotional Merchandise” (Draft)

Title: Promotional Merchandise

Policy No: 1004

Effective Date: Date passed in Council

Motion Number:

Department: CAO Services

Review Date: (3 Years from approved)



Legal References:
Not applicable

Cross References:
Not applicable

Purpose: Promotional Merchandise is used to market Greenview’s brand and promote hospitality within the community. This policy establishes the principles by which Councillors may receive and distribute Promotional Merchandise.

1. DEFINITIONS

- 1.1. **Greenview** means the Municipal District of Greenview No. 16.
- 1.2. **Promotional Merchandise** means items which are branded with a Greenview logo and are distributed to promote Greenview’s brand.

2. POLICY STATEMENT

- 2.1. This policy applies to Promotional Merchandise provided to Councillors as a function of their position and Gifting Promotional Merchandise which Councillors may distribute at events during the course of their duties.
- 2.2. This policy does not apply to Promotional Merchandise which is assigned to a department’s budget, **including In-Kind Donations or Promotional Merchandise given out at Greenview sponsored events.**
- 2.3. Promotional Merchandise is distributed at events to express hospitality, foster regional pride, and market Greenview’s brand.
- 2.4. Promotional Merchandise shall not be distributed at private functions or events which do not benefit Greenview or its residents.
- 2.5. **Promotional Merchandise dispersed pursuant to Sections 3.1 and 4.2 shall be tracked in Council’s annual budget.**

3. PROMOTIONAL MERCHANDISE CLOTHING

- 3.1. Council shall have an annual Promotional Merchandise clothing budget established. Unless paid at a Councillor’s own expense, no member of Council shall acquire clothing in excess of their budgeted amount:
 - A) The Reeve shall be budgeted \$500.00; and
 - B) Each Councillor shall be budgeted \$250.00.

- 3.2. Councillors will receive a predetermined amount of Promotional Merchandise clothing as part of their Councillor orientation package.
- 3.3. Councillors may request Promotional Merchandise clothing sourced from other distributors if Greenview’s stock is not suitable for their needs.

4. PROMOTIONAL MERCHANDISE GIFTING

- 4.1. Promotional Merchandise gifting happens when Promotional Merchandise is freely given out by the Reeve or Councillors while attending functions as elected officials.
- 4.2. Council shall have an annual Promotional Merchandise gifting budget established. No member of Council shall gift more than their budgeted amount:
 - A) The Reeve shall be budgeted \$2,500.00; and
 - B) Each Councillor shall be budgeted \$1,500.00.
- 4.3. Councillors have full discretion to disperse Promotional Merchandise up to their budgeted amount.
- 4.4. The following ranges are recommended, per recipient, when gifting Promotional Merchandise:

Gifting Level	Event Type
Level 1 – Less than \$15.00	Public events, non-profit events, and community groups.
Level 2 – \$15.00 - \$99.99	Boards and committees, Greenview sponsored events, and conferences.
Level 3 – \$100.00 - \$200.00	Industry and intergovernmental partners.

5. COUNCIL RESPONSIBILITIES

- 5.1. Councillors shall notify Administration when Promotional Merchandise is acquired so that it may be budgeted.
- 5.2. Councillors shall ensure their distribution of Promotional Merchandise does not exceed their allotted budget.

6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Administration shall track Council’s Promotional Merchandise ~~budget expenditures and apply~~ such expenditures to Council’s annual budget.



REQUEST FOR DECISION

SUBJECT:	Policy 6324 Livestock Veterinary Innovation Initiative		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 28, 2024	CAO:	MANAGER: SK
DEPARTMENT:	AGRICULTURE	DIR: MH	PRESENTER: SK
STRATEGIC PLAN:	Environment	LEG: SS	

RELEVANT LEGISLATION:

Provincial - Animal Health Act, S.A. 2007, c.A-40.2

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6324 “Livestock Veterinary Innovation Initiative” as presented.

BACKGROUND/PROPOSAL:

The Livestock Veterinary Innovation Initiative is to support innovative approaches to increase delivery options and geographic reach of veterinary care to livestock producers. Its goal is to enhance animal health, strengthen the livestock agri-food sector and food supply. This funding initiative seeks to address various challenges, such as considerable distance between farmers and veterinary facilities, and the shortage of large animal veterinarians in rural and remote areas of Greenview.

In 2022, the Agricultural Service Board (ASB) received a presentation from a Peace Region Veterinary Practitioner who was in the process of opening a new livestock focused veterinary clinic and was seeking funding assistance. As a result of this presentation, the ASB requested Administration return to the Board with options on how Greenview could support veterinary clinics with delivering services to Greenview livestock producers. Administration subsequently presented the Livestock Innovation Initiative, which is based off an Ontario program aimed at increasing livestock veterinary practices reach and services that can be offered through telemedicine. The program was recommended to Council, included in the preparation of the 2024 Agricultural Services operational budget and approved by Council with the adoption of the final 2024 budget on March 26th, 2024.

Policy 6334 was approved by the Agricultural Services Board during its meeting held on March 27, 2024, with the following amendment:

- Strike out Section 3.6 and replace with “Anything not listed will require review by the Agricultural Services Board and may be awarded at its discretion.”

The Policy was approved by the Policy Review Committee at its meeting held on April 10, 2024, with the following amendments:

- 3.3 Administration will review the funding amounts in the table
- 1.3 Change apis mellifera to honey bees

All the amendments have been incorporated into the policy.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Livestock Veterinary Innovation Initiative will have defined program criteria established by Council policy.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended action.

ALTERNATIVES CONSIDERED:

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

ALTERNATIVE MOTION: That Council approve Policy 6324 “Livestock Veterinary Innovation Initiative” as amended.

FINANCIAL IMPLICATION:

Funding for the Livestock Veterinary Innovation Initiative has been set at \$100,000.00 for the 2024 budget through Agricultural Services - Extension and Outreach.

STAFFING IMPLICATION:

There is no staffing implication to the recommended action.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Policy 6324 “Livestock Innovation Initiative” (Draft)

Title: Livestock Veterinary Innovation Initiative

Policy No: 6324

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No: New

Department: Agricultural Services

Review Date: (3 Years from approved)



Legal References:

Animal Health Act, S.A. 2007, c.A-40.2

Cross References:

Not applicable

Purpose: The Livestock Veterinary Innovation Initiative is to support innovative approaches to increase delivery options and geographic reach of veterinary care to livestock producers, to support animal health, the livestock agri-food sector, and the strength of our food supply.

Funding through this Initiative will help veterinary care be delivered in ways that addresses several challenges, including the long distance between many farmers and veterinary clinics, and the shortage of large animal veterinarians working in rural and remote parts of Greenview.

1. DEFINITIONS

- 1.1. **Greenview** means the Municipal District of Greenview No. 16.
- 1.2. **Eligible Practice** means a Food Animal veterinary practice or a mixed veterinary animal practise with an active status with the Alberta Veterinary Medical Association and which serves Greenview livestock producers.
- 1.3. **Food Animal** means Bovine (cattle), porcine (swine), ovine (sheep), caprine (goats), megachilidae (cutter bees), apis mellifera (honey bees), and bison bison (bison).
- 1.4. **Initiative** means the Livestock Veterinary Innovation Initiative.

2. POLICY STATEMENT

- 2.1. Greenview livestock producers are experiencing shortages of access to veterinary services, putting strain on veterinarians and limiting growth opportunities for livestock farmers. In response to this recognized challenge, Greenview created the initiative, to assist veterinarians in expanding telemedicine and in-filed diagnostic options to increase the reach of a single practitioner and reduce the travel that may otherwise be required to deliver herd health services.
- 2.2. Stacking of the Greenview Initiative may be permitted should the Government of Alberta establish a program similar to the Initiative, provided the applicant's share of costs remains at a minimum of 50% of overall costs.
- 2.3. Costs incurred must reflect when the goods and services are expected to be received, regardless of when payments are made. When purchasing goods or services, the applicant

must follow a process that is transparent, fair and promotes the best value for the money expended and at competitive prices that are no greater than fair market value after deducting trade discounts.

- 2.4. All suppliers from which goods or services are purchased must be at arm's length from the applicant, meaning they are not related to, affiliated with, or controlled in any way by the applicant.

3. LIVESTOCK VETERINARY INNOVATION INITIATIVE PROGRAM

- 3.1. An applicant is eligible for the Initiative provided they are an Eligible Practice which is:
 - A) Located within Greenview;
 - B) Located within 125 kilometres of Greenview borders with Greenview livestock producer clientele; or
 - C) A mobile clinic with Greenview livestock producer clientele.
- 3.2. Eligible projects and activities include:
 - A) Telemedicine diagnostic: support for telemedicine and/or diagnostic (i.e. mobile/cellular and video/camera and monitor solutions; veterinary hematology analyzers; vehicle modifications)
 - B) Handling Equipment: Support for portable large animal handling equipment such as head gates, squeeze chutes, and associated vehicle modifications; and
 - C) Education/Training: Support for education and training on new equipment or techniques.
- 3.3. Funding shall be allocated according to the following:

Eligible Practice Type	Funding Level	Maximum Cost Share across all categories	Max Cost Share funding per category
Practice Within Greenview	50% eligible costs	\$50,000	Telemedicine/Diagnostic Equipment - \$25,000 \$27,500 Handling Equipment- \$15,000 -\$16,500 Education/ Training- \$5,000 -\$6,000
Practice within 125 km of Greenview Boundary, serving Greenview clients	50% eligible costs	\$30,000	Telemedicine/Diagnostic Equipment - \$17,500 \$17,000 Handling Equipment- \$10,500 \$10,000 Education/Training- \$3,500 -\$3,000
Serving Greenview Clients, mobile practice	50% eligible costs	\$20,000	Telemedicine/Diagnostic Equipment - \$10,000 Handling Equipment- \$7,500 Education/Training- \$2,500

- 3.4. Applicants may utilize all available funding for one of the three funding categories by stating such intent within their application.
- 3.5. The following types of projects are ineligible:
 - A) Activities that do not support Food Animal health;
 - B) Activities that involve directly influencing or lobbying any level of government;
 - C) Normal operating costs associated with carrying out business or facility expansions, unless otherwise noted in the Eligible costs section.
 - D) Having the sole purpose of coming into or maintaining compliance with Requirements of the Law that pertain to current operations.

- E) Those that are not in compliance with all applicable requirements of law, including environmental legislation and public health and safety requirements, bylaws, ordinances, approvals and permits.
- F) Activities that are already receiving 100% in total funding assistance from all sources, including other government and non-government sources.

3.6. Activities not listed within Section 3.2 may be reviewed by and funding awarded at the discretion of Greenview's Agricultural Services Board.

~~The following costs are ineligible for program funding:~~

- ~~A) Costs incurred in preparing an application;~~
- ~~B) Costs incurred for activities taking place outside of Alberta;~~
- ~~C) Any costs that are not specifically set out as an Eligible Cost in the section above;~~
- ~~D) Normal costs of establishing, expanding, or operating a business or organization;~~
- ~~E) Normal costs of implementation of a facility expansion;~~
- ~~F) Goods or services provided by federal or provincial government departments or agencies;~~
- ~~G) Deposits (prepayments) for which goods or services are not yet fully received;~~
- ~~H) Costs for training and skills development projects that fulfill any academic requirements towards completion of a diploma or degree;~~
- ~~I) Mentoring and coaching, unless otherwise indicated in a project category;~~
- ~~J) Sponsorship of conferences and learning events or initiatives;~~
- ~~K) Honorariums;~~
- ~~L) Membership costs;~~
- ~~M) Any travel costs not specific to training on new equipment or techniques;~~
- ~~N) Consultant and other contractor expenses for any hospitality (e.g., provision of food or beverages at events), incidentals or food;~~
- ~~O) Hospitality (e.g., venue rental, food, beverages, AV, etc.);~~
- ~~P) Purchase or lease of land, building or facilities;~~
- ~~Q) Costs of vehicles, transportation equipment, mobile material handling equipment (powered or unpowered), and construction and agriculture machinery (e.g., farm equipment) not specified in Eligible Costs above;~~
- ~~R) Financing charges, loan and lease interest payments, bank fees and charges as well as debt restructuring or fundraising;~~
- ~~S) Gifts and incentives;~~
- ~~T) Permits and approvals;~~
- ~~U) Legal fees;~~
- ~~V) Costs related to activities that directly influence or lobby any level of government;~~
- ~~W) Costs of basic research;~~
- ~~X) Taxes, including Harmonized Sales Tax;~~
- ~~Y) Costs for which the Applicant is eligible to receive a credit, rebate, or refund; and~~
- ~~Z) Any capital cost item that is funded by government sources at 75% or more.~~

4. APPLICANT RESPONSIBILITIES

- 4.1. Applicants are responsible for ensuring they meet the eligibility criteria listed within this policy.
- 4.2. Applicants are responsible for preparing progress and final reports in the prescribed manner requested by Greenview.
- 4.3. Applicants shall maintain adequate records for, but not limited to, the type of equipment purchased and the intended purpose, records of Greenview clientele, and cash flow of eligible costs.

5. COUNCIL RESPONSIBILITIES

- 5.1. Council is responsible for allocating funding to the Greenview Veterinary Services Innovation Initiative.

6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Administration shall annually prepare the Veterinary Services Innovation Initiative to accept applicants.
- 6.2. Administration will work with applicants to determine eligibility and ensure all program parameters have been satisfied.

DRAFT



REQUEST FOR DECISION

SUBJECT: Policy 8016 Grande Cache Recreation Grant

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 28, 2024 CAO: MANAGER: KG

DEPARTMENT: RECREATION DIR: MH PRESENTER: LL

STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial – N/A

Council Bylaw/Policy – Bylaw 24-957 Grande Cache Recreation Board

RECOMMENDED ACTION:

MOTION: That Council approve Policy 8016 “Grande Cache Recreation Grant” as presented.

BACKGROUND/PROPOSAL:

Policy 8016 “Grande Cache Recreation Grant,” was created in collaboration with the recently approved Bylaw 24-957 “Grande Cache Recreation Board” and seeks to build a framework for the Grande Cache Recreation Board when awarding grants. Additionally, this policy seeks to establish good governance while providing quality municipal services and supporting the non-profit sector in the Hamlet of Grande Cache and surrounding areas of Ward 1.

The Grande Cache Recreation Board supports this policy and has been active in the creation of Policy 8016.

Policy 8016 was approved by the Policy Review Committee at its meeting held on April 10, 2024.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that this policy will establish grant controls for the Grande Cache Recreation Board.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

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

ALTERNATIVE MOTION: That Council approve Policy 8016 “Grande Cache Recreation Grant” as amended.

FINANCIAL IMPLICATION:

The Grande Cache Recreation Grant is budgeted \$70,000.00 for 2024 though the budget.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Policy 8016 “Grande Cache Recreation Grant” (Draft)
- Bylaw 24-957 “Grande Cache Recreation Board”

Title: Grande Cache Recreation Grant

Policy No: 8016

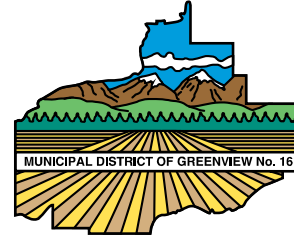
Effective Date:

Motion Number:

Supersedes Policy No: New

Department: Recreation

Review Date:



Legal References:

Agricultural Societies Act, R.S.A. 2000, c. A-11.
 Societies Act, R.S.A. 2000, c. S-14
 Canada Not-for-profit Corporations Act (Canada), S.C. 2009, c.23
 Income Tax Act (Canada), R.S.C. 1985, c. 1 (5th Supp.).

Cross References:

Bylaw 24-957 "Grande Cache Recreation Board Bylaw"
 Policy 8000 "Greenview Grant Recognition"
 Policy 8015 "Community Impact Grant"

Purpose: To provide a framework for the Grande Cache Recreation Grants within the Grande Cache Area.

1. DEFINITIONS

- 1.1. **Chief Administrative Officer (CAO)** means the Chief Administrative Officer of Greenview or delegate.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.
- 1.3. **Non-profit Organization** means an organization which provides products or services to improve or benefit a community. Any money made by a Non-Profit Organization is not for the personal gain of its directors, members, or officers, but whose excess revenue goes back into the organization to further its aims and projects. For the purposes of this policy organizations incorporated under the following acts of Alberta or Canada are considered Non-Profit Organizations:
 - A) *Agricultural Societies Act*;
 - B) *Societies Act*;
 - C) *Canada Not-for-profit Corporations Act*; or
 - D) Registered as a charity under the *Income Tax Act*.
- 1.4. **Grande Cache Area** means the region encompassing Ward 1 and Ward 9.
- 1.5. **Grande Cache Recreation Board (Board)** is the advisory board which reports to Council on matters relating to recreation within the Grande Cache Area.

2. POLICY STATEMENT

- 2.1. Greenview deems it desirable to provide stable funding agreements to Non-Profit Organizations based within the Grande Cache Area, which provide direct and indirect benefits to Greenview residents and surrounding communities.
- 2.2. The following organizations, groups, and initiatives are ineligible to apply for a Grande Cache Recreation Grant:
 - A) Individuals;
 - B) For-profit organizations;
 - C) Political organizations;
 - D) Federal and provincial governments, and affiliated bodies;
 - E) Applicants who request funding for programs, activities or facilities which are the mandate or responsibility of the federal or provincial governments, including but not limited to health care, education, religious, housing and childcare programs and facilities.
- 2.3. Non-profit Organizations seeking operating and capital assistance must apply for each funding stream separately.
- 2.4. Applicants may apply for grant funding multiple times per year, however it will be at the discretion of the Grande Cache Recreation Board in accepting the additional requests for consideration. The Board will prioritize new applicants ahead of multiple grant requests by the same group.
- 2.5. The Grande Cache Recreation Board may award all, a portion, or none of the grant funds requested by the applicant.

3. GRANDE CACHE RECREATION GRANTS - OPERATING STREAM

- 3.1. Applicants requesting an operating grant must present their request to the Grande Cache Recreation Board at a scheduled Board meeting.
- 3.2. Grant limits are based on the needs assessment the applicant provided in their application.
 - A) Applicants requesting an operational grant must present their request to the Grande Cache Recreation Board at a scheduled Board meeting.
 - B) Each application within the Operating Stream shall have a funding cap of \$5,000.00.
- 3.2. Operating funding may be used for all costs and expenses incurred with respect to the ownership, maintenance, and operation of a project or organization.

4. GRANDE CACHE RECREATION GRANTS - CAPITAL STREAM

- 4.1. Applicants requesting a capital grant must present their request to the Grande Cache Recreation Board at a scheduled Board meeting.
- 4.2. Grant limits are based on the needs assessment the Applicant provided in their application:
 - ~~A) Applicants requesting a capital grant must present their request to the Grande Cache Recreation Board at a scheduled Board meeting.~~
 - B) Capital funding requests above \$~~10,000.00~~ ~~5,000.00~~ will be reviewed by the Grande Cache Recreation Board and a recommendation will be presented to Council for final decision.
 - C) Applicants requesting a capital grant exceeding \$~~15,000.00~~ ~~10,000.00~~ will be required to apply through Greenview's Community Impact Grant stream.

- 3.2. Capital funding may be used for expenses incurred in the improvement of any project or organization, including extraordinary repairs, additions, alterations, modifications, or restoration of assets.

5. APPLICANT RESPONSIBILITIES

- 5.1. Applicants shall submit their applications throughout the year through the Greenview Grant Portal to be considered for a Grande Cache Recreation Grant.

- 5.2. Applicants shall ensure their funding request accurately reflects the project’s budgetary estimates.

- 5.3. Applicants must submit a Needs Assessment, which shall include:
 - A) Organizational inputs, whether in-kind or financial;
 - B) Budgetary estimates;
 - C) Historical and current financial statements;
 - D) Expected project or organizational outputs; and
 - E) Any other information requested by the Grande Cache Recreation Board or Greenview.

- 5.3. Applicants may be required to enter into a funding agreement with Greenview.

- 5.4. An applicant shall submit an outcome report within two (2) months upon termination of the program or project. An outcome report shall contain:
 - A) A statement detailing past-year operations and associated costs;
 - B) Results of the program;
 - C) Any remaining funds, if applicable; and
 - D) Any other information requested by the Grande Cache Recreation Board or Greenview.

- 5.4. Where an applicant has excess funds at the end of a fiscal year not exceeding \$500.00, said Non-profit Organization must request the reallocation of funds by contacting the Grande Cache Recreation Board or Greenview. Where an applicant has excess funds not exceeding \$500.00, said Non-profit Organization must:
 - A) Request the reallocation of funds to be approved by the Grande Cache Recreation Board or the CAO; or
 - B) Return the funds to the Grande Cache Recreation Board or Greenview.

- 5.5. Surplus grant funds exceeding \$500.00 must be returned to the Grande Cache Recreation Board.

- 5.5. Non-profit Organizations which receive a grant must provide recognition to Greenview as detailed in Policy 8000 “Greenview Grant Recognition.”

- 5.6. Applicant Non-profit Organizations may be required to present to the Committee of the Whole.

6. GRANDE CACHE RECREATION BOARD RESPONSIBILITIES

- 6.1. The Grande Cache Recreation Board shall act as an advisory Board to Council on matters relating to recreation within the Grande Cache Area.

- 6.2. The Grande Cache Recreation Board is responsible for reviewing and approving recreation grant requests and recommending funding allocations to Council if necessary.

6.3. The Grande Cache Recreation Board or the CAO have sole discretion regarding the reallocation of surplus grant funds not exceeding \$500.00.

6.4. The Grande Cache Recreation Board is responsible for any duties provided under the *Grande Cache Recreation Board Bylaw*.

7. COUNCIL RESPONSIBILITIES

7.1. Council is responsible for reviewing the inclusion of Grande Cache Recreation Grants within the annual budget.

7.2. Council may review and approve any Grande Cache Recreation Board Grant applications.

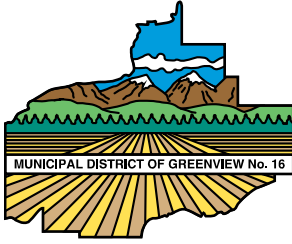
8. ADMINISTRATION RESPONSIBILITIES

8.1. Administration shall prepare the Greenview Grant Portal to accept Grande Cache Recreation Board Grant applications.

8.2. The CAO may approve the transfer of grant funds not exceeding \$500.00.

8.3. Administration shall assemble and prepare grant applications for Council's decision-making if required.

DRAFT



BYLAW 24-957 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to provide for the establishment of the Grande Cache Recreation Board.

Whereas, pursuant to Section 145 and 146 of the Municipal Government Act, Chapter M-26, R.S.A. 2000, and amendments thereto, Council may pass a bylaw in relation to the establishment and functions of Council Committees;

Whereas, the Council of the Municipal District of Greenview No 16, deems it appropriate to establish a Recreation Board;

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

1. **TITLE**

1.1. This Bylaw shall be cited as the “Grande Cache Recreation Board Bylaw”.

2. **DEFINITIONS**

2.1. **Board** means Grande Cache Recreation Board.

2.2. **Chair** means the Member of the Board who has been given authority to direct the conduct of the meeting.

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

2.4. **Member** means either Council, Council Committee or Board Member.

3. **PRINCIPLES**

3.1. The Board will operate and incorporate the following principles:

- A) The Board will operate in a governance and oversight capacity and will not engage in the administrative tasks of Grande Cache recreation.
- B) Board members will serve as positive ambassadors in matters relating to recreation within Grande Cache.

4. **COMPOSITION**

4.1. The Board shall be comprised of seven voting members.

4.2. The Board shall be comprised of the following:

- A) Two Greenview elected officials.
- B) Four members-at-large representing Ward 9.
- C) One member-at-large representing Ward 1

D) Greenview non-voting Administration.

4.3. Members-at-large shall be appointed for a three (3) year term at the annual organizational meeting.

4.4. Elected officials shall be appointed annually at the annual organizational meeting.

4.5. The Chair and Vice Chair shall be selected from among the Board members.

4.6. Council may remove any member-at-large from the Board.

4.7. Quorum of the Board shall consist of four (4) members with a minimum of one (1) elected official.

5. **RESPONSIBILITIES**

5.1. The Board shall have following duties:

A) Acts as an advisory Board to Council on matters relating to recreation within Ward 1 and Ward 9.

B) Support public, private, civic, and social recreation organizations, and services within the community.

C) Recommend, suggest or bring awareness of opportunities for developing and promoting recreation.

D) Hear and consider requests from any delegation of citizens from within Ward 1 and Ward 9 with respect to recreation, and act on such recommendations arising.

E) Help ensure that the maximum and most efficient, economic use is made of all available recreational facilities.

F) Review and may approve recreation service group grant requests and recommend funding allocations to Council if necessary.

G) Review a recreation capital infrastructure plan and budget to be presented to Council.

H) Ensure that an annual report on Grande Cache recreation activities is presented to Council.

I) The Recreation Board will not have oversight in the Grande Cache Recreation Complex operations and maintenance, however, may act in an advisory capacity.

5.2. Board members are responsible for maintaining the confidentiality of all proprietary or privileged information that they are privy to while serving as a board member.

6. **MEETINGS**

6.1. Board meetings will be held a minimum of four (4) times per year, at the call of the Chair.

6.2. Minutes of the Grande Cache Recreation Board meetings shall be retained in accordance with Greenview's Record Retention Bylaw and the *Municipal Government Act*, RSA 2000, cM-26, as amended from time to time.

- 6.3. Regular meetings are to be advertised publicly a minimum of 48 hours ahead of meetings.
- 6.4. The Chair may cancel any scheduled meetings of the Board if it is apparent that a quorum will not be achieved or if there are no items for the agenda.
- 6.5. All decisions of the Board shall be in the form of resolutions duly passed by a present majority of Members.
- 6.6. All funding requests will be presented for consideration in the form of a delegation to the Grande Cache Recreation Board.

7. CONFIDENTIALITY

- 7.1. Board members are responsible for maintaining the confidentiality of all proprietary or privileged information that they are privy to while servicing as a Board.

8. REPEAL

- 8.1. Bylaw 22-898 "Grande Cache Recreation Board Bylaw" and all amendments thereto are hereby repealed.

9. COMING INTO FORCE

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

Read a first time this 27th day of February, 2024.

Read a second time this 27th day of February, 2024.

Read a third time this 27th day of March, 2024.



REEVE



CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	MDP Bylaw 17-785 Report	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO:	MANAGER:
MEETING DATE:	May 28, 2024	DIR:	PRESENTER: WH
DEPARTMENT:	CAO SERVICES	LEG: SS	
STRATEGIC PLAN:	Governance		

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to prepare a report on MDP Bylaw 17-785 for the purpose of understanding the number of subdivision applications and corresponding reasoning for those approved and those declined.

BACKGROUND/PROPOSAL:

At the May 14, 2024 Regular Council Meeting, Councillor Schlief made a Notice of Motion that *“That Council direct Administration to prepare a report on MDP Bylaw 17-785 for the purpose of understanding the number of subdivision applications and corresponding reasoning for those approved and those declined.”*

As this was a Notice of Motion and no discussion is allowed at the time, Administration is bringing it back for Council’s review and direction on moving forward.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommendation is Council will be more informed of the process that Planning and Development follows as it pertains to subdivision applications and their qualifications within Bylaw 17-785.
2. Council will also gain a greater understanding of the impacts that Bylaw 17-785 is (or isn’t) having on certain applications in regard to the subdivision process.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose not to move forward with the Notice of Motion at this time.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

Staff time will be required to compile the report, which may take away from other projects at this time.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will bring back a compiled report to Council if they choose to move forward with the recommended motion.

ATTACHMENT(S): N/A



REQUEST FOR DECISION

SUBJECT:	Greenview Street Pole Banners		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 28, 2024	CAO:	MANAGER:
DEPARTMENT:	AGRICULTURE	DIR: MAV	PRESENTER: SAS
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the new design template for the Greenview Street Pole banners.

BACKGROUND/PROPOSAL:

Street pole banners enhance the vibrancy of Greenview's streetscapes, fostering unity and pride and providing beautification by depicting wildlife, culture, events, and local landmarks. Banners are designed to be visually appealing and harmonize with the local environment, catering to diverse audiences and community contexts. They leave a lasting impact on residents and visitors, serving as a platform to showcase Greenview's diverse landscape, recreation areas, and attractions. Banners are already displayed in the Hamlet of Grande Cache with various designs and may be placed in other localities throughout Greenview.

As part of Greenview's commitment to community enhancement, banners can support tourism, drive economic opportunities, and contribute to an outstanding visitor and resident experience. The attached banner designs for Council approval feature areas within Greenview, adhere to visual standards, and incorporate the corporate logo, enhancing brand identity. In addition, the design elements align with Economic Development's bench program, aiming to optimize placemaking efforts in public areas.

The five attached samples were created to showcase Greenview's diverse landscape with unique photos from the Annual Photo Contest featuring the beautiful points throughout all of Greenview and were vetted through the Senior Leadership Team.

The street pole banners have become an integral part of Greenview's Beautification program and in 2024, incorporation of the light pole banners was put forward for the Greenview Regional Multiplex. To ensure operational efficiency, supply management and budget impacts it is ideal to have a limited number of designs which may be used at various locations and venues. Location specific designs (e.g. Grande Cache or Little Smokey only images) would require each location to stock an allotment, which cannot be achieved on the current budget provided to this beautification program.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is enhanced showcasing of Greenview's unique and varying landscapes, identity, history, and culture, while being mindful of the operational impacts
2. The benefit of Council accepting the recommended motion is a common visual identity for this banner program which can be expanded and extended out to other Hamlets and Facilities.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request additional banner designs.

ALTERNATIVE MOTION: That Council approve the new design template for the Greenview Street Pole banners, and direct Administration to develop additional photo options for Councils consideration.

FINANCIAL IMPLICATION:

This is a standing line item in the Agricultural Services annual operational budget.

STAFFING IMPLICATION:

There is no staffing implication.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

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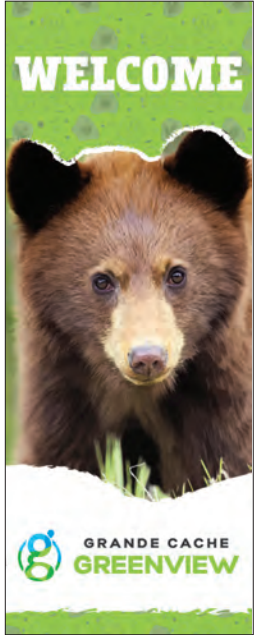
FOLLOW-UP ACTIONS:

Following Councils decision, Administration will proceed with the recommended action.

ATTACHMENT(S):

- Current Street Pole Banners
- Greenview Street Pole Banner Designs 2024

Current Grande Cache Banners



Greenview Street Pole Banner Samples





REQUEST FOR DECISION

SUBJECT:	Maskwa Medical Center (Canada) Inc. Loan Request		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 28, 2024	CAO:	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: EK
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG:	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act 264, 265

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council Direct Administration to draft a bylaw to lend \$3.5 Million dollars interest free to Maskwa Medical Centre (Canada) Inc. to be funded from the unrestricted reserve.

BACKGROUND/PROPOSAL:

Maskwa Medical Center (Canada) Inc. is a not-for-profit corporation whose mission is to improve the quality of life and health outcomes for Northwestern Alberta, committed to accelerating the process and improving access to medical specialists, family physicians and health services for the Peace Region.

In 2021 Council approved a \$25,000 grant to the Maskwa Medical Centre Inc. as well as provided a letter to the Maskwa Medical Centre in support of the cost-benefit analysis business plan submission.

In November of 2023 Maskwa Medical Clinic presented at a Committee of a Whole with a capital grant request for \$500,000.00 to assist with the design and engineering of the new Maskwa Medical Center building located in Grande Prairie. Council added the discussions to the 2024 budget deliberations, and the decision to move ahead with the request was made in January of 2024.

Maskwa has since presented at the May 21, 2024, Committee of the Whole with a request for a \$3.5 million-dollar, interest free loan, to move this project ahead to meet the 2026 deadlines as set out in the agreement with the UofA and Northwest Polytechnic and the recent announcements.

Under the Municipal Government Act Section (MGA) 264 (a) Municipality may lend money to a non-profit organization if Council considers that the money loaned will be used for a purpose that will benefit the community. The loan must be supported through by-law, the by-law must be advertised as minimum of two weeks between prior to third reading.

The issue of the loan will impact Greenview's debt limit, as of the December 31, 2023, Audited Financial Statements the available debt limit is \$200.7 million, Borrowing Bylaw No. 23-949 for the Grande Cache Water Treatment Facility for \$40 million has not been drawn on yet, the future adjusted available debt limit after factoring the \$40 million, and the \$3.5 million will be a projected \$157.2 million.

Administration will reach out to Maskwa Medical Centre to come to agreement on the length and repayment terms of the loan to include in the bylaw.

The available unrestricted reserve balance reported in the first quarter is \$6.96 million, lending the money to Maskwa Medical Centre will result in a reduction of available cash flow for investments, currently Greenview investments earn between 5% and 8%, with a blended average of 6.5% subsequent investment income budgets will be reduced by approximately \$227,500.

Council could instruct Administration to develop a second bylaw to borrow the money, however that would incur a direct cost of approximately 5% to 6% interest per annum that would be unrecoverable. In essence the same result as the opportunity cost for investment revenue.

The repayment of the loan to Greenview would go towards replenishing the unrestricted reserve.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting an organization that is striving to provide a valuable service to the Peace Region that will directly benefit Greenview residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended motion is Greenview will forgo investment income on \$3.5 million for the duration of the loan.

ALTERNATIVES CONSIDERED:

Alternative #1: Council could direct administration to borrow the funds at the same time to offset cash flow needs, however the net cost to Greenview would still be roughly the same.

Alternative #2: Council could take no action on the request.

FINANCIAL IMPLICATION:

Direct Costs: Approximately \$227,500 per year in reduced investment revenue.

Ongoing/Future Costs: Reduced investment revenue will incur for the duration of the loan.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will develop a borrowing bylaw for first reading to the June 11, 2024 Council meeting.

ATTACHMENT(S):

264(1) A municipality may only lend money or guarantee the repayment of a loan if

- (a) the loan or guarantee is made under subsection (2) or (3),
- (b) the loan is made to one of its controlled corporations, or
- (c) the guarantee is made in respect of a loan between a lender and one of its controlled corporations.

(2) A municipality may

- (a) lend money to a non-profit organization, or
- (b) guarantee the repayment of a loan between a lender and a non-profit organization

if the council considers that the money loaned or money obtained under the loan that is guaranteed will be used for a purpose that will benefit the municipality.

265(1) A municipality may only lend money to a non-profit organization, one of its controlled corporations or the designated seller within the meaning of section 30(1) of the Gas Distribution Act, SA 1994 cG-1.5 as it read on June 30, 1998, if the loan is authorized by bylaw.

(2) The bylaw authorizing the loan must set out

- (a) the amount of money to be loaned and, in general terms, the purpose for which the money that is loaned is to be used;
- (b) the minimum rate of interest, the term and the terms of repayment of the loan;
- (c) the source or sources of the money to be loaned.

(3) The bylaw that authorizes the loan must be advertised.



REQUEST FOR DECISION

SUBJECT: Sponsorship Request – Grande Gathering Gala
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 28, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 – Sponsorships, Policy 8011 –In-Kind Donations

RECOMMENDED ACTION:

MOTION: That Council approve an In-Kind Donation of \$1,500.00 to the Grande Prairie Friendship Centre for the 2024 Grande Gathering Gala Event on June 15, 2024, at the Bonnetts Energy Centre in Grande Prairie, Alberta, with funds to come from the 2024 Community Services Sponsorships & Donations Budget.

BACKGROUND/PROPOSAL:

The Grande Prairie Friendship Centre has requested a live auction sponsorship in the amount of \$5,000.00 for the 2024 Grande Gathering Gala event on June 15, 2024, at the Bonnetts Centre in Grande Prairie, Alberta.

The Grande Prairie Friendship Centre is a not-for-profit organization that provides programs to meet the needs of Indigenous people migrating to or living in cities while bridging the cultural gap between the Indigenous and non-Indigenous communities.

The Grande Gathering Gala is a fundraising event for the Grande Prairie Friendship Centre that brings communities together while celebrating Indigenous culture and strength. Sponsorship packages range from \$200 to \$25,000 and recognition is based on the attached sponsorship package.

Administration is recommending an Elite Auction Sponsor for a gift-in kind up to \$1,500.00. This in-kind donation includes a logo sign beside the items, the opportunity to display business cards or brochures and 4 Gala tickets.

The balance of the 2024 Community Services Sponsorships & Donations Budget is approximately \$132,726.90.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a fundraising event that supports cultural programming in the region.

2. The benefit of Council accepting the recommended motion is that Greenview’s brand will be displayed at a regional event.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to amend the in-kind donation or to choose a different sponsorship amount.

FINANCIAL IMPLICATION:

Direct Costs: \$1,500.00

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Grande Prairie Friendship Centre of Council’s decision.

ATTACHMENT(S):

- Application Form
- Sponsorship Package
- Sponsorship Form

Greenview Sponsorship and Donation Request Form

Row 120

Organization or Person Requesting Funds	Grande Prairie Friendship Centre
Date of Application	05/10/24
Form Date Field	206
Date of Event	06/15/24
Phone Number	7808320815
Purpose of Organization	Loisduke@hotmail.com
Mailing Address	10507 98 Ave Grande Prairie AB T8V 4L1 Canada
Funding Request Total	5000 silent auction sponsor
Type of sponsorship request	Event Gifts-in-kind (i.e. silent auction items) Table
Describe your organization	The Grande Prairie Friendship Centre was founded in 1965 to administer and implement programs to meet the needs of Indigenous people migrating to or living in cities while bridging the cultural gap between the Indigenous and non-Indigenous communities. In cooperation with community agencies, we work vigilantly to remove barriers the Indigenous community experiences daily. The GPFC is one of many Friendship Centres across Canada.
Intended Purpose	Community Kitchen Outreach And our many other programs.
Direct Goals	Raise funding so our programs are not interrupted when there is a funding gap.
Where/When?	Bonnets in grande prairie
Benefit to residents of Greenview	Beautiful event that highlights indigenous people and their contributions to the communities they live in.
How many people will benefit	5 thousand minimum

Funding from others	Unknown
Additional Information	Information attached.
Recognition	Depending on donation it will be listed on form.
Previous Donation	Unknown
Grant Funds Received from other sources?	
Have you performed any other fundraising projects?	
Agreement	
Grant Purpose	
Column24	
Year Grant Received	
Amount of Grant	
List the donae, purpose and amount	
What type of fundraising & how much did you raise?	
Signature	
Date	
Financial Statement	
Administration Recommendations	
Email	
MD Logo	
Email Comm.	

List for Recognition

Contact Name(s) Lois Duke

Logo Permission

Agreement with Statement Lois Duke

Signature1 Lois Duke

FOIP Disclosure

Three spherical moss balls are suspended by thin, light-colored twine from a weathered, light-brown branch that arches across the top of the frame. The moss balls are a vibrant green color with some brownish fibers visible. The background is plain white.

GRANDE PRAIRIE FRIENDSHIP CENTRE
SINCE 1965

*Grande Gathering
Gala*

SATURDAY, JUNE 15, 2024

AT 5:00 PM

AT BONNETTS ENERGY CENTRE

10017 99 Ave, Grande Prairie, AB

Sponsored by: 
Crescent Point

Bridging the cultural gap between the Indigenous and
Non Indigenous communities.

A Meeting of All Nations

The 3rd annual Grande Gathering Gala will be held on June 15, 2024. We are excited to bring our community together again to help raise funds for the GPFC and to celebrate Indigenous culture and strength.

GPFC has been a constant force of both activism and guidance, bringing both fixed programs and countless new initiatives to help meet the ambitious goal of ensuring the complete needs of Indigenous residents in urban and traditional environments while inspiring understanding, awareness, and wisdom to build bridges between communities in our area. The Gala provides an opportunity to come together with reconciliation in mind and strengthen GPFC as the homefire of the community and surrounding areas.

Contact us:

Chair

Lois Duke

780-832-0815

Co-Chair

Amylee Snider

780-882-0590

grandegala@gpfriendship.com



TITLE SPONSOR \$25,000

Your sponsorship is critical to the success of the Friendship Centre Fundraiser. You will receive the highest amount of recognition at the event and throughout the advertising campaign leading up to the event.

- 2 tables of 8 to the Gala Evening– Prime front row seating
- Sponsor logo to appear beside the event title on all advertising
- Social Media recognition pre and post event
- Sponsor logo on large screens at event
- Sponsor logo on program Cover
- Sponsor name on all tickets

HEADLINER SPONSOR \$10,000

Be a part of bringing live musicians to the stage and finish off the night with everyone dancing to the headline show!

- 1 table of 8 to the Gala Evening– front row seating
- Sponsor mentioned by Emcee as the Headlining act sponsor
- Sponsor recognition on social media leading up to event
- Sponsor logo with photo of entertainment on large screens at venue
- Sponsor logo in program

CULTURAL SHOWCASE SPONSOR \$10,000

Be a part of bringing live musicians to the stage and finish off the night with everyone dancing to the headline show!

- 1 table of 8 to the Gala Evening– front row seating
- Sponsor mentioned by Emcee as the Headlining act sponsor
- Sponsor recognition on social media leading up to event
- Sponsor logo with photo of entertainment on large screens at venue
- Sponsor logo in program



RECONCILIATION IN MOTION SPONSOR \$10,000

This Gala is much more than a showcase and fundraiser. It is an opportunity for the community to come together and celebrate how far we have come and stand with one another as we take a step forward on this journey to reconciliation.

- 1 table of 8 to the Gala Evening – front of room
- 1 evening for 8 at Community Kitchen with tour. Come enjoy supper amongst community and see your support for reconciliation in motion.
- Emcee mention of the Reconciliation in Motion Sponsor
- Sponsor Recognition on social media leading up to the event
- Sponsor logo on large screens at the venue
- Sponsor logo in the program

RAFFLE SPONSOR \$7,500

Be the bearer of good news when you help draw the name for the Raffle winner.

- 1 table of 8 to the Gala Evening
- Logo included on printed raffle tickets
- Emcee name mention throughout the event
- Sponsor logo rotating on large screens at venue
- Sponsor logo in program
- Sponsor logo on raffle sign at sales table
- Opportunity to draw the name of the lucky winner.

DINNER SPONSOR \$5,000

Our chef will create a delicious 3-course dinner all thanks to your business

- 1 table of 8 to the Gala Evening
- Emcee mention during dinner
- Sponsor logo on large screens at the event
- Sponsor logo in program



INDIGENOUS TALENT SPONSOR \$5,000

Be the center of all the fun and entertainment by sponsoring one of the live entertainers during the Champagne Reception.

- 1 table of 8 to the Gala Evening
- Sponsor mentioned by Emcee as the Entertainment Sponsor for opening act
- Sponsor recognition on social media leading up to event
- Sponsor logo with photo of entertainment on large screens at venue
- Sponsor logo in program

PHOTO BOOTH SPONSOR \$5,000

Used to commemorate the event, guests will have the opportunity to take 360 degrees video/photos and create memories!

- 1 table of 8 to the Gala Evening
- Logo included on signage at photo booth
- Sponsor logo rotating on large screens at venue

LIVE AUCTION SPONSOR \$5,000

We have put together some amazing packages that are sure to be the “Must-Have” items of the night to choose from. Or, if you have an item to donate -Trips of any kind, In-home dinners, Products or Services that are in high demand, we’d love to hear from you.

- 1 table of 8 to the Gala Evening
- Sponsor logo on large screens at the event
- Sponsor logo in program
- Sponsor logo on printed Live Auction sign at event

SPONSORSHIP



FRIENDSHIP CENTRE VIDEO SPONSOR \$5,000

Be the center of all the fun and entertainment by sponsoring a video presentation.

- 1 table of 8 to the Gala Evening
- Sponsor mentioned by Emcee as the video sponsor
- Sponsor recognition on social media leading up to event
- Sponsor logo on large screens at the event
- Sponsor logo in program

INDIGENOUS ARTIST SHOWCASE SPONSOR \$5,000

Thanks to your business we can support Indigenous artists and showcase their art or craft and have their works of art up for bids in the silent auction area!

- 1 table of 8 to the Gala Evening
- Sponsor logo in the program as the “Indigenous Artist sponsor”
- Sponsor logo on printed design by Indigenous Art
- Sponsor logo rotating on large screens at venue

LIVE INDIGNEOUS ARTIST SPONSOR \$5,000

Indigenous Artist will showcase talent and paint a live work of art during the event to be auctioned off in the Live Auction.

- 1 table to the Gala Evening
- Sponsor Logo on signage beside live artist
- Emcee mentions during the Auction
- Sponsor logo on Large Screens at event and in program

TABLE WINE SPONSOR \$3,500

The drink of choice for our dinner, as the wine sponsor you will get your logo on every table.

- 4 Tickets to the Gala Evening
- Tent cards on each sponsored table thanking the wine sponsor “your business”
- Sponsor logo rotating on large screens at venue

SPONSORSHIP



CHAMPAGNE SPONSOR \$3,500

Be the first to greet the guests! As the sponsor for the champagne reception, you can kick start each guests' experience with a glass of bubbly.

- 4 tickets to the Gala Evening
- Signage by Champagne reception table with sponsor logo
- Sponsor logo rotating on large screens at venue

SILENT AUCTION AREA SPONSOR \$3,500

In the Silent Auction area, everyone can help make a difference by bidding on something they'd like to take home. By sponsoring this area of the event, you help ensure its success!

- 4 Tickets to Gala Evening
- Sponsor signage in silent auction area
- Sponsor logo rotating on large screens at venue

FRIENDSHIP CIRCLE SPONSOR \$2,600

An opportunity to bring friends or customers to an exclusive event.

- 1 table of 8 to the Gala Evening
- 2 complimentary bottles of wine
- Business name recognition on your table

VOLUNTEER SPONSOR \$2,500

Help us in recognizing the amazing volunteers by contributing towards their meal at the Gala.

- 4 Tickets to Gala Evening
- Your business recognized in the program as the "volunteer sponsor"
- Sponsor logo rotating on large screens at venue

SPONSORSHIP



ACCOMODATION SPONSOR

- Up to 2 tickets to the Gala Evening
- Sponsor mention in printed program
- Sponsor mention on large screens

ELITE AUCTION SPONSOR \$1500 TO \$3500 CASH OR GIK

- Sign with your logo beside item
- Opportunity for business cards or brochures beside item
- 2 tickets to Gala

SILENT AUCTION SPONSOR \$200-\$999 CASH OR GIK

- Business name on bid sheet
- Opportunity for business cards or brochure beside item

The 3rd Annual Grande Gathering Gala will feature Indigenous Entertainers, a 3-course dinner and promises to be a night full of fun and dancing in support of the Grande Prairie Friendship Centre. The night also includes a live artist, live and silent auction and fun raffle prizes.

Your support through this initiative means we can continue to provide over 7,000 meals a month, provide connections and resources to young families, promote culture-centered education, prevent housing loss, promote positive health outcomes and most of all do what we do best: support our community by keeping the needs and gifts of our Indigenous communities front and Centre.

It is an opportunity for the community to come together and celebrate how far we have come and stand with one another as we take a step forward on this journey to reconciliation.



Grande Gathering Gala

Sponsoring the Grande Gathering Gala

Company Name:

Contact Name:

Date:

Email:

Address:

Phone:

Sponsorship Package:

Signature:



Title Sponsor

\$25,000

Your sponsorship is critical to the success of the Friendship Centre Fundraiser. You will receive the highest amount of recognition at the event and throughout the advertising campaign leading up to the event.

Headliner Sponsor

\$10,000

Be a part of bringing live musicians to the stage and finish off the night with everyone dancing to the headline show!

Cultural Showcase Sponsor

\$10,000

Be a part of bringing live musicians to the stage and finish off the night with everyone dancing to the headline show!

Reconciliation in Motion Sponsor (5)

\$10,000

This Gala is an opportunity for the community to come together and celebrate how far we have come and stand with one another as we take a step forward on this journey to reconciliation.

Raffle Sponsor

\$7,500

Be the bearer of good news when you help draw the name for the Raffle winner.

Dinner Sponsor

\$5,000

Our chef will create a delicious 7-course dinner all thanks to your business.

Indigenous Talent Sponsor

\$5,000

Be the center of all the fun and entertainment by sponsoring one of the live entertainers during the Champagne Reception.

Live Indigenous Artist Sponsor

\$5,000

Indigenous Artist will show case talent and paint a live painting during the event to be auctioned off in the Live Auction.

Photo Booth Sponsor

\$5,000

Used to commemorate the event, guests will have the opportunity to take 360 degrees video/photos and create memories!

Live Auction Sponsor (8)

\$5,000

We have put together some amazing packages that are sure to be the "Must-Have" items of the night to choose from. Or, if you have an item to donate -Trips of any kind, In-home dinners,

Friendship Centre Video Sponsor

\$5,000

Be the center of all the fun and entertainment by sponsoring a video presentation.

Indigenous Artist Showcase Sponsor

\$5,000

Thanks to your business we can support Indigenous artists and showcase their art or craft and have their works of art up for bids in the silent auction area!

Silent Auction Sponsor

\$3,500

In the Silent Auction area, everyone can help make a difference by bidding on something they'd like to take home. By sponsoring this area of the event, you help ensure its success!

Table Wine Sponsor

\$3,500

The drink of choice for our guests as the wine sponsor you will get a bottle on every table.

Champagne Sponsor

\$3,500

Be the first to greet the guests! As the sponsor for the champagne reception, you can kick start each guests experience with a glass of bubbly.

Friendship Circle Sponsor

\$2,600

An opportunity to bring friends or customers to an exclusive event.

Volunteer Sponsor

\$2,500

Help us in recognizing the amazing volunteers by contributing towards their meal at the Gala.

Accommodation Sponsor

GIK

Elite Auction Sponsor

\$1500 to \$3500
Cash or GIK

Silent Auction Sponsor

\$200 to \$999
Cash or GIK

Please email form to grandegala@gpfriendship.com. If you have questions, please call Lois Duke at 780-832-0815 or Amylee Snider at 780-882-0590. Thank you for your sponsorship!



REQUEST FOR DECISION

SUBJECT:	Grant Request - Kakwa Sherman Trail Society		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 28, 2024	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

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

RECOMMENDED ACTION:

MOTION: That Council approve an operating grant in the amount of \$42,067.00 and a capital grant in the amount of \$14,027.98 to the Kakwa Sherman Trail Society for the restoration & maintenance of the historical trails in the Sherman Meadows and Kakwa Wildland areas, with funds to come from the 2024 Community Services Grants Budget.

BACKGROUND/PROPOSAL:

The Kakwa Sherman Trail Society (“the Society”) has applied for a 2024 operating grant in the amount of \$42,067.00 to assist with operational expenses incurred during the restoration of historical trails in the Sherman Meadows and Kakwa Wildland areas. In addition, the Society has applied for a 2024 capital grant in the amount of \$14,027.98 to purchase items required for the Society to conduct trail maintenance and restoration.

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.

While the Society is newly formed, its core members have a long-standing interest in and history with the area. The Society members have been conducting trail maintenance in the area for years, with all expenses being personally covered. The Society was officially formed after meeting with Greenview Administration and Alberta Forestry and Parks in the Fall of 2023.

The Society has divided its 2024 plans into two large projects: the Sherman Meadows Project and the Kakwa Wildland Park Project. This is due to differing jurisdictions for authorizations and varying grant eligibility. The Society was awarded a 2024 Alberta Public Land Trails Grant in the amount of \$50,000.00 to assist with the operational costs of the Sherman Meadow Project. The following chart provides a summary of the Society’s 2024 budget.

2024 Budget Items	Government of Alberta Public Lands	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail
Sherman Meadows Project (Operating)	\$50,000.00	\$31,705.00	\$75,210.00
Kakwa Wildland Park Project (Operating)	\$0.00	\$5,350.00	\$32,800.00
General Operating Expenses	\$0.00	\$5,012.00	\$0.00
Capital Purchases	\$0.00	\$14,027.98	\$0.00
TOTAL	\$50,000.00	\$56,094.98	\$108,010.00

A detailed budget can be found in the grant application attachments for this Request for Decision.

In addition to these grant applications, the Society has distributed donation letters and will be hosting an online auction as a fundraiser. Greenview funding will be recognized through social media platforms and signage.

The Society presented to Committee of the Whole on May 21, 2024. Administration is presenting this request outside of the regular grant process because this project is scheduled to commence on June 17th, and the spring grants are scheduled to be presented to Committee of the Whole June 18th and to Council on July 9th for decision.

The balance of the 2024 Community Services Grants Budget is approximately \$2,543,605.39.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a project that will create recreational and tourism opportunities in the Sherman Meadows and Kakwa Wildland areas.
2. The benefit of Council accepting the recommended motion is that the Kakwa Sherman Trail Society will know the status of the grant applications and can plan accordingly.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended action is the potential of setting an expectation for awarding grants outside of the regular grant process.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request the Kakwa Sherman Trail Society grant requests be processed through the regular grant process, however Administration does not recommend this action because it may delay the scheduled projects.

Alternative #2: Council has the alternative to select a capital and operating grant amount of their choosing.

FINANCIAL IMPLICATION:

Direct Costs: \$56,094.98

Ongoing/Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Kakwa Sherman Trail Society of Council's decision.

ATTACHMENT(S):

- 2024 Capital Grant Request
- 2024 Operating Grant Request
- Map

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:			
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				
2	5	HUS 585639672	S35G X CUT CHAIN LOOP		EA		5
3	2	HUS 525LK	25CC TRIMMER				8
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

70

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	\$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

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

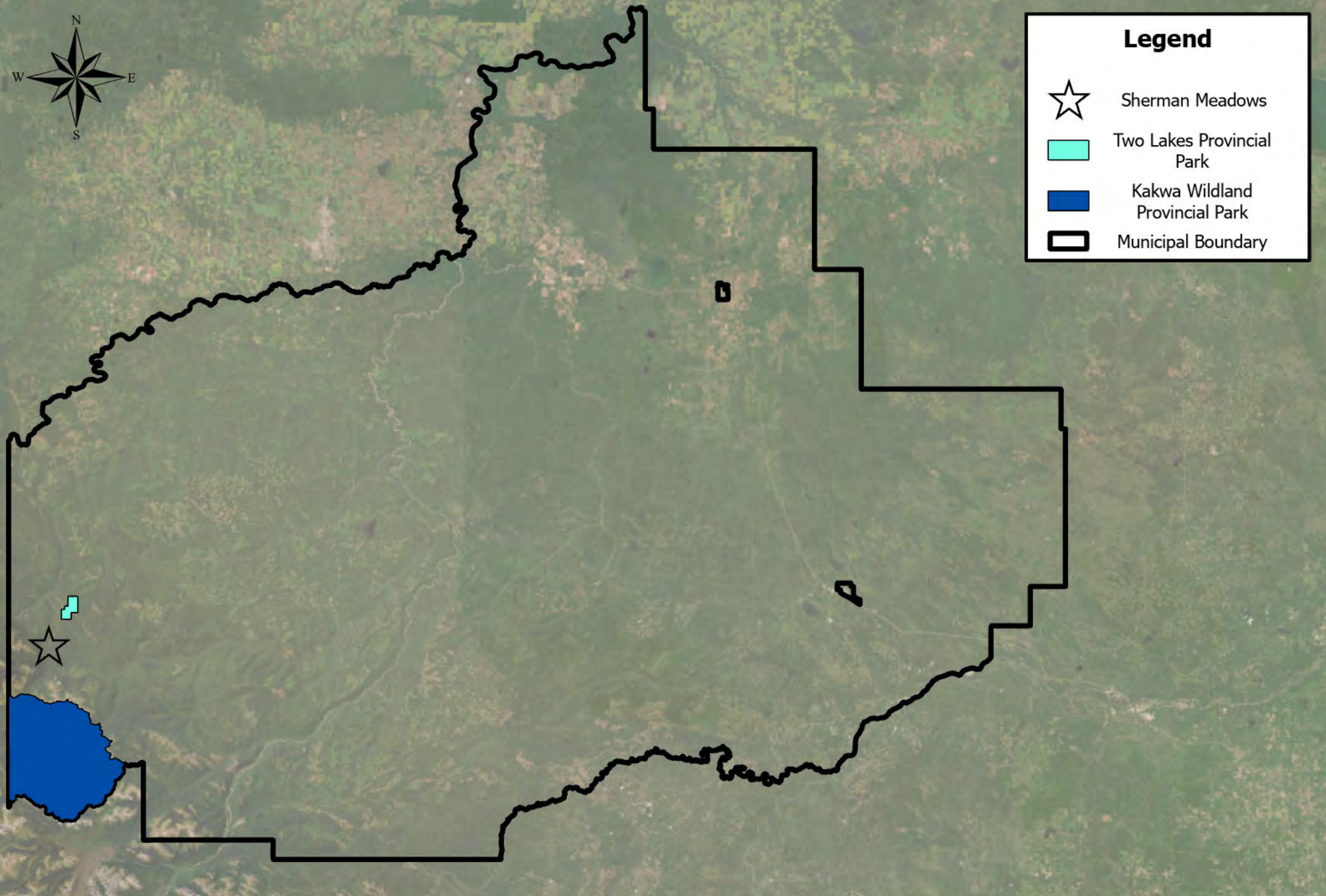
General Operating Expenses	Quantity	Cost	Total	Government of Alberta Public Lands Grant	Municipal District of Greenview Grant	Inkind - Kakwa Sherman Trail Society
Director's Insurnace	1	\$1,200.00	\$1,200.00		\$1,200.00	
Liability Insurance	1	\$1,000.00	\$1,000.00		\$1,000.00	
Chainsaw Operators Course	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

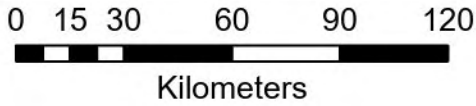


TITLE: Overview Map for Kakwa Sherman Trail Society Project Locations

DATE: May 2024

LOCATION: Greenview, Alberta

SCALE: 1:2,100,000⁷⁵



DRAWN BY: D. Wood



REQUEST FOR DECISION

SUBJECT:	Grant Request - Willmore Wilderness Foundation		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 28, 2024	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy 8015 – Community Impact Grants

RECOMMENDED ACTION:

MOTION: That Council take no action on the 2024 operating grant request in the amount of \$119,806.00 from the Willmore Wilderness Foundation.

BACKGROUND/PROPOSAL:

The Willmore Wilderness Foundation is requesting an operating grant in the amount of \$119,806.00 to match a grant from the Northern Regional Economic Development Program (NRED), which has been approved for 2023-2024. The grant would be used to fund the Mountain Horsemanship Clinic and the Kids and Horses program.

The grant application was presented to Committee of the Whole in December 2023 and to Council in January 2024. At the Council meeting on January 23, 2024, Council deferred the decision and requested the Willmore Wilderness Foundation present additional information at a future Committee of the Whole meeting.

Representatives from the Willmore Wilderness Foundation presented the 2024 grant request at the Committee of the Whole meeting on February 20, 2024. Additional information was provided to Council after the meeting with answers to specific questions.

Administration is recommending Council take no action to the operating grant request from the Willmore Wilderness Foundation, as the 2023 financials have not been received, as requested.

In 2023, Greenview provided an operating grant to the Willmore Wilderness Preservation and Historical Foundation in the amount of \$54,000.00 of which \$42,000.00 was to be allocated to the Community and Youth development programs, and \$12,000.00 was allocated for historical research.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will be complying with Policy 8015, Community Impact Grants.

2. The benefit of Council accepting the recommended motion is the grant request will be resolved which will allow the Willmore Wilderness Foundation to update their 2024 plans accordingly.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to provide an operating grant to the Willmore Wilderness Foundation in the amount of their choosing, however Administration does not recommend this action as this would not comply with Policy 8015.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Willmore Wilderness Foundation of Council's decision.

ATTACHMENT(S):

- Operating Grant Application
- Additional Information

2024 Grant Application (October 15, 2023 deadline)

Row 72

Name of Organization	Willmore Wilderness Preservation and Historical Foundation
Address of Organization	4600 Pine Plaza, Box 93 Grande Cache Alberta T0E0Y0
Form Date Field	167
Contact Name	Susan Feddema-Leonard
Phone Number	(780) 827-2696
Purpose of Organization	The Willmore Wilderness Foundation focuses on historical research that preserves the history of the opening of Canada. The organization offers educational programs and services, provides community and youth development programs, as well as health and wellness programs which focus on the culture and traditions of the Rockies. The Foundation also promotes tourism, as well as restoring historical pack trails and sites that enhances the use of Willmore Wilderness Park for Albertans and visitors alike. During past twenty years the Willmore Wilderness Foundation has had participants in their various programs who were from Grande Cache, Hinton, Edson, Grovedale, Grande Prairie, Debolt, Valleyview, Mayerthorpe, Edmonton, Ontario, Arizona, Germany, Jasper National Park staff and more.
Purpose Continued	
Position of Contact Person	Executive Director
What act are you registered under?	Alberta Societies Act
Registration No.	5010217213
Grant Type	Operating Grant
Total Amount Requested	119,806.00
Proposed Project	The Willmore Wilderness Foundation owns and operates two buildings in Grande Cache. Both buildings have been renovated. The facilities have been modernized and brought up to Alberta Building Code standards. The Foundation has clear title on the Willmore Wilderness Foundation's main office, however, we are paying 8% interest on the Traditional Training Center, which has a mortgage of \$115,000. The Foundation is paying just over \$8,000 in interest payments each year. Operational funding has been

getting harder and harder to obtain. The Foundation has not received grants for this, for over a year. Operational funds to pay utilities, mortgage payments, general office expenses and a new computer are badly needed to keep the operation viable. One of the main computers in the office mother board has crashed and is not repairable. The Wilmore Wilderness Preservation and Historical Foundation offers programs in education, community and youth development and health and wellness that focus on the culture and traditions of the Rockies. The Willmore Wilderness Foundation has three full-time staff and one half-time position. We generally employ five hourly workers seasonally during the summer and fall months and have several contract workers throughout the year. The Willmore Wilderness Foundation is requesting funds from the MD of Greenview to match a grant from the Northern Regional Economic Development Program (NRED), which has been approved funding in 2023 and 2024. Matching funds would be used for the MOUNTAIN HORSEMANSIP CLINIC, and KIDS AND HORSES, featuring the history, traditions and culture of the Alberta Rockies. The Willmore Wilderness Foundation staff have been looking at the future direction of the organization's programs. During the last year, we have been building regional capacity in the guide and outfitting sector, with the support of NRED and the MD of Greenview. We plan to continue the horsemanship training and building the guiding and outfitting sector, with a new twist. We will focus on the history of the area using horses, health and wellness. The Willmore Wilderness Foundation currently has a compliment of staff with skills in the health and wellness disciplines. Our staff and/or contractors includes a psychologist, addictions worker, a registered nursing with advanced training in family therapy taught by Virginia Satir of the Avanta Network, a chartered professional accountant, certified yoga teacher, antigyn certified practitioner, equine assisted learning coach, Fairview College certified equine instructor, an Old's College certified equine instructor and, insured/accredited guide and outfitter and more. The Foundation will be focusing future programs on health and wellness, using horses, wilderness camps, and the natural landscape in the MD of Greenview and Willmore Wilderness Park. The MOUNTAIN HORSEMANSHIP program will help participants build horsemanship skills, as well as to promote health and wellness, that will help individuals to cope with stress and anxiety in these changing times. The long-term goal of the program is to become self-sustaining through health and wellness tourism promotion. The social and economic benefits of this program include building capacity in the guide and outfitting industry, building a stronger community and strengthen the history, traditions, and culture of Alberta's Rockies. Economic benefits will include the support of future adventure tourism, eco-tourism, heritage tourism and health and wellness tourism initiatives. We expect an increase in participation from the 2023 program which impacted more than a hundred different spectators and participants. Outfitters directly benefited from this program which contributed to the 2023 tourism industry in the MD of Greenview. The Willmore Wilderness Foundation is partnering with Northern and Regional Economic Development (NRED) and the support of the Mountain Métis, and the Grande Cache Chamber of Commerce.

**Have you
previously applied
for a grant from
MD**

Previous Grant Yes

App from MD

Final Completion Report Provided to MD Yes

Grant funds applied for from other sources? Yes

Grant Funds Received from other sources?

Have you performed any other fundraising projects? Yes

Agreement Bazil Leonard

Grant Purpose Operating Grant for Community and Youth Development Programs and Historical Research.

Year Grant Received 2023

Amount of Grant 54,000.00

List the donatee, purpose and amount Donatee: Northern and Regional Economic Development Purpose: MOUNTAIN HORSEMANSIP CLINIC, and KIDS AND HORSES Programs. Amount: \$53,675 (see budget)

What type of fundraising & how much did you raise? We have an online and inhouse store. Sales last year were close to 21,000.

Signature Bazil Leonard

Date 10/13/23

Financial Statement

Administration Recommendations

Email info@willmorewilderness.com

Column41

MD Logo

Email Comm.

Column44

**List for
Recognition**

The Willmore Wilderness Foundation will recognize the MD of Greenview in social media. All programs will be filmed. This footage will be edited into documentaries. Recognition for the programs will also be shown in the credits of documentary films which will be aired on Wild TV, RFD TV, and Cowboy Channel Canada. Credit will also be shown in 2024 Willmore Wilderness Foundation Newsletter.

WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022

WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION
BALANCE SHEET
AS AT DECEMBER 31, 2022

	2022	2021
	\$	\$
ASSETS		
Current		
Cash	13,248.16	28,854.94
Paypal	726.06	4,244.34
Accounts Receivable	4,378.44	10,472.75
Advances to People & Peaks	230,924.43	263,615.57
Security Deposits	200.00	200.00
	<u>249,477.09</u>	<u>307,387.60</u>
Capital Assets		
Building - 4600 Pine Plaza	287,000.00	287,000.00
Building - 10014-97 St.	314,382.23	290,565.16
Equipment	18,437.65	18,437.65
Office Equipment	8,218.01	8,218.01
Camera, Video & Film Equipment	79,608.11	73,538.65
Computer	89,430.34	84,839.91
Furniture & Fixtures	18,933.71	18,933.71
Seacan Storage Container	8,031.22	8,031.22
Horses	0.00	10,000.00
	<u>824,041.27</u>	<u>799,564.31</u>
Less: Accumulated Amortization	<u>174,118.74</u>	<u>168,752.67</u>
	<u>649,922.53</u>	<u>630,811.64</u>
	<u>899,399.62</u>	<u>938,199.24</u>
LIABILITIES & EQUITY		
Current Liabilities		
Accounts Payable	43,151.32	63,403.37
Deferred Revenue	24,675.00	0.00
	<u>67,826.32</u>	<u>63,403.37</u>
Long Term Liabilities		
CEBA Loan	60,000.00	60,000.00
Community Futures Loan	119,578.45	128,392.48
	<u>179,578.45</u>	<u>188,392.48</u>
Equity		
Retained Earnings	<u>651,994.85</u>	<u>686,403.39</u>
	<u>899,399.62</u>	<u>938,199.24</u>

WILLMORE WILDERNESS PRESERVATION AND HISTORICAL FOUNDATION
STATEMENT OF EARNINGS
FOR THE YEAR ENDED DECEMBER 31, 2022

	2022	2021
	\$	\$
REVENUE		
Sales	20,940.43	0.00
Grants	179,147.24	235,095.56
Memberships	425.00	825.00
Book Sales	3,652.00	13,115.00
DVD Sales	4,273.50	6,326.50
Donations	26,813.67	4,884.44
Contracts	164,086.28	319,335.00
Interest	7.16	25.03
	<u>399,345.28</u>	<u>579,606.53</u>
OPERATING EXPENSES		
Accounting & Legal	-1,450.86	550.00
Advertising & Promotion	2,049.16	1,726.09
Donations	330.00	250.00
Amortization	5,366.07	11,193.43
Loan Forgiveness	263,615.57	
Bank/Credit Card Charges & Fees	1,428.68	1,517.26
Loan Interest	10,082.41	10,659.67
Insurance	12,809.00	12,334.00
License, Fees & Permits	196.79	485.51
Park Infrastructure Improvements	11,969.80	21,305.81
Training & Clinics	-237.65	4,597.69
Office	13,568.94	18,624.37
Utilities	13,463.07	11,335.60
Book & Film Production Costs	5,836.07	25,255.75
Telephone & Fax	3,419.49	4,487.12
Maintenance & Repairs	5,440.49	7,473.59
Travel	894.54	1,281.78
Wages & Benefits	44,138.68	84,749.34
Contract Services	40,833.57	27,117.39
	<u>433,753.82</u>	<u>244,944.40</u>
EARNINGS (LOSS) FROM OPERATIONS	<u>-34,408.54</u>	<u>334,662.13</u>

2024 Willmore Wilderness Foundation Overall Budget

Operating Budget

REVENUE

Grants	300,000.00
Memberships	800.00
Book Sales	5,000.00
DVD Sales	2,000.00
Donations	0.00
Contracts	140,000.00
Gain (Loss) on disposal of Assets	0.00
Interest	0.00
	<u>447,800.00</u>

OPERATING EXPENSES

Accounting & Legal	550.00
P&P Film Expenses - Loan Forgiveness	135,000.00
Advertising & Promotion	1,500.00
Donations	200.00
Amortization	6,000.00
Bank/Credit Card Charges & Fees	1,500.00
Loan Interest	10,500.00
Insurance	13,000.00
License, Fees & Permits	500.00
Park and Infrastructure Improvements	20,000.00
Research Costs	10,000.00
Training & Clinics	45,000.00
Office	14,000.00
Utilities	13,500.00
Book & Film Production Costs	10,000.00
Telephone & Fax	4,500.00
Maintenance & Repairs	5,000.00
Travel	2,000.00
Wages & Benefits	95,000.00
Contract Services	50,000.00
	<u>437,750.00</u>

Capital Expenditures

Building - 10014-97 St.	8,000.00
Building - 4600 Pine Plaza	0.00
	<u>8,000.00</u>

Willmore Wilderness Foundation Grant Budget

Master Horsemanship Clinic and Kids and Horses Programs

Activity	Total Activity Cost	MD of Greenview Contribution	Willmore Wilderness Foundation Contribution	NRED Contribution	Explanation / Comment
Clinic Fees for Master Horseman	\$25,000.00			\$25,000.00	\$2500/day x 10 days
Food for travel - Master Horseman	\$83.10			\$83.10	Alberta Travel Rates at \$41.55 x 2 days of travel to clinic and return
Acorn Hotel - Master Horseman	\$1,765.80			\$1,765.80	12 nights x \$135/night totaling \$1,765.80 including gst and tourist levy
Airfare and Travel for Master Horseman	\$1,326.22			\$1,326.22	\$1326.22 for a return trip from Arizona to Grande Prairie
Outfitter with Insurance	\$8,000.00			\$8,000.00	10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$500/day
Trainers and Instructors	\$11,200.00	\$11,200.00			10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$700/day
Horses, water and feed	\$12,800.00	\$12,800.00			10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$800/day
Filming, promotion and social media	\$12,000.00			\$12,000.00	\$2000/month x 6 months
Cook	\$4,000.00	\$1,500.00		\$2,500.00	10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$250/day
Cooks helper	\$2,400.00	\$900.00		\$1,500.00	10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$150/day
Program Coordinator	\$25,000.00	\$25,000.00			35 hours per week @ \$25/hour x 6 months
Food / Beverages	\$2,400.00	\$900.00		\$1,500.00	10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$150/day
Lease (round pens, arena, barn, tack sheds, parking, RV and tent camping)	\$9,200.00		\$9,200.00		10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$575/day
Supplies	\$1,600.00		\$1,600.00		10 days for Mountain Horsemanship Clinic + 6 days for Kids and Horses @ \$100/day
Totals	\$116,775.12	\$52,300.00	\$10,800.00	\$53,675.12	

Operational Costs

Activity	Total Activity Cost	MD of Greenview Contribution	Willmore Wilderness Foundation Contribution	Explanation/Comment
Utilities	13,500	13,500		Average \$1125/month
Mortgage on Traditional Skills Training Center	16,988	16,988		\$1415.66/month
General Office Supplies and Expenses	14,000	14,000		Average \$1000/month
Telephone and Internet	4,500	4,500		Average \$375/month
Building and Board Insurance	13,000	13,000		
Computer and accessories	5,518	5,518		See attached quote. (Total includes GST)
Staff Wages not Covered by other Grants	50,000		50,000	
	\$117,505.67	\$67,505.67	\$50,000.00	

Total NRED Contribution	Total MD of Greenview Contribution	Total Willmore Wilderness Foundation Contribution	TOTAL
53,675	119,806	60,800	\$ 234,280.79



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MACBOOK PRO (16-INCH 2023) M2 MAX | 12C CPU | 38C GPU | 32GB RAM | 1TB SSD

Apple

MNWA3LL/A

\$4,499.00

Colour: Space Grey

Space Grey

Silver

Quantity

1

Edmonton: WestWorld Computers Ltd: 1

 UNAVAILABLE

The 16-inch MacBook Pro with M2 Pro and M2 Max takes power and speed to the next level, whether it's on battery or plugged in. With a stunning Liquid Retina XDR display, all the ports you need and all-day battery life¹—this pro laptop goes anywhere you need.

- Stunning 16-inch Liquid Retina XDR display with extreme dynamic range and contrast ratio²
- M2 Pro or M2 Max chip for exceptional speed and power
- Up to 12-core CPU delivers speeds up to 20 percent faster to fly through pro workflows quicker than ever³
- Up to 38-core GPU with speeds up to 30 percent faster for graphics-intensive apps and games³
- Up to 96GB of unified memory makes everything you do fast and fluid
- Up to 22 hours of battery life¹
- Up to 8TB of superfast SSD storage launches apps and opens files in an instant
- 1080p FaceTime HD camera
- Six-speaker sound system with force-cancelling woofers
- Studio-quality three-microphone array captures your voice more clearly
- Three Thunderbolt 4 ports, HDMI port, SDXC card slot, headphone jack, MagSafe charging port
- Wi-Fi 6E wireless connectivity for up to 2x faster throughput⁴
- Backlit Magic Keyboard with Touch ID for secure unlock and payments

- macOS Ventura gives you powerful new ways to get more done, share and collaborate—across all your Apple devices
- Available in space grey and silver

Configurable options are available.

¹Battery life varies by use and configuration. See apple.com/ca/batteries for more information.

²The display on the 16-inch MacBook Pro has rounded corners at the top. When measured as a standard rectangular shape, the screen is 16.2 inches diagonally (actual viewable area is less).

³Compared with previous generation.

⁴Speeds are based on theoretical throughput and may vary. Wi-Fi 6E not available in China mainland. Requires macOS 13.2 or later in Japan.

Technical specifications

Go to apple.com/ca/macbook-pro-14-and-16/specs for a complete set.

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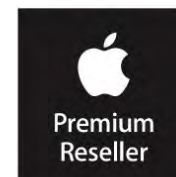
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APPLE 45W MAGSAFE 2 POWER ADAPTER FOR MACBOOK AIR

Apple

MD592LL/A

\$99⁰⁰

Quantity

1

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Only 6 left!

Or as low as **\$16.50 per month** over 6 months. [Learn More](#)

The 45W MagSafe 2 Power Adapter features a magnetic DC connector so if someone should trip over it, the cord disconnects harmlessly and your MacBook Air stays put safely. It also helps prevent fraying or weakening of the cables over time. In addition, the magnetic DC helps guide the plug into the system for a quick and secure connection.

When the connection is secure, an LED located at the head of the DC connector lights up; an amber light lets you know that your notebook is charging, while a green light tells you that you have a full charge. An AC cord is provided with the adapter for maximum cord length, while the AC wall adapter (also provided) gives you an even easier and more compact way to travel.

Designed to be the perfect traveling companion, the adapter has a clever design which allows the DC cable to be wound neatly around itself for easy cable storage.

This power adapter recharges the lithium polymer battery while the system is off, on, or in sleep mode. It also powers the system if you choose to operate without a battery.

Compatible only with MacBook Air featuring MagSafe 2 power port.

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Home > Apple Accessories for Mac > Apple Magic Keyboard with Numeric Key...





APPLE MAGIC KEYBOARD WITH NUMERIC KEYPAD (BLUETOOTH)

Apple

MQ052LL/A

\$149.00

Language: US English

US English

Colour: White

White

Quantity

1

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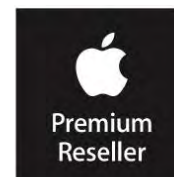
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APPLECARE+ FOR 15-INCH & 16-INCH MACBOOK PRO

Apple

S9775Z/A

\$419⁰⁰

Quantity

1

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 ADD TO CARTOr as low as **\$69.83 per month** over 6 months. [Learn More](#)

Every Mac comes with a [one-year limited warranty](#) and up to 90 days of [complimentary technical support](#). AppleCare+ for Mac extends your coverage to three years from your AppleCare+ purchase date and adds up to two incidents of accidental damage protection every 12 months, each subject to a service fee of \$129 for screen damage or external enclosure damage, or \$379 for other damage, plus applicable tax.(1) In addition, you'll get 24/7 priority access to Apple experts via chat or phone.(2)

(1) Service coverage is available only for Mac and its original included accessories for protection against (i) defects in materials or workmanship, (ii) batteries that retain less than 80 percent of their original capacity, and (iii) up to two incidents of accidental damage from handling every 12 months, each incident being subject to a service fee of \$129 for screen damage or external enclosure damage, or \$379 for other damage, plus applicable tax. Any unused accidental damage incidents will expire and you will get two more accidental damage incidents to use within the next 12 months of continued coverage.

(2) Local telephone fees may apply. Telephone numbers and hours of operation may vary and are subject to change.

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Home > Apple Accessories for Mac > Apple Magic Mouse 3 (2021)







APPLE MAGIC MOUSE 3 (2021)

★★★★★ 1 review

Apple

MK2E3AM/A

\$89.00

Colour: White

White Black

Quantity

1

Edmonton: WestWorld Computers Ltd: 10

 Or as low as **\$14.83 per month** over 6 months. [Learn More](#)

Magic Mouse is wireless and rechargeable, with an optimized foot design that lets it glide smoothly across your desk. The Multi-Touch surface allows you to perform simple gestures such as swiping between web pages and scrolling through documents.

The rechargeable battery will power your Magic Mouse for about a month or more between charges. It's ready to go right out of the box and pairs automatically with your Mac, and it includes a woven USB-C to Lightning Cable that lets you pair and charge by connecting to a USB-C port on your Mac.

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★★★★★ 5.00 out of 5
Based on 1 review

★★★★★	1
★★★★☆	0
★★★☆☆	0
★★☆☆☆	0
★☆☆☆☆	0

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★★★★★

07/15/2023

 smartfonic

Apple Magic (There is no Apple Magic Mouse 3)

Just have a model number A1657 this is a mouse with a single surface with an outer and inner side from the bottom there is a sensor and a Lightning socket! But there is one significant difference until 2019, the mouse included a USB A cable for Apple Lighting and Bluetooth 3.0 since 2020, the mouse is equipped with a USB-C cable for Apple Lighting in a fabric sheath and bluetooth 4.2 LE but it is still 1000 dpi and 60 Hz! And it does not work on any surfaces, but only very smooth ones! And it's still Apple Magic 2 (Not 3) There is no third one yet! Apple Magic 1 came with replaceable batteries.

From: [Michelle Honeyman](#)
To: [Lisa Lenentine](#)
Subject: FW: More information needed
Date: Wednesday, February 21, 2024 3:27:54 PM

This is the response from Wilmore Wilderness Foundation to the questions Council asked yesterday. FYI

From: Wendy Holscher <Wendy.Holscher@MDGreenview.ab.ca>
Sent: Tuesday, February 20, 2024 4:02 PM
To: Councillors <Councillors@MDGreenview.ab.ca>
Cc: Stacey Wabick <Stacey.Wabick@MDGreenview.ab.ca>; Martino Verhaeghe <Martino.Verhaeghe@mdgreenview.ab.ca>; Ed Kaemingh <ed.kaemingh@mdgreenview.ab.ca>; Michelle Honeyman <Michelle.Honeyman@mdgreenview.ab.ca>; Roger Autio <Roger.Autio@MDGreenview.ab.ca>
Subject: Fwd: More information needed

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From: heather@willmorewilderness.com <heather@willmorewilderness.com>
Sent: Tuesday, February 20, 2024 3:57 PM
To: Wendy Holscher <Wendy.Holscher@MDGreenview.ab.ca>
Cc: Susan Feddema-Leonard <info@willmorewilderness.com>; Tom Thackeray <btomthackeray@gmail.com>
Subject: RE: More information needed

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

Hello Wendy,

We would be happy to answer your questions.

2022 Revenue – Contracts 164,086.28: What types of contracts are these? - **The 2022 contracts are a mix of documentary projects and historical research.**

Will you see these same types of numbers moving forward? - **It will depend on the year and what projects the Foundation is working on, but it is projected to be similar amounts.**

Loan Forgiveness – more information on what this is. - **The Willmore Wilderness provides a forgivable loan to People & Peaks Productions to help fund the documentary projects. This is the forgiven amount in 2022.**

Park Infrastructure Improvements – is this the money that is spent on the trails directly?- **Yes, these are expenses spent on trails directly, it also includes expenses for the campsite improvements. Trail work is labour intensive, so many trail costs are also in wages.**

Let me know if you need any more information.

Also, is there an issue with the video? Was it a problem with the video or the streaming?

Best,

Heather

From: Wendy Holscher <Wendy.Holscher@MDGreenview.ab.ca>
Sent: Tuesday, February 20, 2024 11:58 AM
To: Susan Feddema-Leonard <info@willmorewilderness.com>; Heather Devoe <heather@willmorewilderness.com>
Subject: More information needed

Sue,

Can you please provide more information on the following items from your financial statement.

2022 Revenue – Contracts 164,086.28: What types of contracts are these, and will you see these same types of numbers moving forward?

Loan Forgiveness – more information on what this is.

Park Infrastructure Improvements – is this the money that is spent on the trails directly?

Thank you.

Wendy Holscher

Executive Assistant, CAO

Municipal District of Greenview No. 16 | 4806 36th Avenue Valleyview, Alberta T0H 3N0

Tel: [780-524-7600](tel:780-524-7600) | Fax: | Toll Free: [888-524-7601](tel:888-524-7601) | 24/7 Dispatch: [866-524-7608](tel:866-524-7608) | Direct: [1-780-524-7627](tel:1-780-524-7627)

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Thank you.



REQUEST FOR DECISION

SUBJECT: **Sturgeon Heights Cemetery Ownership Request**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 28, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Cemeteries Act (Act) and Regulations

Council Bylaw/Policy (cite) – Bylaw 23-941-Greenview Cemeteries

RECOMMENDED ACTION:

MOTION: That Council approve the transfer of ownership of the Sturgeon Heights Cemetery from the Diocese of Athabasca to the Municipal District of Greenview No. 16.

BACKGROUND/PROPOSAL:

The Sturgeon Heights Community Club is requesting a transfer of ownership of the Sturgeon Heights Cemetery to the Municipal District of Greenview from the Diocese of Athabasca.

Administration met with the Sturgeon Heights Community Club in August 2023. At that time, the club indicated they would like to request a transfer of ownership of the Sturgeon Heights Cemetery from the Anglican Diocese of Athabasca to the Municipal District of Greenview No. 16. Administration advised that Greenview would require a request from the Club and a letter from the Anglican Diocese of Athabasca indicating they approved the request before it could be presented to Council.

Administration received a letter from the Sturgeon Heights Community Club addressed to Greenview as well as the Diocese of Athabasca requesting the transfer of ownership of the Sturgeon Heights Cemetery to the Municipal District of Greenview from the Diocese of Athabasca. The Sturgeon Heights Cemetery is currently owned by the Diocese of Athabasca and has been operated and maintained by the Sturgeon Heights Community Club solely for over forty years. The Sturgeon Heights Cemetery is extremely important to the community and presents challenges regarding support, legislation, and relations with the current ownership.

Administration then received a letter from the Diocese of Athabasca stating they agree to transfer ownership of the Sturgeon Heights Cemetery to the Municipal District of Greenview No. 16 as requested by the Sturgeon Heights Community Club.

Administration has confirmed with the Director of Cemeteries (Government of Alberta), that the legislation prohibits the transfer of a cemetery to any person other than a religious auxiliary, a religious denomination or municipality. Because the Sturgeon Heights Community Club has been operating the Sturgeon Heights

Cemetery for so long, it is possible that the cemetery could be transferred to them, however the preference from the Director of Cemeteries is for a municipality to take over ownership because of longevity and less risk of the cemetery being abandoned.

The cost to transfer the ownership of the cemetery would be for pulling the certificate of title. However, the cost to Greenview to own an additional cemetery would increase, including staff resources to ensure the cemetery meets legislative requirements and to create asset & vegetation management plans. Additional costs would also include a survey of the cemetery, honorariums for the appointed committee, and miscellaneous costs that may arise.

Should the recommended motion be approved, an official cemetery committee must be appointed by Council to comply with Greenview Cemeteries Bylaw 23-941, as well as the appointment of one Greenview Councillor.

The Sturgeon Heights Community Club have indicated that they would continue to maintain and operate the Sturgeon Heights Cemetery, regardless of the outcome of their request.

There are currently 13 cemeteries listed in Greenview, as well as Indigenous community cemeteries in the Grovedale and Grande Cache areas, and on the Sturgeon Lake Indian Reserve. Greenview currently owns five cemeteries, four of which are operated by community organizations, and one is operated by Greenview.

Greenview currently provides an annual operating grant to the Sturgeon Heights Community Club for maintenance expenses of the Sturgeon Heights Cemetery in the amount of \$1,500.00 through the Grants to Organizations budget.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting the Sturgeon Heights Community Club to operate and maintain the Sturgeon Heights Cemetery and ensure compliance with legislative requirements.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is Greenview would be the owner of a sixth cemetery, and responsible for ensuring that the cemetery meets all legislative requirements, additional staffing, and operating costs.
2. The disadvantage to the recommended action is if Greenview owns the cemetery and the community group dissolves in the future, Greenview would be responsible for the operations of the cemetery.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request the Sturgeon Heights Community Club present to Committee of the Whole.

FINANCIAL IMPLICATION:

Direct Costs: \$10.00-certificate of title

Ongoing / Future Costs:

\$1,500.00-annual maintenance fees

\$20,000.00-Cemetery Survey

\$2,500.00-Miscellaneous costs

\$4,125.00-Honorariums

STAFFING IMPLICATION:

Following the recommended motion will initially impact at least three staff members (Community Services Coordinator, Agricultural Services, Asset Management).

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Sturgeon Heights Community Club and the Diocese of Athabasca of Council's decision.

Administration will present to Council for decision on the appointment of Sturgeon Heights Cemetery Committee members and one Council member if the motion is approved.

ATTACHMENT(S):

- Letter from Diocese of Athabasca
- Letter from Sturgeon Heights Community Club



The Anglican Church of Canada

Diocese of Athabasca

9720-100 Avenue
Peace River AB T8S 1J3

Office Phone: 780 624-2767
Cell Phone: 780 219-8499

email: bpath@telusplanet.net
Synod Office: dioath@telusplanet.net

From the Bishop:
The Right Reverend David Greenwood

March 27, 2024

To the Municipal District of Greenview No. 16 Council and the Sturgeon Heights Community Club

Dear Council and Club Members:

In accordance with the parish of St. Anne's Valleyview and the Diocese of Athabasca Executive Council, the Synod of the Diocese of Athabasca agrees to transfer ownership of the Sturgeon Heights Cemetery from the Diocese of Athabasca to the Municipal District of Greenview No. 16 as requested in the letter from the Sturgeon Heights Community Club (SHCC) dated October 21, 2023.

The Diocese of Athabasca is very grateful for the ongoing stewardship of this holy ground which the SHCC has performed over the past years, and trusts the SHCC will continue to maintain, with the highest integrity, the cemetery as a public resting place and place of comfort and solace for the families and loved ones of those who have gone on to meet our Lord.

With gratitude for their service;

David Greenwood, Bishop



To experience and share Christ's love in all circumstances to all people so that the family of Christ, the kingdom of God, is further established.



The Anglican Church of Canada



To experience and share Christ's love in all circumstances to all people
so that the family of Christ, the kingdom of God, is further established.



The Anglican Church of Canada

Sturgeon Heights Community Club
RR 1, Site 2, Box 21
Crooked Creek, AB
T0H 0Y0
sturgeonheightshall@outlook.com

Received January 17, 2024

October 21, 2023

Anglican Diocese of Athabasca
PO Box 6868
Peace River Alberta
T8S 1S9
dioath@telusplanet.net

Lisa Lenentine
Community Services Coordinator - Community Services
Municipal District of Greenview No. 16
4806 36 Ave. Valleyview, Alberta T0H 3N0
Lisa.Lenentine@mdgreenview.ab.ca

Re : Transfer of ownership of Sturgeon Heights Cemetery

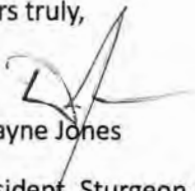
To whom it concerns,

For many decades the volunteer Sturgeon Heights Community Club (SHCC) has managed and maintained the Sturgeon Heights Cemetery on behalf of the local community. In an increasingly regulatory world, continuing to do so under the current relationship presents challenges. At the same time, ensuring that the community has such an asset is extremely important.

The Sturgeon Heights Community Club Board of Directors (BOD) supports the transfer of ownership from the Anglican Diocese of Athabasca to Municipal District of Greenview No. 16.

The reasons are varied but include greater local connections and working relationships between SHCC and the Municipal District of Greenview. The SHCC respects and appreciates the long-standing relationship it has held with the Diocese of Athabasca. The SHCC will still maintain its role in managing and maintaining the cemetery regardless of an ownership change.

Yours truly,



Dwayne Jones

President, Sturgeon Heights Community Club



REQUEST FOR DECISION

SUBJECT: Town of Valleyview Library Board Member Request
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 28, 2024 CAO: SW MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: PRESENTER: WH
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council recommend _____ to the Town of Valleyview Council for consideration as a Trustee on the Valleyview Municipal Library Board, with the term to expire upon the 2025 Greenview Organizational Meeting.

BACKGROUND/PROPOSAL:

The Town of Valleyview Council is requesting that the MD of Greenview Council recommend a Councillor to sit on the Valleyview Municipal Library Board. This request originates from a Memorandum of Understanding between the Town of Valleyview and the Town of Valleyview Library Board, where under section 10.1 states:

“As per the Libraries Act, the Library Board shall consist of not fewer than five and not more than ten trustees appointed by Town Council. Not more than two representatives of Council may be trustees on the Library Board, that is one from Town Council and one from the MD of Greenview Council.”

However, in section 10.2.1 the Memorandum of Understanding states:

“Town Council shall appoint one council member to sit as a trustee on the Library Board to represent the Town Council. The MD of Greenview No.16 may put forward one Council member to sit on the Library, but the appointment must be made by Town Council.”

Further to this, upon Greenview establishing its own Library Board under the Libraries Act, the Board is thereby given full management and control of the public libraries and public library service in Greenview’s communities. This was established through Bylaw 18-805 which only speaks to the establishment of the board, but not any further rules governing it.

Greenview does not have any formal documentation that establishes any further expectations of dealing with libraries in neighbouring communities. Until now, it had operated under the premise that Greenview’s Library Board assumed the management of its libraries and assumed the management of all arms length contracts.

However, Greenview Council remains the governing body of board appointments for both internal and external libraries that serve Greenview residents.

In this instance, given that it is a Council-to-Council request, Administration recommends that Greenview Council choose if there is a desire to recommend a Greenview Council member to the Town of Valleyview Council for its library board. Under the *Libraries Act* this is not a requirement and is described as ‘may’ recommend a member.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will have a Trustee on the Valleyview Library board to represent Greenview ratepayer interests.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The potential disadvantage to the recommended motion is that Greenview currently has ratepayer representation, and the appointment of a Council member will increase Greenview costs. At this time there is no indication that Greenview ratepayers are not being adequately represented.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not recommend a Council member as a Town of Valleyview Library Board Trustee. If this direction is preferred, Administration still recommends a motion to ensure clarity and may be worded as:

ALTERNATIVE MOTION: That Council direct Administration to write a formal response to take no action on the Town of Valleyview’s Councils request for Greenview Council to recommend a member for the Town of Valleyview Library Board in 2024.

FINANCIAL IMPLICATION:

Financial implications to the motion include increased Council expenses to attend meetings.

If Council chooses to use the alternative motion, there are no financial implications.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

There are no staffing implications to the alternative motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW-UP ACTIONS:

Administration will proceed as directed by Council.

ATTACHMENT(S):

MEMORANDUM OF UNDERSTANDING

between

The Town of Valleyview

(hereinafter referred to as 'the Town', 'Town Council' or 'Council')

and

The Town of Valleyview Library Board

(hereinafter referred to as 'the Board', or 'Library Board')

Made on this 13 day of Oct., 2020

1.0 OVERALL OBJECTIVE OF THE MEMORANDUM OF UNDERSTANDING

The Council of the Town of Valleyview and the Town of Valleyview Library Board seek to clarify and formalize the relationship between the Town and the Library Board.

This document aims to support and interpret legislation as it applies to the Library and local municipalities in context; to provide maximum benefit to ratepayers and library users.

To this end, the Council of the Town and the Library Board associate in a spirit of cooperation and open communication while preserving their individual corporate identities.

2.0 DEFINITIONS

In this Memorandum of Understanding:

- 2.1 'Library Board' or 'Board' refers to the Library Board of Trustees of the Town of Valleyview Library Board appointed by the Town Council.
- 2.2 'Council' refers to the Mayor and Councillors of the Town of Valleyview.
- 2.3 'Trustee' refers to individuals appointed by Town Council to sit on the Library Board. Trustees may also be referred to as 'Board members.'
- 2.4 'Town' refers to the administrative system in place in the Town of Valleyview which manages the provisions of services to the citizens of Valleyview.
- 2.5 'MD' refers to the administrative system in place in the MD of Greenview No. 16 which manages the provisions of services to the citizens of the MD of Greenview No. 16.
- 2.6 'Library' refers to the Valleyview Municipal Library.
- 2.7 'Community' refers to the population potentially served by the Valleyview Municipal Library residing in the geographical region of the Town of Valleyview and in the MD of Greenview around the Town of Valleyview.
- 2.8 'CAO' refers to the Chief Administrative Officer of the Town of Valleyview or their designate.
- 2.9 'Taxpayer' or 'ratepayer' refers to individuals or businesses who/which contribute property tax monies to the Town of Valleyview.

- 2.10 'Library patron' or 'library user' refers to individuals or groups who access the Library or library services.
- 2.11 'Annual operating grant' or 'annual appropriation' refers to the tax-generated revenue provided by Council to the Board for the purposes of supplying library services and programs to the community.
- 2.12 'Community service' refers to programs of assistance or benefit aimed at the community and funded primarily from tax-generated revenue.
- 2.13 'Library Reserve' means surplus income or those monies annually budgeted by the Board for future use determined by the Board.

3.0 LEGISLATIVE FRAMEWORK

- 3.1 *Municipal Bylaw #21-70* of the Town of Valleyview, dated October 5, 1970 established the Town of Valleyview Library Board as a corporation in its own right as defined in the *Libraries Act, Section 3, Subsection 4*.
- 3.2 Having been established under the aforementioned bylaw, the Library Board is subsequently bound by the *Libraries Act*.
- 3.3 Town Council shall appoint Board Trustees pursuant to the *Libraries Act*. MD of Greenview Council may put forward names of candidates to sit on the Library Board. These candidates must then be appointed by the Town Council as per the *Libraries Act*.
- 3.4 The Library Board is a governing board and has the mandate to manage, regulate and control library operations in order to provide library services to the community, subject to terms and conditions imposed by the enabling legislation:

"The municipal board, subject to any enactment that limits its authority, has full management and control of the municipal library and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the municipality and may co-operate with other boards and libraries in the provision of those services." (*Libraries Act, Section 7*)
- 3.5 The Library Board annually determines resources required to operate the Library and requests an annual appropriation from Town Council and in accordance with the *Libraries Act*.

Memorandum of Understanding

October 2020

- 3.6 Town Council, through its enactment of *Bylaw #21-70*, deems it expedient to provide library service in the community, and therefore annually provides library funding from municipal tax-generated revenue.
- 3.7 The Province of Alberta grants library funding dependent upon the Board's adherence to the *Libraries Act* in accordance with provincial regulations.

4.0 OTHER BASIC PREMISES

- 4.1 The Library is a community service which provides library services and programs to the taxpayers / ratepayers and library patrons. It is to the mutual benefit of the Town of Valleyview and the Library Board to work cooperatively to maximize the use of available resources.
- 4.2 The Town Council and the Library Board intend to deliver the most effective library service possible, while recognizing the dependence of quality service upon financial, physical and human resources.

As such, the Town provides the 10-year lease of the building at 4804 50th Avenue for the amount of \$1 per annum. This lease will be automatically renewed at the end of its term unless otherwise decided by the Town and the Library Board.

- 4.3 The Town Council and the Library Board each have schedules and priorities. Every effort will be made by both organizations to accommodate these in order to provide the highest level of services possible to our community through flexibility and cooperation.

5.0 COMMUNICATION

5.1 Political Communications

The formal communication link shall be between the Mayor and Library Board Chair. An informal link occurs between trustees and councillors.

A special link exists with the library trustees who are also council members, as these individuals are expected to report to Council on Library matters and to the Library Board on Council matters which affect library operations.

5.2 Service Communications

Requests from the general public directed to the Town regarding the Library shall be channeled directly to the Library. Similarly, the Library will direct questions pertaining to Town operations to the Town.

5.3 Administrative Communications

Administrative communications will be between the Town CAO (or designate) and the Library Manager. Communication may be delegated to designated employees in either organization when situations warrant.

In order to facilitate communication, the Library Manager (or designate) may be invited to attend meetings with Town personnel. Similarly, the CAO (or designate) may be invited to attend Library Board meetings and / or meetings with Library personnel.

Library issues requiring Council consideration at a regular meeting of Council may be conveyed to the CAO, who will arrange for their addition to Council agenda.

The Library Board may make representation directly to Council as a duly constituted delegation. The CAO routinely communicates results of Council deliberations on library matters to the Library Manager.

Similarly, issues requiring Library Board consideration at a regular meeting of the Board may be conveyed to the Library Manager, who will arrange for their addition to the Board agenda. Results of Library Board deliberations will be communicated by the Library Manager to the CAO for distribution as required.

6.0 FINANCE

6.1 Budget Process

The Library Board and Library Manager prepare the Library's annual budget in accordance with the process established by Town Council in order to facilitate Council's budget deliberations. (*Libraries Act*, Section 8). The CAO shall keep the Library Manager apprised of developments in the budget process.

As per the *Libraries Act*, the Library Board will annually request from Town Council an appropriation of funds for the purpose of supplying library services and programs to the community. The Library Board shall provide an operational budget to the Town by October 15th each year.

The Library Board determines the amount of the appropriation request according to the perceived needs of the community, the considered level of service to meet these needs, and the type and quantity of resources required to achieve the desired level of service.

The Library Board's appropriation request from the Town includes both operating and capital items, as defined by Board policy. Should the proposal for capital assistance be sufficiently large, in the opinion of the Board, to warrant separate consideration by Town, the Board may request capital funding in the form of a special grant.

6.2 Annual Appropriation from the Town

In response to the Library Board's request, Town Council will provide an annual appropriation to the Library Board intended to maximize benefit to taxpayers and library patrons.

The Council and Board agree to work together to achieve maximum levels of funding from supplementary sources.

The Library Board has the sole authority to allocate use of the annual appropriation funds in accordance with the *Libraries Act*.

6.3 Tendering and Purchasing

The Library Board governs the tendering and purchasing of goods and services for the Library.

6.4 Budget Surplus / Deficit

At year end, in the event of a surplus, the surplus amount shall be deposited into a Capital, Operational or Special Projects Reserve account as designated by the Library Board.

In the event of a deficit, the Board will allocate funds from the Operational Reserve fund to cover the deficit or re-allocate funds from other reserves as necessary. The Board and Council may jointly negotiate a different resolution.

6.5 Library Reserves

The Board shall maintain a Library Reserve fund to be allocated according to Board policies, and shall, through the budget process, identify expenditures from the Reserve fund.

6.6 Annual Financial Reporting

In accordance with legislation and Board policy, the Library will ensure that a Review Engagement is completed on the Library's accounts.

6.7 Financial Records

Financial records shall be retained and stored in accordance with Board policy for records management.

7.0 PERSONNEL

7.1 Employment

All individuals employed to work in the Library are employees of the Library Board and function under the Board's Personnel Policy.

The Library Board alone is responsible for the employment (including hiring, supervising, evaluation, and termination) of the Library Manager.

The Library Manager is responsible for employment functions for all other Library employees.

7.2 Salaries, Wages and Benefits

The Library Board is responsible for all salaries, wages, benefits, payroll services and bookkeeping.

The Library Board determines salaries, wages and benefits paid to Library employees.

8.0 FACILITIES

8.1 Library Facility

The Town shall provide the Library Board with a facility for the provision of library services and programs to the community.

The Library Board may make requests to the Town administration if it is felt that the facility is not adequate for their needs.

Biannual inspections of the facility will be completed by Town personnel.

'Adequacy' of the facility includes, but is not limited to, type of facility, location, access, physical dimensions, safety standards, maintenance, amenities and other quality features.

8.2 Rent

The Library agrees to pay rent in the amount of ONE DOLLAR (\$1.00) per annum, payable on the 1st day of January of each calendar year. The Town leases the Library facility to the Library Board on a TEN (10) year lease.

8.3 Security

The Library Board, through the Library Manager shall be responsible for basic security of the Library facility.

8.4 Maintenance and Capital Replacement

The Town shall be responsible for:

8.4.1 Capital replacement costs and maintenance relating to exterior walls, doors, windows, roof, foundation, and sidewalks related to the long-term operation and maintenance of the facility.

8.4.2 Development and maintenance of all landscaping and parking areas related to the library facility.

The Library Board shall be responsible for:

8.4.3 Payment of utility costs including water, sewer, garbage collection and disposal, gas, power, telephone / internet and snow removal. Snow removal will be completed by the Town's Public Works Department on an as needed basis at an hourly charge-out rate of \$175.00 per hour for operator and equipment. The Town will invoice the Library Board on a monthly basis for all snow removal hours incurred for that month.

8.4.4 All of the day to day maintenance and repair of operating the facility (library and gallery) to a level of good and substantial repair.

8.4.5 Maintaining the interior aspects of the library and gallery facility including interior partitions, interior doors, fixtures, furnishings, equipment, and be responsible for minor repairs or maintenance to HVAC (i.e. annual furnace maintenance); this will exclude structural or mechanical repairs assigned to the Town in Section 8.4.1.

8.4.6 Informing the Town when issues arise that could harm the value of the property.

8.5 Janitorial Services

The Library Board shall be responsible for providing janitorial services to the Library and Gallery premises.

8.6 Insurance

The Town shall provide property and liability insurance on the Library facility as well as the Gallery contents insurance (travelling exhibits). The Board shall provide for contents and liability insurance on Library furnishings, capital equipment and other contents of which the Board has retained ownership.

8.7 Alterations

The Library shall not erect any permanent partitions or make any alterations to the leased library premises without the prior written consent on the Town.

9.0 LIBRARY SERVICES

The Library Board shall operate and maintain the Library and provide library services in conjunction with Peace Library System.

The Library Board shall provide equal access to residents of the Town of Valleyview and MD of Greenview No. 16.

10.0 APPOINTMENT OF LIBRARY TRUSTEES

10.1 As per the *Libraries Act*, the Library Board shall consist of not fewer than five and not more than 10 trustees appointed by Town Council. Not more than two representatives of Council may be trustees on the Library Board, that is one from Town Council and one from the MD of Greenview Council.

As per mutual understanding between the Town of Valleyview and MD of Greenview No. 16, the Library Board should, to the best of their ability, have a balanced number of individuals representing the Town and the MD communities.

When Board vacancies exist, trustees should be appointed on an individual basis based on the knowledge or skills they bring to the Board. Individuals shall not be

Memorandum of Understanding

October 2020

excluded from appointment to the Board based solely upon balance of trustees from Town versus MD while vacancies exist.

For example, the Board may consist of:

- a) One representative of the Town of Valleyview Council
- b) One representative of MD of Greenview Council
- c) Trustees (from three to eight trustees). Must be a resident of the Town of Valleyview or MD of Greenview No. 16. Employees of the Town of Valleyview, MD of Greenview No. 16, or Valleyview Municipal Library are not eligible to be appointed to the Board.

10.2 Process to Appoint Library Trustees

Appointment of Municipal Council representatives shall consist of:

- 10.2.1 Town Council shall appoint one council member to sit as a trustee on the Library Board to represent the Town Council. The MD of Greenview No. 16 may put forward one MD Council member to sit on the Library, but the appointment must be made by the Town Council.
- 10.2.2 Library Trustees who are also Council representatives shall be appointed to the Library Board for one year at Council's annual organizational meeting.
- 10.2.3 The remainder of Library trustee positions shall be appointed as vacancies arise, for a term of up to three years as per *Libraries Act*.
- 10.2.4 Trustees are eligible to be reappointed to the Library Board for two additional consecutive terms of office, after which, a 2/3 majority of Town Council must pass a resolution to reappoint for more than three consecutive terms.
- 10.2.5 When a vacancy exists on the Library Board, the Board will advertise to fill the position(s) as soon as possible.
- 10.2.6 Individuals interested in becoming library trustees shall write an application letter to the Library Board outlining their qualifications or skills that will be of benefit to the Library Board. The Library Board will forward recommendations to the Town of Valleyview regarding appointment of trustees. The MD of Greenview may submit trustee applications to Town Council for appointment to the Library Board.

10.2.7 Once approved by Town Council, appointments to the Library Board will be communicated in writing to the Library Board.

11.0 OTHER AREAS OF AGREEMENT

The Library Board and Town and MD Councils shall work collaboratively on issues and opportunities related to Town / MD and Library services for local and area residents including:

11.1 Advertising, Public Relations and Promotions

As per Library Board policy, the Library Board recognizes that the effectiveness of the Library in its role as a community service may be amplified in association with other community services. Therefore, the Board may choose to participate in joint advertising, public relations and promotional efforts.

11.2 Special Committees and Events

In consultation between Town and Library personnel, Library staff may be invited to participate in Town functions, special committees, training sessions, safety training, etc. Where costs are incurred, the Board and Town Council, through their administrative staff, will negotiate the allocation of expenditures.

12.0 AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING

The Memorandum of Understanding may be reviewed at the request of the Library Board or Town Council.

Either of the parties may notify the other parties in writing of proposed amendments prior to the review. This Agreement shall remain in effect unless a review deems amendment appropriate.

Either of the parties may cancel the Agreement with 90 days written notice.

Memorandum of Understanding

October 2020

13.0 ADMINISTRATION OF THE MEMORANDUM OF UNDERSTANDING

It shall be the responsibility of the Library Manager and the Town CAO to provide communication relevant to the provisions of this Agreement to the Library Board and Town Council respectively.

14.0 INDEMNIFICATION

The Library Board shall indemnify and hold harmless the Town of Valleyview, its employees and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of the Library Board, its employees, or agents in the performance of this Agreement. Such indemnification shall survive termination of this Agreement.

The Town of Valleyview shall indemnify and hold harmless the Library Board, Trustees, its employees and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of the Town of Valleyview, its employees, or agents in the performance of this Agreement. Such indemnification shall survive termination of this Agreement.

In witness whereof, the parties have hereunto executed this Memorandum of Understanding on the 13 day of Oct, 2020.



Library Board Chair
Signature

Adam Norris

Print name



Witness
Signature

Shari Taylor

Print name



Town of Valleyview CAO
Signature

BEN BELLINQUETTE

Print name



Town of Valleyview Mayor
Signature

VERS LYMBURNER

Print name



Town of Valleyview
P.O. Box 270
Valleyview, AB
T0H 3N0

February 28, 2024

Reeve & Council
Municipal District of Greenview
P.O. Box 1079
Valleyview, AB
T0H 3N0

Subject: Valleyview Municipal Library -
Greenview Council Member Recommendation for Library Board


Dear Reeve and Council,

The Town of Valleyview (Town) recently received and reviewed numerous applications from MD of Greenview and Town of Valleyview residents for their interest in becoming library board trustee members for the Valleyview Municipal Library Board. On February 26, 2024, Town Council selected four library board trustees to fill vacancies from lapsed library board members.

On behalf of Town Council, we are requesting a recommendation from MD of Greenview Council for a member of the MD of Greenview to fill the vacancy on the Valleyview Library Board.

Any questions, please do not hesitate to contact me.

Sincerely,



Vern Lymburner, Mayor
Town of Valleyview



4909-50th Street,
Box 270, Valleyview, AB T0H 3N0
T: (780)524-5150
www.valleyview.ca



REQUEST FOR DECISION

SUBJECT:	Joint Fire Training Centre	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO:	MANAGER: WB
MEETING DATE:	May 28, 2024	DIR: MH	PRESENTER: WB
DEPARTMENT:	PROTECTIVE SERVICES	LEG: SS	
STRATEGIC PLAN:	Culture, Social & Emergency Services		

RELEVANT LEGISLATION:

Provincial (cite) – Occupational health and safety (OHS) guide for firefighting

Council Bylaw/Policy (cite) – Policy No: 3010, Fire Department Levels of Service.

RECOMMENDED ACTION:

MOTION: That Council direct Administration to provide an additional \$62,500.00 to complete the development and construction of a joint use Class B fire training facility, located at 60051 Highway 668, County of Grande Prairie, with funding to come from the Unrestricted Reserve.

BACKGROUND/PROPOSAL:

Administration has received a request from the County of Grande Prairie for an additional \$62,500.00 to complete the development and construction of a joint use Class B Fire Training Facility in the County of Grande Prairie.

Greenview awarded the County of Grande Prairie \$250,000.00 and entered into an agreement in 2021 to assist with the development and construction of the joint use Class B Fire Training Facility, as per the motion passed during the March 9, 2021 Council meeting:

MOTION: 21.03.116 Moved by: COUNCILLOR ROXIE CHAPMAN

That Council direct Administration to enter Greenview into an agreement with the County of Grande Prairie for the development of a Class B fire training facility, located at 60051 Highway 668, County of Grande Prairie, totalling \$250,000 with funds to come from the Municipal Stimulus Funding Grant Program.

CARRIED

The initial cost for the fire training facility was estimated to be \$1.4 million, however due to inflation the estimated project has risen to \$1.8 million. Due to this \$400,000.00 increase, the County of Grande Prairie requested that the MD of Greenview and the City of Grande Prairie provide an additional \$62,500.00 each, with the County of Grande Prairie covering the remaining \$275,000.00, thereby equaling the \$400,000.00 estimated shortfall.

The funding Greenview provided in 2021 came from the Municipal Stimulus Funding Grant Program and due to the unexpected request, Greenview has not budgeted for the additional funding request for this project. Administration recommends that the additional funding come out of the Unrestricted Reserve.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is it will provide a state-of-the-art training facility for Greenview Fire-Rescue Services.
2. The benefit of Council accepting the recommended motion is it will enable the project to be completed.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that the requested amount was not allocated in the 2024 budget.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative choose a different amount however, Administration does not recommend this action as the facility is available for Greenview to use free of charge in alignment with the agreement.

FINANCIAL IMPLICATION:

Direct Costs: \$62,500.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will inform the County of Grande Prairie of Council's decision.

ATTACHMENT(S): N/A



REQUEST FOR DECISION

SUBJECT: **Reallocation Request - MD of Greenview Library Board**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 28, 2024 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: MH
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – *Libraries Act Section 8*

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the reallocation of \$35,175.00 from the MD of Greenview Library Board's 2024 Operational Budget for a capital purchase of shelving units for the DeBolt Public Library.

BACKGROUND/PROPOSAL:

The MD of Greenview Library Board is requesting a reallocation of \$33,500.00 + GST, from the MD of Greenview Library Board 2024 operational budget for a capital purchase of shelving units for the DeBolt Public Library.

The Municipal Library Board was established in 2018 by Bylaw 18-805 in accordance with the *Libraries Act*. The Libraries Act enables the establishment of public library boards to provide municipal and regional library service. The Act sets out the powers and duties of these boards and gives them full management and control of public library services.

Administration received email correspondence on April 29, 2024, regarding the following motion that was made by the MD of Greenview Library Board when they met on April 13, 2024.

MOTION 24.04.065 Moved by: Josefina Stoness

MD of Greenview Library Board write to the MD of Greenview Council and Administration to request the reallocation of \$33,500.00 + GST from the MD of Greenview Library Board's Operational Budget to Capital Purchase for the shelving Units for the DeBolt Public Library. **CARRIED**

Administration recommends Council approve the reallocation request of up to \$33,500.00 plus GST from the MD of Greenview Library Board 2024 operating grant to a 2024 Capital Purchase for shelving units for the DeBolt Public Library.

Greenview awarded the MD of Greenview Library Board \$577,000.00 as approved in the 2024 budget.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting the MD of Greenview Library Board with upgrades to the DeBolt Public Library, a benefit to all members.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that the Organization could request additional operating funds for 2024.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request additional information or request MD of Greenview Library Board present at a Committee of the Whole meeting.

Alternative #2: Council has the alternative to provide a capital grant to MD of Greenview Library Board for 2024.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion as the operational funding has already been allocated to the organization.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise MD of Greenview Library Board of Council's decision.

ATTACHMENT(S):

- MD of Greenview Library Board Email Correspondence



Municipal District of Greenview No. 16

NAME: Winston Delorme
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
18-Apr	10:00	12:00	M	Community Futures							275.00		
13-May	16:00	19:00	M	Travel to GP	200						275.00		
14-May	7:00	21:00	M	Council Meeting /Travel to GC	500						536.00		
15-May	9:00	12:00	M	MPC/PRC							275.00		
20-May	16:00	19:00	M	Travel to GP	200						275.00		
21-May	7:00	18:00	M	COTW	300						469.00		
22-May	8:00	11:00	M	Travel to GP							275.00		
NOTES:				KILOMETER CLAIM			TOTAL				2380.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.70 per km		1200	840.00	NET CLAIM			2380.00		
				\$0.17 per km		1200	204.00						
				SUBTOTAL			1044.00	TOTAL CLAIM		3424.00			
				LESS G.S.T.				LESS ADVANCES					
				TOTAL				1044	AMOUNT DUE (OWING)		\$3,424.00		

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Sally Rosson
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE 2024	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
6-May	7:00	19:00	M	Mental Health Summit - GP	216						469.00
7-May	7:00	19:30	M	Mental Health Summit/Friends SL Zoom	216						536.00
9-May	8:30	16:00	M	CCEC Workshop - Slave Lake	210						324.00
10-May	8:30	15:30	M	CCEC Workshop - Slave Lake	210						324.00
13-May	19:00	20:30	M	Wapiti Rec Trail Mgmt - Zoom							275.00
14-May	8:30	20:30	M	RCM / Friends of SL Open House	120						469.00
NOTES:				KILOMETER CLAIM			TOTAL				2397.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.70 per km	972	680.40	NET CLAIM				2397.00
				\$0.17 per km	972	165.24					
				SUBTOTAL		845.64	TOTAL CLAIM				3242.64
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		845.64	AMOUNT DUE (OWING)				\$3,242.64

Sally Ann Rosson
 Claimant

May 17, 2024
 Date

 Approved

 Date



Municipal District of Greenview No. 16

NAME: Tom Burton
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
May 10 2024	11:40	17:00	M	River of Death & Discovery Dinosaur Museum Governance	156						324.00		
May 11 2024	8:30	12:45	M	MD of Greenview Library Board	188						324.00		
May 13 2024	12:30	17:00	M	Greenview Poverty Sim	120						324.00		
May 14 2024	7:45	17:30	M	Council	120						469.00		
May 15 2024	7:30	12:15	M	Municipal Planning Commission & Policy Review Committee	120						324.00		
May 16 2024	15:45	21:00	M	River of Death & Discovery Dinosaur Museum Society	156						324.00		
May 17 2024	7:15	11:45	M	Grande Spirit Foundation Finance Committee	120						324.00		
	8:45												
NOTES:				KILOMETER CLAIM			TOTAL				2413.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.64 per km		980	627.20	NET CLAIM			2413.00		
				\$0.26 per km		980	254.80						
				SUBTOTAL			882.00	TOTAL CLAIM		3295.00			
				LESS G.S.T.				LESS ADVANCES					
				TOTAL				882	AMOUNT DUE (OWING)		\$3,295.00		

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Jennifer Scott
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM	
						B	L	D	AMOUNT			
7-May	18:00	19:00	M	Friends of Sturgeon Lake Society							275.00	
14-May	8:00	21:00	M	Regular Council Meeint	76						536.00	
14-May			M	Friends of Sturgeon Lake Society	50							
15-May	8:00	12:30	M	MPC, PRC	76						324.00	
NOTES:				KILOMETER CLAIM			TOTAL				1135.00	
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.70 per km	202	141.40	NET CLAIM				1135.00	
				\$0.17 per km	202	34.34						
				SUBTOTAL			175.74	TOTAL CLAIM				1310.74
				LESS G.S.T.				LESS ADVANCES				
				TOTAL			175.74	AMOUNT DUE (OWING)				\$1,310.74

_____ 160 _____
 Claimant Date Approved Date

