



MUNICIPAL DISTRICT OF GREENVIEW NO. 16
REGULAR COUNCIL
MEETING AGENDA

Tuesday, January 14, 2025, 9:00 a.m.
Greenview Administration Building
Valleyview, AB

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MUNICIPAL DISTRICT OF GREENVIEW NO. 16

REGULAR COUNCIL MEETING

MINUTES

December 10, 2024, 9:00 a.m.
Greenview Administration Building
Valleyview, AB

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

Absent: Ward 8, Deputy Reeve Bill Smith

Staff: Chief Administrative Officer, Stacey Wabick
Director, Infrastructure and Engineering Roger Autio
Director, Community Services Michelle Honeyman
Director, Corporate Services Ed Kaemingh
Manager, Communications and Marketing Stacey Sevilla
Manager, Legislative and Administrative Services Sarah Sebo
Recording Secretary, Wendy Unger

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION: 24.12.615

Moved by: Councillor Ryan Ratzlaff

That Council adopt the Agenda of the December 10, 2024, Regular Council Meeting as amended.

- 7.0 GIG Committee

- Addition of 9.1 Advice from Officials (levels of service discussion)

- Addition of 9.2 Disclosure Harmful to Business Interests of Third Party

- 9.3 Disclosure Harmful to Business Interests of Third Party

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

3. ADOPTION OF MINUTES

MOTION: 24.12.616

Moved by: Councillor Tom Burton

That Council adopt the minutes of the November 26, 2024, Regular Council Meeting as presented.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

6. BYLAWS

6.1 Bylaw 24-981 Borrowing 2025

MOTION: 24.12.617

Moved by: Councillor Jennifer Scott

That Council give third reading to Bylaw 24-981 Borrowing 2025, as presented.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

6.2 Bylaw 24-983 Elections Bylaw

MOTION: 24.12.618

Moved by: Councillor Sally Rosson

That Council give second reading to Bylaw 24-983 “Municipal Elections”, as amended.

- vulnerable sector checks will be added

- newspaper advertising will be removed

For (9): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Against (1): Councillor Tom Burton

Absent (1): Deputy Reeve Bill Smith

CARRIED (9 to 1)

7. BUSINESS

7.1 2025 Budget Adoption

MOTION: 24.12.619

Moved by: Councillor Tom Burton

That Council adopt the 2026 - 2027 Operating Financial Plan and approve the 2025 Interim Operating Budget, establishing total revenues of \$219,356,094 and expenditures of \$219,356,094.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

MOTION: 24.12.620

Moved by: Councillor Ryan Ratzlaff

That Council adopt the 2026 – 2029 Capital Plan and approve the 2025 Capital Budget, establishing total expenditures of \$69,986,267 to be funded as outlined in Attachment 4: 2025 Capital Budget – Funding Plan.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

7.2 Waive Penalties Main Street Lofts

MOTION: 24.12.621

Moved by: Councillor Winston Delorme

That Council take no action on the request to waive penalties in the amount of \$380,983.77 on tax rolls 520001, 520002, 520003, 520005, 520006, 520008, 520009 and 520010 in the Main Street Lofts in the hamlet of Grande Cache.

For (9): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Against (1): Councillor Dale Smith

Absent (1): Deputy Reeve Bill Smith

CARRIED (9 to 1)

MOTION: 24.12.622

Moved by: Councillor Winston Delorme

That the meeting go to Closed Session at 9:44 a.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to Closed Session.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

MOTION: 24.12.623

Moved by: Councillor Ryan Ratzlaff

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 9:59 a.m.

For (9): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Against (1): Councillor Dale Smith

Absent (1): Deputy Reeve Bill Smith

CARRIED (9 to 1)

7.3 NPS Industrial Power Corp. Penalty Waiver Request

Reve Olsen recessed the meeting at 10:00 a.m.

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

MOTION: 24.12.624

Moved by: Councillor Sally Rosson

That Council take no action on the request to waive penalties in the amount of \$4,973.78 on tax rolls 319101, 319435, and 320994.

For (9): Reeve Tyler Olsen, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (2): Deputy Reeve Bill Smith, and Councillor Winston Delorme

CARRIED (9 to 0)

7.4 Infrastructure Construction Requests

MOTION: 24.12.625

Moved by: Councillor Ryan Ratzlaff

That Council accept Administration’s report on increasing ratepayer requests to upgrade sections of dead-end-roads with the construction of proper cul-de-sacs, for information.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

MOTION: 24.12.626

Moved by: Councillor Ryan Ratzlaff

That Council direct Administration to develop a new/revised policy that will assist in addressing all construction requests for existing roadways, and bring the same to the Policy Review Committee for review and discussion.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

7.5 Structures within Non-licensed Undeveloped Road Allowance

MOTION: 24.12.627

Moved by: Councillor Christine Schlief

That Council accepts Administration’s report regarding structures within non-licensed undeveloped road allowances, for information.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

MOTION: 24.12.628

Moved by: Councillor Sally Rosson

That Council direct Administration to update all applicable policies, to accommodate the licensing and accessing of structures when the ratepayer does not own both sides of the undeveloped road allowance and bring the same to the Policy Review Committee for review and discussion.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

7.6 Policy 4010 Road Access Approaches

MOTION: 24.12.629

Moved by: Councillor Winston Delorme

That Council approve Policy 4010 “Road Access Approaches” as presented.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

7.7 Grant Request – Alberta Conservation Association

MOTION: 24.12.630

Moved by: Councillor Sally Rosson

That Council approve an operating grant in the amount of \$5,000.00 to the Alberta Conservation Association, with funds to come from the 2024 Community Services Grants Budget.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

7.8 Sponsorship Request – 2025 Peace Country Beef Congress

MOTION: 24.12.631

Moved by: Councillor Dale Smith

That Council approve a sponsorship of \$5,000.00 to the Peace Country Beef Congress to host the annual congress on January 10-11, 2025 in Grande Prairie, Alberta, with funds to come from the 2024 Community Services Sponsorships & Donations budget.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

7.9 Sponsorship Request - Ridgevalley School Winter Family Fun Night

MOTION: 24.12.632

Moved by: Councillor Jennifer Scott

That Council approve a sponsorship in the amount of \$2,500.00 to the Ridgevalley School in support of their Winter Family Fun Night on December 18, 2024, with funds to come from the 2024 Community Services Sponsorships & Donations budget.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

7.10 Greenview Industrial Gateway Committee

MOTION: 24.12.633

Moved by: Councillor Marko Hackenberg

That Council direct Administration to bring back a repeal bylaw for Bylaw 21-886 Greenview Industrial Gateway Committee, for the dissolution of the Greenview Industrial Gateway Committee.

For (8): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Jennifer Scott, Councillor Marko Hackenberg, and Councillor Christine Schlieff

Against (2): Councillor Tom Burton, and Councillor Dave Berry

Absent (1): Deputy Reeve Bill Smith

CARRIED (8 to 2)

8. NOTICE OF MOTIONS

Councillor Ryan Ratzlaff:

That Council direct Administration to draft a resolution to be presented at the 2025 FMC conference regarding for the purpose of changing the laws regarding the sale of uninspected meat and dairy products in an effort to establish less stringent criteria for eligibility of sale.

9. CLOSED SESSION

Recessed 12:07 p.m.

Reconvene 12:45 p.m.

MOTION: 24.12.634

Moved by: Councillor Tom Burton

That the meeting go to Closed Session at 11:37 a.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and

Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to Closed Session.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

MOTION: 24.12.635

Moved by: Councillor Tom Burton

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 12:07 p.m.

For (9): Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (2): Reeve Tyler Olsen, and Deputy Reeve Bill Smith

CARRIED (9 to 0)

MOTION: 24.12.636

Moved by: Councillor Sally Rosson

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

For (7): Reeve Tyler Olsen, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (4): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Tom Burton, and Councillor Jennifer Scott

CARRIED (7 to 0)

MOTION: 24.12.637

Moved by: Councillor Christine Schlief

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 2:36 p.m.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

10. MEMBERS REPORTS/EXPENSE CLAIMS

MOTION: 24.12.638

Moved by: Councillor Tom Burton

That Council accept Members Business for information as presented.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlief

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

10.1 Ward 1

- November 26, 2024, Regular Council Meeting
- Evergreen Foundation Org Meeting and Orientation

10.2 Ward 2

- November 26, 2024, Regular Council Meeting
- Peace Region Economic Development Alliance
- Fox Creek CEC Meeting
- Fox Creek Synergy
- December 5, 2024 Greenview U Speaker

10.3 Ward 3

- November 26, 2024, Regular Council Meeting
- December 5, 2024, Greenview U Speaker
- Southvalley Christmas Party

10.4 Ward 4

- November 26, 2024, Regular Council Meeting
- Ag. Services Board Meeting
- Golden Triangle Meeting
- Rural Crime Watch Meeting

10.5 Ward 5

- November 26, 2024, Regular Council Meeting
- Greenview Christmas Party
- December 5, 2024, Greenview U Speaker
- Southvalley Christmas Party
- Heart River Housing Meeting
- Red Willow Lodge Christmas Party

10.6 Ward 6

- November 26, 2024, Regular Council Meeting
- Grande Spirit Foundation "Smiths Land" engagement
- Peace Library System and Org Meeting
- AB Treasury Branch Event
- December 5, 2024, Greenview U Speaker
- Greenview Christmas Party

10.7 Ward 7

- November 26, 2024, Regular Council Meeting
- Crooked Creek Recreation Board meeting

10.8 Ward 8 Deputy Reeve Smith

10.8.1 Ward 8 Councillor Schlieff

- November 26, 2024, Regular Council Meeting
- Interfaith Breakfast
- Community Futures Strat Plan
- Community Futures Regular Meeting
- South Peace Regional Archives meeting
- Greenview Christmas Party
- Pace meeting
- December 5, 2024, Greenview U Speaker
- Penson School grade 6 visit

10.9 Ward 9 Reeve Olsen

- November 26, 2024, Regular Council Meeting
- Alberta Counsel Opposition Event
- Greenview Christmas Party
- December 5, 2024, Greenview U Speaker
- Community Futures Loan committee meeting
- Grande Cache Recreation Board meeting

10.9.1 Ward 9 Councillor Hackenberg

- November 26, 2024, Regular Council Meeting
- Rocky the Ram Light Up
- Greenview Christmas Party
- GC Medical Clinic Meeting

11. ADJOURNMENT

MOTION: 24.12.639

Moved by: Councillor Winston Delorme

That Council adjourn this Regular Council Meeting at 3:17 p.m.

For (10): Reeve Tyler Olsen, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Deputy Reeve Bill Smith

CARRIED (10 to 0)

Chief Administrative Officer

Chair



REQUEST FOR DECISION

SUBJECT: Delegation - Maskwa Medical Centre
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: January 14, 2025 CAO: MH MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER:
STRATEGIC PLAN: Culture, Social & Emergency Services LEG:

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –Bylaw 24-967, Maskwa Medical Center (Canada) Inc. Loan Authorization

RECOMMENDED ACTION:

MOTION: That Council accept the Maskwa Medical Centre project update from the Maskwa Medical Centre (Canada) Inc. for information, as presented.

BACKGROUND/PROPOSAL:

A representative from Maskwa Medical Center (Canada) Inc. will present a project update and request that approved loan funds be released to cover the costs of long-term delivery items needed for construction, ensuring the project's timeline in 2025.

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.

Greenview has supported the Maskwa Medical Center (Canada) Inc. with this project in the following ways:

Year	Support Provided	Description
2021	\$25,000 grant Letter of support	Cost-benefit analysis business plan submission
2023	\$500,000 grant	Assist with the design and engineering
2024	\$3.5 million-dollar, interest-free loan (By-Law 24-967)	To move this project ahead to meet the 2026 deadlines as set out in the agreement with the UofA and Northwest Polytechnic and align with public announcements.

In September 2024, Maskwa Medical Center (Canada) Inc. requested that Greenview hold onto the funds until they had everything in place to begin construction; therefore, the first loan payment has not yet been released.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is they will be updated on the Maskwa Medical Center project.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to request additional information regarding the Maskwa Medical Center project.

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 work with Maskwa Medical Center (Canada) Inc. to release loan funds in alignment with the agreement.

ATTACHMENT(S):

- Bylaw 24-967, Maskwa Medical Center (Canada) Inc. Loan Authorization
- AG43-24, Maskwa Medical Center (Canada) Inc. Loan Agreement



REQUEST FOR DECISION

SUBJECT:	Bylaw 24-983 Municipal Elections	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	A.CAO:	MANAGER:
MEETING DATE:	January 14, 2025	DIR: EK	PRESENTER: SS
DEPARTMENT:	CORPORATE SERVICES	LEG: SS	
STRATEGIC PLAN:	Governance		

RELEVANT LEGISLATION:

Provincial (cite) – *Local Authorities Election Act* R.S.A c L-21

Council Bylaw/Policy (cite) – Bylaw 20-862 “Municipal Elections”

RECOMMENDED ACTION:

MOTION: That Council give third reading to Bylaw 24-983 “Municipal Elections”, as presented.

BACKGROUND/PROPOSAL:

Election bylaws are not mandated by the *Local Authorities Election Act* or the *Municipal Government Act* but are encouraged as they allow specific election matters—such as voting hours and locations—to be authorized by Council.

Since its adoption in 2020, the Election Bylaw has not undergone a comprehensive review. In preparing for the 2025 municipal election, Administration identified the need for amendments to reflect updates to the *Local Authorities Election Act* through Bill 20, which received proclamation at the end of October 2024.

Municipalities are now required to implement a permanent electors register of residents who are eligible, or may become eligible, to vote in municipal elections. Municipalities are also required to enter into an information sharing agreement with the Chief Electoral Officer of Alberta, which will allow municipalities and Elections Alberta to keep municipal permanent electors registers and the provincial register of electors up to date. Prior to the changes to the *Local Authorities Election Act* introduced by Bill 20, implementing a permanent electors register and entering into an information sharing agreement with the Chief Electoral Officer of Alberta were optional for municipalities.

Under the *Local Authorities Election Act*, a permanent electors register may only be used by election workers for the purpose of conducting a municipal election and cannot be shared with candidates, scrutineers, or the public.

Bill 20 has removed limitations on who may apply for a special ballot. Previously, only those with a physical disability, absence from the municipality or an individual working the election were eligible for special ballots. If a municipality chooses to offer special ballots, they must be available to all electors who are unable to vote during an advance vote or on election day for any reason. Greenview has not offered special ballots in previous years.

Bill 20 optional amendment to consider:

Criminal Record Checks

Although they are not required like permanent electors registers and special ballots, the *Local Authorities Election Act* has been amended by Bill 20 to allow municipalities to require candidates to provide a criminal record check with their nomination papers. The cost of the criminal record check would be bore by the candidate.

The *Local Authorities Election Act* does not limit the type of criminal record check that can be requested. Council may choose to require a vulnerable sector check. A criminal record check for personal use releases the following information: conviction information, youth information, outstanding charges, absolute or conditional discharge information, suspended (pardoned) information, sequestered information and/or non-conviction information. A vulnerable sector check will include: conviction information, active (non-expired) absolute or conditional discharge information and/or suspended (pardoned) information.

Other proposed amendments are of a clarifying nature, with additional definitions, reorganization, and increased language from the *Local Authorities Act* for convenience. The bylaw was amended during first reading to follow Greenview’s advertising bylaw, allowing for the publishing of nomination day on our website, rather than in a local newspaper. The bylaw has also received an updated number as its previous number was duplicated with another bylaw.

Administration has included language regarding the requirement of criminal record checks by candidates, as requested by Council during second reading of Bylaw 24-983.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have an updated Election Bylaw.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to defeat Bylaw 24-983 “Municipal Elections” and retain the current Bylaw, however, Administration does not recommend this as the proposed amendments are required by the new legislation.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

As a result of Bill 20 requiring Greenview to provide special ballots and enact a permanent elector registry, there will be significant additional staffing time dedicated to conducting the 2025 municipal election.

PUBLIC ENGAGEMENT LEVEL:

DATE

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will make any amendments, if needed, and make the bylaw available publicly.

ATTACHMENT(S):

- Bylaw 20-862 "Municipal Elections" - Current
- Bylaw 24-983 "Elections Bylaw" - Draft



BYLAW NO. 20- 862
of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta to provide for conducting of general elections in the M.D. of Greenview.

Whereas, the Local Authorities Election Act, R.S.A. 2000, Chapter L-21, (the Act) as amended provides for the holding of general elections; and

Whereas, the Act further provides that the municipality may, by and agreement, conduct and election in conjunction with an election for representatives of a school district pursuant to the School Act, R.S.A. 2000, Chapter S-3, as amended; and

Whereas, the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended provides for the submission of bylaws and questions to the electors.

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

1. Title

1.1 This bylaw may be cited as the “Municipal Elections” Bylaw.

2. Definitions

2.1 All words and phrases in this bylaw shall have the same meaning as the Local Authorities Election Act.

3. Application

3.1 This bylaw applies to all general elections conducted in Greenview.

3.2 Matters and processes not covered in this bylaw shall be handled in accordance with the Local Authorities Election Act.

3.3 By-elections shall be conducted in accordance with the Local Authorities Election Act.

4. Returning Officer

4.1 Council shall appoint, by resolution, a returning officer for the municipal election no later than June 30th of the year in which a general election is taking place.

4.2 Council shall appoint by resolution, a substitute returning officer for the municipal election no later than June 30th of the year in which a general election is taking place.



BYLAW NO. 20- 862 of the Municipal District of Greenview No. 16

4.3 The returning officer is authorized to appoint one or more deputy returning officers and any other officials they deem necessary to fulfill their duties under the Local Authorities Election Act or this bylaw.

5. Joint Election

5.1 The returning officer is authorized to enter into agreements between Greenview and the school divisions in the area to conduct elections for the positions of school trustee, if required.

6. Nominations

6.1 A person may file a nomination to become a candidate for a general election within the period beginning on January 1 in a year in which a general election is to be held and ending at 12 noon on nomination day.

6.2 Nomination day for a general election is 4 weeks before election day.

6.3 The returning officer shall give notice of nomination day by publishing a notice at least once a week in each of the two weeks before nomination day in a newspaper circulating in the area, as well as on the Greenview website.

6.4 The person nominated as a candidate is responsible for ensuring that the nomination filed meets the requirements under the Local Authorities Election Act. The returning officer shall not accept incomplete nominations, or nominations received after 12 noon on nomination day.

6.5 Nomination packages can be dropped off with a deputy returning officer at any of the following locations:

- a. **Valleyview Administration Building** 4806 36 Avenue, Valleyview, AB.
- b. **Grovedale Public Service Building** 56361 Township Road 695A, Grovedale, AB.
- c. **Grande Cache Public Service Building** 10002 Shand Avenue, Grande Cache, AB.

7. Death of a Candidate

7.1 If prior to the opening of the voting stations on election day, a candidate for an elected authority dies after being nominated, the election for the position for which the deceased candidate was nominated shall be discontinued, and the elected authority should, as soon as practicable, provide for the holding of a new election for that office.

8. Ballots



BYLAW NO. 20- 862 of the Municipal District of Greenview No. 16

- 7.1 Ballots for candidates shall be in the general form prescribed by the returning officer in “Appendix A”.
- 7.2 Sufficient ballots shall be printed to ensure that there are ballot cards available for each elector who wishes to vote.
- 7.3 A separate ballot shall be used for:
 - a. The offices of Councillors;
 - b. The offices for school representatives or trustees;
- 7.4 Each ballot shall:
 - a. Contain a brief explanatory note stating the maximum number of candidates for each office for which an elector can vote without making the ballot void; and
 - b. Provide a space for the elector to mark the electors vote beside each office or question on the ballot.
- 7.5 Candidates names shall be listed on the ballot alphabetically by last name. Each last name will be capitalized and bolded.

8 Voting Stations

- 8.1 The returning officer is hereby delegated the authority to designate the locations of the voting stations.

9 Advance Voting

- 9.1 Greenview will conduct an advance vote in accordance with the Local Authorities Election Act.
- 9.2 The returning officer must determine the days and hours when the advance vote is to be held.
- 9.3 The returning officer is authorized to establish the number of advance voting stations the returning officer considers necessary.

10 Institutional Voting

- 10.1 Council by resolution, or the returning officer, if authorized by resolution of Council, may designate the location of one or more institutional voting stations for an election.
- 10.2 If it is determined that an institutional vote will be held, the returning officer is authorized to set appropriate dates and times for holding the institutional vote.
- 10.3 The dates and times of the institutional vote will be posted at the institution at least two (2) days before the vote is to be taken.



BYLAW NO. 20- 862 of the Municipal District of Greenview No. 16

- 10.4 The deputies, accompanied by an official of the institution, will locate a portable ballot box in a common area for those patients or residents who desire to vote during the designated times.

11 Special Ballots

- 11.1 Council may, by resolution passed prior to nomination day, provide for special ballots and provide that the application for special ballots may be made by any one or more of the following methods:
- 11.1 In writing;
 - 11.2 By telephone;
 - 11.3 In person;
 - 11.4 By Email
- 11.2 If Council has made a resolution for special ballots, an elector may apply to the returning officer for a special ballot, by a method provided for in the resolution, and during the period of time specified in the resolution.
- 11.3 Electors who wish to make application for a special ballot in accordance with this bylaw, must provide to the returning officer the elector's:
- a. First and last name;
 - b. Residential municipal address (Legal Land Location or Rural Address);
 - c. School elector status if voting for a trustee of a board of a school division;
 - d. Mailing address for delivery of special ballot;
 - e. Contact phone number;
 - f. Email address; and
 - g. Reason why the special ballot is requested.

12 Voting Hours on Election Day

- 12.1 Every voting station shall be kept open continuously on election day from 8:00 a.m. to 8:00 p.m.

13 Severability

- 13.1 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, the invalid portion shall be severed and the remainder is deemed valid.

14 Repeal

- 14.1 Bylaw 17-779 "Election Bylaw", 95-142 "Nomination Hours Extension", Bylaw 98-256 "Nominations Received Grande Cache", Grande Cache Bylaw 763



BYLAW NO. 20- 862
of the Municipal District of Greenview No. 16


“Municipal Election Bylaw” and Grande Cache Bylaw 148 “Voters List Unnecessary” are hereby repealed.

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

Read a first time this 9th day of November, 2020.

Read a second time this 9th day of November, 2020.

Read a third time and passed this 23rd day of November, 2020.



REEVE




CHIEF ADMINISTRATIVE OFFICER



**BYLAW NO. 20- 862
of the Municipal District of Greenview No. 16**

Appendix A: Ballot Template

 Municipal District of Greenview	<p align="center">LAST NAME, First Name</p>	
<p align="center"><u>YEAR</u> Municipal Election</p>	<p align="center">LAST NAME, First Name</p>	
<p align="center">Election of a Councillor for Ward #</p>	<p align="center"><i>THE MAXIMUM NUMBER OF CANDIDATES THAT CAN BE VOTED FOR IS ____</i></p>	<p align="center">*****</p>



BYLAW No. 24-983 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to set out a procedure for the administration of elections in the municipality.

Whereas, the *Local Authorities Election Act, RSA 2000 cL-21* provides for the conduct of elections by local authorities;

Whereas, the *Local Authorities Election Act, RSA 2000, c. L-21* further provides that the municipality may, by agreement, conduct an Election in conjunction with an Election for Trustees or representatives of a school district pursuant to the *School Act, RSA 2000, c. S-3*;

Whereas, the *Local Authorities Election Act, RSA 2000 cL-21* permits the local authority to pass bylaws for the conduct of such elections;

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

1. **TITLE**
 - 1.1. This Bylaw will hereby be cited as the “Municipal Elections” Bylaw.
2. **DEFINITIONS**
 - 2.1. **Act** means the *Local Authorities Election Act, RSA 2000 cL-21*, as amended from time to time.
 - 2.2. **Ballot** means a paper listing the names of candidates standing for election, and questions or Bylaws posed to Electors, with places for Electors to mark their choices.
 - 2.3. **By-Election** means an election other than a general election or a first election.
 - 2.4. **CAO** means the Chief Administrative Officer of Greenview, or delegate.
 - 2.5. **Criminal Record Check** means a criminal record check that is:
 - A) conducted by the Royal Canadian Mounted Police and not conducted by a third-party criminal record check provider; and
 - B) includes a vulnerable sector check.
 - 2.6. **Elector** means a person eligible to vote in an election pursuant to the *Local Authorities Election Act*.

- 2.7. **General Election** has the same meaning as provided for in the *Local Authorities Election Act*, which means an election held for all the members of an elected authority to fill vacancies caused by the passage of time.
- 2.8. **Greenview** means the Municipal District of Greenview No 16.
- 2.9. **Returning Officer** means the person appointed as a returning officer pursuant to section 13 of the Act.

3. **APPLICATION**

- 3.1. This Bylaw applies to all Elections, conducted in Greenview, that are governed by the Act.
- 3.2. The provisions of this Bylaw apply in generally the same fashion, but with all necessary modifications, to:
- A) A By-Election;
 - B) A Ballot on a Bylaw or question that is put to the Electors at a time other than a General Election; and,
 - C) An Election for school board trustee or any other Election conducted in conjunction with an Election for Council.
- 3.3. Matters and processes not covered in this Bylaw shall be handled in accordance with the Local Authorities Election Act.
- 3.4. If there is any conflict between a provision of this Bylaw and a provision of one of more of the following:
- A) The Act;
 - B) The Alberta Senate Election Act, S.A. 2019, c A33.5; or,
 - C) The Referendum Act, R.S.A. 2000, c R-8.4.

The provisions of the statute prevails.

4. **RETURNING OFFICER**

- 4.1. Council shall appoint, by resolution, a Returning Officer for the General Election no later than June 30th of the year in which a general election is taking place or for a By-election, in the resolution that fixes the day for the By-election.
- 4.2. Council shall appoint by resolution, a substitute Returning Officer for the General Election no later than June 30th of the year in which a general election is taking place or for a By-election, in the resolution that fixes the day for the By-election.

4.3. The Returning Officer is authorized to appoint one or more deputy returning officers and any other officials they deem necessary to fulfill their duties under the Local Authorities Election Act or this Bylaw.

5. **JOINT ELECTION**

5.1. The Returning Officer is authorized to enter into agreements, on behalf of Greenview, to conduct elections on behalf of another Local Jurisdiction in Greenview whose boundaries may or may not be contiguous with Greenview but do have areas in common.

6. **NOMINATIONS**

6.1. A person may file a nomination to become a candidate for a General Election within the period beginning on January 1. in a year in which a general election is to be held and ending at 12 noon on nomination day.

6.2. Nomination day for a general election is 4 weeks before election day.

6.3. The Returning Officer shall give notice of nomination day by publishing a notice at least once a week in each of the two weeks before nomination day ~~in a newspaper circulating in the area, as well as~~ on the Greenview website.

6.4. The person nominated as a candidate is responsible for ensuring that the nomination filed meets the requirements under the Local Authorities Election Act. The Returning Officer shall not accept incomplete nominations, or nominations received after 12 noon on nomination day.

6.5. Nomination packages for General Elections can be dropped off with a deputy returning officer at any of the following locations:

A) Valleyview Administration Building 4805 36 Avenue, Valleyview, AB.

B) **DeBolt Public Service Building 11115 Township Rd 721A, DeBolt, AB.**

C) Grovedale Public Service Building 56351 Township Road 695A, Grovedale, AB.

D) Grande Cache Public Service Building 10002 Shand Avenue, Grande Cache, AB.

6.6. **Nomination packages for By-Elections will be received, at one of the locations identified within section 6.5, dependent upon the Ward in which the By-Election is to take place.**

6.7. **Nominations must comply with the requirements of this bylaw and the Local Authorities Election Act and be accompanied by a Criminal Record Check, at the sole expense of the candidate, completed within six months of the date the nomination is submitted as provided for in section 21.1 of the Local Authorities Election Act.**

7. **DEATH OF A CANDIDATE**

- 7.1. If prior to the opening of the voting stations on an election day, a candidate for an elected authority dies after being nominated, the election for the position for which the deceased candidate was nominated shall be discontinued, and the elected authority should, as soon as practicable, provide for the holding of a new election for that office.

8. **BALLOTS**

- 8.1. Sufficient ballots shall be printed to ensure that there are ballot cards available for each Elector who wishes to vote.
- 8.2. A separate ballot shall be used for:
 - A) The offices of Councillors; and,
 - B) The offices for school representatives or trustees, **if applicable;**
- 8.3. Each ballot shall:
 - A) Contain a brief explanatory note stating the maximum number of candidates for each office for which an Elector can vote without making the ballot void; and
 - B) Provide a space for the Elector to mark the Elector's vote beside each office or question on the ballot.
- 8.4. Candidates names shall be listed on the ballot alphabetically by last name. Each last name will be capitalized and bolded.
- 8.5. **Before issuing a Ballot, a Deputy must ensure that:**
 - A) **the Elector produces identification as required by the Act;**
 - B) **the Elector makes the statements prescribed by the Act;**
 - C) **the permanent Electors register is completed;**
 - D) **if Greenview is conducting an Election for a school district, the Elector is provided with a Ballot for the Elector's appropriate school district; and,**
 - E) **the Ballot issued to the Elector is initialed by the Deputy.**

9. **SPECIAL BALLOTS**

- 9.1. Council may, by resolution passed prior to nomination day, provide for Special Ballots for electors who are unable to vote on election days or during an advance vote and provide that the application for special ballots may be made by any one or more of the following methods:

- A) In writing **delivered to the Valleyview Administrative Building;**
- B) By telephone **at 780-524-7600;**
- C) In person; **at the locations noted in section 6.5 or,**
- D) By Email to elections@mdgreenview.ab.ca

9.2. If Council has made a resolution for special ballots, an Elector may apply to the returning officer for a special ballot, by a method provided for in the resolution, and during the period of time specified in the resolution.

9.3. Electors who wish to make an application for a special ballot in accordance with this Bylaw, must provide to the Returning Officer the Elector's:

- A) First and last name;
- B) Residential municipal address (Legal Land Location or RuralAddress);
- C) School Elector status if voting for a trustee of a board of a school division;
- D) Mailing address for delivery of special ballot;
- E) Contact phone number;
- F) Email address; and,
- G) Reason why the special ballot is requested.

10. ELECTOR IDENTIFICATION

10.1. **An Elector may vote after producing government issued identification as prescribed by the Act.**

10.2. **A person may validate the address of their residence if accompanied by an Elector who:**

- A) **validates the Elector's identity and the address of the Elector's residence in accordance with the Act; and,**
- B) **vouches for the person in accordance with the Act.**

11. PERMANENT ELECTORS REGISTER

11.1. **The CAO must prepare a permanent Electors register of residents of Greenview who are entitled to vote in Elections.**

11.2. **Greenview may:**

- A) compile or revise the permanent Electors register manually or by means of any computer-based system; and
 - B) keep the permanent Electors register in printed form or may store it in any computer-based system or any other information storage device that is capable of reproducing any required information in legible printed form within a reasonable time.
- 11.3. Greenview must enter into an agreement with the Chief Electoral Officer of Alberta to:
- A) receive from the Chief Electoral Officer, information that will assist Greenview in compiling or revising the permanent Electors register; and
 - B) provide to the Chief Electoral Officer information that will assist the Chief Electoral Officer in preparing or revising information for the purpose of compiling or revising the register of Electors under the *Election Act, RSA 2000, c. E-1*.
- 11.4. In compiling and revising the permanent Electors register, Greenview:
- A) must use information primarily received from the Chief Electoral Officer;
 - B) must enter any information in the permanent Electors register that is collected under the Act during an Election regarding:
 - i. the residential address, including the postal code of the residence of the person, and the mailing address, including the postal code, if the mailing address is different from the residential address,
 - ii. the surname, given name and middle initial of the person,
 - iii. the residential telephone number of the person,
 - iv. the gender of the person,
 - v. the day, month and year of birth of the person, and,
 - vi. whether the person is a public-school resident or a separate school resident; and,
 - C) may use any other information obtained by or available to Greenview to supplement the information received from the Chief Electoral Officer.

12. **VOTING STATIONS**

12.1. The Returning Officer is hereby delegated the authority to designate more than one Voting Station for each voting subdivision and the location of such voting stations.

13. **ADVANCE VOTING**

- 13.1. Greenview will conduct an advance vote in accordance with the *Local Authorities Election Act*.
- 13.2. The Returning Officer must determine the days and hours when the advance vote is to be held.
- 13.3. The Returning Officer is authorized to establish the number of advance voting stations the Returning Officer considers necessary.

14. **INSTITUTIONAL VOTING**

- 14.1. Council by resolution, or the Returning Officer, if authorized by resolution of Council, may designate the location of one or more institutional voting stations for an election.
- 14.2. If it is determined that an institutional vote will be held, the returning officer is authorized to set appropriate dates and times for holding the institutional vote.
- 14.3. The dates and times of the institutional vote will be posted at the institution at least two (2) days before the vote is to be taken.
- 14.4. The deputies, accompanied by an official of the institution, will locate a portable ballot box in a common area for those patients or residents who desire to vote during the designated times.

15. **VOTING HOURS ON ELECTION DAY**

- 15.1. Every voting station shall be kept open continuously on an election day from 8:00 a.m. to 8:00 p.m.

16. **SEVERABILITY**

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

17. **REPEAL**

- 17.1. Bylaw 20-862 “Municipal Elections Bylaw” is hereby repealed.

18. **COMING INTO FORCE**

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

Read a first time this 26 day of November, 2024.

Read a second time this 10 day of December, 2024.

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

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT: Hamlet of DeBolt Area Structure Plan Bylaw 24 -962
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: January 14, 2025 A.CAO: MANAGER:
DEPARTMENT: PLANNING & EC. DEVELOPMENT DIR: MAV PRESENTER: MAV
STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial – Municipal Government Act, R.S.A. 2000, Chapter M-26

Council Bylaw/Policy – Municipal Development Plan Bylaw 15-742

RECOMMENDED ACTION:

MOTION: That Council give second reading to Bylaw 24-962 Hamlet of DeBolt Area Structure Plan, as presented.

MOTION: That Council give third reading to Bylaw 24-962 Hamlet of DeBolt Area Structure Plan, as presented.

BACKGROUND/PROPOSAL:

In April 2023, Greenview procured Invistec Consulting Ltd to prepare an Area Structure Plan (ASP) for the Hamlet of DeBolt. Pursuant to section 10.3.3 of the Municipal Development Plan (MDP), the ASP will direct planned development and subdivision for the Hamlet of DeBolt and surrounding area. An initial Draft was presented to Council in June of 2024 and a public hearing was held on July 23, 2024. Adjustments to the ASP for language and clarification provided by Council has been incorporated and a clarification on servicing capacity was assessed in collaboration with the Environmental Services department. The Hamlet of DeBolt Area Structure Plan attached contains these amendments.

RECOMMENDATIONS

After months of consultation with various stakeholders and draft review, Administration is presenting the proposed Hamlet of DeBolt ASP for adoption. Administration has taken the necessary steps to ensure that individuals or groups could make representations or suggestions to the ASP, per the MGA requirements. The policies therein are also consistent with Greenview’s MDP. Throughout the public consultation process and when circulated with internal and external stakeholders, Administration has received no strong opposition to this ASP. Comments from Council during the first reading of this ASP Bylaw were addressed and additional changes following the public hearing included in the attached draft.

PLAN CONTENTS

The Hamlet of DeBolt ASP will provide the planning framework for the Hamlet of DeBolt and surrounding areas. The ASP contemplates future land uses in the area, while considering existing land use patterns and servicing. The ASP consists of background information about DeBolt, the vision and goals of the ASP, policies relating to land use, infrastructure, and policy monitoring, and is accompanied by maps that support the policies.

DATE

The Hamlet of DeBolt ASP aims to:

- improve the community core;
- attract local businesses and retain young families;
- support the aging-in-place; and
- develop a framework for environmental safety.

This is done through policies that address beautification, diversification of residential developments, management of DeBolt Creek, establishment of future parks and open spaces in designated areas, and provision of supportive uses and adaptive reuse of buildings. Existing agricultural lands will continue to be used for agricultural purposes. In the coming years, this ASP envisions moderate growth in the area.

PUBLIC ENGAGEMENT

The development of the ASP for the Hamlet of DeBolt follows the ASP Process found in the Public Engagement Plan (PEP) drafted by Invistec Consulting Ltd. Before starting the project, a PEP was created to provide a roadmap for engagement. The outcome of these engagements was captured through the What We Heard Reports (WWHRs). Due to the size of the files, they are not appended to this RFD package, however, the WWHR reports can be accessed via the Engage Greenview site where they are found under “Projects” on the main webpage: <https://www.engagegreenview.ca/debolt-ridgevalley-area-structure-plan>

In summary, Invistec Consulting Ltd., with the assistance of Administration, has conducted a Community Workshop (June 15, 2023) and a short survey that guided the policy creation of the ASP, while two (2) subsequent Open Houses (September 13, 2023, and March 20, 2024) were held to help refine and clarify policies within the draft ASP. Though not initially included in the PEP, Administration added two (2) Coffee House sessions in DeBolt, on December 17 and 20, 2023, to allow the public to ask questions about the ASP.

POLICY DISCUSSION: CREEKS CROSSING/HAMLET INFILL DEVELOPMENT PRIOR TO ADDITIONAL SUBDIVISION
One policy recommendation that was debated at Council was the proposal that the Creeks Crossing neighbourhood be more developed (50% of current lots) prior to future subdivision(s) being supported. This policy is recommended by Administration, as existing utility servicing capacity does not have significant remaining allocation if existing lots in the Creeks Crossing and other areas of DeBolt are developed. The current utility system is sized for the current number of lots existing in the community at this time. This policy limits unnecessary service expansions and ensure the current system is not over committed, which ensures Council has the ability to consider the true costs of community expansion when expansion is proposed.

This policy does not restrict lot development, only subdivision of new lots. This policy does have a caveat, being that if a proposal offers an alternative housing product not currently available in DeBolt, the subdivision may still be considered.

POLICY FRAMEWORK

Municipal Government Act

The proposed DeBolt ASP meets policy requirements within section 633 (2) of the MGA, as this ASP provides the area with the sequence of development, proposed land uses, density of the population, and location of major transportation routes and public utilities.

Throughout the development of this ASP, Administration has adequately notified and provided means for representation to those affected by this ASP. The draft ASP has also been circulated to the area school board, and provincial government departments, prior to and after the first reading of the Bylaw. The development of the DeBolt ASP meets the requirements of Statutory Plan Preparation as per section 636 (1) of the MGA. The proposed Hamlet of DeBolt ASP is also consistent with Greenview’s MDP which also meets section 638 (2) of the MGA.

Municipal Development Plan Bylaw 15-742

Section 10.3.3 (a) of the Municipal Development Plan directs that Greenview may develop a Major ASP for the Hamlet of DeBolt. In accordance with section 10.3.3 (b), the proposed DeBolt ASP addresses and meets the criteria provided in Section 10.3.4 of the MDP.

COMMENTS RECEIVED

Prior to the first reading of the Hamlet of DeBolt ASP, Administration circulated the draft ASP to internal and external stakeholders, where Administration received four (4) comments. Greenview’s Agricultural Services and Regional Fire Chief, and Alberta Energy Regulator have no concerns or comments on the Hamlet of DeBolt ASP. Alberta Transportation and Economic Corridors provided comments directing future development traffic, stormwater management and pedestrian connectivity.

The Notice of Public Hearing was circulated June 26, 2024, to referral agencies including Alberta Municipal Affairs, Alberta Environment & Protected Areas, Alberta Arts, Culture & Status of Women, Atco Electric, Atco Gas, East Smoky Gas Co-op, Peace Wapiti School Division and Northern Gateway Public School Division. The Notice of Public Hearing were also mailed to lands affected by, and adjacent to, the ASP on June 27, 2024. The bylaw was advertised on Greenview’s website and social media beginning July 2, 2024. Written responses were due July 19, 2024, at 12:00 p.m. and the Public Hearing was held July 23, 2024.

BENEFITS OF THE RECOMMENDED ACTION:

- 1. The benefit of Council accepting the recommended motion is that it will allow the final adoption of the Hamlet of DeBolt ASP, which provides a planned framework for the hamlet and surrounding area.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table the Hamlet of DeBolt ASP for further discussion and revision. At this time no additional revisions are required based on Administrative Review.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

Should Council pass both readings, the Bylaw will be implemented on all land use processes moving forward.

ATTACHMENT(S):

- Bylaw 24-962 – Hamlet of DeBolt Area Structure Plan
- Schedule “A” Hamlet of DeBolt Area Structure Plan
- Municipal Government Act, Section 633, Section 636, Section 638
- Municipal Development Plan, Section 10



**BYLAW No. 24-962
of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16 to provide for the adoption of the Hamlet
of DeBolt Area Structure Plan**

Whereas, Section 633 of the Municipal Government Act, RSA 2000, Chapter M-26, as amended, enables Council to adopt an area structure plan to provide a framework of the future subdivision and development of lands within the municipal; and

Whereas, the Area Structure Plan has been prepared in accordance with the requirements set out in Part 17 of the Municipal Government Act, as amended;

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

1. That Bylaw 24-962 may be cited as the “Hamlet of DeBolt Area Structure Plan.”
2. That the Hamlet of DeBolt Area Structure Plan, attached hereto as Schedule A, be adopted.
3. That if any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed.
4. This Bylaw shall come into force and effect upon the day of final passing and signing.

Read a first time this 11th day of June, 2024.

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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER



Hamlet of DeBolt

Area Structure Plan

Bylaw 24-962

January 2025

DATE

Acknowledgements

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All photos in this Area Structure Plan were taken by the Project Team, except those otherwise credited.



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01 Introduction

1.1 Purpose

The DeBolt Area Structure Plan (ASP) will establish a framework for the long-term vision of growth and development for the lands within the ASP boundary. This Plan was developed in partnership with the public, stakeholders, Greenview Administration, and the MD of Greenview No. 16 Council, who provided the Project Team with valuable insights on DeBolt's history and their vision for the future. This collaboration has resulted in a community driven plan that is reflective of local values and aspirations.

1.2 Authorization

The preparation of the DeBolt ASP was authorized by the MD of Greenview No. 16 (Greenview) on January 27, 2023, through a request for proposal. Greenview selected Invistec Consulting Ltd. as the successful proponent on April 14, 2023.

1.3 Policy Framework

The DeBolt ASP was prepared in alignment with the existing legislation and planning policy framework including local and regional plans for the area.

Municipal Government Act

Part 17 of the *Municipal Government Act (MGA)* establishes the authority for municipal planning, subdivision, and development. Section 633(1) of the MGA enables municipalities to adopt ASPs by bylaw, and establishes criteria for ASPs, which must describe:

- *The order of development proposed for the area,*
- *The land uses proposed for the area,*
- *The density of population proposed for the area,*
- *The general location of transportation routes and public utilities, and*
- *Any additional information that Council deems necessary.*

Municipal Development Plan

The DeBolt ASP has been prepared in accordance with Greenview’s Municipal Development Plan (MDP), which provides policy direction for the preparation of hamlet ASPs within Section 10. More specifically, Policy 10.3.3 (a) states the following:

“Greenview may undertake the preparation of ASPs for its hamlets and other areas within Greenview that may be of strategic development interest, including but not limited to

- i) the Hamlets of DeBolt and Little Smoky,*
- ii) Crooked Creek/Ridgevalley, and*
- iii) Grande Cache airport.”*

Municipal Development Plan

The Municipal Development Plan is a guiding document for future growth. It contains the municipality’s vision for the future. By establishing specific policies, it provides a “roadmap” to achieve that vision.

1.4 Location

The DeBolt ASP encompasses the Hamlet of DeBolt (DeBolt) and the surrounding agricultural lands. The Plan Area consists of approximately six quarter-sections (SE-12-72-1-W6M, SW-12-72-1-W6M, NE-12-72-1-W6M, NW-12-72-1-W6M, and NE-11-72-1-W6M, and parts of SE-11-72-1-W6M).

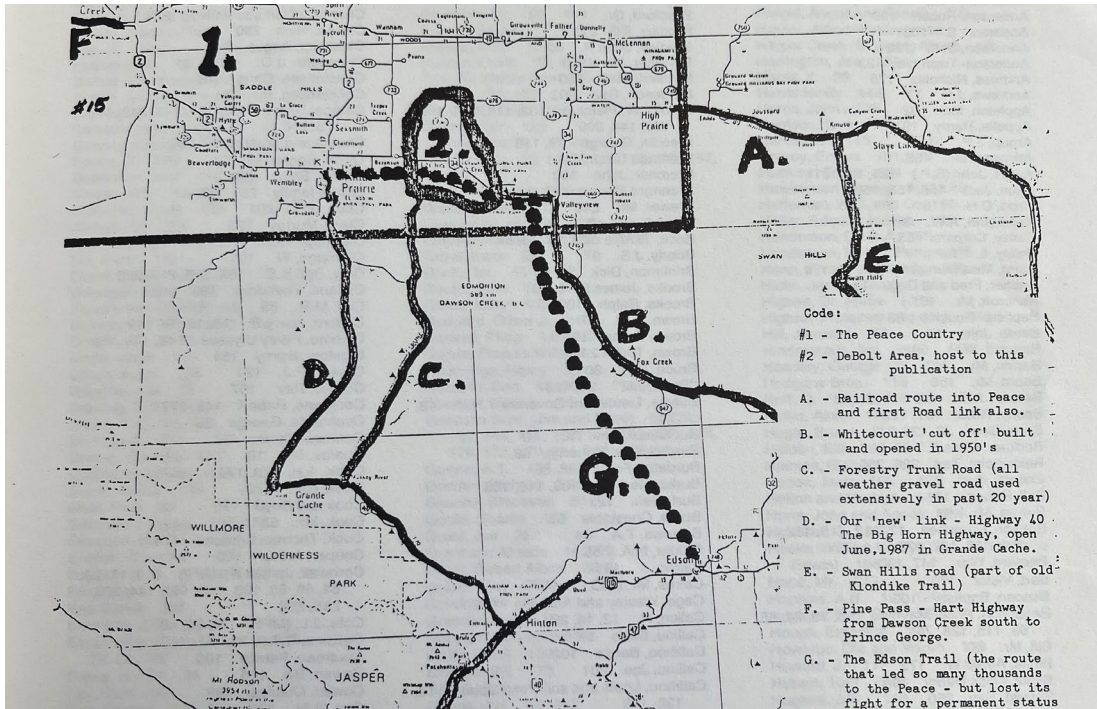
DeBolt is located within the northern portion of Greenview, approximately 30 minutes west of the Town of Valleyview and approximately 40 minutes east of the City of Grande Prairie. The Plan Area is accessible by Highways 43 and 736 and is bounded by the following:

- Township Road 722 to the north,
- Rural agricultural land to the east,
- Highway 43 to the south, and
- Range Road 11A to the west.

Refer to *Figure 1: Location Map* and *Figure 2: Plan Boundary* for more details.

1.5 History

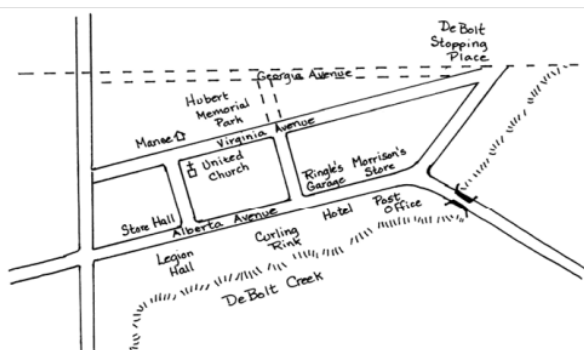
The origins of DeBolt started after the creation of the Edson-Grande Prairie Trail for those who were traveling north to build their homesteads. The Edson-Grande Prairie Trail lasted from 1911 until 1916 when the Edmonton, Dunvegan and British Columbia Railway (EDBC) was constructed. Homesteaders who have travelled along the Edson-Grande Prairie Trail had the opportunity of breaking the land and seeding crops in DeBolt and the region.



Edson Trail (G) in relation to the Hamlet of DeBolt (2). Derived from (Across the Smoky 1978)

The first homesteading in the DeBolt area began in 1919 with the DeBolt's, Stevenson's, and other families. The DeBolt family, led by Elbert and Laura DeBolt, established the first Post Office. Alongside them, Elbert's sibling George and his wife, Virginia, managed a resting point. Notably, "Virginia Avenue" commemorates Virginia DeBolt.

As their homestead grew, the DeBolt family leased land at no cost to a store, a hall, a church, and more than a dozen residences, while building a sawmill on their own land. When the area was surveyed in 1945, the residents were able to obtain land titles to the land their property was built upon. Some buildings were constructed along two lots, resulting in the registration of large lots within the hamlet. Currently, a portion of the DeBolt family continues to reside within this hamlet.



Hamlet of DeBolt ca. 1945 (Across the Smoky 1978)



DeBolt Stampede, 1930 (Across the Smoky 1978)

Some of the hamlet's buildings are named after historic figures such as Edna Stevenson

(the Edna Stevenson Manor), Laura DeBolt (the Laura DeBolt Manor), and Mr. Hubert (Hubert Memorial Park). Winner DeBolt was a key founding figure of the DeBolt Pioneer Museum, which is located in the Hubert Memorial Park.

Today, the community commemorates its strong ties to history through culture and community building, formerly through the DeBolt Country Club society formed in 1929, which changed its name to the DeBolt & District Agricultural Society in 1976.



*George and Virgie DeBolt, 1925
(Across the Smoky 1978)*



*DeBolt Post Office, 1927
(Across the Smoky 1978)*



02 Context

2.1 Planning Process

The DeBolt ASP was developed in consultation with hamlet residents, surrounding residents, and local stakeholders. The ASP process included a Community Workshop, and a Public Open House, which are discussed in more depth within *Section 3: Community Engagement*.



2.2 Ownership

The Plan Area covers approximately 353.88 ha (874.46 ac) of developable land and 23.07 ha (57.01 ac) of existing roadway, which are privately and publicly owned parcels. The current Hamlet Boundary is comprised of 57.05 ha (140.97 ac). Land ownership in the Plan Area largely consists of privately owned, making up 95.7% of total landownership. Meanwhile, the publicly owned land is split between Greenview and Crown Land, consisting of 4.2% and 0.1% of the total land ownership, respectively. Refer to *Table 1: Land Ownership Breakdown* below, and *Figure 3: Ownership Map* for more details.

Table 1: Land Ownership Breakdown

Ownership	Area (ha)	Area (ha)	%
Total*	330.81	817.44	100.0
Greenview	13.79	34.08	4.2
Crown Land	0.39	0.96	0.1
Private Land	316.63	782.40	95.7

*Total area does not include roadways.

2.3 Site Features and Considerations

2.3.1 Topography

The topography within the Plan Area is generally flat, with sloping along the edges of the DeBolt Creek. Elevations range from 640 m at Alberta Avenue to the north and Creeks Crossing subdivision to the south, dropping to 630 m within the creek itself. The lowest point within the Plan Area is within the southwest portion of the creek at 630 m, while the highest point is found along the northeastern and eastern portions at 645 m. Refer to *Figure 5: Existing Topography* for more details.

2.3.2 Environmental

The majority of the lands in the Plan Area are cleared of vegetation for agricultural uses, with the exception of several tree stands located on SE-11-72-1-W6M (west portion). Further studies are required to assess the composition of tree species, degree of environmental sensitivity, state of animal and bird habitats, and whether there are any existing wetlands in the area.

The Plan Area is located within the Peace/Slave River Basin, and the Smoky/Wapiti sub-watershed. DeBolt Creek flows from the northeast of the Plan Area, bisecting the hamlet and continues south of Highway 43 before eventually discharging into the Smoky River.

A lagoon with a wastewater collection system is located approximately 700 m south of the Plan Area, with a 300 m development setback buffer (see *Figure 7: Development Setbacks*). Additionally, two landfills are located south and east of DeBolt, with the landfill to the south also incorporating a waste transfer station. A RV sanitary dump was recently installed along the north side of Alberta Avenue, within the hamlet's core.

Buffer

An area of land that separates two areas to reduce nuisances and other impacts. They may include but are not limited to the use of landscaping, fencing, setbacks, or berms.

2.3.3 Oil & Gas Infrastructure

There are no oil and gas pipelines, or abandoned wells located within the Plan Area.

2.4 Existing Transportation Network

Highway 43 runs east-west along the southern boundary of the Plan Area, while Highway 736 runs north-south along its western boundary. The two highways intersect in the southwestern portion of the Plan Area, providing access from both directions.

Township Road 721A (Alberta Avenue) bisects DeBolt into northern and southern portions and generally runs parallel to Highway 43. The northern portion, was

developed earlier in the hamlet's history, and consists of local roadways in a grid pattern. The southern portion consists primarily of the Creeks Crossing subdivision, which was developed more recently and consists of a curvilinear local roadway network.

Service roads are located primarily in the southern portion of the hamlet. A service road is located west of the DeBolt Public Service Building (1115 Township Road 721a), and another is located north and west of the existing gas station in the southeast portion of the hamlet (east end of Alberta Avenue and Range Road 10A).

In the northern portion of the hamlet, there are existing gravel trails primarily located around the DeBolt Sports Field and the museums, and north of Virginia Avenue. The trails support multi-modal activities, such as walking and cycling.



2.5 Existing Municipal Infrastructure & Utilities

2.5.1 Municipal Water

The Hamlet of DeBolt Infrastructure Overview, prepared in August 2007 by Midwest Surveys Inc. Consulting Division, describes the state of the existing infrastructure in the hamlet. Municipal water services are provided to the community through an existing water well, water treatment plant, reservoir, and pumphouse, all located in the hamlet's core along the southern portion of Alberta Avenue. Refer to *Figure 9: Existing Water Servicing* for more details.

According to the capital overview, which was prepared prior to the development of the Creeks Crossing subdivision, several new above-ground water storage tanks were incorporated into the water treatment plant in 2004. Additionally, a third deep water well was connected to the water network in 2007. The current system includes two above-ground and two underground water storage tanks.

2.5.2 Stormwater

Stormwater drainage in the Plan Area is currently managed through rural-style ditching, swales, and culverts.

2.5.3 Sanitary Sewer

The existing sanitary sewer system for the hamlet discharges into the sewage lagoon located to the south of the Plan Area. There are two sanitary lift stations in the hamlet: one located along the east side of Highway 736, which services the northern portion of DeBolt, while the other is located within the Creeks Crossing subdivision, which services that area. Solid waste is stored at the transfer station/landfill south of DeBolt before being transferred to a regional landfill. Refer to *Figure 8: Existing Sanitary Sewer Servicing* for more details.

2.5.4 Shallow Utilities

Overhead power infrastructure is present along Highway 736, Range Road 12, Township Road 722 (on the east side of Highway 736), as well as throughout the local roadway network within the hamlet. Additionally, a fiber optic cable right-of-way runs east-west along the northern boundary of DeBolt. Refer to *Figure 7: Development Setbacks* for more details.



03 Community Engagement

3.1 Summary

A public engagement plan was prepared in the first phase of the project to support the development of the DeBolt ASP. The purpose of the strategy was the following:

- Inform residents, stakeholders, and elected officials about the project;
- Gather feedback from and collaborate with residents, stakeholders, and elected officials to develop the ASP; and
- Earn both political and public support of the ASP.

The second phase of the project focused on holding a Community Workshop and gathering of background information about the hamlet and its residents, and opportunities and constraints for the Plan Area. This phase helped the Project Team create a vision for the ASP. The engagement during this phase included preparing and distributing a Community Survey, and facilitating the workshop.

The third phase introduced the public to the draft Vision Statement and Land Use Concept. An Open House was held to gather public feedback on these items, and to introduce the draft ASP. This phase also included the preparation and distribution of a Vision Statement and Land Use Concept Survey, which was mailed out to the area residents and published online on the Engage Greenview project webpage prior to the Public Open House.

What We Heard Reports, summarizing the details of each engagement event were published online on the Engage Greenview project webpage and shared with Council and Greenview Administration.

3.2 Community Workshop

Residents, landowners, and key stakeholders were notified of the event through multiple communication channels, including local newsletter advertisements, the Engage Greenview project webpage, emails, posters at local venues, and mailed invitations. A Community Survey was included as part of public notifications, asking questions about resident demographics, length of residency, strengths and improvement areas for the hamlet, and other details.

The Community Workshop event took place on June 15, 2023, at the DeBolt Centre. This workshop was hosted by Invistec, along with Greenview's Planning and Development Department. The purpose of the workshop was to introduce the Project Team to the community, provide an overview of the project, gather background information about the community, and identify opportunities and constraints within the Plan Area.

The following engagement techniques were used at the Community Workshop to gather participant insights regarding the past, present, and the future of their community:

- ***Appreciative Inquiry Process:*** this interactive engagement activity helped participants reflect on the past and current conditions of their community while inspiring them to envision their ideal future. The process was divided into four parts: discover, dream, design, and destiny. During the workshop, each stage prompted questions about DeBolt, guiding participants from the past and present (discover) to their visions for the future (dream, design, and destiny).
- ***Opportunities and Constraints:*** this mapping exercise encouraged attendees to discuss opportunities and constraints related to DeBolt. Participants used various drawing tools to illustrate these opportunities and constraints directly on a map, highlighting areas of potential development, missing elements, and any constraints to future growth.

The overarching themes identified received from the Community Surveys and Community Workshop included:

- DeBolt is comprised of passionate and highly social community members who work together to improve the hamlet;
- A variety of essential services are currently provided, but gaps exist in medical and childcare services;
- The maintenance of properties and trails could be improved; and
- Improving the visibility of future commercial and industrial development along Highway 43.



3.3 Open House 1

Prior to the Public Open House, the Vision Statement and Land Use Concept Survey was shared with residents through mail, the Engage Greenview project webpage, and social media to gather feedback on the Vision Statement and Land Use Concept developed from the input received during the Community Workshop. Additionally, Greenview hosted the Ratepayers BBQ at the DeBolt Public Service Building on July 11, 2023. This event allowed Greenview to engage with attendees and inform them of the ongoing project, including updates on the Vision Statement and the Land Use Concept.

The Public Open House was held on September 13, 2023, at the DeBolt Centre. The Public Open House provided residents and other interested members of the public an opportunity to review the draft ASP policies, the Vision Statement, and the Land Use Concept. Attendees were encouraged to provide feedback to further refine the draft document.

The Public Open House began with a brief presentation outlining the project overview, timelines, and goals. Presentation boards with additional details about the ASP were available for attendees to review and reference during discussions. A working group policy session also took place, where the attendees were given handouts outlining proposed policies. During the session, attendees and the Project Team reviewed the policies together, noting suggestions for clarifications and other revisions.

A What We Heard Report, summarizing the Public Open House, was published online on the Engage Greenview project webpage and shared with Council and Greenview Administration. This report included a summary of the engagement event, collected feedback, analysis, and rationale for revisions.

3.4 Open House 2

After the first Open House, Greenview Administration and the Project Team decided to host a second Open House to confirm the revisions made to the plan. These revisions included an adjustment to the ASP boundary, changes to the language within policies, and refinement of the implementation actions. For clarity, the two Open Houses were renamed Open House 1 and Open House 2.

Between Open House 1 and 2, there was a strong desire within the community for more engagement with Greenview Administration to dive deeper into the ASP and ensure the community's voice was accurately represented. In response, Greenview organized four Coffee Houses, two of which were held in the DeBolt Center on December 17 and 20, 2023, and two in Ridgevalley on December 16 and 19, 2023. During these drop-in style Coffee Houses, community members could speak directly with Greenview Administration about any concerns or questions they had about the ASP, and the

planning and development process.

Individuals were invited to Open House 2 through a postcard invitation mailed by Greenview on February 29, 2024, to 260 mailboxes in DeBolt and the surrounding areas. The postcard provided details on the time and location of the event. In addition, Open House 2 was advertised on the Engage Greenview project webpage and Greenview's social media accounts.

Open House 2 was held on March 20, 2024, at the DeBolt Centre from 6:00 to 8:00 pm. The event was attended by approximately 6 community members, 2 Greenview Administration Members, and 3 representatives from the Project Team.

A What We Heard Report, summarizing the details of Open House 2 was published online on the Engage Greenview project webpage and shared with Council and Greenview Administration. This report included a summary of the engagement event, collected feedback, analysis, and rationale for revisions.

04 Development

Concept

4.1 Vision and Goals

4.1.1 Vision

A Vision Statement was developed through collaboration with the public and stakeholder groups during the public engagement process. The Vision Statement for the DeBolt ASP is:

“DeBolt is a regional destination that provides amenities and activities for its residents and those in surrounding rural areas. Built upon a generous spirit, this friendly community works to enrich the daily lives of its residents with more services and employment opportunities while continuing the legacy of DeBolt .”

4.1.2 Goals

Goals were developed through input and feedback from the public engagement process, which align with the Vision Statement for the ASP.

The goals of improving the community core, attracting residents and businesses, and creating environmental safety all lead to the overall vision to enrich the daily lives of residents of the hamlet and strengthen it as a regional destination. These goals provide policy makers, Greenview Council, residents, and stakeholders a direction to implement the Vision Statement of the plan.

Improve the Community Core

- Repurpose vacant lots and brownfield sites
- Beautify Alberta Avenue

Attract Local Businesses & Retain Young Families

- Enhance local amenities for kids, youth, and seniors
- Promote new and existing local businesses
- Establish pedestrian connectivity between the hamlet's main amenities

Support Aging-in-Place

- Designate and reserve institutional lands for seniors housing
- Promote barrier-free and accessible design in new construction

Develop a Framework for Environmental Safety

- Improve slope stability in DeBolt Creek
- Incorporate Firesmart principles for DeBolt Creek and developments in proximity to the creek
- Create sensitive transitions around municipal services such as RV dump stations, lagoons, and landfills

4.2 Future Land Use Concept

The vision for the DeBolt ASP is implemented through the land use concept as identified in *Figure 10: Future Land Use Concept*. The land use concept and policies identify general land uses and their approximate boundaries and inform the development within the Plan Area.

The land use concept provides a strategy for future development in DeBolt. It builds upon the existing residential and agricultural uses, while targeting future residential development to occur within or in immediate proximity to the hamlet boundary. This strategy will help retain adjacent agricultural lands for potential future development and will allow for the development of more municipally serviced residential lots. The land use statistics detailing land use areas, population projections, and densities are outlined in *Table 2: Land Use Statistics*.

Brownfield parcels in the north portion of the hamlet that were previously zoned industrial are now designated as residential and further environmental site remediation shall take place prior to their rezoning. The brownfield parcel on the north (Plan

Firesmart

Framework designed to mitigate the risk of and educate residents on large uncontrollable wildfires near communities and critical

1273HW; Block R) is Crown land and was historically used as a highway maintenance yard for storing salt and sand. A Risk Management Plan was prepared for the Crown-owned parcels in February 2022, by Tetra Tech Canada Inc. The report concluded that environmental risks to humans and the ecology is moderate to low, however, regular monitoring of the sites is recommended.

The remainder of the brownfield sites are owned by Imperial Oil Ltd. and were historically used as fueling stations and as a fertilizer plant.

4.3 Land Use Policies

4.3.1 Hamlet Wide Policies

Hamlet wide policies create a framework for development within the DeBolt Area Structure Plan. The below policies apply to the entire Plan Area and various land uses.

- a) *All development within the Plan Area shall be subject to the provisions of Greenview's Municipal Development Plan and Land Use Bylaw.*
- b) *Development shall be compatible with adjacent land uses and provide the appropriate buffers and setbacks.*
- c) *If Crown Land is transferred to private ownership, an amendment to this ASP shall be required to redistrict the lands to an appropriate land use district.*
- d) *Municipal Reserve in the amount of 10% owing under the Municipal Government Act may be required and be dedicated through reserve dedications within the Plan Area, money-in-place, or combinations of money-in-place and land at the time of subdivision.*
- e) *Future subdivision and development within the Plan Area shall conform with the vision, goals, and policies outlined within this document.*
- f) *Future applications for subdivision and development shall be referred to Alberta Transportation and Economic Corridor when the application is within 1.6 km of a provincial highway (Highways 43 and 736).*
- g) *Development that does not conform with the intent of this plan shall require an amendment to this document.*
- h) *Prior to amendments to this document, or application for subdivision and development, technical studies may be prepared to support the nature of amendments.*
- i) *Subdivisions or permits for a school, hospital, food establishment, or residential use shall not be permitted within either the landfill or the lagoon's 300m development setback.*
- j) *Applications for subdivision and development located in proximity to abandoned or existing landfills shall adhere to Alberta Environment and Protected Areas regulations and directives.*

- k) *Existing buildings or sites with heritage significance should be preserved and maintained.*
- l) *Infill development on vacant parcels, brownfield sites, or redevelopment of underutilized lots is encouraged to maximize the use of existing roadways, utilities, parks, and other community services.*
- m) *A floodplain and top of bank study should be prepared by the developer to determine the 1:100 floodplain of DeBolt Creek.*

Infill

Construction of buildings on underutilized land in a developed area. Infill can consist of demolishing and replacing a building.

4.3.2 Residential

Existing Residential and Future Residential areas within the Plan Area will continue to develop in the form of smaller lots that are municipally serviced. These residential areas will be comprised of a diversity of housing types that encompass everything from single detached dwellings to apartments, however, the predominant form will continue to be single-detached housing. Growth of residential areas within the hamlet boundary will be prioritized in staging.

Housing Type/Form

Types of residences, such as single detached homes, duplexes, townhomes, or apartments.

- a) *Home-based businesses should be encouraged, provided they are compatible with adjacent land uses.*
- b) *Redevelopment of vacant or underutilized lots within the hamlet boundary shall be encouraged prior to the development of Future Residential to maximize the use of existing roads, and services.*
- c) *The architecture, construction materials, and exterior façade of buildings and other structures shall complement and enhance the rural character of DeBolt.*
- d) *A variety of housing types and secondary suites should be supported and further explored for inter-generational living opportunities and housing affordability.*
- e) *Low density residential uses such as single detached or semi-detached homes shall continue to be the dominant housing form.*
- f) *Future Residential development is subject to further technical studies to ensure land is suitable for development and to assess required servicing capacity.*
- g) *Development of half of the lots in the existing Creeks Crossing subdivision shall occur prior to any residential subdivision taking place within the Future Residential areas.*
- h) *Notwithstanding Policy 4.3.2. (g), Future Residential subdivisions may occur prior to the completion of half of the lots in Creeks Crossing, provided that it meets the general intent and vision of this ASP and/or offers an alternative housing product not currently available, on a case-by-case basis.*

- i) Residential development within the DeBolt Creek floodplain area shall be subject to floodplain development controls at the time they are established by Greenview.

4.3.3 Alberta Avenue Core Area

The Alberta Avenue Core Area will be the heart of the hamlet, functioning as a gathering and activity node for the community (refer to *Figure 10: Future Land Use Concept*). The Alberta Avenue Core Area will support mixed uses, including commercial, residential, institutional, and parks & open spaces. Alberta Avenue will function as a main street, with the intent to develop as a pedestrian-oriented and beautified streetscape through the use of street-oriented retail space, landscaping, and wayfinding.

Brownfield sites have been identified within this area along the north portion of Alberta Avenue (Plan 1273HW; Block 2; Lots 9-13). These sites were previously industrial lands, and are proposed for future commercial. Remediation of brownfield sites must occur before further development. Lastly, the Alberta Avenue Core Area will be developed to increase accessibility, safety, quality of life, and local identity for the residents and strengthen their connection with the hamlet.

Brownfield Sites

Sites that have been previously developed and may have contaminants left in the soil from previous uses (former gas stations, oil and gas sites, industrial sites).

- a) Alberta Avenue shall act as the main street and focal point of DeBolt.
- b) Hamlet Commercial development within the Alberta Avenue Core Area should be designed to be aesthetically appealing, pedestrian friendly, and create a sense of place within the hamlet.
- c) Wayfinding signage and public art may be integrated across the Alberta Avenue Core Area to help in the identification of key locations and amenities.
- d) Appropriate screening and landscaping shall be provided along Alberta Avenue to complement the continuous street-front.

4.3.4 Commercial

Commercial within the hamlet will continue to develop to provide everyday services for local residents and also focus on tourism-related business activities meant to take place on smaller parcels. Regional commercial services, such as transportation and warehousing, contracting, and commercial and industrial machinery will be focused on larger parcels outside of the hamlet and will serve the travelling public and rural residents.

- a) *Highway Commercial development shall incorporate a high standard of visual appeal, as it will act as an entrance feature into the hamlet.*
- b) *Highway Commercial development shall be located along Highway 43 to maximize commercial visibility from the highway.*
- c) *Hamlet Commercial development shall be smaller in scale and intensity than commercial uses adjacent to Highway 43 and provide goods and services that accommodate the daily needs of residents.*
- d) *Hamlet Commercial development should provide sufficient lighting, pedestrian connectivity, and parking to accommodate all forms of users.*
- e) *Commercial development adjacent to Existing Residential and Future Residential shall minimize any nuisances to adjacent properties.*

4.3.5 Industrial

Industrial uses within the Plan Area will be compatible with other adjacent uses and serviced lands and will not produce any nuisances that extend beyond their parcel when adjacent to other non-industrial uses. Industrial outside of the hamlet boundary will take place on large, unserviced parcels. Industrial land uses will focus on (but not limited to) agricultural processing, fueling stations and truck stops for general storage, animal care services, auto servicing for light building supply, and vehicle wash stations.

- a) *Industrial development within the hamlet boundary should be limited in intensity and nuisance to ensure that it is compatible within the existing land uses within the Plan Area.*
- b) *Industrial development shall provide the appropriate screening and aesthetic landscaping adjacent to any highways or residential developments.*

4.3.6 Parks & Open Space

DeBolt Creek has the potential of becoming a prime outdoor recreational amenity, with some mitigation needing to take place prior to its use. If possible, a trail should be integrated along the north portion of DeBolt Creek and connected to the pedestrian network. Two parcels have been identified for future Park & Open Space (Plan 1273HW; Block1; Lots 4 and 5) located directly adjacent to the DeBolt Pioneer Drop-In Centre (see *Figure 12: Open Space Network*). Historically used as Institutional, this future park space will contribute to the Plan Area's inventory of outdoor recreational spaces, connecting to existing and future pedestrian networks.

Environmental Resiliency

Ecological system's ability to prepare for threats, to absorb impacts, and to recover and adapt after disruptive events such as wildfires and floods.

- a) *Parks and Open Spaces should be provided to accommodate a range of passive and active outdoor recreation opportunities.*
- b) *Parks and Open Spaces as well as sidewalks and trails should incorporate Crime Prevention Through Environmental Design (CPTED) principles to maintain the sense of safety in the hamlet.*
- c) *Preservation and enhancement of wildlife movement corridors should be integrated into the Parks & Open Space network.*
- d) *Parks and Open Spaces shall incorporate Firesmart principles to ensure environmental resiliency and safety for users.*
- e) *The trail network shall ensure year-round accessibility.*
- f) *Wayfinding signs should be provided for the enhanced navigation along trails to improve safety for users.*
- g) *Small scale recreation opportunities such as playgrounds, and outdoor work out structures should be considered.*
- h) *Gaps in pedestrian infrastructure, such as sidewalks and trails, should be investigated and connected in order to create a continuous and equitable pedestrian network.*
- i) *Future parks and open space may be developed within residential lands, institutional lands, and agriculture lands to provide more recreation opportunities for residents.*
- j) *DeBolt Creek shall be protected and preserved in accordance with municipal and provincial regulations*
- k) *A trail should be integrated, if possible, along the north portion of DeBolt Creek that connects to Plan Area's pedestrian network.*

4.3.7 Institutional

Institutional uses will be decentralized throughout the Plan Area and are intended to accommodate government services, educational uses, religious amenities, and cultural/recreational amenities.

- a) *Institutional areas should ensure that public and non-public services are offered to the community.*
- b) *Community recreation opportunities shall continue to be utilized through the use of the DeBolt Centre. Opportunities for additional supportive uses within these spaces shall also be supported.*
- c) *Institutional areas should allow for adaptive reuse of existing buildings to preserve historic structures and reduce the need for new construction.*
- d) *Buildings for institutional uses should be designed to serve multiple purposes to maximize utility and efficiency.*

- e) *Improve pedestrian and bike paths to link institutional sites with residential areas and other community facilities.*
- f) *Incorporate local vegetation and open spaces into the design to maintain the rural aesthetic and provide community gathering spaces.*
- g) *Alternate forms of housing, including seniors housing and accessible/barrier free housing shall be encouraged.*

4.3.8 Agricultural

Agricultural lands are intended to continue their operations and should only be considered for development in the future after the full development of Existing and Future Residential areas. Prior to any future redesignation to other land uses, Agricultural lands may undergo additional studies to ensure prime agricultural lands are protected and retained. Development of these lands can only occur at the time the landowner chooses to sell or develop them.

- a) *All pre-existing uses occurring on Agricultural lands, such as farming operations and country residences, shall continue to exist and operate as is.*
- b) *The development of Agricultural lands shall require further technical studies to demonstrate that development is suitable to occur on these lands, to the satisfaction of Greenview.*
- c) *Development within the Hamlet Boundary and Future Residential development shall be prioritized prior to the development of Agricultural lands.*



4.4 Statistics

Table 2: Land Use Statistics

DeBolt Area Structure Plan Land Use Statistics			
	Area (ha)	Area (ac)	% GDA
Gross Plan Area	353.88	874.45	
Gross Developable Area	353.88	874.45	100.00
Agriculture	227.01	560.95	64.15
Commercial	24.81	61.30	7.01
Parks and Open Space	15.29	37.79	4.32
Industrial	12.12	29.95	3.43
Institutional	7.24	17.90	2.05
Public Utility ROW	0.26	0.65	0.07
Roadways	23.07	57.02	6.52
Future Roadways (20% of Future Residential)	1.18	2.91	0.33
Total Non-Residential	310.99	768.47	87.88
Net Residential Area (NRA)	42.89	105.98	12.12

Residential Land Use, Dwelling, and Population							
Land Use	Area (ha)	Area (ac)	% of NRA	Lots/ha/ac	Total Lots	People/Lot	Population
Existing Residential	38.17	94.33	89.01	3 ¹ / 1.2	115	2.7	309
Future Residential	4.71	11.65	10.99	6 / 2.4	28	2.7	76
Total	42.89	105.98			143		386

¹Due to the larger lot sizes in the Creek Crossing subdivision, a lower lot density was utilized for Existing Residential development.



05 Infrastructure

5.1 Transportation Network

Highways 43 and 736 provide multiple connection points to the Plan Area and connect to existing local roadways (see *Figure 11: Transportation Network*). Future hamlet roadways must be designed as per the roadway standards found in Greenview's Development Guidelines and Municipal Servicing Standards.

At the time of preparation of this ASP, Alberta Transportation and Economic Corridor has not finalized the locations and nature of the future interchanges along Highways 43 and 736, but indicated future studies will be required to be conducted to determine future road improvement strategies.

- a) *All roadways and approaches shall meet the specifications of Greenview's Development Guidelines and Municipal Servicing Standards.*
- b) *On-street parking should be integrated along Alberta Avenue's eastern portion, adjacent to commercial uses.*
- c) *Greenview shall determine if a Traffic Impact Analysis will be required for subsequent subdivision within the Plan Area.*

5.2 Water

The Hamlet Boundary is serviced by municipal water through water wells, water storage tanks, and a water treatment plant. As part of this ASP, evaluation of the conditions of the current systems were not conducted, therefore, further studies of the existing water network are recommended at the time of future development.

The most recent report that reviewed the Hamlet's water service is the Hamlet of DeBolt Infrastructure Overview (2007). This report identified that the existing distribution system must be upgraded to an urban standard at the time of development. These upgrades could include water pipe size increase, upgrading of pumps to meet higher peak flows, and installing fire pumps and hydrants along Virginia Avenue to increase fire flow capacities. However, since this report was prepared, Greenview has completed some of these upgrades, including increasing watermain lines and pumps. Any additional upgrades would be at the discretion of Greenview. The report also recommended that regular inspections and monitoring of the water wells be conducted to identify concerns at an early stage.

- a) *An evaluation of the water flow capacities should take place at the time of future subdivision and be in accordance with Greenview's Development Guidelines and Municipal Servicing Standards.*

5.3 Sanitary Servicing

The hamlet utilizes two sanitary lift stations to transfer sewage into the lagoon located south of the Plan Area. The first lift station services the Creeks Crossing subdivision, while the second services the remainder of DeBolt. Existing sanitary servicing may need to be extended to the Future Residential area in the northeastern portion of the hamlet boundary.

Technical studies were not conducted at the time this document was prepared. It is recommended that the existing sanitary network be monitored as the Plan Area develops, to assess the need for additional capacities and to evaluate the feasibility of future developments. Additionally, it is recommended that a detailed assessment of the available capacity in the lagoon and the lift stations should be conducted to assess development capacity prior to any upgrades.

In 2024, Greenview reviewed the existing capacities and determined that while capacity exists within the system, the capacity is intended to accommodate the existing lots currently subdivided. It is recommended that infill occur within the Hamlet Boundary, and within the Creeks Crossing subdivision. Until capacity upgrades are undertaken, the approval of new subdivision development should be discouraged.

- a) *All sanitary infrastructure within the Plan Area shall be constructed to the satisfaction of Greenview's Development Guidelines and Municipal Servicing Standards.*

5.4 Stormwater Servicing

The current stormwater infrastructure within the Plan Area consists of rural-style ditching, swales, and culverts. As the hamlet grows, it is recommended that underground piping and stormwater management facilities be incorporated into the infrastructure.

Prior to the installation of underground piping, future development should consider grading, landowner constraints, and discharge rates to ensure that the stormwater runoff does not negatively impact undeveloped lands or watercourses. Further analysis should be completed during the detailed design stages to ensure the downstream watercourses are not negatively affected.

- a) *Stormwater drainage shall not have a negative impact on adjacent properties.*
- b) *Large developments may be required to provide on-site stormwater management.*
- c) *A stormwater management plan may be required for multi-lot subdivisions or*

development, to the satisfaction of Greenview's Development Guidelines and Municipal Servicing Standards.

5.5 Shallow Utilities

Shallow utilities such as gas, power, and telecommunication will be extended or upgraded as required at the time of future development.

06 Implementation

6.1 Policy Monitoring & Evaluation

The below table outlines the actions that are required to implement this ASP. This ASP is required to be implemented by multiple stakeholders including Greenview, developers, and the community. Each action is linked to the applicable policy, responsible stakeholder, and priority.

Policy	Action	Responsibility	Priority
General	Explore partnerships with industry and community organizations.	Greenview/ Developer/ Community	High
1. (d), (k) 3. (a), (c) 5. (a), (b) 6. (a)-(k)	Establish a strategy for Greenview-owned land within the Hamlet to achieve orderly and planned growth.	Greenview	High
1. (k) 3. (c), (d) 5. (a) 6. (a), (f), (h)-(k)	Continue to maintain and update the Hamlet’s heritage inventory and implement public spaces initiatives.	Greenview/ Community	High
General	Dedicate an individual or personnel to fulfill/coordinate the implementation of the DeBolt ASP.	Greenview	Medium
General	Investigate municipal incentives and grants to support development within the hamlet.	Greenview	Medium
General	Redistrict land to reflect the ASP’s concept.	Greenview/ Developer/ Community	Medium
1. (h) 2. (i), (j) 8. (b) 9. (c) 12. (b)	Require technical documents to confirm/support development in environmentally significant areas.	Greenview	Medium
1. (c)	Consult Alberta Environment and Parks about opportunities within Crown Land.	Greenview/ Developer/	Low

		Community	
1. (m) 6. (d)	Establish a plan for Firesmart within the Plan Area.	Greenview/ Community	Low
2. (j) 6. (c), (e) 7. (b)	Incorporate landscaping and low-impact development in parks, roadways, and developments adjacent to environmentally sensitive areas.	Greenview/ Developer	Low
10. (a) 11. (a) 12. (b)	Investigate the expansion of municipal services to accommodate future development.	Greenview/ Developer	Low

6.2 Staging

Future development is intended to be prioritized nearest to existing infrastructure, within or adjacent to the hamlet, creating orderly and contiguous development. Existing and Future Residential areas are intended to be developed first, with Agricultural lands further away from the hamlet to be developed in the future when demand for additional housing and services is required. However, the staging of future development will occur in response to market demands. Direction to develop agricultural lands will be fully initiated by the landowner.

6.3 Redistricting and Subdivision

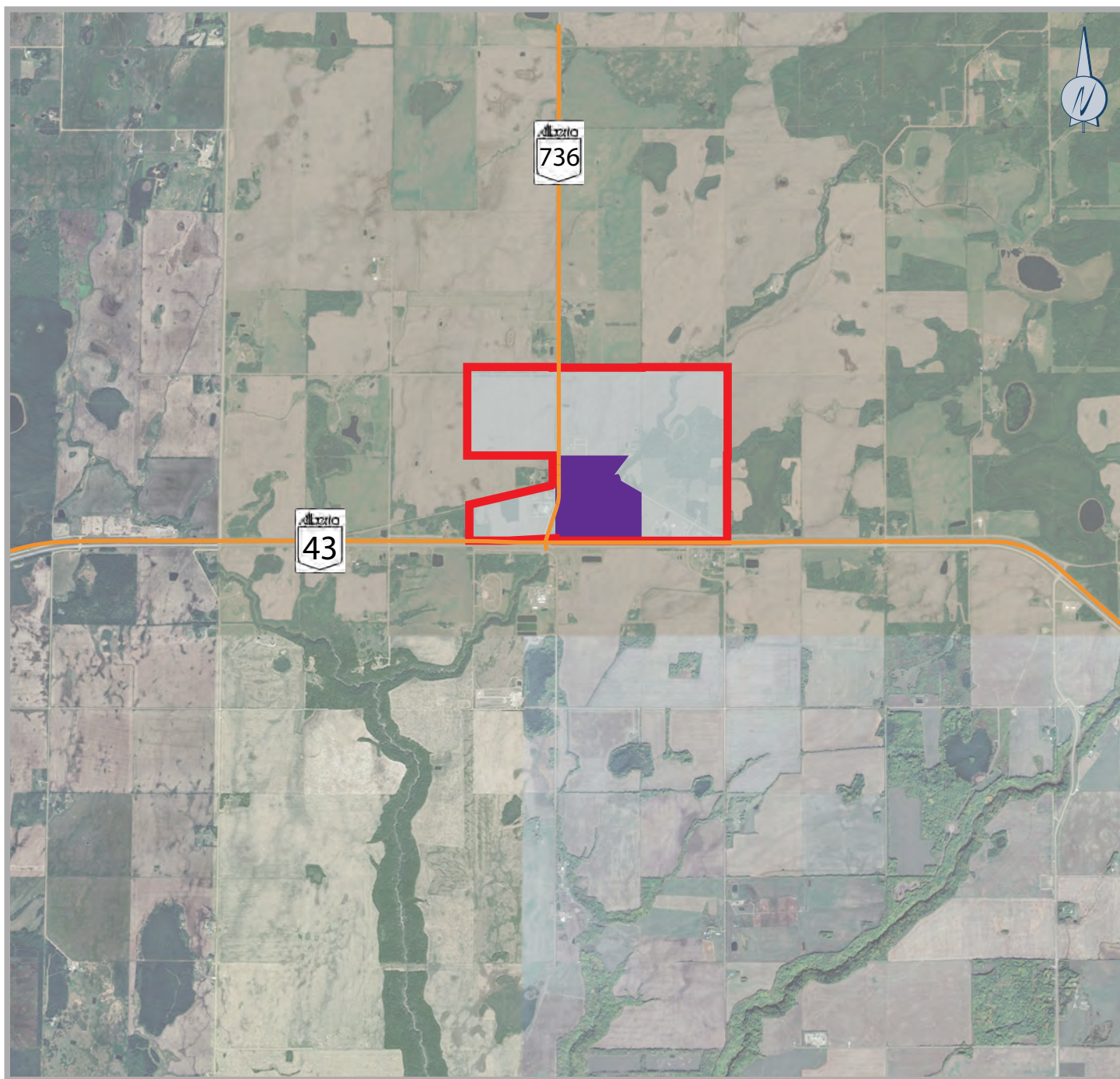
Redistricting and subdivision applications can be initiated by the developers, or landowners and must align with policies found in this document, including land uses as per *Figure 10: Future Land Use Concept*. Redistricting and subdivision applications shall align with Greenview’s bylaws and policies, including the Municipal Development Plan and the Land Use Bylaw.

Land Use Bylaw
Land Use Bylaw 18-800 controls and guides the use and development of all land and buildings within Greenview.

6.4 Plan Amendment

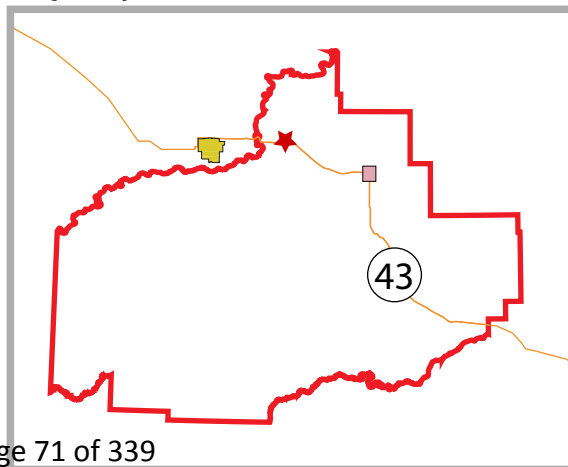
Policies, text, and figures found within this ASP may be amended from time to time, in response to broader or more specific trends and developments affecting the Plan Area. Amendments shall be in accordance with the *Municipal Government Act*, and any other applicable Greenview bylaws, policies, and procedures.

Figure 1: Location Map



N.T.S

Key Map

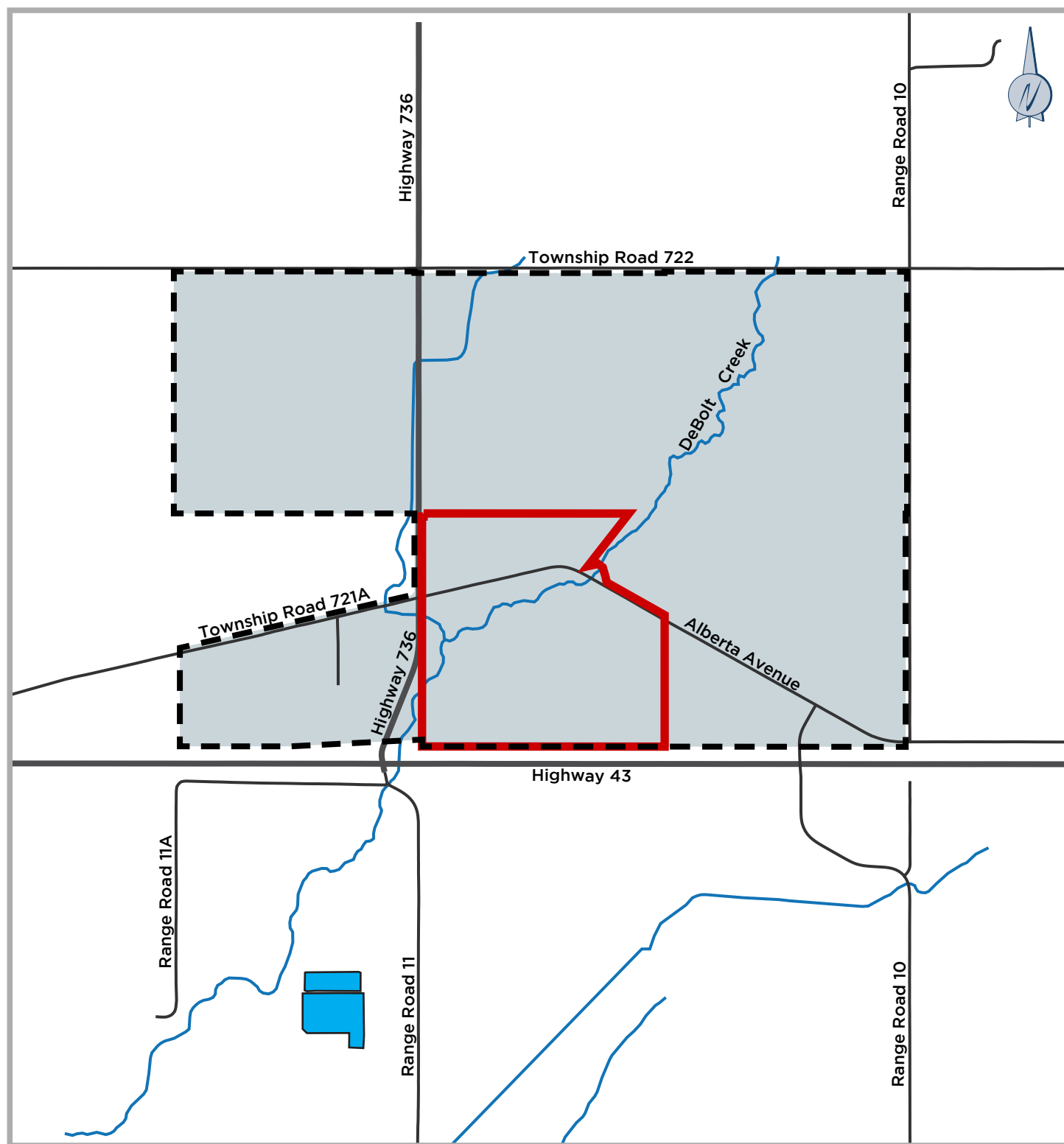


Legend

- Municipal District of Greenview No. 16
- Highway
- City of Grande Prairie
- Town of Valleyview
- ★ Hamlet of DeBolt ASP Location
- Hamlet of DeBolt ASP Boundary
- Hamlet of DeBolt Boundary

DATE

Figure 2: Plan Boundary



N.T.S

Legend







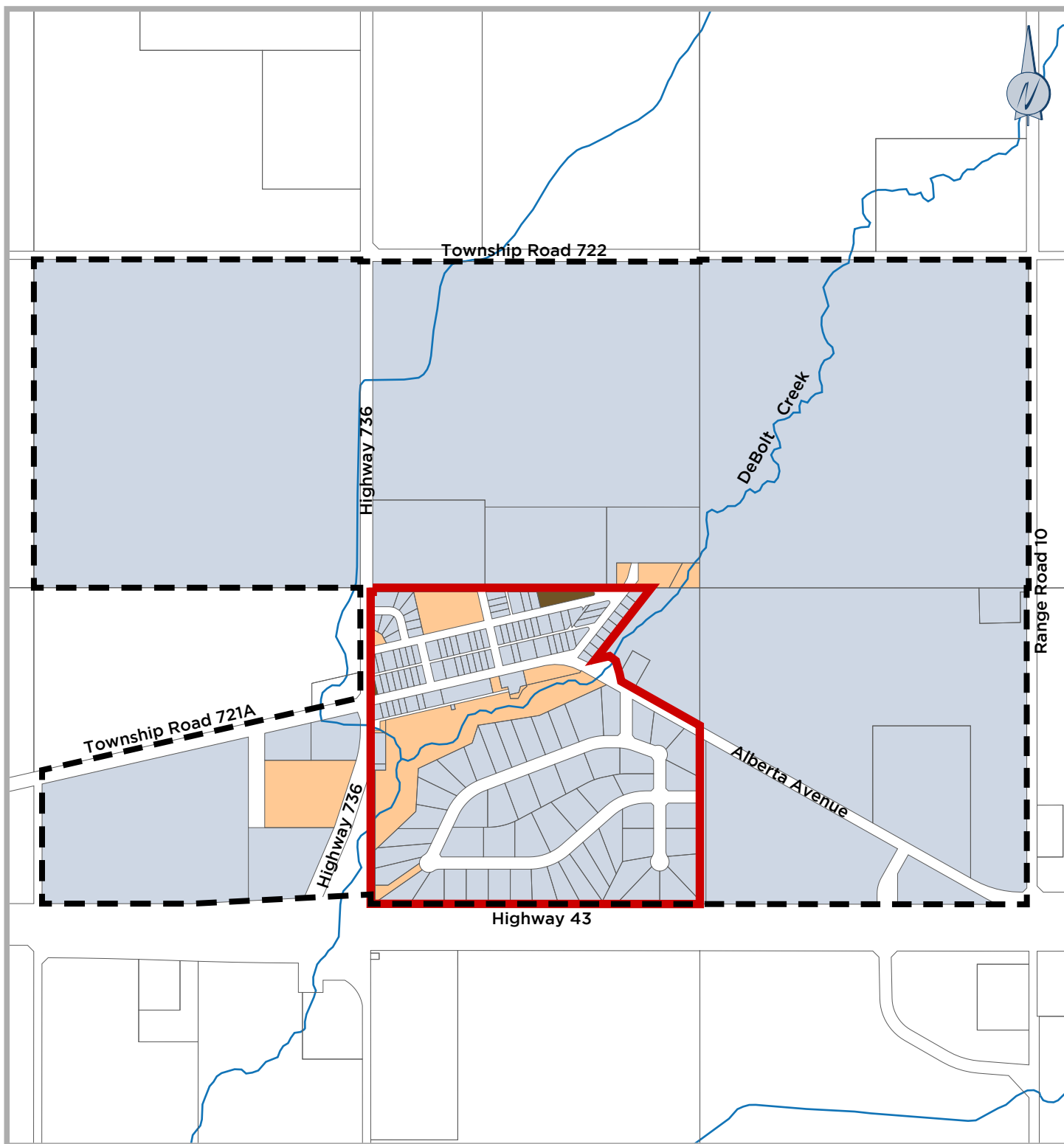
-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Existing Lagoon
-  Watercourses
-  Highway
-  Major Roadway

Figure 3: Ownership



N.T.S

Legend







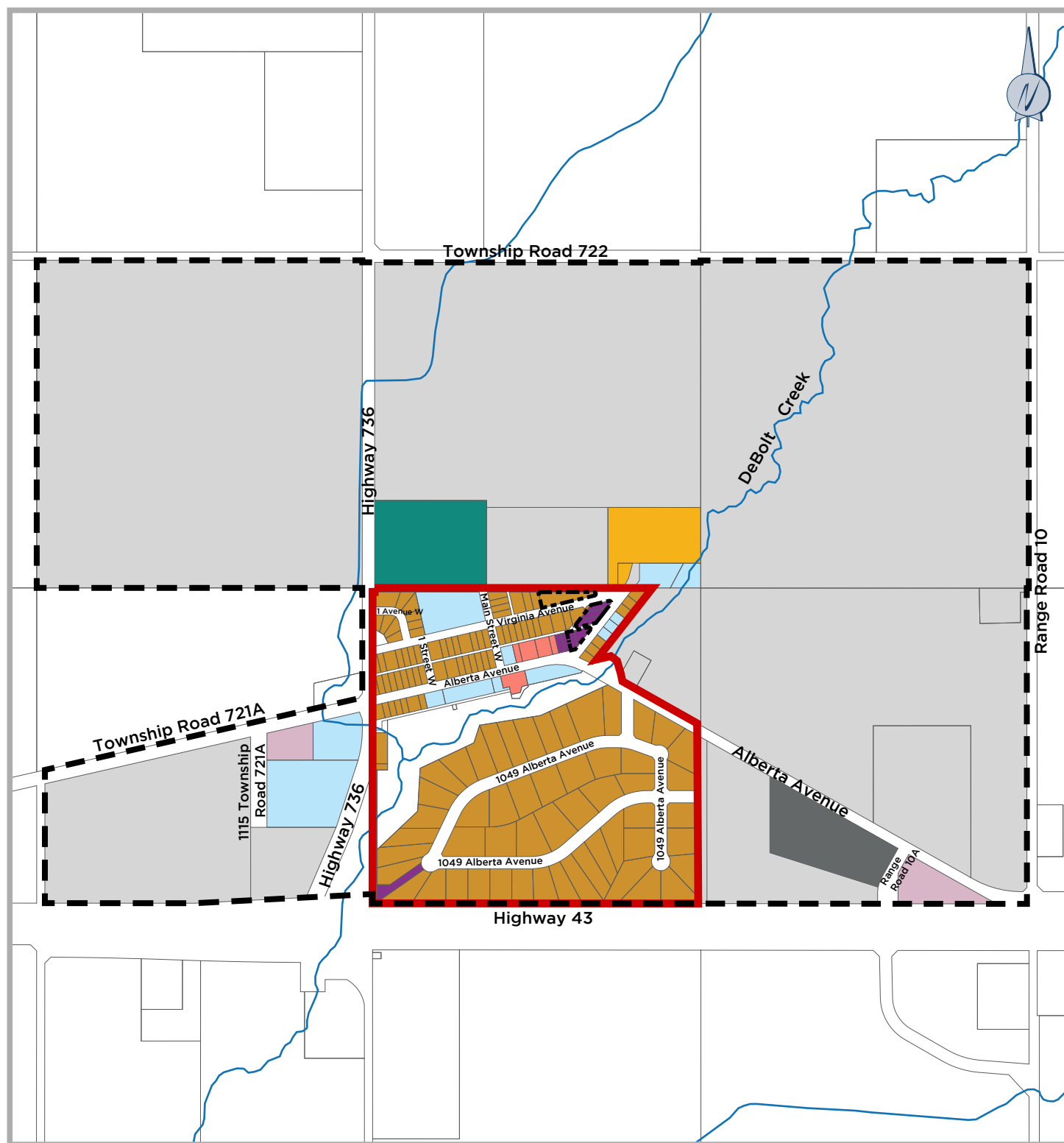
-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Private Land
-  MD of Greenview No.16
-  Crown Land
-  DATE Watercourses

Figure 4: Existing Land Use Concept



N.T.S

Legend













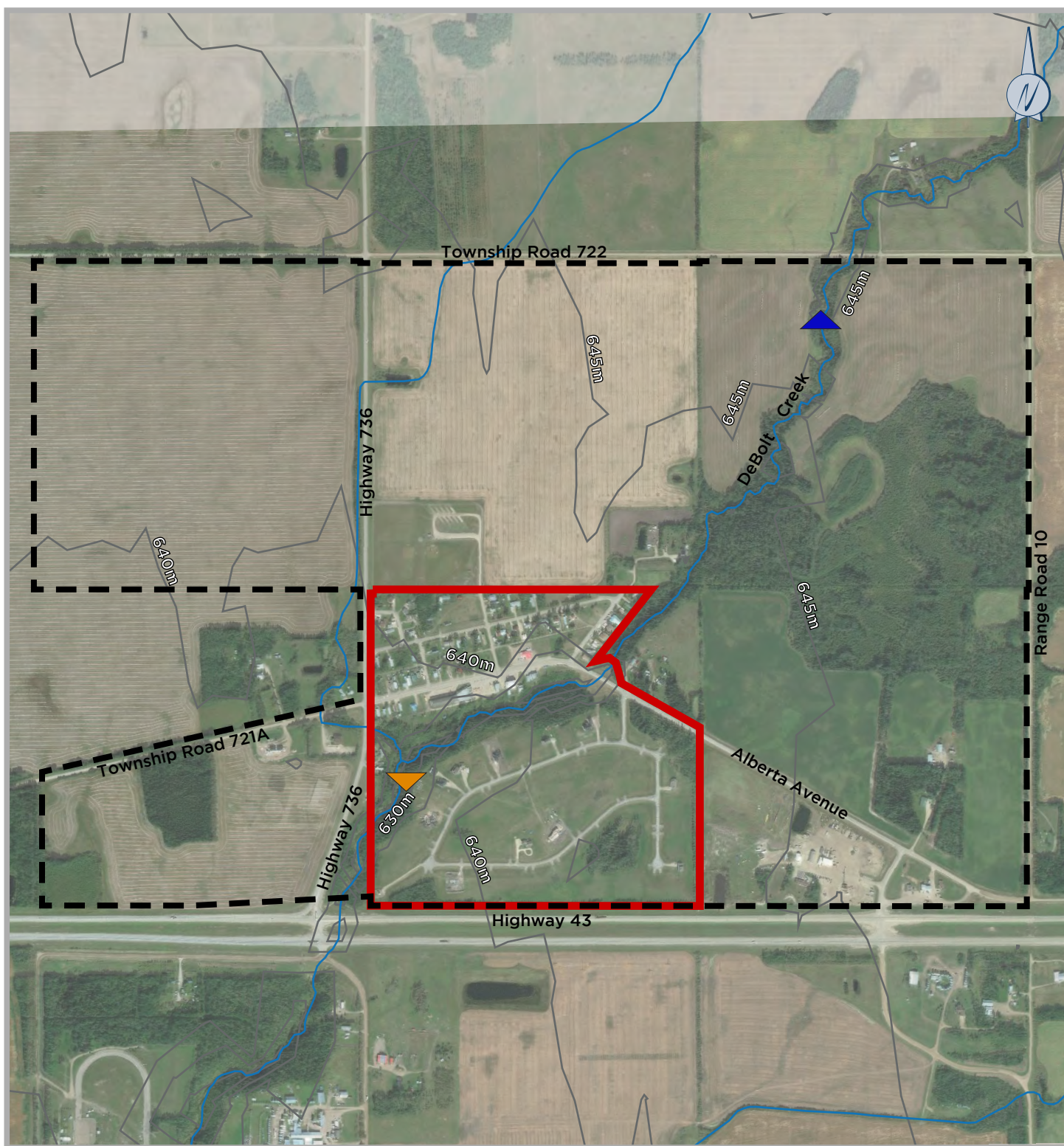
-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Agriculture
-  Hamlet Commercial
-  Hamlet Residential
-  Country Residential
-  Hamlet Industrial
-  Recreational
-  Institutional
-  Rural Commercial
-  Industrial General
-  Watercourses



Figure 5: Existing Topography



N.T.S

Legend







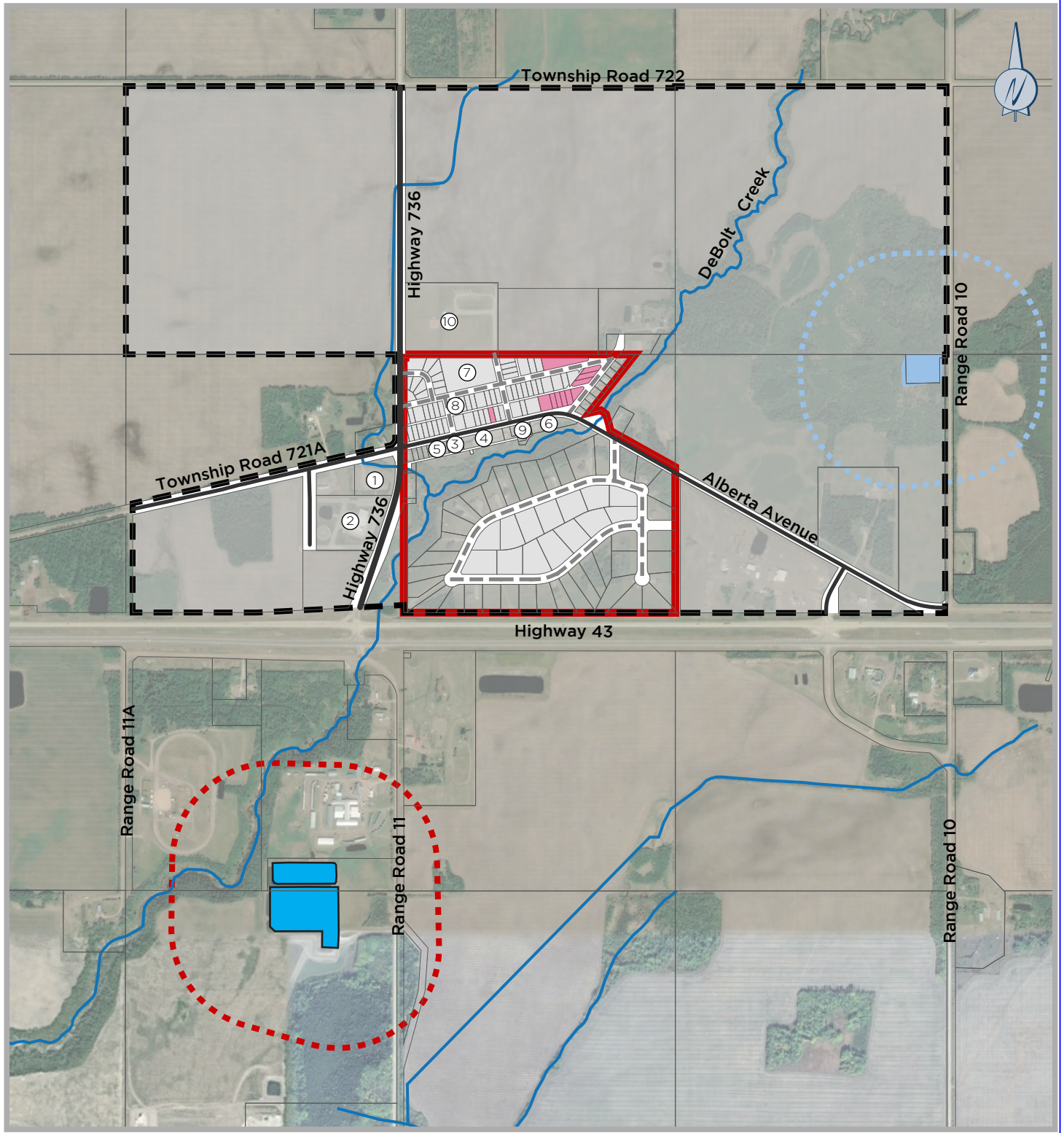
-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Watercourses
-  Contour Lines
-  High Point
-  Low Point

Figure 6: Site Features



Legend

- ASP Boundary
- Hamlet of DeBolt Boundary
- Existing Lagoon
- Historic Landfill
- Vacant Lots
- Watercourses
- Highways
- Major Roads
- Local Roads

- 300m Development Setback from Lagoon
- 300m Development Setback from Landfill
- ① Gospel Light Church DeBolt
- ② DeBolt Public Service & Fire Station
- ③ DeBolt Curling Arena
- ④ DeBolt Public Library
- ⑤ DeBolt Pioneer Museum & Legion Hall
- ⑥ Former Fire Station Site

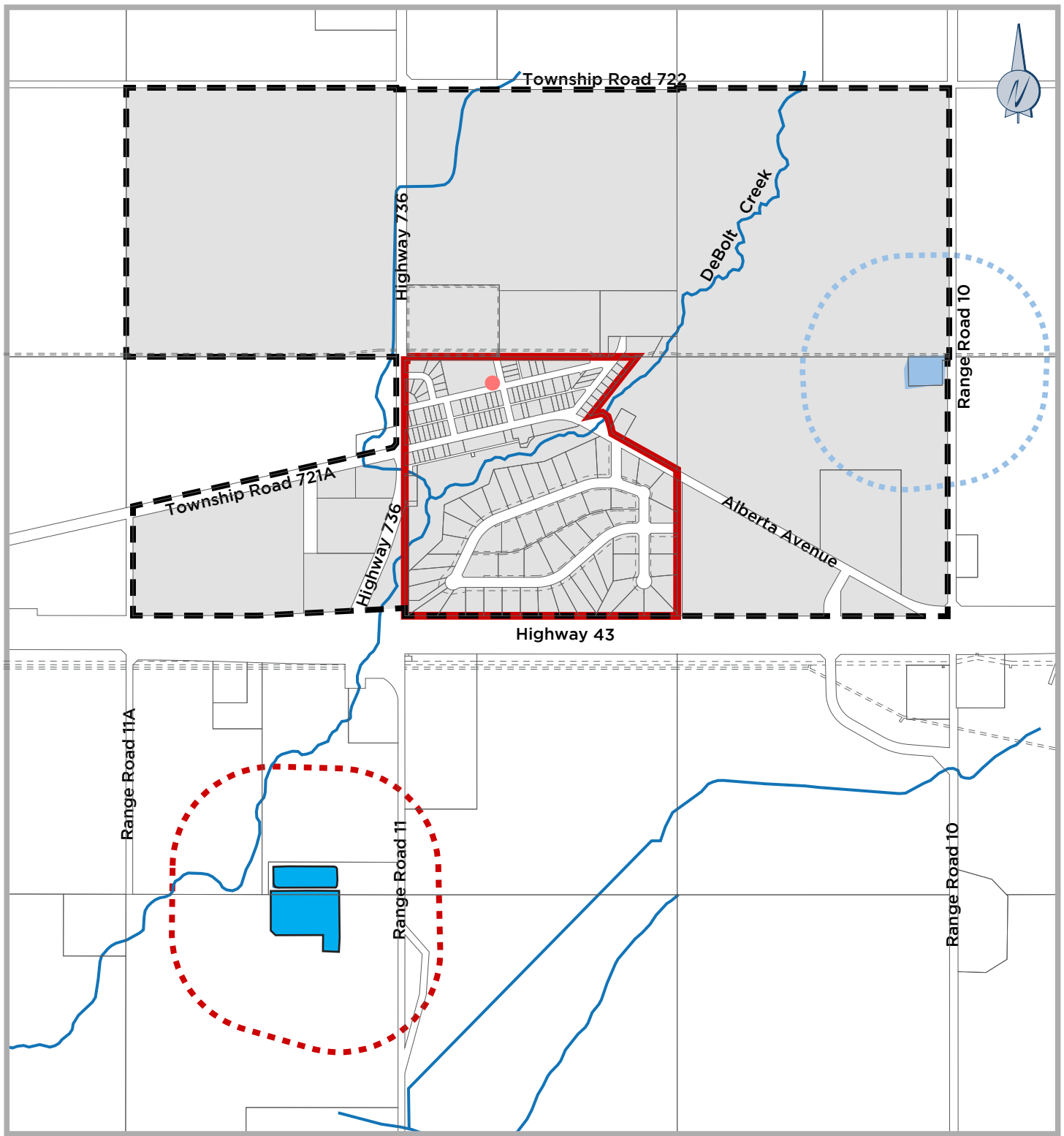
- ⑦ Hubert Memorial Park & Museum
- ⑧ DeBolt United Church
- ⑨ Water Treatment Plant
- ⑩ Ball Diamonds

N.T.S

* Potential Setback from Historic Landfill to be confirmed.











Figure 7: Development Setback



N.T.S

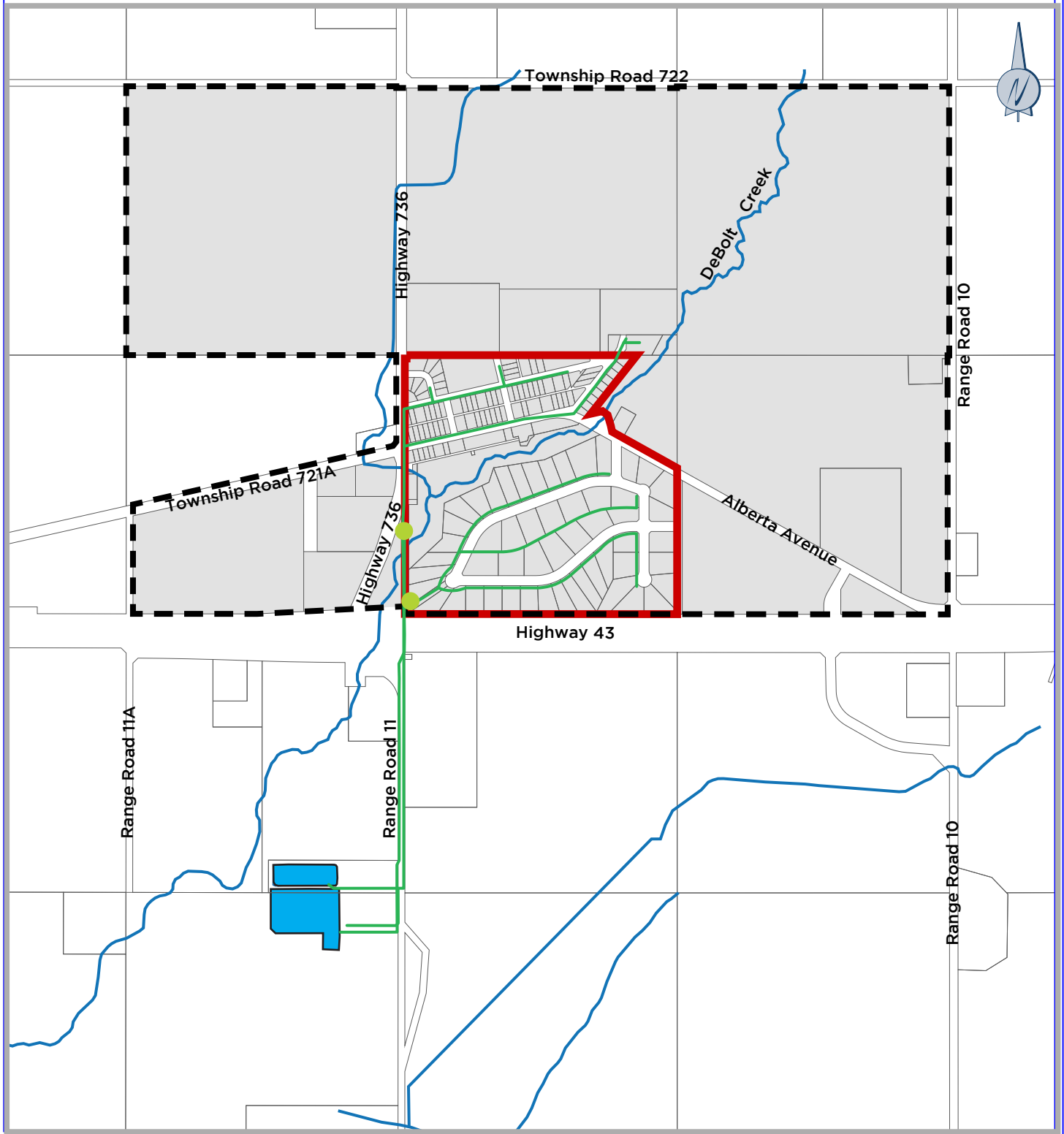
Legend

-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Existing Lagoon
-  Historic Landfill
-  Watercourses
-  300m Development Setback from Lagoon
-  300m Development Setback from Landfill
-  Abandoned Well Location

* DATE
 * Potential Setback from Historic Landfill to be confirmed
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Figure 8: Existing Sanitary Sewer Servicing



N.T.S

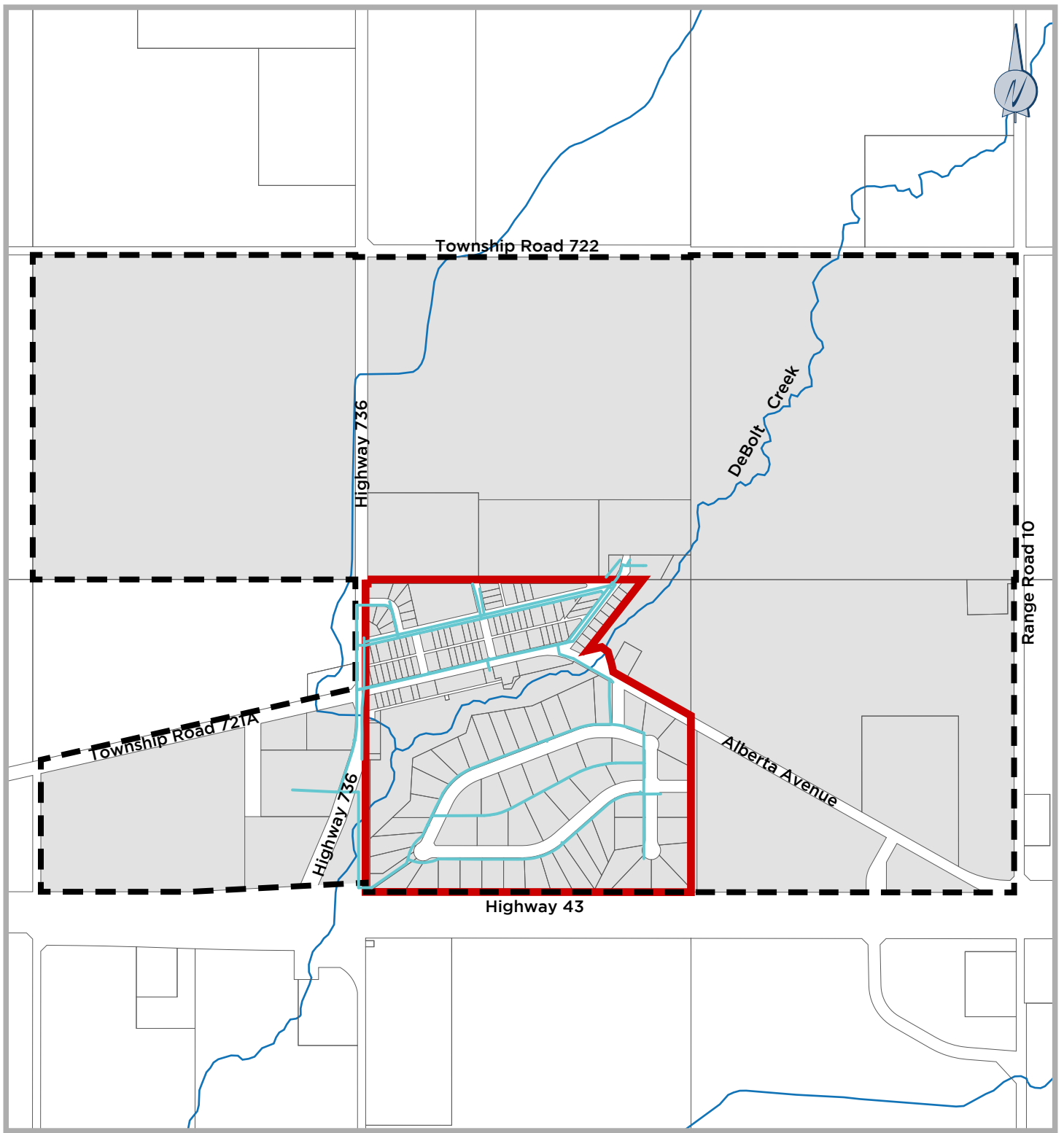
Legend

-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Existing Lagoon
-  Watercourses
-  Existing Sanitary Sewer Main
-  Existing Sanitary Lift Station

DATE








Figure 9: Existing Water Servicing



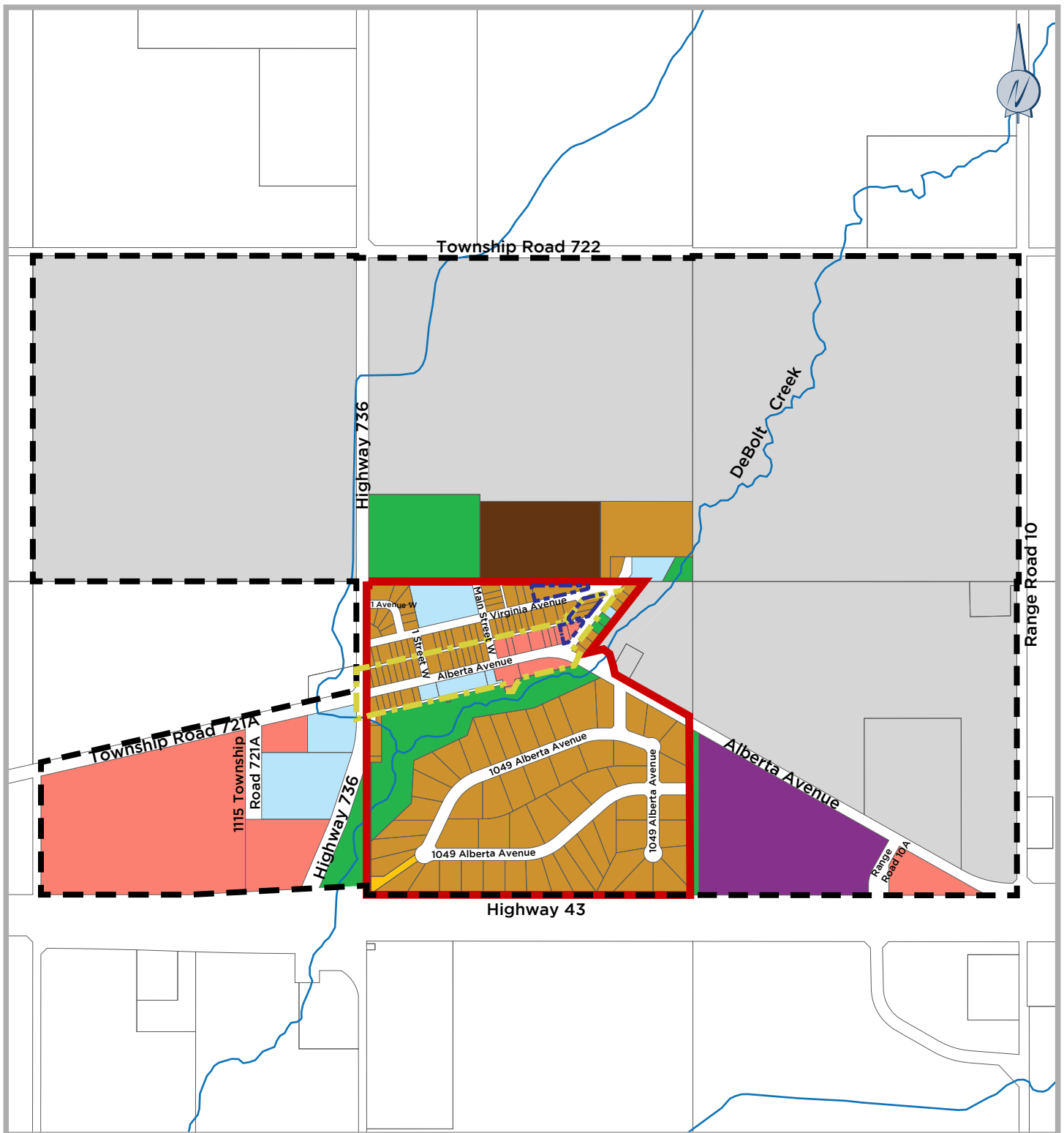
N.T.S

Legend

-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Existing Lagoon
-  Watercourses
-  Existing Water Servicing Lines

DATE

Figure 10: Future Land Use Concept



N.T.S

Legend














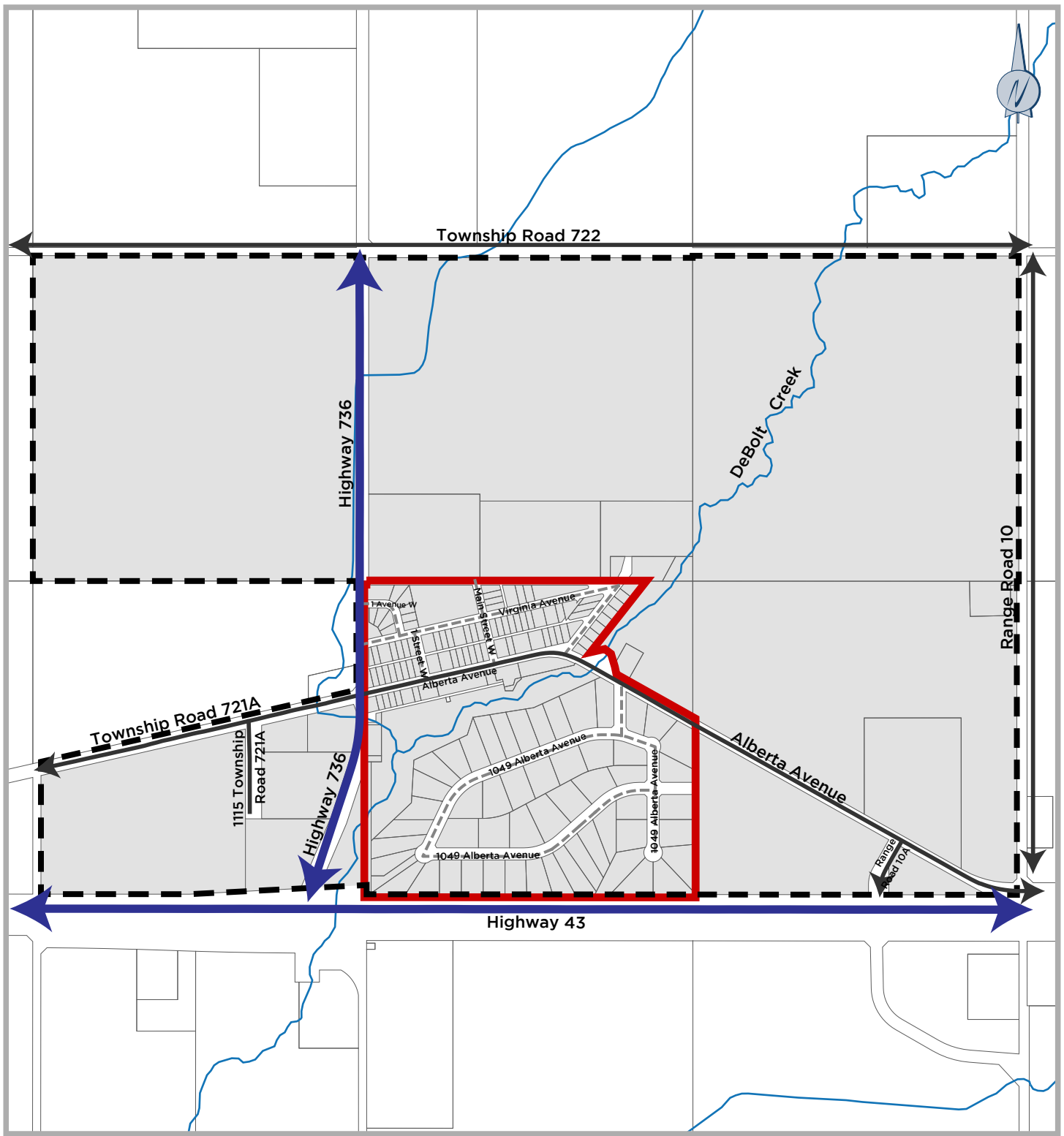
-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Agriculture
-  Hamlet Commercial
-  Existing Residential
-  Future Residential
-  Hamlet Industrial
-  Parks and Open Space
-  Institutional
-  Public Utility Lot
-  Brownfield Sites
-  Alberta Avenue Core Area
-  Watercourses



Figure 11: Transportation Network



N.T.S

Legend







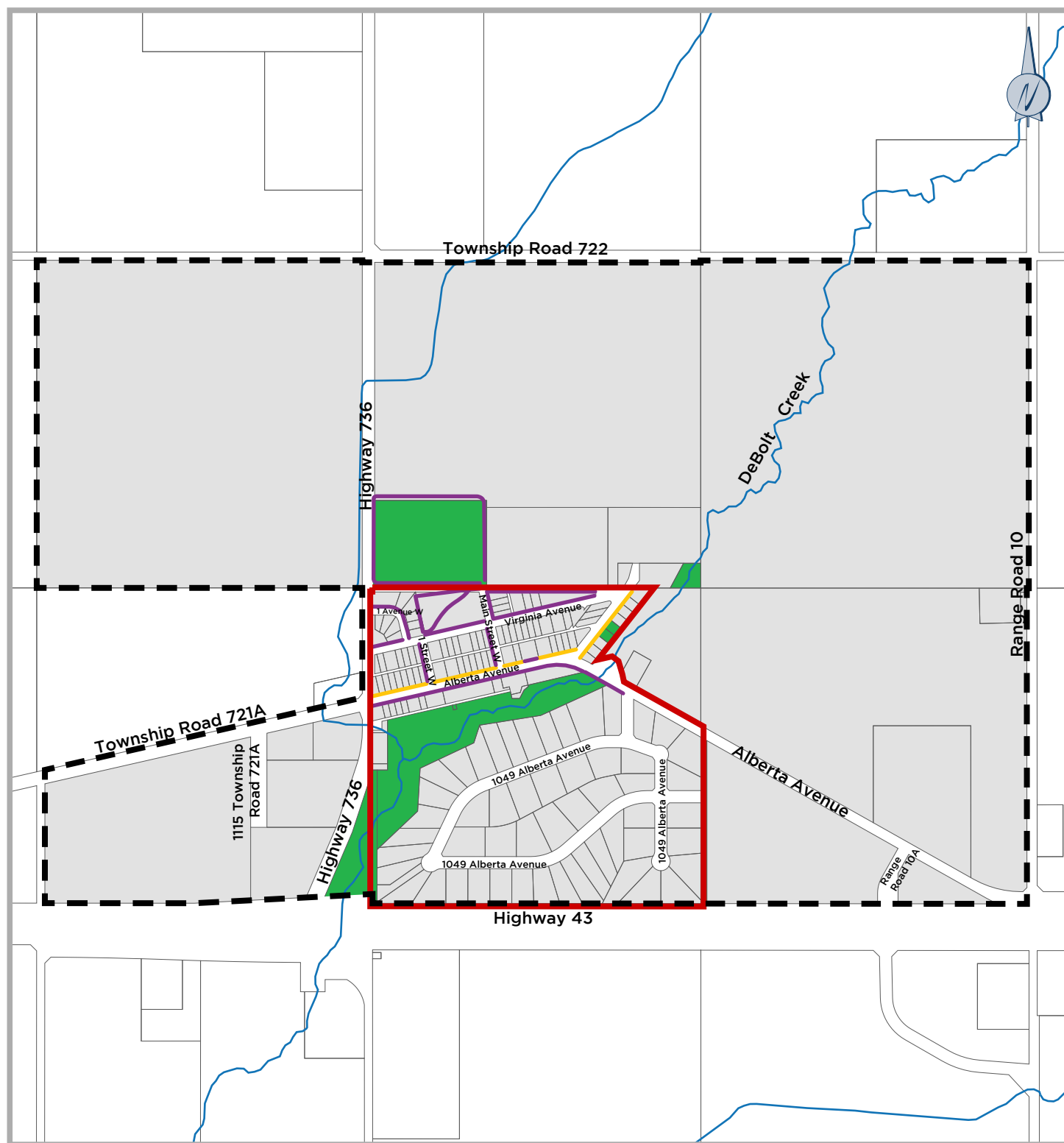
-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Watercourses
-  Highway
-  Major Roadway
-  Local Roadway









Figure 12 Open Space Network



N.T.S

Legend

-  ASP Boundary
-  Hamlet of DeBolt Boundary
-  Parks and Open Space
-  Watercourses
-  Existing Pedestrian Connectivity
-  **DATE** Proposed Pedestrian Connectivity

- (i) proposals for the financing and programming of municipal infrastructure,
 - (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,
 - (iii) environmental matters within the municipality,
 - (iv) the financial resources of the municipality,
 - (v) the economic development of the municipality, and
 - (vi) any other matter relating to the physical, social or economic development of the municipality,
- (c) may contain statements regarding the municipality's development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,
- (d) must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,
- (e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,
- (f) must contain policies respecting the protection of agricultural operations, and
- (g) may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).
- (4) Repealed 2020 c39 s10(19).

RSA 2000 cM-26 s632;RSA 2000 c21(Supp) s4;2008 c37 s11;
2015 c8 s62;2016 c24 s98;2017 c13 s2(16);2020 c39 s10(19)

Area Structure Plans

Area structure plan

633(1) For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan.

- (2) An area structure plan
- (a) must describe
- (i) the sequence of development proposed for the area,
 - (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,
 - (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
 - (iv) the general location of major transportation routes and public utilities,
- and
- (b) may contain any other matters, including matters relating to reserves, as the council considers necessary.
- (3) Repealed 2020 c39 s10(20).
RSA 2000 cM-26 s633;2015 c8 s63;2017 c13 s1(56);
2020 c39 s10(20)

Area Redevelopment Plans

Area redevelopment plans

- 634(1)** A council may
- (a) designate an area of the municipality as a redevelopment area for the purpose of any or all of the following:
 - (i) preserving or improving land and buildings in the area;
 - (ii) rehabilitating buildings in the area;
 - (iii) removing buildings from the area;
 - (iv) constructing or replacing buildings in the area;
 - (v) establishing, improving or relocating roads, public utilities or other services in the area;
 - (vi) facilitating any other development in the area,
 - (b) adopt, by bylaw, an area redevelopment plan,
 - (c) in accordance with this section and Division 6, provide for the imposition and collection of a levy to be known as a “redevelopment levy”, and

- (d) authorize a designated officer, with or without conditions, to perform any function with respect to the imposition and collection of that redevelopment levy.

(2) Repealed 2020 c39 s10(21).

RSA 2000 cM-26 s634;2015 c8 s64;2020 c39 s10(21)

Plan contents

635 An area redevelopment plan

- (a) must describe
 - (i) the objectives of the plan and how they are proposed to be achieved,
 - (ii) the proposed land uses for the redevelopment area,
 - (iii) if a redevelopment levy is to be imposed, the reasons for imposing it, and
 - (iv) any proposals for the acquisition of land for any municipal use, school facilities, parks and recreation facilities or any other purposes the council considers necessary,
- and
- (b) may contain any other proposals that the council considers necessary.

1995 c24 s95

General Provisions

Statutory plan preparation

636(1) While preparing a statutory plan, a municipality must notify the following and provide a means for suggestions and representations to be made:

- (a) any members of the public who may be affected by the plan;
- (b) the school boards with jurisdiction in the area to which the plan preparation applies;
- (c) in the case of a municipal development plan,
 - (i) any adjacent municipalities,
 - (ii) the Indian band of any adjacent Indian reserve, and
 - (iii) any adjacent Metis settlement;

- (d) in the case of an area structure plan,
 - (i) where the land that is the subject of the plan is adjacent to another municipality, that municipality,
 - (ii) where the land that is the subject of the plan is within 1.6 kilometres of a provincial highway, the Minister responsible for the *Highways Development and Protection Act*, and
 - (iii) where the land that is the subject of the plan is adjacent to an Indian reserve or Metis settlement, the Indian band or Metis settlement.

(2) Subsection (1) does not apply to amendments to statutory plans.
RSA 2000 cM-26 s636;2008 c37 s11;2017 c13 s1(57);
2020 c39 s10(22)

Effect of plans

637 The adoption by a council of a statutory plan does not require the municipality to undertake any of the projects referred to in it.
1995 c24 s95

Consistency of plans

638(1) A municipal development plan must be consistent with any intermunicipal development plan in respect of land that is identified in both the municipal development plan and the intermunicipal development plan.

(2) An area structure plan and an area redevelopment plan must be consistent with

- (a) any intermunicipal development plan in respect of land that is identified in both the area structure plan or area redevelopment plan, as applicable, and the intermunicipal development plan, and
- (b) any municipal development plan.

(3) An intermunicipal development plan prevails to the extent of any conflict or inconsistency between

- (a) a municipal development plan, an area structure plan or an area redevelopment plan, and
- (b) the intermunicipal development plan

in respect of the development of the land to which the conflicting or inconsistent plans apply.

SECTION 10 IMPLEMENTATION

10.1 INTRODUCTION

The purpose of this Section is to outline the mechanisms to be used in the implementation of the policies contained in this MDP.

10.2 LAND USE BYLAW

- Land Use Bylaw Amendments** 10.2.1
- (a) All amendments to the LUB shall be consistent with this MDP. If a proposed amendment is contrary to this MDP, but is deemed desirable by Council, this MDP shall be amended as required to ensure that consistency is maintained.
 - (b) If an amendment to the LUB is required to accommodate a proposed subdivision, the amendment shall receive third reading from Council prior to subdivision approval taking place.

10.3 SUBDIVISION AND DEVELOPMENT REQUIREMENTS

- Evaluation of Applications** 10.3.1
- All applications for LUB amendments, subdivisions and development permits shall be evaluated by Greenview according to the following criteria:
- (a) Compliance with the Act, Regulation, LUB, and any other Statutory Plans or Concept Plans that are in effect;
 - (b) Adequacy of road access and off-site traffic impacts generated by the proposed development;
 - (c) Proposed methods of water supply, sewage disposal and storm drainage, supported by hydrogeological and geotechnical testing provided by the developer with the application;
 - (d) Compatibility with adjacent land uses, including the potential impact on agricultural operations;
 - (e) Site suitability in terms of soils, topography, and size;
 - (f) Environmental factors including the potential for erosion, flooding, or watercourse contamination; and
 - (g) The quality of agricultural land, and the fragmentation and loss of agricultural lands.
- Area Structure Plans and Concept Plans Prepared by Developer** 10.3.2
- Greenview shall require the adoption of an ASP, prepared in accordance with Section 633 of the Act and Area Structure Plan and Concept Plan Policy 6001, or a Concept Plan prepared in accordance with Area Structure Plan and Concept Plan Policy 6001, prior to the approval of:

- (a) An industrial or commercial subdivision exceeding one (1) lot;
- (b) A country residential subdivision resulting in a cumulative density of four (4) or more lots on the subject quarter section;
- (c) Any multi-lot country residential subdivision or recreational resort located adjacent to a lake or other watercourse; or
- (d) Any subdivision located in proximity to a highway when requested by Alberta Transportation.

A plan prepared under this policy may be referred to as a “Minor” ASP.

Area Structure Plans Prepared by Municipal District 10.3.3

- (a) Greenview may undertake the preparation of ASPs for its hamlets and other areas within Greenview that may be of strategic development interest, including but not limited to
 - i) the Hamlets of DeBolt and Little Smoky,
 - ii) Crooked Creek/Ridgevalley, and
 - iii) the Grande Cache airport.

A plan prepared under this policy may be referred to as a “Major” ASP.

- (b) Major ASPs shall address the criteria identified in Policy 10.3.4 (“Area Structure Plan Content”), and will generally exceed one quarter section in size. Such plans may be undertaken in partnership with neighbouring municipalities, developers or industry partners.

- (c) Greenview shall commit to the review and update of the Sturgeon Lake ASP and Grovedale ASP as required.

Area Structure Plan and Concept Plan Content 10.3.4

The preparation of a Minor ASP or Concept Plan required under Policy 10.3.2 (“Area Structure Plans Prepared by Developer”) shall be the responsibility of the developer, based on Terms of Reference prepared by Greenview in accordance with Area Structure Plan and Concept Plan Policy 6001, and should address the following matters to the satisfaction of Greenview:

- (a) Conformity with this MDP, other Statutory Plans, other non-statutory documents and the LUB;
- (b) Proposed land uses, population and employment projections for those land uses;
- (c) Proposed lot layout and phasing;
- (d) Impacts on adjacent uses, environmentally sensitive areas, and recreational uses, including provision for buffers and development setbacks;
- (e) Proposed methods of water supply, stormwater management and sewage disposal, supported by report requirements

contained in Policy 10.3.5 (“Supporting Technical Reports”);

- (f) Access point(s) and internal circulation network and impacts on the external existing transportation network;
- (g) Allocation of MR and ER;
- (h) Suitability of the site for development in terms of soil stability, groundwater level, and drainage;
- (i) Confirmation of the location and geographic extent of any environmentally significant areas, environmentally sensitive areas, riparian areas, surface water bodies, forests, wildlife corridors, hazard lands, and historic or archaeological sites. Any detailed scientific or engineering analysis that may be required by Greenview shall be undertaken by qualified technical Professionals with all costs borne by the developer;
- (j) Integration of natural areas into the design of developments to form part of a future linked and integrated parks and open space system, including the retention of forests, wildlife corridors, wetland areas, and the provision of stormwater ponds and parks to form continuous open spaces; and
- (k) Any other matters identified by Greenview.

**Supporting
Technical Reports**

10.3.5 All ASPs, Concept Plans, and applications for rezoning and multi-lot subdivisions shall be accompanied by the necessary professional technical reports including but not limited to Engineering Servicing Design Reports, Geotechnical Reports, Hydrogeological Reports, and Environmental Impact Assessments as determined by Greenview.

**Development
Agreements**

10.3.6 As a condition of subdivision or development permit approval, Greenview may require the developer to enter into a development agreement with respect to the provision of all infrastructure required to service the site.

**Developer
Responsibility**

10.3.7 Developers shall be responsible for all infrastructure and utility costs associated with development, including the payment of offsite levies.

10.4 MUNICIPAL RESERVE

**Municipal Reserve
Required**

10.4.1 As a condition of subdivision, Greenview shall require that ten percent (10%) of the developable lands be dedicated as MR as provided for under the Act.

**Municipal Reserve
Dedication**

10.4.2 Greenview shall require that MR be dedicated as cash-in-lieu in all cases except as follows:

- (a) Where the subdivision results in the creation of a multi-parcel



REQUEST FOR DECISION

SUBJECT:	Hamlet of Ridgevalley and Crooked Creek Area Structure Plan Bylaw 24-963		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 14, 2025	A.CAO:	MANAGER:
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: MAV
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial – Municipal Government Act, R.S.A. 2000, Chapter M-26

Council Bylaw/Policy – Municipal Development Plan, Bylaw 15-742

RECOMMENDED ACTION:

MOTION: That Council give second reading to Bylaw 24-963 Hamlet of Ridgevalley and Crooked Creek Area Structure Plan, as presented.

MOTION: That Council give third reading to Bylaw 24-963 Hamlet of Ridgevalley and Crooked Creek Area Structure Plan, as presented.

BACKGROUND

In April 2023, Greenview requested Invistec Consulting Ltd. prepare the Area Structure Plan (ASP) for the Hamlet of Ridgevalley and Crooked Creek Area, where no ASP has previously been adopted. Directed by section 10.3.3 of the Municipal Development Plan (MDP), the ASP provides for a planned development and subdivision in the Hamlet of Ridgevalley, Crooked Creek, and surrounding areas. An initial Draft was presented to Council in June of 2024 and a public hearing was held on July 23, 2024.

RECOMMENDATIONS

After months of consultation with various stakeholders and draft review, Administration is presenting the proposed Hamlet of Ridgevalley and Crooked Creek ASP for adoption. Administration has taken the necessary steps for individuals or groups to make representations or suggestions in accordance with the MGA. The policies therein are also consistent with Greenview's MDP. Throughout the public consultation process and when circulated with internal and external stakeholders, Administration has received no strong opposition to this ASP. Administration has also consulted with the residents and those affected by the ASP, and it is the opinion of Administration that these concerns are adequately addressed throughout the ASP process. Comments from Council during the first reading of this ASP Bylaw were also addressed. Therefore, it is recommended that the Hamlet of Ridgevalley and Crooked Creek ASP be given second and third readings for final Bylaw adoption.

PLAN CONTENTS

The Hamlet of Ridgevalley and Crooked Creek ASP will provide the planning framework for the Hamlet of Ridgevalley, Crooked Creek, and surrounding areas. The Plan Area comprises 458.59 Hectares (1133.20 acres) of land and contemplates future land uses, as well as considering existing land uses. The ASP consists of background information about the hamlet, the vision and goals of the ASP, policies relating to land use, infrastructure, and policy monitoring, and maps that support the policies.

DATE

The goals of the ASP are to:

- improve recreational opportunities within the surrounding area;
- attract local businesses to the area;
- preserve and protect environmentally significant areas;
- enhance the provision of institutional services; and
- preserve the safe and tranquil nature of Ridgevalley and Crooked Creek while encouraging and retaining families in the community.

In order to achieve these goals, the ASP policies address developmental setbacks, diversifying residential development, redeveloping vacant/underutilized lots, locating commercial developments within the ASP boundary, designating spaces for future parks and trail systems, and monitoring the sewage lagoon.

The Crooked Creek Area Concept Plan will be included as Appendix A to the Hamlet of Ridgevalley and Crooked Creek ASP. It will provide further direction on the development of the lands districted as Rural Commercial (RC) District within the lands legally described as Pt. of NW-26-71-26-W5M.

PUBLIC ENGAGEMENT

The Hamlet of Ridgevalley and Crooked Creek ASP Process followed the Public Engagement Plan (PEP) drafted by Invistec Consulting Ltd. The outcomes of these engagements were captured through the What We Heard Reports (WWHRs). Due to the size of the files, they are not appended to this RFD package, however, the WWHR reports can be accessed via the Engage Greenview site where they are found under “Projects” on the main webpage: <https://www.engagegreenview.ca/debolt-ridgevalley-area-structure-plan>

In summary, Invistec Consulting Ltd, with the assistance of Administration, has conducted a Community Workshop (June 14, 2023) and a short survey that guided the policy creation of the ASP, while two (2) subsequent Open Houses (September 12, 2023, and March 19, 2024) were held to help refine and clarify policies within the draft ASP. Though not initially included in the PEP, Administration added two (2) Coffee House sessions in Ridgevalley, on December 16 and 19, 2023, to allow the public to ask questions about the ASP.

The coffee house sessions also prompted the need for further engagement from Crooked Creek Council, an organization of residents within the Ridgevalley, Crooked Creek, and surrounding areas. The meetings were held on January 10 and 24, February 3 and 15, 2024, to review and amend the policies. Administration presented these meeting minutes in the July 23, 2024 report.

The enhanced level of participation by the residents in and around the hamlet led to a stronger engagement and this significant amount of local input is reflected in the ASP. The specific lands included or not were influenced by stakeholder input; the inclusion of the historic concept plan was due to the historic knowledge of landowners and small changes reflecting community input including the overall land use framework permeate the plan.

POLICY FRAMEWORK

Municipal Government Act

The proposed Ridgevalley and Crooked Creek ASP meets policy requirements within section 633 (2) of the MGA, as this ASP provides the area with the sequence of development, proposed land uses, density of the population, and location of major transportation routes and public utilities.

Throughout the development of this ASP, Administration has adequately notified and provided means for representation to those affected by this ASP. The draft ASP has also been circulated to the area school board and provincial government departments prior to, and after, the first reading. The development of the Ridgevalley and Crooked Creek ASP meets the requirements of Statutory Plan Preparation as per section 636 (1) of the MGA. The proposed Hamlet of Ridgevalley and Crooked Creek ASP is consistent with the Municipal Development Plan, which also meets section 638 (2) of the MGA.

Municipal Development Plan Bylaw 15-742

Section 10.3.3 (a) of the Municipal Development Plan directs that Greenview may develop a Major ASP for the Hamlet of Ridgevalley and Crooked Creek area. In accordance with section 10.3.3 (b), the proposed Hamlet of Ridgevalley and Crooked Creek ASP addresses and meets the criteria provided in Section 10.3.4 of the MDP.

COMMENTS RECEIVED

Prior to the first reading of the Hamlet of Ridgevalley and Crooked Creek ASP, Administration circulated the draft ASP to internal and external stakeholders, where Administration received four (4) comments. Greenview's Agricultural Services and Regional Fire Chief and Alberta Energy Regulator have no concerns or comments on the Hamlet of Ridgevalley and Crooked Creek ASP. Alberta Transportation has commented regarding primary access to Ridgevalley and stormwater management plan to ensure that stormwater is directed away from highway ditches.

The Notice of Public Hearing was circulated June 26, 2024, to referral agencies including Alberta Municipal Affairs, Alberta Environment & Protected Areas, Alberta Arts, Culture & Status of Women, ATCO Electric, ATCO Gas, East Smoky Gas Co-op, Peace Wapiti School Division and Northern Gateway Public School Division. The Notice of Public Hearing were also mailed to lands affected by, and adjacent to, the ASP boundary on June 27, 2024. The bylaw was advertised on Greenview's website and social media beginning July 2, 2024. Written responses were due July 19, 2024, at 12:00 p.m. and the public hearing occurred July 23, 2024.

Council provided several small edits and requests for changes to wording, follow up action prioritization and to provide the resident committee additional time for review prior to adopting 2nd reading. The resident committee had two minor wording suggestions but provided only nominal adjustments not affecting policy; all requested changes by Council and the 2 phrasing adjustments from residents are now incorporated.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is providing the Hamlet of Ridgevalley and Crooked Creek area with a planning framework for beneficial future growth and development.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table the Hamlet of Ridgevalley and Crooked Creek ASP for further discussion and revision. At this time no additional revisions are required based on Administrative Review.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

Should Council pass both readings, the Bylaw will be implemented on all land use processes moving forward.

ATTACHMENT(S):

- Bylaw 24-963 - Hamlet of Ridgevalley and Crooked Creek Area Structure Plan
- Schedule "A" Hamlet of Ridgevalley and Crooked Creek Area Structure Plan
- Municipal Government Act, Section 633, Section 636, 638
- Municipal Development Plan, Section 10



**BYLAW No. 24 - 963
of the Municipal District of Greenview No. 16**

A Bylaw of the Municipal District of Greenview No. 16 to provide for the adoption of the Hamlet of Ridgevalley and Crooked Area Structure Plan

Whereas, Section 633 of the Municipal Government Act, RSA 2000, Chapter M-26, as amended, enables Council to adopt an area structure plan to provide a framework of the future subdivision and development of lands within the municipal; and

Whereas, the Area Structure Plan has been prepared in accordance with the requirements set out in Part 17 of the Municipal Government Act, as amended;

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

1. That Bylaw 24-963 may be cited as the “Hamlet of Ridgevalley and Crooked Creek Area Structure Plan.”
2. That the Hamlet of Ridgevalley and Crooked Area Structure Plan, attached hereto as Schedule A, be adopted.
3. That if any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed.
4. This Bylaw shall come into force and effect upon the day of final passing and signing.

Read a first time this 11th day of June, 2024.

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

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

REEVE

CHIEF ADMINISTRATIVE OFFICER



January 2025



Bylaw 24-963

Acknowledgements

The Project Team would like to thank the community members, organizations, and various stakeholders who shared their stories, attended community engagement events, and provided insight and feedback during the preparation of this Area Structure Plan. The Project Team would also like to thank Greenview Council for their support of this Plan.

All photos in this Area Structure Plan were taken by the Project Team, except those otherwise credited.



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1.0 Introduction

1.1 Purpose

The purpose of the Hamlet of Ridgevalley and Crooked Creek Area Structure Plan (Ridgevalley and Crooked Creek ASP) is to provide direction on the future growth and development pattern of land within the ASP boundary. The ASP was developed in partnership with the community, with the Project Team working closely with the MD of Greenview No. 16 (Greenview) Council, Greenview Administration, community members, and local stakeholders. This collaboration allowed the Project Team to gather first-hand accounts of the hamlet's history and capture the community's vision for the future. As a result, this plan is a community-driven document that reflects local values and goals for the hamlet.

Stakeholder:
Persons or businesses with particular interest in the Plan Area

1.2 Authorization

The preparation of this ASP was authorized by Greenview on January 27, 2023 through a request for proposal, with Invistec Consulting Ltd. selected as the successful proponent on April 14, 2023.

1.3 Policy Framework

The Ridgevalley and Crooked Creek ASP was prepared in alignment with the existing legislation and planning policy framework including local and regional plans for the area.

Municipal Government Act

Part 17 of the *Municipal Government Act (MGA)* establishes the authority for municipal planning, subdivision, and development. Section 633(1) of the MGA enables municipalities to adopt ASPs by bylaw, and establishes criteria for ASPs, which must describe:

- The order of development proposed for the area,
- The land uses proposed for the area,
- The density of population proposed for the area,
- The general location of transportation routes and public utilities, and
- Any additional information that Council deems necessary.

Municipal Development Plan

The Ridgevalley and Crooked Creek ASP has been prepared in accordance with Greenview's Municipal Development Plan (MDP), which provides policy direction for the preparation of hamlet ASPs within Section 10. More specifically, Policy 10.3.3 (a) states the following:

“Greenview may undertake the preparation of ASPs for its hamlets and other areas within Greenview that may be of strategic development interest, including but not limited to:

- i) the Hamlets of DeBolt and Little Smoky,
- ii) Crooked Creek/Ridgevalley, and
- iii) Grande Cache airport.”

Municipal Development Plan

The Municipal Development Plan is a guiding document for future growth. It contains the municipality’s vision for the future. By establishing specific policies, it provides a “road-map” to achieve that vision.

Land Use Bylaw

The Land Use Bylaw 18-800 controls and guides the use and development of all land and buildings within Greenview.

1.4 Location

The Ridgevalley and Crooked Creek ASP encompasses the Hamlet of Ridgevalley (Ridgevalley), Crooked Creek, and the agricultural lands between and surrounding both Ridgevalley and Crooked Creek.

Ridgevalley is located in the north-central part of Greenview, 30 minutes west of Valleyview and 45 minutes east of Grande Prairie. Ridgevalley is located along Range Road 262 (Main Street), 3 km south of Highway 43, which is a major east-west transportation corridor spanning Greenview. Ridgevalley is contained within parts of SE-22-71-26-W5 and SW-23-71-26-W5.

The Plan Area is accessible by Highways 43 and is bounded by the following:

- Highway 43 to the north,
- Rural agricultural land to the east,
- Rural agricultural land to the west, and
- Rural agricultural land to the south.

The Plan Area is surrounded by agricultural lands. Refer to *Figure 1: Location Map* and *Figure 2: Plan Boundary* for more details.

1.5 History

The Crooked Creek/Ridgevalley area first started seeing settlers in the mid-1920s with the big rush of settlers from 1928-1931 as settlers followed the Edson trail north in search of land. A survey map shows that the Edson trail was established in 1911. As roads began to improve during and following World War II, communities along the Military Highway began to grow, Crooked Creek was no different. Crooked Creek had a store and post office by the 1930s. From there, it continued to grow, stretching over 3 miles in length. The expansion began at the first house, where Star Fabs yard is currently located, and ended a quarter of a mile west of Ridgevalley Road at Toews Blacksmith.

In the past, there were three stores, namely Morrison/Wilburn, Co-op, and Walgreens. Also, there was a hall with ball diamonds, a feed mill, a lumber yard, a restaurant, and a church, which remained along the old military highway. Along both sides of Crooked Creek, there were several houses as well. Unfortunately, the Co-op store burnt down in 1956, and the hall met the same fate in 1967.



Ridgevalley Teachers, 1946 (left) and The Crooked Creek Cheese Factory and Wagon (right), (Moore & Moore, Across the Smoky 1978)

The first school was built in 1931 in Ridgevalley, opening in February 1932 where the current school sits. In 1956 plans were made for a new school and all the children from other areas would attend one school. By 1962 Ridgevalley School was one of the most modern and compact schools in northern Alberta and it was truly unique by being one of very few schools to offer grades 1-12 under one roof with an apartment building for the teachers.

Crooked Creek fell to the wayside in 1956 when Highway 43 was constructed 1 mile north of the town. Morrison/Wilburn moved the current Crooked Creek store to its current location. The Walgreens store was purchased and moved to Ridgevalley and was in operation until 1971. Ridgevalley also had an egg grading station which closed in 1972. There was a cheese factory that was east of where the Mennonite school currently sits,

on the south side of the creek. The Mennonite school, built in 1978, has been offering education up to grade 9 since then.

In our community, there is a business that has been around for a long time and has proven to be reliable - Toews Welding. The Toews family has been instrumental in keeping Crooked Creek and Ridgevalley going with their welding, mechanical work, and open-door policy available seven days a week. The original shop was constructed in 1943 but unfortunately burnt down in 1951. Subsequently, they moved to Ridgevalley where their current shop is still in operation.

Ridgevalley is a multicultural community with a history dating back to a 1931 homesteader's map. The population has always been evenly split between settlers and Mennonites. In the mid-1970s, a Hutterite Colony was established 10 km south of Ridgevalley. The communities of Crooked Creek and Ridgevalley are primarily agricultural and take great pride in their rich history. One farm in the area has been in the same family for 98 years, which is a testament to the strength and pride of the people who call this place home.

2.0 Context

2.1 Planning Process

The Ridgevalley and Crooked Creek ASP was developed in consultation with hamlet residents, surrounding residents, and local stakeholders. The ASP process included a Community Workshop, and a Public Open House, which are discussed in more detail within *Section 3: Community Engagement*.



2.2 Ownership

The Plan Area covers approximately 434.33 hectares (1,073.25 acres) of developable land and 24.26 ha (59.94 ac) of existing roadway, which is divided between Greenview and private landowners. The current Hamlet Boundary is comprised of approximately 31.72 ha (78.38 ac). Of the total land, 432.14 ha (1,067.84 ac) is held privately owned, while the remaining 2.19 ha (5.41 ac) is held by Greenview. Greenview-owned lands include trails, a lagoon, and a park. The school is considered privately owned, as the land is owned by the Peace Wapiti Public School Division. Refer to *Figure 3: Ownership* for more details.

Table 1: Land Ownership Breakdown

Ownership	Area (ha)	Area (ac)	%
Total*	434.33	1,073.25	100
MD of Greenview	2.19	5.41	0.50
Private Landownership	432.14	1,067.84	99.50

*Total area does not include existing roadways.

2.3 Site Features and Considerations

The Plan Area has a variety of site features and considerations, both within the Hamlet Boundary and in the surrounding areas, most notably Crooked Creek. Within the Hamlet Boundary, there are several key structures, including the Ridgevalley Arena, the Ridgevalley School, the Ridgevalley Seniors Home, and the Rosedale Church. South of Ridgevalley is the lagoon, while to the north is Crooked Creek, a locality that includes the Crooked Creek General Store, a popular destination for travelers along Highway 43. The following subsections discuss the topography, environmental features, and oil and gas infrastructure within the Plan Area.

2.3.1 Topography

The Plan Area is relatively flat, with Crooked Creek being the only topographical feature. The highest point in the Plan Area is 670 m and the lowest point is 645 m. The Plan Area is not constrained by elevation, as shown by the high and low points on *Figure 5: Topography*.

2.3.2 Environmental

The primary environmental features within the Plan Area are the lagoon and Crooked Creek. Crooked Creek is a naturally occurring creek that flows from the northeast to the southwest through the Plan Area. The Plan Area is located within the Peace/Slave River Basin and the Smoky/Wapiti sub-watershed. When developing near the creek, environmental setbacks will need to be considered, to ensure that the creek is preserved and not harmed.

The wastewater collection system's lagoon is located within the Plan Area and is provincially regulated. This includes setbacks that prohibit development within 300 m of the lagoon, as outlined by Alberta Environment and Protected Areas. Additionally, an historic landfill is located in the northeast portion of the Plan Area, which has a 500 m development setback that will need to be considered when developing any future lands within Crooked Creek. Refer to *Figure 7: Development Setback* for more details.

2.3.3 Oil and Gas Infrastructure

Outside the Hamlet Boundary is an east-west pipeline right-of-way spans the middle of the Plan Area, acting as a constraint to Ridgevalley's northern growth. Any redevelopment near the pipeline will need to adhere to local, provincial, and Alberta Energy Regulator regulations and directives. Refer to *Figure 7: Development Setback* for more details.

2.4 Existing Transportation Network

Ridgevalley is located along Range Road 262 (Main Street) and Township Road 713, approximately 3 km south of Highway 43. Highway 43 runs northwest to southeast, connecting Ridgevalley to Grande Prairie, DeBolt, and Valleyview. Refer to *Figure 8: Transportation Network* for more details.

Within Ridgevalley, the primary residential area is located along Main Street, 1 Avenue N, 2 Avenue N, and 1 Street W, where the road network is made up of local roads in a mostly gridded pattern. Given Ridgevalley's small size, the road network is limited, with only Main Street and 1 Avenue N being paved.

The Ridgevalley School, Ridgevalley Arena, and businesses are directly accessed along Main Street, while the Rosedale Church and Ridgevalley Seniors Home are accessed via Township Road 713. Main Street has a sidewalk along its west side, extending from Township Road 713 to the north, where it reaches the East Smoky Gas Co-op office.

At the Ridgevalley School, a crosswalk with a push button and lights facilitates safe pedestrian movement across Main Street. On the west side of the Hamlet Boundary, the Ridgevalley Walking Trail, which makes a "C" loop that connects the residential area to the Rosedale Church, the Ridgevalley Seniors Home, and then connects back to Main Street along Township Road 713. As shown in *Figure 8: Transportation Network* and *Figure 12: Open Space Network*, there are gaps in the pedestrian network where the sidewalk or trail may not be contiguous to the existing pedestrian network.

2.5 Existing Municipal Infrastructure

Municipal Water

Water is supplied to the hamlet through a municipal water distribution system, which is fed by a single well and treated at the water treatment plant within Ridgevalley. Municipal water services are available for the entire hamlet and are also distributed north to Crooked Creek, which has a Potable Water Point. Refer to *Figure 10: Existing Water Servicing* for more details.



Stormwater

Stormwater drainage in the Plan Area is currently managed through rural-style ditches, swales, and culverts.



Sanitary Sewer

The municipal sanitary sewer network conveys wastewater via a gravity system to the lagoon, which is located south of Township Road 713 and contains two cells. Refer to *Figure 9: Existing Sanitary Sewer Servicing* for more details.



Power

Ridgevalley and Crooked Creek are serviced with power through overhead power lines.



3.0 Community Engagement

3.1 Summary

A public engagement plan was prepared in the first phase of the project to support the development of the Ridgevalley and Crooked Creek ASP. The purpose of the strategy was to:

- Inform residents, stakeholders, and elected officials about the project;
- Gather feedback from and collaborate with residents, stakeholders, and elected officials to develop the ASP; and
- Earn support from both Council and the public for the ASP.

The second phase of the project focused on holding a Community Workshop and gathering of background information about the hamlet, and its residents, and the opportunities and constraints for the Plan Area. This phase helped the Project Team create a vision for the ASP. The engagement during this phase included preparing and distributing a Community Survey, and facilitating the workshop.



The third phase introduced the public to the draft Vision Statement and Land Use Concept. An Open House was held to gather public feedback on these items, and to introduce the draft ASP. This phase also included the preparation and distribution of a Vision Statement and Land Use Concept Survey, which was mailed out to the area residents and published online on the Engage Greenview project webpage prior to the Public Open House.

What We Heard Reports, summarizing the details of each engagement event were published online on the Engage Greenview project webpage and shared with Council and Greenview Administration.

3.2 Community Workshop

The community engagement strategy began with the first public engagement event for the ASP, held at the Ridgevalley School from 6:00 to 8:00 PM. This event was a Community Workshop that provided residents, business owners, and stakeholders to opportunity to learn about the project and participate in an opportunities and constraints mapping exercise. This activity gathered local insights about the hamlet and surrounding region.

Residents were invited to the event through a Community Survey mailed to those within and around Ridgevalley and Crooked Creek, supplemented with online advertising through the Greenview website and Facebook. A total of 68 surveys were mailed, with 7 online surveys completed and 13 surveys returned. In total, 14 community members attended, along with 2 Greenview Councillors, 3 Greenview Administration members, and 3 representatives from Invistec Consulting's Project Team.

The following engagement techniques were used at the Community Workshop to gather participant insights regarding the past, present, and the future of their community:

- *Appreciative Inquiry Process*: this interactive engagement activity helped participants reflect on the past and current conditions of their communities while inspiring them to envision their ideal future. The process was divided into four parts: discover, dream, design, and destiny. During the workshop, each stage prompted questions about Ridgevalley and Crooked Creek, guiding participants from the past and present (discover) to their visions for the future (dream, design, and destiny).
- *Opportunities and Constraints*: this mapping exercise encouraged attendees to discuss opportunities and constraints related to Ridgevalley and Crooked Creek. Participants used various drawing tools to illustrate these opportunities and constraints directly on a map, highlighting areas of potential development, missing elements, and any constraints to future growth.

The overall themes identified during the Community Workshop included:

- Protecting the quiet nature of the community by locating businesses along Highway 43;
- Desire for more community amenities within the community;
- The trails are highly valued by the community, with opportunities to expand the network to provide more connections;
- Support for local businesses/home-based businesses (medical office, coffee shop) and a gathering place within the community;
- Limited supply of land to support growth, while also constrained by capacity in the lagoon; and
- A strong sense of community and inter-generational family ties to the region.

3.3 Open House

Prior to the Public Open House, the Vision Statement and Land Use Concept Survey was shared with residents through mail, the Engage Greenview project webpage, and social media to gather feedback regarding the Vision Statement and Land Use Concept developed from the input received during the Community Workshop. Additionally, Greenview hosted the Ratepayers BBQ at the DeBolt Public Service Building on July 11, 2023. This event allowed Greenview to engage with attendees and inform them of the ongoing project, including updates on the Vision Statement and the Land Use Concept.



The Public Open House was held on September 12, 2023, at the Ridgevalley School. The Public Open House provided residents and other interested members of the public an opportunity to review the draft ASP policies, the Vision Statement, and the Land Use Concept. Attendees were encouraged to provide feedback to further refine the draft document.

The Public Open House began with a brief presentation outlining the project overview, timelines, and goals. Presentation boards with additional details about the ASP were

available for attendees to review and reference during discussions. A working group policy session also took place, where the attendees were given handouts outlining proposed policies. During the session, participants and the Project Team reviewed the policies together, noting suggestions for clarifications and other revisions.

A What We Heard Report, summarizing the Public Open House, was published online on the Engage Greenview project webpage and shared with Council and Greenview Administration. This report included a summary of the engagement event, collected feedback, analysis, and rationale for revisions.



3.4 Additional Public Engagement

Following the Public Open House, there was a strong desire within the community for further engagement with Greenview Administration to dive deeper into the ASP and ensure that the community's voice was accurately represented. In response, Greenview organized four Coffee Houses held on December 16, 17, 19, and 20, 2023. These informal, drop-in style sessions provided community members the opportunity to speak directly with Greenview Administration about any concerns or questions they had regarding the draft ASP.

In 2024, Greenview Administration attended four Community Meetings, organized by the Community Steering Committee, a group formed by residents of Ridgevalley, Crooked Creek, and surrounding areas. These meetings took place on January 10, and 24, and February 3 and 15, 2024. The purpose of these meetings was to review and provide feedback on the draft ASP. Each meeting focused on a specific portion of the draft ASP in depth, providing an opportunity to make targeted changes, such as updating the history section, revising the Vision Statement and goals of the ASP, and revising various policies.

One of the main themes heard during the Committee Meetings was the desire to direct development and redevelopment within the ASP boundary. Another theme was the need to build and foster trust between Greenview and the community. As such, community members suggested that integrating a public engagement component prior to any amendments to the ASP and major development proposals, prior to Council adoption, could be a step towards the right direction.

3.5 Open House 2

After the first Open House, Greenview Administration and the Project Team decided to host a second Open House to confirm the revisions made to the plan. These revisions included an adjustment to the ASP boundary, changes to the language within policies, and refinement of the implementation actions. For clarity, the two Open Houses were renamed Open House 1 and Open House 2.

Individuals were invited to Open House 2 through a postcard invitation mailed by Greenview on February 29, 2024, to 240 mailboxes in Ridgevalley and the surrounding areas. The postcard provided details about the time and location of the event. In addition, Open House 2 was advertised on the Engage Greenview project webpage and Greenview's social media accounts.

Open House 2 was held on March 19, 2024, at the Ridgevalley School from 6:00 to 8:00 pm. The event was attended by approximately 16 community members, 2 Greenview Administration Members, and 3 representatives from the Project Team.

A What We Heard Report, summarizing the details of Open House 2, was published online on the Engage Greenview project webpage and shared with Council and Greenview Administration. This report included a summary of the engagement event, collected feedback, analysis, and rationale for revisions.

4.0 Development Concept

4.1 Vision and Goals

4.1.1 Vision

A Vision Statement was developed through collaboration with the public and stakeholder groups during the public engagement process. The Vision Statement for the Ridgevalley and Crooked Creek ASP is:

*“**RIDGEVALLEY** is a rural community comprised of determined residents who pride themselves on creating a peaceful, family-friendly atmosphere, and supporting local businesses in the area. They build upon their rich history and future potential to attract residents and businesses to call Ridgevalley, Crooked Creek and surrounding areas home. The Ridgevalley ASP will promote transparency and open communication between Greenview and the local community. Transparency is essential for fostering trust, accountability, and collaboration between Greenview and the community of Ridgevalley and Crooked Creek.”*

4.1.2 Goals

The goals and associated actions outlined below have been developed with extensive input and feedback from the public engagement process. These goals reflect community feedback gathered during the public engagement events and align with the Vision Statement for the ASP.

The goals of promoting Crooked Creek and the Hamlet of Ridgevalley as an economic destination, attracting residents and businesses, and creating a welcoming environment for new families all support the overall vision of enriching the daily lives of residents and strengthening the hamlet as a regional destination. These goals provide policy makers, Greenview Council, residents, and stakeholders an actionable place to start to implement the vision of the plan.

<i>Promote active and passive recreation opportunities.</i>	Provide amenities such as benches, paving, and lighting to the trail network and streetscape.
	Work with the community organizations and other stakeholders to provide high quality recreation for residents and visitors.
<i>Preserve the safety and tranquility of Ridgevalley and Crooked Creek while encouraging and retaining new families to the community.</i>	Identify and service areas of vacant land for housing.
	Encourage residents to maintain and beautify residences/properties.

	Establish pedestrian-friendly connectivity between Ridgevalley's main amenities.
	Encourage home based businesses within Ridgevalley.
Attract local businesses to provide services to the area.	Encourage businesses in the area to provide everyday services to residents.
	Promote new and existing local businesses and services.
	Prepare vacant land for sale through servicing and subdivision in the Hamlet of Ridgevalley.
	Explore business incentive options for new businesses in the Hamlet of Ridgevalley.
Protect and preserve of environmentally significant areas.	Work with local government and environmental groups to protect and preserve the creeks, wetlands, and watersheds within the area
	Provide mitigative measures to protect environmentally significant areas from development
	Protect water wells and groundwater sources within the hamlet and surrounding areas
Improve the provision of institutional services (e.g. health, educational) within the hamlet.	Explore ways to incorporate health services within existing developments within Ridgevalley
	Encourage institutional uses to be located within the hamlet vicinity

Mitigative: Conditions or measures to lessen the effect of development on natural features, or vice versa.

Institutional: Public uses or services such as health, educational, religious, cultural, or government facilities

4.2 Future Land Use Concept

The future land use concept for the Plan Area outlines the growth and direction for development. Within the Hamlet Boundary, areas for future residential have been

identified to support future housing development that integrates parks and open spaces. By identifying these areas, future development shall be guided in an efficient way that capitalizes on existing infrastructure. Between Crooked Creek and the Hamlet of Ridgevalley, lands have been identified as agricultural lands in order to maintain existing agricultural uses and to protect and preserve agriculture lands. Refer to *Figure 11: Future Land Use Concept* for more detailed information.

4.3 Land Use Policies

4.3.1. ASP Policies

To create a framework for development within the Hamlet of Ridgevalley and Crooked Creek Area Structure Plan boundary. These policies apply to the whole Plan Area, regardless of land use.

- a) All development within the Plan Area shall be subject to the provisions of Greenview's Municipal Development Plan and Land Use Bylaw.
- b) Development shall be compatible with adjacent land uses and provide the appropriate buffers and setbacks. Should there be no provincial guideline in place, a minimum of 20.0 meters from the top of the bank in alignment with the Land Use Bylaw, for buffer or setback shall be required for creeks and watersheds.

Buffer:

An area of land that separates two areas to reduce nuisances and other impacts. They may include but are not limited to the use of landscaping, fencing, setbacks, or berms.
- c) Municipal Reserve in the amount of 10% owing under the *Municipal Government Act* may be required and be dedicated through reserve dedications within the Plan Area, money-in-place or combinations of money-in-place and land at the time of subdivision.
- d) Future subdivision and development within the Plan Area shall conform with the vision, goals, and policies outlined within this document.
- e) Future applications for subdivision and development shall be referred to Alberta Transportation and Economic Corridors when the application is within 1.6 km of a provincial highway (Highways 43).
- f) Development that does not conform to the intent of this plan shall require an amendment to this document. Any amendments to this ASP shall be subject to public engagement prior to any consideration by Council.
- g) Prior to amendments to this document, or application for subdivision and development, technical and environmental studies are required, at the developers cost, to support the nature of the amendments.
- h) Applications for subdivision and development located in proximity to existing

lagoon infrastructure shall adhere to Alberta Environment and Protected Areas regulations and directives.

- i) Applications for subdivision and development located in proximity to existing or abandoned oil and gas infrastructure such as pipelines shall adhere to Alberta Energy Regulator regulations and directives.
- j) Existing buildings or sites with heritage significance will be preserved and maintained.
- k) Infill development on vacant parcels or redevelopment of underutilized lots is encouraged to maximize the use of existing roadways, utilities, parks, and other community services.
- l) The Crooked Creek shall be protected and preserved in accordance with municipal and provincial regulations, from the adoption of the ASP.
- m) Firesmart design principles will be encouraged to protect existing and future development.
- n) Applications for subdivision and development should provide landscaping that is native to the region and drought resistant.

Infill: Construction of buildings on underutilized land in a developed area. Infill can consist of demolishing and replacing a building.

Firesmart: a framework designed to mitigate the risk of and educate residents on large uncontrollable wildfires near communities and critical infrastructure.

4.3.2. Residential Area Policies

Provide direction for future residential development, existing residential development and redevelopment within the Plan Area.

- a) Home-based businesses should be encouraged, provided they are compatible with adjacent land uses.
- b) Redevelopment of vacant or underutilized lots within the Hamlet Boundary shall be encouraged to maximize the use of existing roads, and services.
- c) The architecture, construction materials and exterior facade of buildings and other structures shall complement the rural character of Ridgevalley and Crooked Creek.
- d) A variety of housing types and secondary suites should be supported and further explored as a residential use in order to support inter-generational living opportunities and housing affordability.
- e) Low density residential uses such as single detached or semi-detached homes will continue to be the dominant housing type.

Housing type: Types of residences, such as single detached, duplex, and townhome.

- f) Future Residential development is subject to further technical and environmental studies to ensure land is suitable for development and to assess required servicing capacity.



4.3.3. Commercial Area Policies

Provide commercial development opportunities, which provide services to both residents and travelers through the Plan Area.

- a) Commercial development shall incorporate a high standard of visual appeal, as it will act as an entrance feature into the hamlet.
- b) Hamlet of Ridgevalley commercial development shall be smaller in scale and provide goods and services that accommodate the daily needs of residents.
- c) Hamlet of Ridgevalley commercial shall be located along major roadways such as Main Street (Range Road 262) and Township Road 713.
- d) Hamlet of Ridgevalley commercial should provide sufficient lighting, pedestrian connectivity, and parking to accommodate all forms of users.
- e) Hamlet of Ridgevalley commercial shall be designed in a way that matches the residential character of Ridgevalley and minimizes any nuisances to adjacent properties.



4.3.4. Industrial Area Policies

Identify areas for future industrial development, while maintaining the character of the area and mitigating any harmful nuisances.

- a) Industrial development within the Plan Area should be limited in intensity and nuisance to ensure that it is compatible within the existing land uses.
- b) New industrial development within the ASP Boundary requires public engagement.

4.3.5. Institutional Area Policies

Provide institutional services to the community, such as the Ridgevalley Walking Trail, the Ridgevalley Seniors Home, and the Ridgevalley School.

- a) Institutional areas should ensure that public and non-public services are offered to the community.
- b) Opportunities for future recreation within the Plan Area should be explored.



4.3.6. Parks and Open Space Areas Policies

Provide opportunities for new and enhanced recreation, including the identification of new parks and open spaces and maintaining natural amenities such as the Ridgevalley Walking Trail. Refer to *Figure 12: Open Space Network* for details.

- a) Parks and Open Spaces should be provided to accommodate a range of passive and active recreation opportunities.

- b) Parks and Open Spaces as well as sidewalks and trails should incorporate Crime Prevention Through Environmental Design (CPTED) principles to maintain the sense of safety in the hamlet.
- c) Year-round accessibility of the trail network should be considered.
- d) Wayfinding signs should be considered for the enhanced navigation along trails to improve safety for users.
- e) Small scale recreation opportunities such as playgrounds, tennis courts, pickleball courts, and outdoor workout structures should be considered.
- f) Gaps in pedestrian infrastructure, such as sidewalks and trails, should be investigated and connected in order to create a continuous and equitable pedestrian network that has adequate lighting to promote safety.
- g) Future Parks and Open Spaces should be explored to provide more recreational amenities for the residents of Ridgevalley and Crooked Creek.
- h) Future Parks and Open Spaces may be developed within residential lands, institutional lands, and agricultural lands to provide more recreation opportunities for residents.
- i) Parks and Open Spaces shall incorporate Firesmart principles to ensure environmental resiliency and safety for users.
- j) Preservation and enhancement of wildlife movement corridors should be integrated into the Parks and Open Space network.



4.3.7. Agricultural Policies

Provide agricultural lands in the Plan Area to maintain the rich agricultural history and livelihood of many community residents, while saving the land for future development.

- a) All pre-existing uses occurring on agricultural lands, such as farming operations and country residences shall continue to exist and operate as is.
- b) Development within the Hamlet Boundary, and in lands designated as Future Residential development shall be prioritized prior to the development of agricultural lands.



4.4 Land Use Statistics

Table 2: Land Use Statistics

Ridgevalley and Crooked Creek Area Structure Plan Land Use Statistics			
	Area (ha)	Area (ac)	% of GDA
Gross Plan Area	458.59	1,133.20	
Gross Developable Area	458.59	1,133.20	100%
<i>Agricultural</i>	331.27	818.58	72.24%
<i>Commercial</i>	42.90	106.01	9.35%
<i>Industrial</i>	4.53	11.18	0.99%
<i>Parks and Open Space</i>	2.76	6.82	0.60%
<i>Institutional</i>	13.34	32.96	2.91%
<i>Roads (existing)</i>	24.26	59.94	5.29%
<i>Future Roadways (20% of future residential)</i>	4.18	10.33	0.91%
Total Non-Residential	423.23	1,045.82	92.29%
Net Residential	35.36	87.37	7.71%

Land Use	Area (ha)	Area (ac)	% of NRA	Lots (ha/ac)	Total Lots	People/Lot	Population
<i>Existing Hamlet Residential</i>	18.64	46.05	52.7%	6 / 2.4	112	2.4	268
<i>Future Hamlet Residential</i>	16.72	41.31	47.3%	6 / 2.4	100	2.4	241
Total	35.36	87.37	100%		212		509

5.0 Infrastructure

5.1 Transportation Network

The Plan Area is serviced by Highway 43, a major provincial transportation corridor. The Plan Area is bisected by Range Road 262 and Township Road 713, which form the collector roadway network. Most of the roads within the Plan Area are the local roads that connect the residential areas. Future roads within the Plan Area will also be local roads that will service future residential, commercial, and industrial development.

Crooked Creek is directly accessible off Highway 43 via a service road that connects to Range Road 262, the main road that leads to Ridgevalley. The intersection of Range Road 262 and Township Road 713 is where most of the development is situated around, which provides easy north-south and east-west accessibility to the hamlet.

At the time of preparation of this ASP, Alberta Transportation and Economic Corridors has not finalized the locations and nature of the future interchanges along Highways 43. However, it has been indicated that further studies will be required to be conducted to determine future road improvement strategies.

5.1.1. Transportation Policies

- a) All roadways and approaches shall meet the specifications of Greenview's Development Guidelines and Municipal Servicing Standards.
- b) Greenview shall determine if a Traffic Impact Assessment may be required for future development within the Plan Area.



5.2 Water

The Plan Area is serviced with potable water provided to homes, businesses, and the school via a municipal distribution system. The water is treated at the water treatment plant within Ridgevalley and distributed to individual lots. Water is also available in Crooked Creek from Ridgevalley, where a water point system allows for bulk water refills.

A 2011 report on the water system was conducted and noted that Ridgevalley's water system consists of wells that can support current domestic demand. The system includes both an aboveground and underground storage tank that provides 91,000 L of potable water.

In 2024, Greenview identified that the water systems currently has the ability to support incremental expansion under its licensing. However, the viability of ramping up water use without further upgrading or capacity being added for the water production well may stress the long-term viability of the aquifer.

5.2.1. Water Policies

- a) An evaluation of the water demand and capacity shall occur at the time of future subdivision and be in accordance with Greenview's Development Guidelines and Municipal Servicing Standards.

5.3 Sanitary Servicing

The Plan Area is serviced by a municipal wastewater collection system, which conveys wastewater via gravity to the lift station. From there, it is pumped into a lagoon located southeast of the hamlet. Development may be limited when the lagoon reaches capacity.

While technical studies were not conducted during the time of the preparation of this ASP, Greenview had begun the process to expand the lagoon prior to this ASP. While it is recommended that the system continue to be monitored until the lagoon is constructed, a detailed assessment should be completed to evaluate the available capacity in the pump station and forcemain if they fall outside of the scope of the lagoon expansion.

5.3.1. Sanitary Servicing Policies

- a) All sanitary infrastructure within the Plan Area shall be constructed to the satisfaction of Greenview's Development Guidelines and Municipal Servicing Standards.
- b) Effluent discharge from the sewage lagoon must be maintained to meet provincial environmental regulations.



5.4 Stormwater Servicing

The current stormwater infrastructure within the Plan Area consists of rural-style ditches, swales, and culverts. As the hamlet grows, it is recommended that underground piping and stormwater management facilities be incorporated into the infrastructure.

Prior to the installation of underground piping, future development should consider grading, landowner constraints, and discharge rates to ensure that the stormwater runoff does not negatively impact undeveloped lands or watercourses. Further analysis should be completed during the detailed design stages to ensure the downstream watercourses are not negatively affected.

5.4.1. Stormwater Policies

- a) Stormwater drainage shall not have a negative impact on adjacent properties.
- b) Large developments may be required to provide on-site stormwater management.
- c) A stormwater management plan may be required for multi-lot subdivisions or development, to the satisfaction of Greenview's Development Guidelines and Municipal Servicing Standards.

5.5 Shallow Utilities

Shallow utilities including gas, power, and telecommunications will be extended as required through future subdivisions.

6.0 Implementation

Implementation of the Plan will require action by landowners, developers, community stakeholders, Greenview Administration, and Greenview Council. Regular review of the Area Structure Plan should occur to ensure the plan is in alignment with higher order plans, serves the needs of its users, and is reflective of the aspirations of the community and Greenview.

6.1 Policy Monitoring and Evaluation

The below table outlines the actions that are required to implement this Plan. This Plan is required to be implemented by multiple stakeholders including Greenview, developers, and the community. Actions are linked to the applicable policy, responsible stakeholder, and priority.

Table 3: Policy Monitoring and Evaluation

Policy	Action	Responsibility	Priority
General	Explore partnerships with industry and community organizations.	Greenview/ Developer/ Community	High
4.3.1. (f)	Implement a process to amend this Area Structure Plan for future uses.	Greenview	High
4.3.1. (e), (h), (i)	Adhere to provincial guidelines for specific setback regulations.	Greenview/ Developer	High
4.3.2. (f)	Require technical documents to confirm/support development.	Greenview	High
General	Dedicate an individual or personnel to fulfill/coordinate the implementation of the Ridgevalley and Crooked Creek ASP.	Greenview	Medium
General	Investigate municipal incentives and grants to support development within the hamlet.	Greenview	Medium
4.3.1. (a), (b)	Amend the Land Use Bylaw to ensure development is compatible in terms of forms, heights, setbacks, and buffers.	Greenview	Medium
4.3.1. (k) 4.3.6. (a), (b), (c), (d), (f), (g)	Establish a strategy of MD-owned land within the hamlet to achieve orderly and planned growth.	Greenview	Medium
4.3.1. (m)	Establish a plan for Firesmart within the Plan Area.	Greenview/ Community	Low
5.2.1. (a) 5.3.1. (a)	Investigate the expansion of municipal services to accommodate future development.	Greenview/ Developer	Low
5.4.1. (a), (b)	Incorporate landscaping and low-impact development in parks, roadways, and developments to manage stormwater.	Greenview/ Developer	Low

6.2 Staging

Staging of future development shall prioritize development within the Hamlet Boundary, filling in vacant lots and promoting contiguous development to capitalize on existing servicing and protect agricultural lands. Agricultural lands surrounding the current residential areas are intended to be developed only if initiated by the landowner.

6.3 Redistricting and Subdivision

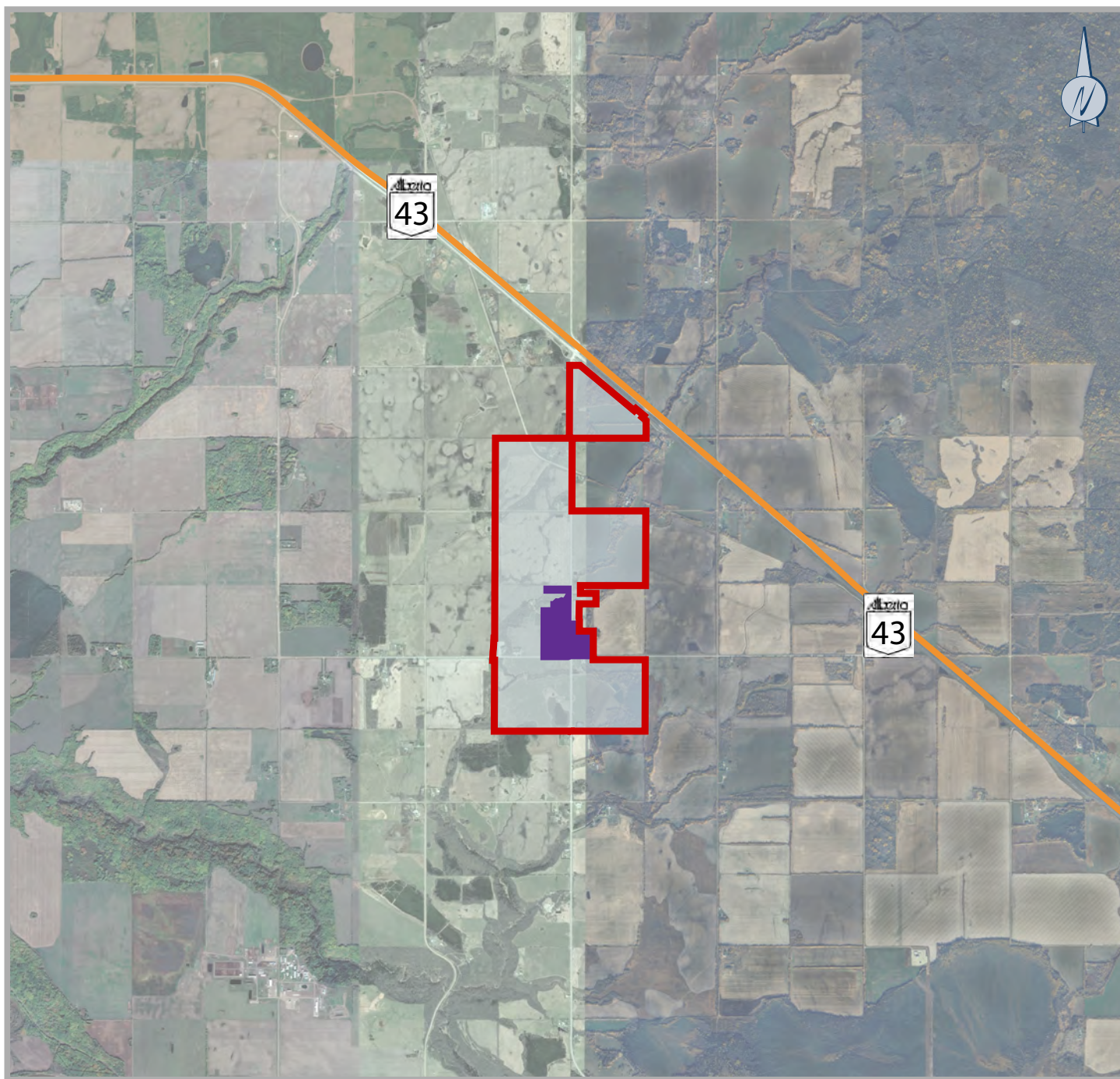
Redistricting and subdivision applications may be commenced by developers or landowners when necessary and correspond to the land use concept specified in this Area Structure Plan. Redistricting and subdivision applications shall be guided by Greenview's bylaws and policies, such as the MD of Greenview's Municipal Development Plan, Land Use Bylaw, and technical reports requested for each application.

6.4 Plan Amendment

Policies, text, and figures within the Ridgevalley and Crooked Creek ASP may be amended from time to time, in response to broader or more specific issues affecting the Plan Area. Any amendments shall be made in accordance with the *Municipal Government Act* and any other applicable MD bylaws, policies, and procedures.

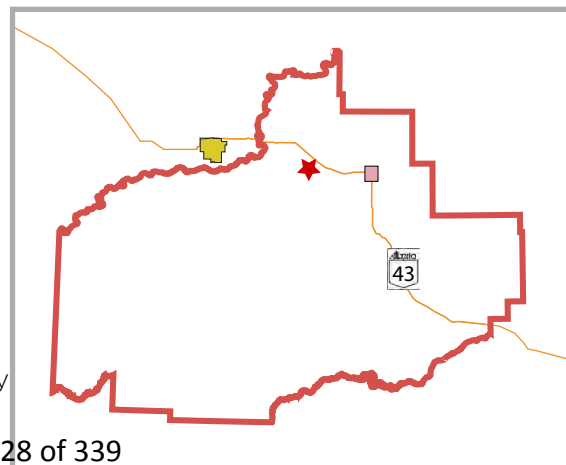


Figure 1: Location Map










N.T.S

Key Map



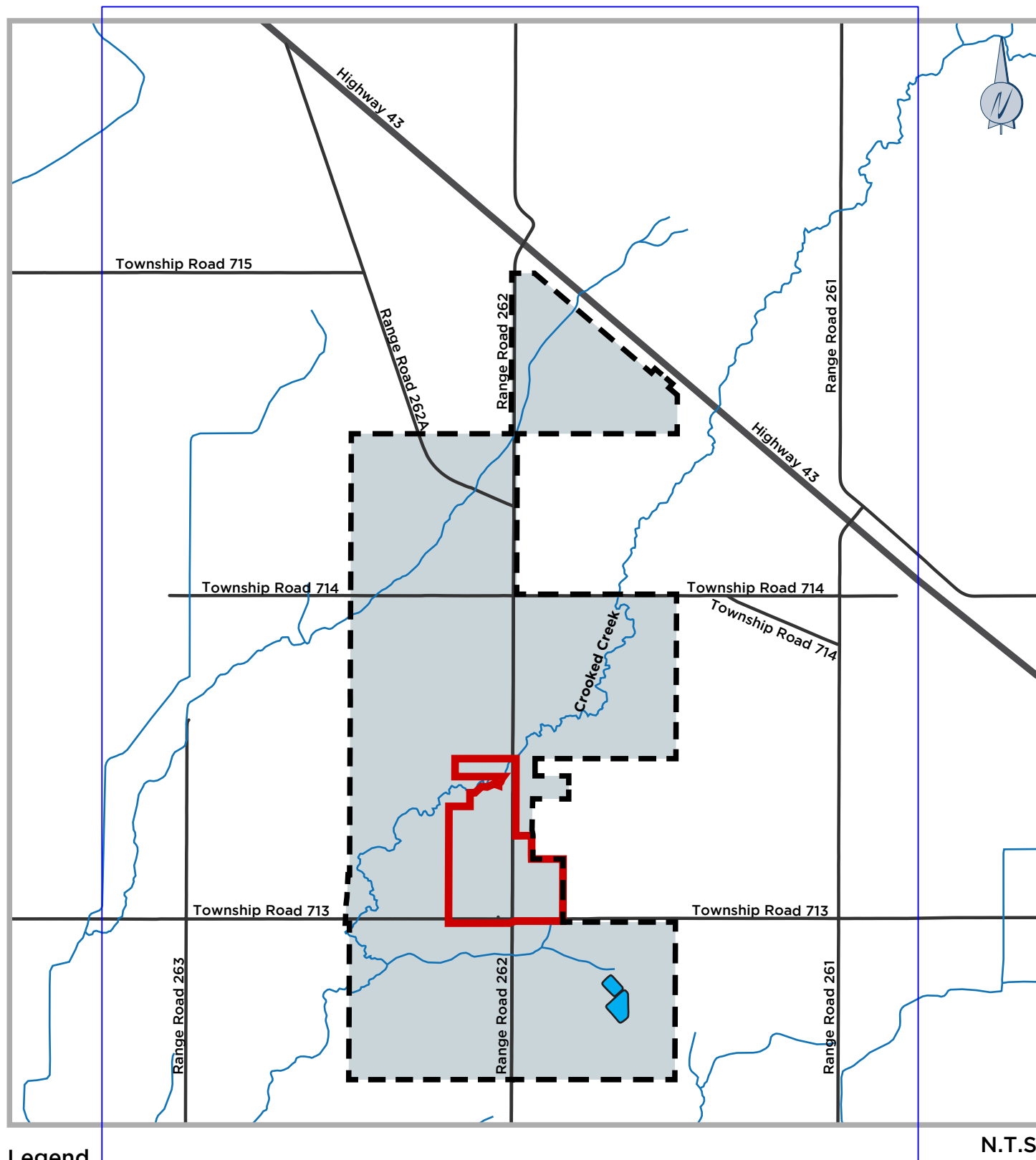
Legend

-  Municipal District of Greenview No. 16
-  Highway
-  City of Grande Prairie
-  Town of Valleyview
-  Ridgevalley and Crooked Creek ASP Location
-  Ridgevalley and Crooked Creek ASP Boundary
-  Hamlet of Ridgevalley Boundary

DATE



Figure 2: Plan Boundary



Legend







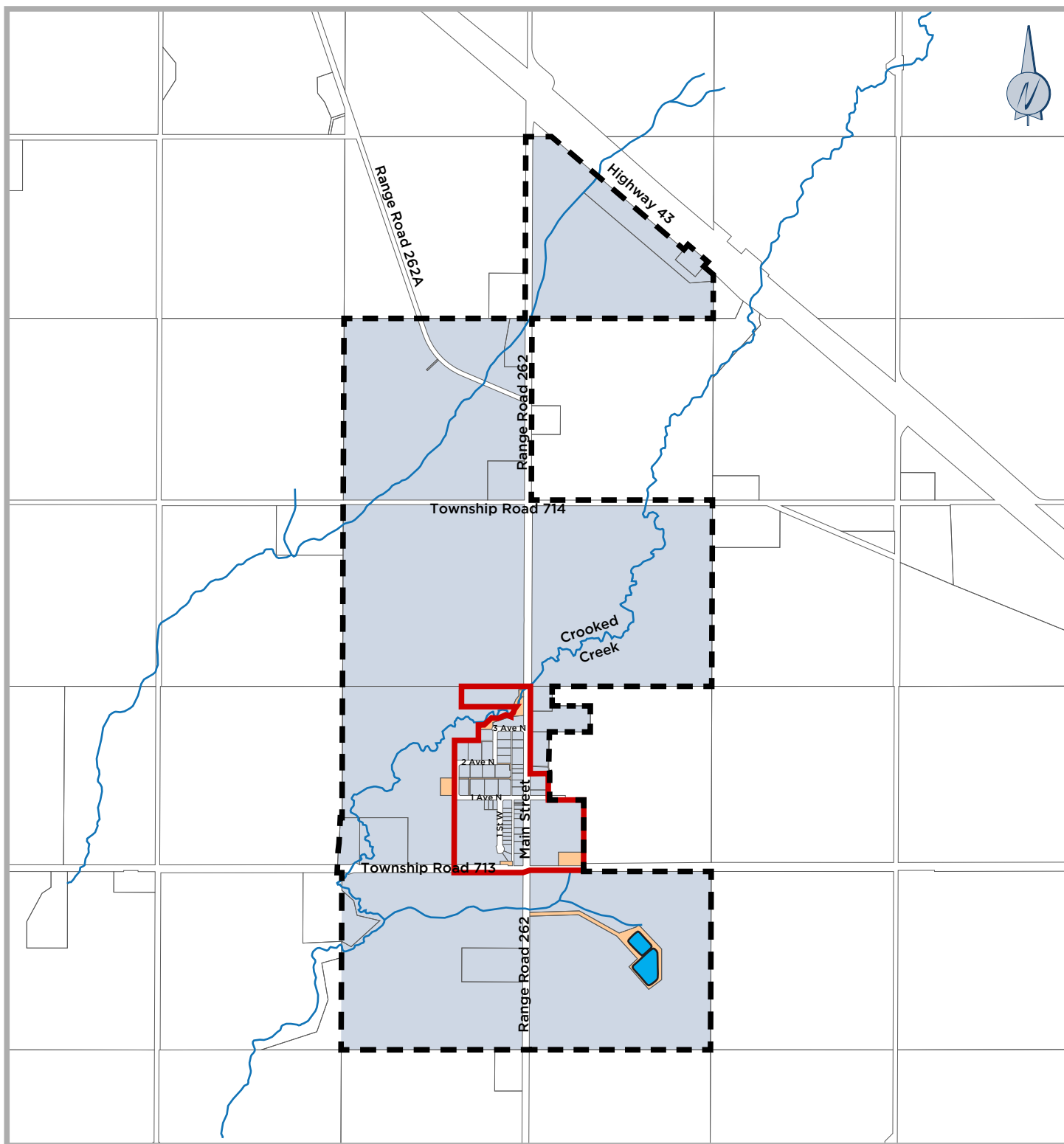
-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Existing Lagoon
-  Watercourses
-  Highway
-  Major Roadway

Figure 3: Ownership



N.T.S

Legend







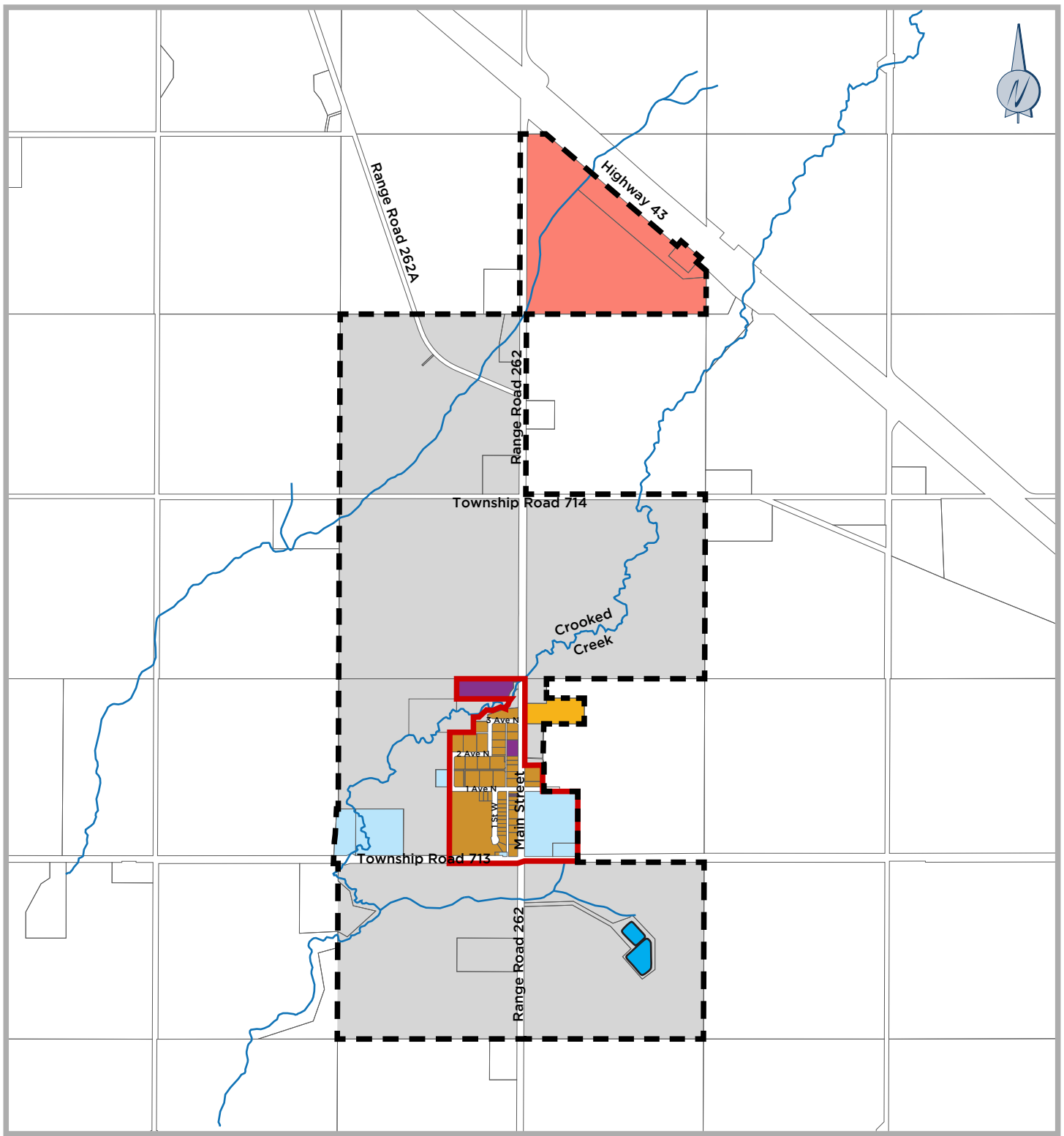
-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Private Land
-  MD of Greenview No.16
-  Existing Lagoon
-  DATE Watercourses

Figure 4: Existing Land Use Concept



N.T.S

Legend











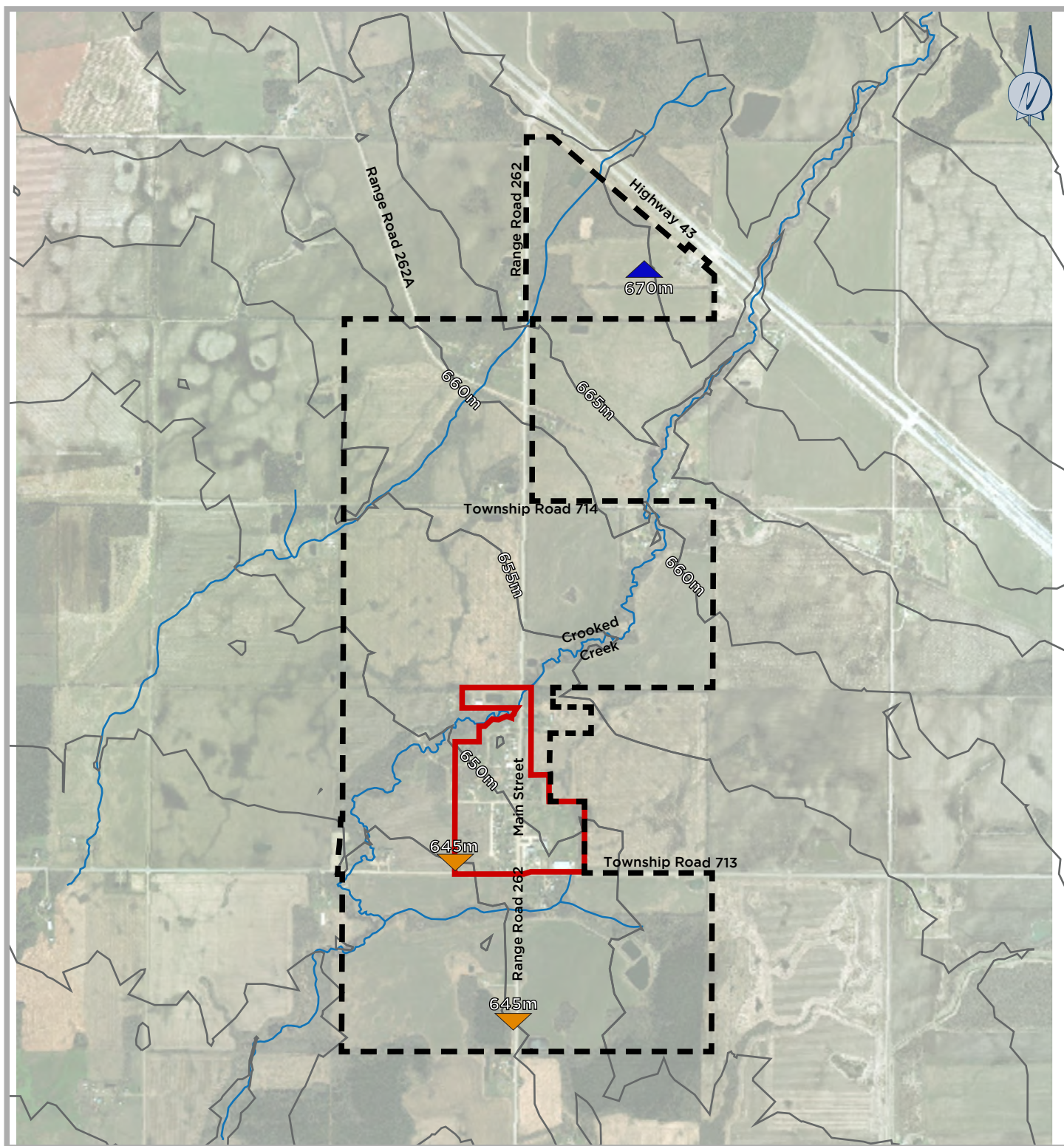
-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Agriculture
-  Rural Commercial
-  Hamlet Residential
-  Country Residential
-  Hamlet Industrial
-  Institutional
-  Existing Lagoon
-  Watercourses

Figure 5: Existing Topography



N.T.S

Legend







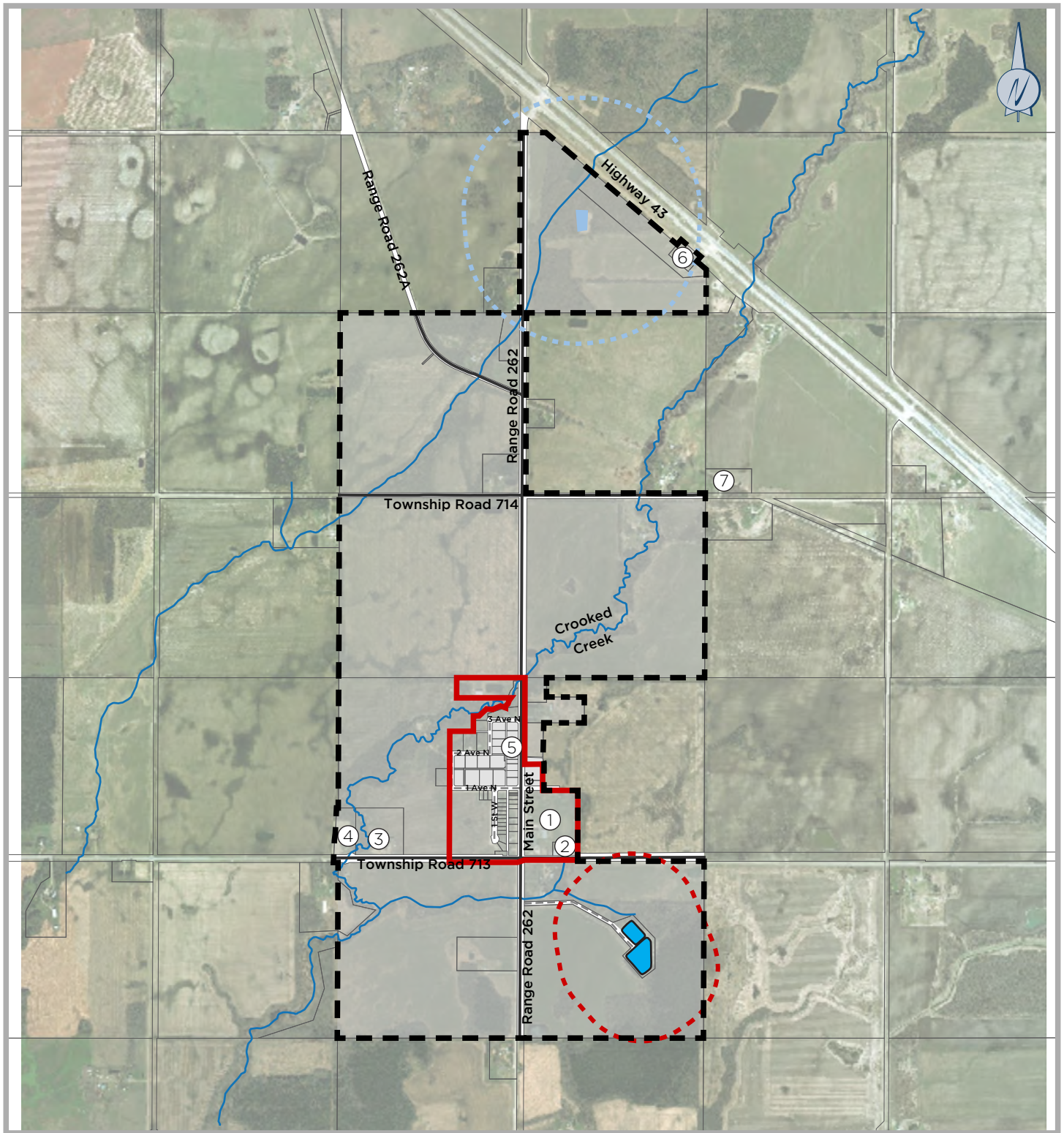
-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Watercourses
-  Contour Lines
-  High Point
-  Low Point

Figure 6: Site Features



N.T.S

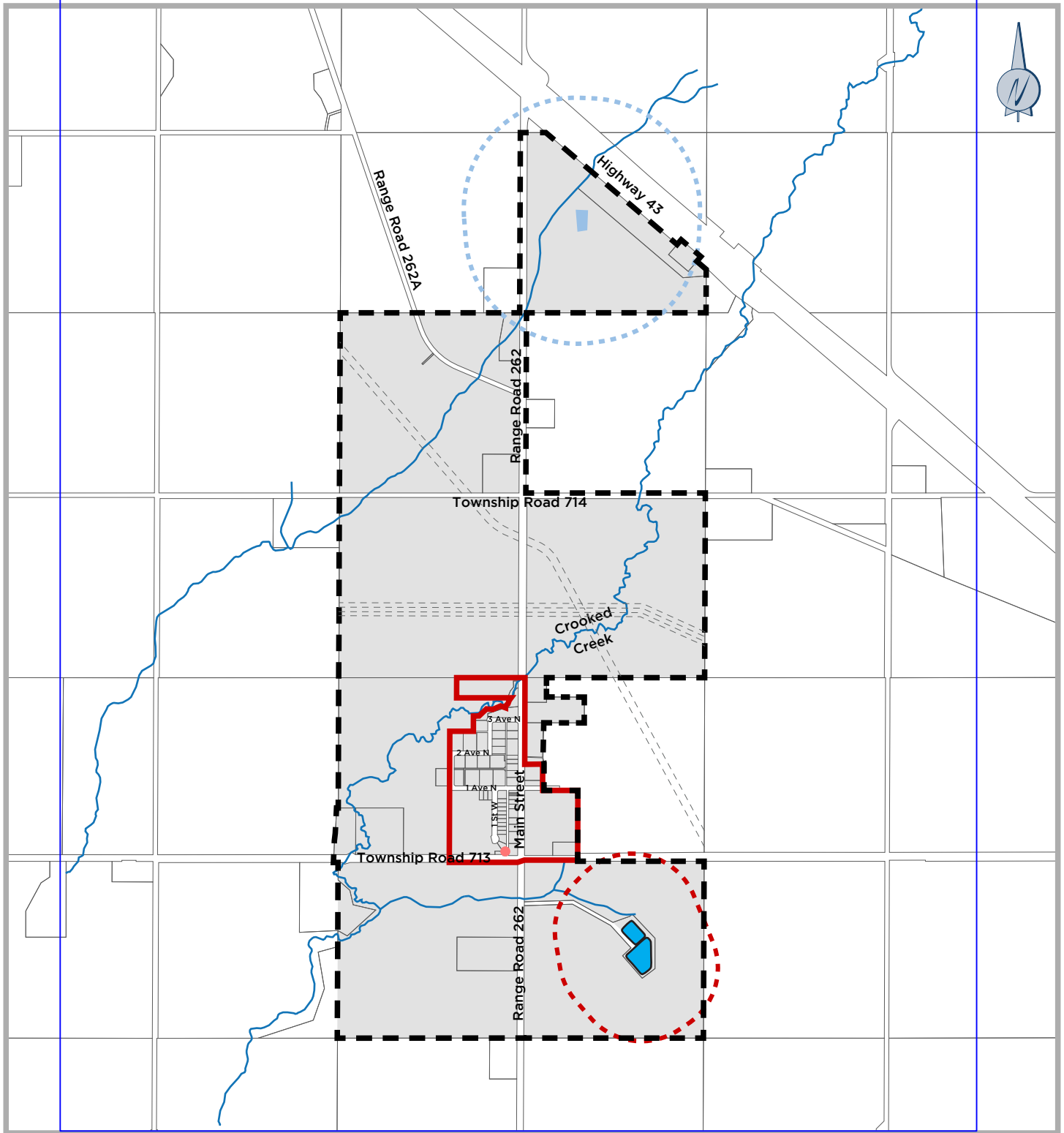
Legend

- ASP Boundary
- Hamlet of Ridgevalley Boundary
- Existing Lagoon
- Historic Landfill
- Watercourses
- Major Roads
- Local Roads
- 300m Development Setback from Lagoon

- 500m Development Setback from Landfill
- ① Ridgevalley School
- ② Ridgevalley Arena
- ③ Ridgevalley Seniors Home
- ④ Rosedale Church
- ⑤ East Smoky Gas Co-op
- ⑥ Crooked Creek General Store
- ⑦ Heritage Site












Figure 7: Development Setback



N.T.S

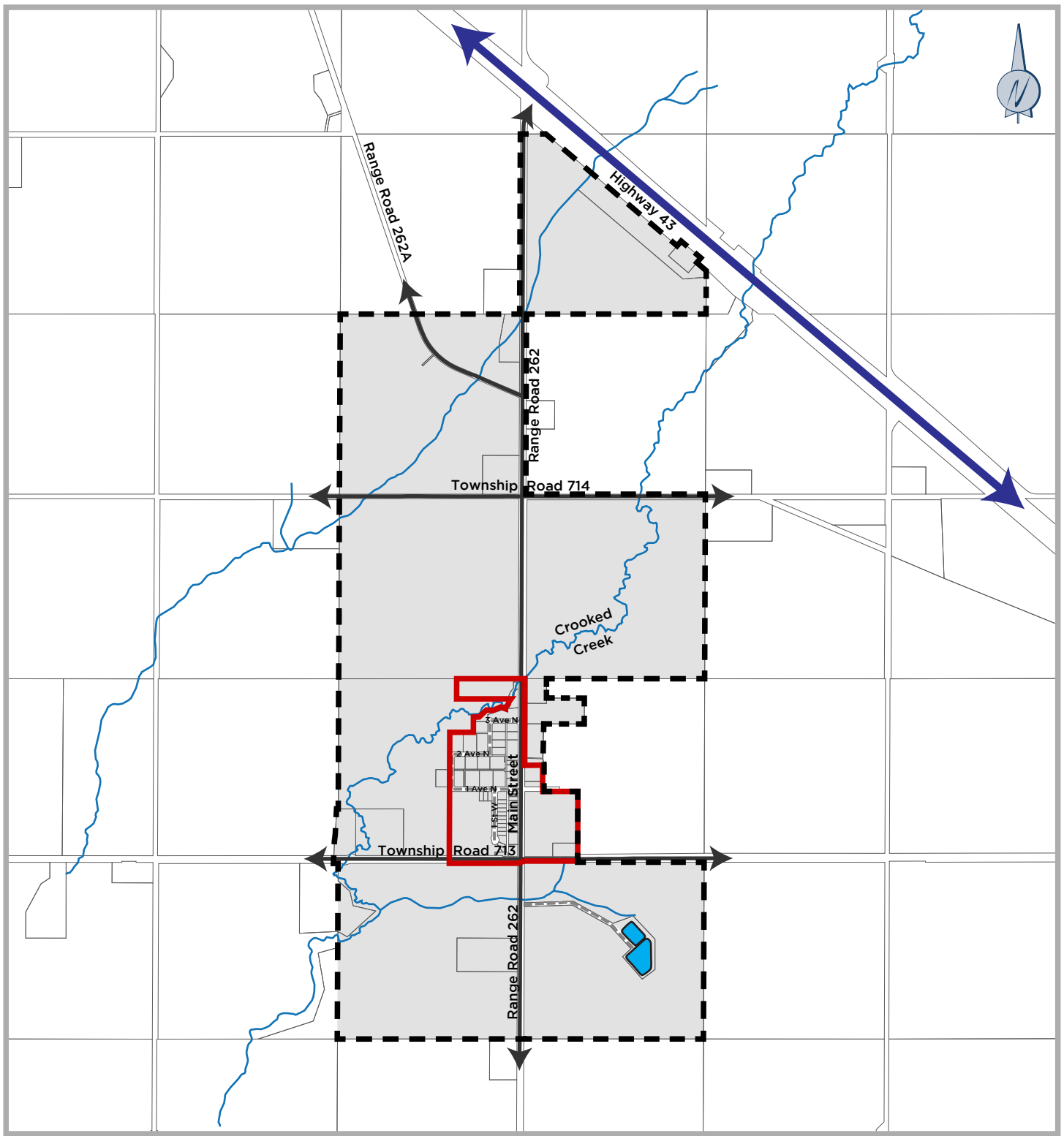
Legend

-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Existing Lagoon
-  Historic Landfill
-  Watercourses
-  300m Development Setback from Lagoon
-  500m Development Setback from Landfill
-  Pipeline Easements
-  Abandoned Well Location

* DATE










Figure 8: Transportation Network



N.T.S

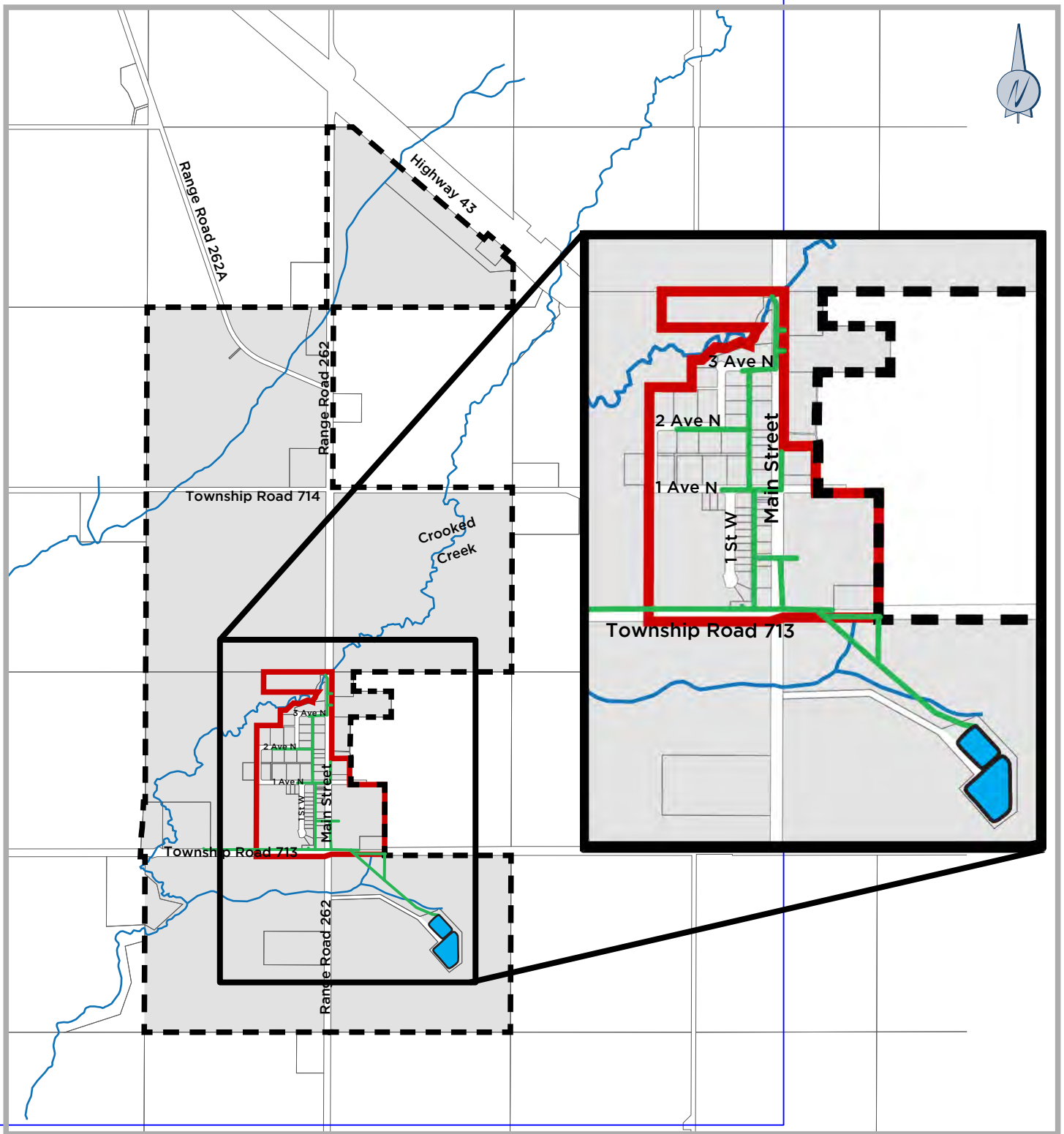
Legend

-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Existing Lagoon
-  Watercourses
-  Highway
-  Major Roadway
-  Local Roadway






DATE



Figure 9: Existing Sanitary Sewer Servicing



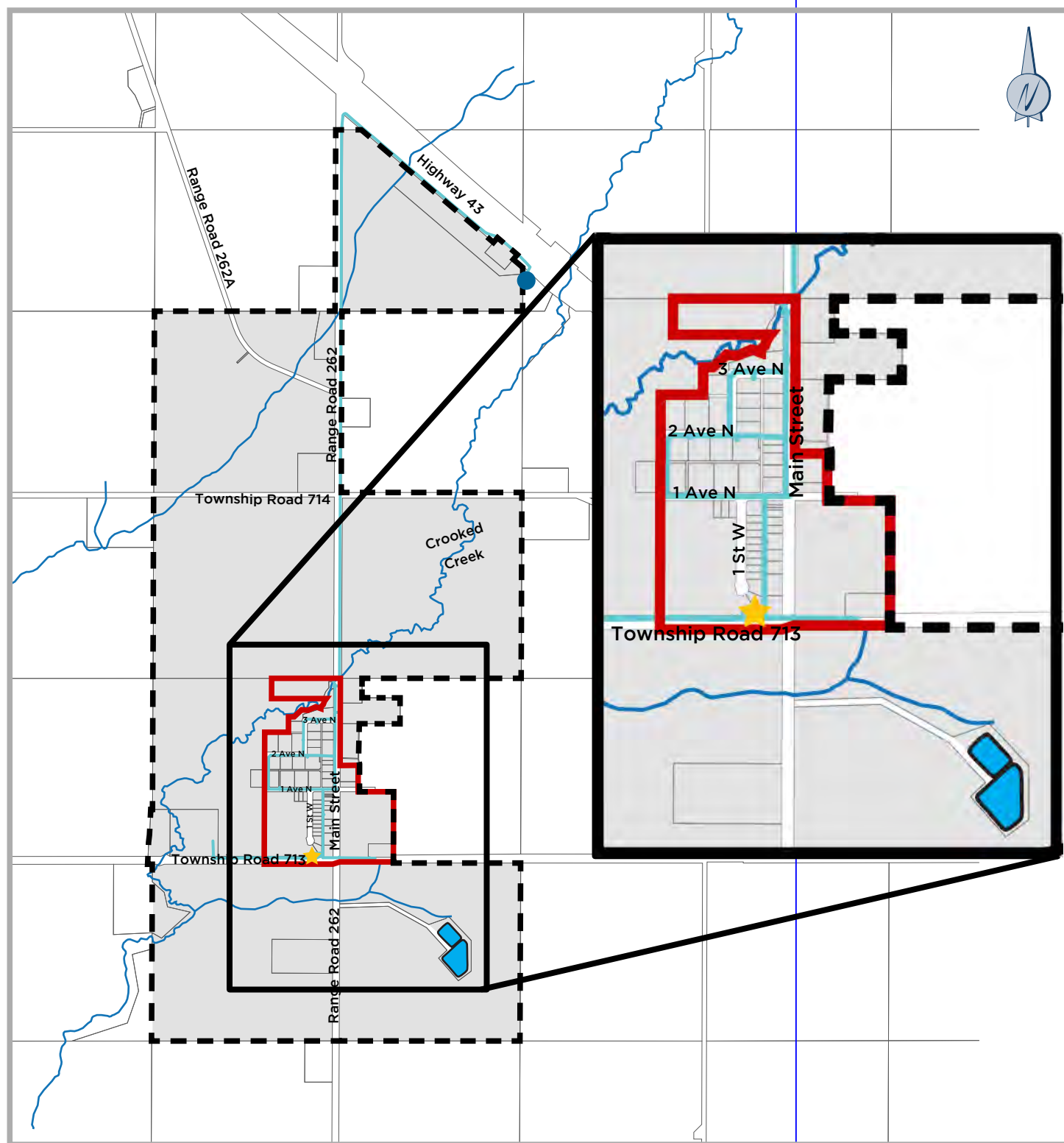
Legend

-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Existing Lagoon
-  Watercourses
-  Existing Sanitary Sewer Main

DATE

N.T.S

Figure 10: Existing Water Servicing



N.T.S

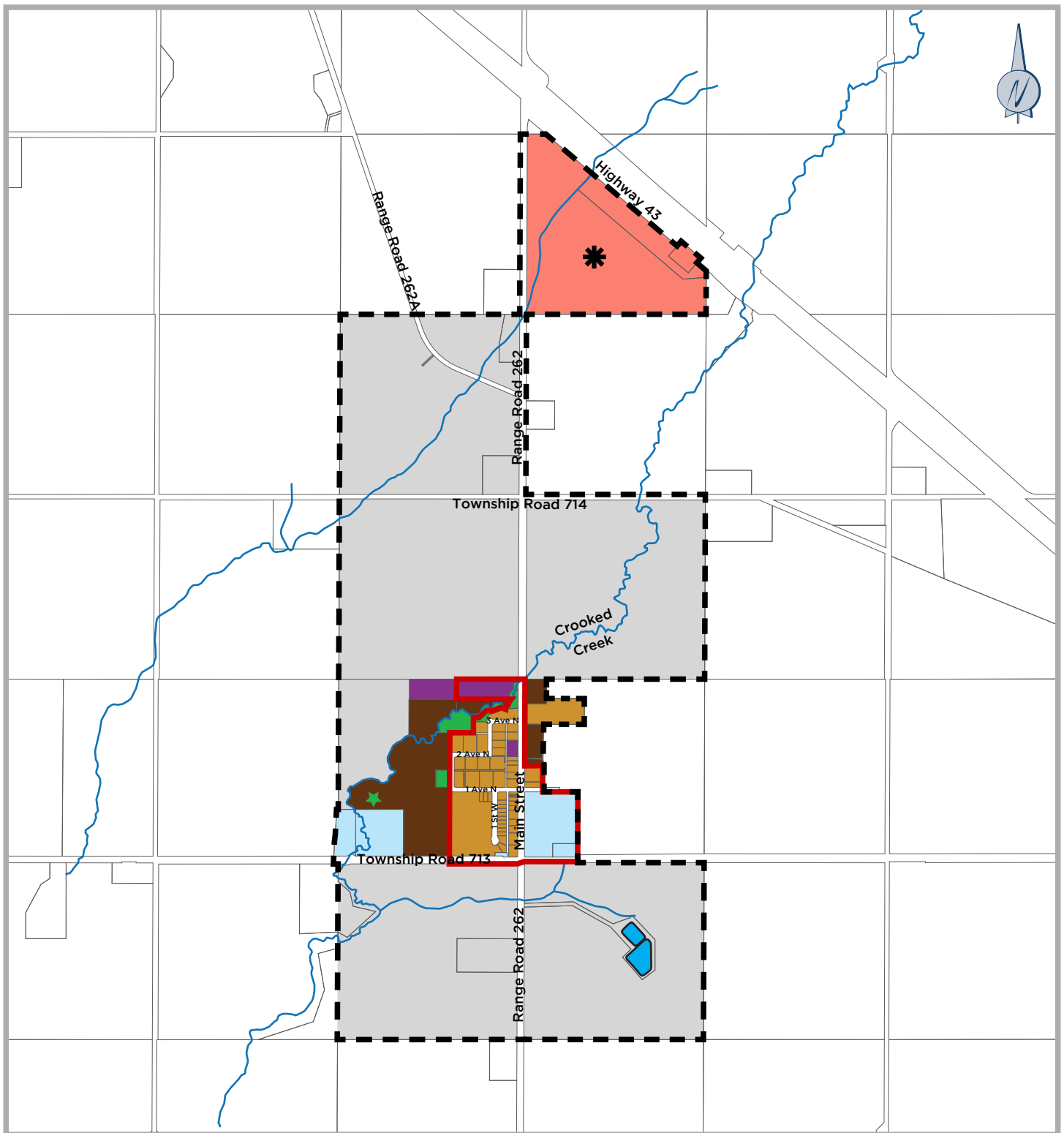
Legend

-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Existing Lagoon
-  Watercourses
-  Existing Water Servicing Lines
-  Potable Water Point
-  Water Treatment Plant

DATE



Figure 11: Future Land Use Concept



N.T.S

Legend













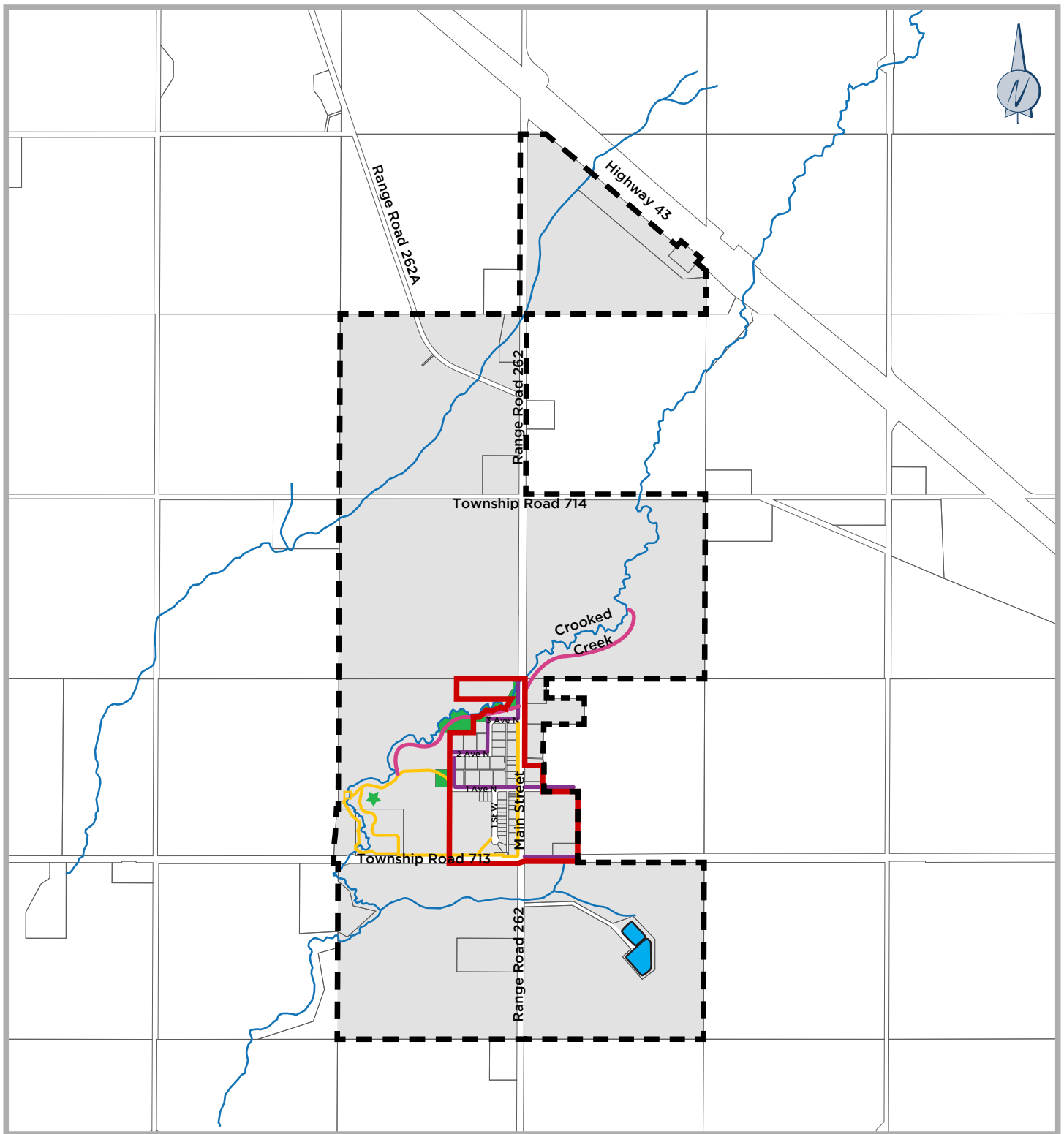
-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Agriculture
-  Commercial
-  Existing Residential
-  Future Residential
-  Parks and Open Space
-  Institutional
-  Existing Lagoon
-  Watercourses
-  Future Potential Park
-  NW 26-71-26-W5M Concept Plan (See Appendix A)











Figure 12: Open Space Network



N.T.S

Legend

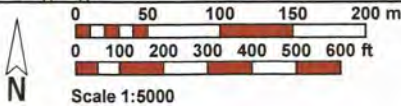
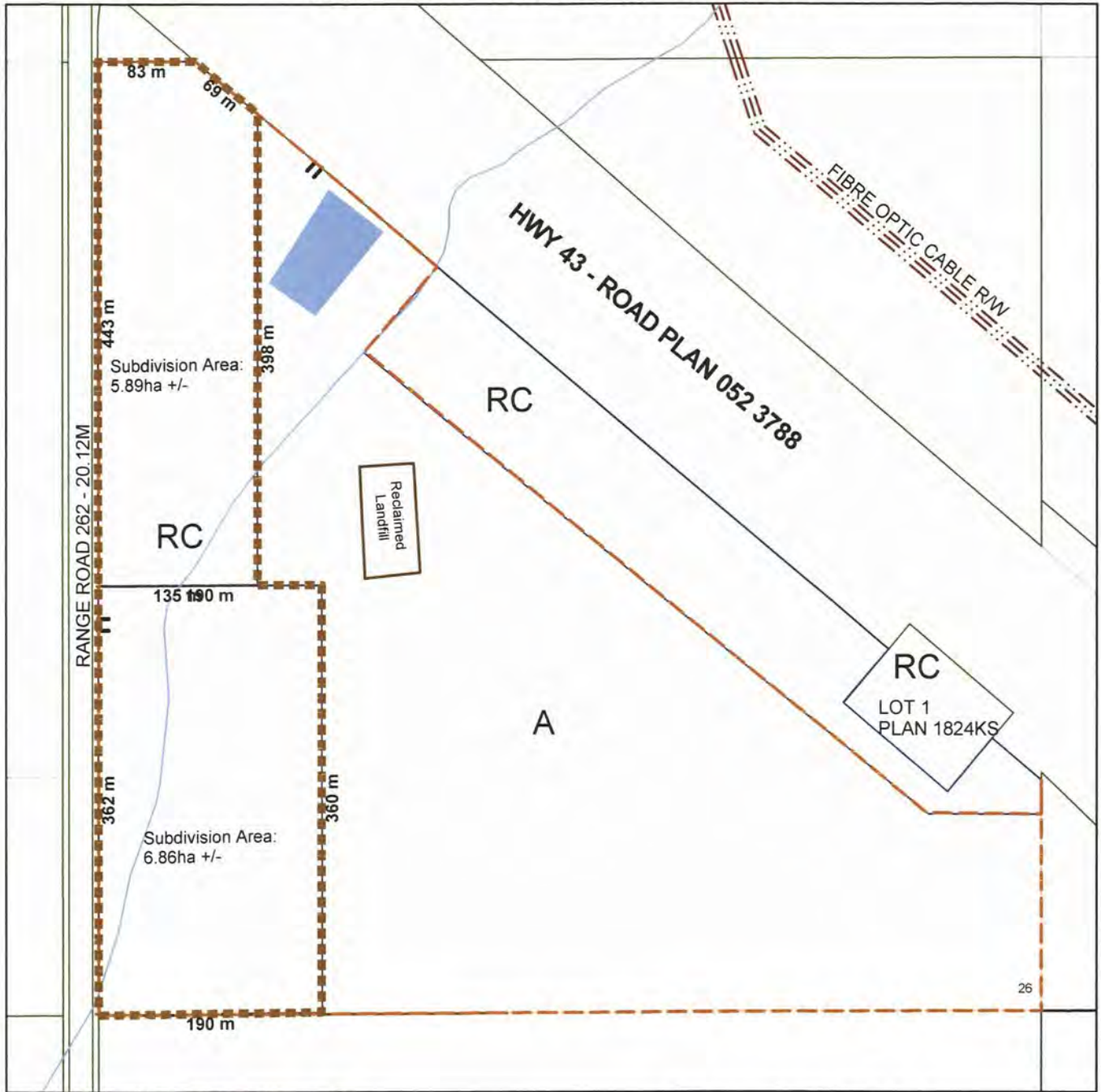
-  ASP Boundary
-  Hamlet of Ridgevalley Boundary
-  Parks and Open Space
-  Watercourses
-  Existing Pedestrian Connectivity
-  Proposed Pedestrian Connectivity
-  Conceptual Pedestrian Connectivity
-  Future Potential Park

DATE



Land Use Amendment - Municipal District of Greenview No. 16

NW SEC 26 - TWP 71 - RNG 26 - W5M



Legend

- Land Use Amendment
- Lot Number
- Block Number
- Plan Number
- Rivers / Creeks
- Water Bodies
- Cadastre
- Municipal Boundary
- RC Rural Commercial
- A Agriculture

LAND USE BYLAW MAP 35

Municipal District of Greenview No.16

Bylaw No. 12-

Adopted by Council the day of 2013

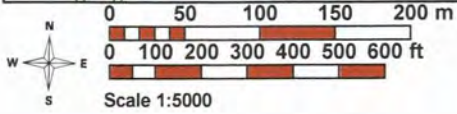
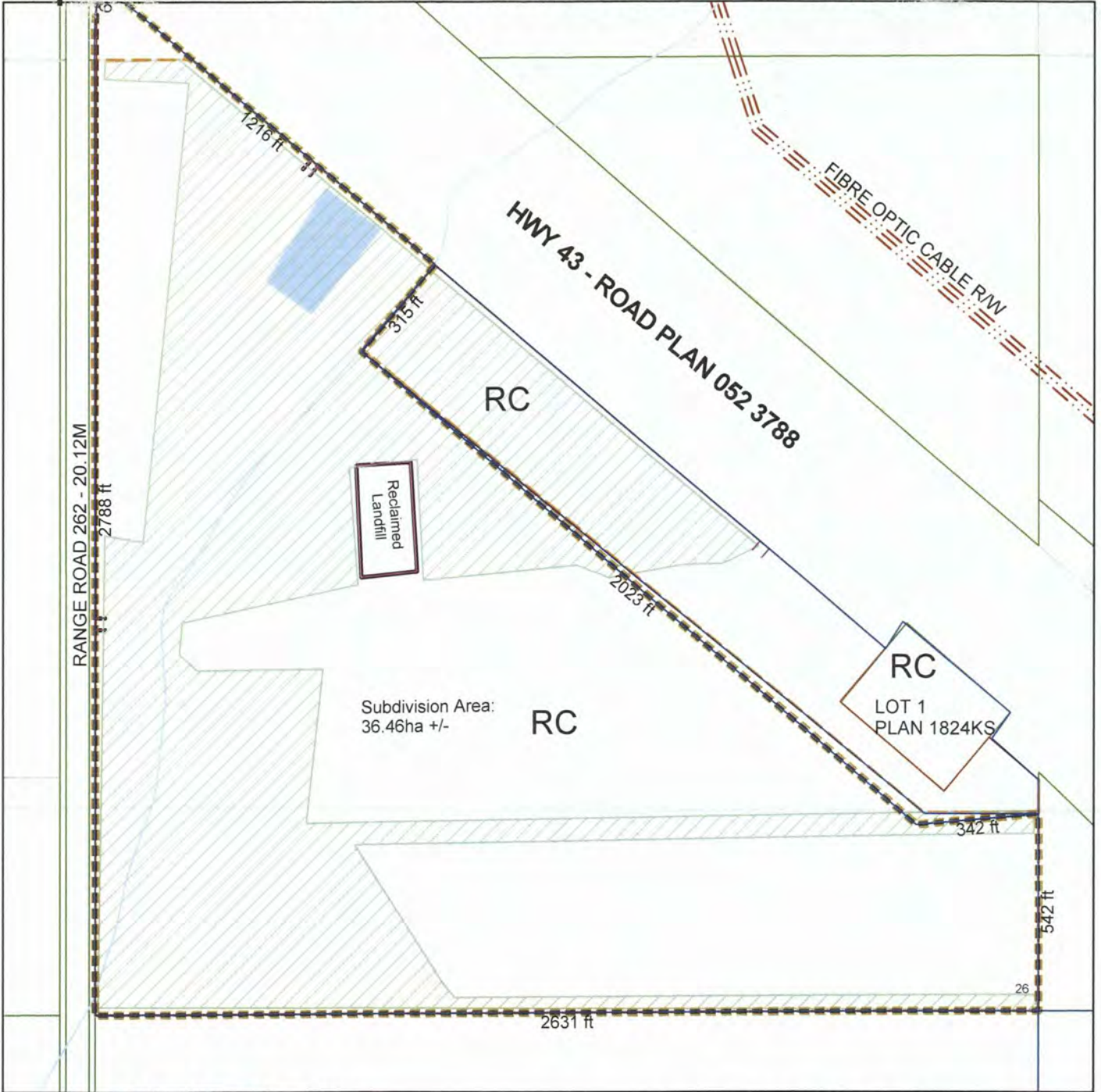
NOTE:
 This map has been consolidated for convenience only. The Official Bylaw and amendments thereto, should be consulted for all purposes of interpretation and application.



DATE

Revised Land Use Amendment

Municipal District of Greenview No. 16 - NW SEC 26 - TWP 71 - RNG 26-W5



LAND USE BYLAW MAP 35

Municipal District of Greenview No.16

Bylaw No. 03-396

Adopted by Council the day of 2013

Legend

- Land Use Amendment
- Reclaimed Landfill
- Lot Number
- Block Number
- Plan Number
- Rivers / Creeks
- Water Bodies
- Cadastre
- Municipal Boundary
- RC Rural Commercial
- A Agriculture

OWNER: I / WE hereby certify the above sketch accurately represents the measurements of the proposed subdivision.
 (Please have all Landowners sign this sketch & return it to the M.D. Office)

Date: June 20, 2013

Landowner Sign: [Signature]

Landowner Sign: [Signature]

DATE



CONCEPT PLAN

NW 26, TWP 71, RANGE 26, W OF 5

LAND USE AMENDMENT APPLICATION NO. A12-011

TABLE OF CONTENTS:

1. INTRODUCTION
2. GOALS AND OBJECTIVES
3. PROPERTY DESCRIPTION
 - 3.1 EXISTING LAND USE
 - 3.2 TOPOGRAPHY
 - 3.3 REGULATIONS
4. DEVELOPMENT CONCEPT

1.0 INTRODUCTION:

THIS CONCEPT PLAN ENCOMPASSES THE 36.46 HECTARES OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 71, RANGE 26, WEST OF THE 5TH MERIDIAN LOCATED IN THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16.

THIS CONCEPT PLAN HAS BEEN PREPARED FOR THE MUNICIPAL DISTRICT OF GREENVIEW NO.16 ON BEHALF OF THE OWNER OF THE PROPERTY IN QUESTION. THIS PLAN IS REQUIRED TO FACILITATE THE REZONING OF THE PROPERTY FROM AGRICULTURAL TO RURAL COMMERCIAL (RC) DISTRICT.

THE PRIMARY OBJECTIVE OF THIS PLAN IS TO PROVIDE FOR THE RE-ZONING OF THE SUBJECT PROPERTY IN A MANNER THAT IS CONSISTENT WITH THE GOALS, OBJECTIVES, AND POLICIES OF THE MUNICIPAL DISTRICT OF GREENVIEW NO.16. IN ADDITION, AS THIS PROPERTY FRONTS ONTO A SERVICE ROAD AND A LOCAL MUNICIPAL ROAD KNOWN AS "RIDGEVALLEY ROAD" AND BOTH OF THESE ROADS ACCESS ONTO A PRIMARY HIGHWAY, THE REQUIREMENTS OF ALBERTA TRANSPORTATION HAVE BEEN ACCOMMODATED.

2.0 GOALS AND OBJECTIVES:

THIS CONCEPT PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE FOLLOWING GOALS AND OBJECTIVES.

GOALS:

1. TO CONTRIBUTE TO THE CONTINUED ECONOMIC DEVELOPMENT OF THE CROOKED CREEK AREA THROUGH THE FUTURE DEVELOPMENT OF THE RE-ZONED PROPERTY.
2. TO MAINTAIN THE OPERATIONAL INTEGRITY OF THE HIGHWAY 43 CORRIDOR.

OBJECTIVES:

1. TO PROVIDE NEW OPPORTUNITIES FOR RURAL COMMERCIAL DEVELOPMENT IN THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16.
2. TO ESTABLISH AN AREA WITHIN THE MUNICIPAL DISTRICT OF GREENVIEW FOR FUTURE RURAL COMMERCIAL DEVELOPMENT.
3. TO PROVIDE SAFE TRAFFIC ACCESS TO RIDGEVALLEY ROAD AND THE ACCESS ROAD TO THE CROOKED CREEK STORE AS WELL AS ACCESS TO HIGHWAY 43.

3.0 PROPERTY DESCRIPTION

THE PROPERTY AFFECTED BY THIS PLAN IS LOCATED ADJACENT TO RIDGEVALLEY ROAD AND A PORTION OF THE NORTHWEST CORNER BORDERS ON THE ACCESS ROAD TO CROOKED CREEK STORE AND CONTAINS 89.0 ACRES OF SECTION 26, TWP 71, RGE 26, WEST OF THE 5TH MERIDIAN. THIS PROPERTY IS BOUNDED TO THE NORTH BY A RURAL COMMERCIAL SUB-DIVISION.

3.1 EXISTING LAND USE

THE PROPERTY IN QUESTION IS PRESENTLY FARMLAND AND TREED AREAS AND ENCOMPASSES AN ABANDONED LANDFILL.

THE UTILITY RIGHT-OF-WAY THAT IS PRESENTLY IN THE REQUESTED RE-ZONE AREA IS AN EXISTING RURAL UTILITY GAS LINE ON THE SOUTH AND EAST EDGES OF THE PROPERTY AND WILL NOT AFFECT ANY RE-ZONING OR DEVELOPMENT ON THE SUBJECT LAND.

NO OTHER UTILITIES ARE LOCATED ON THIS LAND.

3.2 TOPOGRAPHY

OVERALL THE LANDS IN QUESTION ARE EXTREMELY FLAT ALTHOUGH THE OVERALL DRAINAGE IS FROM EAST AND NORTH TO THE SOUTH. THE PRESENCE OF A CREEK ON THE WEST SIDE OF THE PROPERTY DRAINS TO THE SOUTH AND ACCOMODATES THE STORMWATER DRAINAGE.

3.3 REGULATIONS

THE LAND IN QUESTION DOES NOT MEET THE CRITERIA FOR RESIDENTIAL PROPERTY, FOOD SERVICE INDUSTRY OR DRILLING OF WATER WELLS DUE TO THE ABANDONED LANDFILL CRITERIA AS SET OUT BY ALBERTA ENVIRONMENT.

THIS PROPERTY MEETS THE CRITERIA FOR RE-ZONING TO RURAL COMMERCIAL DISTRICT AS SET OUT IN THE MUNICIPAL DEVELOPMENT PLAN OF THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16. ALTHOUGH THIS PARCEL WOULD FALL UNDER THIS CATEGORY, A NUMBER OF THE LISTED DISCRETIONARY USES WOULD NOT BE ALLOWED DUE TO THE PRESENCE OF THE ABANDONED LANDFILL. SOME OF THOSE USES AS LISTED IN THE M.D.P. WOULD BE MOTELS, HOTELS, RESTAURANTS, AND A NUMBER OF OTHERS THAT REQUIRE A WATER SUPPLY THAT WOULD BE FEASABLE ONLY WITH A WATER WELL.

4.0 DEVELOPMENT CONCEPT

AS NO DEVELOPMENT OR SUB-DIVISION IS BEING PLANNED AT THIS TIME, THIS CONCEPT PLAN IS FOR RE-ZONING ONLY. THE ONE LOT DRAWING ATTACHED IS FOR EXAMPLE ONLY.

SHOULD ANY SUB-DIVISION OR DEVELOPMENT BE PLANNED, A NEW AREA STRUCTURE PLAN WOULD HAVE TO BE PRESENTED TO THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16 ALONG WITH ANY TRAFFIC IMPACT ASSESSMENTS AS REQUIRED BY EITHER ALBERTA TRANSPORTATION OR THE MUNICIPAL DISTRICT.

THE SOUTHWEST CORNER OF THE PROPERTY CONTAINS A LARGE TREED AREA AS WELL AS A CREEK. IT WOULD BE IN THE BEST INTEREST OF A DEVELOPER TO LEAVE THIS AREA IN A NATURAL STATE TO ENSURE THAT THERE IS NO IMPACT ON THE WATER COURSE.

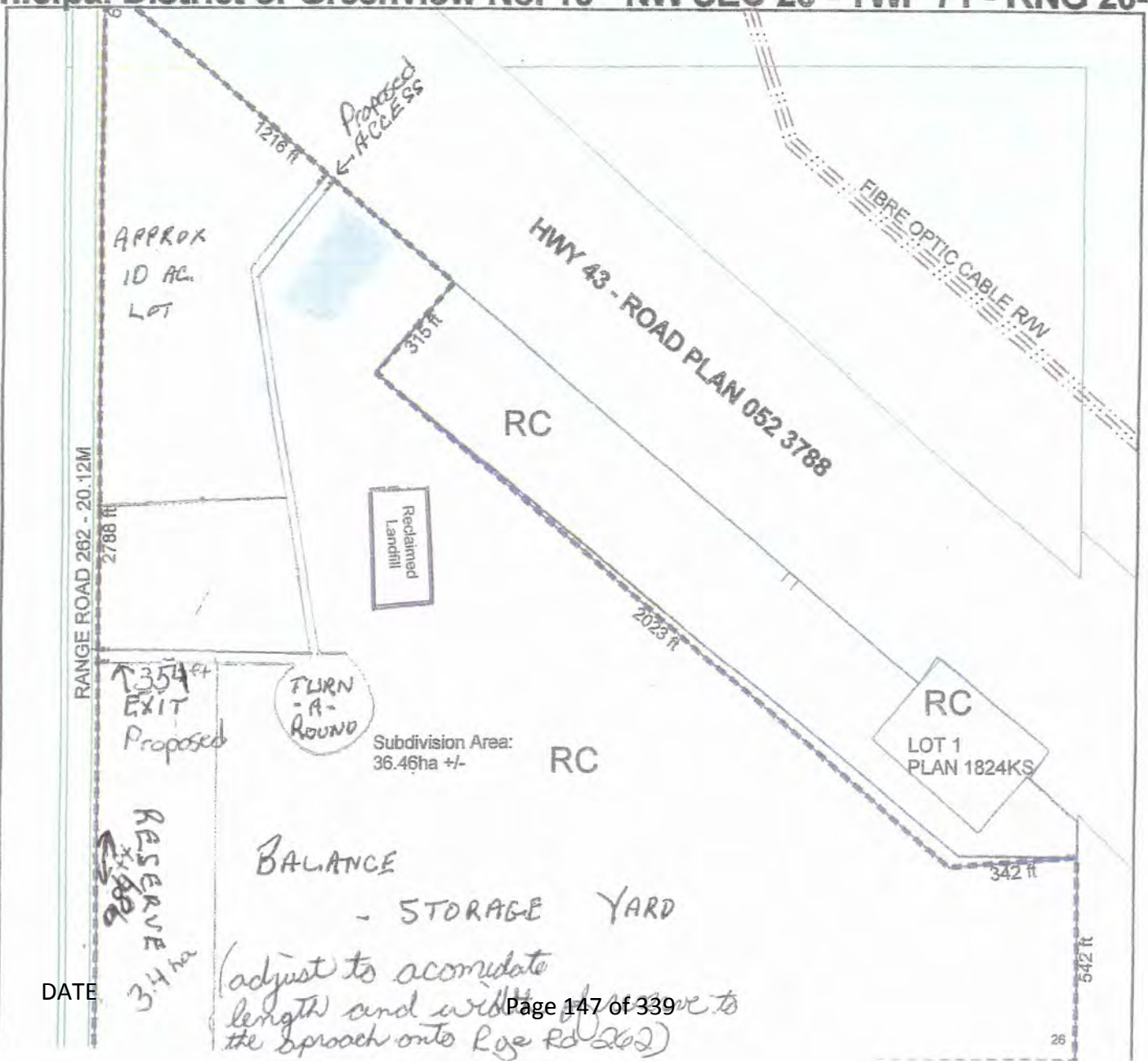
ANY FUTURE ROAD DEVELOPMENT WOULD REQUIRE A CONDITIONAL DEVELOPMENT PERMIT AND ENSURE THAT THE M.D. STANDARDS ARE MAINTAINED FOR ANY ROAD CONSTRUCTION WITHIN THE PROPERTY.



NO WATER WELLS WITHIN
GREEN MARKED AREA

DATE

Municipal District of Greenview No. 16 - NW SEC 26 - TWP 71 - RNG 26-W5N



DATE

(adjust to acomodate length and width of reserve to the approach onto Rge Rd 262)

- (i) proposals for the financing and programming of municipal infrastructure,
 - (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,
 - (iii) environmental matters within the municipality,
 - (iv) the financial resources of the municipality,
 - (v) the economic development of the municipality, and
 - (vi) any other matter relating to the physical, social or economic development of the municipality,
- (c) may contain statements regarding the municipality's development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,
- (d) must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,
- (e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,
- (f) must contain policies respecting the protection of agricultural operations, and
- (g) may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).
- (4) Repealed 2020 c39 s10(19).

RSA 2000 cM-26 s632;RSA 2000 c21(Supp) s4;2008 c37 s11;
2015 c8 s62;2016 c24 s98;2017 c13 s2(16);2020 c39 s10(19)

Area Structure Plans

Area structure plan

633(1) For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan.

- (2) An area structure plan
- (a) must describe
- (i) the sequence of development proposed for the area,
 - (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,
 - (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
 - (iv) the general location of major transportation routes and public utilities,
- and
- (b) may contain any other matters, including matters relating to reserves, as the council considers necessary.
- (3) Repealed 2020 c39 s10(20).
RSA 2000 cM-26 s633;2015 c8 s63;2017 c13 s1(56);
2020 c39 s10(20)

Area Redevelopment Plans

Area redevelopment plans

- 634(1)** A council may
- (a) designate an area of the municipality as a redevelopment area for the purpose of any or all of the following:
 - (i) preserving or improving land and buildings in the area;
 - (ii) rehabilitating buildings in the area;
 - (iii) removing buildings from the area;
 - (iv) constructing or replacing buildings in the area;
 - (v) establishing, improving or relocating roads, public utilities or other services in the area;
 - (vi) facilitating any other development in the area,
 - (b) adopt, by bylaw, an area redevelopment plan,
 - (c) in accordance with this section and Division 6, provide for the imposition and collection of a levy to be known as a “redevelopment levy”, and

- (d) authorize a designated officer, with or without conditions, to perform any function with respect to the imposition and collection of that redevelopment levy.

(2) Repealed 2020 c39 s10(21).

RSA 2000 cM-26 s634;2015 c8 s64;2020 c39 s10(21)

Plan contents

635 An area redevelopment plan

- (a) must describe
 - (i) the objectives of the plan and how they are proposed to be achieved,
 - (ii) the proposed land uses for the redevelopment area,
 - (iii) if a redevelopment levy is to be imposed, the reasons for imposing it, and
 - (iv) any proposals for the acquisition of land for any municipal use, school facilities, parks and recreation facilities or any other purposes the council considers necessary,
- and
- (b) may contain any other proposals that the council considers necessary.

1995 c24 s95

General Provisions

Statutory plan preparation

636(1) While preparing a statutory plan, a municipality must notify the following and provide a means for suggestions and representations to be made:

- (a) any members of the public who may be affected by the plan;
- (b) the school boards with jurisdiction in the area to which the plan preparation applies;
- (c) in the case of a municipal development plan,
 - (i) any adjacent municipalities,
 - (ii) the Indian band of any adjacent Indian reserve, and
 - (iii) any adjacent Metis settlement;

- (d) in the case of an area structure plan,
- (i) where the land that is the subject of the plan is adjacent to another municipality, that municipality,
 - (ii) where the land that is the subject of the plan is within 1.6 kilometres of a provincial highway, the Minister responsible for the *Highways Development and Protection Act*, and
 - (iii) where the land that is the subject of the plan is adjacent to an Indian reserve or Metis settlement, the Indian band or Metis settlement.

(2) Subsection (1) does not apply to amendments to statutory plans.
RSA 2000 cM-26 s636;2008 c37 s11;2017 c13 s1(57);
2020 c39 s10(22)

Effect of plans

637 The adoption by a council of a statutory plan does not require the municipality to undertake any of the projects referred to in it.
1995 c24 s95

Consistency of plans

638(1) A municipal development plan must be consistent with any intermunicipal development plan in respect of land that is identified in both the municipal development plan and the intermunicipal development plan.

(2) An area structure plan and an area redevelopment plan must be consistent with

- (a) any intermunicipal development plan in respect of land that is identified in both the area structure plan or area redevelopment plan, as applicable, and the intermunicipal development plan, and
- (b) any municipal development plan.

(3) An intermunicipal development plan prevails to the extent of any conflict or inconsistency between

- (a) a municipal development plan, an area structure plan or an area redevelopment plan, and
- (b) the intermunicipal development plan

in respect of the development of the land to which the conflicting or inconsistent plans apply.

SECTION 10 IMPLEMENTATION

10.1 INTRODUCTION

The purpose of this Section is to outline the mechanisms to be used in the implementation of the policies contained in this MDP.

10.2 LAND USE BYLAW

- Land Use Bylaw Amendments** 10.2.1
- (a) All amendments to the LUB shall be consistent with this MDP. If a proposed amendment is contrary to this MDP, but is deemed desirable by Council, this MDP shall be amended as required to ensure that consistency is maintained.
 - (b) If an amendment to the LUB is required to accommodate a proposed subdivision, the amendment shall receive third reading from Council prior to subdivision approval taking place.

10.3 SUBDIVISION AND DEVELOPMENT REQUIREMENTS

- Evaluation of Applications** 10.3.1
- All applications for LUB amendments, subdivisions and development permits shall be evaluated by Greenview according to the following criteria:
- (a) Compliance with the Act, Regulation, LUB, and any other Statutory Plans or Concept Plans that are in effect;
 - (b) Adequacy of road access and off-site traffic impacts generated by the proposed development;
 - (c) Proposed methods of water supply, sewage disposal and storm drainage, supported by hydrogeological and geotechnical testing provided by the developer with the application;
 - (d) Compatibility with adjacent land uses, including the potential impact on agricultural operations;
 - (e) Site suitability in terms of soils, topography, and size;
 - (f) Environmental factors including the potential for erosion, flooding, or watercourse contamination; and
 - (g) The quality of agricultural land, and the fragmentation and loss of agricultural lands.
- Area Structure Plans and Concept Plans Prepared by Developer** 10.3.2
- Greenview shall require the adoption of an ASP, prepared in accordance with Section 633 of the Act and Area Structure Plan and Concept Plan Policy 6001, or a Concept Plan prepared in accordance with Area Structure Plan and Concept Plan Policy 6001, prior to the approval of:

- (a) An industrial or commercial subdivision exceeding one (1) lot;
- (b) A country residential subdivision resulting in a cumulative density of four (4) or more lots on the subject quarter section;
- (c) Any multi-lot country residential subdivision or recreational resort located adjacent to a lake or other watercourse; or
- (d) Any subdivision located in proximity to a highway when requested by Alberta Transportation.

A plan prepared under this policy may be referred to as a "Minor" ASP.

**Area Structure Plans
Prepared by
Municipal District** 10.3.3

- (a) Greenview may undertake the preparation of ASPs for its hamlets and other areas within Greenview that may be of strategic development interest, including but not limited to
 - i) the Hamlets of DeBolt and Little Smoky,
 - ii) Crooked Creek/Ridgevalley, and
 - iii) the Grande Cache airport.

A plan prepared under this policy may be referred to as a "Major" ASP.

- (b) Major ASPs shall address the criteria identified in Policy 10.3.4 ("Area Structure Plan Content"), and will generally exceed one quarter section in size. Such plans may be undertaken in partnership with neighbouring municipalities, developers or industry partners.
- (c) Greenview shall commit to the review and update of the Sturgeon Lake ASP and Grovedale ASP as required.

**Area Structure Plan
and Concept Plan
Content** 10.3.4

The preparation of a Minor ASP or Concept Plan required under Policy 10.3.2 ("Area Structure Plans Prepared by Developer") shall be the responsibility of the developer, based on Terms of Reference prepared by Greenview in accordance with Area Structure Plan and Concept Plan Policy 6001, and should address the following matters to the satisfaction of Greenview:

- (a) Conformity with this MDP, other Statutory Plans, other non-statutory documents and the LUB;
- (b) Proposed land uses, population and employment projections for those land uses;
- (c) Proposed lot layout and phasing;
- (d) Impacts on adjacent uses, environmentally sensitive areas, and recreational uses, including provision for buffers and development setbacks;
- (e) Proposed methods of water supply, stormwater management and sewage disposal, supported by report requirements

contained in Policy 10.3.5 (“Supporting Technical Reports”);

- (f) Access point(s) and internal circulation network and impacts on the external existing transportation network;
- (g) Allocation of MR and ER;
- (h) Suitability of the site for development in terms of soil stability, groundwater level, and drainage;
- (i) Confirmation of the location and geographic extent of any environmentally significant areas, environmentally sensitive areas, riparian areas, surface water bodies, forests, wildlife corridors, hazard lands, and historic or archaeological sites. Any detailed scientific or engineering analysis that may be required by Greenview shall be undertaken by qualified technical Professionals with all costs borne by the developer;
- (j) Integration of natural areas into the design of developments to form part of a future linked and integrated parks and open space system, including the retention of forests, wildlife corridors, wetland areas, and the provision of stormwater ponds and parks to form continuous open spaces; and
- (k) Any other matters identified by Greenview.

**Supporting
Technical Reports**

10.3.5 All ASPs, Concept Plans, and applications for rezoning and multi-lot subdivisions shall be accompanied by the necessary professional technical reports including but not limited to Engineering Servicing Design Reports, Geotechnical Reports, Hydrogeological Reports, and Environmental Impact Assessments as determined by Greenview.

**Development
Agreements**

10.3.6 As a condition of subdivision or development permit approval, Greenview may require the developer to enter into a development agreement with respect to the provision of all infrastructure required to service the site.

**Developer
Responsibility**

10.3.7 Developers shall be responsible for all infrastructure and utility costs associated with development, including the payment of offsite levies.

10.4 MUNICIPAL RESERVE

**Municipal Reserve
Required**

10.4.1 As a condition of subdivision, Greenview shall require that ten percent (10%) of the developable lands be dedicated as MR as provided for under the Act.

**Municipal Reserve
Dedication**

10.4.2 Greenview shall require that MR be dedicated as cash-in-lieu in all cases except as follows:

- (a) Where the subdivision results in the creation of a multi-parcel



REQUEST FOR DECISION

SUBJECT: **S21-008 Time Extension for Subdivision Endorsement Registration**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	January 14, 2025	A.CAO: MH MANAGER: RD
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV PRESENTER: NF
STRATEGIC PLAN:	Governance	LEG: SS

RELEVANT LEGISLATION:

Provincial – *Municipal Government Act, R.S.A 2000, Section 657*

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council grant a one (1) year time extension to the endorsement for subdivision file S21-008 on SE 30-70-21-W5M, pursuant to MGA Section 657(6)(b), allowing the Subdivision Authority Approval to be registered with Alberta Land Titles by March 29, 2025.

BACKGROUND/PROPOSAL:

Administration has received a request to extend the one year for registration of subdivision S21-008 on SE 30-70-21-W5M. The subdivision application was received on May 20, 2021; however, it was deemed incomplete until the layout and access were determined by the landowner and Alberta Transportation, as the new lot required an approach on Secondary Highway 669; S21-008 was approved on September 15, 2021. Following a Section 657(1) time extension for the subdivision approval, all conditions were met, and the survey plan was endorsed by Greenview on March 29, 2023, and forwarded to the surveyor. Under Section 657(5) of the *Municipal Government Act*, the endorsed subdivision plan must be registered within one (1) year of the date of endorsement, or it is void and may not be accepted by Alberta Land Titles. Although the applicant met all conditions for the subdivision to be endorsed by Greenview, they failed to complete all the documents required for their surveyor to submit the plan to Alberta Land Titles before the endorsement became void.

Section 657(6)(b) provides Council the authority to grant one or more extensions to the one (1) year period for which endorsement is valid in accordance with Section 657(5), whether or not the time period has expired. As the subdivision plan was endorsed on March 29, 2023, it became void on March 29, 2024, while the subdivision approval expired on September 15, 2023. Therefore, in order to allow the subdivision to be registered, Council would be required to grant a one (1) year time extension, allowing the endorsement to be registered by March 29, 2025.

The proposed subdivision on SE 30-70-21-W5M meets the requirements of the Municipal Development Plan and Land Use Bylaw 18-800. Additionally, road widening that was required to be sold to Greenview as a condition of the subdivision approval has already been registered as road and payment released to the applicant. Administration has no concerns with the time extension request and the applicant has paid the \$500 fee as required by the Schedule of Fees Bylaw 24-970.

Greenview currently has no policies restricting the number of extensions which may be granted by Council.

DATE

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the applicant may register their subdivision with Alberta Land Titles without additional costs or applications.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to refuse the time extension request; if refused, the applicant will have to reapply for subdivision. Administration does not recommend this option as it will incur additional costs to both the applicant and Greenview. The item would require staff time and resources for re-processing and Municipal Planning Commission time for decision.

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:

The applicant will be notified of the decision made by Council. If the time extension is granted, Administration will submit the appropriate endorsement to the surveyor for submission to Alberta Land Titles.

ATTACHMENT(S):

- Subdivision Authority Approval
- Unregistered Survey Plan
- One-Year Time Extension for Endorsement
- Subdivision Approval
- Tentative Plan – Aerial
- MGA Section 657

SUBDIVISION AUTHORITY APPROVAL

RE: PLAN PREPARED BY Michael R. Louie A.L.S.

(Surveyors File No. 121-0796L01 and our File No. S21-008)

LEGAL DESCRIPTION:

SUBDIVISION
IN
S.E. ¼ SEC. 30
TWP. 70 RGE. 21 W.5M.

Endorse this sheet with the usual approval stamp

or

We, MUNICIPAL PLANNING COMMISSION OF GREENVIEW, approve for
(name of subdivision authority)
registration the above plan.

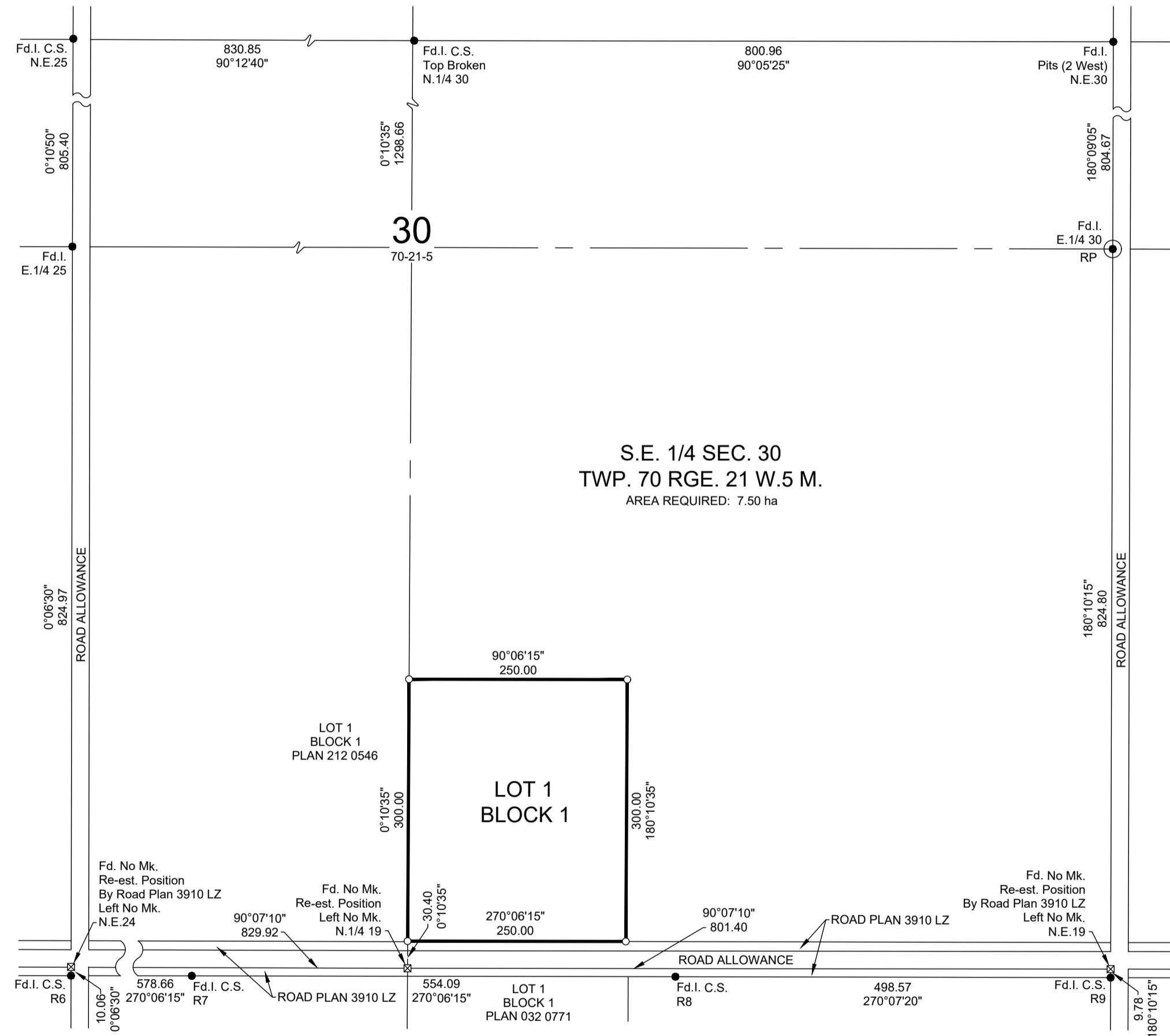
Dated MARCH 29, 2023

(Signature)

MARTINO VERHAEGHE
(Print Name and Capacity) Director

The plan is approved subject to the registration of the following:
(if none, say so)

- Road
- Service Road Agreement



LAND TITLES OFFICE

PLAN No.: _____

ENTERED AND REGISTERED
ON _____

INSTRUMENT No.: _____

_____ A.D. REGISTRAR

LEGEND

Statutory Iron Posts found shown thus: ●

Statutory Iron Posts planted shown thus: ○

Temporary Points shown thus: □

Iron Posts planted marked thus: P162

Area to be registered is outlined thus: _____

Area contains one lot = 7.50 ha.

The Geo-Referenced Point (RP) is shown thus: RP○

Bearings and coordinates are UTM and derived from GNSS observations.

Distances are metres and decimal thereof.

Combined scale factor used: 0.999501

The geo-referenced point is E. 1/4 30-70-21-5

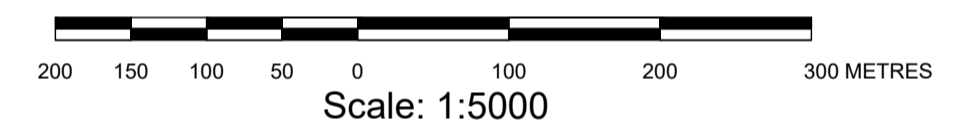
Datum: NAD 83 (CSRS), UTM Zone11, C.M. 117°

6 104 872.81 E } Derived by PPP (Natural Resources Canada Precise Point Positioning)

488 557.09 E }

LEGEND OF ABBREVIATIONS:

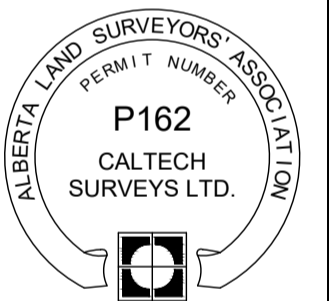
ASCM	ALBERTA SURVEY CONTROL MARKER	Pl.	PLACED
calc.	CALCULATED	Pit	4 PITS
ck.m	CHECK MEASURED	Ref.	REFERENCE
C.M.	CENTRAL MERIDIAN	RGE.	RANGE
c.s.	COUNTERSUNK	Re-est.	RE-ESTABLISHED
C. of T.	CERTIFICATE OF TITLE	Res.	RESTORED
E.	EAST	R/W	RIGHT-OF-WAY
Fd.	FOUND	Rly.	RAILWAY
GNSS	GLOBAL NAVIGATION SATELLITE SYSTEM	SEC	SECTION
ha	HECTARE	S.M.	STONE MOUND
I.	IRON POST	S.	SOUTH
M.	MOUND OR MERIDIAN	T.	TRENCH
Mp.	MARKER POST	TWP.	TOWNSHIP
Mk.	MARK	W.	WEST
N.	NORTH	W/H	WELL HEAD
P.	POST (BRASS CAP)	Wo.	WOODEN POST
P/L	PIPELINE	Wit.	WITNESS



SURVEYOR

NAME: MICHAEL R. LOUIE, A.L.S.

DATE(S) OF SURVEY: On the date of October 4th, 2021 in accordance with the provisions of the Surveys Act.



SUBDIVISION AUTHORITY:

NAME: MUNICIPAL PLANNING COMMISSION OF GREENVIEW

FILE NO: S21-008

DATE OF APPROVAL: SEPTEMBER 15, 2021

REGISTERED OWNER:

JOHN WIRTH

PLAN SHOWING SURVEY OF
SUBDIVISION
WITHIN
S.E. 1/4 SEC. 30
TWP. 70 RGE. 21 W.5 M.
M.D. OF GREENVIEW NO. 16
ALBERTA

MICHAEL R. LOUIE
A.L.S.

Caltech Surveys Ltd.
#1500, 215 - 9th AVENUE S.W.
CALGARY, ALBERTA T2P 1K3
PHONE: (403) 263-8055 FAX: (403) 263-8058

DATE: NOVEMBER 18, 2021
FILE NAME: 121-0796L01-R0.DWG
JOB NO: 120-0796

PC: DDK

DRAWN BY: ES/TKC

CHECKED BY: TS



MUNICIPAL DISTRICT OF GREENVIEW No. 16

4806 – 36 Avenue, PO Box 1079 Valleyview, AB T0H 3N0
Phone: 780.524.7600 Fax: 780.524.4307
www.mdgreenview.ab.ca

July 11, 2022

WIRTH JOHN



ONE-YEAR TIME EXTENSION FOR ENDORSEMENT

RE: TIME EXTENSION FOR SUBDIVISION APPLICATION S21-008
LOCATION: SE-30-70-21-W5

Subdivision approvals are valid for a period of one year from the date on which your subdivision was approved by Greenview. In order to register your subdivision, you must present your plan of survey or other instrument provided by your survey company, to Greenview, for endorsement. This must reach us within one year of the approved date (refer to Section 657 of the *Municipal Government Act*). If submitted to us for endorsement after the one-year period, we are not permitted to endorse the plan (refer to Section 657(4) of the *Municipal Government Act*).

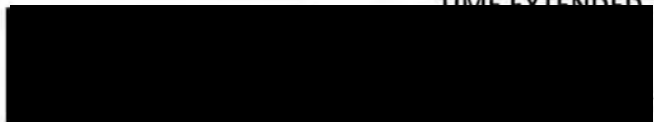
Further, once the plan has been endorsed by Greenview, you have one year from the date of endorsement in which to register the subdivision with Alberta Land Titles. Plans endorsed by Greenview, but submitted to Alberta Land Titles after the one-year period of endorsement, will not be accepted by Alberta Land Titles (refer to Section 657(5) of the *Municipal Government Act*).

In some cases, circumstances may arise which prevent you from completing the requirements needed to process your subdivision within the required time frames noted above. In such circumstances, Section 657(6) of the *Municipal Government Act* allows Greenview to extend the one-year period. By signing this form in the indicated place below, Greenview will extend the one-year period required for either of the above situations.

EXTENSION TO ENDORSE PLAN OF SURVEY

The Municipal District of Greenview hereby agrees to extend the one-year period in which the plan of survey or other instrument is to be endorsed by Greenview in order to register Subdivision Application S21-008 located on SE-30-70-21-W5, in accordance with the provisions of Section 657(5) and 657(6)(b) of the *Municipal Government Act*, RSA 2000, Chapter M-26.

TIME EXTENDED TO: September 15, 2023



Applicant signature

July 11/22
Date



Development Officer signature

July 11, 2022
Date

File No: S21-008

DATE



MUNICIPAL DISTRICT OF GREENVIEW No. 16

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

Phone: 780.524.7600 Fax: 780.524.4307

www.mdgreenview.ab.ca

September 15, 2021

WIRTH JOHN C/O CALTECH SURVEYS

NOTICE OF SUBDIVISION APPROVAL

RE: **SUBDIVISION APPLICATION NO. S21-008**

LOCATION: SE-30-70-21-W5

Attached is the above-described subdivision approval and tentative plan of subdivision as **APPROVED** by the Municipal Planning Commission of Greenview on **September 15, 2021**.

You have the right to appeal the conditions of this approval. Should you wish to do so, you must complete and file a Subdivision and Development Appeal application with the **Subdivision and Development Appeal Board** within fourteen (14) days of the receipt of this decision. A notice of appeal shall contain a written statement of the grounds of appeal and will be considered complete upon submission of \$500 appeal fee. You may contact the **Subdivision Appeal Board Clerk at 780.524.7600**.

After the appeal period has expired, you should submit a survey plan to Greenview for endorsement. Alberta Land Titles has stated that a **Plan of Survey or a Descriptive Plan** would be required to register this subdivision. Note that all conditions of the approval must be met before the endorsement of the instrument can occur. A fee of \$150 per title created, including the balance of the quarter, will be charged to endorse the plan. For a single lot, the total endorsement fees are \$300.

Please note that this approval is only valid for twelve months from the date of decision. If you require a longer time period than this to submit your survey plan for endorsement, a time extension may be granted by Greenview. Please apply in writing prior to the end of the twelve-month expiry period.

In addition to the above, it is your responsibility to ensure that all improvements on the parcel(s) to be subdivided, are within the boundaries of the subdivided parcel(s) and such improvements comply with all governmental laws and regulations.

Sincerely,

[Redacted Signature]

cc: WIRTH JOHN

File No.: S21-008

Page 1 of 2

DATE

Box 1079 | 4205 36 Ave | Valleyview, AB, T0H 3N0
Phone: 780.524.7600 | Toll-Free 1.888.524.7601

www.mdgreenview.ab.ca

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SUBDIVISION APPROVAL

File No.: S21-008
Legal Description: SE-30-70-21-W5,
Approval Date: September 15, 2021
Applicant: WIRTH JOHN c/o WIRTH JOHN C/O CALTECH SURVEYS

DECISION: APPROVED, for the following reasons:

1. The proposed subdivision complies with the Municipal Development Plan and Land Use Bylaw No. 18-800.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulations.

APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:

1. The applicant shall submit to Greenview, a Plan of Survey, suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel(s) shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee, according to Greenview's Schedule of Fees Bylaw in effect at the time of endorsement.
3. The applicant shall pay all taxes owing to Greenview, up to the year in which subdivision is to be registered, prior to Greenview signing the final subdivision approval documents.
4. Adjacent to the balance of the quarter, the applicant is required to sell to Greenview 5.03 metres for future road widening including a 15.0-metre by 15.0-metre corner cut at the intersection in accordance with Greenview's Schedule of Fees Bylaw. The road plan for widening shall be surveyed and registered by the applicant either prior to the subdivision plan or concurrent therewith.
5. A service road agreement and caveat must be entered into with Alberta Transportation for dedication of a 30.0-metre service road right-of-way across the entire highway frontage of the proposed parcel and remnant of SE-30-70-21-W5, adjacent and parallel to Highway 669, at no cost to Alberta Transportation.
6. Notification from Alberta Transportation of compliance with conditions of Roadside Development Application Permits RSDP036677-1 Access and RSDP036677-2 Access.

NOTES:

1. You may be located in the vicinity of an agricultural operation.
2. No development, construction, or site work is allowed without an approved Development Permit from Greenview.

TENTATIVE PLAN
 SHOWING
PROPOSED SUBDIVISION
 WITHIN
S.E. 1/4 SEC. 30 TWP. 70 RGE. 21 W.5 M.
 M.D. OF GREENVIEW NO. 16
 SCALE: 1:5000

CERTIFIED CORRECT



LEGEND

- Area to be registered shown thus:
- Buried gas co-op pipe shown thus:
- Buried Telus trench shown thus: - T - T -
- Overhead powerline shown thus: - P - P -
- Existing approach shown thus: ()
- Distances are in metres.

Alberta Land Surveyor
 Alberta Land Surveyor

REVISION TABLE

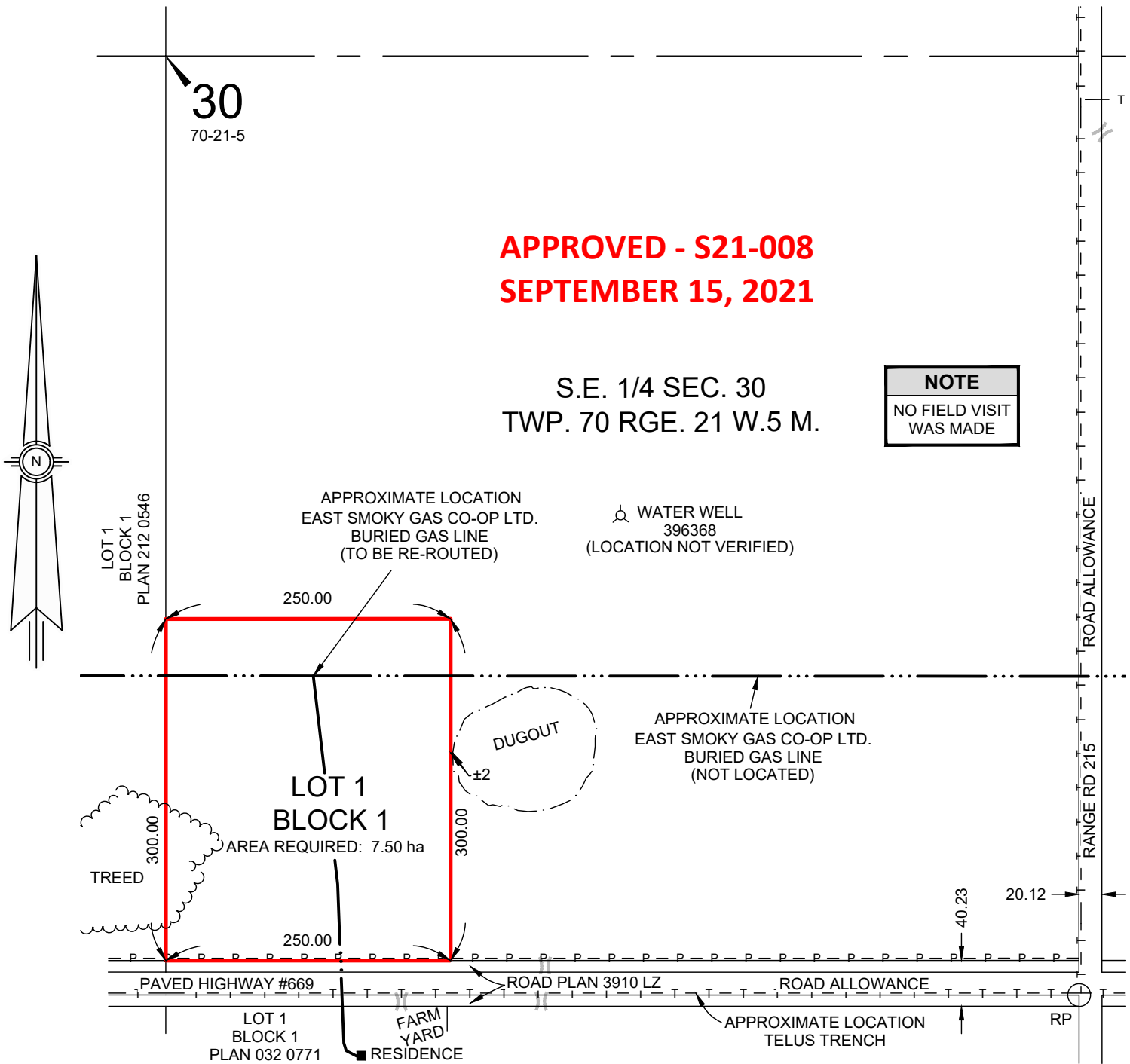
REV	DATE	DESCRIPTION	DRN	CHK
0	2021.05.13	ISSUED	ES	TS

APPROVED - S21-008
SEPTEMBER 15, 2021

S.E. 1/4 SEC. 30
 TWP. 70 RGE. 21 W.5 M.

NOTE

NO FIELD VISIT
 WAS MADE

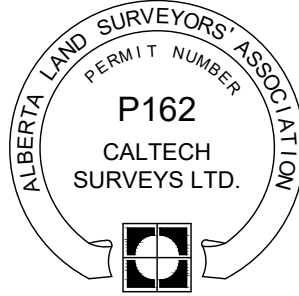


LANDOWNER(S):
 JOHN WIRTH
 TITLE No.: 212 044 579 +2
PROPOSED LOT AREA:
 7.50 ha (18.53 ac)

REGISTERED TITLE ENCUMBRANCES:
 802 108 015 - UTILITY RIGHT OF WAY, EAST SMOKY GAS CO-OP LTD.
 752 170 498 - UTILITY RIGHT OF WAY, ALBERTA POWER LIMITED

TENTATIVE PLAN
 SHOWING
PROPOSED SUBDIVISION
 WITHIN
S.E. 1/4 SEC. 30 TWP. 70 RGE. 21 W.5 M.
 M.D. OF GREENVIEW NO. 16
 SCALE: 1:5000

CERTIFIED CORRECT



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- Distances are in metres.

Alberta Land Surveyor
 Alberta Land Surveyor

REVISION TABLE

REV	DATE	DESCRIPTION	DRN	CHK
0	2021.05.13	ISSUED	ES	TS



NOTE
 NO FIELD VISIT
 WAS MADE

LANDOWNER(S):
 JOHN WIRTH
 TITLE No.: 212 044 579 +2
PROPOSED LOT AREA:
 7.50 ha (18.53 ac)

REGISTERED TITLE
ENCUMBRANCES:
 802 108 015 - UTILITY RIGHT OF WAY, EAST SMOKY GAS CO-OP LTD.
 752 170 498 - UTILITY RIGHT OF WAY, ALBERTA POWER LIMITED

(4) Subsection (3) does not apply in the case of an application that was deemed to be refused under section 653.1(8).

RSA 2000 cM-26 s656;2016 c24 s111;2018 c11 s13;
2020 cL-2.3 s24(41)

Subdivision registration

657(1) An applicant for subdivision approval must submit to the subdivision authority the plan of subdivision or other instrument that effects the subdivision within one year from the latest of the following dates:

- (a) the date on which the subdivision approval is given to the application;
- (b) if there is an appeal to the subdivision and development appeal board or the Land and Property Rights Tribunal, the date of the decision of the appeal board or the Tribunal, as the case may be, or the date on which the appeal is discontinued;
- (c) if there is an appeal to the Court of Appeal under section 688, the date on which the judgment of the Court is entered or the date on which the appeal is discontinued.

(2) On being satisfied that a plan of subdivision or other instrument complies with a subdivision approval and that any conditions imposed have been met, the subdivision authority must endorse the plan or other instrument in accordance with the subdivision and development regulations.

(3) On being satisfied that a plan of subdivision or other instrument complies with a subdivision approval but conditions to which the approval is subject have not been met, a subdivision authority may endorse the plan or other instrument in accordance with the subdivision and development regulations if the subdivision authority is satisfied that the conditions will be met.

(4) If the plan of subdivision or other instrument is not submitted to the subdivision authority within the time prescribed by subsection (1) or any longer period authorized by the council, the subdivision approval is void.

(5) If the plan of subdivision or other instrument is not registered in a land titles office within one year after the date on which it is endorsed pursuant to this section or within the extended period prescribed under subsection (6), the subdivision approval of the plan or instrument and the endorsement are void and the plan or instrument may not be accepted by a Registrar for registration.

(6) The council may grant one or more extensions of

(a) the one-year period referred to in subsection (1), or

(b) the one-year period referred to in subsection (5),

whether or not the time period under those subsections has expired.

RSA 2000 cM-26 s657;2020 cL-2.3 s24(33);2020 c39 s10(39)

Cancellation of plan of subdivision

658(1) On the application of one or more owners of a parcel of land in a plan of subdivision, a council may by bylaw order the plan cancelled, in whole or in part.

(2) A council may pass a bylaw under subsection (1) only with the consent of

(a) the owners of the parcel of land in the plan of subdivision,

(b) every person shown on the certificate of title of the land in the plan of subdivision as having an estate or interest in it, and

(c) the Crown in right of Alberta, if the plan of subdivision shows a highway or road or other right of way vested in the Crown for which no certificate of title has been issued.

(3) A plan cancellation may not be effected only or primarily for the purpose of disposing of reserves.

(3.1) If all of a plan is cancelled, deferred reserve caveats and environmental reserve easements are also cancelled.

(4) If all reserve land has been cancelled from a plan of subdivision, the resulting parcel of land, if it is subsequently subdivided, is subject to Division 8.

(5) If a plan is cancelled in part, a deferred reserve caveat may be placed against the consolidated certificate of title reflecting any reserve land that was cancelled and that will be owing if the parcel is subsequently subdivided.

RSA 2000 cM-26 s658;2016 c24 s112

Collection of taxes

659 When a plan of subdivision or part of it has been cancelled, all taxes, assessments or rates in arrears or due on the separate lots or blocks within the area of which the plan has been cancelled become taxes, assessments or rates on or in respect of the area, and all the remedies for the enforcement and collection of taxes, assessments and rates formerly applicable for the recovery of the taxes, assessments or rates on the separate lots or blocks apply as if



REQUEST FOR DECISION

SUBJECT: **Provincial Education Requisition Credit & Designated Industrial Requisition Credit**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: January 14, 2025 A.CAO: MANAGER: CG
DEPARTMENT: FINANCE DIR: EK PRESENTER: SAW
STRATEGIC PLAN: Economy LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to apply to the Province of Alberta for the Provincial Education Requisition Credit in the amount of \$21,583.69 and the Designated Industrial Requisition Credit in the amount of \$801.43.

BACKGROUND/PROPOSAL:

The Province acknowledges that delinquent oil and gas property tax payments remain a significant concern for municipalities. To help address these concerns, the government has established two programs aimed to assist municipalities where taxes related to requisitioned amounts can not be collected.

1. The Provincial Education Requisition Credit (PERC) program provides affected municipalities with a credit equal to the provincial education requisition associated with the taxable properties that are delinquent. The PERC may be applied retroactively from 2015 tax year through to the 2025 tax year.
2. The Designated Industrial Requisition Credit (DIRC) program provides affected municipalities with a credit equal to the designated industrial property tax requisition associated with taxable properties that are delinquent. The term of DIRC does not have an expiration date and may be applied retroactively to the 2018 tax year.

To qualify for the program the property must be a taxable non-residential oil and gas property assessed to a company that:

- No longer exists,
- Can not be located, or
- Does not have the financial means to pay the outstanding property taxes and, therefore, may be undertaking receivership or bankruptcy proceedings.

The application must be submitted to Municipal Affairs by January 15th.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will be eligible to apply for the PERC/DIRC programs. By doing so, Greenview would be able to be reimbursed for the education requisition taxes and designated industrial requisition taxes that have been submitted to the Province but have not been collected by Administration.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not accept the recommended motion; however, Administration does not recommend this action as it would mean Greenview would not be eligible to recoup the uncollectable requisition amounts on qualifying properties.

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:

If Council approves the motion, Administration will forward a copy of the motion, the application form and the property details form to Municipal Affairs.

ATTACHMENT(S):

- Property Details Form

**Provincial Education Requisition Credit (PERC)
for Uncollectable Education Property Taxes on Oil and Gas Properties
and Designated Industrial Requisition Credit (DIRC)
for Uncollectable DI Property Tax Requisitions
Property Details Form**

Municipality
Municipal District of Greenview No. 16

Property Details Form Instructions

Information for each individual property should be listed on a separate row.
For linear properties, detailed information on all wells or pipelines associated with each company should be reported separately.

Complete the Fields Below for Each Individual Property

Tax Year	Roll #	DIPAUID/ LPAUID #	Company Name	Non-Residential Property Type	Assessment Value	Local ASFF Tax Rate	Total Education Property Tax Notice Amount	SGTRI Credit	Total Education Property Tax Eligible for PERC	Education Property Tax Amount Collected	Education Property Tax Uncollectable Amount	DI Requisition Tax Rate	Total DI Requisition Tax Amount	DI Amount Collected	DI Uncollectable Amount	Has this tax been written off?
2024	309535		ANTERRA ENERGY INC.	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 6,170.00	3.5672	\$22.01		\$22.01		\$22.01		\$0.00		\$0.00	No
2024	312724		ANTERRA ENERGY INC.	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 3,250.00	3.5672	\$11.59		\$11.59		\$11.59	0.0765	\$0.25		\$0.25	No
2024	316422		CANADIAN OIL & GAS INTERNA	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 2,750.00	3.5672	\$9.81		\$9.81		\$9.81	0.0765	\$0.21		\$0.21	No
2024	320949		CANADIAN OIL & GAS INTERNA	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,330.00	3.5672	\$19.01		\$19.01		\$19.01	0.0765	\$0.41		\$0.41	No
2024	315104		CANADIAN OIL & GAS INTERNA	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,550.00	3.5672	\$19.80		\$19.80		\$19.80	0.0765	\$0.42		\$0.42	No
2024	314356		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 22,820.00	3.5672	\$81.40		\$81.40		\$81.40	0.0765	\$1.75		\$1.75	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 90,590.00		\$0.00		\$0.00		\$0.00	0.0765	\$6.93		\$6.93	No
2023	314356		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 38,710.00	3.4875	\$135.00		\$135.00		\$135.00	0.0746	\$2.89		\$2.89	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 89,510.00		\$0.00		\$0.00		\$0.00	0.0746	\$6.68		\$6.68	No
2022	314356		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 38,570.00	3.9972	\$154.17		\$154.17		\$154.17	0.0766	\$2.95		\$2.95	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 85,570.00		\$0.00		\$0.00		\$0.00	0.0766	\$6.55		\$6.55	No
2021	314356		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 38,560.00	3.5164	\$135.59		\$135.59		\$135.59	0.0766	\$2.95		\$2.95	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 85,780.00		\$0.00		\$0.00		\$0.00	0.0766	\$6.57		\$6.57	No
2020	314356		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 38,850.00	3.8001	\$147.63		\$147.63		\$147.63	0.076	\$2.95		\$2.95	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 87,570.00		\$0.00		\$0.00		\$0.00	0.076	\$6.66		\$6.66	No
2019	314356		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 39,480.00	3.1634	\$124.89		\$124.89		\$124.89	0.0786	\$3.10		\$3.10	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 89,930.00		\$0.00		\$0.00		\$0.00	0.0786	\$7.07		\$7.07	No
2024	314750		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 35,370.00	3.5672	\$126.17		\$126.17		\$126.17	0.0765	\$2.71		\$2.71	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 236,190.00		\$0.00		\$0.00		\$0.00	0.0765	\$18.07		\$18.07	No
2023	314750		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 35,740.00	3.4875	\$124.64		\$124.64		\$124.64	0.0746	\$2.67		\$2.67	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 238,780.00		\$0.00		\$0.00		\$0.00	0.0746	\$17.81		\$17.81	No
2022	314750		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 35,320.00	3.9972	\$141.18		\$141.18		\$141.18	0.0766	\$2.71		\$2.71	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 237,030.00		\$0.00		\$0.00		\$0.00	0.0766	\$18.16		\$18.16	No
2021	314750		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 35,630.00	3.5164	\$125.29		\$125.29		\$125.29	0.0766	\$2.73		\$2.73	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 242,730.00		\$0.00		\$0.00		\$0.00	0.0766	\$18.59		\$18.59	No
2020	314750		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 35,920.00	3.8001	\$136.50		\$136.50		\$136.50	0.076	\$2.73		\$2.73	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 253,880.00		\$0.00		\$0.00		\$0.00	0.076	\$19.29		\$19.29	No
2019	314750		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 36,500.00	3.1634	\$115.46		\$115.46		\$115.46	0.0786	\$2.87		\$2.87	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 266,520.00		\$0.00		\$0.00		\$0.00	0.0786	\$20.95		\$20.95	No
2024	315488		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,130.00	3.5672	\$39.70		\$39.70		\$39.70	0.0765	\$0.85		\$0.85	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 123,770.00		\$0.00		\$0.00		\$0.00	0.0765	\$9.47		\$9.47	No
2023	315488		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,150.00	3.4875	\$38.89		\$38.89		\$38.89	0.0746	\$0.83		\$0.83	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 125,770.00		\$0.00		\$0.00		\$0.00	0.0746	\$9.38		\$9.38	No
2022	315488		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,120.00	3.9972	\$44.45		\$44.45		\$44.45	0.0766	\$0.85		\$0.85	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 123,420.00		\$0.00		\$0.00		\$0.00	0.0766	\$9.45		\$9.45	No
2021	315488		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,120.00	3.5164	\$39.10		\$39.10		\$39.10	0.0766	\$0.85		\$0.85	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 128,290.00		\$0.00		\$0.00		\$0.00	0.0766	\$9.83		\$9.83	No
2020	315488		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,220.00	3.8001	\$42.64		\$42.64		\$42.64	0.076	\$0.85		\$0.85	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 132,790.00		\$0.00		\$0.00		\$0.00	0.076	\$10.09		\$10.09	No

2019	315488		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,500.00	3.1634	\$36.38		\$36.38		\$36.38	0.0786	\$0.90		\$0.90	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 139,610.00		\$0.00		\$0.00		\$0.00	0.0786	\$10.97		\$10.97	No
2024	315900		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,130.00	3.5672	\$39.70		\$39.70		\$39.70	0.0765	\$0.85		\$0.85	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 130,210.00		\$0.00		\$0.00		\$0.00	0.0765	\$9.96		\$9.96	No
2023	315900		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,150.00	3.4875	\$38.89		\$38.89		\$38.89	0.0746	\$0.83		\$0.83	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 133,310.00		\$0.00		\$0.00		\$0.00	0.0746	\$9.94		\$9.94	No
2022	315900		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,120.00	3.9972	\$44.45		\$44.45		\$44.45	0.0766	\$0.85		\$0.85	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 130,560.00		\$0.00		\$0.00		\$0.00	0.0766	\$10.00		\$10.00	No
2021	315900		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 11,120.00	3.5164	\$39.10		\$39.10		\$39.10	0.0766	\$0.85		\$0.85	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 135,330.00		\$0.00		\$0.00		\$0.00	0.0766	\$10.37		\$10.37	No
2024	316411		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,010.00	3.5672	\$53.54		\$53.54		\$53.54	0.0765	\$1.15		\$1.15	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 159,600.00		\$0.00		\$0.00		\$0.00	0.0765	\$12.21		\$12.21	No
2023	316411		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,210.00	3.4875	\$53.04		\$53.04		\$53.04	0.0746	\$1.13		\$1.13	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 163,930.00		\$0.00		\$0.00		\$0.00	0.0746	\$12.23		\$12.23	No
2022	316411		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 14,950.00	3.9972	\$59.76		\$59.76		\$59.76	0.0766	\$1.15		\$1.15	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 162,390.00		\$0.00		\$0.00		\$0.00	0.0766	\$12.44		\$12.44	No
2021	316411		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,120.00	3.5164	\$53.17		\$53.17		\$53.17	0.0766	\$1.16		\$1.16	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 166,820.00		\$0.00		\$0.00		\$0.00	0.0766	\$12.78		\$12.78	No
2020	316411		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,040.00	3.8001	\$57.15		\$57.15		\$57.15	0.076	\$1.14		\$1.14	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 174,200.00		\$0.00		\$0.00		\$0.00	0.076	\$13.24		\$13.24	No
2019	316411		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,390.00	3.1634	\$48.68		\$48.68		\$48.68	0.0786	\$1.21		\$1.21	No
			FORDEN ENERGY INC	DIP-Non-Linear(Mach & Equip)	\$ 181,180.00		\$0.00		\$0.00		\$0.00	0.0786	\$14.24		\$14.24	No
2024	316975		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 6,010.00	3.5672	\$21.44		\$21.44		\$21.44	0.0765	\$0.46		\$0.46	No
2023	316975		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 6,080.00	3.4875	\$21.20		\$21.20		\$21.20	0.0746	\$0.45		\$0.45	No
2022	316975		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,980.00	3.9972	\$23.90		\$23.90		\$23.90	0.0766	\$0.46		\$0.46	No
2021	316975		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,120.00	3.5164	\$53.17		\$53.17		\$53.17	0.0766	\$1.16		\$1.16	No
2020	316975		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,040.00	3.8001	\$57.15		\$57.15		\$57.15	0.076	\$1.14		\$1.14	No
2019	316975		FORDEN ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 15,390.00	3.1634	\$48.68		\$48.68		\$48.68	0.0786	\$1.21		\$1.21	No
2024	319389	3132657	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 17,450.00	3.5672	\$62.25		\$62.25		\$62.25	0.0765	\$1.33		\$1.33	No
2024	319389	3491047	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 326,580.00	3.5672	\$1,164.98		\$1,164.98		\$1,164.98	0.0765	\$24.98		\$24.98	No
2024	319389	3729651	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 39,880.00	3.5672	\$142.26		\$142.26		\$142.26	0.0765	\$3.05		\$3.05	No
2024	319389	4742197	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 63,440.00	3.5672	\$226.30		\$226.30		\$226.30	0.0765	\$4.85		\$4.85	No
2024	319389	7255152	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 16,820.00	3.5672	\$60.00		\$60.00		\$60.00	0.0765	\$1.29		\$1.29	No
2024	319389	7598088	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 5,850.00	3.5672	\$20.87		\$20.87		\$20.87	0.0765	\$0.45		\$0.45	No
2024	319389	7634487	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 184,340.00	3.5672	\$657.58		\$657.58		\$657.58	0.0765	\$14.10		\$14.10	No
2024	319389	8209927	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 38,060.00	3.5672	\$135.77		\$135.77		\$135.77	0.0765	\$2.91		\$2.91	No
2024	319389	8216605	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 16,820.00	3.5672	\$60.00		\$60.00		\$60.00	0.0765	\$1.29		\$1.29	No
2024	319389	8263921	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 18,640.00	3.5672	\$66.49		\$66.49		\$66.49	0.0765	\$1.43		\$1.43	No
2023	319389	3132657	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 16,440.00	3.4875	\$57.33		\$57.33		\$57.33	0.0746	\$1.23		\$1.23	No
2023	319389	3491047	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 294,180.00	3.4875	\$1,025.95		\$1,025.95		\$1,025.95	0.0746	\$21.95		\$21.95	No
2023	319389	3729651	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 38,790.00	3.4875	\$135.28		\$135.28		\$135.28	0.0746	\$2.89		\$2.89	No
2023	319389	4742197	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 61,710.00	3.4875	\$215.21		\$215.21		\$215.21	0.0746	\$4.60		\$4.60	No
2023	319389	7255152	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 15,870.00	3.4875	\$55.35		\$55.35		\$55.35	0.0746	\$1.18		\$1.18	No
2023	319389	7598088	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 5,690.00	3.4875	\$19.84		\$19.84		\$19.84	0.0746	\$0.42		\$0.42	No
2023	319389	7634487	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 179,310.00	3.4875	\$625.34		\$625.34		\$625.34	0.0746	\$13.38		\$13.38	No
2023	319389	8209927	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 37,020.00	3.4875	\$129.11		\$129.11		\$129.11	0.0746	\$2.76		\$2.76	No
2023	319389	8216605	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 15,870.00	3.4875	\$55.35		\$55.35		\$55.35	0.0746	\$1.18		\$1.18	No
2023	319389	8263921	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 17,500.00	3.4875	\$61.03		\$61.03		\$61.03	0.0746	\$1.31		\$1.31	No
2022	319389	3132657	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 14,930.00	3.9972	\$59.68		\$59.68		\$59.68	0.0766	\$1.14		\$1.14	No
2022	319389	3491047	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 257,960.00	3.9972	\$1,031.12		\$1,031.12		\$1,031.12	0.0766	\$19.76		\$19.76	No
2022	319389	3729651	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 38,560.00	3.9972	\$154.13		\$154.13		\$154.13	0.0766	\$2.95		\$2.95	No
2022	319389	4742197	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 61,350.00	3.9972	\$245.23		\$245.23		\$245.23	0.0766	\$4.70		\$4.70	No
2022	319389	7255152	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 14,440.00	3.9972	\$57.72		\$57.72		\$57.72	0.0766	\$1.11		\$1.11	No
2022	319389	7598088	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 57,920.00	3.9972	\$231.52		\$231.52		\$231.52	0.0766	\$4.44		\$4.44	No
2022	319389	7634487	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 178,270.00	3.9972	\$712.58		\$712.58		\$712.58	0.0766	\$13.66		\$13.66	No
2022	319389	8209927	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 36,810.00	3.9972	\$147.14		\$147.14		\$147.14	0.0766	\$2.82		\$2.82	No
2022	319389	8216605	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 14,440.00	3.9972	\$57.72		\$57.72		\$57.72	0.0766	\$1.11		\$1.11	No
2022	319389	8263921	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 15,870.00	3.9972	\$63.44		\$63.44		\$63.44	0.0766	\$1.22		\$1.22	No
2021	319389	2051926	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 28,910.00	3.5164	\$101.66		\$101.66		\$101.66	0.0766	\$2.21		\$2.21	No
2021	319389	3132657	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 14,730.00	3.5164	\$51.80		\$51.80		\$51.80	0.0766	\$1.13		\$1.13	No
2021	319389	3491047	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 14,580.00	3.5164	\$51.27		\$51.27		\$51.27	0.0766	\$1.12		\$1.12	No

2021	319389	3729651	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 38,560.00	3.5164	\$135.59	\$135.59	\$135.59	0.0766	\$2.95	\$2.95	No
2021	319389	4742197	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 6,000.00	3.5164	\$21.10	\$21.10	\$21.10	0.0766	\$0.46	\$0.46	No
2021	319389	7255152	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 14,250.00	3.5164	\$50.11	\$50.11	\$50.11	0.0766	\$1.09	\$1.09	No
2021	319389	7598088	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 57,920.00	3.5164	\$203.67	\$203.67	\$203.67	0.0766	\$4.44	\$4.44	No
2021	319389	7634487	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 178,270.00	3.5164	\$626.87	\$626.87	\$626.87	0.0766	\$13.66	\$13.66	No
2021	319389	8209927	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 3,600.00	3.5164	\$12.66	\$12.66	\$12.66	0.0766	\$0.28	\$0.28	No
2021	319389	8216605	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 59,560.00	3.5164	\$209.44	\$209.44	\$209.44	0.0766	\$4.56	\$4.56	No
2021	319389	8263921	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 69,750.00	3.5164	\$245.27	\$245.27	\$245.27	0.0766	\$5.34	\$5.34	No
2020	319389	2051926	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 269,490.00	3.8001	\$1,024.09	\$1,024.09	\$1,024.09	0.076	\$20.48	\$20.48	No
2020	319389	3132657	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 258,580.00	3.8001	\$982.63	\$982.63	\$982.63	0.076	\$19.65	\$19.65	No
2020	319389	3491047	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 248,450.00	3.8001	\$944.13	\$944.13	\$944.13	0.076	\$18.88	\$18.88	No
2020	319389	3729651	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 38,450.00	3.8001	\$146.11	\$146.11	\$146.11	0.076	\$2.92	\$2.92	No
2020	319389	4742197	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 5,980.00	3.8001	\$22.72	\$22.72	\$22.72	0.076	\$0.45	\$0.45	No
2020	319389	7255152	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 30,660.00	3.8001	\$116.51	\$116.51	\$116.51	0.076	\$2.33	\$2.33	No
2020	319389	7598088	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 57,750.00	3.8001	\$219.46	\$219.46	\$219.46	0.076	\$4.39	\$4.39	No
2020	319389	7634487	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 177,750.00	3.8001	\$675.47	\$675.47	\$675.47	0.076	\$13.51	\$13.51	No
2020	319389	8209927	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 3,590.00	3.8001	\$13.64	\$13.64	\$13.64	0.076	\$0.27	\$0.27	No
2020	319389	8216605	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 176,810.00	3.8001	\$671.90	\$671.90	\$671.90	0.076	\$13.44	\$13.44	No
2020	319389	8263921	FORDEN ENERGY INC	DIP-Linear(well or pipe)	\$ 162,940.00	3.8001	\$619.19	\$619.19	\$619.19	0.076	\$12.38	\$12.38	No
2024	317032		MANITOK ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 8,420.00	3.5672	\$30.04	\$30.04	\$30.04		\$0.00	\$0.00	No
2024	312846		MUTINY OIL & GAS LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,920.00	3.5672	\$21.12	\$21.12	\$21.12	0.0765	\$0.45	\$0.45	No
2024	312846		MUTINY OIL & GAS LTD	DIP-Non-Linear(Mach & Equip)	\$ 40,490.00		\$0.00	\$0.00	\$0.00	0.0765	\$3.10	\$3.10	No
2024	312955	1245401	MUTINY OIL & GAS LTD	DIP-Linear(well or pipe)	\$ 68,340.00	3.5672	\$243.78	\$243.78	\$243.78	0.0765	\$5.23	\$5.23	No
2024	312955	1992105	MUTINY OIL & GAS LTD	DIP-Linear(well or pipe)	\$ 13,940.00	3.5672	\$49.73	\$49.73	\$49.73	0.0765	\$1.07	\$1.07	No
2024	309414		PETROWEST CORPORATION	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 6,370.00	3.5672	\$22.72	\$22.72	\$22.72		\$0.00	\$0.00	No
2024	315551		POINT LOMA RESOURCES LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 9,680.00	3.5672	\$34.53	\$34.53	\$34.53	0.0765	\$0.74	\$0.74	No
2024	312510		QUATTRO EXPLORATION & PRO	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 9,830.00	3.5672	\$35.07	\$35.07	\$35.07	0.0765	\$0.75	\$0.75	No
2024	312773		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,370.00	3.5672	\$15.59	\$15.59	\$15.59	0.0765	\$0.33	\$0.33	No
2024	313082		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,640.00	3.5672	\$16.55	\$16.55	\$16.55	0.0765	\$0.35	\$0.35	No
2024	313526		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,720.00	3.5672	\$20.40	\$20.40	\$20.40	0.0765	\$0.44	\$0.44	No
2024	314044		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,800.00	3.5672	\$20.69	\$20.69	\$20.69	0.0765	\$0.44	\$0.44	No
2024	313086		QUESTFIRE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 10,340.00	3.5672	\$36.88	\$36.88	\$36.88	0.0765	\$0.79	\$0.79	No
2024	295511		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 2,680.00	3.5672	\$9.56	\$9.56	\$9.56	0.0765	\$0.21	\$0.21	No
2024	238546		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 3,740.00	3.5672	\$13.34	\$13.34	\$13.34	0.0765	\$0.29	\$0.29	No
2024	315317		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,990.00	3.5672	\$17.80	\$17.80	\$17.80	0.0765	\$0.38	\$0.38	No
2024	315630		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,550.00	3.5672	\$19.80	\$19.80	\$19.80	0.0765	\$0.42	\$0.42	No
2024	314503		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 6,140.00	3.5672	\$21.90	\$21.90	\$21.90	0.0765	\$0.47	\$0.47	No
2024	315920		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,550.00	3.5672	\$19.80	\$19.80	\$19.80	0.0765	\$0.42	\$0.42	No
2024	316094		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,550.00	3.5672	\$19.80	\$19.80	\$19.80	0.0765	\$0.42	\$0.42	No
2024	316296		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,780.00	3.5672	\$20.62	\$20.62	\$20.62	0.0765	\$0.44	\$0.44	No
2024	312140		RAIMOUNT ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 13,180.00	3.5672	\$47.02	\$47.02	\$47.02	0.0765	\$1.01	\$1.01	No
2024	310813		SCOLLARD ENERGY LTD	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,210.00	3.5672	\$18.59	\$18.59	\$18.59	0.0765	\$0.40	\$0.40	No
2024	315060		SEQUOIA RESOURCES	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 4,020.00	3.5672	\$14.34	\$14.34	\$14.34	0.0765	\$0.31	\$0.31	No
2024	307563		SHORELINE ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 9,780.00	3.5672	\$34.89	\$34.89	\$34.89	0.0765	\$0.75	\$0.75	No
2024	314638		SUMMERFIELD ENERGY CORP	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 6,490.00	3.5672	\$23.15	\$23.15	\$23.15	0.0765	\$0.50	\$0.50	No
2024	317606		SUN STAR ENERGY INC	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 5,550.00	3.5672	\$19.80	\$19.80	\$19.80	0.0765	\$0.42	\$0.42	No
2024	319309	1998259	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 23,970.00	3.5672	\$85.51	\$85.51	\$85.51	0.0765	\$1.83	\$1.83	No
2024	319309	2041101	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 17,060.00	3.5672	\$60.86	\$60.86	\$60.86	0.0765	\$1.31	\$1.31	No
2024	319309	2049656	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 17,660.00	3.5672	\$63.00	\$63.00	\$63.00	0.0765	\$1.35	\$1.35	No
2024	319309	7641478	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 33,970.00	3.5672	\$121.18	\$121.18	\$121.18	0.0765	\$2.60	\$2.60	No
2024	319309	7641480	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 19,470.00	3.5672	\$69.45	\$69.45	\$69.45	0.0765	\$1.49	\$1.49	No
2024	319309	7884963	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 10,950.00	3.5672	\$39.06	\$39.06	\$39.06	0.0765	\$0.84	\$0.84	No
2024	319309	7884964	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 56,360.00	3.5672	\$201.05	\$201.05	\$201.05	0.0765	\$4.31	\$4.31	No
2024	319309	1241318	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 77,030.00	3.5672	\$274.78	\$274.78	\$274.78	0.0765	\$5.89	\$5.89	No
2024	319309	1241319	TOPANGA RESOURCES LTD	DIP-Linear(well or pipe)	\$ 42,140.00	3.5672	\$150.32	\$150.32	\$150.32	0.0765	\$3.22	\$3.22	No
2024	314637		WESTHILL RESOURCES LIMITEI	DIP-non-Linear(non-res. Bldgs&Structures)	\$ 53,960.00	3.5672	\$192.49	\$192.49	\$192.49	0.0765	\$4.13	\$4.13	No
2024	314637		WESTHILL RESOURCES LIMITEI	DIP-Non-Linear(Mach & Equip)	\$ 276,440.00		\$0.00	\$0.00	\$0.00	0.0765	\$21.15	\$21.15	No
2024	319300	2754304	WESTHILL RESOURCES LIMITEI	DIP-Linear(well or pipe)	\$ 349,380.00	3.5672	\$1,246.31	\$1,246.31	\$1,246.31	0.0765	\$26.73	\$26.73	No
2024	319300	3729583	WESTHILL RESOURCES LIMITEI	DIP-Linear(well or pipe)	\$ 105,130.00	3.5672	\$375.02	\$375.02	\$375.02	0.0765	\$8.04	\$8.04	No
2024	319300	3732380	WESTHILL RESOURCES LIMITEI	DIP-Linear(well or pipe)	\$ 17,540.00	3.5672	\$62.57	\$62.57	\$62.57	0.0765	\$1.34	\$1.34	No
2024	319300	4064679	WESTHILL RESOURCES LIMITEI	DIP-Linear(well or pipe)	\$ 18,680.00	3.5672	\$66.64	\$66.64	\$66.64	0.0765	\$1.43	\$1.43	No

2024	319300	4698202	WESTHILL RESOURCES LIMITE	DIP-Linear(well or pipe)	\$ 47,840.00	3.5672	\$170.65		\$170.65	0.0765	\$3.66		\$3.66	No	
2024	319300	4741914	WESTHILL RESOURCES LIMITE	DIP-Linear(well or pipe)	\$ 25,540.00	3.5672	\$91.11		\$91.11	0.0765	\$1.95		\$1.95	No	
					Totals		\$21,583.69		\$21,583.69	\$0.00	\$21,583.69		\$801.43	\$0.00	\$801.43

*Insert rows if needed

Total Provincial Education Requisition Credit								\$21,583.69	Total DI Property Requisition Credit			\$801.43
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Return Completed Form by January 15

Submit the signed application with this form saved as an excel file, including supporting council motions to: TaxProgramDelivery@gov.ab.ca
If you have any questions regarding this form or PERC, please contact an advisor by calling 780-422-7125 (toll free dial 310-0000 first).
If you have any questions regarding DIRC, please contact an advisor by calling 780-422-1377 (toll free dial 310-0000 first).

Glossary

Tax Year: The calendar year that taxes are levied on properties in your municipality. This follows the assessment year.
Roll #: A unique number that corresponds to a physical property location or business, as set by your municipality and reported into ASSET.
DIPAUID/LPAUID #: A unique number that corresponds to a linear property, as set by the Municipal Assessment and Grants division of Municipal Affairs.
Assessment Value: The total assessed value for each property included in your application.
Local ASFF Tax Rate: The tax rate applied to properties in your municipality for the purpose of collecting the education property tax requisition.
SGTRI Credit: Credits received for the affected property under the Shallow Gas Tax Relief Initiative. *This initiative applied to only the 2019 tax year.*
DI Requisition Tax Rate: The tax rate applied to properties in your municipality for the purpose of collecting the DI Property Tax Requisition.
Machinery & Equipment (M&E): The assessment for M&E is not eligible for PERC as M&E does not pay education property tax. However, the DI requisition does apply to industrial property M&E.
Reason for Write-off: Reason why bad debt is considered uncollectable (use drop-down menu).

Legal Statement

The personal information that is being collected on this form or any attachments is required to administer the Provincial Education Requisition Credit for Uncollectible Requisitions on Oil and Gas Properties program. The collection is authorized under section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be managed in accordance with the privacy provisions of the Act. The name of your municipality and any credit provided under this program may be published on the ministry's website. Should you have any questions about the collection, use or disclosure of this information, please contact the Tax Programs and Assessment Audit Unit at 780-422-7125, toll free by first dialing 310-0000, or by email at TaxProgramDelivery@gov.ab.ca.



REQUEST FOR DECISION

SUBJECT: Advocacy for Revised Regulations on Uninspected Meat and Dairy Sales

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	January 14, 2025	CAO: MANAGER:
DEPARTMENT:	CAO SERVICES	DIR: PRESENTER:
STRATEGIC PLAN:	Governance	LEG:

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to draft a resolution to be presented at the 2025 FMC conference regarding for the purpose of changing the laws regarding the sale of uninspected meat and dairy products in an effort to establish less stringent criteria for eligibility of sale.

BACKGROUND/PROPOSAL:

At the December 10, 2024, Regular Council meeting, Councillor Ratzlaff made the following Notice of Motion:

“That Council direct Administration to draft a resolution to be presented at the 2025 FMC conference regarding for the purpose of changing the laws regarding the sale of uninspected meat and dairy products in an effort to establish less stringent criteria for eligibility of sale.”

At the time of making a Notice of Motion, there is no discussion regarding the topic. So administration is bringing this back for Council discussion and decision.

Since the time of the Notice of Motion, Councillor Ratzlaff has provided the following information for Councils review:

“For thousands of years humans have been eating uninspected meat and drinking unpasteurized milk. Only in the last 100 years has pasteurization become a mandate, and in some instances was primarily to eliminate competition, see quote. While there are health risks as highlighted below, many of the foods we purchase or eat have the same health risks if not handled properly. At a recent PREDA meeting it was discussed that many small farm operations are trying to engage in Agro-tourism and direct to consumer sales for people wanting to have natural diets as well as those concerned about food security. However, because these products are Federally regulated, any changes to the laws must start at the federal level. A

resolution promoting a reduction in regulation and increase in producer awareness is what is proposed. Currently, sales and consumption of uninspected meat and unpasteurized milk products still happens but is forcing anyone going this route to accept a great deal of risk, because of the illegal “sale” of these products. Education is a more proactive approach and will help to keep the small family farm operations viable.

The first provincial laws mandating pasteurization (Ontario, 1930s) were introduced not in response to food safety concerns but as a marketplace strategy to eliminate competition from farmers who were selling milk direct to consumers: see pp 26-27 of “1932 – 1966 the Ontario Whole Milk Producers’ League” (by E. H. Brethour and C. L. Clarke, 1966)

[https://rawmilkpolicy.wordpress.com/information/mandatory-pasteurization-in-canada/#:~:text=The%20first%20provincial,Clarke%2C%201966\)%20below%3A](https://rawmilkpolicy.wordpress.com/information/mandatory-pasteurization-in-canada/#:~:text=The%20first%20provincial,Clarke%2C%201966)%20below%3A)

Microorganisms such as Salmonella, E. Coli and Listeria have been found in raw and unpasteurized milk. These microorganisms can cause food poisoning and lead to very serious conditions:

- Fever
- Vomiting
- Diarrhea
- Life-threatening kidney failure
- Miscarriage
- Death

<https://www.canada.ca/en/health-canada/services/milk-infant-formula/raw-or-unpasteurized-milk.html#a1.1>

While these illnesses are serious, many of the inspected foods we buy, if not handled correctly by consumers, can still cause these illnesses, so why are meat and milk products being singled out, making it more difficult for smaller operations and family farms to market their own goods. Just like people won’t go to a dirty or unkept restaurant, consumers will figure out, very quickly, which producers are running good operations, and which ones to stay away from.

Let’s push to educate consumers, allow them to legally buy these products, but have the education out there so they know the risks, but also how to properly handle the products and protect themselves. Keeping the sale of these products only increases the potential harm they could face, not only legally, but health wise, because the information is not readily available so consumers can know what to be aware of.”

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommended action is that if successful in advocating for less stringent criteria for the sale of uninspected meat and dairy products it could potentially boost agro-tourism initiatives,

attract consumers seeking natural and locally sourced products, and stimulate rural economic development.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Council could consider presenting a more specific request regarding the changes needed to current regulations.

Alternative #1: Risk-Based Tiered System

This alternative proposes a tiered system based on risk assessment, where regulations would vary according to the scale of production or the size of the business. Under this system, smaller operations would face less stringent requirements, while larger businesses would be subject to more rigorous standards.

Motion: That Council draft a resolution for the 2025 FMC Conference for a review of federal regulations to explore risk-based standards for meat and dairy sales, allowing for tiered criteria that align with the scale and scope of production.

Alternative #2: Granting Provinces More Authority

This alternative suggests that the federal government grant provinces greater authority to create exemptions for small-scale, local producers selling uninspected meat and dairy products directly to consumers. These exemptions would be subject to specific conditions to ensure food safety.

That Council draft a resolution for the 2025 FMC Conference advocating for a federal framework that allows provinces to create exemptions for small-scale, local producers selling uninspected meat and dairy products directly to consumers under specific conditions.

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 prepare a resolution for FCM 2025 based on Council's decision.

ATTACHMENT(S):

-



REQUEST FOR DECISION

SUBJECT: Policy 7006 – Social Media

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: January 14, 2025

DEPARTMENT: PLANNING & EC. DEVELOPMENT

STRATEGIC PLAN: Governance

REVIEWED AND APPROVED FOR SUBMISSION

A.CAO: MH

DIR: MAV

LEG: SS

MANAGER:

PRESENTER: NB

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 7006 “Social Media” as presented.

BACKGROUND/PROPOSAL:

Policy 7006 was brought to the Policy Review Committee on December 11, 2024, for clarification regarding municipal elections.

Administration has made the following amendments to Policy 7006 – Social Media as per the Policy Review Committee recommendations:

- Additional definitions
- Clearly define dates for sharing social media content that includes current Reeve or Council during an election period
- Add exceptional circumstances stipulation for large announcements

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that it will clarify Administration’s responsibilities regarding Greenview Social Media use during an election year.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

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

ALTERNATIVE MOTION: That Council approve Policy 7006 “Social Media”, as amended.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Policy 7006 "Social Media" (Current)
- Policy 7006 "Social Media" (Draft)

Title: Social Media

Policy No: 7006

Effective Date: February 13, 2024

Motion Number: 24.02.57

Supersedes Policy No: 1036

Department: Communications and Marketing

Review Date: February, 2024



Legal References:

Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-25, as amended.

Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

Cross References:

- Bylaw 20-851 "Municipal Emergency Management"
- Bylaw 18-797 "Council Code of Conduct"
- Policy 7001 "Communications"
- Policy 2004 "Employee Code of Conduct"
- Policy 1030 "Flag Protocol"
- Policy 1025 "Public Engagement"

Purpose: Greenview’s Social Media policy is intended to create a fair and transparent means for Greenview to communicate with residents and stakeholders. This policy establishes direction for the use of Greenview Social Media accounts, and expectations for resident interaction.

Additionally, this policy provides guidelines for Councillor and Employee use of their personal social media accounts in a manner that is not harmful to the reputation of Greenview.

1. DEFINITIONS

- 1.1. **Freedom of Information and Protection of Privacy Act (FOIP)** means the *Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-35*, and any amendments thereto.
- 1.2. **Employee** means a person employed by Greenview in any capacity.
- 1.3. **Greenview** means the Municipal District of Greenview No. 16.
- 1.4. **Post** means any posting, including any written comment, content, or image, including but not limited to photographs, video, clip art, scanned images, documents and emoticons.
- 1.5. **State of Local Emergency (SOLE)** means a local state of emergency, as defined by Bylaw 20-851 "Municipal Emergency Management Bylaw" and any amendments or successor legislation thereto.

2. POLICY STATEMENT

- 2.1. Greenview supports the use of social media to further the strategic direction and goals of the municipality. Social media provides additional tools and channels that complement traditional communications, marketing methods, and mediums. The purpose of using social media sites is to present matters of public interest.
- 2.2. The public has the right to access and reference Greenview’s social media sites in the same way as traditional communication methods.

2.3. Greenview shall treat public engagement on social media sites in the same way as traditional engagement.

2.4. Greenview reserves the right to delete or moderate content Posted to Greenview social media sites.

3. SOCIAL MEDIA MODERATION

3.1. To ensure public accessibility and the protection of all citizens, Greenview reserves the right to remove comments, Posts, or content that contains any of the following:

- A) Confidential or personal information;
- B) Discriminatory or hateful language;
- C) Attacks on any person, whether an employee, member of Council or the public;
- D) Profanity or abusive language;
- E) Encouragement or demonstration of illegal behaviour;
- F) Explicit language or links to explicit content;
- G) Spam;
- H) Unsolicited commercial advertising that may attempt to sell, promote, or advertise products or services;
- I) A Post that could compromise the well-being, safety, or security of the public, employees, councillors, or anyone else;
- J) A Post that may compromise the security of public systems, equipment, buildings, or other property;
- K) Violation of any municipal, provincial, or federal laws or bylaws; or
- L) Promotion of individual religions, political parties, or candidates in any election.

3.2. Posts made by citizens or third-party contributors do not necessarily reflect or represent the views or opinions of Greenview or its employees. Greenview does not necessarily endorse public comments or Posts.

3.3. Engagement on Greenview-owned social media channels is typically considered transitory records and will not be archived, stored, or kept by Greenview. However, by engaging with and using Greenview social media channels, users acknowledge and consent that their engagement (comments, Posts, messages, etc.) may become part of the public record and could potentially be used in Greenview's official documentation. Greenview reserves the right to decide what Posts, comments, or messages may be saved in official documentation.

3.4. Greenview is not responsible for any harm, damages, or losses from using third-party social media sites. Participants do so at their own risk and accept that they have no right of action against Greenview in relation to the use of social media.

4. PERSONAL SOCIAL MEDIA

4.1. Whether an employee chooses to engage in personal social media is a personal decision and not a business decision. Greenview neither encourages nor discourages an employee's personal use of personal social media. However, activities that affect an employee's job performance, the performance of other Greenview employees, or Greenview business and reputation are still governed by Greenview's Employee Code of Conduct policy whether or not such activities are undertaken through an employee's personal social media account(s).

4.2. Greenview employees who maintain personal social media pages or accounts must comply with the following guidelines as they relate to their association with Greenview. Employees will be held accountable for what they write or Post on social media or websites. Inflammatory comments or unprofessional or disparaging remarks made about the

municipality, its employees, customers, vendors, or ratepayers may result in disciplinary action up to and including termination.

- 4.3. This policy is not intended to interfere with the private lives of our employees or restrict their freedom of speech. This policy is designed to ensure that the image and branding of Greenview are maintained, as well as the health and safety of employees.
- 4.4. Employees shall conduct themselves professionally both on and off duty. Where an employee publicly associates with the municipality or is known to be employed by Greenview, all materials associated with their personal page may reflect on Greenview. Please be advised that inappropriate comments, photographs, links, and so on should be avoided.
- 4.5. Posts involving the following will not be tolerated and will subject the individual to discipline:
 - A) Proprietary and confidential information;
 - B) Discriminatory statements or comments of a harassing or bullying nature regarding co-workers, management, customers, ratepayers or vendors; and
 - C) Defamatory statements regarding the organization, its employees, customers, ratepayers, competitors, or vendors.
- 4.6. Where an employee mentions the municipality, they must include a disclaimer stating that any opinions expressed are the employee's own and do not represent Greenview's position, strategies, or opinions.
- 4.7. Employees who use these sites are prohibited from publishing any private organizational information or any negative comments regarding the organization therein.
- 4.8. Greenview employees are prohibited from speaking on behalf of the organization, releasing confidential information, releasing news, or communicating as a representative of the organization without prior authorization to act as a designated Greenview representative.
- 4.9. Use of personal social media may not conflict with any existing policies of Greenview whatsoever. This includes the Employee Code of Conduct Policy.
- 4.10. Employees should abide by these guidelines whether they mention Greenview by name or not. Even if the name is not mentioned in a Post, it is possible a connection can be made back to Greenview which can negatively affect the organization's reputation. Where a connection can be made between a negative or inflammatory Post and the organization, even if not named directly, the employee may be subject to disciplinary action.
- 4.11. Employees MUST NEVER:
 - A) Use personal social media accounts to:
 - B) Attack or harass employees, vendors, consumers, customers, contractors or partners, other social media users, etc. Examples of such conduct might include offensive Posts meant to intentionally harm someone's reputation or Posts that contribute to a hostile work environment on the basis of race, sex, disability, religion, age, sexual orientation or any other status protected by law or Greenview policy;
 - C) Give personal information such as name, driver's license, home address, phone numbers, and social insurance numbers about co-workers, supervisors, direct reports or other staff or ratepayers;
 - D) access or participate in social media activities that promote behaviour which is contrary to the Employee Code of Conduct;

- E) make reference, Post or upload images of vendors, ratepayers, contractors, competitors or partners etc. onto social media sites without approval. In order to comply with privacy and intellectual property laws, it is recommended that permission is obtained before publishing images onto social media channels; and
- F) Spend excessive time on social media during working hours unless work/role related.

5. DAYS OF RECOGNITION

- 5.1. This section does not apply to social media posts which seek to promote services and programming offered by Greenview.
- 5.2. Greenview shall give recognition on social media to:
 - A) The statutory holidays outlined in Schedule 'A'
 - B) The days outlined in Schedule 'B' as defined in Policy 1030 "Flag Policy"
 - C) Other days provided they compliment existing municipal services.
- 5.3. Council may direct Administration, by resolution, to give recognition to other commemorative days.

6. COUNCIL RESPONSIBILITIES

- 6.1. Council members are bound by the Council Code of Conduct Bylaw, FOIP, The Municipal Government Act, and any other legislation relating to copyright, privacy, and the disclosure of information.
- 6.2. Council Members who use social media platforms to create an official Councillor profile must ensure that their use of social media does not put Greenview's security, reputation, or information at risk.
- 6.3. Council Members should not use their official "@mdgreenview.ab.ca" email address to create social media accounts.
- 6.4. Council Members shall be held personally responsible for the content they publish on their own political and social media platforms and shall not hold Greenview responsible or liable for any content Posted.
- 6.5. Council Members may be involved in political debate on their political and social media platforms. All actions on Council Members' political and social media platforms shall be conducted respectfully and in accordance with the Council Code of Conduct Bylaw. Bullying, hatred, bigotry, disrespect, harassment, and otherwise bringing Council, Greenview, or Greenview Administration into dispute are prohibited and subject to disciplinary action as determined by Council in accordance with the Council Code of Conduct Bylaw.
- 6.6. Council Members must not act, claim to act, or give the impression that they are acting as a representative of Council as a whole on their political social media platforms. Council Members using social media must make clear that their actions and opinions on social media are their own.
- 6.7. Council Members may not represent themselves as anything other than their official title and capacity on their political and social media platforms.
- 6.8. Council Members may not publish or report on meeting discussions held in closed sessions or other confidential matters on social media, regardless of the profile being public or private.

- 6.9. Council Members may not use the official Greenview logo on their social media platforms.
- 6.10. Greenview’s official social media platforms shall not promote any Council Member’s social media platform. Greenview reserves the right to like or share content that is Posted to the Council members’ social media platforms if the Post is deemed to be of informational value to the community as a whole.
- 6.11. Once an elected official’s term ends or they resign from the position, they must delete or rename their political and social media platforms to reflect that they are no longer a sitting member of Council.
- 6.12. Council acknowledges that it is Administration’s role to release information on Greenview news, announcements, projects, events, and other relevant items and shall not circumvent that duty unless specifically given the authorization to do so by a resolution of Council.
- 6.13. Councillors should refrain from releasing information on their own private or public social media accounts prior to Administration releasing the information to the public.
- 6.14. Council Members recognize that any direction of content, administration, creation of Posts, and general usage of Greenview social media platforms must come from Council as a whole.
- 6.15. Individual Councillors may recommend content to Administration, but Administration manages the content of Greenview social media in accordance with relevant policies and bylaws, and as directed by Council as a whole and is subject to the schedules of content managed by the Communications Department.

7. ADMINISTRATION RESPONSIBILITIES

- 7.1. Employees must ensure that confidential matters are not disclosed on their private social media accounts. Employees are bound by all federal and provincial legislation, and all, Greenview bylaws, policies, and procedures. They must not disclose Greenview information or content they are not specifically authorized to disclose.
- 7.2. The only role of Greenview Administration and social media platforms during a municipal election period is to promote the election itself. Greenview Social Media will not be used to further the campaigns of current or prospective Council Members.
 - A) No sharing of any content for prospective Members of Council shall occur on any official Greenview social media platform.
 - B) To safeguard a fair and equitable election period, effective January 1 of an election year, all links, likes, follows, and any sharing of content with a current Reeve or Councillor shall cease on all official Greenview social media platforms until the Organizational Meeting for the newly elected Council.
 - C) Greenview reserves the right to delete any comments or links Posted to its pages or social media Posts from any persons seeking election to maintain neutrality during the election and to avoid the perception of any candidate endorsement by Greenview.
 - D) The only exception to the above is in the event of a SOLE or community crisis that requires public acknowledgment from a current Member of Council. The Reeve, CAO and/or Director of Emergency Management shall determine what constitutes a community emergency.
- 7.3. Any provision of this policy may be superseded at any time by the Director of Emergency Management during the activation of the Emergency Operations Centre and surrounding an activation of SOLE.

Schedule 'A' – Statutory Holidays

- New Year's Day
- Family Day
- Good Friday
- Easter Monday
- Victoria Day
- Canada Day
- Heritage Day
- Labour Day
- Thanksgiving Day
- Remembrance Day
- Christmas Day
- Boxing Day

Current

Schedule 'B' – Flag Policy Days

- Day of Mourning for Persons killed or injured in the Workplace
- National Day of Remembrance of the Battle of Vimy Ridge
- National Day of Remembrance for the Victims of terrorism
 - Firefighters' National Memorial Day
 - Police and Peace Officers' National Memorial Day
 - National Day of Truth and Reconciliation
 - Remembrance Day
- National Day of Remembrance and Action on Violence Against Women

Current

Title: Social Media

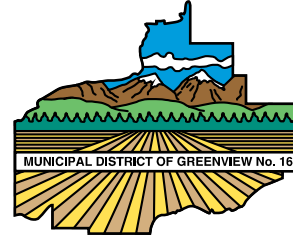
Policy No: 7006

Effective Date:

Motion Number:

Department: Communications and Marketing

Review Date:



Legal References:

Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-25, as amended.

Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

Cross References:

Bylaw 20-851 "Municipal Emergency Management"

Bylaw 18-797 "Council Code of Conduct"

Policy 7001 "Communications"

Policy 2004 "Employee Code of Conduct"

Policy 1030 "Flag Protocol"

Policy 1025 "Public Engagement"

Purpose: Greenview’s Social Media policy is intended to create a fair and transparent means for Greenview to communicate with residents and stakeholders. This policy establishes direction for the use of Greenview Social Media accounts, and expectations for resident interaction.

Additionally, this policy provides guidelines for Councillor and Employee use of their personal social media accounts in a manner that is not harmful to the reputation of Greenview.

1. DEFINITIONS

- 1.1. **CAO** means the Chief Administrative Officer for Greenview.
- 1.2. **Employee** means a person employed by Greenview in any capacity.
- 1.3. **Freedom of Information and Protection of Privacy Act (FOIP)** means the *Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-35*, and any amendments thereto.
- 1.4. **Greenview** means the Municipal District of Greenview No. 16.
- 1.5. **Post** means any posting, including any written comment, content, or image, including but not limited to photographs, video, clip art, scanned images, documents and emoticons.
- 1.6. **Reeve** means the Chief Elected Official for Greenview, as appointed by Council.
- 1.7. **State of Local Emergency (SOLE)** means a local state of emergency, as defined by Bylaw 20-851 "Municipal Emergency Management Bylaw" and any amendments or successor legislation thereto.

2. POLICY STATEMENT

- 2.1. Greenview supports the use of social media to further the strategic direction and goals of the municipality. Social media provides additional tools and channels that complement traditional communications, marketing methods, and mediums. The purpose of using social media sites is to present matters of public interest.

- 2.2. The public has the right to access and reference Greenview’s social media sites in the same way as traditional communication methods.
- 2.3. Greenview shall treat public engagement on social media sites in the same way as traditional engagement.
- 2.4. Greenview reserves the right to delete or moderate content Posted to Greenview social media sites.

3. SOCIAL MEDIA MODERATION

- 3.1. To ensure public accessibility and the protection of all citizens, Greenview reserves the right to remove comments, Posts, or content that contains any of the following:
 - A) Confidential or personal information;
 - B) Discriminatory or hateful language;
 - C) Attacks on any person, whether an employee, member of Council or the public;
 - D) Profanity or abusive language;
 - E) Encouragement or demonstration of illegal behaviour;
 - F) Explicit language or links to explicit content;
 - G) Spam;
 - H) Unsolicited commercial advertising that may attempt to sell, promote, or advertise products or services;
 - I) A Post that could compromise the well-being, safety, or security of the public, employees, councillors, or anyone else;
 - J) A Post that may compromise the security of public systems, equipment, buildings, or other property;
 - K) Violation of any municipal, provincial, or federal laws or bylaws; or
 - L) Promotion of individual religions, political parties, or candidates in any election.
- 3.2. Posts made by citizens or third-party contributors do not necessarily reflect or represent the views or opinions of Greenview or its employees. Greenview does not necessarily endorse public comments or Posts.
- 3.3. Engagement on Greenview-owned social media channels is typically considered transitory records and will not be archived, stored, or kept by Greenview. However, by engaging with and using Greenview social media channels, users acknowledge and consent that their engagement (comments, Posts, messages, etc.) may become part of the public record and could potentially be used in Greenview’s official documentation. Greenview reserves the right to decide what Posts, comments, or messages may be saved in official documentation.
- 3.4. Greenview is not responsible for any harm, damages, or losses from using third-party social media sites. Participants do so at their own risk and accept that they have no right of action against Greenview in relation to the use of social media.

4. PERSONAL SOCIAL MEDIA

- 4.1. Whether an employee chooses to engage in personal social media is a personal decision and not a business decision. Greenview neither encourages nor discourages an employee's personal use of personal social media. However, activities that affect an employee's job performance, the performance of other Greenview employees, or Greenview business and reputation are still governed by Greenview's Employee Code of Conduct policy whether or not such activities are undertaken through an employee's personal social media account(s).
- 4.2. Greenview employees who maintain personal social media pages or accounts must comply with the following guidelines as they relate to their association with Greenview. Employees

will be held accountable for what they write or Post on social media or websites. Inflammatory comments or unprofessional or disparaging remarks made about the municipality, its employees, customers, vendors, or ratepayers may result in disciplinary action up to and including termination.

- 4.3. This policy is not intended to interfere with the private lives of our employees or restrict their freedom of speech. This policy is designed to ensure that the image and branding of Greenview are maintained, as well as the health and safety of employees.
- 4.4. Employees shall conduct themselves professionally both on and off duty. Where an employee publicly associates with the municipality or is known to be employed by Greenview, all materials associated with their personal page may reflect on Greenview. Please be advised that inappropriate comments, photographs, links, and so on should be avoided.
- 4.5. Posts involving the following will not be tolerated and will subject the individual to discipline:
 - A) Proprietary and confidential information;
 - B) Discriminatory statements or comments of a harassing or bullying nature regarding co-workers, management, customers, ratepayers or vendors; and
 - C) Defamatory statements regarding the organization, its employees, customers, ratepayers, competitors, or vendors.
- 4.6. Where an employee mentions the municipality, they must include a disclaimer stating that any opinions expressed are the employee's own and do not represent Greenview's position, strategies, or opinions.
- 4.7. Employees who use these sites are prohibited from publishing any private organizational information or any negative comments regarding the organization therein.
- 4.8. Greenview employees are prohibited from speaking on behalf of the organization, releasing confidential information, releasing news, or communicating as a representative of the organization without prior authorization to act as a designated Greenview representative.
- 4.9. Use of personal social media may not conflict with any existing policies of Greenview whatsoever. This includes the Employee Code of Conduct Policy.
- 4.10. Employees should abide by these guidelines whether they mention Greenview by name or not. Even if the name is not mentioned in a Post, it is possible a connection can be made back to Greenview which can negatively affect the organization's reputation. Where a connection can be made between a negative or inflammatory Post and the organization, even if not named directly, the employee may be subject to disciplinary action.
- 4.11. Employees MUST NEVER:
 - A) Use personal social media accounts to:
 - B) Attack or harass employees, vendors, consumers, customers, contractors or partners, other social media users, etc. Examples of such conduct might include offensive Posts meant to intentionally harm someone's reputation or Posts that contribute to a hostile work environment on the basis of race, sex, disability, religion, age, sexual orientation or any other status protected by law or Greenview policy;
 - C) Give personal information such as name, driver's license, home address, phone numbers, and social insurance numbers about co-workers, supervisors, direct reports or other staff or ratepayers;

- D) access or participate in social media activities that promote behaviour which is contrary to the Employee Code of Conduct;
- E) make reference, Post or upload images of vendors, ratepayers, contractors, competitors or partners etc. onto social media sites without approval. In order to comply with privacy and intellectual property laws, it is recommended that permission is obtained before publishing images onto social media channels; and
- F) Spend excessive time on social media during working hours unless work/role related.

5. DAYS OF RECOGNITION

- 5.1. This section does not apply to social media posts which seek to promote services and programming offered by Greenview.
- 5.2. Greenview shall give recognition on social media to:
 - A) The statutory holidays outlined in Schedule 'A'
 - B) The days outlined in Schedule 'B' as defined in Policy 1030 "Flag Policy"
 - C) Other days provided they compliment existing municipal services.
- 5.3. Council may direct Administration, by resolution, to give recognition to other commemorative days.

6. COUNCIL RESPONSIBILITIES

- 6.1. Council members are bound by the Council Code of Conduct Bylaw, FOIP, The Municipal Government Act, and any other legislation relating to copyright, privacy, and the disclosure of information.
- 6.2. Council Members who use social media platforms to create an official Councillor profile must ensure that their use of social media does not put Greenview's security, reputation, or information at risk.
- 6.3. Council Members should not use their official "@mdgreenview.ab.ca" email address to create social media accounts.
- 6.4. Council Members shall be held personally responsible for the content they publish on their own political and social media platforms and shall not hold Greenview responsible or liable for any content Posted.
- 6.5. Council Members may be involved in political debate on their political and social media platforms. All actions on Council Members' political and social media platforms shall be conducted respectfully and in accordance with the Council Code of Conduct Bylaw. Bullying, hatred, bigotry, disrespect, harassment, and otherwise bringing Council, Greenview, or Greenview Administration into dispute are prohibited and subject to disciplinary action as determined by Council in accordance with the Council Code of Conduct Bylaw.
- 6.6. Council Members must not act, claim to act, or give the impression that they are acting as a representative of Council as a whole on their political social media platforms. Council Members using social media must make clear that their actions and opinions on social media are their own.
- 6.7. Council Members may not represent themselves as anything other than their official title and capacity on their political and social media platforms.

- 6.8. Council Members may not publish or report on meeting discussions held in closed sessions or other confidential matters on social media, regardless of the profile being public or private.
- 6.9. Council Members may not use the official Greenview logo on their social media platforms.
- 6.10. Greenview's official social media platforms shall not promote any Council Member's social media platform. Greenview reserves the right to like or share content that is Posted to the Council members' social media platforms if the Post is deemed to be of informational value to the community as a whole.
- 6.11. Once an elected official's term ends or they resign from the position, they must delete or rename their political and social media platforms to reflect that they are no longer a sitting member of Council.
- 6.12. Council acknowledges that it is Administration's role to release information on Greenview news, announcements, projects, events, and other relevant items and shall not circumvent that duty unless specifically given the authorization to do so by a resolution of Council.
- 6.13. Councillors should refrain from releasing information on their own private or public social media accounts prior to Administration releasing the information to the public.
- 6.14. Council Members recognize that any direction of content, administration, creation of Posts, and general usage of Greenview social media platforms must come from Council as a whole.
- 6.15. Individual Councillors may recommend content to Administration, but Administration manages the content of Greenview social media in accordance with relevant policies and bylaws, and as directed by Council as a whole and is subject to the schedules of content managed by the Communications Department.

7. ADMINISTRATION RESPONSIBILITIES

- 7.1. Employees must ensure that confidential matters are not disclosed on their private social media accounts. Employees are bound by all federal and provincial legislation, and all, Greenview bylaws, policies, and procedures. They must not disclose Greenview information or content they are not specifically authorized to disclose.
- 7.2. The only role of Greenview Administration and social media platforms during a municipal election period is to promote the election itself. Greenview Social Media will not be used to further the campaigns of current **Councillors** or **candidates** ~~prospective Council Members~~.
 - A) No sharing of any election campaign content for ~~prospective Members of Council~~ **candidates** shall occur on any official Greenview social media platform.
 - B) **To safeguard a fair and equitable election, starting August 1st Greenview will refer to Councillors by the Ward each Councillor represents, rather than their names, in all Greenview's social media posts.**
 - C) ~~To safeguard a fair and equitable election period, effective January 1 of an election year,~~ **Effective on nomination day,** all links, likes, follows, and any sharing of content with a current Reeve or Councillor shall cease on all official Greenview social media platforms until the Organizational Meeting for the newly elected Council.
 - D) Greenview reserves the right to delete any comments or links Posted to its pages or social media Posts from any persons seeking election to maintain neutrality during the election and to avoid the perception of any candidate endorsement by Greenview.
 - E) **In exceptional circumstances, section 7.2 B and C may be overruled. These instances include:**

- i. ~~The only exception to the above is~~ In the event of a SOLE or community crisis that requires public acknowledgment from a current Member of Council. The Reeve, CAO and/or Director of Emergency Management shall determine what constitutes a community emergency; and,
- ii. **A large announcement for a project, funding, partnership or service that requires Council to provide comment or take part in a photo opportunity, media event, or announcement. Whether a large announcement is warranted will be determined at the joint discretion of the CAO and Reeve.**

7.3. Any provision of this policy may be superseded at any time by the Director of Emergency Management during the activation of the Emergency Operations Centre and surrounding an activation of SOLE.

DRAFT

Schedule 'A' – Statutory Holidays

- New Year's Day
- Family Day
- Good Friday
- Easter Monday
- Victoria Day
- Canada Day
- Heritage Day
- Labour Day
- Thanksgiving Day
- Remembrance Day
- Christmas Day
- Boxing Day

DRAFT

Schedule 'B' – Flag Policy Days

- Day of Mourning for Persons killed or injured in the Workplace
- National Day of Remembrance of the Battle of Vimy Ridge
- National Day of Remembrance for the Victims of terrorism
- Firefighters' National Memorial Day
- Police and Peace Officers' National Memorial Day
- National Day of Truth and Reconciliation
- Remembrance Day
- National Day of Remembrance and Action on Violence Against Women

DRAFT



REQUEST FOR DECISION

SUBJECT: **Returning and Substitute Returning Officer Appointment**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: January 14, 2025 A.CAO: MH MANAGER:
DEPARTMENT: CORPORATE SERVICES DIR: EK PRESENTER: SS
STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – *Local Authorities Election Act*, RSA, c-L21.

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council appoint Sarah Sebo as Returning Officer and Hamzeh Hassanein as the Substitute Returning Officer for the 2025 General Election.

BACKGROUND/PROPOSAL:

Elected authorities may appoint, by resolution, a returning officer for the purpose of conducting elections under the *Local Authorities Election Act*. The position must be appointed by Council resolution no later than June 30th of the election year. However, since the nomination period has begun, it is recommended that a returning officer be appointed as soon as possible.

If a returning officer is not appointed, the Chief Administrative Officer (CAO) is automatically deemed the returning officer.

Additionally, the *Local Authorities Election Act* requires the appointment of a substitute returning officer by June 30th of the election year. The substitute will assume all duties, powers, and functions of the returning officer if the returning officer is unable to perform their responsibilities.

The Duties of the Returning Officer:

- Appoint a presiding deputy, deputies, constables and other persons as required;
- Establish voting stations;
- Designate at least 2 deputies to work at each voting station, one of whom shall be designated as the presiding deputy, who is to be in charge of the voting station;
- Provide for the supply and delivery of ballots, ballot boxes, instructions to electors and other necessary supplies to all voting stations;
- Give notice of nominations;
- Receive and process nominations;
- Declare acclamations;
- Give notice of elections; and
- Do all things necessary for the conduct of an election.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have a returning officer and substitute returning officer appointed for the 2025 general election.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to only appoint a substitute returning officer however Administration does not recommend this action because the Chief Administrative Officer will be responsible for the duties associated with the returning officer.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

N/A



REQUEST FOR DECISION

SUBJECT: **Provincial ASB Grant 2025-2029**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: January 14, 2025 CAO: MANAGER: SK

DEPARTMENT: AGRICULTURE DIR: MH PRESENTER: SK

STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Agricultural Service Board Act, A-10 RSA 2000

Council Bylaw/Policy (cite) – Bylaw 24-975: Agricultural Service Board

RECOMMENDED ACTION:

MOTION: That Council direct Administration to pursue the optional “Resource Management” funding stream in the 2025-2029 Provincial Agricultural Service Board Grant in support of Greenview Agricultural Service Board Extension and Outreach program.

BACKGROUND/PROPOSAL:

The 2025-2029 Provincial Agricultural Service Board Grant application form was received on November 6th, 2024. Administration completed the application using the criteria identified in the ASB annual strategic business plan, attached hereto. The application is due by January 31, 2025.

On November 27th, the Agricultural Services Board made the following recommendation to Council:

That the Agricultural Service Board recommend to Council that Greenview pursue the optional “Resource Management” funding stream in the 2025-2029 Provincial Agricultural Service Board Grant in support of Greenview Agricultural Service Board Extension and Outreach program.

The Resource Funding Stream is an optional component of the provincial grant, aiming to provide funding for programming focused on beneficial management practice (BMP) adoption, soil and water conservation, riparian protection, biodiversity initiatives, assistance in preparing Environmental Farm Plans (EFP), as well as grant applications under the On-Farm Climate Adaptation Fund (OFCAF) and Resilient Agricultural Landscape Program (RALP and SCAP).

Since 2022, Greenview has provided these services through the Landcare Coordinator position and related programs. The results of offering this programming and service to our ratepayers have improved the adoption and awareness of beneficial management practices and EFP, and has increased the grant funding for Greenview producers. For 2024, the program brought over \$170,000 in grant funds to Greenview producers, completed 5 EFPs and hosted 25 various extension events within Greenview.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Provincial ASB grant will subsidize the operational expenses for Greenview Landcare Extension and Outreach programming.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended action would be that SARDA would see a reduction in the Greenview portion of optional resource management funding.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to remove the additional Resource Funding Stream request; however, Administration does not recommend such action and this funding stream could supplement existing programming.

FINANCIAL IMPLICATION:

Potential additional \$25,000 to \$35,000 annual subsidization of the Extension and Outreach operational budget from 2025 through to 2029.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

Once Council approves the recommended motion, Administration will follow through with the application.

ATTACHMENT(S):

- 2025-2029 Provincial ASB Grant Application
- 2025 ASB Strategic Plan

Protected A (when completed)

Application Deadline: January 31st, 2025

1. Grant Program Information

Grant Overview

- Municipalities on behalf of Agricultural Service Boards (ASBs) may apply for an ASB grant under the Program for Legislative Funding Stream (LFS) only or Legislative Funding Stream plus Resource Management Funding Stream.
- The Resource Management Funding Stream will be a merit-based process, without a base level of funding.
- This is a one-time Application process for a five-year term.
- Please refer to the Agricultural Service Board Grant Program 2025-2029 Terms and Conditions (Program Terms and Conditions) for defined terms and further details regarding the Program.
- For eligible municipalities located in the Rat Control Zone, complete Part C for the Rat Control Funding Stream. For details on eligibility for this stream, see Terms and Conditions Appendix 2.

Grant Program Objectives

- Support ASBs with the administration of legislative requirements under the *Agricultural Service Board Act*.
- Support ASBs in the development and delivery of resource management extension programming to increase awareness and understanding of sustainable agricultural practices with an emphasis on meeting industry standards that support consumer expectations.
- The Rat Control Funding Stream supports municipalities within the Rat Control Zone in administering the Rat Control Program.

Grant Application Deadline

- Applications must be received by AGI through ASB.Grant@gov.ab.ca on or before **January 31st, 2025**, to be eligible for all Funding Streams.

Eligibility Criteria Summary

- Please refer to the Program Terms and Conditions for information.

Notice of Collection

Agricultural Service Board Act and Freedom of Information and Protection of Privacy Act

The information collected on and with this form is for the purposes of administering the Agricultural Service Board Grant Program as contemplated in Section 7 of the *Agricultural Service Board Act*. The information is collected in accordance with and is subject to the provisions of the *Freedom of Information and Protection of Privacy (FOIP) Act*. If you have any questions or concerns regarding the collection or use of this information, please contact the ASB Program Manager, Phone: 310-0000 and dial 780-938-4149. Email: ASB.Grant@gov.ab.ca

2. Applicant Information

Legal Name of the Applicant (Municipality)

Municipal District of Greenview No. 16

Contact Last Name

Kaus

Contact First Name

Sheila

Title

Manager

Contact Mailing Address

Po Box 1079

City or Town

Valleyview

Province

AB

Postal Code

T0H 3N0

Contact Primary Phone

780-524-7658

Contact Fax

Contact Email Address

sheila.kaus@mdgreenview.ab.ca

3. Program Application Process

ASB Grant Program for 2025-2029 Application Checklist

Checklist of supporting documentation that is to be submitted with the Program Application Form.

Applicant is applying for (Please select one option):

- Legislative Funding Stream Only
- Legislative Funding Stream + Rat Control Program Funding Stream (only if eligible)
- Legislative Funding Stream + Resource Management Funding Stream
- Legislative Funding Stream + Resource Management Funding Stream + Rat Control Program Funding Stream (only if eligible)

Does your Agricultural Fieldman have responsibilities in addition to those supported by the ASB grant funding? (refer to definition for Agricultural Fieldman in ASB grant program terms and conditions)

Yes No

If Yes, please identify all additional responsibilities below, and state the additional qualified staff you will provide to ensure all legislative (delegated authority) responsibilities and requirements are supported and met.

In the municipality/county, the Agricultural Fieldman is also responsible for:

- Beautification in the Hamlet of Grande Cache. This includes Weed Control Act deliverables but also landscaping

The municipality/county, will provide the following qualified staff and resources to ensure all legislative (delegated authority) responsibilities and program requirements are supported and met:

- Manager, Agricultural Services
- Agricultural Services Supervisor
- Problem Wildlife Officer (x2)
- Rental Coordinator

Is the Municipality a Participating Municipality in any other Resource Management Funding Stream grant application under the Program?

No Yes

Name of Municipality Applying

List all Formal Partnering Municipalities, if applicable.

- Application Completed and Signed
- Schedule A is completed, as applicable and attached

Method of Submission: Applications must be signed with original signatures (not e signatures) and submitted by email.

Application Submission Process

Submission Address: By email to: ASB.Grant@gov.ab.ca

Reminder: The ASB Grant Program Application is due January 31st, 2025.

4. Grant Application Assistance

Contact your local ASB Grant Program Representatives for assistance.

Office of Program Contact	Contact Phone Number	Contact Email Address
Legislative Funding Stream Kerriane Koehler-Munro Manager, ASB Unit	Call toll free at: 310-0000 and then dial 780-938-4149	kerriane.koehler-munro@gov.ab.ca
Resource Management Funding Stream Jason Price Manager, Agri-Environmental Policy	Call toll free at: 310-0000 and then dial 780-427-4281	jason.price@gov.ab.ca
Rat Control Funding Stream Karen Wickerson Rat & Pest Program Specialist	Call toll free at: 310-0000 and then dial 403-948-3999	karen.wickerson@gov.ab.ca

5. Useful Resources

Use the following resources to find information on the ASB Grant Program.

Resource	Website Address
All ASB forms and ASB Grant Program Terms and Conditions	www.alberta.ca/agricultural-service-boards-program-overview.aspx
ASB Grant Application Guidance	Not applicable

6. Supporting Schedules

The following supporting schedule is included with this Application Form and must be completed by the applicant to apply for the Legislative and Resource Management Funding Streams of the Program:

Schedule A	Please complete the following sections depending on which Funding you are applying for: <ul style="list-style-type: none"> Part A if only applying for Legislative Funding Stream Parts A & B if applying for Legislative Funding Stream plus Resource Management Funding Stream Part C if applying for Rat Control Program Funding Stream
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2025-2029 ASB Grant Application Requirements

Schedule A

Part A (mandatory for all applications)

Part B (include if applying for Resource Management)

Part C (include if eligible for Rat Control Program)

Schedule “A” Application

Legislative Stream Agricultural Situation Statement – provide a brief overview on what is influencing your ASB programming for the seven goal areas. This may include but is not limited to:

- Relevant location descriptions i.e., are you close to urban areas or rural; types and % land used for agriculture and other purposes i.e., livestock, crops, mixed uses, acreage, natural resources, light/heavy industrial; natural features that impact agriculture i.e., river systems, forests, native grasslands; proximity to major transportation corridors i.e., roads, railways.
- Relevant demographic descriptions i.e., total population, % population directly involved in agriculture.
- History – what have you achieved and learned in the past 5 years for legislation, outreach and producer economic sustainability that you will build upon in this grant cycle.
- Looking Forward – what do you want to accomplish for agriculture in the next 5 years. This builds on your successes and learnings from the past grant cycle and will be informed by your priorities for each legislation, outreach and producer economic sustainability.

Strategic Priorities – establish what your ASB/municipality will focus on over the next five years for agriculture related to legislation, outreach and producer economic sustainability. Priorities are not descriptions of activities. The priorities you set are to be reflected in the activities identified under each goal area.

Goals/Objectives – describe at a high level what you intend to accomplish within each goal area by doing the activities. Each of the seven goal areas for the legislative stream must be addressed in your application in accordance with the requirements for all relevant legislation.

- Each goal will have an objective e.g., 4.1. Each goal will have an objective that supports the identified priority/ies and will have activities and outputs that contribute to achieving the objective for that goal e.g., 1.1, 2.1, etc.
- You will likely have multiple goals/objectives within each goal area that will be informed by your priorities and the legislated requirements.

Activities – identify what you will do to achieve your goal or make progress towards meeting your objective. While the activities in your application may be further broken down into tasks that various units or individuals will be responsible for completing, you do not have to include tasks in your application.

When identifying the activities in your application that you will do to address the priorities for each legislation, consider the resources (staffing, equipment, technology, materials) you need to complete the activities and meet your objectives.

Over each year of the grant cycle, for reporting, you should be able to accurately identify/estimate the staffing resources allocated for each of the seven legislated goal areas.

Minimum Activity Level: Where a ‘Goal Area’ is **not** a major focus or concern for a municipality, the **minimum** activity for each goal area is to create goals and activities for the legislation that demonstrates the ability to respond to achieve compliance and the ability to provide appropriate relevant outreach/extension materials or programming to support awareness of legislated requirements or the economic sustainability of producers.

For example,

- ASB: submit annual report, governance - appoint board; appoint Agricultural Fieldman.
- APA/SCA/WCA: appoint inspectors, monitor for and track occurrences that would warrant a response; appoint appeal committees to meet legislation.
- APA/SCA/WCA/AHA: have a policy/procedure in place on monitoring which includes what would guide the steps to take to respond, document the actions taken and provide relevant outreach information.
- APA/SCA/WCA/AHA Outreach: provide relevant information and programming to residents on legislative requirements to support compliance.
- Extension: provide relevant information, programming and services to producers that supports their economic sustainability.

Performance Measures: Outputs & Targets

An output describes a tangible result obtained from completing the activity. Outputs are usually associated with a product and/or number depending upon the activity. For example, product = a report vs number = the number of reports that resulted from doing the activity.

A target sets the standard (quantity, quality) you have defined for an output. Not all outputs will have targets. When there is a target set for an output, it is to be based on the realistic level required for the output’s success. For example, identify a reasonable number of inspectors to appoint annually to complete your WCA inspections. This is based on the requirements to adequately complete the activity (weed inspections) to achieve compliance. You may need 2 or you may need 10+ inspectors for this activity. For example, if your target is 5 inspectors and you appoint 3 or 7 (output), there is a difference between the target and output that may require an explanation as to what changed in your municipality to warrant a decrease or increase in the number of inspectors appointed.

The type of activity will determine whether you have targets. Collectively these outputs are used to credibly report on the results of your activities and demonstrate that your goals/objectives were met.

Schedule "A" Application

Must be submitted with the signed application form and is DUE: January 31st, 2025.

Part A (must be completed for all applications)

Legislative Stream Situation Statement (A brief overview on what informs your ASB program)

The Municipal District of Greenview No. 16 is in Northwest Alberta, encompassing approximately 8,151,772 acres of land. About 311,761 acres are arable land, 562,496 acres is pasture or perennial cropland and the remainder of approximately 7,277,515 acres is Crown and Municipal lands.

Greenview contains mainly gray soils in the agricultural area and a few small areas of thin black soils. It also includes three natural regions: Boreal Forest, Foothills, and the Rocky Mountains, as well as six natural sub-regions: Dry Mixed Wood, Central Mixed Wood, Upper Foothills, Lower Foothills, Alpine, and Sub-Alpine.

Annual crop production is predominant in the Valleyview, Debolt, and Grovedale areas of Greenview. Livestock production consists of over 58,000 cattle, 400 goats, 1600 sheep, 4900 bison, 73,000 chickens, and five bee colonies along the Wapiti, Little Smoky, Smoky, and Simmonette Rivers tributaries and four grazing reserves. Three Hutterite Colonies comprise a small number of intensive livestock operations. The approximate number of Agricultural Operations in Greenview is 492 with an average of 1100 acres. The average total operating revenue of Greenview agricultural operations in 2020 was \$192,636 with an average value of the operation sitting at \$2,123,227. The predominant agricultural operation type is cattle ranching with 63% of operators owning the land and 50% practicing in-field winter grazing/feeding. Only 12% of respondents have a succession plan in place and 61% of producers are over the aged of 55. Only 11% of producers are 35 or under with another 29% being between 35-54.

Greenview's resident population is over 9600 people. This population includes the Hamlets of Little Smoky, Crooked Creek, Ridgevalley, DeBolt, Landry Heights, Grovedale, Wapiti and Grande Cache. Greenview also has seven cooperatives in the Grande Cache area: Wanyandie East, Wanyandie West, Victor Lake, Joachim, Susa Creek, Kamisak and Muskeg Seepee. Sturgeon Lake Cree Nation is also within Greenview boundaries. Including all Cooperatives, Enterprises, and the Sturgeon Lake Cree First Nation, the population within Greenview boundaries is over 13,000.

Greenview's local roads are calculated at 2135.26km and broken down as: 1942.39km gravel and 192.87km paved.

Strategic Agricultural Priorities (add additional rows for priorities as needed)

Priorities are not activities. They are based on the most significant legislated roles and responsibilities for compliance and the economic sustainability of producers and agriculture in your municipality/county informed by your situation statement.

Priority 1

Protect and improve the economic viability of agricultural production within Greenview through advocacy, agriculturally informed policy creation and maintenance, programming, outreach, and extension.

Priority 2

Stewardship will be fostered through the actions and programming of the Agricultural Service Board, the department, and in collaboration with external organizations.

Priority 3

Growth of the industry will be encouraged through support of innovation, education, and community.

Priority 4

Sustainability will be considered in all departmental decision-making through measurement of environmental, social and economic impacts as well as fostered by extension and outreach to residents.

Insert additional rows to identify all priorities that will be addressed in your application under the Legislative Stream.

Goal Area #1: Delivery/Support of the *Agricultural Services Board Act (ASBA)*

Goal 1-1

Objective

Advocate for Greenview producers by continued participation in the Provincial ASB Resolution process- including review of resolution grading and reporting back to the Provincial Committee

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Administration shall keep the Board apprised of Provincial ASB Committee Communications and encourage members to sign up for email notifications.
2. Administration shall present Resolution Report Card Documents to the Board in a timely fashion
3. Annual consideration of priorities to consider if resolutions should be drafted by April annually
4. Submission of resolutions to regional resolution committee, when applicable

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. Increased participation and involvement in advocacy on behalf of local producers by Greenview ASB
2. Resolution response grading submitted by deadline to the Provincial Committee annually
3. Annual attendance and participation at the Regional and Provincial ASB Conference
4. Increased number of resolutions produced to advocate on behalf of Greenview producers.

Goal 1-2

Objective

Empower ASB Members by continued delivery annually of an orientation covering the expected duties and responsibilities of the Board along with governance of the board, adherence and compliance with the Acts (APA, WCA, ASB, SCA, AHA).

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Administration shall develop an annual Orientation presentation and document for the betterment and development of Greenview ASB
2. Development of the annual ASB strategic business plan
3. Development of the Annual Report from the ASB to Council
4. Development of the annual policy review schedule for the ASB policies related to the Acts as stated above.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. ASB Orientation scheduled and delivered after annual organizational meeting on an annual basis
2. Approval of the annual ASB strategic business plan
3. Approval of the annual report to Council by motion
4. Implementation of the annual policy review schedule, # of policies reviewed

Goal 1-3

Objective

Provide and maintain an extensive fleet of agricultural rental equipment, with a focus on infrequently used but costly equipment and equipment supporting the duties of the Agricultural Service Board as listed within the ASB Act.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Ensure the rental fleet is adequately maintained to maximize availability
2. Track usage by rental days and report utilization to the ASB and Council
3. Enter into an agreement with Alberta Agriculture and Irrigation to ensure availability of water pump and pipe trailer to support improved water management by producers

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of repairs done to equipment to maintain function
2. # of rental days
3. # of bookings of Alberta Agriculture and Irrigation water pump and pipe trailer annually

Goal Area #2: Delivery/Support of the *Agricultural Pests Act* (APA)

Goal 2-1

Objective

Protect the agricultural resources of Greenview from legislated pest species in compliance with the Act, as well as monitoring for economically impactful species that are not legislatively required.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Inspect all canola fields for clubroot, verticillium longisporium, blackleg and sclerotinia on an annual basis
2. Send positive samples of clubroot for pathotypic testing to the University of Alberta
3. Participate in and report on the annual field surveys to the Alberta Agriculture and Irrigation Plant Pathologist
4. Participate in and report on the annual field surveys with the Alberta Agriculture and Irrigation Insect Specialist
5. Plan inspections for compliance of any existing pest notices to be completed prior to four-leaf stage to ensure any required control efforts will be effective and early, limiting pest propagation while allowing producers to have a production year on fields requiring destruction, as per Greenview ASB Policy active measures
6. Plan field inspections for listed canola pests to be DNA confirmed well ahead of harvest to allow producers to begin management of the pest within discovery season.
7. Ensure Intermunicipal Appeal Committee is appointed by Council in January, annually
8. Ensure Pest Inspectors are appointed annually
9. When required by Greenview Policy 6308: Clubroot of Canola, issue pest notices

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of fields inspected
2. # of Provincial surveys conducted
3. # of notices and/or enforcements and/or % of voluntary compliance
4. Appointment of Intermunicipal Appeal Committee completed by motion of Council in January, annually
5. # of fields pathotyped for clubroot
6. # of pest inspectors appointed

Goal 2-2

Objective

In support of the Agricultural Pests Act, Greenview shall provide control assistance to Greenview ratepayers for species listed under the Pest and Nuisance Control regulation as well as proactively identify and decrease incidence of predation experienced by local livestock producer.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Assess problem wildlife locations for potential mitigation, tours of problem areas in cases of livestock predation and harrassment from Coyote, as well as large predator.
2. Cultivate and grow current relationships with core organizations to increase the reach of Greenview's problem wildlife program such as Alberta Trappers Association, Grazing Associations, Community Pasture, Northern Grazing Association, and neighbouring municipalities
3. Establish surveillance along Greenview's border with Woodlands County to assess potential Wild Boar locations
4. Continue building on the GIS Map with reoccurring predation and harrassment sites, trap geolocates, and harvest geolocates, skunk trapping with heat mnapping to geographically identify areas of concern requiring increased surveillance

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of site assessments for attractants exacerbating livestock harassmt from coyote
2. # of problem coyote dispatched
3. # of wild boar sightings confirmed
4. # of problem skunk dispatched
- 5.

Goal Area #3: Delivery/Support of the Soil Conservation Act (SCA)

Goal 3-1

Objective

Remain vigilant and aware of potential soil erosion issues within Greenview and maintain programming aimed at reducing the risk of erosion.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Inclusion of equipment aimed at reducing risk of erosion in the ASB Rental Fleet
2. Inspection of any erosion complaints received
3. Routine inspection of landscape for potential erosion issues regardless of complaint
4. Work with landowners experiencing erosion to come to an amicable solution in compliance with the SCA

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of rental days of erosion reduction equipment
2. # of inspection conducted
3. # of one-on-one meetings conducted, if required.

Goal 3-2

Objective

Reduce municipal contributions to potential sources of increased soil erosion risk related to unvegetated road works, construction sites, bridge files.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1, 2, and 4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Maintain a seeding regime and seed selection that takes into consideration the agronomic climate of the area for use by Greenview operations, construction and engineering, utilities and water management departments
2. Identify and seed via hydroseeding locations that are bare in Greenview ROW, adjacent to bridges, using tackifier when encountering slope to reduce erosion potential
- 3.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of acres seeded
2. # of sites impacted by recommendations

3.

Goal Area #4: Delivery/Support of the *Weed Control Act* (WCA)

Goal 4-1

Objective

Implement measures to prevent the establishment of and control the spread of regulated weeds species and species elevated as such within Greenview on all public and private lands within the boundaries of Greenview to protect agricultural production, the environment, and the local aesthetic.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Appointment of weeds inspectors on an annual basis
2. Inspection of publicly and privately held lands for infestations annually
3. Control Greenview Right-of-ways in a three year rotation
4. When required, issue weed notices to those refusing to control

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of inspectors appointed by Council
2. # of documented infestations vs % of controlled infestations
3. # of kilometers controlled
4. # of weed notices
5. # of enforcements

Goal 4-2

Objective

Maintain programs aimed at assisting ratepayers and municipalities within Greenview at controlling or destroying infestations of regulated weed species

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Provide grants and supportive services to the Town of Valleyview and Town of Fox Creek for control of infestations within their municipalities
2. Maintain the Weed Incentive Program to proactively assist ratepayers with control of regulated weed species
3. Provide the 2 acre private herbicide program to assist ratepayers with small infestations of regulated weed species prior to infestations growing larger
4. Provide a "No Spray" program to interested ratepayers to opt-out of rotational control in the ditch adjacent to their property with them instead performing control, with a July 15th deadline, where

Greenview will control and remaining regulated species in said ditch

5. Provide the Rural Acreage Owner Program to ratepayers to assist with accessing effective herbicides for regulated weed species
6. Calibration of all rental spray equipment with generation of a rate of application placard with each rental piece to ensure producers apply at the right rate for effective control.
7. Provide assistance in calculation of application rate as to mixing ratios for equipment
8. Offer assistance in calibration of producer-owned equipment to ensure the proper rate of application is being achieved

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of Town grant applications annually
2. # of Weed Incentive Program participants annually
3. # of private spray request completions annually
4. # of ditches requiring spray after deadline in No Spray program
5. # of calibrated equipment rental days
6. # of rate calculations provided
7. # of producer owned equipment calibrated annually

Goal Area #5: Delivery/Support of the *Animal Health Act* (AHA)

Goal 5-1

Objective

Maintain funding for Veterinary Services Incorporated and the Livestock Innovation Initiative to assist in the recruitment and retention of veterinary services to Greenview, better ensuring local producers have access to veterinary care to realize improved animal health practices and better realize early detection of reportable and notifiable disease.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Maintain the Veterinary Services Incorporated (VSI) funding, which provides funds for herd health based care
2. Maintain funding for the Livestock Innovation Initiative, to better equip veterinarians allowing them to cover greater geographical area
3. Provide support to a veterinary practice with subsidization of business expenses

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of services provided through VSI
2. # of applicants to Livestock Innovation Initiative
3. # of services provided by Greenview Veterinary Clinic

Goal 5-2

Objective

Maintain records associated with the VSI program as a database of producers in the case of disease outbreak and/or emergency situations to more effectively support priorities under the AHA

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Ensure the GIS map and associated database of VSI participants is up to date to serve as a geographically referenced list for entry permits in cases of emergency, maintain in case of reports of notifiable and/or reportable disease that results in quarantine zones under the Chief Provincial Vet and/or Canadian Food Inspection Agency. Report geographic specifics to Greenview emergency personnel, should it be required.
2. Maintain and make available the Greenview Farm/Ranch Wildfire Workbook to empower producers to make proactive emergency plans tailored to their operation specifically
3. Participate in Incident Command Training to ensure Agricultural Producers unique needs and requirements are recognized and considered during municipal management of emergency situations.
4. Develop a Reportable and Notifiable Disease response plan for Greenview

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of updates annually to GIS
2. # of hard copy and digital format workbooks handed out, # of downloads from website annually
3. # of Agricultural Services Staff training in ICS 100-300
4. Development and delivery of a Reportable and Notifiable Disease Response Plan, with associated policy and bylaws, if required, by 2029

Goal Area #6: Support of Outreach Programming for Legislation (Awareness & Education)

By legislation, for each outreach activity, identify if you are directly delivering, partnering (ID municipality or group) or supporting financially another organization to deliver for you (who is doing the activity for you).

Goal 6-1

Objective

Ensure producers are aware of and can participate in the priorities of the Agricultural Services Board, as well as engaging producers in extension activities that related to economic viability

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

- Describe
Promotion of the Agricultural Equipment rental program via newsletter, website, QR code cards, social media Direct Partner Contract
- Describe
Partner with agricultural financial insitutions such as FCC, AFSC, ATB, FMC, for agricultural finance presentations Direct Partner Contract
- Describe
Extension events and articles pertaining to economic viability as it relates to agricultural production Direct Partner Contract
- Describe
Promotion of the ASB itself, with photos of all members on website, as well as delegation request form Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

- # of rental days
- # of attendees at agricultural finance presentations
- # of events held, # of attendees
- # of delegations from producers annually, # of access of ASB site

Goal 6-2

Objective

Ensure producers are aware of and have opportunity to participate in agricultural pest related extension and outreach

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe
Annual generation of Greenview "RISK MAP" Direct Partner Contract
2. Describe
Annual Pest Information Session Direct Partner Contract
3. Describe
Annual participation in and promotion of the Prairie Pest Monitor surveys and risk maps Direct Partner Contract
4. Describe
Annual generation of article to inform current crop pest situation within Greenview Direct Partner Contract
5. Describe
Provide information on exclusion strategies to reduce impact of increased population of skunk on Greenview ratepayers, provide assistance in removal of problem skunk Direct Partner Contract
6. Describe
Provide training for local ratepayers related to managing problem vertebrates on their property Direct Partner Contract
7. Describe
Increase reporting of wild boar via the "Squeal on Pigs" wildlife camera and reporting incentive Direct Partner Contract
8. Describe
Elimination of toxicant use during recall and moving forward with the utilization of year round foothold trapping, reducing potential off target snaring Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1. # of maps accessed via website
2. # of maps handed out
3. # of clicks on Prairie Pest Monitor web link via website and facebook
4. # of participants in annual crop pest extension event
5. # of clicks to access article via website and facebook for vertebrate, insect and disease pest information
6. # of one-on-one and operation assessments related to exclusion of skunk, reduction in attractants of coyote
7. # of reports of wild boar sightings
8. # of problem coyote dispatched via foothold trap

Goal 6-3

Objective

Improve awareness of water and wind related erosion within Greenview as well as steps to avoid erosion.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation.

Identify name or description of event, partner etc.

- 1. Describe
 Direct Partner Contract
- 2. Describe
 Direct Partner Contract
- 3. Describe
 Direct Partner Contract
- 4. Describe
 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

- 1.
- 2.
- 3.

Goal 6-4

Objective

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation.

Identify name or description of event, partner etc.

- 1. Describe
 Direct Partner Contract
- 2. Describe
 Direct Partner Contract
- 3. Describe
 Direct Partner Contract
- 4. Describe
 Direct Partner Contract
- 5. Describe
 Direct Partner Contract
- 6. Describe
 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1. # of clicks, views, comments, interactions with campaign posts
2. # of attendees at workshops
3. # of Invasive Plant Guides handed out annually

Goal 6-5

Objective

Maintain a listing of the Reportable and Notifiable diseases and promote veterinary outreach regarding animal health

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe
Maintain website listing of all reportable and notifiable diseases Direct Partner Contract
2. Describe
Promote veterinary practices outreach efforts to inform producers of notifiable and reportable diseases and other regionally pertinent animal health related initiatives. Direct Partner Contract
3. Describe
Maintain and promote Greenview Farm/Ranch Wildfire Workbook for use by Greenview ratepayers to proactively prepare for emergencies. Direct Partner Contract
4. Describe
Development of a municipal strategy to respond to reportable and notifiable disease Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1. # clicks
2. # of promotions via social media and website
3. # downloads, hardcopy, digital copy handed out

Goal Area #7: Support of Extension Programming to Benefit Producers (Awareness & Education)

For each extension activity, identify if you are directly delivering, partnering (ID municipality or group) or supporting financially another organization to deliver for you (who is doing the activity for you).

Goal 7-1

Objective

To provide grain producers with unbiased local agronomic research related to crop production, including turf and forage seed production, Greenview supports SARDA in their plot and field trials.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

- 1. Describe Direct Partner Contract
- 2. Describe Direct Partner Contract
- 3. Describe Direct Partner Contract
- 4. Describe Direct Partner Contract
- 5. Describe Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

- 1.
- 2.
- 3.
- 4.

Goal 7-2

Objective

To provide livestock producers with unbiased local livestock related research, Greenview supports Peace Country Beef and Forage (PCBFA) in their plot and field trials.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe
 Direct Partner Contract
2. Describe
 Direct Partner Contract
3. Describe
 Direct Partner Contract
4. Describe
 Direct Partner Contract
5. Describe
 Direct Partner Contract
6. Describe
 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1.
2.
3.
4.
5.
6.

Capital Purchases: for each year, where known, please identify the capital items you intend to purchase to support a goal area. (Maximum \$5,000/year for all capital purchases under Legislative Stream.)

Legislative Stream Goal Areas	Item Description				
	2025	2026	2027	2028	2029
ASB – Goal Area 1	Agricultural Rental Equipment replacements	Agricultural Rental Equipment replacements	Agricultural Rental Equipment replacements	Agricultural Rental Equipment replacements	Agricultural Rental Equipment replacements
APA – Goal Area 2					
SCA – Goal Area 3					
WCA – Goal Area 4					
AHA – Goal Area 5					
Outreach – Goal Area 6					
Extension – Goal Area 7					

Legislative Funding Stream - Detailed Estimated Statement of Expenditures.

Calendar Year	A. Staffing	B. Program Activities	C. Capital Expenditures	D. Total Annual Budget (A+B+C)
2025	\$1,673,073.00	\$929,220.00	\$45,000.00	\$2,647,293.00
2026	\$1,726,141.00	\$929,220.00	\$45,000.00	\$2,700,361.00
2027	\$1,773,741.00	\$929,220.00	\$45,000.00	\$2,747,961.00
2028	\$1,798,608.00	\$929,220.00	\$45,000.00	\$2,772,828.00
2029	\$1,826,494.00	\$929,220.00	\$45,000.00	\$2,800,714.00
	Total A \$8,798,057.00	Total B \$4,646,100.00	Total C \$225,000.00	Total D \$13,669,157.00

Staffing: includes salary, wages, benefits, and professional development of ASB staff.

*Please include entire municipal ASB budget estimate that includes the amounts budgeted for ASB grant funds.

Part B (include if applying for Resource Management)

Resource Management Stream Definitions

Formal Municipal Partners

A municipal partner recognized by a contractual agreement (i.e., formal partnership agreement) with the applicant. Specific roles and responsibilities for each partner must be clearly identified.

Collaborating Organizations

Organizations working with the applicant to achieve a common goal. This can involve the sharing of ideas, resources, and/or responsibilities. No formal partnership agreement is required.

Resource Management Situation Statement

A situation statement describes the current environmental condition/status of the municipality and should be used to build a relevant resource management program application. This statement should include a local needs assessment to identify environmental issues and priorities in your area. Examples of components in a resource management situation statement may include:

- Overall environmental conditions, challenges, and/or opportunities, within the municipality for each of the resource management areas (soil, air, water, biodiversity, and greenhouse gas reduction).
- A summary highlighting a recent local needs assessment of the municipality.

Program History

Provides background and discusses previous environmental programming in the municipality, such as:

- History of environmental extension programming;
- Resources used to deliver previous programming (technical capacity, equipment, staffing levels);
- Program continuity and past successes; and,
- Partnerships and/or collaborations with local organizations and/or neighboring municipalities.

SMART Goal

Goals are issue-oriented statements that define the ultimate, often long-term, outcome. They are clear statements of anticipated results or a desired change. SMART goals are specific, measurable, achievable, relevant, and time-specific. When setting goals think about the desired outcome and/or end results you are trying to achieve.

Strategy

A strategy is the approach or plan chosen to achieve a goal. Strategies help to determine what activities are needed to achieve the desired outcome and/or end results defined by your goal. Multiple strategies can be used for a single goal.

Activities

Activities are the smaller and more specific tasks or "steps" within a given strategy that are used to move toward the desired outcome and/or end results defined by your goal. Examples of activities used to achieve extension include, but are not limited to:

- **Consultation** – an interaction between the municipality and a producer, such as an in-person meeting, phone call, video call, or email conversation, that directly contributes to a resource management goal.
- **Event** – any in-person or live virtual event related to resource management goals for which the municipality was a host, collaborator, or sponsor. For example, a presentation, workshop, trade show, field tour, crop walk, beneficial management practice demonstration, or webinar.
- **Written or Video Material** – any written (hardcopy or digital) or video materials, such as newspapers, newsletters, fact sheets, articles, peer-reviewed articles, technical reports, social media posts, podcasts, or webinar recordings, used to communicate resource management goals.

Performance Measures

Performance measures are quantifiable and demonstrate progress toward achievement of activities, strategies, and goals. There are several types of performance measures: □

- **Input Measures** – report on the resources dedicated to an activity, strategy, or goal (e.g., staffing, capital purchases, etc.).
- **Output Measures** – identify how much work was performed, or tasks completed (e.g., number of events, consultations, written materials).
- **Outcome (Goal) Measures** – identify the progress made toward the desired outcome and/or end results identified by a goal and its associated strategies.

Complete if applying for Resource Management Funding Stream – Due January 31st, 2025

Resource Management Funding Stream Application

Roles and Responsibilities of Applicant and Formal Municipal Partners:

Please list the names of all municipalities included under a formal partnership agreement, if applicable. Identify the roles and responsibilities of the Applicant and each municipal partner.

Roles and Responsibilities of Collaborating Organizations:

Please list the names of all participating Applied Research/Forage Associations and/or other collaborators, if applicable. Identify the roles and responsibilities of each collaborator under the Resource Management Stream program.

Work with the Mighty Peace Watershed has been important to the program as it informs the department on potential projects moving forward in relation to SCAP and OFCAF grant funding. Other collaborators are sought programming, extension, and outreach deliverable dependent. Some of these collaborators include Peace Country Beef and Forage Association, Native Bee Council, Alberta Invasive Species Council, ATTS Group, Lesser Slave Watershed Council, Athabasca Watershed Council, Riparian Management Society, Holistic Management Canada, SARDA, Peace Region Rural Municipalities, and more.

These collaborations are on an as needed basis, with costs being split when working together is mutually beneficial.

Resource Management Situation Statement:

Please provide a brief description of current and emerging resource management (soil, air, water, biodiversity, and greenhouse gas reductions) challenges and risks for your region. Applicants with formal municipal partnerships can provide a collective statement for the whole region covered by the partnership, or by individual municipality.

The Municipal District of Greenview No. 16 is comprised of many different landscapes and ecosystems. In the southwest portion of the municipality the soils are Brunisols and Gray Luvisols over the mountainous area surrounding Grande Cache, in the Montane, Sub-alpine, and Alpine regions. The majority of Greenview is comprised of Gray Luvisols on Upper and Lower Foothills. In certain portions of the northern section of Greenview there are Dark Gray Luvisols in the Dry Mixedwood and Peace River Parkland regions.

Greenview includes two main Alberta river basins, the Peace River Basin and the Athabasca River Basin. This includes three major watersheds, the Peace River, Lesser Slave Lake, and Athabasca River.

Greenview contains approximately 200 waterbodies with an approximate 700km worth of shoreline. There is approximately 440mm-585mm of annual precipitation, depending on location. In the privately owned areas, there is less annual precipitation than there is in the green zone.

Data from 2021 shows that Greenview produced 6,158,389.7 tonnes of CO2 equivalent emissions. This is equal to 656,334 tonnes per 1000 people. Over the next 5 years emissions are expected to increase by 175.42%.

The average area of farms in Greenview in 2021 was 450.44 hectares. There was 56.3% of farms reporting as a sole proprietorship. 30.8% of farms are operating in a partnership. 12.2% of farms are in a family corporation. 11.79% of farms report having a succession plan in 2021.

Cropland in Greenview peaked in 2011 with 305, 074 acres which has now been on a steady decline. In 2021 there were 267, 123 acres in cropland. This was a -7.86% change from 2016. However, barley as a crop has had a large increase over the last five years, increasing 53.9% from 2016 to 27, 576ac in 2021.

Since 2016 Greenview has faced a -7.87% decline in the number of farms, totaling 492 in the 2021 census. The largest number of farms is in the 1120 acres and more category. The largest declines have been in farms of 180-239 acres and in 760acres to 1119 acres. On average there are 1.49 farms per 100km2. There has been a 19.1% increase in the number of cattle in Greenview over the last 5 years. Greenview has an average of 150 cattle per 100km2.

From 2022 to 2023 there was a 6.96% increase in the property assessments in Greenview, increasing from

13.4B to 14.3B. Farmland, however, has been mostly stable going from a value of \$56.1M in 2022 to \$56M in 2023.

Program History:

Please provide a brief overview of your ASB Resource Management 2020-2024 extension program and/or other resource management extension provided by the municipality. This may include highlights of successes and challenges, as well as, how those challenges were overcome. Applicants with formal municipal partnerships can provide a collective statement for the whole region cover by the partnership, or by individual municipality.

Since 2016, Greenview partnered with Northern Sunrise County and the MD of Smoky River in a joint Resource Management application to the benefit of SARDA. This met with limited success in extension and resource management deliverables for Greenview producers. In 2022, Greenview hired a Landcare Coordinator and since that time, has been completing multiple deliverables that fit nicely within the Resource Management Grant objectives. In 2024, the Greenview ASB motioned to pursue Resource Management Grant funding to apply to Greenviews' Extension and Outreach program to continue with the successes realized with the current programming and into the future.

Resource Management Staffing:

Please provide an overview of the current full-time, part-time, and seasonal staffing capacity and/or future staffing needs for Resource Management extension. Applicants with formal municipal partnerships may provide a collective statement for the whole region cover by the partnership, or by individual municipality. This section should include anticipated staffing support from collaborating organizations.

Currently, Greenview employs one full-time Landcare Coordinator whose focus is on extension and outreach. This extension and outreach is predominantly related to resource management but includes extension and outreach related to extension and outreach under the Legislative Stream as well.

Environmental Farm Plan (EFP) Delivery SMART Goal:

Greenview will provide EFP technical assistance towards plan completion to 5 Greenview producers annually.

Strategies

1. Increase awareness of EFP program within Greenview
2. Increase awareness of the available resource management related staff to Greenview producers
3. Development of resources for Greenview producers related to EFP

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
Host 2 event annually that spotlights the EFP program	Working with ARECA, delivery program approved messaging aimed at encouraging uptake of the EFP program	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Maintain EFP Technician status through participation in annual EFP training events	Working with ARECA to ensure technician stays up-to-date with potential changes, incorporate changes into programming	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
One on one meetings with producers	Provide direct support in EFP generation to Greenview producers to increase completion of EFPs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Generate a promotion campaign including articles and advertisements for use through Greenview website and social media	Working with ARECA, develop articles with testimonials from local producers related to EFP for use in digital advertising.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Performance Measures

1. # of one-on-one sessions held
2. # of EFP plans in progress
3. # of EFP plans completed
4. # of extension events highlighting EFP
5. # of attendees at each event
6. # of accessed EFP Promotion articles, advertisements

Sustainable Canadian Agricultural Partnership SMART Goal:

Greenview will promote SCAP and subsequent programming available after 2028, assisting 5 local producers annually in SCAP grant application and project implementation.

Strategies

1. Increase awareness of SCAP programming, and what SCAP may evolve into after 2028, available to producers
2. Increased awareness of Greenview based resource available to assist producers
3. Development of resources for Greenview producers related to SCAP

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
Promotion of Agricultural Water Management programming, leveraging recent dry conditions	Working with AGI, increase awareness of the water mgmt program and emphasize the opportunity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Promotion of agricultural producers formalizing water rights under the water act as part of sustainable agricultural water management	Advocate for the formalization of producers water rights prior to the Peace River basin even remotely approaching overallocation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Host events highlighting available SCAP programming, including when programs open for submission, submission deadlines, and an understanding that the programming may change in 2029.	The Landcare Coordinator will act as a resource to area producers in project planning, grant application and project implementation, requiring the Coordinator to stay up to date on the programming as it moves through its cycle.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Generate a promotion campaign including articles and advertisements for use through Greenview website and social media	Working with AGI, develop articles with testimonials from local producers related to SCAP for use in digital advertising.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
One on one meetings with producers	Provide direct support in SCAP project development and	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

	applications to Greenview producers to increase BMP adoption within the municipality.					
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Performance Measures

1. # of SCAP applications made by Greenview producers with Landcare Coordinator assistance
2. # of projects planned
3. # of one-on-one meetings
4. # of events held highlighting SCAP programming
5. # of attendees at hosted events
6. # of clicks on promotional material or articles
7. # of producers formalizing water rights

Local Resource Management Extension SMART Goal

Greenview shall deliver the Riparian and Agricultural Sustainability Support program to assist Greenview producers with the adoption of beneficial management practices related to A) Offsite watering systems; B) Livestock or machinery watercourse crossings; C) Beaver pond levelers or exclusion fencing; D) Establishment or enhancement of vegetation along riparian areas; E) Fencing off dugouts or riparian areas (including portable electric fencing); F) Replacement or repairs to an existing fence, if placed in a riparian or environmentally sensitive area. This program has a per applicant maximum of \$5,000 with a 50% cost share and annual budget of \$30,000

Strategies

1. Increase awareness of program through outreach and extension
2. Increase awareness of program through social media and website
3. Support of local producers moving to more sustainable practices

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
One-on-one meeting and assistance in project planning and program application	Greenview will support the producer through the planning, implementation and application process. Additionally, if the project is more substantial, Greenview will suggest other programs that may be a better fit.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Inspection and approval of completed works prior to payment	A riparian health assessment is completed prior to project implementation and inspected to ensure it stays in place for 5 consecutive years.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1. # of applicants
2. # of acres enrolled in program

Local Resource Management Extension SMART Goal

Greenview shall support local producers in applying to the On-Farm Climate Action Fund

Strategies

1. Promote Greenview as a resource to assist with OFCAF, and any related evolution of the program after 2028, project review and support through the application process
2. Maintain micro-credentials related to cover cropping, rotational grazing and nitrogen management through pro-active professional development
3. Advertise coming application deadlines

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
Provide CCA approval of OFCAF projects, when appropriate and warranted, while also working with the producer to increase likelihood of approval	Landcare Coordinator: Review project and overall application to assist producer in meeting program requirements, increasing likelihood of successful application Manager: review application to provide sign off	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1. # of one-on-one meetings with potential applicants
2. # of projects reviewed
3. # of projects approved
4. # of impacted acres
5. # advertisement accessed, clicked on
6. # of professional development opportunities to remain up to date

Local Resource Management Extension SMART Goal

Delivery of Greenviews Producer- led and informed Outreach and Extension programming in support of beneficial management practice adoption.

Strategies

1. Utilizing the projects and grant applications submitted or assisted on, Greenview will tailor extension and outreach tow hat producers are seeking more information and/or education on.
2. After each event hosted by Greenview, collect data from attendees as to programming they would like to see related to education and BMP Adoption

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
Host a minimum of 5 extension opportunities directly related to Resource Management priorities of air, soil, water, GHG and biodiversity	The Landcare Coordinator shall plan and execute a minimum of 5 workshops related tot he listed Resource Management priorities annually	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Have topics informed by evaluation forms from Greenview producers	The Landcare coordinator shall perform surveys of Greenview producers and evaluation forms of hosted events to assist in generating events and opportunities that are requested by Greenview producers, tracking these request on an ongoing basis	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1. # of events held
2. # of attendees at each event
3. # of project leads generated
4. # of grant application leads generated
5. # of EFP leads generated
6. Event attendee satisfaction rating tracking

Requested Annual Resource Management Funding Amount		
Staffing	Extension Activities	Total
\$30,000.00	\$30,000.00	\$60,000.00

Annual Contribution to Resource Management Programming					
Municipalities/Collaborators	Staffing		Extension Activities		Municipalities/ Collaborators Total
	Cash	In-kind	Cash	In-kind	
MD of Greenview	\$131,210.00	\$78,000.00	\$89,500.00	\$85,000.00	\$383,710.00
					\$0.00
					\$0.00
Grand Total	\$209,210.00		\$174,500.00		\$383,710.00

Staffing: The salary, wages, benefits, and professional development of staff delivering ASB Resource Management extension programming.

Cash: A monetary amount.

In-kind: A product or service that has a defined value.

Part C (include if eligible for Rat Control Program)

Rat Control Funding Stream Application

Complete if eligible for the Rat Control Funding Stream – Due January 31st, 2025

Participating Municipality Team Members Include Name and Training Date		
Name	Training Date of Authorized Contributor	Pesticide Applicator Certificate Number

Rat Control Program Stream

Goal: Deliver a program of rat control to eliminate all rat infestations in the rat control zone, and to prevent the establishment and spreading of rats within Alberta.

Strategy: Actively monitor the rat control program zone within each municipal boundary you are inspecting in, identify inspections sites, and inspect each identified inspection site as prescribed in Appendix 2, Terms and Conditions.

Performance Measures for Reporting

- # sites inspected - report numbers for ranges inspected each month*
- # rat infestations confirmed
- # rat infestations successfully eradicated
- # confirmed rat infestations carried over for follow up (including any sites still under active infestation management)
- Maintain a bait use and distribution system for each product/container type by quantity and month you used and distributed to eligible landowners for control and eradication.
- *GPS site location information is to be submitted in a separate report, annually to Rat Control Program.
- In the application, please identify the target number (#) of sites by range you will inspect within each municipal boundary and the authorized contributor that will be doing the inspections.
- Report actual number (#) sites inspected, (#) confirmed rat infestations and (#) rat infestations eradicated by range for annual reporting. If required include sites for Range 3.
- Identify the # of sites targeted for inspection by range (as per 6.5 a), b) within each municipal boundary.
- If your municipality is not listed as per 6.5 (b) (ii), (iii) write NA for ranges 2 and 3.

Describe your Activities	Authorized Contributor(s) i.e. authorized pest control officer	Range	Target # Sites Inspected				
			2025	2026	2027	2028	2029
		Range 1					
		Range 2					

7. Certification and Mandatory Signatures for Application

I certify that the information given on this Application is true and correct to the best of my knowledge.
I am authorized by the Applicant to submit this application on its behalf.

_____ Authorized Name	_____ Authorized Title
_____ Date yyyy-mm-dd	_____ Authorized Signature
_____ Second Authorized Name	_____ Second Authorized Title
_____ Date yyyy-mm-dd	_____ Second Authorized Signature



2024-2025

ASB STRATEGIC PLAN

AGRICULTURAL SERVICES

Executive Summary

The Municipal District of Greenview No. 16 is in Northwest Alberta, encompassing approximately 8,151,772 acres of land. About 311,761 acres are arable land, 562,496 acres is pasture or perennial cropland and the remainder of approximately 7,277,515 acres is Crown and Municipal lands.

Greenview contains mainly gray soils in the agricultural area and a few small areas of thin black soils. It also includes three natural regions: Boreal Forest, Foothills, and the Rocky Mountains, as well as six natural sub-regions: Dry Mixed Wood, Central Mixed Wood, Upper Foothills, Lower Foothills, Alpine, and Sub-Alpine.

Annual crop production is predominant in the Valleyview, Debolt, and Grovedale areas of Greenview. Livestock production consists of over 58,000 cattle, 400 goats, 1600 sheep, 4900 bison, 73,000 chickens, and five bee colonies along the Wapiti, Little Smoky, Smoky, and Simmonette Rivers tributaries and four grazing reserves. Three Hutterite Colonies comprise a small number of intensive livestock operations. The approximate number of farms in Greenview is 500, with an average of 1100 acres. The average total operating revenue of Greenview agricultural operations in 2020 was \$192,636 with an average value of the operation sitting at \$2,123,227. The predominant agricultural operation type is cattle ranching with 63% of operators owning the land and 50% practicing in-field winter grazing/feeding. Only 12% of respondents have a succession plan in place and 61% of producers are over the aged of 55. Only 11% of producers are 35 or under with another 29% being between 35-54.

Greenview's resident population is over 9600 people. This population includes the Hamlets of Little Smoky, Crooked Creek, Ridgevalley, DeBolt, Landry Heights, Grovedale, Wapiti and Grande Cache. Greenview also has seven cooperatives in the Grande Cache area: Wanyandie East, Wanyandie West, Victor Lake, Joachim, Susa Creek, Kamisak and Muskeg Seepee. Sturgeon Lake Cree Nation is also within Greenview boundaries. Including all Cooperatives, Enterprises, and the Sturgeon Lake Cree First Nation, the population within Greenview boundaries is over 13,000.

Greenview's local roads are calculated at 2135.26km and broken down as: 1942.39km gravel and 192.87km paved.

VISION: Greenview Agricultural Services is a focused and forward-thinking department that supports vibrant rural communities and connectivity, promotes sustainable industry growth, and fosters continuing education in the ever-evolving field of agriculture.

MISSION: The Greenview Agricultural Service Department provides education, advice, support, and guidance to all community members concerning soil and water conservation, weed and pest control, and environmental concerns. While these topics are chiefly agricultural, it is through the incorporation of the community as a whole that the industry's sustainability is realized.

VALUES: **Growth-** Will be encouraged through support of innovation, education and community.

Sustainability- This Will impact all departmental decision-making through measurement of environmental, social and economic impacts.

Stewardship- This Will be fostered through the actions of the ASB, the organizations we partner with and the extension events we organize.

Our unique and widespread landscape requires an Agricultural Services department staffed by a Manager, two supervisors, a landcare coordinator, two problem wildlife officers and an Administrative Assistant employed on a permanent full-time basis. In addition, Greenview hires 22-25 employees for 4-6 months to assist in running Greenview's seasonal programs. In addition, Greenview collaborates with local producer and stewardship groups for added value and assistance to our local producers: offering extension events, project planning, on-farm aid, and other complementary initiatives. These groups include:

- The Peace Country Beef & Forage Association (PCBFA): PCBFA employs four full-time employees that specialize in the fields of cattle and grazing management, animal nutrition, whole-farm systems, nutrient management, crop and soil science, and natural resources management.

- SARDA Agricultural Research is committed to a long-term program with the following objectives: a) To achieve sustainable agriculture production and profit for producers b) To stimulate and conduct applied research and demonstration to provide a basis for recommendations and a transfer of information and technology between research institutions, industry and local producers, c)To distribute information through publications of annual reports, newsletters, newspaper articles, Tradeshow, seminars, demonstrations and other available mediums, d) To be aware of the changing needs of producers in our community and to adjust our programs and mandate accordingly, e) To promote diversification into other agriculture sectors (livestock production, horticulture, and value added). f) To provide an opportunity for other organizations to plan and conduct applied research, demonstrations, and extension activities in the area.

- Mighty Peace Watershed Alliance is a multi-sector, not-for-profit society committed to planning for an ecologically healthy watershed while ensuring environmental, economic and social sustainability. Its active stakeholders and communities use consensus, adaptive management, and innovation to understand and promote living within the watershed. The MPWA's Board of Directors will report on the state of the watershed, lead watershed planning activities, promote best management practices and develop educational programs.

Greenview continues to prioritize environmental programs through various means, from creation of the Greenview Riparian and Agricultural Sustainability Supports program, assisting with

establishing off-site watering systems, fencing, and tree-planting for riparian restoration to implementing successful weed management and pest control programs that help our ecosystems thrive. Today, Greenview promotes the establishment of Environmental Farm Plans, Canada Agricultural Partnership projects, and various sustainable agricultural practices through our partnerships and programming. In 2023, an increased focus on the Verified Beef Program, the Canadian Roundtable for Sustainable Beef and the Canadian Roundtable for Sustainable Crops, complimented by GAP programming to enhance the current programming suite, will be developed.

To assist with on-farm environmental initiatives, Greenview also offers local producers the use of rental equipment at reasonable rates. The Greenview Equipment fleet is the most comprehensive municipal program in Alberta.

In 2025, Agricultural Services plans to build off of the successful 2024 year.

Department Mandate

The Manager and overall Agricultural Services Department is accountable to the Director of Community Services and provides support to the Agricultural Service Board (ASB) to implement their decisions, deliver their programming, and enforce applicable legislation. The **Agricultural Service Board Act** empowers the Board, and the Board is responsible for municipal adherence to the following legislation:

- Alberta Soil Conservation Act
- Alberta Agricultural Pests Act
- Alberta Weed Control Act
- *Support and adherence to Alberta Animal Health Act*
- *Support and adherence to Alberta Wildlife Act*
- *Support and adherence to Alberta Agricultural Operations and Practices Act*
- *Support and adherence to Alberta Water Act*

The Agricultural Services Department implements and administers the following programs in Greenview: Administration, Agricultural Service Board, Rental Program, Vegetation Management, Pest Control, Extension and Outreach, Veterinary Services and Beautification.

SWOT Analysis

Strengths

1. **Agricultural Community:** Most of the members of the local agricultural community have been in the area for many years, but there have been some new faces. The community is vibrant and supportive.
2. **Land Values:** While most of the Province is experiencing a drastic increase in land values, Greenview lands are still affordable compared to the national average.

3. **Agronomic Potential:** Greenview is one of the only places globally with room for agriculture to expand, adding to arable acres. The available land is variable in quality, ranging from CLI class 2 to class 7. There is room within Greenview for the growth of the livestock industry and crop industry.
4. **Agri-Tourism Potential:** The proximity of the City of Grande Prairie coupled with the big game hunting and ecotourism potential provides opportunities for local agricultural producers to market products directly to consumers, stimulating a local food movement and economic opportunity.

Weakness's

1. **Extension:** Greenview partners with three organizations to deliver research, extension and environmental monitoring to our residents. Extension efforts by these groups have met with limited success. Event turn out has been low and sustainable agriculture best management practices adoption has been sporadic.
2. **Administrative Change:** Greenview Agricultural Services has undergone considerable change as a department in terms of staffing, expectation and deliverability.
3. **Climate Change:** While arable acres are likely to increase, severe weather events are anticipated to become more frequent. Total precipitation is not anticipated to change but events will become less frequent with more precipitation at one time. Water management will become more important. Currently, Agricultural Services has made no plans to address the anticipated challenges.
4. **Municipal Size:** While also a strength, the size of Greenview presents challenges to delivery of services over a vast and varied landscape.

Opportunities

1. **Environment:** Agricultural Services can create programming to assist producers in adopting best management practices to improve their profitability.
2. **Local Food:** Greenview has local food producers, and this industry has ample room to grow. With support, the Greenview local food industry could be a draw for tourists.
3. **Agricultural Growth:** While many municipalities anticipate a loss of arable land with the advance of climate change, Greenview stands to gain arable acres. Agriculture within Greenview has the potential to grow.
4. **New Crop Potentials:** Greenview is well-positioned to advance new crops for Peace Region agricultural producers. Early variety soybeans, dual-purpose industrial hemp, increased acres of faba beans and peas, and quinoa produces well within the Peace.

Threats

1. While the municipality enjoys the buffer of a large green zone to assist in controlling pest pressures, the discovery of clubroot of canola, small hive beetle for beekeepers, and pea leaf weevil in area pea fields remind us that we need to stay vigilant.

2. **Climate Change:** Greenview will enjoy increased arable land as climate change advances, but there is expected to be less moisture in the coming years. Die-off is being witnessed in aspen stands. Fire risk could increase, and water management will become increasingly important for agricultural producers.
3. **Aging Agricultural Producers:** Much the same across the country, average producer ages are climbing. Consolidation of agricultural lands continues. As these producers retire, the farming community needs to hang on to their wisdom and experience.
4. **Loss of Agricultural Acres:** Due to the sheer beauty of Greenview, it is expected that arable acres will have more pressure to be developed. As recreational areas in the southern part of the Province become less attractive, more people will look to Greenview and the hamlets for acreages and summer homes. Recently, this has an added threat related to the moratorium for solar and wind on class 1 and 2 agricultural lands. Greenview is predominantly Class 3 arable lands.

1. Administration

Within Agricultural Services, Administration encompasses all staff – full time or seasonal – as well as the professional development of full-time staff. In 2024, alterations to FTE were minimal, with slight changes to allow for the seasonal problem wildlife assistant position to shift to a full-time problem wildlife officer as well as a full-time rental coordinator. Cross training efforts continued in 2024, with the intended goal of seasonal staff being capable of fulfilling either vegetation management or weed inspection duties. No FTE changes were proposed for 2025

2. Agricultural Service Board

Agricultural Service Board Act is the legislation in which the Agricultural Service Board receives their mandate. Agricultural Services is the administrator of the Agricultural Service Board.

What are the goals of the department related to the Agricultural Service Board in 2025?

- Continued participation in the Provincial ASB Resolution process- including review of resolution grading and reporting back to the Provincial Committee
- Develop policy review schedule annually for all ASB Policies to ensure the review submission is on schedule.
- Empower ASB Members by continuing delivery annually of an orientation for to expected duties and responsibilities of the Board.
- Ensure Intermunicipal cooperation continues with Intermunicipal Appeal Board

3. Agricultural Rental Program

Agricultural Rental Equipment Program

Agricultural Service Board- 2025		
Strategy	Actions	Performance Measures
a. Administration shall develop an annual Orientation presentation and document for the betterment of Greenview ASB	a. Deliver Intermunicipal Appeal Board orientation to members-at-large of the Agricultural Service Board.	Intermunicipal Orientation scheduled and delivered before May
b. Administration shall ensure the ASB is orientated to the Intermunicipal Appeal Committee before May annually.	b. Deliver an orientation of the ASB annually	ASB Orientation scheduled and delivered after annual organizational meeting
c. Administration shall inform members of professional development opportunities.	c. Ensure members are made aware of upcoming agricultural events and professional development opportunities with the inclusion of an *Upcoming Events* portion within ASB Agendas monthly	# Professional opportunities attended
d. Administration shall keep the Board apprised of Provincial ASB Committee Communications and encourage members to sign up for email notifications.	d. Add the ASB board members to the email distribution list of the Provincial ASB Committee in October	Increased participation and questions regarding Provincial Committee information
e. Administration shall develop a policy review schedule	e. Incorporate the policy review schedule into annual reporting	Resolution responses submitted to the Provincial Committee annually
f. Administration shall present Resolution Report Card Documents to the Board in a timely fashion	f. Include Resolution documentation in ASB Agendas when appropriate.	Policy review schedule followed for the year

Greenview currently has an extensive municipal Agricultural Rental Program. 2024 saw a significant improvement in preventative maintenance of rental implements with the incorporation of a full-time rental coordinator. Down time on equipment was significantly mitigated. Equipment specific check lists have been incorporated procedurally at the Valleyview rental yard, allowing for improved delineation of maintenance.

Agricultural Operations

A. Soil Conservation

The *Soil Conservation Act* sets out legislated duties to preserve soil assets within municipal lands.

Agricultural Rental Equipment - 2025

Strategy	Actions	Performance Measures
g. Develop administrative oversight in partnership with Rental Coordinator	g. Generate documentation for maintenance, hazard assessment and equipment specific checklists	# of piece of equipment documentation generated
h. Incorporate underutilized operational equipment into rental program	h. Provide equipment rentals tailored to acreage owners	# of rentals of Acreage specific equipment
i. Purchase of tree planter and mulch applicator for program	i. Work with economic development to promote dual purpose equipment	# rentals of dual-purpose equipment
j. Revise Rental Policy to apply required updates	j. Incorporate weekend rate for equipment, damage deposit, equipment tracking system into policy and schedule of fees	# of equipment specific check in and out procedures developed

What are the goals of the department related to the Soil Conservation in 2025?

- CLI Soil Analysis of all lands in Greenview for Agricultural Productivity capability to better delineate zones that are prime for agricultural production to inform Planning and Development decisions
- Conduct Soil Conservation Inspections as part of regular duties
- Work with the Planning department to provide agriculturally relevant information to inform land use bylaw.
- Identify areas in Greenview that are at increased risk of significant soil erosion

B. Pest Inspections

Under the *Agricultural Pests Act*, Greenview Agricultural Services conducts seasonal inspections to track infestations, inform the Province for policy formation and forecasting, and inform our area producers. In the event a clubroot infestation is found, a Pest Notice will be issued.

Soil Conservation - 2025

Strategy	Actions	Performance Measures
k. Conduct inspections more regularly	k. Appoint two additional inspectors	# inspections conducted
l. Utilize GIS to delineate Soil conservation concerns and deliverables	l. CLI Analysis of all acres, identification of geographical areas of concern	Report for ASB and Council
m. Collaborate with Infrastructure and Planning	m. Explore development of Agricultural Land Development Policy	If appropriate, enact Agricultural Land Development Policy
n. Continue offering a shelterbelt program	n. Deliver shelterbelt program	# seedlings planted on private land annually

Pest Inspections - 2025		
Strategy	Action	Performance Measures
<p>o. Update Clubroot of Canola policy with new research annually</p> <p>p. Host an annual Pest update to inform producers</p> <p>q. Implement the Construction and Industry Risk Mitigation documents</p> <p>r. Communicate to producers through articles, face-to-face</p> <p>s. Inspect for the following pests annually.</p> <p>Legislated Unlegislated</p> <p>- Clubroot - Aphanomyces</p> <p>- Blackleg - Fusarium</p> <p>- Grasshopper - Verticillium wilt</p>	<p>q. In the event of infestation of Clubroot, issue a Pest Notice for the land in question once lab results are confirmed</p> <p>r. If Producer refuses to comply pest notice, enforce the Alberta Pest Control Act, utilizing out-of-Greenview contractors</p> <p>s. Ensure impacted landowners notified prior to harvest</p> <p>t. Inspect for the pests specified in county policy, record results, make summary of results available to the public through risk maps, outreach and awareness events & campaigns</p>	<p>- # producers attending sessions, inquiring</p> <p>- Increased length of rotation County-wide, tracked via Agriculture Canada GIS Data</p> <p>- # of conversations with landowners</p> <p>- # notification letters sent</p> <p>- # fields inspected</p> <p>- Report of positive findings</p> <p>- # Inspectors appointed</p> <p>- % compliance</p> <p>- # enforcement</p> <p>- # Information sessions hosted</p>

What are the goals of the department related to the Pest Inspections in 2025?

- Review the Clubroot of Canola policy annually as new research becomes available
- Improve communication with area producers regarding the results of the surveys
- Hold an annual information session for area producers to give them a seasonal summary of results
- Ensure Intermunicipal Appeal Committee is appointed in January
- Improve GIS data collection capabilities for Pest Inspections to realize operational efficiencies.

C. Vegetation Management

In compliance with the *Alberta Weed Control Act*, Agricultural Services aims to inspect all land in Greenview for noxious and prohibited noxious weeds. This area of programming encompasses roadside and private property control.

What are the goals of the department related to the Vegetation Management in 2025?

- Continue with full implementation of a strong weed decision matrix to provide impartiality to inspections and consistency in communications.
- Improve GIS data collection capabilities for Weed Inspections and areas of Greenview sprayed by municipal staff to realize operational efficiencies.

Vegetation Management - 2025

Strategy	Action	Performance Measures
t. Address known weed infestations by species	u. March/April notification of established infestations	# repeated inspections
u. Incorporate improved GIS capabilities	v. Strong training program for Weed Communications matrix	# infestations found
v. Adherence to Weed Comms Matrix	w. 6 staff trained as weed inspection and control staff	# infestations controlled
w. Cross train and equip staff for improved efficacy	x. Incorporate promotion of assistance programs into all communications with landowners	# Inspectors appointed
x. Communicate to landowners through articles, face-to-face	y. Multiple inspections of known infestations to ensure compliance	# Information sessions hosted
y. Promote Rural Acreage Program	z. Adjust current spray rotation to allow for geographical efficiency	# participants in Rural Acreage Program
z. Promote Herbicide Purchase Program		# landowners accessing Private Spray Program
aa. Promote Weed Control Incentive Program		Km's controlled
bb. Inspect all privately held land		
cc. Broadcast half of municipality annually		

- Identify properties of concern by March, seasonally, begin communications
- Broadcast spray one third of Greenview annually, increase focus of right of way fall weed control
- Offer Private spray request program throughout the municipality
- Begin contract control of the Forestry Trunk Road on a 1-3 rotational basis.
- Equip all areas of the municipality to meet program deliverables efficiently
- Develop an inspection protocol and rotation in Oil Lease Areas that establishes an avenue to compliance for companies leasing multiple sites, working with Alberta Environment and Parks and Alberta Energy Regulator
- Implement 3rd party verification of spray data for improved liability risk management
- Working with Operations, provide permanent control of brush along right of ways to improve liability risk management.

4. Problem Wildlife

The *Alberta Wildlife Act* provides for the protection and conservation of wild animals in Alberta. It defines controls for hunting and trapping of wildlife and possession of wildlife and wildlife parts, as well as the sale, import and export of wildlife, controlled animals and endangered

species. The Act impacts Greenview's Wolf Bounty program, Beaver Incentive Program and called in complaints regarding large carnivores and other nuisance wildlife.

What are the goals of the department related to Problem Wildlife in 2025?

- Implementation of the Predation Mitigation Strategy as framework for Goals, Strategy, and Measurables to direct programming to where it is needed. ***Appendix 1**
- Assess problem wildlife locations for potential mitigation, tours of problem areas in cases of livestock predation.
- Cultivate and grow current relationships with core organizations to increase the reach of Greenview's problem wildlife program
- Establish surveillance along Greenview's border with Woodlands County to assess potential Wild Boar locations
- Ensure Greenview infrastructure addressed to prevent costly damages
- Continue building on the GIS Map with reoccurring beaver dam locations, predation sites, trap geolocate, and harvest geolocate.
- Host two extension events annually
- Implementation of Predation Strategy Communications

5. Extension and Outreach

Extension and Outreach is becoming increasingly important in the Agricultural Landscape, at the same time funding for such programming is diminishing. Greenview will create and maintain working relationships with producers and residents within Greenview to encourage better management practice adoption, positively impacting our water and land resources. By applying a collaborative model with a focus on both external and internal relationship building, extension and outreach programming will generate extension services for Greenview residents, improve intermunicipal and interdepartmental collaboration, increase access for Greenview residents to external non-profit services, and realize external and internal grant funding opportunities for residents to effectively promote enhanced management practices.

What are the goals of the department related to the Extension and Outreach in 2025?

- Assistance for producers in accessing and being certified through the Canadian Roundtable for Sustainable Beef and Canadian Roundtable for Sustainable Crops
- Assistance to residents in accessing provincial and federal grant and funding opportunities related to land and water resource management and sustainable agriculture
- Assist producers with environmental stewardship and sustainable agriculture through Greenview Riparian and Agricultural Sustainability Support (G.R.A.S.S)
- Work cooperatively with Peace Country Beef and Forage Association, Watershed Planning and Advisory Councils, and SARDA Ag Research for the delivery of extension events
- Work to the betterment of Greenview residents by planning, delivering, and evaluating 10 extension events annually.

- Offering support and extension options to acreage owners allows the Landcare Coordinator to act as a bridge to these residents while encouraging positive management of the acreage
- Utilization and adoption of programs such as Green Acreages for education and funding opportunities to residents

The Alberta Water Act governs how the Province of Alberta manages water. The Act aims to promote the conservation and management of water while recognizing the need for economic growth and prosperity and flexible management that works cooperatively with governments of other jurisdictions.

What are the goals of the department related to the Water Act in 2025?

- Ensure that staff are educated about the Alberta Water Act, identification of wetlands and other waterbodies, adherence to limitations imposed by the Act.
- Establish an intermunicipal working group focused on improving communication regarding waterbodies and wetlands.
- Increase Greenview resident's formalization of Water rights.
- Increase the interest and completion of long-term water management plans to protect residents from the impacts of drought.

Agricultural Operation Practices Act legislation sets out a framework for resolving conflicts between agricultural producers and the public relating to nuisance and disturbance caused by agricultural operations.

What are the goals of the department related to the Agricultural Operation Practices Act in 2025?

- Work with Greenview Planning and Development Department to come up with an educational pamphlet for new residents to Greenview that addresses AOPA concerns and realities
- Work with Greenview Planning and Development Department to create a stocking guide for smallholding producers relating to stocking capacity of the land parcel
- Develop a list of all Confined Feeding Operations within Greenview
- Develop an introductory document to rural life in conjunction with FCSS and Planning and Development departments

6. Veterinary Services

Alberta's Chief Provincial Veterinarian (CPV) has a lead role in animal disease response. The *Alberta Animal Health Act* puts the onus on the owner of an animal or authorized person to advise the CPV of suspected or confirmed reportable or notifiable diseases within 24 hours.

What are the goals of the department related to the Animal Health Act in 2025?

- Develop a strong relationship with area veterinarians to ensure compliance with the requirement to advise the Chief Provincial Veterinarian of suspected or confirmed reportable or notable diseases within 48hrs
- Initiate development of an emergency carcass disposal plan
- Delivery of a Livestock Emergency Resource to better equip producers in the event of an emergency

7. Beautification

In 2025, Beautification enhance programming with increased plant material, improved turf maintenance and repair effectiveness, empower local non-profit groups in landscaping, weed maintenance and equipment assistance, increased trees and shrubs to assist with biodiversity and windbreaks, continued weed/pest inspections, and expanding the reach of these inspections. The top priorities are implementing an effective spray schedule for the growing season and developing educational programs and resources to increase awareness about stewardship decisions. These efforts will contribute to economic value to this region and the sustainability of the community.

Beautification - 2025		
Strategy	Actions	Performance Measures
dd. Facilitate Pesticide Applicator Training for Beautification Staff	gg. Facilitate pesticide application within the hamlet of Grande Cache	# pesticide applicator license in GC
ee. Facilitate Weed Inspections both private and industrial	hh. Develop and release request for quotation jointly with Facilities Maintenance	# inspections
ff. Coordinate with Facilities Maintenance for Plant Material orders	ii. Utilize covered trailer for transport of plant and landscape materials	# Assistant Pesticide Applicator held
gg. Use department equipment for materials transport		Successful Service Registration application
hh. Establish supplies storage		Plant material securement date
		If appropriate, enact Agricultural Land Development Policy
		# seedlings planted on private land annually
		Freight costs saved
		Economies of scale realized

APPENDIX 1: Reducing Predation on Agricultural Lands in Greenview

What are the primary considerations of the department related to predation mitigation?

- Achieving a measurable and demonstrable reduction in the occurrence of livestock predation within Greenview
- Emphasis on geographically documented problem areas as delineated through available data by the provincial government, resulting in a downward trend of predation throughout the municipality
- Build strong relationships with Greenview ratepayers to better understand and address predation concern ✓
- Cooperate with and work alongside other government agencies

Communication: *Working with the Greenview Communications Department, develop a Communication Strategy to make ratepayers aware of the Mitigation Strategy’s existence, and develop educational resources such as brochures, best management practices, and advertising seminars to provide tools to livestock producers to reduce the risk of predation on their operation.*

STRATEGY	ACTION	MEASURES
a. Develop brochures and other educational components of program with communications to ensure in line with corporate communication requirements and guidelines	a. Develop content for brochures, best management practices, awareness campaign and advertising for hosted seminars to be used in extension and outreach efforts	<ul style="list-style-type: none"> • # of work orders initiated because of communication efforts • # brochures handed out • # of views of articles • # website clicks
b. Develop a communication strategy with the communications department to increase profile of mitigation strategy	b. Develop a tasteful campaign to increase awareness of assistance available to livestock producers through Greenview Problem Wildlife Programming	<ul style="list-style-type: none"> • # producers inquiring re: programming • # links clicked • # calls re: programming • # work orders resultant

Education: *The first step in reducing predation kills in agricultural lands is to educate landowners and agricultural producers on current and historical issues in their respective areas and throughout the municipality. Increasing public awareness and being able to address issues on a personal and case by case basis will allow the producers the opportunity for management changes that can aid in reducing predation numbers. Educating licensed trappers on the losses incurred by agricultural producers may encourage them to increase trapping efforts to better benefit their community and neighbours.*

STRATEGY	ACTION	MEASURES
a. Consult with stakeholders on a case-by-case basis through work order requests, other points of contact	a. Investigate potential onsite predation draws to the area, the where and why of specific situations through consultation and discussion with stakeholders	<ul style="list-style-type: none"> • # site visits • # predation draws eliminated • # landowner concerns addressed
b. Consult and educate stakeholders on best management practices	b. Create an educational campaign to address predation issues while working with communications to properly advertise the campaign	<ul style="list-style-type: none"> • # of educational resources produced • # of educational resources distributed

c. Inform stakeholders who may experience predation of recommended practices	c. Compile a multitude of ways to combat predation through management styles	<ul style="list-style-type: none"> • # of seminars and workshops • utilize problem wildlife website space
d. Increased awareness of night confinement for small livestock producers, night based best management practices	d. Work with small livestock producers to prevent predation by promoting night confinement within a barn or covered outbuilding to address predation, increase awareness of the use of timed lighting in pasture situations	<ul style="list-style-type: none"> • # producers adopting night based best management practices • # producers accessing BMP resources • # work orders generated for site visits/assistance • # of inquiries
e. Inform all relevant stakeholders of predation issues occurring within their area, the seasonality of the issue, where it is reasonable to assume they may experience similar issues	e. Build relationships with producers and ensure they are aware of local predation problems	<ul style="list-style-type: none"> • # stakeholders contacted • # reported increases in predation to Ag Services • # phone calls fielded
f. increase awareness of Guardian Animals as a predation deterrent	f. Prevent livestock predation through the promotion and increased adoption of the use of guard dogs, donkeys and llamas.	<ul style="list-style-type: none"> • # producers implementing guardian animals • # work orders, site visits or conversations related to guardian animals • # of resources offered to producers re: guardian animals

Prevention: Preventing the opportunity for livestock loss by changes to current management practices. This can be achieved through discussions, meetings, workshops, brochures, pamphlets, videos, social media outreach, etc. Being accessible to the public to discuss these issues is key in addressing the problems as they are often on a case-by-case basis. Greenview staff strives to provide the above services with the highest level of customer service to properly and efficiently serve Greenview ratepayers as requested and needed.

STRATEGY	ACTION	MEASURES
a. Employ BearSmart Tactics to reduce predation from problem bears	a. Use methods from the BearSmart organization to increase education and awareness of management practices that can reduce bear and human interactions. Creating yards and human lived areas that do not attract bears will help reduce the amount of bears going through acreages and smaller operations, or into corral and confined systems.	<ul style="list-style-type: none"> • # BearSmart presentation give • # attending • # resources dispersed • Create BearSmart Communities • Bylaw to reduce bear/human conflict
b. Explore the potential of a nuisance bylaw to reduce wolf	b. Working with Enforcement services and legislative services	<ul style="list-style-type: none"> • # stakeholder meetings • # interested producers

baiting adjacent to livestock operations	to explore the potential, need, and difficulties of including wolf baiting as a nuisance if it is unwanted by adjacent livestock operations but allowing for baiting if addressing identified problem pack	<ul style="list-style-type: none"> •# drafts •Amendment passed, PRC •Amendment passed, Council
c. Target proven predation areas by working with private landowners during winter	c. in removing specific, problem predators causing predation to livestock and not overharvesting predators in areas without predation, this will help keep aggressive predators away from livestock herds.	<ul style="list-style-type: none"> •# specific stakeholders worked with •# targeted removals of problem predators •Emphasis on geographical Priority Areas •Offer assistance to registered and registered and resident trappers, RFMA holders re: Foot holding, snaring, bait stations
d. Recognized improvement in the management of deadstock on livestock operations	d. Working with livestock producers to educate and encourage a reduction in natural disposal and the sphere of influence caused by the mismanagement of deadstock	<ul style="list-style-type: none"> •# implementing on-site composting, burial •# producers moving deadstock piles from proximity to pasture/birthing area •# producers inquiring about methods other than natural disposal
e. Carcass pile locations in relation to predation issues, showing a downward trend with actions taken	e. Carcass pile locations and or trapper bait piles, should be looked at and possible removed or relocated to eliminate potential conflict with producers, heavy predator removal may be required in these locations to bring down problem predation issues.	<ul style="list-style-type: none"> •# problem sites identified •# assistance provided in relocation •# of predators removed that frequent sites •# conversations with trappers re: bait station locations, work towards possible solutions or compromise
f. Increased awareness of herd management styles impact on overall predation in livestock operations	f. Minimizing livestock loss by promoting changes to current management practices, through education, resources, and consultation.	<ul style="list-style-type: none"> •# discussions re: herd mgmt. •# written resources distributed •# workshops held •# demonstrated practice change •# that Increase surveillance during July-September
g. Fencing reviewed and ensured to be intact and	g. Assist livestock producers identifying and implementing	<ul style="list-style-type: none"> •# producers implementing improved fencing

appropriate for livestock enclosed	the best fencing practices for their operation, including wire mesh, electric, and barbed wire.	<ul style="list-style-type: none"> • # onsite visits where fencing observed and advised on • # referrals from enforcement services for livestock out of fenced area reduced
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Mitigation: *Acknowledging that the municipality does face issues with predation, contacting landowners in areas of high predation and offering Greenview's support and resources in a variety of ways including but not limited to educational resources, site visits, recommendations of management practices, snaring and trapping assistance of problem wildlife in documented problem areas.*

STRATEGY	ACTION	MEASURES
a. Harnessing willing participation from RFMA and Resident Trappers through cooperation and assistance to mitigate education of problem predators and increase reach	a. Individuals wishing to submit wolves for the incentive will be offered assistance to increase the likelihood of success and decrease the likelihood of problem predators being educated as to trapping efforts and technique	<ul style="list-style-type: none"> • # resident and registered trappers assisted • # documented offers of assistance • # participatory RFMA trappers • # of ATA members and licensed trappers PW staff develop working relationships with
b. Acknowledgment of Greenview's predation issues caused by problem wildlife	b. Contact landowners who are facing both current and historical predation problems to offer assistance through various Greenview supports	<ul style="list-style-type: none"> • # site visits • # stakeholders offered assistance • # stakeholders contacted
c. Assist producers experiencing or adjacent to predation priority areas on private land in proximity to incidents of livestock predation	c. Make contact and build relationships with producers experiencing predation and offer assistance based on area of priority	<ul style="list-style-type: none"> • # producers assisted • # producers contacted • # sites trapped • # problem wildlife removed

Challenges to Strategy Implementation

- Need for more predator trapping equipment, difficulty accessing lands due to location, difficulty to access lands due to location potential accessibility issues
 - The department is ensuring that all required traps and snaring equipment have been procured. Special attention will be paid to skidoo needs with a potential capital ask to purchase a basic skidoo, if need is demonstrated.
- Landowner refusal or potential upset as some ratepayers may feel that by Greenview staff removing the wolves, they are losing out on the opportunity to participate in the wolf bounty program.

- Working with landowners potentially interested in Harvest Incentive to increase likelihood of success, reduce potential education of problem predators to trapping methods.
- Seasonal limitations as enforced by the designated trapping season
 - Strengthen relationships with key contacts to allow for adjustments to current damage control license and potential expansion on allowable actions by Greenview Problem Wildlife staff.



REQUEST FOR DECISION

SUBJECT:	Sponsorship Request - Grande Cache Otters Swim Club		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	January 14, 2025	A.CAO: MH	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LD
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 8012 – Sponsorships & Donations

RECOMMENDED ACTION:

MOTION: That Council approve a sponsorship in the amount of \$4,751.25 to the Grande Cache Otters Swim Club, in support of the 52nd Annual Mountains Swim Meet February 1st – 2nd, 2025, in Grande Cache, Alberta, with funds to come from the 2025 Community Services Sponsorships & Donations budget.

BACKGROUND/PROPOSAL:

The Grande Cache Otters Swim Club is hosting their 52nd Annual Swim Meet at the Grande Cache Recreation Center on February 1st – 2nd, 2025, and is requesting a sponsorship of \$7,324.25 to help with costs associated with hosting the meet.

Greenview previously provided the Grande Cache Otters Swim Club a capital grant in 2022 for \$7,596.31. In 2024, the Club submitted a capital grant request, which Council deferred to the newly established Grande Cache Recreation Board for their review, as this falls under the GC Rec Board funding capabilities. The GC Rec Board approved a capital grant of \$5,000.00 in August 2024, and a second capital grant for \$5,000.00 in December, both of which were used towards the purchasing of capital equipment.

Currently through bylaw, the GC Rec Board reviews grant applications for the Grande Cache area for both operating and capital funding. Sponsorship requests come directly to Council through the sponsorship application process.

Administration is recommending that Council provide funding of \$4,751.25 to cover rental costs of the pool and rooms for the event.

The 2025 Community Services Sponsorships & Donations remaining budget is approximately \$150,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting youth sports, encouraging healthy lifestyles and providing opportunities for skill development and competition.

2. The benefit of Council accepting the recommended motion is that hosting the event in Grande Cache will have a positive social and economic benefit to local businesses.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

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

FINANCIAL IMPLICATION:

Direct Costs: \$4,751.25

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Grande Cache Otters Swim Club of Council's decision.

ATTACHMENT(S):

- Grande Cache Otters Swim Club Sponsorship Application
- Otters 52nd Annual Mountain Meet package
- Pool rental calculations

Greenview Sponsorship and Donation Request Form

Row 155

Organization or Person Requesting Funds	Grande Cache Otters swim club
Date of Application	11/26/24
Form Date Field	241
Date of Event	02/01/25
Phone Number	780-827-6874
Purpose of Organization	gcotterspresident@gmail.com
Mailing Address	box850 Grande cache, AB T0E 0Y0
Funding Request Total	\$7,324.25
Type of sponsorship request	Event
Describe your organization	<p>The Grande Cache Otters Swim Club is a non profit organization which seeks to provide opportunity for all swimmers to reach their highest individual potential as both a person and an athlete. The club is committed to helping children grow in character, physical development and skill through Competition in this aquatic sport. This is the Otters 52nd year and will be hosting its 52nd Mountains swim meet in February.</p>
Intended Purpose	<p>The intended purpose is to help our local competitive swim club host its annual Mountain meet swim Meet. The mountain meet is highest cost the club faces yearly. We want to create a positive meet and growing meet as the aquatic facility is one of the best in the province. By allowing this ease it will also give us the opportunity to host multiple including a 2nd meet in the future.</p>
Direct Goals	<p>To Promote competition for our swimmers in the Grande Cache Area. To bring aquatic competition to our community to show case our athletes enhanced commitment to fitness, team building and sportsmanship. To Achieve there personal excellence Allowing our team to perform in a swim Canada sanctioned event while maintaining a commitment to competitive excellence.</p>
Where/When?	<p>The event will take place Feb 1, 2 2025. Grande Cache Recreation center.</p>

DATE

Benefit to residents of Greenview	The Grande Cache Otters have been a competitive swim club since 1972. This Event will benefit the community by bringing in teams from around the province. These teams will be staying at our Hotels, eating at our restaurant and utilizing one of the best aquatic centres in the province.
How many people will benefit	150 + Athletes.
Funding from others	Other teams will need to pay for there event, Event: \$11 and Relays \$13. Other organisations will donate prizes.
Additional Information	The Grande Cache otters is upholds its competitive standard as an aquatic team. We continue to represent Grande Cache at the Provincial and championship level in the province.
Recognition	If awarded a grant, the Grande Cache Otters will recognize the MD of Greenview's contribution to our club as per the Greenview Grant Recognition Policy. First we will post and thank the Greenview through soical media Which we will continue to do.We will include recognition in all swim meet communication and advertising materials as well as a verbal thank you at the Otters Annual Mountain Meet. We will be happy to display Greenview banners during the swim meet. This advertising will reach audiences in Alberta and British Columbia. The Grande Cache Otters would be available for a presentation to Council and photo-op. Greenview officials would also be invited to attend or volunteer at the Otters Annual Mountain Meet or Team event.
Previous Donation	The grant application was submitted 04/15/2022 and approved for new lane ropes. Grant 2024 was used to ugrade starter and office supplies for our swim meet. The Greenviews logo will be displayed on our heat sheets at the event and its logo will be displayed as a sponsor throughout the aquatic facility. We will also recognise the MD through presidential speech in welcoming everyone to our Mountain meet. We continually offer thanks on our Face book page as well.
Grant Funds Received from other sources?	
Have you performed any other fundraising projects?	
Agreement	
Grant Purpose	
Column24	
Year Grant Received	
Amount of Grant	

**List the donee,
purpose and
amount**

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

Signature

Date

**Financial
Statement**

**Administration
Recommendations**

Email

MD Logo

Email Comm.

**List for
Recognition**

Contact Name(s) Kristos Beis

Logo Permission Kristos Beis

**Agreement with
Statement** Kristos Beis

Signature1 Kristos Beis

FOIP Disclosure Kristos Beis



Otters 52nd Annual Mountain Meet

Hosted by: Grande Cache Otters Swim Club

25m, 6 lane pool

Location: Grande Cache Recreation Center, Grande Cache AB

Feb 01&02, 2025

Alberta Sanction #:

Meet Manager: Amanda Hampson, gcomeetmanager@gmail.com, 780-501-9857

Officials Chair: Brandy McIntyre

Meet Referee: Richard Harris, drharristraining@gmail.com

Date:	Warm-Up	Start Time	
Saturday, Feb.1st,2025	8:30	9:30	Afternoon session will start one hour after am session ends
Sunday, Feb.2nd, 2025	8:00	9:00	

Entry Information:

Entry Deadline: Friday, January 17th, 2024

Scratch Deadline: Monday, January 27th, 2024
No fee refunds after this date

Entry Fee: Individual events \$11.00/event
Relay events \$13.00/event

Number of Swimmers:

1. Swimmers may enter seven (7) individual events. 25M events are restricted to 8 & under.
2. This competition is a dual meet format open to all swimmers currently registered with Swim Canada or a World Aquatics affiliated club. This is an all-level meet; no qualifying time required. All entries must be uploaded to Swim Canada Hy-Tek System before the entry deadline.
3. Deck Entries must include SNC registration ID number, have an entry fee of \$15/swim, cannot create a new heat and must be submitted 30 mins before start of the session. At the discretion of the Meet Manager
4. The Swim Alberta scratch rule will be in effect for this competition. No refunds for scratched events after the Scratch Deadline.
5. Coaches are asked to submit scratches to the meet office a minimum of 90 mins prior to the start of each session.
6. All events will be seeded open and separated into age groups for final scoring and awards. All events will be seeded mixed, slowest to fastest, and are TIMED FINALS.
7. Coaches are asked to identify the number of relay teams they plan to enter. Actual names can be submitted by Wednesday January 31st, 2024

Meet Information:

1. Mandatory coaches meeting will be held on Saturday morning 08:15- 08:25 am in the Hospitality Room
2. The meet will be conducted under published World Aquatics rules and supplemented by published and approved Swimming Canada, and Swim Alberta rules and regulations. Swim Alberta policies and procedures, where appropriate will also apply.
3. SNC meet warm up procedures will be in place. Lane assignment will be detailed in the coaches' packages. Coaches may choose to use the Warm-Up pool during warm-ups for their younger swimmers. You will need to supervise your own swimmers. SNC rules apply. No diving in the supplementary pool.
4. Starts will be conducted from Starting Platforms (blocks) as per World Aquatics FR 2.3 and SW 4.1.
5. Slide/Hot Tub/Lazy River are off limits during the meet.
6. The Meet Manager reserves the right to limit entries in all events, if necessary, to accommodate session times.
7. All events will be mixed gender.
8. **Safe Sport.** All interactions between an athlete and an individual who is in a position of trust should normally, and where possible, be in an environment or space that is both "open" and "observable" to others.
9. **Competition and Diving Readiness Standards.** Entry to competition is limited to participants who have passed Swim Alberta's Competition Swim Test. During Competition, swimmers should dive at the Dive Readiness Progression skill level they have achieved.
10. **All swimmers are permitted to race with the swimwear of their choosing at all competitions sanctioned by Swim Alberta.** It is not required to declare the choice of swimwear to the Referee if the fabric of the swimwear is a permeable open mesh textile and would not reasonably be seen to create a technical advantage in terms of speed, buoyancy, or endurance.

Scoring & Awards:

1. Results will be compiled based on Age Groups:
8 & under, 9-10, 11-12, 13-14, 15&over
2. Individual Scoring:20-17-16-15-14-13-12-11-9-7
3. No points will be awarded to relays
4. Ribbons will be awarded: 1st to 6th place in individual events and 1st to 3rd in relay events
5. Medals will be awarded: 1st to 3rd place for Age Group aggregate leaders
6. Best Times will receive a draw entry for prizes
7. **"Dash For Cash"**: This is a fun event for the top 6 male & 6 female finishers in each of the 100M events: **100 Free, 100 Back, 100 Fly & 100 Breast.** Top competitors will face in a 50M race of that event. Male and female winners will receive \$50.00 in each of the "Dashes". (This event is not scored, and does not count toward team points or individual points.)

Other Meet Information

1. Officials: Volunteers always welcome. If you have any individuals willing to officiate, email the meet manager with their contact info.
2. **Food is only allowed in the "patio" area as posted, not on the pool deck**
3. **No outside footwear allowed on the pool deck or area.**
4. **No glass bottles allowed on the pool deck or area.**



Otters 52nd Annual Mountain Meet

Hosted by: Grande Cache Otters Swim Club

25m, 6 lane pool

Location: Grande Cache Recreation Center, Grande Cache AB

Feb 01&02, 2025

Saturday February 01, 2025

Session #1

<i>Event #</i>		<i>Event #</i>
1	400M IM	2
3	100M Free	4
5	25M Fly (8 & under)	6
7	50M Breast	8
9	100M IM	10
11	200M Free	12
13	25M Back (8 & under)	14
15	Dash For Cash 50M Free	16
17	Break	18

Saturday February 01,2025

Session #2

<i>Event #</i>		<i>Event #</i>
19	200M IM	20
21	100M Back	22
23	200M Breast	24
25	50M Fly	26
27	25M Free (8 & under)	28
29	200M Medley Relay **	30
31	Dash For Cash 50M Back	32

Sunday February 02, 2025

Session #3

<i>Event #</i>		<i>Event #</i>
33	100M Fly	34
35	100M Breast	36
37	25M Breast (8 & under)	38
39	50M Free	40
41	200M Back	42
43	400M Free	44
45	50M Back	46
47	200M Free Relay **	48
49	Dash For Cash 50M Fly	50
51	Dash For Cash 50M Breast	52

**** The relays will be grouped:**

Mixed 10 & under, 11 & over



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Otters Swim Meet February 2025 Pool Billings						
Otters	Date	Time				
Otters Swim Meet 2025- Pool rental						
Friday	31-Jan-25	3:00pm - 8:00pm	6			
Saturday	1-Feb-25	7:30am - 7:00pm	11.5			
Sunday	2-Feb-25	7:30am -3:00pm	7.5			
			24	X \$140.00/ hour	\$3,360.00	\$3,528.00
Otters Swim Meet 2024 - Extra Staff (To have leisure pool open/ open for set up)						
Saturday	1-Feb-25	7:30am - 7:00pm	11.5			
Sunday	1-Feb-25	7:30am -3:00pm	7.5			
			19	X \$35/ hour	\$665.00	\$698.25
Otters Swim Meet 2024 - Meeting Room rental						
Friday	31-Jan-25	4:00pm - 10:00pm	6	\$150		
Saturday	1-Feb-25	All Day	Day rate	\$175		
Sunday	2-Feb-25	8:00am - 3:00pm	7	\$175		
					\$500.00	\$525.00
					\$4,525.00	plus tax
total:					\$4,751.25	



REQUEST FOR DECISION

SUBJECT: **Sponsorship Request - Wapiti Nordic Ski Club**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: January 14, 2025 A.CAO: MH MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LD
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$2,000.00 to the Wapiti Nordic Ski Club for hosting the Alberta Cup Races on January 25 – 26, 2025, with funds to come from the 2025 Community Services Sponsorships and Donations budget.

BACKGROUND/PROPOSAL:

The Wapiti Nordic Ski Club is hosting the Alberta Cup Races 5 and 6 on January 25 – 26, 2025, at the Wapiti Nordic Ski Club and has requested a \$5,000.00 sponsorship for the event.

Wapiti Nordic Ski Club (WNSC) was founded in 1979, in the Wapiti corridor region of Grande Prairie, piloted by its dedicated volunteers and membership base. Following the 1995 Canada Winter Games, the WNSC was left with a legacy facility, lodge, parking lots, timing towers, stadiums, biathlon range and an additional trail system. Over the years the venue has continued to expand, adding a maintenance building, trail lights and additional trails.

The club averages approximately 700 members, a 12-person volunteer board, two employees and various other volunteers for programs and event delivery. The club maintains over 35 kilometres of dedicated trails along the banks of the Wapiti River, which are accessible year-round.

The Alberta Cup Organizing Committee, under the Wapiti Nordic Ski Club, is planning the 2-day event which is expected to see approximately 200-300 athletes per day, along with coaches, families and spectators from across Alberta.

Administration is recommending a \$2,000.00 sponsorship. While the number of Greenview attendees at this event is unknown, two Greenview residents are part of the Wapiti Nordic Ski Race team and plan to compete at this event.

The 2025 Community Services Sponsorships & Donations remaining budget is approximately \$150,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting youth sports and a competitive culture, while encouraging participation and skill development.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is approving a sponsorship request outside of Greenview and Council could see an increase in sponsorship requests from organizations outside of Greenview.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to recommend a different sponsorship amount or deny the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: \$2,000.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Wapiti Nordic Ski Club of Council's decision.

ATTACHMENT(S):

- Wapiti Nordic Ski Club Sponsorship Application
- Alberta Cup 2025 Budget
- Alberta Cup STEAM Report

Greenview Sponsorship and Donation Request Form

Row 156

Organization or Person Requesting Funds	Wapiti Nordic Ski Club
Date of Application	11/26/24
Form Date Field	242
Date of Event	01/25/25
Phone Number	7806050240
Purpose of Organization	andre.gaultier@gmail.com wapiticrosscountry@gmail.com
Mailing Address	Box 1176 Grande Prairie Alberta T8V 4B6
Funding Request Total	\$5,000.00
Type of sponsorship request	Event
Describe your organization	The Alberta Cup Organizing Committee (OC) is tasked with hosting Alberta Cup Races 5&6 on January 25 and 26 at the Wapiti Nordic Ski Club located directly north of the Wapiti River, bordering on MD of Greenview. We will be expecting 200-300 athletes per day as well as 200+ spectators per day for our 2 day event. The athletes will come from all over the province of Alberta and beyond as this event represents the highest level of youth competition in the sport of cross country skiing in the province of Alberta. Only 4 such events will take place this year in Canmore, Calgary, Red Deer and Grande Prairie. While the OC is tasked with all logistics of hosting the event, the Wapiti Nordic Ski Club is the sanctioned host of the event, and is responsible for all financial matters relating to the event. Wapiti Nordic Ski Club has been a registered not for profit sport and recreation society for the past 29+ years.
Intended Purpose	The funds will be used to help with Capital costs associated with hosting the games as outlined in the budget which is attached below.
Direct Goals	The Alberta Winter Games in February 2024 was the first time in 11 years that a sanctioned Cross Country Skiing event was held in Grande Prairie. It was overwhelmingly successful, even after having to overcome many hurdles due to the lack of snow that we had seen in our community. We put together a group of individuals who trained as Level 2 officials and they are eager to

DATE

bring Provincial Cross Country Skiing back to Grande Prairie. The response from athletes, coaches and spectators at the Alberta Games was that we had an amazing facility, great ski trails, and all the necessary amenities in the community and they wanted to come back to Grande Prairie for a full (all category) event. With the encouragement of Nordiq Alberta (Provincial Sport Organization), we have put in to motion to hold an event.

Where/When?	The event will be taking place January 25-26 at the Wapiti Nordic Ski Club
Benefit to residents of Greenview	The race is open to athletes of all ages and will consist of participants from all over the province and beyond. Our local team does have members that reside in the MD of Greenview. Furthermore, it is an excellent opportunity to showcase the region to people from throughout the province and create economic activity from tourism and recreation.
How many people will benefit	200-300 athletes per day plus 200+ spectators
Funding from others	We have so far received Grants from the City of Grande Prairie and the County of Grande Prairie each in the amount of \$5000. They are for the capital costs associated with the event as outlined in the attached budget.
Additional Information	I have attached several supporting documents for your review. I would draw your attention specifically to the STEAM review which highlights the economic benefits this games will bring to our region by way of tourism.
Recognition	We would post the MD as a sponsor on our website, as well as social media. At the event themselves all sponsors will be publicly mentioned at awards ceremonies. There are also plans for banners to display our list of sponsors at the event.
Previous Donation	Not that I am aware
Grant Funds Received from other sources?	
Have you performed any other fundraising projects?	
Agreement	
Grant Purpose	
Column24	
Year Grant Received	
Amount of Grant	

**List the donee,
purpose and
amount**

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

Signature

Date

**Financial
Statement**

**Administration
Recommendations**

Email

MD Logo

Email Comm.

**List for
Recognition**

Contact Name(s) Andre Gaultier Liz Tinworth

Logo Permission

**Agreement with
Statement**

Signature1 Andre Gaultier

FOIP Disclosure

Participants (Estimated)	100	Pre-Event	Thursday	Friday	Saturday	Sunday	Actuals (from Journal)	
Revenue								
Registrations - Reg (215)		15,470	-	-	-	-	15,470	
Sport Hosting Grant		5,000	-	-	-	-	5,000	
Sponsorships (Cash)		3,000	-	-	-	-	3,000	
Nordiq Alberta Levy		1,502	-	-	-	-	1,502	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
Revenue Total		24,972	-	-	-	-	24,972	-
Cost of Sales								
Sanctioning Fees		100	-	-	-	-	100	
Nordiq Alberta Levy		1,502	-	-	-	-	1,502	
Day Licenses		200	-	-	-	-	200	
Trailer Rental		200	-	-	-	-	200	
		-	-	-	-	-	-	
Cost of Sales		2,002	-	-	-	-	2,002	-
Expenses								
Volunteers	#/day	10	30	30	30	50	150	
Food/Hospitality	\$10	100	300	300	300	500	1,500	
Officials Accomodation			200	200	200	600	1,200	
Promotion		1,200	-	-	-	-	1,200	
Trail Usage/Club Rental	\$10		-	2,150	2,150	2,150	6,450	
Ski Patrol/Medical		1,000	-	-	-	-	1,000	
Race Office			200	200	200	-	500	
Trail Preparation/Equipment			600	600	600	600	2,400	
Athlete Refreshments			-	120	120	-	240	
Awards			-	-	-	300	300	
Medals		1,590	-	-	-	-	1,590	
		-	-	-	-	-	-	
Sub Total		3,800	1,300	3,450	2,200	2,200	16,380	-
Equipment & Rentals								
Portable Toilets		-	-	500	500	500	1,500	
Fuel/Generator Rental		-	500	300	300	300	1,400	
Tent Rental		-	-	500	500	500	1,500	
Radios		-	-	200	200	200	600	
Zone4 Timing		5,500	-	-	-	-	5,500	
Rental Expenses		5,500	500	1,500	1,500	1,500	10,500	-
Legacy Items								
Start Clock		3,500	-	-	-	-	3,500	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
Banners/Regalia		600	-	-	-	-	600	
Course Signage		500	-	-	-	-	500	
		-	-	-	-	-	-	
Tents		-	-	-	-	-	-	
		4,600	-	-	-	-	4,600	
Total Rental and Legacy Items		10,100	500	1,500	1,500	1,500	15,100	-
Total Expenses		15,902	1,800	4,950	3,700	3,700	33,482	-
Surplus (Loss)		9,070	(1,800)	(4,950)	(3,700)	(3,700)	(8,510)	-

GST _____

Alberta Cup STEAM Report

Event Date: January 25 & 26, 2025

Grande Prairie, Alberta

Projected Economic Impact

Completed: July 2, 2024

The following analysis details the projected economic impact as generated by Sport Tourism Canada's Sport Tourism Economic Assessment Model (STEAM).

The purpose of STEAM is to calculate national, provincial, and local economic impacts of sport tourism.

The report is based on a 2-day event with 215 total participants of which 190 were from out of town and 300 spectators of which 250 were predicted to be from out of town.

The projected total net economic activity (GDP) supported by the event was expected to reach for Alberta \$165,915 and \$132,535 for the Grande Prairie Region.

GROSS DOMESTIC PRODUCT (GDP)

GDP is the net measure of changes in economic activity and is the most representative figure of the economic activity that takes place in the larger economy as a result of hosting the event under analysis.



REQUEST FOR DECISION

SUBJECT: Intermunicipal Collaborative Framework Agreements

SUBMISSION TO: REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: January 14, 2025	CAO: MH MANAGER:
DEPARTMENT: CAO SERVICES	DIR: PRESENTER: WU
STRATEGIC PLAN: Governance	LEG:

RELEVANT LEGISLATION:

Provincial (cite) – MSD:024/23

Council Bylaw/Policy (cite) – ICF Bylaws

RECOMMENDED ACTION:

MOTION: That Council direct Administration to postpone the review of the Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans until after the implementation of the Intermunicipal Collaboration Framework changes in 2025 and under Ministerial Order MSD:024/23, with the following municipalities:

- **Town of Fox Creek**
- **Town of Valleyview**
- **Big Lakes County**
- **Municipal District of Smoky River**
- **County of Grande Prairie**
- **Woodlands County**
- **Birch Hills County**
- **Yellowhead County**

BACKGROUND/PROPOSAL:

Municipalities that share a common boundary must create an ICF with each other, unless they are members of the same growth management board.

Municipalities that are members of the same growth management board may create a framework with other members on matters not addressed in the growth plan or servicing plan.

Municipalities that do not have a common boundary may be parties to a framework.

Municipalities that are parties to a framework may invite an Indian band or Metis settlement to participate in the delivery and funding of services to be provided under the framework.

Each framework must:

- describe the services that benefit residents in more than one of the municipalities
- identify which municipality is responsible for providing these services
- outline how the services will be delivered and funded
- include a process for resolving disputes that occur while the framework is in effect
- During ICF discussions, municipalities are encouraged to use mediation services to address any disputes.
-

Municipalities are required to review their ICFs every 5 years after the creation of the framework, or within a shorter period of time if provided for in the framework. As of April 6, 2023, this review period has been extended from 5 to 7 years.

This extension was put in place to provide the minister options to extend the review period for intermunicipal collaborative frameworks to allow for two judicial reviews to conclude, stakeholder engagement to be completed, and potential legislative amendments to be brought forward for Cabinet consideration.

Greenview Administration will be working behind the scenes doing a comprehensive review of each of the agreements and identifying gaps, and areas requiring improvement to help streamline the review process and minimize delays when new requirements are forthcoming.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of the recommendation is Ministerial Order MSD:024/23 may introduce changes that affect the structure, scope, or requirements of ICFs and IDPs. Postponing the review ensures that the agreements will comply with the latest regulations without requiring additional amendments later.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council could direct Administration to conduct a targeted review to address critical issues or changes that have emerged since the last update, ensuring agreements remain functional and relevant until final changes are made in 2025.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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 draft a letter to send to each of our ICF partners with the outcome of Councils decision.

ATTACHMENT(S):



Manager's Report

Department: CAO Services

Submitted by: Stacey Wabick, CAO

Date: 1/14/2025

December is a bit of an odd month for CAO Services. Much of it is winding down and taking care of loose ends before the holiday season. One of the big loose ends was completing staff performance evaluations. This is a long-time consuming task but also very important. Over the last few years Greenview management has made more of a concerted effort to have performance conversations throughout the year, but the December one is the more formal. Performance evaluations are important to address potential issues but also reinforce positive performance. Another significant loose end was preparing Council and to a lesser extent Administrations 2025 calendar. There are many moving parts to this and sometimes can be a time consuming scheduling challenge.

Highway 666 Grovedale hill was once again a topic in December. Residents expressed concern over the state of the gravel portion of the hill at various times throughout the month. As a result, we met with the province. We requested more information on the contractors' levels of service and what constitutes road attention, as well as a weight reduction. Once that information is received, we will very likely have a conversation with Council on how Greenview can better support the maintenance. Administration very much recognizes that this process has been frustrating for local residents and we are trying to hold the province accountable as this is still a provincial road.

CAO Services met with the County of Grande Prairie and City of Grande Prairie a few times in December to discuss marketing the region as a whole as well as other synergies. One such synergy is how to capitalize on out of region events through partnering on messaging.

December also brought the formal announcement for Wonder Valley, which in turn brought on multiple requests for interviews and articles. These were split between the Reeve and Director Reiling as needed for scheduling purposes. Greenview continues to have weekly meetings with the "Concierge Service" from the province, which includes Deputy Ministers, and representatives from departments such as AUC, Lands, and

Environmental. These meetings have been very beneficial in making sure we are ticking all the boxes. Greenview's portion of the water design has almost reached completion, one main outstanding item is dependent on the ice to be thick enough on the Smoky to complete the geophysical for the coffer dam. Once we have concluded our contract, the O'Leary group will continue on with their needs and have already started pre-discussions for their engineering needs.

Administration has also been busy directing the many phone calls from potential vendors for the GIG development. Those who have reached out have been directed to sign up through the GIG Vendor Registry, which will be shared with all developers within the GIG. Director Reiling also continues to have many meetings on the CCS side of things and with Interprovincial Fuel Solutions so while progress in this area has slowed, efforts are still underway to address challenges and move things forward

2024 was a very successful year for Greenview. With Councils guidance we successfully created and fulfilled another balanced operational budget, remain on schedule for capital projects, accomplished all levels of services set out in policy, continue to position ourselves for future financial security and sustainability and had a significant and very exciting news regarding the Greenview Industrial Gateway as a potential home for a data centre. Among all of this we were able to prepare yet another balanced operational budget to lead us into 2025.



Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 1/14/2025

Director Corporate Services – Ed Kaemingh

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** – *Establish levels of service:*

December was busy with annual staff performance reviews and related follow up.

I spent quite a bit of time on the software project and working with the TownSuite representatives and the related project management.

We had the annual review of the group benefits plan; the Administrative Services Model has continued to be a beneficial change.

I attended the Grovedale Christmas breakfast and used the opportunity to meet with staff in the Grovedale office.

I have been having preliminary discussions with our Auditors on year-end audit planning, in preparation of our 2024 audit.

Finance & Administration, Manager – Cara Garrett

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

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

For most of the organization, December represents the end of the year. Activities for the year are wrapping up and plans are getting put in place for the next budget year. For Finance, December is the calm before the storm. It is sometimes a bit quiet, as people focus on getting work done, and may be a little slower to invoice us and many of our activities cannot truly start until all the invoices have been issued or received. Although we always need to follow up with a few people to make sure that items will be delivered or complete by December 31, otherwise it will be a 2025 expense. It is also after the tax deadline of November, so we do see an increase in people coming in again as they deal with arrears and there is always a flurry of requests for tax information in December, but even that is quiet compared to November.

So, this is the time that we remind people to send in their invoices, take some time off to be with family and friends and wrap any little projects that may be outstanding. Once everyone is back in the office in January, it will be all hands-on deck to close the fiscal year. And following close behind that is the audit. In January we will be very busy, and it is an odd month where, for Finance at least, it is simultaneously 2024 and 2025.

Accounts Payable Statistics:

METHOD	MONTH	# OF PAYMENTS	# OF INVOICES	\$ VALUE OF PAYMENTS
EFT	December	578	1,508	\$ 12,210,511.36
CHQ	December	76	93	\$ 192,341.70

Financial Reporting, Manager – Marley Hanrahan

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** - Monitor and maintain capital spending and operation fiscal responsibility:

The 2024 interim operating and capital budgets were presented to Council for approval at the December 10th Regular Council meeting. The 2024 Budget will be finalized in the spring pending the finalization of property assessment values, provincial requisitions collected on behalf of the Government of Alberta, and seniors' foundation requisitions.

We completed November month end which included working on month end reporting, reconciliations, and working papers. Work also ramped up on fixed assets for 2024. This includes a detailed review of expenses to ensure they meet policy and standards for an asset, breaking costs into asset components, setting up the fixed asset cards, and any disposal transactions.

Work continued on the chart of accounts refresh project. I have been reviewing the mapping of the old accounts to new accounts. This has been a bit time consuming as there are many instances where one account was used for different cost types between departments, and I've had to review historical transactions within each account

to determine the correct categorization. We will then finalize our job costing setup and review the new chart of accounts guideline document that our consultant is preparing.

The last part of the software project is the re-implementation of our budgeting and reporting software, Questica. That project kicked off in November and the initial setup has been completed. We cannot load any new data though until the chart of accounts mapping has been finalized so we are in a bit of a holding position.

Asset Management Officer – Jamie Hallett

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** – *Adopt an asset management plan:*

Risk – Liability:

- Working through the Greenview’s insurance schedules for RMA and following up with corrections/changes that are found. There has been a late surge in fleet vehicles finally showing up for 2024, as well as the new fire truck and fire suppression trailer, all were insured prior to the end of the year.

Asset Management Overview

- Asset Management Software (PSD Citywide) project:
 - PSD Citywide Town Hall meeting on December 10th, 2024, was well attended and there was not as many changes presented as was thought to happen. Will have to wait for January 2025 for PSD Shape and the multi-level of parent -child asset relationships.
 - Presented an Asset Retirement Obligation (ARO) discussion for PSD Citywide Western Municipal Group. We presented overviews on how we are proceeding with completing Greenview's ARO and how they will live in PSD along with our financial software. The 45min presentation was well received and we took on about 20mins of quality questions.
 - Review the values presented on the insurance schedules vs the values recorded in PSD Citywide, and found the majority are correct. I did find some insured gaps in department’s assets. The process would be to evaluate either to be added to different insurance schedules and/or insure certain assets to the property as content insurance. The process will be on-going into January 2025.

Information Systems, Manager – Peter Stoodley

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** – *Establish levels of service:*

Information Systems has been onsite in Grande Cache to prepare for the FCSS move in January. Facilities has completed some work for us, but there is much more to do. All inventory required to have this site Live has been ordered, configured and ready to install. An Information Systems Analyst will be visiting the site for the first week in January to get it up and live. ETA for Go Live is January 10.

There will be a meeting with Applied Electronics to present the requirements for the Grovedale Hall audio improvements. A meeting has been scheduled for the first week in January 2025. From that meeting, an ETA should be established for installation.

Greenview’s Diamond update did not go as scheduled. Central Square postponed the event after six hours of delay. They reported several technical issues was the reason why they had to postpone it.

Information Systems has compiled a report which provides stats on blocked email due to Greenview’s cyber security measures to protect staff email accounts and the organization. These stats are from November 27th, 2024, to December 28th, 2024.

Quantity		Type
51		Malware Blocked
1,019		Phishing Inbound Blocked
14,153		Microsoft Edge added security. Edge is a browser commonly used by staff. This number shows how many times Edge has blocked advances from websites.
6,845		Spam Blocked
9	Malicious-2; Not Malicious-7; 2305 alert triggers	Cyber Security Software – Check Point

Legislative Services Officer – Sarah Sebo

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** - *Ensure our policies address changing and growing community needs:*

On December 10, 2024, the following bylaws and policies were reviewed by Council.

- Bylaw 24-981 “Borrowing 2025” received final reading and was passed without amendments. This bylaw allows Greenview to borrow up to five million dollars to maintain its line of credit.
- Bylaw 24-983 “Municipal Elections” received second reading with an amendment to require candidates to file criminal record checks to be eligible to run for municipal office.
- Policy 4010 “Road Access Approaches” was approved without amendments. This policy establishes guidelines for residents requesting general approaches or driveway crossing requests.

On December 11, 2024, the Policy Review Committee reviewed the following policies.

- Policy 9504 "Credit Card" was recommended for approval with grammatical changes. This policy establishes the rules and procedures around the use of corporate credit cards by both Greenview staff and Councillors.
- Policy 7006 "Social Media" was recommended for approval with the amendment that Greenview's social media refrain from posting about Councillors starting August 1 of an election year, rather than the current January 1.

The next Policy Review Committee is scheduled for January 15, 2025.

- Governance – *Establish levels of service:*

During December, procurement has posted three fleet tenders. The first included, six ½ tons trucks and four 1-ton trucks. The second was for two 2-ton trucks. And the final tender was for a medium sized SUV. A request for information regarding short term disability providers and four janitorial tenders have closed. The janitorial tenders are broken down into one contract for each of Valleyview, DeBolt, Grovedale and Grande Cache. Further, an evaluation review committee met to review the standing offer for engineering services.



MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manger's Report

Department: Community Services

Date: 01/14/24

Director of Community Services, Michelle Honeyman

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

A letter was emailed to Greenview non-profit organizations and those that often apply for Greenview funding, encouraging them to attend one of the upcoming information sessions on the new grant portal. These sessions will provide hands-on guidance on how to use the new online portal, review the updated submission guidelines and answer any questions. The sessions are scheduled as follows:

- *January 14, 2025 @ 7:00 pm - Valleyview, Greenview Regional Multiplex*
- *January 16, 2025 @ 7:00 pm - Grovedale Public Service Building*
- *January 23, 2025 @ 7:00 pm - DeBolt Public Service Building*
- *January 29, 2025 @ 7:00 pm - Grande Cache Public Service Building*

The information sessions are not mandatory, and the community services coordinators will be available to assist all organizations through this new portal implementation as required.

The grant portal is scheduled to be launched February 18, 2025.

Administration attended the DeBolt Seniors Annual General Meeting to interact with members of the board and community to continue to build the relationship with the group and answer any questions they have regarding their request for additional services within DeBolt.

Administration attended the Grovedale Cemetery Meeting where various items were discussed, including a review of 2025 grants. The Agricultural Services Manager attended to review the Arborist's report the health assessment of trees at the cemetery with the committee and provided some education and answered questions.

Governance-Goal 2-Provide quality municipal services.

Administration attended an online Board Development webinar about building strong teams and relationships within communities and board members.

Department: Agricultural Services

Submitted by: Manager Sheila Kaus

Date: January 10th, 2025

Environment- Goal 3; Create a balance between development and natural resources

Administration has approached three dealerships for pricing aimed at the replacement of the post-pounders for the Crooked Creek and Grovedale rental yards. The goal is to have the new units ordered and on site prior to the busy spring rental season.

The Provincial Agricultural Service Grant for 2025 through 2029 was completed on December 17th. This allowed time for Council to review the request to apply for the optional resource management funding to the benefit of Greenview Agricultural Services Outreach and Extension programming prior to the application deadline of January 31, 2025.

Problem Wildlife Work Orders

File Status	Beaver-MD	Beaver-Ratepayer	Customer Service	Predation	Totals
In Queue	-	-	-	-	
Open	2	1	2	6	11
Closed	36	33	31	15	115
TOTALS	38	34	33	21	126

Over the course of December, the Problem Wildlife Team removed 2 problem beaver, 3 muskrat and 2 coyotes. Problem beaver removal stands at 264 for 2024 and over 23 skunks. Focus has shifting to predators for the balance of 2024, with six active sites being monitored by the team.

On December 13th, Alberta Agriculture and Irrigation was issued an immediate recall of Compound 1080 from Health Canada for non-compliance of the registration. This toxicant was previously used to assist in the control of problem coyote. Since 2022, Agricultural Services has shifted to utilizing problem wildlife staff for targeted problem wildlife control, moving away from the dispersal of the toxicant, instead having staff place and check the location, or use non-lethal foothold traps. This was done to reduce the potential for off-target poisoning or snaring of pets. While it is not anticipated that this recall will impact Greenview producers, not all municipalities have problem wildlife staff to manage such issues and it is expected to generate a response from rural municipalities.

Extension and Outreach Activities

Environment- Goal 3; Create a balance between development and natural resources

Economy- Goal 2; Create a diverse economy

One additional GRASS project were reviewed and approved, bringing the total for 2024 to 6 projects being put in place. The program finished the year strong with 15 attendees to the Minerals & Toxicant webinar on December 3rd.

VSI Quarterly Reports and Service Breakdown 2024

Economy- Goal 2; Create a diverse economy

Veterinary Services Incorporated (VSI) encourages livestock producers to access veterinary care and maintain herd health, protecting the economic viability of their livestock operation. The third quarter financials were received on November 1st and for the quarter, there was a 30.7% increase in the total charges when compared to the 2023 fiscal year. This equates to a 0.5% increase over 2023 to date. The third quarter is typically the least busy with the fourth quarter accounting for over 30% of total claims. Projections for 2025 operating budget have increased by \$2,000 to \$134,000. Should the fourth quarter totals not exceed \$52,250 Administration projects a realized requisition reduction of \$25,000 from 2024 numbers. The Veterinary Services Incorporated Annual General Meeting took place November 15th in Peace River.

	# Services	2024	+/- (%)	2023
1 st Quarter	84	\$20,760.79	-7.53	\$22,540.38
2 nd Quarter	180	\$39,801.06	-3.59	\$41,281.84
3 rd Quarter	72	\$15,074.13	+30.7	\$11,534.28
4 th Quarter				\$49,639.40
TOTAL Claims	336	\$60,561.85	+0.5%	\$124,905.90

C-Sections: 16

Preg Checks: 3,585

Semen Tests: 749

The Agricultural Equipment Rental Program contributes to the economic viability of agricultural producers by providing equipment for rent that is cost-prohibitive to purchase when measured against the frequency of use. Rental Equipment stands at 727 rental days up to December 19th.

Green View Family and Community Support Services (FCSS)
Manager, Lisa Hannaford
Culture, Social & Emergency Services

Family and Community Support Services, in collaboration with Information Systems and Facility Maintenance, plan to move into the new administrative space within the Provincial building in Grande Cache during the second week of January 2025. We are very excited about this and will host an open house sometime in the first quarter of 2025.

A mini proposal to extend the Alberta Works Career and Storefront services contract has been submitted to the province. This proposal will extend the contract for a minimum of 18 months. Within the new proposal, administration has asked for an increase in funding from the current \$54,000.00 to a total of \$91,340.00 per year. Two outreach information sessions were requested in December. One from the Red Willow Lodge in Valleyview and the other from the Tawow Center in Grande Cache. Administration provided an overview of services and specifically reviewed pertinent programs directed at the target audience. Both sessions were well attended and appreciated by the participants.

The Seniors group in Grovedale has requested a Just in Case File workshop in the New Year. This workshop prepares participants with knowledge and the information required in case of sudden death or injury. Dates and times will be established in the New Year. On January 9 and 10, Green View will host a mental health first aid training. This two-day course focuses on the four most common mental health disorders including substance related, mood related, anxiety and trauma related and psychotic disorders. The course is open to staff and the public, and registration is at capacity.

There has been a significant increase of school requests for programming in Grande Cache. In the new year programming will take place at Sheldon Coates Elementary, Summitview Middle School, Grande Cache Community High School and Susa Creek School. Programs requested include Relationships and Sexual Health Education, Interpersonal Relationship Skills with a focus on bullying versus conflict, conflict resolution, emotional regulation, self-confidence, the Empathy Program, Body Talk and Why Try.

A Home Alone Program was requested and completed in December at Penson school in Grovedale, and upcoming in the New Year in Valleyview the school administration has requested Why Try, I Can Handle Anger, Mind Up and the Empathy Program.

The Red Willow Lodge has received many requests from residents in the Town the Valleyview to resume the meals on wheels program. The program was discontinued during covid pandemic and will be re-instated in the New Year. If residents are interested in the program, they contact the Lodge directly and meals and billing is done by Lodge administration. The role of Green View FCSS is simply to pick-up the meals

from the Lodge and deliver them to residents within the Town of Valleyview. A similar service can be accessed in the Hamlet of Grande Cache.

A new Member at Large has been appointed to the Green View FCSS board by the Town of Valleyview and will have an orientation the New Year, this is a 6-month interim position.

The 2025 Program Guides have been ordered and will be distributed early in the New Year.

Department: Community Services

Function: Protective Services

Date: January 14, 2025

Greenview Fire-Rescue Manager, Wayne Brown

Culture, Social & Emergency Services

Administration:

On December 9, 2024, the Regional Fire Chief (RFC) met with the CAO and the Director of Community Services to discuss the Alberta Emergency Management Agency (AEMA) proposal for four additional Wildland Urban Interface (WUI) Teams. After review and discussion, it was determined that Greenview does not have the personnel capacity to provide the listed services that will be provided by these teams. Greenview will continue to provide support for all Wildfire and WUI activities when possible.

The Regional Fire Chief met with Atlin Solutions on December 9th to discuss a re-build of the existing Greenview Emergency Management Plan. RFC has decided to contract the re-build and training to Atlin Solutions in 2025. This will provide Greenview with a more usable Incident Command System (ICS) model when activating an Incident Command Post (ICP) or Emergency Operations Center (EOC).

On December 11, 2024, STN 31-DeBolt sent a Greenview Fire Rescue Unit and six firefighters to cover emergency responses at the Sturgeon Lake Cree Nation (SLCN). This coverage was requested and was provided to allow the SLCN Fire Department to both grieve and celebrate the life of one of their own, who was involved in a motor vehicle collision on Highway 43.

The Regional Fire Chief attended an online meeting on December 12th held by the Alberta Fire Chiefs Association to discuss issues facing rural fire services.

On December 13, 2024, the first of two new Sprinkler Protection Unit (SPU) Type II trailers were delivered to STN 31-DeBolt (see PHOTO 1).

The new STN 31-DeBolt Wet-Rescue Fire Truck was delivered on December 19th. The truck will be tested and reviewed prior to being put into service at STN 31. An official ceremony in January 2025 is being planned for Council to review the unit.

RFC has had discussions with Alberta Forestry regarding the potential placement of fire guards at or near specific Coops/Enterprises. Moving forward discussions will include representatives from Aseniwuche Winewak Nation (AWN) and the Coops/Enterprises.

Regional Fire Chief and the STN 33 Deputy Fire Chief are engaged with Alberta Forestry (and consultant) in the creation of a Wildland Management Strategy for the Grande Cache corridor. This project is fully funded by Alberta Forestry.

FRIAA grant updates:

- Sturgeon Lake cabin community awareness project has been extended to March 2025; this is to allow additional fire smart home hazard assessments to be completed.
- Nose Creek fire guard (phase 1) is on track. This phase has been extended to March 2025 to permit an increased role for the Forest Companies.
- The grant application for the rehabilitation of the fire guards North and West of Grande Cache is now in the final phase of the application approval process.

The final DRAFT of Memorandum of Agreements (MOAs) for Fire-Rescue Services has been sent to Fox Creek and Valleyview. Once signed off by both parties, the MOAs will be reviewed and signed off by Greenview. The MOAs come into force on January 1, 2025, and expire December 31, 2027.

Bylaw 24-958 Fire-Rescue Service is currently being amended to reflect recommendations made by Greenview Council. The Bylaw will be presented on February 11, 2025, for second and third readings.

STN 31-DeBolt

STN 31-DeBolt had another successful toy and food drive, including \$4088.00 in cash donations.

STN 32-Grovedale

Regional Deputy Fire Chief met with Alberta Agriculture and Forestry and the County of Grande Prairie Fire to discuss strategies for winter burning tracking and springtime follow ups.

On December 16, 2024, at 2:03 AM, STN 32-Grovedale responded to a single vehicle rollover at KM 2-52 on the Weyerhaeuser Two Lakes Cut Across. The temperature was -27. Once on scene firefighters found a single occupant with undetermined injuries. It appeared that the patient had been unconscious for a period of time. Attending Emergency Medical Services (EMS) only had a Basic Life Support crew available, so STARS was dispatched for Advanced Life Support. Patient was extricated by fire crews, stabilized and transported by STARS (see PHOTO 2).

On December 17, 2024, STN 32-Grovedale made a visit to the Grovedale Daycare to welcome the arrival of Santa. Firefighters assisted Santa in delivering gift bags filled with Christmas snacks to eleven kids. The Grovedale Firefighter’s Association generously supplied the snacks.

STN 33-Grande Cache

On December 8, 2024, STN 33-Grande Cache hosted a hockey game against the Grande Cache Muttoneers to raise money for the Grande Cache Big Horn Golden Age Club and Santa’s Anonymous. The hockey game raised over \$5000 for both non-profits in the community.

A Pembina Pipeline representative was at STN 33-Grande Cache on December 10th for a presentation regarding safety at or near Gas Plants and Pipelines. The presentation was informative and was well received by the firefighters.

Emergency Response Call Volumes:

Emergency Incidents

November 27, 2024, to December 18, 2024

	STN 31	STN 32	STN 33
Emergency Response	7	9	6
Medical Co-Response	4	3	7

Of the total 22 Emergency Responses:

- o 16 - Motor Vehicle Collisions
- o 2 – Structure Fire
- o 2 – Vehicle Fire
- o 1 – Outside Fire
- o 1 - Alarm

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

PHOTO 1 – Sprinkler Protection Unit – Type II trailer



PHOTO 2 – STARS helicopter on scene



Enforcement Manager, George Ferraby
Culture, Social & Emergency Services

Period of November 28th, 2024 – December 19th, 2024

Enforcement Services have assisted the RCMP and Fire Departments with several motor vehicle collisions over the past few weeks with the poor weather conditions.

After the large snowfall, Community Peace Officer's (CPO) ensured that residents were complying with the snow removal bylaws. Grande Cache was fortunate to have all the snow melt just a few days after it arrived.

Grovedale CPO's assisted Greenview Fire and RCMP with a stranded hiker. The hiker was located 2 km down a remote trail. The hiker was recovered and transported out on the CPO Snowmobile.

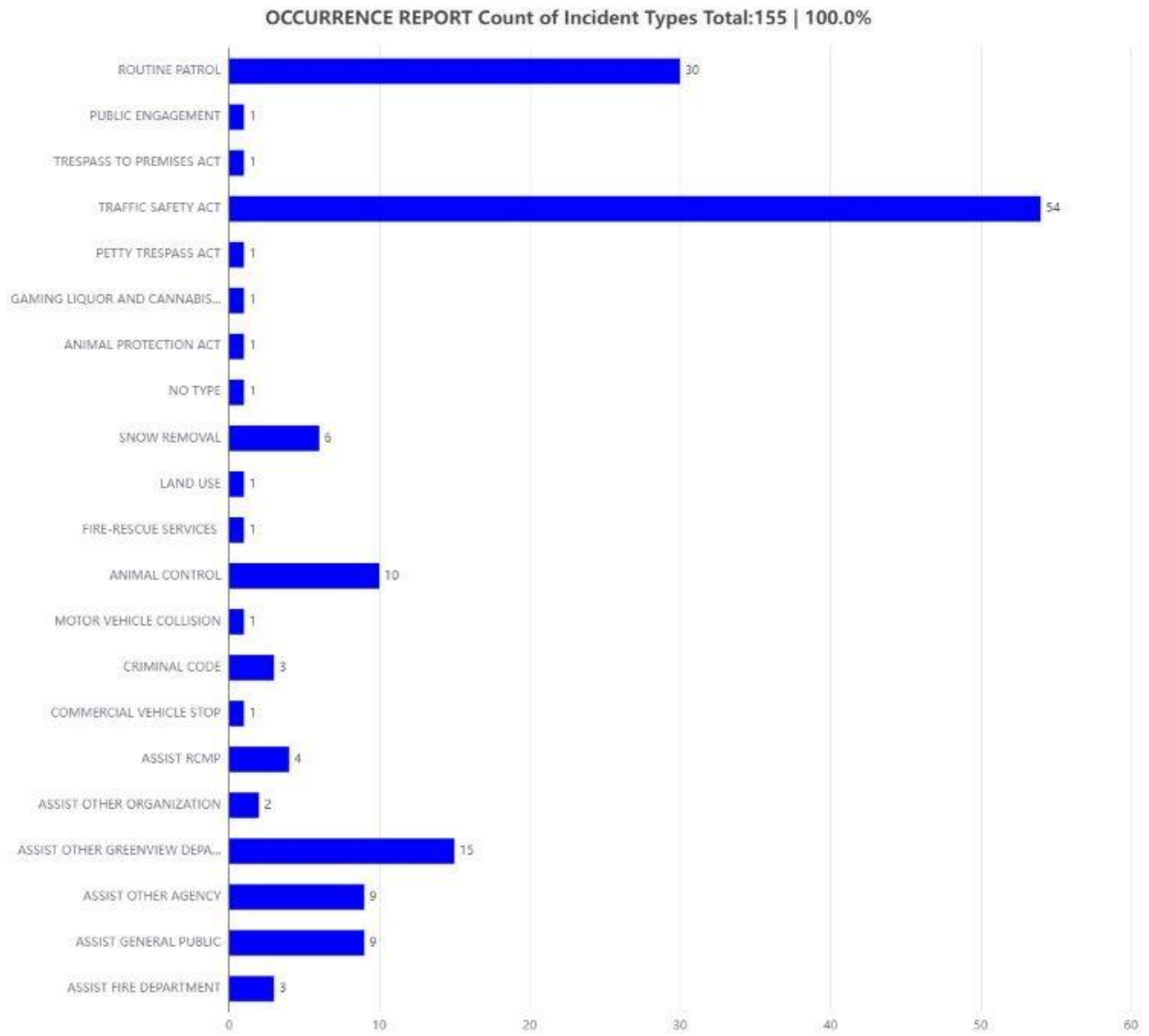
Enforcement Services continues to focus on speed enforcement in the Ridgevalley area due to ongoing complaints.

Enforcement Services attended several Christmas events including parades and Greenview functions.

Officers have been away on vacation resulting in reduced stats for this time period.

During the period of November 28th, 2024 to December 19th, 2024, Enforcement Services attended 155 calls for service, including 17 bylaw calls. Officers issued 14 violations and issued 19 warnings.

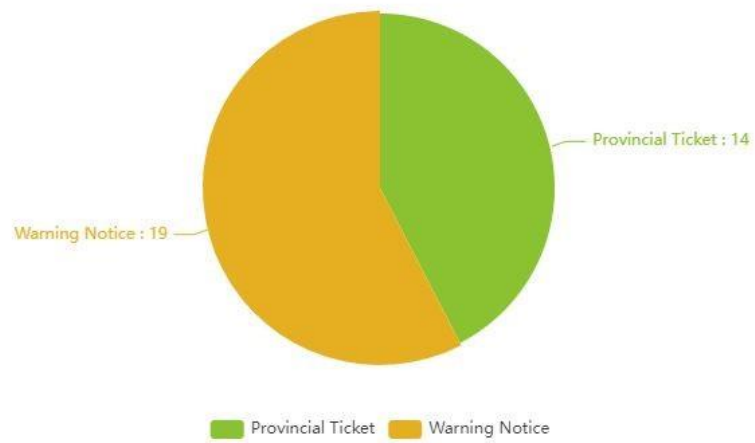
Stats:



Ticket Create Date:

2024-11-28 ~ 2024-12-19

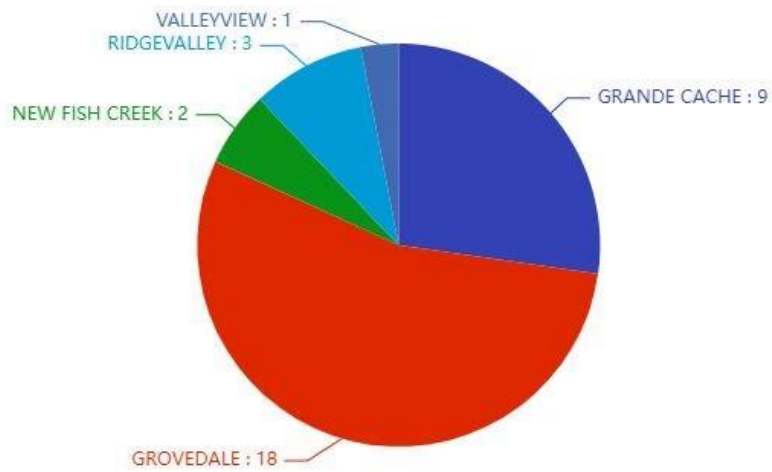
Provincial tickets by type



Ticket Create Date:

2024-11-28 ~ 2024-12-19

Provincial tickets by zone



Recreation Services

Manager, Kevin Gramm

The Grande Cache Recreation Board approved 4 grant request submissions:

- The Grande Cache Otters Swim Club, receiving \$5000.00 towards capital purchase of Club equipment.
- The Smoky River Nordic Ski Club, receiving \$5000.00 towards capital purchase of Club equipment.
- The Grande Cache Minor Ball, receiving \$5000.00 towards Operational expenses including upcoming consultant expenses for the evaluation of Diamond #1.
- The Akasaka Figure Skating Club, receiving \$5000.00 towards Operational expenses.

In addition to the grant requests, the Board also received 2 delegations from the Hamlet regarding steps to create an outdoor rink in the community as well as a presentation regarding how the board can assist the Hamlet in further supporting the needs for community sports & recreation coaching involvement. The Grande Cache Recreation Board has awarded \$30,000 in grants this year. Moving forward, the Board will hold quarterly meetings for delegation and funding requests. The grant application is now available on Greenview's website for interested parties.

Administration in all 3 Recreation areas will be conducting financial reconciliation and inventory counts as we conclude the year; we are in the process of reconciling debits and credits. Additionally, we will be conducting an inventory count to ensure accurate record-keeping and prepare for the 2025 season.

Kakwa Area Grant

Administration met with representatives from the Government of Alberta to discuss plans for winter field work related to the Kakwa Area Grant. Priority goals for this fieldwork will include inventorying winter trails and usage as well as assessing signage requirements.

RE21007 Community Facility:

Administration has received a final concept presentation for the Grande Cache Recreation Centre, Aquatics Re-Purposed Fieldhouse Area Design. ACI Architecture has completed their committed contract requirements and now Greenview Administration will move forward with the creation and posting of necessary request for proposals on the next phases of this project.

RE22003 Victor Lake Recreation Enhancements:

Nothing further to report – Administration is awaiting a response from Aseniwuche Winewak Nation (AWN) regarding the proposed Victor Lake Boat Launch before bringing the final project status report to Council for review.

RE23002 Recreation Centre Arena Ice Pad & Boards:

This capital project can be considered complete with one final handrail detail to be finished. Some further project consideration will be conducted for barrier free access / wheelchair locations in the arena stands. A variance approval / relaxation was issued by Alberta Municipal Affairs based on preliminary design to allow for 2 platform viewing areas which would include 8 wheelchair / restricted use placements instead of the required 12 in new construction.

RE23017 GRM Fieldhouse Air Conditioning:

Administration received a final report and estimate of completion for this project to finalize the A/C unit installation. Evaluation is being conducted on the estimation of costing vs the contingency available on the capital project before proceeding. This includes roof opening truss reinforcement, non destructive evaluation of the weld areas and updated shop drawings.

Governance – GOAL 2: Provide quality municipal services.

Greenview Regional Multiplex (GRM) Report: Administration

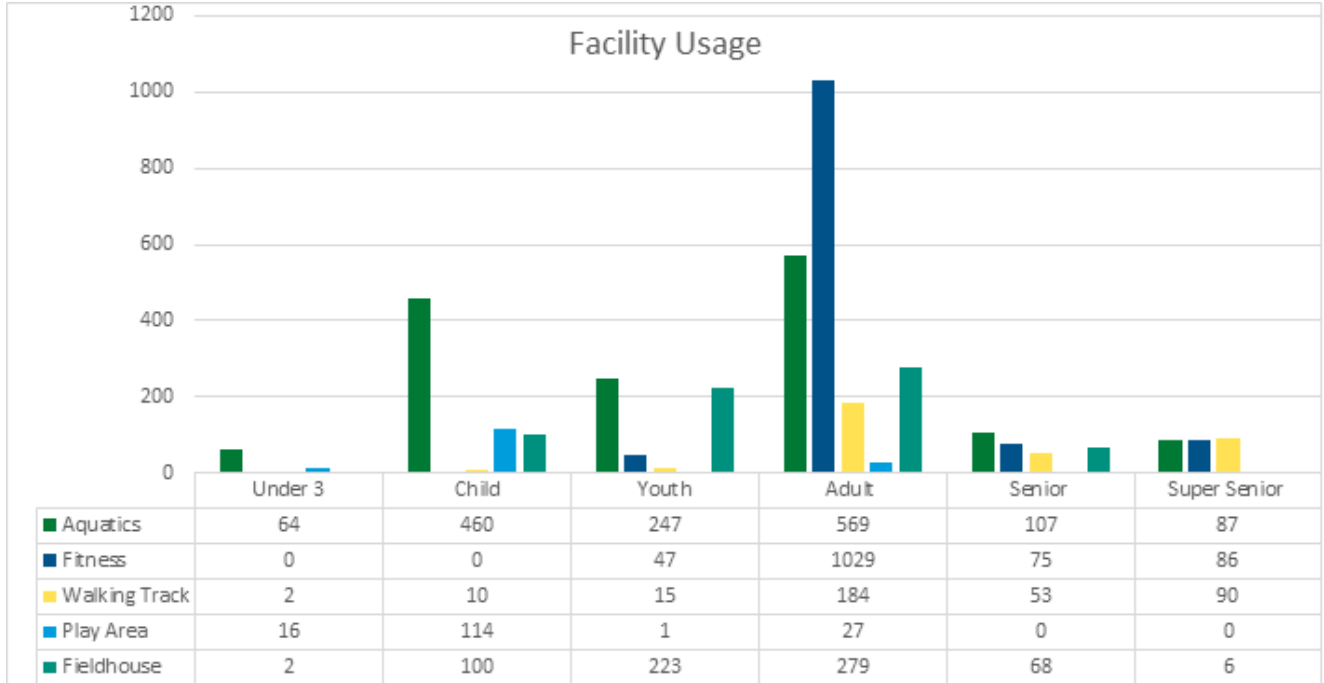
Administration

With the month of December, comes Holiday bookings and events and overall, a sense of the year coming to an end. We had a jam-packed month of external bookings and include the following.

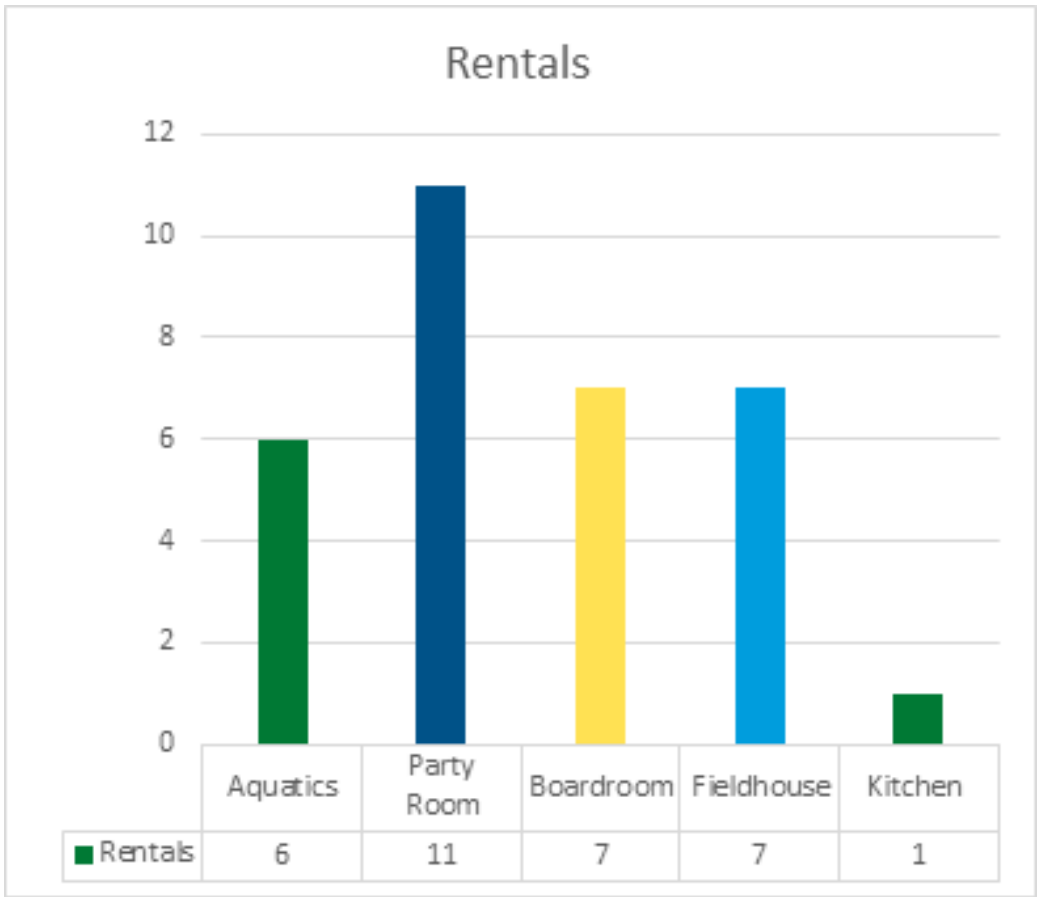
- December 5th, we had a Greenview U with Humboldt bus crash survivor, Tyler Smith, who spoke on his story and where his life has been at the young age of 26. With a captivating story that engaged everyone in attendance, Tyler was able to create conversation, share perspectives and ultimately create connection with each person.
- December 7th was the Greenview Kids Christmas party with nearly 60 kids in attendance with their families.
- December 8th and 10th we saw two Sturgeon Lake FCSS and Health Centre bookings in the fieldhouse, with 3-400 in attendance on both days.
- December 13th was the Valleyview Toy/Cash/Food Drive, with over 100 in attendance and a jampacked box filled with donations. Pattison Media was on site doing live on location.

After several years without a concession, the GRM and Magic Breeze Cafe concession is opening its door to the community on December 12th, 2024. With a menu that will surely be a hit for all members, they look to include but are not limited to the following, breakfast items, coffee and baked goods, hearty soups, fresh salads and nutritious sandwiches, wraps and paninis. With plans to expand into homemade pizzas, chicken fingers and rotating specials, Magic Breeze Cafe will bring a strong sense of community with nutritious and delicious options for all. We can't wait to have another addition of food and

beverage choices in the community and hope to see you soon at our wonderful Greenview Regional Multiplex.



Active Memberships	
Corporate -Adult	384
Adult	361
Corporate-Youth	43
Youth	59
Corporate- Child	45
Child	83
Corporate-Family	51
Family	35
Corporate-Senior	43
Senior	85
Super-Senior	85
Childmind-Punch Pass	90
Toonie Track Punch Pass	12
Total	1376



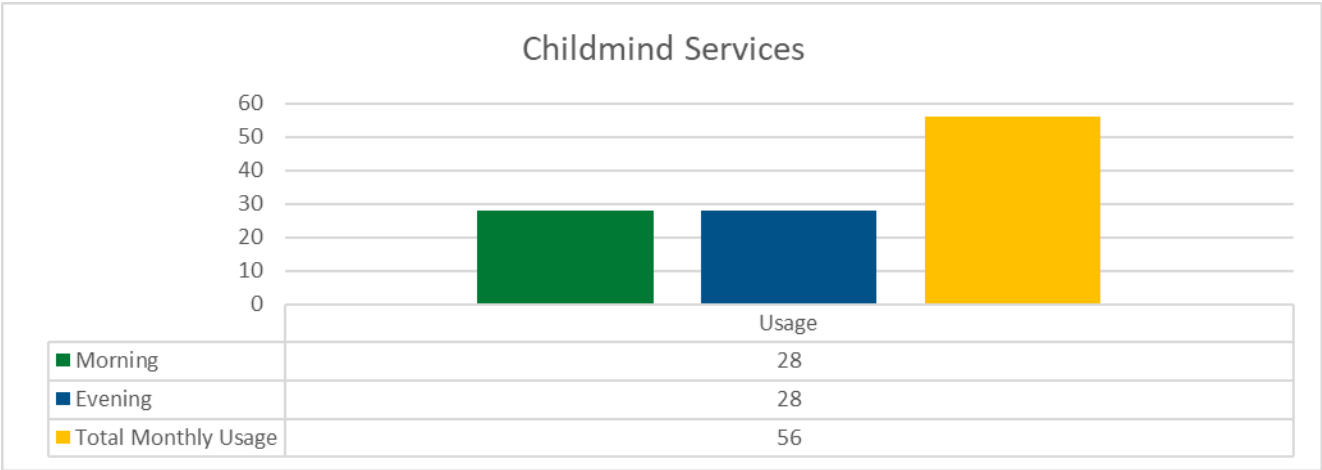
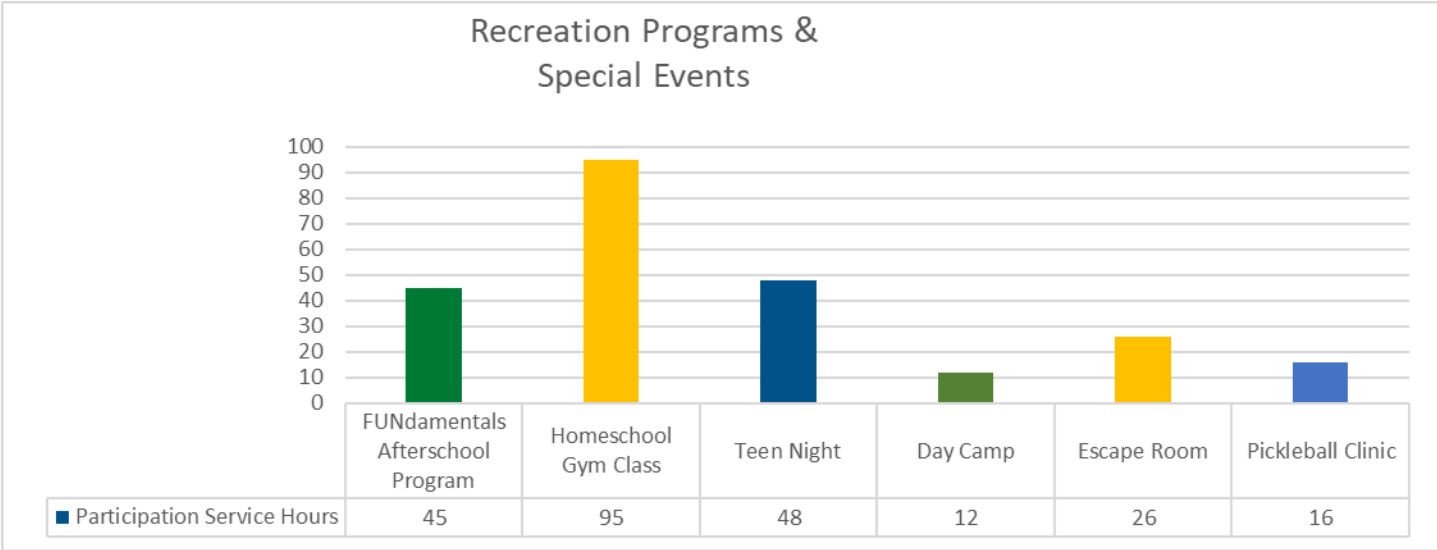
Programming

From December 2nd to 19th, the Fundamentals program held themes from Letters to Santa, Christmas Scavenger Hunt, Snowshoeing, Snowman building and Christmas baking – the fundamental programs were packed full of fun filled activities that were sure to build the holiday spirit and excitement.

With planning all the fieldhouse activities for the Toy Drive, from cookie decorating, photobooth, candy cane minute to win it games and a surprise visit from the Grinch!

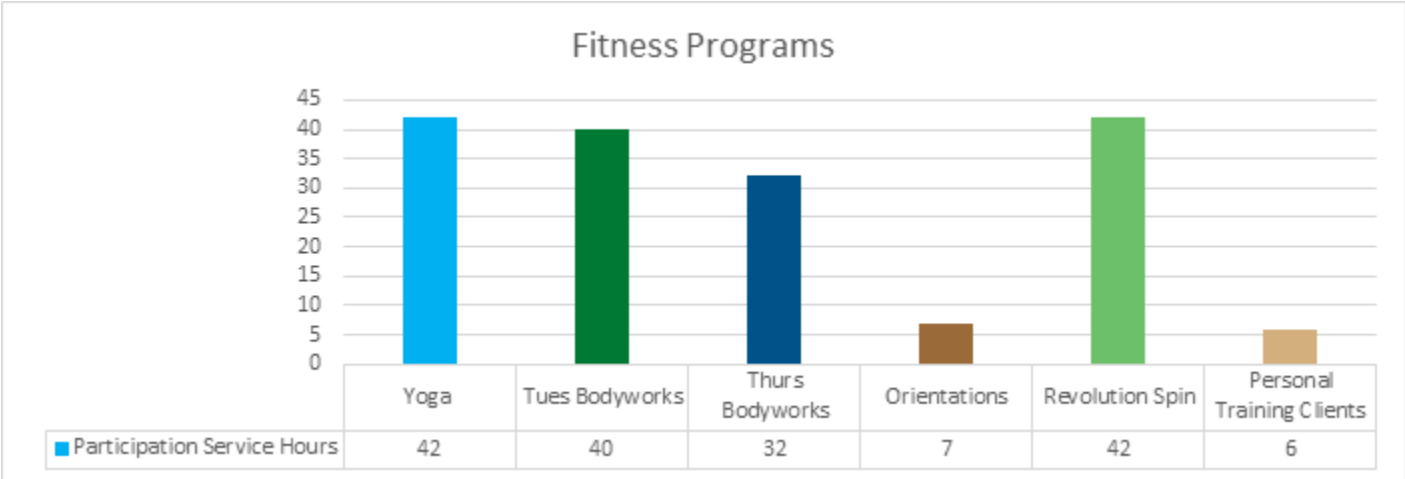
December 23rd saw the Underground Basketball camp book the fieldhouse for local basketball players and the Cubs Basketball Camp on January 3rd.

Finishing up December with the always loved and anticipated – Noon Years Eve drop on December 31st – from 10am-noon. This was our largest NYE event yet – with 179 in attendance!



Fitness

The fitness team started and finished December strong with all programs running and wrapping up by mid December before the holiday break settles in. With plans to bring in all programs back in January, the fitness calendar has been revamped with new times, new Spin times, and doubled up on Bodyworks, Zumba and Spin. Planning for the January Improved Me Challenge - 12 weeks is complete and we look forward to the busy new year season with many patrons setting new fitness goals for themselves.

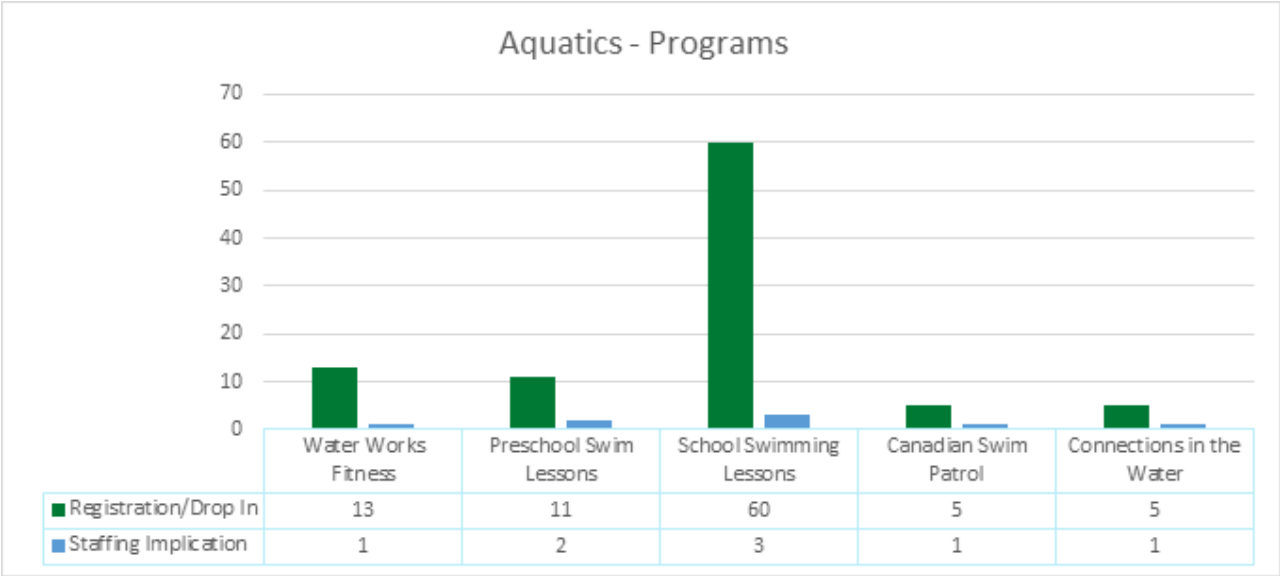


Aquatics

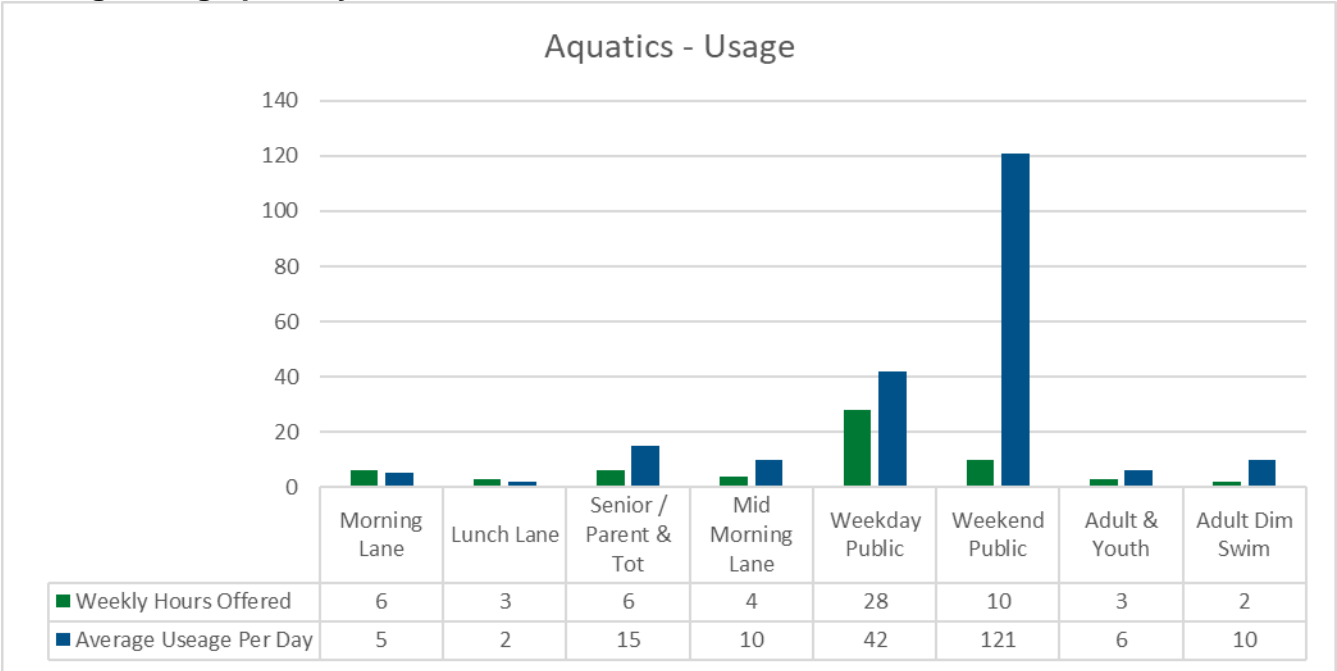
The aquatics department ran a first aid, and had the head lifeguard pass his course to become first aid instructor certified. This is an amazing achievement, and we look forward to running more first aid clinics in the new year with a second instructor.

December 13th, we had the WIBIT in for the family fun Christmas event (toy drive). On December 17th and 18th, we ran a new program called Liquid Zen (aqua yoga) and Surf and Sweat Bootcamp, with 4 in attendance and a waitlist for SnS respectively! We will be rolling these programs out in the new year.

December 20th was a collaborative effort for Santas Silver Screen with the recreation programming department many in attendance and this was a swim, plus Christmas movie in the fieldhouse with a concession serving iced tea, snacks and popcorn. Bronze Medallion and Bronze Cross lifeguard courses have been planned for the end of December and into the new year.



Average Usage per day



Grande Cache Recreation Centre (GCRC) report:

Administration

- **Facility Contracts and Fee Structure Review**

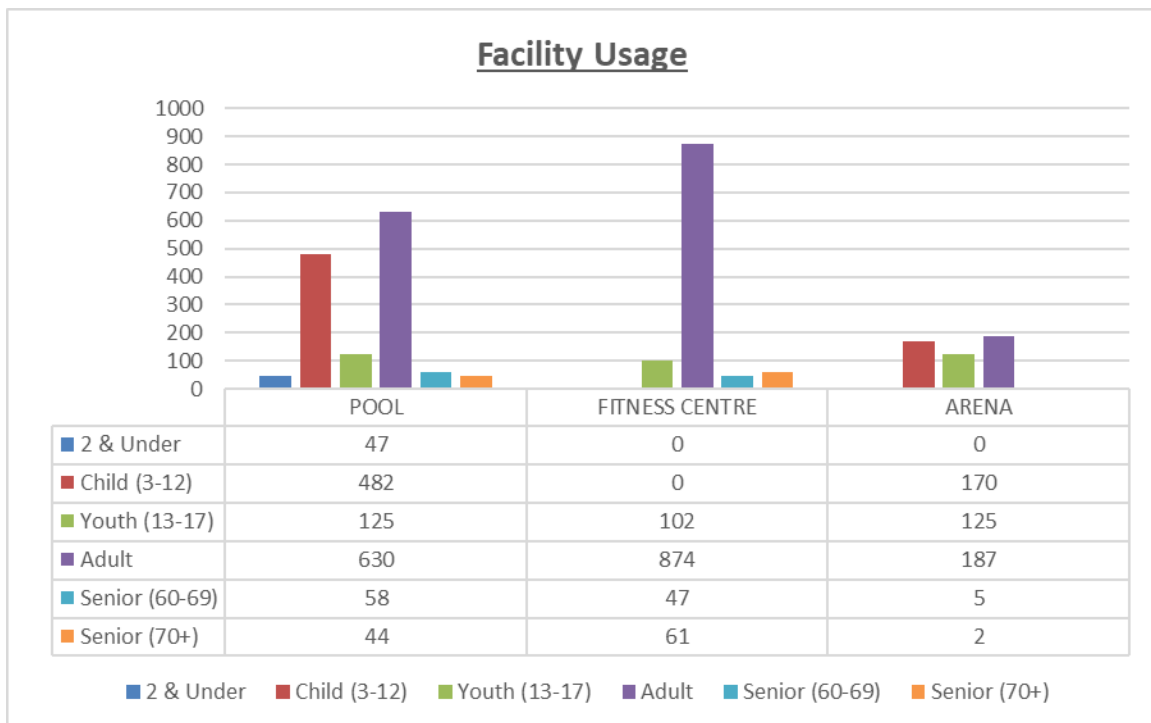
Several facility contracts are approaching renewal, and we will be working closely with Administration and Council to revisit the fee structure and ensure sustainability.

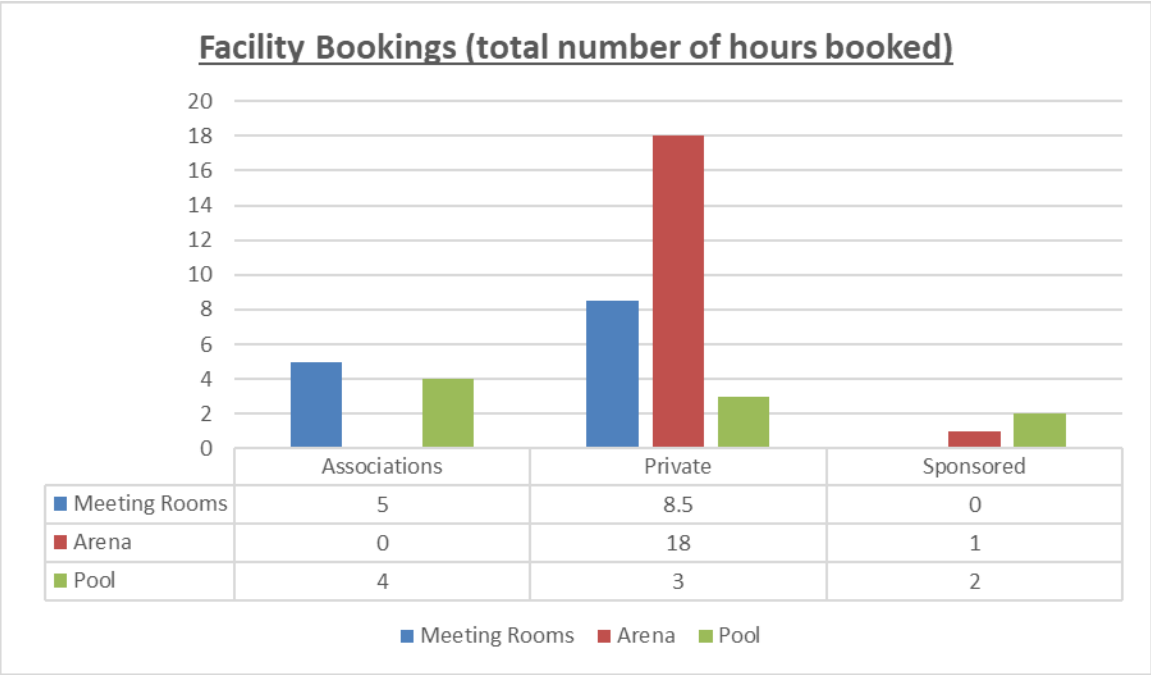
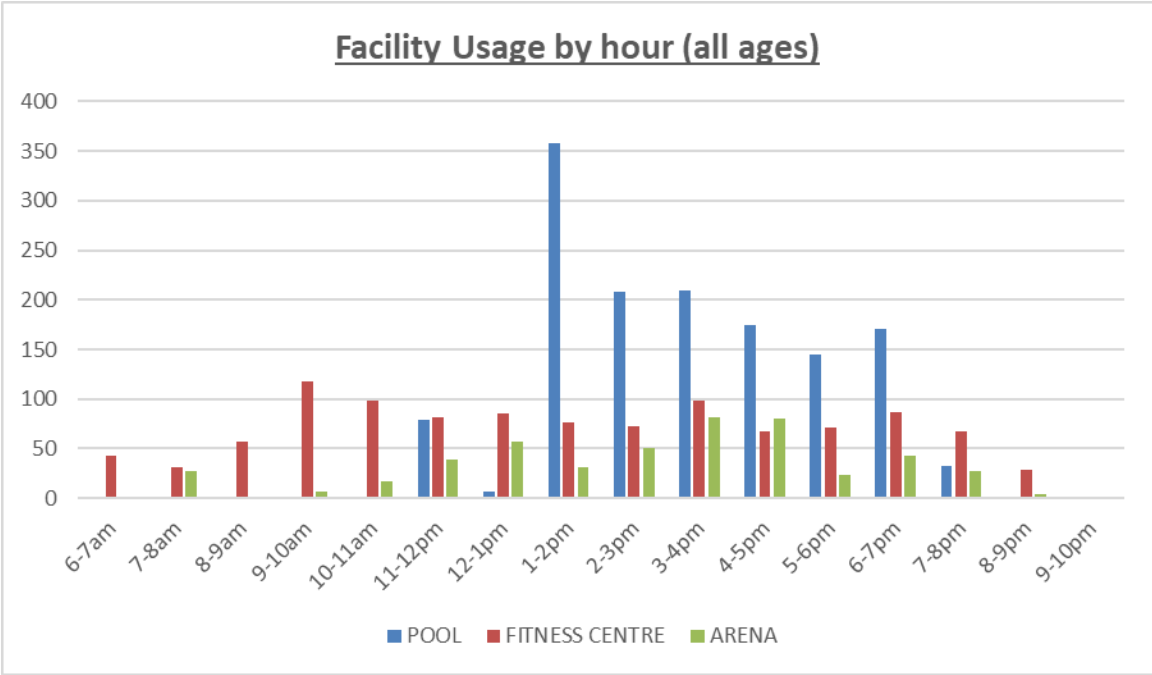
- **Community Transportation**

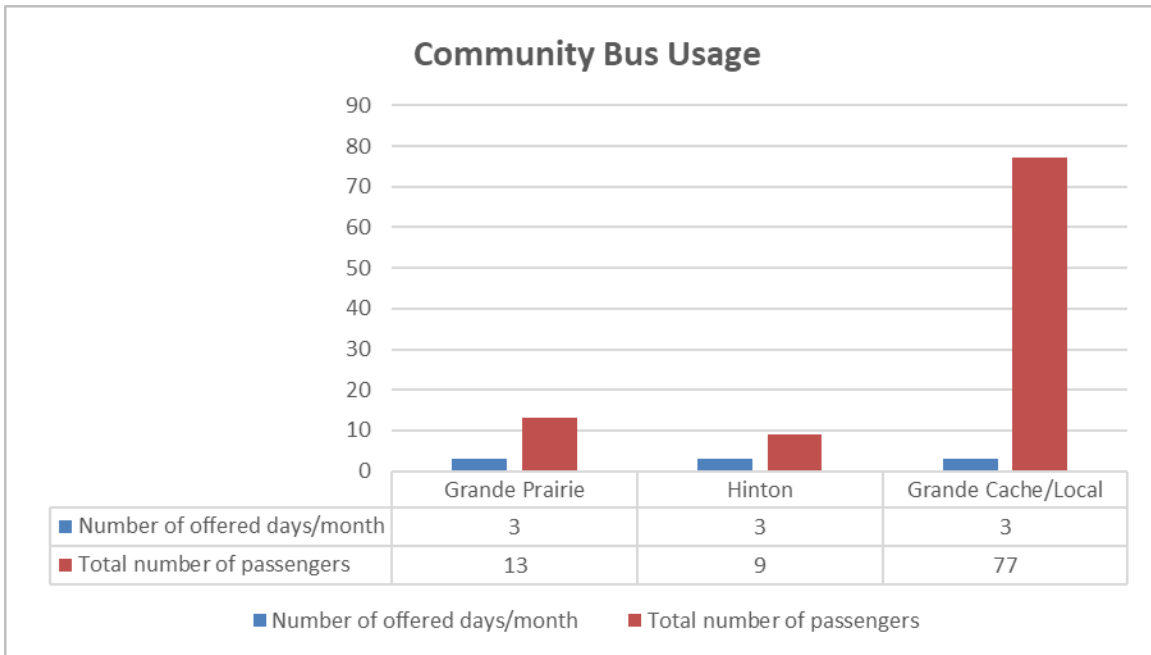
The Community Transportation service has been cancelled for the holiday season and will resume on January 7th. The service for Grande Prairie is nearly fully booked for January. The community is eagerly anticipating the new passenger bus.

- **Arena Operations**

The Arena continues to be busy with ongoing requests for public offerings during the week, which are currently unavailable due to user group bookings. This is something we will investigate for the new season. In response to demand, we have added an additional youth shinny slot in the morning, as the child shinny slot was underutilized. This adjustment aims to better meet the needs of our community.







Membership Statistics			
Active Memberships		New Membership Purchases (DEC)	
10x Corporate Pass (All)	45	10x Corporate Pass (All)	-
Corporate – Adult	67	Corporate – Adult	33
Adult	54	Adult	32
10x pass – Adult	567	10x pass – Adult	12
Corporate – Youth	6	Corporate – Youth	4
Youth	7	Youth	6
10x pass – Youth	142	10x pass – Youth	8
Corporate – Child	9	Corporate – Child	7
Child	2	Child	3
10x pass – Child	39	10x pass – Child	6
Corporate – Family	98	Corporate – Family	6
Family	29	Family	1
10x pass – Family	109	10x pass – Family	1
Corporate – Senior	4	Corporate – Senior	-
Senior	20	Senior	11
10x pass – Senior	60	10x pass – Senior	4
Super Senior	47	Super Senior	3
TOTAL	1,305	TOTAL	137

Programs and Events

Annual Griswold Family Christmas Tree Hunt:

A Perfect Day in the Snow. This year's Annual Christmas Tree Hunt was a memorable one, with fresh snow, mild weather, and a cozy fire setting the perfect scene for the festivities. Sixty-five enthusiastic participants came armed with chainsaws, axes, reciprocating saws, and even a skill saw to search for and harvest their ideal Christmas tree. In total, 22 trees were harvested during the event.

A big thank you to all the local groups who helped make the event a success!

- ✓ Operations for delivering the fire cauldron and clearing the area.
- ✓ Alberta Forestry for providing tree permit education and assisting participants with the QR code tutorial.
- ✓ Programs for their hard work and preparation, and Communications for managing the advertising.
- ✓ The Recreation Centre Operations staff for supplying the firewood and truck.
- ✓ And finally, a heartfelt thanks to Spruce and Bean for their generous donation of delicious hot chocolate to keep everyone toasty and cheerful.

Santa's Workshop event!

The programs team joined in for a festive family event at the Grande Cache Tourism and Interpretive Centre. We saw 201 people come through for this event on Friday December 13 and 184 people on Saturday 14. Both days was from 4 – 8pm.

Here's what was provided!

- Visit and receive a special gift from Santa Claus himself
- Cozy up for Storytime with Mrs. Claus
- Savor delicious snacks and warm drinks at the Claus Cafe
- Get creative and build some holiday crafts in the Workshop
- Horse and wagon ride every 15 minutes!

Partnerships: Grande Cache Municipal Library, Grande Cache Inn and Suites, Elk Ridge Quarter Horses, UCCO, Smoky River Nordic Ski Club, Grande Cache Recreation Centre (programs team), MD Operations, Facility Maintenance and beautification Departments, and community volunteers.

MD Staff Kids Christmas Party

The kids Christmas party was held on Saturday December 14 from 1-4pm. From 1-2pm we had cookie decorating, pizza and Santa. Santa handed out a Christmas card that had a gift card worth \$30. From 2 -4pm there was swimming provided. We had 47 kids registered this year and had 21 of the kids attend.

House Decorating Contest!

We sincerely thank all 2024 Grande Cache & Area house decorating contest participants! Your festive decorations have amplified the holiday spirit throughout the community. We had only **11** houses enter the house decorating contest, but we have seen more houses decorated this year than the previous years. Special thanks to everyone who took the time to cast their votes; we received an overwhelming total of **5827** responses.

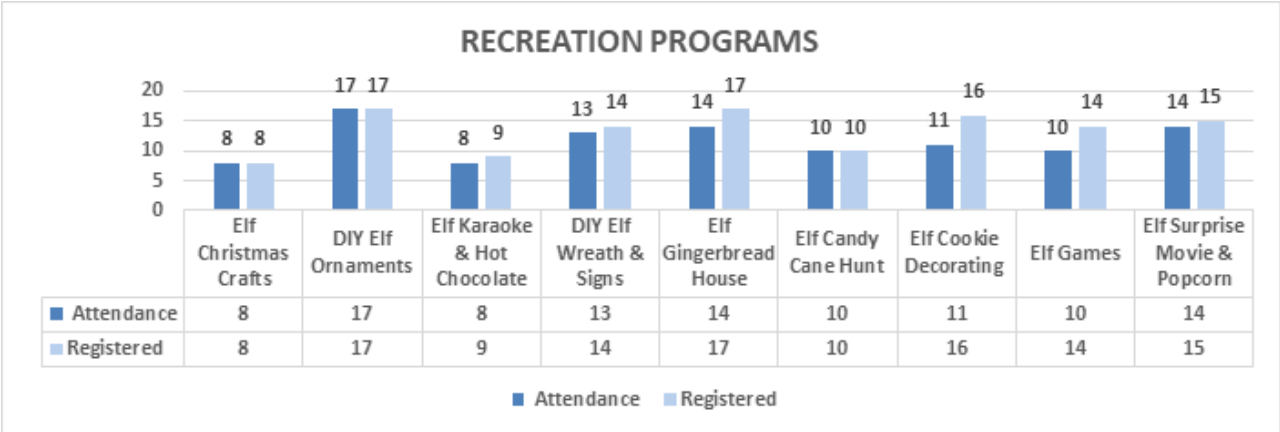
Winner receives a gift bag that include a blanket, bath bomb, hot chocolate, popcorn and a spatula with a tree cookie cutter! Without further ado, here are the winners of the 2024 Grande Cache & Area House Decorating Contest:

- Phase 1: Michael Taylor
- Phase 2: Michel Hebert
- Phase 3: No entries
- Phase 4: Peyton Elms
- Phase 5: Louise Van Der Merwe
- Phase 6: No entries
- Shand Trailer Court: No entries
- Susa Creek Cooperative: Ken and Ali Moberly
- Victor Lake Cooperative: Sarah Moberly

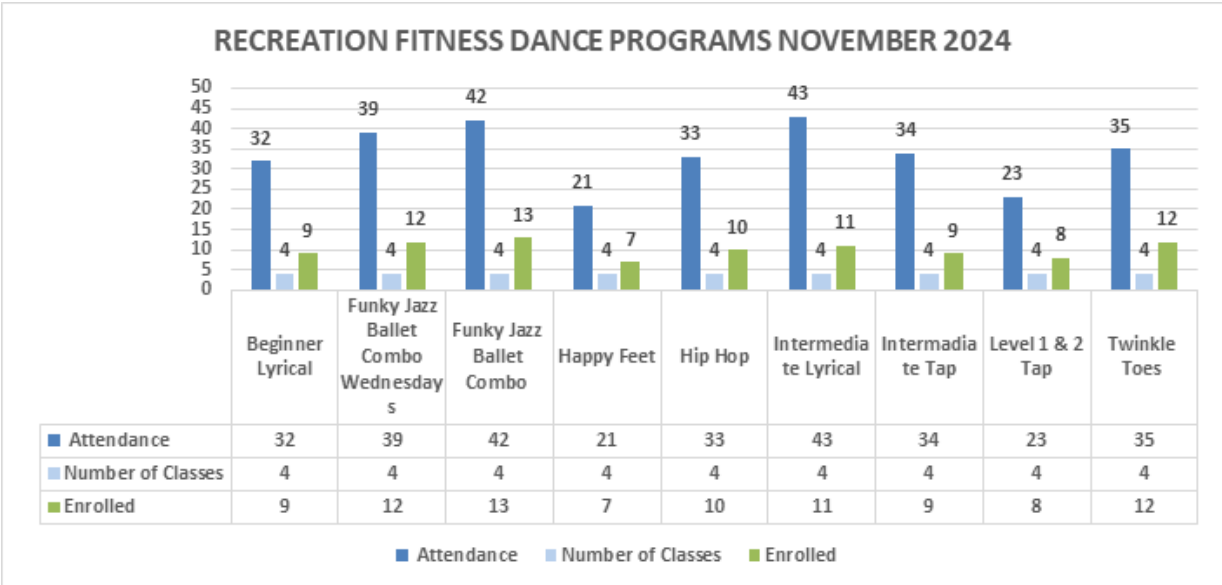
After School Programs

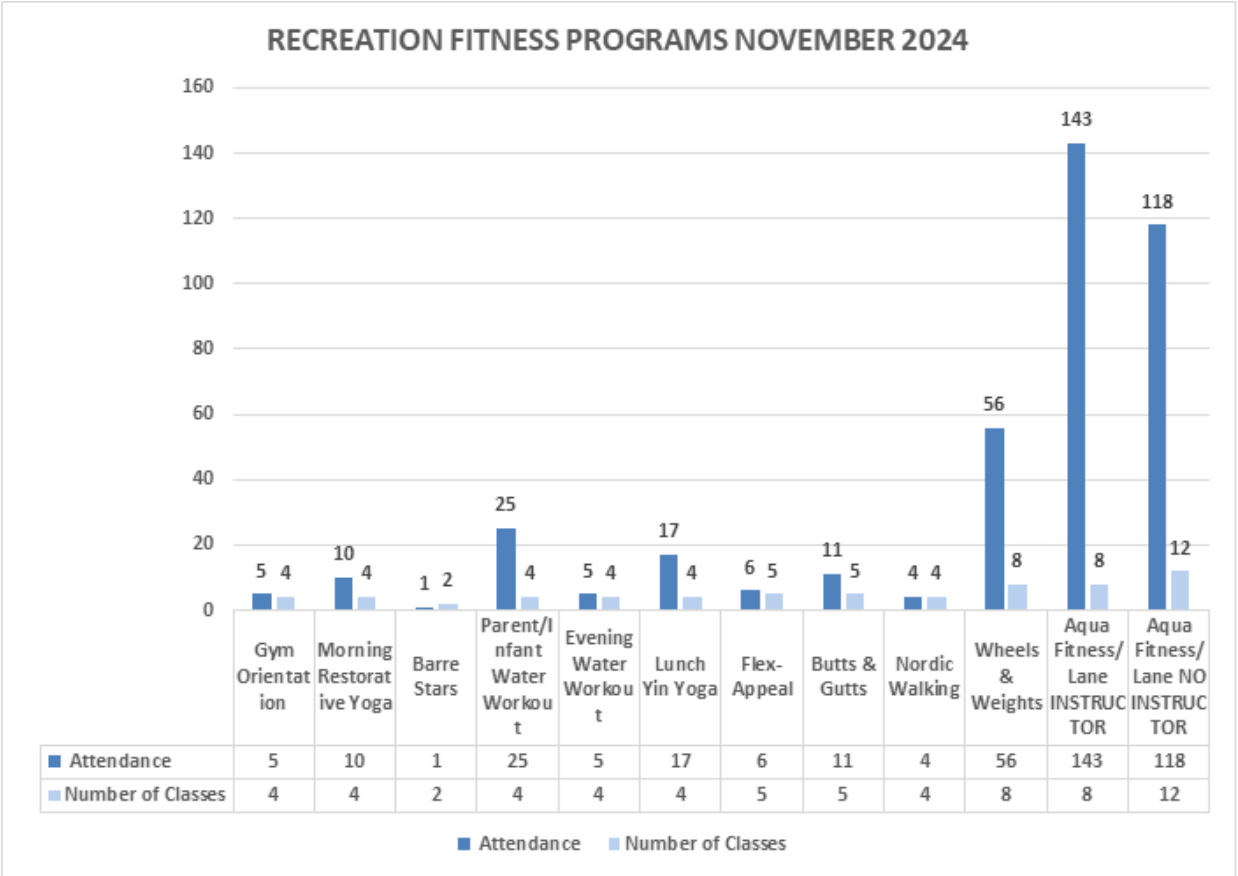
On top of all the events we had going on we still had regular after school programs! The after-school programs consisted of Elf themed programs! We saw 8 to 17 kids registered throughout December. We had Elf crafts, DIY Elf ornaments, karaoke, hot chocolate, made wreaths and Christmas signs, gingerbread houses, candy cane hunt, cooking decorating and a movie with popcorn.





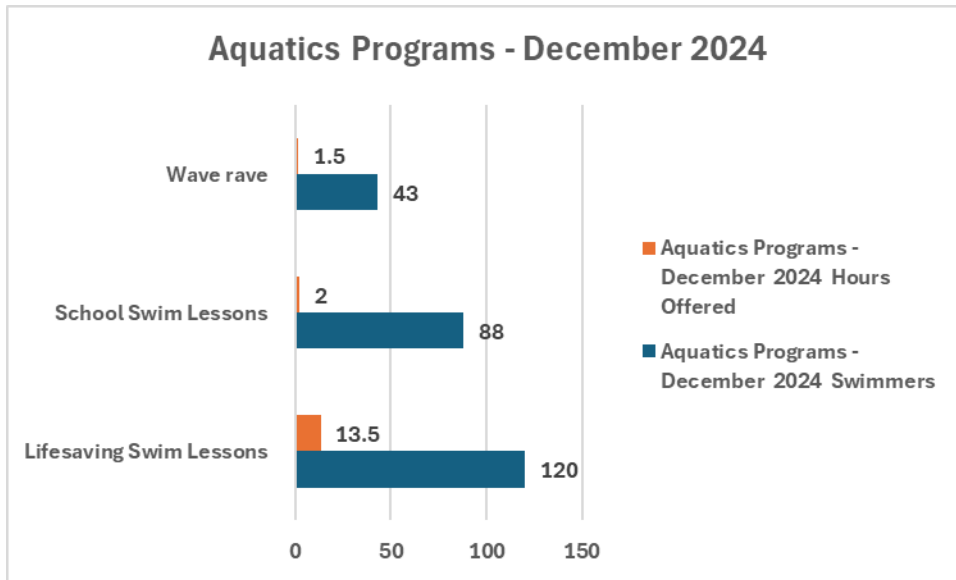
Fitness





Aquatics

- The fall session of swim lessons and Junior Lifeguard wrapped up this month.
- The Grande Cache Otters Swim Club held a mini “Snow Much Fun” swim meet.
- Summitview School swim lessons were completed this month.
- The December “Wave Rave” was re scheduled for the last day before school winter break with 40+swimmers in attendance.



Outdoor Recreation Services:

Outdoor Recreation winter programming will commence in January. The schedule is as follows:

Adult Snowshoeing at Johnson Park

- o Tuesdays, January 14, 2025 – March 18, 2025, 2:00 PM – 4:00 PM

Youth Snowshoeing at Johnson Park

- o January 31, 2025 – 2:00 PM – 4:00 PM
- o March 28, 2024 – 2:00 PM – 4:00 PM

The following chart shows paid camping nights at Greenview Outdoor Recreation sites during the 2024 camping season.

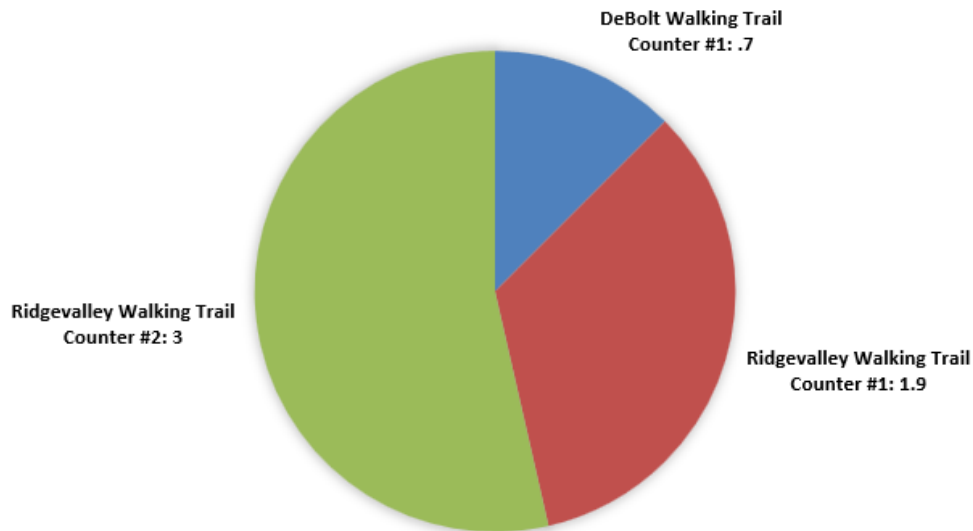
2024 GREENVIEW CAMPGROUND PAID NIGHTS							
	May	June	July	August	September	October	TOTAL BY SITE
Grande Cache Campground	256	970	1282	1153	282	155	4098
Johnson Park	16	47	59	79	20	3	224
Kakwa River PRA	9	24	14	22	15	10	94
Moody's Crossing	72	133	104	215	79	24	627
Sheep Creek PRA	3	26	28	56	23	0	136
Shuttler Flats PRA (Group Use)	4	5	9	14	9	0	41
Smoky River South PRA	15	79	86	123	46	7	356
Swan Lake	83	47	29	42	48	17	266
TOTAL BY MONTH	458	1331	1611	1704	522	216	5842

The following table shows the annual revenue of Greenview Outdoor Recreation sites over the past three operating seasons. Note that Swan Lake receives a \$20,000.00 operating grant from Canfor annually.

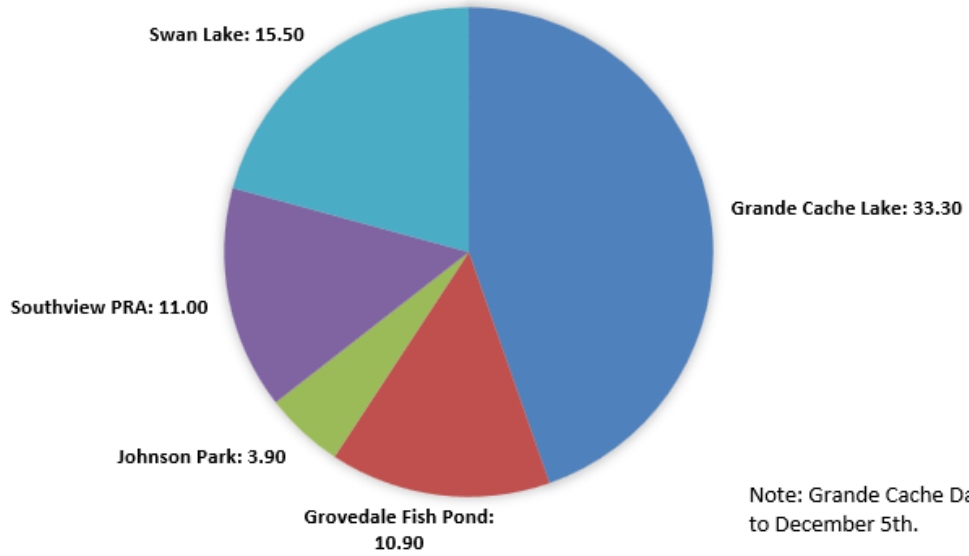
OUTDOOR RECREATION SITE ANNUAL REVENUE				
	2022	2023	2024	3 Year Total
Grande Cache Campground	\$190,895.38	\$182,906.00	\$207,666.03	\$581,467.41
Johnson Park	\$12,261.97	\$3,982.88	\$5,300.01	\$9,282.89
Kakwa River PRA	\$2,898.08	\$3,494.60	\$2,524.14	\$8,916.82
Moody's Crossing	\$12,351.96	\$14,487.72	\$15,323.64	\$42,163.32
Sheep Creek PRA	\$4,731.45	\$4,137.28	\$3,898.39	\$12,767.12
Shuttler Flats PRA (Group Use)	\$874.76	\$2,050.16	\$2,508.60	\$5,433.52
Smoky River South PRA	\$8,560.02	\$8,690.14	\$9,230.07	\$26,480.23
Swan Lake	\$27,018.78	\$23,561.11	\$26,624.08	\$77,203.97

The following charts show the counter data for outdoor recreation sites during October.

**DAILY WALKING TRAIL USE AVERAGES
2024-12-01 TO 2024-12-31**



**DAILY VEHICLE COUNTER AVERAGES
2024-12-01 TO 2024-12-31**





Manager's Report

Department: Planning and Economic Development

Submitted by: Martino Verhaeghe, Director of Planning and Economic Development

Date: 12/31/2024

DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT, MARTINO VERHAEGHE

Key activities and projects the Director has been involved with directly include:

- Strategic Plan Reporting for the Department
- Finalization of Ob-Boarding Training with new Manager
- Completion of Municipal Planner interviews
- Completion of Tourism and Economic Development Officer Interviews
- Land Use Bylaw Textual Bylaw Confirmation
- Land Use Bylaw Maps Review and Revisions
- Review with Asset Management to determine how to limit ARO liability for landfill south of DeBolt
- Development of General Planning and Rural Development & Land Use Changes Public Information Documents for Land Use Bylaw Open Houses
- Procurement meeting on all 2025 Economic Development Capital
- Oversight/execution of Land Use Bylaw Public Engagement Plan w/ Development Team
- Support in drafting of Byod's Lakeshore Direct Control and stakeholder consultation
- General Human Resource Management activities

MANAGER PLANNING AND DEVELOPMENT, RENAE DEMOLITOR

In alignment with the 2022-2025 Strategic Plan, some of the key activities and projects the Planning & Development Team has worked on this month are:

- **Governance – Provide quality municipal services. *Provide consistent levels of service:***

Of the Seven (7) Development Permit applications received in December, zero (0) had an estimated project cost exceeding \$500,000:

Applications received for December include:

Type	Applications
Business Licenses:	38
Development Permits:	7
Land Use Amendments:	0
Subdivisions:	2
Approaches:	1

The December Municipal Planning Commission meeting included election of a new chair with representation from Planning & Development running the meeting for this election. Municipal Planning Commission heard item D24-170 an Industrial Use – General - Water Bottling Facility, located in the Hamlet of Grande Cache, Commercial and Industrial Service (C-3) land use district an application for PUR Premium Spring Water and associated requirements for a discretionary authorization for the resale of water pursuant to Bylaw 11-664, Water Utility Bylaw.

Administration received a draft list of permitted and discretionary uses in relation to the Direct Control for Boyd’s Lakeshore and completed a draft DC-2 land use district, related draft Bylaw and Request For Decision documents. Drafts were circulated to Helix & Boyd’s representatives for review with expected presentation of the application to Council in late January. Administration is addressing a long-term solution for this unique development, working with the applicant, who conducted demolition of an existing cabin prior to receiving permits for its replacement.

The Planning & Development department issued Development Permit D24-182 for a Solar Collector, Minor in the Grovedale area. Administration sent out subdivision expiration reminder letters and completed a one-time extension and processed a security release. Planning staff issued 2025 Business License renewals in December, completed improvements on application forms, subdivision templates and PLM, as well as the DP module to make reporting easier for staff.

Administration completed annual departmental performance assessments with each member of Planning & Development staff in December. Interviews were held for the Municipal Planner

competition, and an offer accepted, with a new staff member beginning in Planning & Development end of January 2025.

GIS staff are working on with Catalis and PSD regarding Asset Management data migration and are working on a review of newly added layers added to Catalis, adding pictures from Vid360 signs and working with Catalis to resolve ESRI connection issues. Staff participated in discussion of cemeteries including Grovedale update issues and the addition of 46 burial permits and plot information, with an additional 5 Plot Updates to Sunset House Cemetery.

GIS mapping included creation of an approach map for Warkentin - NW-27-69-23-5, a Development Permit Location Map for King - NW-26-70-22-5, boundary adjustment subdivision application S24-008, Land Use Bylaw amendment maps for Bylaw 25-985, electoral district map updates and updating the draft Land Use Bylaw maps. GIS are also updating underground utilities within Grande Cache, the extension to Chapman Drainage, and updating other drainage ditches to 2023 Imagery, MD portable signs map development for Operations, Greenview Industrial Gateway maps and Sturgeon Heights 2023 fire maps. GIS staff conducted review of noted Grande Cache Parcel Zoning inconsistencies, display in Catalis web-map was undertaken and submission of 2024 Roads and Address points to Google was also conducted this month.

GIS Staff held meetings to discuss changes relating to Wildlife Biodiversity areas, Green/White Zones, changes to Electoral Area Maps for the upcoming 2025 Election and met with Asset Management to discuss Grande Cache Water and Sewer line updates, and further GIS Data integration with PSD. Planning & Development staff met with Asset Management regarding a path forward for the DeBolt Landfill site, in regard to subdivision and Land Use District changes. Administration attended a meeting with I&E to discuss procedural adaptations and project requests for team collaboration on development files in 2025.

GIS staff attended the Safety Committee meeting and conducted safety inspections of the Valleyview Admin and Ag Building, and regional waste near Little Smoky.

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

Land Use Bylaw (LUB) Update

Planning & Development is working on review and editing the draft Land Use Bylaw, and associated mapping. Additional project related work to the Land Use Bylaw includes the development of Land Use District Overview reference sheets, LUD packages Planning &

Development brochure updates and assessment of Direct Control districts within Grande Cache.

- **Culture, Social & Emergency Services – Enhance communication to our public.** *Council and Administration engage the community through public engagement forums:*

Land Use Bylaw (LUB) Open Houses

Administration is working on informational packages, displays and presentation materials for the nine (9) upcoming Land Use Bylaw Open Houses which are scheduled across the MD of Greenview, from January 15-18 and January 22-26, 2025. Relative materials are posted online on Engage Greenview for ratepayer access and information. Open Houses will take place in Grande Cache, Ridgevalley, DeBolt, Little Smoky, Sunset House/Sweathouse, Grovedale and Valleyview. The next Land Use Bylaw Steering Committee meeting will be held on January 29, 2025.

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

Administration responded to an application circulation from the Town of Fox Creek for subdivision. Planning & Development staff are working on RDS900017 a disposition in Greenview's name within the boundaries of the Town of Fox Creek, seeking to transfer a portion of roadway to the Town of Fox Creek. GIS staff held discussions with M.D. of Lesser Slave River No. 124 surrounding 3rd party data sharing.

- **Governance – Improve intermunicipal government relations.** *Build Relationships with industry focused organizations:*

Administration attended a meeting with Beairsto & Associates Engineering to discuss the course of action for the Thielmann subdivision application (oversized for A-1) requiring a Land Use Bylaw Amendment to proceed. Planning staff hosted a meeting with a local developer for a potential subdivision development in the Narrows. GIS staff worked with TC Energy on design & planning and led external communications with Ledcor & LaPrairie Group surrounding Highway Maintenance Operating areas around Greenview, and discussions surrounding future imagery projects with Kevin Petty from Tarin Imagery.

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

Administration completed courses through ALUP through the University of Alberta this month. Staff attended the First Aid training course offered through the MD of Greenview, at the GRM.

Planning & Development staff attended Greenview U presentation by Tyler Smith, on the importance of mental health.

MANAGER OF COMMUNICATIONS AND MARKETING, STACEY SEVILLA

Communications Highlights

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

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

Projects completed or underway:

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

- Communications Officer successfully completed a two-year Professional Writing Certification program from University of Calgary
- Communications Manager successfully completed the Executive Certification in Municipal Leadership program with University of Alberta
- Preparing the next Greenview Staff Newsletter
- Delivered 2025 internal and external Greenview calendars
- Assisted with setup IT for Greenview U, Tyler Smith presentation at Grande Cache Inn & Suites
- Participated in Cyber Training and working with IS team to develop resource materials
 - Also assisted IS team to customize and style Cyber Security training online portal
- Prepared December Greenview Wellness Challenge Poster

Governance – Improve intermunicipal government relations

- Invest NW Alberta: Grande Prairie-Greenview Economic Corridor
 - InvestNW Alberta Media Release – Wonder Valley Project
 - Website landing page is still in progress and will link out to all three municipalities as well as the WorkNW Alberta recruitment site

Economy – Create a diverse economy. Increase tourism attractions:

- Preparing updated Greenview Visitor Guide for 2025
- Newspaper advertising, half-page advertising in the Valleyview Glitz'd newspaper promoting Grande Cache tourism, campaign will be completed December 2025

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

- Published GIG Media Release (Wonder Valley) on website and social media as well as distribution throughout Canada

- Completed Winter 2025 Mountains to Meadows Newsletter and sent to print. Will be available for the public first week of January 2025
- Created Greenview Industrial Gateway overview printed insert to add to M2M newsletter
- Assisted Planning with advertising LUB Open Houses in January 2025
- Assisted Agricultural Services with advertising and promotion of workshops and events
- Advertised water disruption, road closures, construction notices and GC Recycling Bin notices
- Provided updated notice to residents and customers of Greenview on the Canada Post mail strike, how to receive their bills and how to make payments
- Updated website, nomination packages and documents for 2025 Municipal Elections in collaboration with Legislative Services
- Created and promoted the 2025 Grande Cache Recycling Calendar in collaboration with Environmental Services team
- Advertised Holiday Administration Offices, Grande Cache Tourism & Interpretive Centre, Greenview Regional Multiplex and Grande Cache Recreation Centre Schedule Hours and Administrative Offices Closure Notice
- Updated back of Grande Cache Water Bill: Sign up to receive online utility bills information
- Social Media: Grande Cache Snow Removal and Parking Notice Reminder
- Advertised Watermain Repair Notices (Off of Hoppe Avenue/Grande Cache Institution)
- Newspaper advertising, full page advertising in the Grande Cache Community Mountain Voice and the Valleyview Glitz'd newspapers

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

- Assisted with planning, advertising and attended Greenview Regional Multiplex Christmas Family Fun event. Over 85 kids participated, and event was extremely successful. Also collected food and toy donations for the local food bank
- Attended the following Grande Cache holiday events and took photos: Light Up Rocky, Santa's Workshop at the GC Tourism Centre, Griswold Family Christmas Tree Hunt, Shop Local Draw, posted photos of the Grande Cache Dance Team performing at Whispering Pines (72 kids), and advertised, posted entries, created voting survey and announced winners for Grande Cache, Co-Operative and Enterprises House Decorating Contest

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

- Assisted GRM and GCRC with monthly programming calendars and advertising.
- Promoted that the Grande Cache Outdoor Rink is now ready for use

Digital presence statistics

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

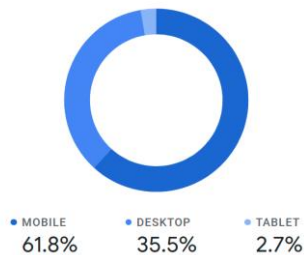
Continually improve our social media and digital platforms.

Website (December 2024)

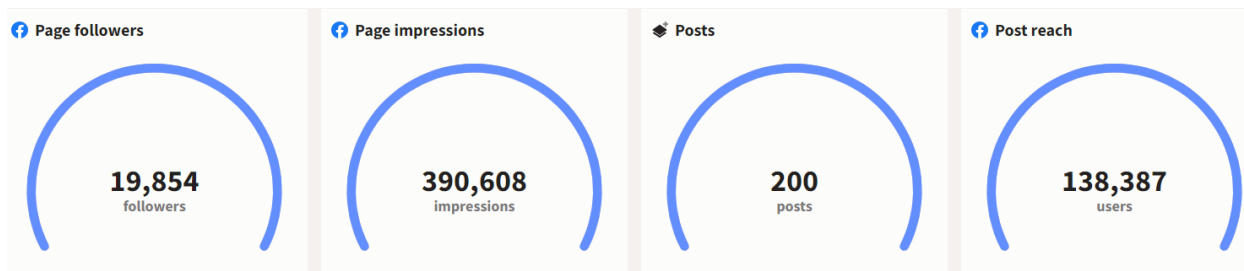
Greenview's website has seen **65,607** pageviews on the website through the month of December. The Greenview website has seen approximately **29,491** new users during this period. Website access from mobile increased slightly but remains on par with the national average, with approximately **65%** of website users from a mobile device in December. ***NEW:** Visits to the Careers page of posted jobs totalled **2,088** at the time of this report, accounting for approximately **3%** percent of all website visits in December.

- Users: 39,564
- New Users: 29,491
- Pageviews: 65,607
- Sessions: 46,460
- Sessions per user: 2.13

Active users by Device category



Facebook (December 2024)



Efforts to grow our X (Twitter) and Instagram presence continue. 'X' followers as of December 23, 2024 = 1,886. Instagram followers = 712.

MANAGER OF ECONOMIC DEVELOPMENT, LARRY GIBSON

In alignment with the 2022-2026 Strategic Plan, the Economic Development and Tourism teams have worked on the following key activities and projects this month:

Economic Development Highlights:

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

Administration continues collaboration with the Work NW Alberta Partnership by attending steering group meetings and presentations. The Partnership launched the regional Work NW Alberta website on May 22nd, the website continues to gain viewers, and the recent launch of an aggressive social media campaign is adding to the exposure with 1000 followers to date. The Work Integrated Learning platform/portal is now live on the resources section of the WorkNW website. This project was completed in collaboration with the Northwestern Polytechnic, the platform allows employers to post jobs, apply for grants to support workers all in one location, job seekers can also access the site to express interest on open positions. This month further refinement to the data dashboard was completed displaying jobs and wages data, [Workforce Data – Work NW Alberta](#)

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

Economic Development, in collaboration with the City of Grande Prairie, County of Grande Prairie and Alberta Innovates have went to market to complete a hydrogen hub feasibility study for the region. The successful bidder, WSP Engineering, started work the first week of September with a completion date of December 31st. The steering committee received the level 2 draft report. Review is underway with the intent of having the final report available

mid-January, the committee is evaluating having WSP present the findings to the three councils prior to the Grow the North conference. During the Grow the North Conference a high-level public presentation will be delivered.

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

Administration in collaboration with the City of Grande Prairie, and County of Grande Prairie, participated in planning meetings for an upcoming Youth Career Discovery Expo scheduled for March of 2025. This event was held last year for the first time and brings school children from as far away as Manning to explore career opportunities and speak directly with employers to better inform their career choices. As members of the planning committee, we will be working with the schools throughout Greenview to determine interest and coordinate attendance to the expo.

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

Administration continues to work with our municipal partners and support agencies participating in the Grow the North planning committee being held in February of 2025.

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

Since the recent announcement Economic Development has had interest from companies in development opportunities, meetings with one greenhouse operator and one power generation company were held in December to discuss potential opportunities.

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

Economic Development and the Grande Cache Tourism and Interpretive Center have awarded an RFQ for the conceptual design and pricing of the Tourism Center. Conceptual drawings have now been finalized, cost estimates are finalized and will be reviewed at an upcoming Committee of the Whole Meeting with Council.

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

Economic Development is wrapping up the Grande Cache shop local campaign that was launched in December.

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

Rural Renewal Stream Program, Economic Development continues to operate within the EOI model the Alberta Advantage Immigration Program (AAIP) launched on September 30, 2024. The new system places a higher level of points based on education, language, work experience, age, family connection in Alberta, and details of specific Alberta job offer for certain sectors. The new EOI system places greater ownness on the employer and employee to meet the specified criteria. Economic Development continues to administer the program and applications from employers to participate continue to grow. Please see statistics below as of December 23, 2024.

Employer Applications

January	9
February	8
March	3
April	1
May	6
June	10
July	13
August	3
September	2
October	2
November	8
December	2

Total positions applied for 2024:	121
Endorsement letters written 2024:	109
AAIP email check on endorsements 2024:	40
AAIP Confirmation letters received 2024:	2

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

Economic Development has been assisting Jasper with finding employment in the Grande Cache area for Jasper residents who are forced to relocate due to the wildfires this past summer.

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

Economic Development, Tourism and Communications met with a wilderness survival outfitter that is planning a 6-part series that will be aired on 2 networks (Wild TV and Outdoor Life) in 2026. This opportunity, if pursued, provides Greenview with an option to purchase

marketing space on the program, the networks currently have over 100,000 viewers across North America and Europe. With the purchase of a \$5,000 marketing spot one episode would be filmed in the Grande Cache area.

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

Planning is underway for a 2025 event at the Grande Cache Airport. The Committee meets Bi-weekly to brainstorm and plan this event.

Tourism

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

The annual Christmas Event brought in approximately 385 people, and 10 volunteers. This event was deemed highly successful. Families enjoyed a horse wagon ride provided by Peace Draft Horse Club from Grande Prairie, followed by a Hot Chocolate station, homemade baked treats catered by Elisha’s Cakery and Confections based in Grande Cache, a visit with Santa, and a Christmas craft station. Partnerships for this event included: Grande Cache Municipal Library, Grande Cache Inn & Suites, Smoky River Nordic Ski Club, UCCO, Elk Ridge Quarter Horses, and Greenview Departments – Recreation, Operations, Facility Maintenance and Beautification.

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

The Night at the Museum Program was sold out this year and received well by the youth and their families. Kids enjoyed games, activities, a movie, and delicious food.

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

The Grinch Tree workshop was sponsored by Foothills Forest Products, and Youth Connections. Partnerships for this event included Trystan Atkinson – wellness navigation, B.E.S.T. Program, Grande Cache Municipal Library, Youth Connections and Mountain Blooms. Youth were given the opportunity to build Grinch style trees from scratch.

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

Our Interpretive Programmer brought in fossils and conducted an educational presentation for a Grade 4 class at Summitview Middle School.

Programs:

- o December 5: Summitview Middle School Dino Presentation (22 participants)
- o December 5 and 9: Grinch Trees Program (47 participants)
- o December 6 and 7: Night at the Museum (16 participants)
- o December 13 and 14: Santa’s Workshop (385 participants)
- o December 15: Movie – Muppets Christmas Carol (6 participants)

Visitor Statistics:

December visitor statistics: **415** (as of Dec. 23)

November Virtual Reality Dino Statistics: **20** (as pf Dec. 23)

November Program/meeting Attendees: **2885** (as of Dec. 23)

YTD Total Visitors (Jan 1 – Dec 31)		YTD Total Revenue (Gift Shop Jan 1 – Dec 31)	
2020	8,774	2020	\$53,320.51
2021	15,177	2021	\$115,056.84
2022	17,820	2022	\$123,561.80
2023	20,306	2023	\$131,053.41
2024	18,640 (December 23)	2024	\$124, 261.77



Manager's Report

Department: Infrastructure & Engineering

Submitted by: Roger Autio, Director

Date: 1/14/2025

Director Infrastructure & Engineering – Roger Autio

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

- **Governance**
 - Collaborating with Team on Grovedale Wastewater Lagoon for possible 5–20-year projections based on potential growth and existing system characteristics.
 - Initial meeting with Grande Yellowhead Public School Division (GYPSD) about bussing requirements and new construction. A follow-up in-person meeting is set for early February in Grande Cache.
 - Assisting teams throughout the Holiday Season, as all departments have several staff on vacation around this time of year.
 - Participated in the Engineering Services evaluations, coming to Council in January 2025.
- **Culture, Social & Emergency Services**
 - Hosted annual Infrastructure and Engineering team (Operations, Construction, Environmental and Facilities Maintenance) breakfasts in Valleyview, Grovedale and Grande Cache.

Construction & Engineering Manager – Leah Thompson

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

- **Governance**
 - Reviewing subdivision applications, approach applications and proposed developments submitted by Planning and Development.
 - Crack Seal & Line Painting 2025, Spray Patch 2025, and Asphalt Maintenance 2025 are posted on Alberta Purchasing Connection.
 - FTR km 0-5 Overlay (PV24004) and Township Road 692 regrade (RD24006) construction tenders are posted on Alberta Purchasing Connection.
 - Forestry Trunk Road Phase 7 Engineering draft tender is in progress for posting in 2025.
 - Forestry Trunk Road STIP application has been submitted for 2025 and 2026.

Operations Manager – Josh Friesen

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

- **Governance**
 - The light duty vehicle tender for 2025 is posted on Alberta Purchasing Connection; this is several months earlier than in years past.
 - Stripping of overburden at the Athabasca Gravel Pit south of Fox Creek is complete in preparation for the next phase of crushing.
 - Manager of Operations had a preliminary meeting with Outlier Resources to discuss coordination and possible agreements for temporary workspaces in the Athabasca Gravel Pit area for a future gas well on Outlier's adjacent lease in 2026 so long as there is no expense to Greenview, no adverse effect to the lease, no area lost, and no loss of potential aggregate.
 - In all areas, crews have been responding to snowfall and freezing rain by removing snow and ice from both paved and gravel roadways as well as facilities, transfer stations and water points, and some recreation areas.

Operations East

- Crews have cleared back overgrown trees and brush from Greenview ditches on the west side of RGE RD 225 between TWP RD 714 and 720 in the Valleyview North area.
- A road inspection was conducted for an active log haul on TWP RD 710 & RGE RD 201 in Sunset House area. Additionally, a road check for oilfield traffic was completed on TWP RD 652 east of HWY 43.
- Crews continue to monitor the speed radar signs in Ridgevalley to ensure the solar panels stay clear of snow and ice build-up.
- EOI contracted dozers and excavators have been removing overburden and trees from the Athabasca 3 gravel pit near HWY 947, in preparation of gravel crushing scheduled for 2025.

Operations Central

- Equipment operators have been responding to snowfall by removing snow and ice in DeBolt, the surrounding area, and on the north end of the Forestry Trunk Road.

Operations West

- Greenview Operators installed three signs, including 2 bridge markers on RGE RD 65 south of HWY 666 and 1 rural crime watch sign on TWP RD 700 west of Hwy 40.
- Operators responded to 9 Ledcor snowplow and sand requests on HWY 666.

Operations South

- Equipment operators have been responding to snowfall and have utilized the loader-mounted snow blower and trucks to clear windrows in Grande Cache. Their efforts focused on 101 Avenue between 103 and 104 Street, 104 Street between Shand Avenue and 101 Avenue, and the north side of Hoppe Avenue from HWY 40 to 104 Street.
- Crews in Grande Cache provided and removed barricades and firepits for several events in the Hamlet. These included the lighting of Rocky the Ram on November 28, Griswold Family Christmas Hunt on December 1, the Christmas Truck Event at Spruce and Bean on December 12, and Santa's Workshop at the Tourism and Interpretive Centre on December 13 and 14.

Fleet Services

- Fleet has requested quotes from Canoe/RMA for graders that have been budgeted for purchase in 2025.
- Fleet Services has coordinated with the Procurement Officer to post the light duty vehicle tender on the Alberta Purchasing Connection as soon as possible. The goal is to ensure that the vehicles are delivered in a timely manner in 2025.

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	24
Grovedale Shop	35
Valleyview Shop	44
TOTAL	103

Road Requests Received - 63	Operations East	Operations West	Operations Central	Operations South
Ditching & Drainage				
Driveway Snowplowing	20	9	3	1
Non-Greenview Roadways	4			
Road Conditions	7	7	1	
Safety Concerns		1		
Snow & Ice	5	4		1
TOTAL	36	21	4	2

RoaData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Service
TOTALS	21	487	29	0
RoaData-Municipal Loads		Single Trip Loads	Multiple Legal Trip Loads	
TOTALS		530	0	
Grand Total-Approval Requests/Municipal Loads		1067		

Road Use Agreements	
New Road Use Agreements	6
Total Road Use Agreements	1005

Log Haul Route Requests		
Received	Approved	Pending
0	0	0

Facilities Maintenance Acting Manager – Gerhard Birkmann

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

Maintenance Activities Completed	195	Items Added to Maintenance Backlog	276
----------------------------------	-----	------------------------------------	-----

- **Governance**

- With the steady amount of snow we have had in the last weeks, the Facilities Maintenance Crew is busy clearing snow around our buildings. As far as this winter season goes, the Maintenance team spent from 60 to 120 hours weekly on this activity. This ensures all our staff and visitors have a safe and clean walkway into our buildings.

- **Economy**

- A new hot water tank was installed at the Medical Clinic in Valleyview. The old tank was at the end of its lifespan and had a hole in the heat exchanger that was beyond repair.
- Additionally, new cabinets were installed in the dental area of the Medical Clinic. Some of the old cabinets were deteriorated, posing a hygiene concern and not aesthetically pleasing.
- The Facilities Maintenance Team equipped an office at the Administration Building with furniture and made some upgrades to existing offices according to the ergonomic assessments.
- The relocation of the FCSS Office in Grande Cache has been started, and office furniture has been setup.
- Construction of the main frame for the new Operations building in Grande Cache was completed. The crew is now adding the roof sheeting. It is anticipated that before the end of February the building shell should be completed, and work will begin on the inside. This should still allow construction to wrap up by the end of August.

- **Culture, Social & Emergency Services**

- The Maintenance Team finished setting up the Christmas lights in early December at our Greenview Facilities. We added an extra building in Grande Cache which we haven't previously done. Adding this to the already spectacular displays in Valleyview brings us to around 25,000 lights for the season.

Environmental Services, Manager – Jennifer Besinger Acting for: Doug Brown

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

- **Governance**

- Well pump #2 for Grovedale water treatment plant had a ground fault. Following investigation, a severed wire at the top of the pump was found and repaired.
- Sulzar control board was replaced for pump #1 in Ridgevalley's Lift Station on Christmas Eve; the pump continues to have a ground fault alarm that is being investigated.
- Reverse osmosis membranes were replaced at New Fish Creek water point.
- New SCADA system was installed in Ridgevalley water plant for 24-hour access and alarm monitoring, and remote pump adjustments.
- Carbon filter media was replaced in the Debolt Water Treatment Plant.
- Sunset House well feasibility report and Council RFD prepared.
- All ash piles from all burn pits at all transfer sites have been cleaned up and ash hauled to the Regional Landfill or on-site pits.

- Grande Cache garbage truck broke down, Unit A246 has received in-house repairs and now is at a hydraulic repair shop for some final repairs to the cylinders and hydraulic hard lines to the packer system. A garbage collection contractor has been hired to provide collection service until repairs are completed and the truck is back in service.
- Metal crushing and baling was completed at Grande Cache Landfill site.
- Received final registration for the Grande Cache landfill purchase (took 6 years); land purchase was required as the landfill footprint had exceeded existing boundaries historically.
- In Grande Cache:
 - Water service break and repair on Leonard Street
 - Water main break on the main feeder line heading to the prison. Staff are continuing to search for the break; in the meantime, a water bypass was setup to supply the prison with water.
 - Sewer back up on Leonard Street was cleared with a hydrovac
 - 16 water meter repairs
 - Dealt with power outage; power lost for 7 hours. Caused some system issues with pumps starting.
- **Economy**
 - **Grande Cache Wastewater treatment plant construction:**

Rebar and Concrete Work: Rebar was installed for the headworks curb pour, and crack sealant was applied to a crack near anchor bolts in the headworks area.

Mechanical Installations: Pipe supports and restraints were installed in the pumping room.

Civil Work: Installation and backfill of Manhole C were completed. Initial digging began to address a water line break, as over saturated soil indicating a water main leak. This leak is not within the contract limits and is being addressed by team members.

Electrical Work: Installation of cable trays, lighting and control panels in pumping room. Installation of 4" conduit in ATCO's trench and conduit rough ins near the generator.

Structural Activities: Forms were removed from UV building walls. Preparations and warming for crack repairs on the headworks structure continued. Excavating for Septage receiving manhole. Removed temporary effluent bypass line. Installing anchor bolts on existing headworks. Domed covers for clarifiers have been delivered to site. Emergency bio reactor repairs were successful. The old airline had deteriorated, and it was all full of holes, replacement completed and system working, pumped back sewage through system everything working currently.
 - Grande Cache team completed storm line repair. The break was found during a water break excavation.

Project Manager – Scott Wells

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

- **Governance**
 - WD19004 Grande Cache Distribution Pumphouse upgrades: Meetings with AE and 90% drawings received and reviewed. Plans to tender project out near the end of January. These upgrades provide more consistent service delivery and will enhance infrastructure reliability.
 - SW2001 Grande Cache Transfer Station: new location design is moving forward. Drilling completed on site before design of retaining wall. 60% drawings received and reviewed.
 - FM22008 Grande Cache Operations Shop: Shell of building will be completed by end of February and moving forward with internal construction.

- **Economy**

- WD19004 Grande Cache Distribution upgrades: Moving forward with January tender to ensure construction of project and use of grant funding already received. Upgrades will improve operational efficiency, reducing ongoing costs and freeing resources for other community projects.
- SW2001 Grande Cache Transfer Station: moving forward with design and construction in the new year, once completed it will provide infrastructure to support population growth and attract new businesses while maintaining a clean, sustainable environment.
- Pursuing other grant funding for New Fish Creek dugout along with engineering consultant.

- **Environment**

- WW21001 Ridgevalley lagoon expansion: Water Quality Based Effluent Levels study moving to final review and design implements to optimize waste management processes, reducing environmental impacts and preserving natural resources.

CAPITAL BUDGET -- DEPARTMENT UPDATES -- I&E

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ROADS								
RD20008 Twp 692 - GD Industrial Rd - West of Hwy 666	\$ 2,013,697.00	\$ 464,444.40	77%	\$ 1,549,252.60	Economy	PME Inc.	Warranty 100%	Complete. -- balance carried during Warranty period. Drainage work to continue in 2024.
RD22001 FTR Phase 6	\$ 6,283,597.00	\$ (332,954.80)	105%	\$ 6,616,551.80	Economy	Beirsto & Associates	Warranty 100%	Complete. -- balance carried during Warranty period.
RD22006 RV Dumping Access	\$ 550,000.00	\$ 173,083.13	69%	\$ 376,916.87	Economy	Allnorth Consulting	Warranty 100%	Construction Tender posting on APC February 6 closing March 6 - Council April 25th. Project awarded to Wapiti Gravel, pre construction rescheduled from June 15th waiting on TAS and Eco from Wapiti, Construction start date provided of August 21st. Pre construction still required, contractor has not requested pre con date. Contractor tentative start date is Sept 7, 2023, In progress . waiting on water parts/manhole grates, to be installed before end of year, deficiencies to be completed in 2024. Inspection has been completed by consultant, deficiencies are still present contractor has been notified to rectify before June 1 2024. Contractor scheduled to finalize second week in July. Dumping station to be open to public July 18th 12pm. Complete.
RD23005 FTR Canfor South	\$ 1,583,900.00	\$ 603,469.61	62%	\$ 980,430.39	Economy	Internal	Warranty 100%	Traffic counts complete, working on details for engineering. Geo being quoted to determine road subgrade to provide the structure requirement. Geo report in progress, (KM 72 - 82) Tender for review the week of December 11th. Tender posted February 16th 2024 for construction. Contractor is Wapiti and Consultant is WSP. Preconstruction meeting yet to be scheduled. Contractor is onsite and has starting moving material. Site is at 90% completed. Contractor is finalizing deficiencies the week of August 16th. CCC is completed.
RD24004 Land Acquisitions	\$ 100,000.00	\$ 72,652.00	27%	\$ 27,348.00	Economy		Planning 0-10%	Twp. 692, Twp. 691, RR 74 ROW acquisition. Subdivision land purchases.
RD24006 Twp Rd 692 Regrade Fish Pond) (GD	\$ 250,000.00	\$ 239,482.25	4%	\$ 10,517.75	Economy	Internal	Engineering 11-30%	Engineering proposal posted on APC May 7th closing June 3rd. WSP will move forward with the engineering in 2024. Tender to be received by Friday Oct 25. Awaiting draft tender
RD24008 Rge Rd 212 Road Construction	\$ 450,000.00	\$ 74,362.66	83%	\$ 375,637.34	Economy	Internal	Final 96-99%	Day labour project. Survey boundaries and all survey has been completed, cross section to be completed. Quotes have gone out to 3 local contractors to complete the work. Awaiting costs. Contractor Wild West estimated start date is August 15th. Some survey work to be completed for the turnaround once cleared. Brushing is complete, survey of turnaround is complete. Stripping and padding in progress. Wild West has completed the road and will be provided thier CCC with minimal deficiencies. Construction is completed, awaiting final invoice. Final invoice received and completed.
PAVING								
PV22001 Rge Rd 251 South	\$ 1,000,000.00	\$ 68,095.19	93%	\$ 931,904.81	Economy	AllNorth Consulting	Warranty 100%	Complete. -- balance carried during Warranty period.
PV22002 Twp 701A Overlay	\$ 3,200,000.00	\$ 1,071,800.46	67%	\$ 2,128,199.54	Economy	AllNorth Consulting	Warranty 100%	Complete. -- balance carried during Warranty period.

2024 COLOUR LEGEND

- projects continuing from prior years
- projects added in 2024
- Total Budget - CAVEAT
- Total Spent, per Questica

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PV23004 Twp Rd 704 Overlay (Hwy 49 - RR 230)	\$ 2,560,000.00	\$ 607,334.46	76%	\$ 1,952,665.54	Economy	WSP	Final 96-99%	Awarded to WSP, Engineering pre construction meeting scheduled for May 26 2023. Design in progress, Tender for review week of December 11th. Tender posted February 16th 2024 for construction. Awarded April 23rd in Council, contract sent to contractor for signature. Contracts in place consultant is WSP contractor is Knelsen Sand & Gravel. Preconstruction meeting yet to be scheduled. Estimated schedule to start is August. Precon meeting tentative July 24th, communication has been notified to post as information. Project is in progress paving started the week of August 15th. Inspection was conducted, deficiencies were noted and onsite meeting will be scheduled prior to completion of deficiencies to ensure all areas are taken care of. Inspection occurred with Consultant, administration and contractor, all joints on the approaches are to be rectified except 1, along with areas of skin patch to be rectified. Intersection areas will be milled where the joint is substantially higher than the rest. The contractor will do their repair in June and GV will have a year of warranty to ensure we are happy. Met Contrator and Consultant onsite to discuss issues that are present. Contractor not thrilled that the expectation is to mill out and redo the connectors and the intersection.
PV24003 Hamlet Curb & Gutter Resurfacing	\$ 2,000,000.00	\$ 2,000,000.00	0%	\$ -	Economy		Planning 0-10%	
PV24004 FTR Overlay (KM 0 - KM 5)	\$ 75,000.00	\$ 53,073.50	29%	\$ 21,926.50	Economy	Internal	Engineering 11-30%	Engineering proposal posted on APC May 6th and close on June 6th. WSP is proceeding with engineering in 2024. Tender to be received Friday, October 25. Reviewed tender and provided to WSP for updates.
BF/DRAINAGE								
BF76637 Twp Rd 692 (SW16-6-22-5)	\$ 550,000.00	\$ 145,371.53	74%	\$ 404,628.47	Economy	MPA Engineering/Boss Bridgeworks	Final 96-99%	Posted for construction, closes Mar 11th, RFD April 23rd to Council. Council awarded, contract sent to contractor for signature. Consultant is MPE Engineering and contractor is Boss Bridgeworks. Was supposed to start May 20th but ATCO has not moved the pole and are causing issues within thier departments. Start date September 3rd. Construction at 70% complete. Backfilling has started. Final inspection was complete. Progress and final will be submitted.
BF77159 Asplund Creek	\$ 921,750.00	\$ 83,066.07	91%	\$ 838,683.93	Economy	MPA Engineering/Boss Bridgeworks	Final 96-99%	STIP Application submitted - RFD to Council April 23rd 2024. STIP applied, Council awarded, contract sent to contractor for signature. Contract in place with Boss Bridgeworks and Consultant MPA. STIP Approval for \$574,500. Pipe is nearly completely backfilled. Bridge works completed, site clean up only left and to be completed by the end of September. Construction completed. Final inspection to be scheduled with MPA. Final inspection was complete. Progress and final will be submitted.
BF78503 RR 225	\$ 45,000.00	\$ 22,099.25	51%	\$ 22,900.75	Economy	MPA Engineering	Final 96-99%	Shelf Ready Construction 2029
BF79118 Tributary to Sturgeon Creek	\$ 50,000.00	\$ 27,262.80	45%	\$ 22,737.20	Economy	MPA Engineering	Final 96-99%	Shelf Ready Construction 2025
BF77244 Tributary to Sweathouse Creek	\$ 670,000.00	\$ 181,970.10	73%	\$ 488,029.90	Economy	Green Acres	Warranty 100%	Complete. -- balance carried during Warranty period.
BF77259 Tributary to Sweathouse Creek	\$ 45,000.00	\$ (548.00)	101%	\$ 45,548.00	Economy		Final 96-99%	Shelf Ready Construction 2025
ENVIRONMENTAL SERVICES								
SOLID WASTE								
SW19004 GC Landfill & Recycling Land Purchase	\$ 71,708.00	\$ 31,452.01	56%	\$ 40,255.99	Environment	Alberta Enviro Lands	Final 96-99%	Awaiting final agreement from AEP Lawyer. Additional Survey required, some site conflicts. Name change required to Register as MD of Greenview from New town of grande cache on old documents. Final survey plan is with province for registration April 2 2024. Signed offer to purchase documents and declaration Oct 15. Complete

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SW20001 GC Transfer Station Development	\$ 2,635,610.00	\$ 2,426,374.67	8%	\$ 209,235.33	Environment	Aecom	Engineering 11-30%	Engineering/ design/ Tender phase in 2024, Council awarded to Aecom Jan 9 Council meeting. Preliminary working with AECOM, type of WTS TBD. Transtor system and locations, currently redesigning with AECOM due to unforeseen issues
SW23001 Hook Bin Truck Replacement A201	\$ 300,000.00	\$ 300,000.00	0%	\$ -	Economy	Greenview	Construction 46-95%	Truck expected to be delivered in 2024.
WATER DISTRIBUTION/TREATMENT PLANTS								
WD15002 GD Water Treatment Plant	\$ 32,625,298.00	\$ 18,561,509.92	43%	\$ 14,063,788.08	Economy	Clarke Builders	Final 96-99%	Completed.
WD16004 Landry Heights Water Distribution System	connected to WD15002			\$ 4,849,587.84	Governance	Thompson Bros.	Warranty 100%	Completed.
WD19004 GC Distribution Pumphouse Upgrades	\$ 1,695,300.00	\$ 959,306.06	43%	\$ 735,993.94	Economy	Associated Engineering	Engineering 11-30%	Consultant updating scope with work that has been done to issue new tender document. In Budget for 2025
WD21001 Sunset House Water	\$ 247,300.00	\$ 133,796.35	46%	\$ 113,503.65	Environment	TBD	Final 96-99%	This project has no carry over into 2023. Council direction was to monitor and track usage / well recovery for changes, Well health status report in coming in April 2024, Completed.
WD22005 Water & Sewer Extension - Memorial Drive	\$ 4,599,408.00	\$ 1,010,414.22	76%	\$ 3,489,585.78	Environment	AllNorth Engineering	Final 96-99%	Engineering Tendered & Awarded late Fall 2022, 90% design completed, looking at water model , options for roadworks and sidewalks, In 2024 Budget, met with Consultant Jan 11. Preliminary design in review. Tendering March 8th. Tender finished April 2, 2024. 4 Tenders. recieved, award pending April 23 council. United Utilites selected, pending contract signature. Mobilization to site on May 27, 2024. Starting construction. Constuction of underground completed July 20. Paving along Aug 27 and 28th. Completed.
WD23006 Nose Creek Water Point	\$ 240,000.00	\$ 10,565.72	96%	\$ 229,434.28	Environment	Flowpoint Environmental	Final 96-99%	Project awarded April 25 Council meeting, award letter sent. Misc parts ordered, finalized design, tentative delivery date Sept 20, 2023, got quotes for septic tank installation. Advertised door to door site opened June 13 for use. Completed.
WASTEWATER SYSTEMS								
WW17001 GD Collection System	connected to WD15002			\$ 4,884,996.52	Environment	Mainline Construction	Final 96-99%	Warranty completed , project completed.
WW19001 GD Floating Liner	\$ 1,449,507.00	\$ (2,225.97)	35%	\$ 502,225.97	Economy	M2 Engineering	Engineering 11-30%	Consultant 3rd party review report coming, initial finding appear to confirm high groundwater levels and leak confirmation. Additional lagoon cell to be installed with clay liner. Discussions on-going for future requirements
WW19002 GC Sewage Treatment Plant	\$ 50,729,121.00	\$ 21,745,793.06	57%	\$ 28,983,327.94	Environment	Alpha Construction	Construction 46-95%	April invoice of \$10,158.85 + Est.Cost Spent to Date \$1,506,907.74 Lining south pond, south pad pours for building expansion, flow control manhole installed, generator pad installed & generator placed, west bio reactor hydrotest.Prefabricated PRV building going up. Contractor continues to work progressively, project still on track.
WW21001 RV Lagoon Expansion	\$ 1,624,008.00	\$ 731,200.00	65%	\$ 1,062,184.15	Economy	M2 Engineering	Engineering 11-30%	April invoice of \$3387.30 + Est.Cost Spent to Date \$70,165.25. Lambourne mobilization to site May 21, Dewatering pad constructed and desludging in progress for next 3-4 weeks. Desludging completed, dewatering taken over by MD
OPERATIONS EQUIPMENT								
OP24001 Annual Vehicle Replacement	\$ 771,500.00	\$ 286,316.81	63%	\$ 485,183.19	Economy		Planning 0-10%	Q4 2024: The May 14, 2024 RFD was approved by Council, and all vehicles were ordered on May 15, 2024. To date, one Ford Expedition (\$70,204) and one Ford F250 (\$69,485) have been delivered. On November 26, 5 Ford F150 1/2-ton trucks and 1 Ford F550 truck were delivered to Valleyview Ops. 3 SUV's are still waiting to be built and have an estimated delivery date of March 2025.
OP24004 A135 - Plow Truck Replacement (DB)	\$ 448,000.00	\$ (760.95)	100%	\$ 448,760.95	Economy	Viking Cives Ltd.	Warranty 100%	Q2 2024: Completed. The unit was delivered to Valleyview Operations on May 24, 2024. Cost of 2-way radio added.
OP24005 Group 6 Excavator (DB)	\$ 175,000.00	\$ -	100%	\$ 175,000.00	Economy	AB Equipment Ltd.	Warranty 100%	Q1 2024 Completed and delivered.

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OP24006 T66 - Equipment Hauling Trailer Replacement (VV)	\$ 75,000.00	\$ 10,792.62	86%	\$ 64,207.38	Economy	Brandt Tractor	Warranty 100%	Q1 2024 Completed and delivered.
FACILITIES MAINTENANCE								
FM21008 Security Improvement 4 yr. plan	\$ 428,434.69	\$ (540.26)	100%	\$ 428,974.95	Governance	Apex Security	Warranty 100%	Trialing a camera in the front of the FCSS building which will detect weapons and aggressive behaviors. Last camera upgrades installed,finalizing PSB doors and fobs. Still expecting some cost to come from the work on the overhead doors on the firehall to make the closing effective. Completed the installation of the operational light and removed the timer systems. These doors will now be closed by the fire fighters before they leave for the scene making the building more secure. Project is complete.
FM22008 GC New Operations Shop	\$ 12,683,147.00	\$ 9,171,026.50	28%	\$ 3,512,120.50	Governance	Beairsto & Associates, Genmec ACL	Construction 46-95%	Project fully designed. Touching last few additions/corrections. Coming to Council December 2023. Worked with Beairsto to incorporate the recommendation suggested by Council. Will tender this project very early in January 2024. The project is out to tender on APC with a close in Mid-February. Council awarded tender to GenMec ACL at the March 12 meeting. Working with the contractor and consultant on the building contract. Contractor is onsite setting up fencing and their site.Civil work has been delayed by approximately 3 1/2 weeks due to weather related issues and permitting issues; it is now under way. Cement work for the foundation walls are complete. backfill complete and floor compaction work underway. The building is set to arrive in mid October. Timeline will have building package built by the end of Jan 2025. Several delays getting the floor poured which has put the project over 5 weeks behind. The floor is finally complete. Building sections have been showing up in the past week with erection starting on the week of November 25th. Construction of the main frame for the new Operations building was completed. The Crew is adding the roof sheeting now.
FM22009 GRM/Grovedale/Little Smoky Emergency Generator Preparedness	\$ 425,000.00	\$ 158,794.69	63%	\$ 266,205.31	Economy		Warranty 100%	Tender will be closing in mid-March for this project. Coming to Council in April. Took to council April 25 to accept the bid which was \$115,00 higher than the approved budget. Council rejected the bid & changed project scope. Now working on getting the GRM, Grovedale Arena/Community Hall and Little Smoky Community Hall generator ready. Hired an engineer to get single line drawings. Council awarded the project to Kamwin Electric on March 12th. Working with proponent on the contract for the job. Project construction has started; now complete in Grovedale. Moving on to Little Smoky; waiting for part at GRM. Little Smoky community hall is now Generator ready. We are still waiting for parts for the GRM install which should start by October. Project is complete
FM24007 Renovations to FM/Enviro Building	\$ 20,000.00	\$ (34,040.37)	270%	\$ 54,040.37	Governance		Warranty 100%	Started asking for quotes to replace the siding on the carpenter shop. Also pricing out the material to have the Facility Maintenance team complete the job. Instalation is underway and is anticipated to be complete by weeks end. Construction is complete. Project came in \$5K under budget.
FM24010 Replacement of RB3 60" Rotary Broom	\$ 6,000.00	\$ (296.27)	105%	\$ 6,296.27	Governance		Warranty 100%	Order in February. The broom has arrived and is in service
FM24011 Replacement of Skid #1 to Bobcat Skidsteer	\$ 94,000.00	\$ (1,471.61)	102%	\$ 95,471.61	Governance		Warranty 100%	3 quotes received, taking to Council March 12. Council awarded to Bobcat in the March 12 meeting the unit was ordered and delivered on March. Unit is in service

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CP24002 Grovedale Arena Ice Plant Re-life	\$ 300,000.00	\$ 23,550.00	92%	\$ 276,450.00	Culture Social & Emergency Services	Midpoint Mechanical	Warranty 100%	Completed a contract with the proponent. He has ordered materials and is working on a plan for when the arena closes. We have ordered the new Chiller but the delivery is not expected until early to mid September. Meeting with the Ag Board on April 3rd to provide an update and discuss the Chiller delay. Completed the tear down of the compressor which is still in good condition with an average of 75% life remaining on the major components. Wear parts have been ordered and the compressor rebuild should be completed in May. With the Chiller delivery being in September the Board has asked to not do the Chiller change until 2025. This will add an additional \$5000 to the job but should ensure the ice is in on time this fall. Compressor rebuild is now complete, we are still waiting for the parts for the electrical upgrades which are scheduled to arrive in June. Project construction is complete and commissioning starts September 3rd with an anticipated project completion date of Sept 15. Project completed within time frame. It will come in 15K over budget due to a piping failure in the plant start up. Project is complete and signed off by the Ag Board.
(Operating Project) Adding a 2-Ply SBS roof to the Field Service Office Roof	\$ 200,000.00	\$ -	18%	\$ 36,000.00	Economy	Standard Roofing	Construction 46-95%	A tender has been completed for this project and the award is going to the May 14th Council Meeting. There was considerable interest with 7 proponent bids received. The contract is signed with Standard Roofing. The project is on their schedule to start September 16th. Construction is under way and should be complete toward the end of November. Due to the snow and cold temperatures progress has been slow. We now anticipate a completion by the middle of December. The Crew is still working on the Roof. Progress has been slow due to cold and snow.
Council Requests over the approved budgets								
	\$ -			\$ -				
	\$ -			\$ -				



Municipal District of Greenview No. 16

NAME: Ryan Ratzlaff
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM	
						B	L	D	AMOUNT			
17-Dec	8:15	12:00	M	COTW	80						270.00	
18-Dec				MLA Christmas mixer 18, Maskwa holiday	320							
22-Dec				Little Smoky Community Candlelight service								
NOTES:				KILOMETER CLAIM			TOTAL					270.00
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST				
				\$0.64 per km		400	256.00	NET CLAIM				270.00
				\$0.26 per km		400	104.00					
				SUBTOTAL			360.00	TOTAL CLAIM				630.00
				LESS G.S.T.				LESS ADVANCES				
				TOTAL			360	AMOUNT DUE (OWING)				\$630.00

DATE _____
 Claimant

_____ Date

Page 327 of 339 _____ Approved

_____ Date



Municipal District of Greenview No. 16

NAME: Dale Smith
 ADDRESS : Valleyview, AB

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
22-Oct	8:00	16:16	m	Regular council	50						405.00		
28-Oct	15:30	20:00	m	High Prairie Forest Advisory mtg	130						270.00		
29-Oct	8:00	16:30	m	budget deliberations	50						405.00		
30-Oct	8:00	16:30	m	budget deliberations	50						405.00		
31-Oct	8:10	14:30	m	budget deliberations	50						405.00		
4-Nov	11:30		c	travel to Edmonton for RMA	370		x	x	70.00		469.00		
5-Nov			c	RMA							469.00		
6-Nov			c	RMA				x	50.00		469.00		
7-Nov		18:10	c	RMA travel home	370		x	x	70.00		469.00		
8-Nov	8:30	12:30	m	Little Smoky Ski Hill mtg							270.00		
12-Nov	8:00	16:30	m	Regular council	50						405.00		
13-Nov	9:10	13:00	m	PRC	50						270.00		
18-Nov	9:10	12:45	m	GRWMC	50						270.00		
19-Nov	7:50	16:15	m	COTW in DeBolt	160						405.00		
NOTES:				KILOMETER CLAIM			TOTAL		190.00		5386.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				#REF!		#REF!	#REF!	NET CLAIM		190.00		5386.00	
				\$0.17 per km		#REF!	#REF!						
				SUBTOTAL			#REF!	TOTAL CLAIM		#REF!			
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			#REF!	AMOUNT DUE (OWING)		#REF!			

DATE

Claimant

Date

Approved

Date



Municipal District of Greenview No. 16

NAME: Dale Smith
 ADDRESS : Valleyview

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
21-Nov	12:50	19:20	m	Greenview Industrial Gateway in GP	285						405.00		
22-Nov	8:10	12:55	m	Land Use Bylaw steering committee	50						270.00		
22-Nov	17:35	20:10		VV Ag Society Appreciation Supper									
26-Nov	8:05	13:30	m	regular council	50						270.00		
NOTES:				KILOMETER CLAIM			TOTAL				945.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.70 per km		385	269.50	NET CLAIM			945.00		
				\$0.17 per km		385	65.45						
				SUBTOTAL			334.95	TOTAL CLAIM				1279.95	
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			334.95	AMOUNT DUE (OWING)				\$1,279.95	

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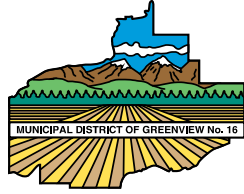


Municipal District of Greenview No. 16

NAME: Dale Smith
 ADDRESS : Valleyview

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
5-Dec	8:20	11:35	m	greenview university-mental health	50						270.00
10-Dec	8:05	16:22	m	regular council	50						405.00
12-Dec	9:20	11:45	m	valleyview medical clinic mtg	50						135.00
17-Dec	8:05	13:30	m	COTW- valleyview	50						270.00
NOTES:				KILOMETER CLAIM			TOTAL				1080.00
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST			
				\$0.70 per km		200	140.00	NET CLAIM			1080.00
				\$0.17 per km		200	34.00				
				SUBTOTAL			174.00	TOTAL CLAIM			1254.00
				LESS G.S.T.				LESS ADVANCES			
				TOTAL			174	AMOUNT DUE (OWING)			\$1,254.00



Municipal District of Greenview No. 16

NAME: Tom Burton
 ADDRESS : _____

Employee # : 378
 Department: Council

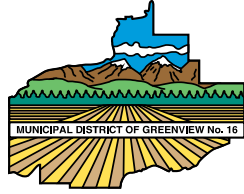
DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
December 3 2024	17:15	21:20	M	Alberta Treasury Branch Engagement Session	120						270.00
December 5 2024	8:45	12:55	M	Greenview University "Not Alone" Session	120						270.00
December 6 2024	8:40	16:30	M	Grande Spirit Foundation Organizational & Regular Board	120						405.00
December 7 2024				MD of Greenview Christmas Event & Station 31 Christmas Appreciation							
December 10 2024	7:45	16:15	M	Council	120						405.00
December 11 2024	7:45	12:30	M	Municipal Planning Commission Organizational & Regular Commision & Policy Review Committee	120						270.00
December 12 2024	9:00	14:45	M	Grande Spirit Foundation Friends of Grande Spirit	120						270.00
December 13 2024	15:15	16:15	M	Peace Library Executive Committee							135.00
December 14 2024	8:45	14:00	M	MD of Greenview Library Board	166						270.00
NOTES:				KILOMETER CLAIM				TOTAL			2295.00
				RATE		KM's	TOTAL	LESS GST			
				\$0.64 per km		886	567.04	NET CLAIM			2295.00
				\$0.26 per km		886	230.36				
				SUBTOTAL			797.40	TOTAL CLAIM			3092.40
Meeting Code : M for Meetings				LESS G.S.T.				LESS ADVANCES			
C for Conferences				TOTAL			797.4	AMOUNT DUE (OWING)			\$3,092.40

Claimant

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		
December 16 2024	18:45	21:15	M	East Smoky Recreation Board							135.00
December 17 2024	7:45	14:00	M	Committee of the Whole	120						405.00
December 18 2024	16:30	20:30	M	Staff Appreciation Deliveries & MLA / MP Appreciation Event	120						270.00
NOTES:				KILOMETER CLAIM				TOTAL			810.00
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST			
				\$0.64 per km		240	153.60	NET CLAIM			810.00
				\$0.26 per km		240	62.40				
				SUBTOTAL			216.00	TOTAL CLAIM			1026.00
				LESS G.S.T.				LESS ADVANCES			
				TOTAL			216	AMOUNT DUE (OWING)			\$1,026.00

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				
2-Dec	18:00	20:00	M	Crooked Creek Community Rec Club	30						135.00		
10-Dec	8:00	16:00	M	Regular Council Meeting	76						405.00		
11-Dec	8:00	12:00	M	MPC/PRC	76						270.00		
12-Dec	9:00	11:30	M	Valleyview Medical Clinic Committee	76						135.00		
NOTES:				KILOMETER CLAIM			TOTAL					945.00	
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.64 per km		258	165.12	NET CLAIM					945.00
				\$0.26 per km		258	67.08						
				SUBTOTAL			232.20	TOTAL CLAIM					1177.20
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			232.2	AMOUNT DUE (OWING)					\$1,177.20



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				
17-Dec	8:00	13:30	M	Committee of the Whole	76						270.00		
NOTES:				KILOMETER CLAIM			TOTAL				270.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.64 per km		76	48.64	NET CLAIM			270.00		
				\$0.26 per km		76	19.76						
				SUBTOTAL			68.40	TOTAL CLAIM			338.40		
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			68.4	AMOUNT DUE (OWING)			\$338.40		

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Municipal District of Greenview No. 16

NAME: Christine Schlief
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
17-Dec	6:45	13:30	M	COTW	305						405.00		
NOTES:				KILOMETER CLAIM			TOTAL				405.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.64 per km		305	195.20	NET CLAIM			405.00		
				\$0.26 per km		305	79.30						
				SUBTOTAL			274.50	TOTAL CLAIM			679.50		
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			274.5	AMOUNT DUE (OWING)			\$679.50		

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Municipal District of Greenview No. 16

NAME: Christine Schlieff
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
4-Dec	16:30	20:00	M	PACE Reg meeting	64						270.00		
5-Dec	6:45	14:00	M	Greenview U	305						405.00		
9-Dec				Presentation to Penson Gr 6	24								
10-Dec	6:45	20:00	M	Reg Council / GD Cemetery Board	305						630.00		
11-Dec	8:45	11:00	M	MPC PRC							135.00		
14-Dec	9:30	11:45	M	MD Library Board	24						135.00		
NOTES:				KILOMETER CLAIM			TOTAL				1575.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.64 per km		722	462.08	NET CLAIM			1575.00		
				\$0.26 per km		722	187.72						
				SUBTOTAL			649.80	TOTAL CLAIM			2224.80		
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			649.8	AMOUNT DUE (OWING)			\$2,224.80		



Municipal District of Greenview No. 16

NAME: Tyler Olsen
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
17-Dec	8:00	13:00	m	COTW		1		1	70.00		270.00		
18-Dec	15:00	19:00	m	MLA christmas mixer	110			1	50.00	148.98	270.00		
19-Dec	16:00	21:30	m	Muskwa Medical mixer	110	1	1		40.00		270.00		
NOTES:				KILOMETER CLAIM			TOTAL		160.00	148.98	810.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.64 per km		220	140.80	NET CLAIM	160.00	148.98	810.00		
				\$0.26 per km		220	57.20						
				SUBTOTAL			198.00	TOTAL CLAIM		1316.98			
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			198	AMOUNT DUE (OWING)		\$1,316.98			

DATE _____
 Claimant

_____ Date

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Municipal District of Greenview No. 16

NAME: Tyler Olsen
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
5-Dec	9:00	12:00	m	IRC for CFWY, Greenview U							135.00
5-Dec	18:30	20:30	m	GC Rec board							135.00
8-Dec	12:00	15:00	m	Travel to VV	320						135.00
9-Dec				Meeting with CAO, CTV interview							
10-Dec	8:00	17:30	m	Regular council, interviews with CBC x2		1		1	70.00		540.00
11-Dec	7:00	13:00	m	Interviews (CTV & CHED), MPC, PRC, lunch with VV Mayor				1	50.00		270.00
12-Dec	9:00	13:30	m	Interview CBC, lunch with CSV in GP	220	1			20.00		270.00
NOTES:				KILOMETER CLAIM			TOTAL		140.00		1485.00
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST			
				\$0.64 per km		540	345.60	NET CLAIM	140.00		1485.00
				\$0.26 per km		540	140.40				
				SUBTOTAL			486.00	TOTAL CLAIM			2111.00
				LESS G.S.T.				LESS ADVANCES			
				TOTAL			486	AMOUNT DUE (OWING)			\$2,111.00

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 Claimant _____

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Municipal District of Greenview No. 16

NAME: Marko Hackenberg

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
Dec.16	19:00	21:00	M	Travel GC to GP	192						135.00		
Dec. 17	7:30	17:00	M	Gp to VV, COTW, VV to GC	412						540.00		
NOTES:				KILOMETER CLAIM			TOTAL		50.00		675.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.64 per km		604	386.56	NET CLAIM	50.00		675.00		
				\$0.26 per km		604	157.04						
				SUBTOTAL			543.60	TOTAL CLAIM				1268.60	
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			543.6	AMOUNT DUE (OWING)				\$1,268.60	

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Claimant

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