



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16  
REGULAR COUNCIL  
MEETING AGENDA**

Tuesday, March 25, 2025, 9:00 a.m.  
Greenview Administration Building  
Valleyview, AB

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## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

### **REGULAR COUNCIL MEETING**

### **MINUTES**

March 11, 2025, 9:00 a.m.  
Greenview Administration Building  
Valleyview, AB

Present:

- Ward 9, Reeve Tyler Olsen
- Ward 8, Deputy Reeve Bill Smith
- Ward 1, Councillor Winston Delorme
- Ward 2, Councillor Ryan Ratzlaff
- Ward 3, Councillor Sally Rosson
- Ward 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

Staff:

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

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## **2. ADOPTION OF AGENDA**

**MOTION: 25.115**

**Moved by:** Councillor Tom Burton

**That Council adopt the Agenda of the March 11, 2025, Regular Council Meeting as amended.**

- **Move 9.2 between 7.7 & 7.8**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

### **3. ADOPTION OF MINUTES**

**MOTION: 25.116**

**Moved by:** Councillor Jennifer Scott

**That Council adopt the minutes of the February 25, 2025, Regular Council Meeting as amended.**

- **Add "Municipal District" of Greenview Library Board to Bylaw 25-987**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

### **3.1 BUSINESS ARISING FROM MINUTES**

### **4. PUBLIC HEARING**

### **6. BYLAWS**

#### **6.1 Bylaw 25-985 LUB Amendment (Boyd's Lakeshore Properties)**

**MOTION: 25.117**

**Moved by:** Councillor Jennifer Scott

**That Council give second reading to Bylaw 25-985 for the creation of a Direct Control Two (DC-2) District and to redistrict the parcel legally described as NE-27-70-24-W5M from Agricultural One (A-1) District to Direct Control Two (DC-2) District as amended.**

- 10.1.4.b - Exemptions to section (a)



- **10.1.4.a - Add "historical" high water mark**

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

Absent (1): Councillor Marko Hackenberg

**CARRIED (10 to 0)**

**MOTION: 25.118**

**Moved by:** Councillor Jennifer Scott

**That Council give third reading to Bylaw 25-985 for the creation of a Direct Control Two (DC-2) District and to redistrict the parcel legally described as NE-27-70-24-W5M from Agricultural One (A-1) District to Direct Control Two (DC-2) District.**

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

Absent (1): Councillor Marko Hackenberg

**CARRIED (10 to 0)**

**6.2 Bylaw 24-962 Hamlet of DeBolt Area Structure Plan (3rd Reading)**

Chair Tyler Olsen recessed the meeting at 9:47 a.m.

Chair Tyler Olsen reconvened the meeting at 9:52 a.m.

Reeve Olsen and Councillor Marko Hackenberg abstain from voting as per section 184 of the MGA

**MOTION: 25.119**

**Moved by:** Councillor Ryan Ratzlaff

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

For (9): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Dave Berry, and Councillor Christine Schlieff

Abstain (2): Reeve Tyler Olsen, and Councillor Marko Hackenberg

**CARRIED (9 to 0)**

**6.3 Bylaw 24-963 Hamlet of Ridgevalley and Crooked Creek Area Structure Plan**

**MOTION: 25.120**

**Moved by:** Councillor Jennifer Scott

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

- Page 2 - Removal of “18-800” in in reference to the Land Use Bylaw;
- Page 6 - Removal of “(MGA Regulation)” acronym in second paragraph of Section and replace 2.3.2 18-800” in in reference to the Land Use Bylaw;
- Page 6 – Replace the acronym “MGA Regulation” in fourth paragraph with “Matters Related to Subdivision and Development Regulation”;
- Page(s) 17-18 – Replace 4.3.1 (h) and (i) with “h) Applications for subdivision and development shall adhere to the Matters Related to Subdivision and Development Regulation” and re-label subsequent clauses.

For (9): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Dave Berry, and Councillor Christine Schlieff

Abstain (2): Reeve Tyler Olsen, and Councillor Marko Hackenberg

**CARRIED (9 to 0)**

**7. BUSINESS**

**7.1 Asset Disposal 2025 – Phase 1 &2 Procedure Asset Disposal**

**MOTION: 25.121**

**Moved by:** Councillor Sally Rosson

**That Council authorizes Administration to list and sell the items as identified in the Schedule of 2025 Surplus Assets to be disposed of attachment on Greenview’s website, for Non-profit Organizations (NPO) for a period of six (6) weeks.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**MOTION: 25.122**

**Moved by:** Councillor Ryan Ratzlaff

**That Council authorizes Administration to list the remaining items as identified in the Schedule of 2025 Surplus Assets to be disposed of attachment - along with pricing, on Greenview Connect, for Greenview Staff for period of six (6) weeks.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**7.2 FCM Conference Attendance**

**MOTION: 25.123**

**Moved by:** Councillor Marko Hackenberg

**That Council accept the report on attending the Federation of Canadian Municipalities (FCM) conference for information as presented.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**5. DELEGATION**

**5.1 Accurate Assessment Group Ltd – Annual Assessment Presentation**

Councillor Sally Rosson left the meeting at 10:47 a.m.

**MOTION: 25.124**

**Moved by:** Councillor Dale Smith

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

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

Absent (1): Councillor Sally Rosson

**CARRIED (10 to 0)**

## **7. BUSINESS**

### **7.3 Sponsorship Request - Community Futures Grande Prairie & Region**

**MOTION: 25.125**

**Moved by:** Councillor Christine Schlieff

**That Council approve sponsorship in the amount of \$500.00 to Community Futures Grande Prairie and Region for the 2025 Lemonade Day event on June 14, 2025, in Grovedale, Alberta, with funds to come from the 2025 Community Services Donations and Sponsorships budget.**

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

Absent (1): Councillor Sally Rosson

**CARRIED (10 to 0)**

### **7.4 Grant Request- Grovedale Cemetery Committee**

Councillor Sally Rosson reentered the meeting at 11:26 a.m.

**MOTION: 25.126**

**Moved by:** Councillor Christine Schlieff

**That Council approve a capital grant in the amount of \$40,465.00 to the Grovedale Cemetery Committee for tree removal at the Grovedale cemetery, with funds to come from the Community Services Grants budget.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

## **7.5 Renewable Energy Projects – Position Statement**

**MOTION: 25.127**

**Moved by:** Councillor Dave Berry

**"That Council select Option B as Greenview's official position statement on renewable energy developments, ensuring the protection of existing and potential agricultural lands."**

**B.**

***The Municipal District of Greenview (Greenview) values energy diversity and security for the betterment of its residents and businesses. Greenview does not support land under agriculture to be used for the development of large-scale renewable energy projects. The use of the Land Suitability Rating System as guidance to direct such developments is antiquated. Modern farming advancements, technology, and better management practices have made Greenview agricultural lands more productive. They are vital for the municipality's rural economic stability, the reduction of agricultural and habitat fragmentation and minimization of escalating land prices. Greenview is committed to preserving agricultural land and encourages policies that protect its long-term viability while balancing Alberta's energy goals.***

For (8): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Against (3): Councillor Sally Rosson, Councillor Dale Smith, and Councillor Tom Burton

**CARRIED (8 to 3)**

## **7.6 Expression of Interest – Haul Process Inquiry**

Chair Tyler Olsen recessed the meeting at 12:02 p.m.

Chair Tyler Olsen reconvened the meeting at 12:45 p.m.

**MOTION: 25.128**

**Moved by:** Councillor Ryan Ratzlaff

**That Council accept the verbal report from Administration regarding the Expression of Interest program and a recent inquiry regarding haul processes, for information as presented.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**7.7 Canfor Whitecourt Public Advisory Committee**

**MOTION: 25.129**

**Moved by:** Councillor Sally Rosson

**That Council appoint Councillor Ryan Ratzlaff to the Canfor Whitecourt Public Advisory Committee for a 1-year term, with option to renew at the October 2025 Organizational Meeting.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**9. CLOSED SESSION**

**MOTION: 25.130**

**Moved by:** Councillor Tom Burton

**That the meeting go to Closed Session, at 12:58 p.m. pursuant to Section 197 of the Municipal Government Act, 2000 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 (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**MOTION: 25.131**

**Moved by:** Councillor Ryan Ratzlaff

**That, in compliance with Section 197(2) of the Municipal Government Act, this meeting com into Open Session at 1:08 p.m.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**MOTION: 25.138**

**Moved by:** Councillor Christine Schlieff

**That the meeting go to Closed Session, at TIME p.m. pursuant to Section 197 of the Municipal Government Act, 2000 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 (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**MOTION: 25.139**

**Moved by:** Councillor Tom Burton

**That, in compliance with Section 197(2) of the Municipal Government Act, this meeting com into Open Session at 3:34 p.m.**

**CARRIED**

**7. BUSINESS**

**7.8 Town of Valleyview Library Board Appointment**

**MOTION: 25.132**

**Moved by:** Councillor Dave Berry

**That Council direct Administration to request Valleyview Town Council appoint MD of Greenview Councillor Dave Berry as a Council member on the Town of Valleyview Library Board.**

**DEFERRED**

**MOTION: 25.133**

**Moved by:** Councillor Sally Rosson

**That Council defer Motion 25.132 Town of Valleyview Library Board to a future Council meeting.**

For (9): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, and Councillor Christine Schlieff

Against (2): Reeve Tyler Olsen, and Councillor Dave Berry

**CARRIED (9 to 2)**

**7.9 Governance Sessions for Public Boards and Committees**

Council Ryan Ratzlaff left the meeting at 1:58 p.m.

**MOTION: 25.134**

**Moved by:** Councillor Winston Delorme

**That Council direct Administration to organize and host information sessions to help members of the various boards better understand correct parliamentary process, conduct and recording of minutes for board meetings and make the sessions available to Greenview boards as well as Town of Valleyview and Fox Creek boards.**

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

Absent (1): Councillor Ryan Ratzlaff

**CARRIED (10 to 0)**

**7.10 Grande Cache Aquatic Centre Hours of Operation**

Council Ryan Ratzlaff re-entered the meeting via zoom at 2:03 p.m.



**MOTION: 25.135**

**Moved by:** Councillor Winston Delorme

**That Council direct Administration to explore the potential of extending the hours of operation of the Grande Cache Aquatic Centre.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**7.11 Grande Cache Ball Diamonds**

Chair Tyler Olsen recessed the meeting at 2:13 p.m.

Chair Tyler Olsen reconvened the meeting at 2:20 p.m.

**MOTION: 25.136**

**Moved by:** Councillor Marko Hackenberg

**That Council direct Administration to bring forth the plans for the Grande Cache Ball Diamond area for discussion.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

**7.12 Managers Reports**

**MOTION: 25.137**

**Moved by:** Councillor Tom Burton

**That Council accept the Managers Reports for information as presented.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, 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

**CARRIED (11 to 0)**

## **10. MEMBERS REPORTS/EXPENSE CLAIMS**

Councillor Dave Berry exited the meeting

Councillor Ryan Ratzlaff exited the meeting at 3:43 p.m.

### **MOTION: 25.140**

**Moved by:** Councillor Tom Burton

**That Council accept the Members Business reports for information, as presented.**

For (9): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, and Councillor Christine Schlieff

Absent (2): Councillor Ryan Ratzlaff, and Councillor Dave Berry

**CARRIED (9 to 0)**

### **10.1 Ward 1**

- February 25, 2025, Regular Council Meeting
- GC Recreation Board Meeting
- Greenview Minister evening

### **10.2 Ward 2**

- February 25, 2025, Regular Council Meeting
- Alberta Care Conference
- GIG event at Alberta Counsel
- GRWMC meeting
- Fox Creek Synergy
- Northern Lakes College Council of Community Education committees
- PREDA
- Town of Valleyview Townhall Forum

### **10.3 Ward 3**

- February 25, 2025 Council
- GRM Multiplex
- Little Smoky Ski Hill meeting

- NLC VV Campus - Open House
- CCEC Virtual

#### **10.4 Ward 4**

#### **10.5 Ward 5**

- February 25, 2025, Regular Council Meeting
- LUB Bylaw Meeting
- Little Smoky Ski Hill
- GRWMC Meeting
- New Fish Creek Hall Board Meeting
- AG Society Development Update

#### **10.6 Ward 6**

- February 25, 2025, Regular Council Meeting
- Infrastructure Asset Management of Alberta
- Greenview Ministers' Event
- Grande Spirit Foundation Board
- Peace Library System
- Grande Spirit Foundation
- Women of War Monument Event
- MD of Greenview Library Board
- Judge 4H Districts in VV

#### **10.7 Ward 7**

- February 25, 2025, Regular Council Meeting
- Land Use Bylaw Steering Committee
- GRM Advisory Board

#### **10.8 Ward 8**

Councillor Christine Schlieff

- February 25, 2025, Regular Council Meeting
- NiteHawk meeting

- Resource Centre for Suicide Prevention-update supper
- Healing Humanity - Live stream mini conference
- Community Futures Zoom
- MD Library Board
- LUB Steering committee meeting
- Swan City Snowmobile Club Meeting

Deputy Reeve Bill Smith

- February 25, 2025, Regular Council Meeting
- February 26, 2025, Ag. Services Board
- Alberta Beef Conference

## **10.9 Ward 9**

### **10.9.1 Ward 9 Reeve Tyler Olsen**

- February 25, 2025, Regular Council Meeting
- February 25, 2025, Alberta Council evening
- Alberta Council/Greenview Event
- City of GP Event
- Coffee with Glubish COS, Kristopher Barker
- CFWY/Prairiescan
- Town of Valleyview Townhall

## **11. ADJOURNMENT**

### **MOTION: 25.141**

**Moved by:** Councillor Winston Delorme

**That Council adjourn this Regular Council Meeting at 4:21 p.m.**

For (9): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, and Councillor Christine Schlieff

Absent (2): Councillor Ryan Ratzlaff, and Councillor Dave Berry

**CARRIED (9 to 0)**

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Chief Administrative Officer

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Chair



## **MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

### **SPECIAL COUNCIL MEETING**

### **MINUTES**

March 19, 2025, 10:45 a.m.  
Board Room D1, Edmonton Convention Centre

Present:

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

Staff:

- Chief Administrative Officer, Stacey Wabick
- Greenview Industrial Gateway Director, Kyle Reiling
- Recording Secretary, Wendy Unger

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#### **1. CALL TO ORDER**

Reeve Olsen called the meeting to order at 10: 51 a.m.

#### **2. ADOPTION OF AGENDA**

**MOTION:** 25.142

**Moved by:** Councillor Tom Burton

**That Council adopt the Agenda of the March 19, 2025, Special Council Meeting as presented.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, Councillor Marko Hackenberg, and Councillor Dave Berry

**CARRIED (11 to 0)**

**3. CLOSED SESSION – DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY**

**MOTION: 25.143**

**Moved by:** Councillor Dale Smith

**That the meeting go to Closed Session, at 10:52 a.m. pursuant to Section 197 of the Municipal Government Act, 2000**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, Councillor Marko Hackenberg, and Councillor Dave Berry

**CARRIED (11 to 0)**

**MOTION: 25.144**

**Moved by:** Deputy Reeve Bill Smith

**That the meeting return to Open Session at 10:52 a.m.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, Councillor Marko Hackenberg, and Councillor Dave Berry

**CARRIED (11 to 0)**

**7. ADJOURNMENT**

**MOTION: 25.145**

**Moved by:** Councillor Ryan Ratzlaff

**That Council adjourn this Special Council Meeting at 11:40 a.m.**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, Councillor Marko Hackenberg, and Councillor Dave Berry

**CARRIED (11 to 0)**

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Chief Administrative Officer

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Chair





# REQUEST FOR DECISION

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SUBJECT:	<b>Bylaw 25-988 Council Compensation Review Committee</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: SS
STRATEGIC PLAN:	Governance	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy 1008 Council and Board Remuneration, Policy 1033 Compensation Review and Policy 1002 Travel and Subsistence

---

## RECOMMENDED ACTION:

**MOTION: That Council give third reading to Bylaw 25-988 Council Compensation Review Committee as presented.**

---

## BACKGROUND/PROPOSAL:

For the last two election cycles (2017 and 2021), Greenview has completed a council compensation review with the goal of ensuring the compensation offered to elected officials is within the 75% percentile of current pay levels of other similar-sized municipalities in Alberta, and in accordance with Policy 1033.

*s.7.2 of Policy 1033 - In the year prior to a General Election, Council will establish the Council Compensation Review Committee and appoint Members to the Committee to review the full compensation package and make recommended changes for the future Council's consideration.*

The committee will also ensure honorariums and remuneration reflect the level of work expected from Greenview Councillors. Three former councillors for Greenview and/or Grande Cache will comprise the committee. The role of a Councillor and the work it entails is unique, former elected officials have been determined to be best suited for the review as they have first-hand experience sitting in office. The committee will review the complete compensation package and provide a written report with recommendations for Council's consideration by September 30, 2025.

Council committees and their functions and procedures are required to be set by bylaw.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Administration will be able to begin recruitment for the committee.

---

## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to alter the composition or processes of the committee.

---

FINANCIAL IMPLICATION:

Three committee members will receive compensation in accordance with Policies 1008 and 1002 for their participation on the committee.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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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 begin recruitment for the committee.

---

ATTACHMENT(S):

- Bylaw 25-988 Council Compensation Review Committee (draft)



## **BYLAW No. 25-988 of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16 to provide for the temporary establishment of a committee, to provide recommendations on compensation for members of Council.**

**WHEREAS**, Section 145 of the Municipal Government Act, RSA 2000, c.M-26, as amended from time to time, authorized Council to pass a Bylaw for the purpose of establishing a council committee and its function and procedures;

**WHEREAS**, Council deems it expedient to establish a Compensation Review Committee to review the compensation package of Greenview Councillors and all related policies;

**WHEREAS**, the Committee will present a final report and recommendations to Council for future compensation considerations;

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

**1. TITLE**

1.1. This bylaw shall be cited as the “Council Compensation Review Committee Bylaw”

**2. DEFINITIONS**

2.1. **Committee** means the Council Compensation Review Committee.

2.2. **Council** means the Council of the Municipal District of Greenview No 16.

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

**3. ESTABLISHMENT**

3.1. The Council Compensation Committee is hereby established by this bylaw as a temporary Council Committee.

**4. MANDATE**

4.1. The Committee will, no later than September 30, 2025, provide a written report to Council with recommendations on the:

- A) Appropriate compensation for members of Council, including salary, benefit, pensions, allowances, and any other form of compensation; and,
- B) Frequency of future review of compensation.

**5. COMPENSATION PRINCIPLES**

- 5.1. The recommendations of the Committee will be based on the following principles:
- A) Compensation must be appropriate to attract a diverse range of candidates;
  - B) Compensation must reflect the responsibilities, accountabilities, and time commitment required from members of Council;
  - C) Compensation must be reasonable in light of economic circumstances and Greenview's objectives and financial constraints; and
  - D) Compensation must be comparable to other jurisdictions.

6. **MEMBERSHIP**

- 6.1. The Committee will be comprised of three members ~~at-large, with preference given to former Greenview or Grande Cache Councillors, who have serviced on Greenview or Grande Cache Council in the past.~~

- 6.2. Members will be appointed by resolution of Council.

7. **REMUNERATION**

- 7.1. Members of the Committee will receive honorariums as set forth in Policy 1008 Council and Board Remuneration.

8. **COMING INTO FORCE**

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

Read a first time this 25 day of February, 2025.

Read a second time this 25 day of February, 2025.

Read a third time this \_\_\_\_ day of \_\_\_\_\_, 2025.

---

REEVE

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CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT:	<b>Bylaw 25-986 "Greenview Industrial Gateway Committee Repeal Bylaw"</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 11, 2025	CAO:	MANAGER: SS
DEPARTMENT:	CORPORATE SERVICES	A.DIR: SS	PRESENTER: HH
STRATEGIC PLAN:	Governance	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, R.S.A. 2000, c.M-26 Section 63

**Council Bylaw/Policy** (cite) – Bylaw 21-886 Greenview Industrial Gateway Committee

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## RECOMMENDED ACTION:

**MOTION: That Council give third reading to Bylaw 25-986 "Greenview Industrial Gateway Committee Repeal Bylaw" as presented.**

---

## BACKGROUND/PROPOSAL:

Administration is requesting Council give first and second reading to Bylaw 25-986 "Greenview Industrial Gateway Committee Repeal Bylaw" as presented to formally dissolve the committee, in alignment with the previous Council decision to streamline operations and eliminate unnecessary administrative functions.

*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.*

The Greenview Industrial Gateway Committee (GIGC) was originally established to oversee and guide the development and activities related to the Greenview Industrial Gateway project. The issue before Council is to repeal the bylaw establishing the GIGC, and in turn, the committee's dissolution. The committee has served as a vital platform for discussions and decision-making on industrial development in the region, however, with the most recent sale of land, the committee is determined to be obsolete. All relevant matters previously addressed by the committee will now be discussed during regular Council meetings. This ensures transparency and continued oversight without the need for a separate body. Repealing the bylaw simplifies administrative processes while maintaining Council's ability to address issues related to the Greenview Industrial Gateway project.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council would be eliminating an unnecessary governance structure by repealing the bylaw establishing the Greenview Industrial Gateway Committee (GIGC).

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to defeat the bylaw and maintain the committee. However, Administration does not recommend this action, as it contradicts the decision previously made by Council to move forward with the dissolution.

---

FINANCIAL IMPLICATION:

Committee members will no longer receive honorariums with the dissolution.

---

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 remove Bylaw 21-886 from the website and subsequent platforms.

---

ATTACHMENT(S):

- Bylaw 25-986 "Greenview Industrial Gateway Committee Repeal Bylaw"
- Bylaw 21-886 "Greenview Industrial Gateway Committee Bylaw" (Original)



## BYLAW No. 25- 986 of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta to repeal and dissolve the Greenview Industrial Gateway Committee.**

**Whereas**, under the provisions of the Municipal Government Act, Chapter M-25, R.S.A 2000, Council has been granted the authority to pass bylaws for municipal purposes; and

**Whereas**, Section 63 of the Municipal Government Act, R.S.A. 2000, c.M-26, as amended, empowers a council of a municipality to pass a bylaw which omits or provides for the repeal of a bylaw or provision of a bylaw that is inoperative, obsolete, expired, spent or otherwise ineffective; and

**Whereas**, the Council of the Municipal District of Greenview No. 16 deems it desirable to repeal the Greenview Industrial Gateway Committee Bylaw;

**Therefore**, the Council of the Municipal District of Greenview No. 16, duly assembled in the province of Alberta, hereby enacts the following:

1. **TITLE**
  - 1.1. This Bylaw shall be cited as the "Greenview Industrial Gateway Committee Repeal Bylaw".
2. **REPEAL**
  - 2.1. Bylaw 21-886 "Greenview Industrial Gateway Committee" and any amendments thereto, are hereby repealed.
3. **COMING INTO FORCE**
  - 3.1. This Bylaw shall come into force and effect upon the day of final passing and signing.

Read a first time this 11<sup>th</sup> day of February, 2025.

Read a second time this 11<sup>th</sup> day of February, 2025.

Read a third time this \_\_\_\_ day of \_\_\_\_\_, 2025.

---

REEVE

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CHIEF ADMINISTRATIVE OFFICER



## BYLAW NO. 21-886 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 the establishment of the Greenview Industrial Gateway Committee.

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

**Whereas**, Council for the Municipal District of Greenview deems it appropriate to establish an advisory committee to guide the development of the Greenview Industrial Gateway;

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

#### 1. TITLE

- 1.1. This bylaw shall be cited as the "Greenview Industrial Gateway Committee Bylaw."

#### 2. DEFINITIONS

- 2.1. **Chief Administrative Officer (CAO)** means the Chief Administrative Officer for the M.D. of Greenview duly appointed by Council as the head of Greenview Administration under Section 205 of the Municipal Government Act.
- 2.2. **Chair** means the person appointed by the members of the committee to direct the conduct of a meeting.
- 2.3. **Council** means the Reeve and Councillors duly elected for the Municipal District of Greenview No. 16.
- 2.4. **Committee** means the Greenview Industrial Gateway Committee.
- 2.5. **Greenview** means the Municipal District of Greenview No. 16.
- 2.6. **Project** means the Greenview Industrial Gateway Development.
- 2.7. **Quorum** means the simple majority of all Greenview Council Members that comprise the Committee.

#### 3. PRINCIPLES

- 3.1. The Committee will operate under the following general principles:
  - A) All costs associated with direct development of the Project, and in line with Council's approved philosophies, will be borne by Greenview; and



- B) The Committee will operate in a governance and oversight capacity. Elected Members will not engage in the administrative tasks of the project.

#### 4. COMPOSITION

- 4.1. The Committee shall be comprised of the elected Members of Greenview Council as voting members.
- 4.2. The Committee shall be comprised of the following non-voting members:
  - 4.2.1. The Chief Administrative Officer and/or their designate;
  - 4.2.2. The Greenview Industrial Development Executive Officer; and,
  - 4.2.3. Other administrative support such as a recording secretary, as required.
- 4.3. The Chair shall be selected from among Greenview Council Members.
- 4.4. Quorum of the Committee shall be designated as the majority of Greenview Council Members.

#### 5. DUTIES

- 5.1. The Committee shall have the following duties:
  - A) Act as an advisory Committee to Council on all matters relating to the Greenview Industrial Gateway project.
  - B) Recommend an annual operating and capital budget for Council's consideration.
  - C) Recommend the adoption of the Greenview Industrial Gateway Project Strategic Business Plan to Council.
  - D) Ensure that an annual report on all Greenview Industrial Gateway activities is presented to Council.
  - E) Ensure that the adopted philosophies of Council are adhered to in all matters related to the Greenview Industrial Gateway project.
  - F) The Chair or their designate will act as the official spokesperson for the Committee.
  - G) Committee Members will serve as positive ambassadors in all matters relating to the Greenview Industrial Gateway project.

#### 6. CONDUCT

- 6.1. Official Minutes of all meetings will be recorded.
- 6.2. Committee meetings will be held at the call of the Chair. Meetings of the Committee shall be advertised no less than twenty-four hours in advance of the meeting. The notice shall state the date, time, and place at which the meeting is to be held, and state, in general terms, the nature of the business being discussed at the meeting in accordance with the Municipal Government Act.
- 6.3. The Committee will be governed by the meeting procedures outlined in Greenview's Procedural Bylaw.

## 7. COMING INTO FORCE

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

Read a first time this 28 day of July, 2021.

Read a second time this 28 day of July, 2021.

Read a third time this 28 day of July, 2021.

  
REEVE  
CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT:	<b>Tourism Signage for Valleyview and Grande Cache</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER: LG
DEPARTMENT:	ECONOMIC DEVELOPMENT	DIR: MAV	PRESENTER: LG
STRATEGIC PLAN:	Economy	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council approve concept signs for the Greenview – Valleyview & Area Tourist Information Centre and the Grande Cache Tourism & Interpretive Centre.**

---

## BACKGROUND/PROPOSAL:

In 2024, Council approved the purchase and continuing operations of the Tourism Information Centre, previously owned by the Government of Alberta and operated by the Town of Valleyview. New signage would be required for the facility and was approved in budget with the name selected by motion of Council, below:

*MOTION 24.08.408 Moved by Councillor Winston Delorme*

*That Council choose Greenview - Valleyview and Area Tourist Information Centre as the name for the recently acquired Valleyview Visitor Information Center, effective upon Greenview taking possession of the property.*

**CARRIED**

Budget for new signage was approved in the 2025 Budget to allow for similar branding signage at both the Grande Cache Tourism & Interpretive Centre and the acquired Valleyview adjacent facility.

Effective signage is essential for tourism facilities, serving as a key tool in attracting visitors, enhancing their experience, and promoting regional identity. Clear, well-designed signage ensures travellers can easily locate the facility, access important information, and navigate nearby attractions, ultimately encouraging longer visits and greater local economic benefit.

Additionally, consistent branding across roadside signs, banners, and onsite markers reinforces Greenview's presence and commitment to tourism. The concept designs provided by Administration have been thoughtfully developed to align with the region's identity while maximizing visibility and functionality. Approving these designs will ensure the tourism centres remain welcoming, professional, and easily identifiable, strengthening their role as key assets in promoting local attractions and visitor engagement.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the new signs will enhance Greenview's brand exposure to travellers who pass or stop by the center daily.
2. The benefit of Council accepting the recommended motion is it will allow Administration the ability to proceed with the quoting and ordering of signage.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to request different design options. However, Administration would note that such action would further delay the installation of the new signs and the presented concept signs align with Greenview's existing signage.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** \$120,000.00 for this signage was approved in the 2025 budget.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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 complete quotations and installation of signage at the tourism centres.

---

**ATTACHMENT(S):**

- Tourism Center Concept Signs 2025

CONCEPT: SIGN 1

Grande Cache Tourism & Interpretive Centre

- New sign to replace old sign within the stone flowerbed wall, located along Highway 40 at the Grande Cache Tourism & Interpretive Centre
- Sign to be double sided. Keep the logo on the higher point on the opposite side.
- Logo piece removable and raised
- Quote for footer raised vs part of the blue background
- Recommendations for reflective letters and/or logo



Front

6'



4'6"

DATE



## CONCEPT: SIGN 1

### Grande Cache Tourism & Interpretive Centre

- New sign to replace old sign within the stone flowerbed wall, located along Highway 40 at the Grande Cache Tourism & Interpretive Centre
- Sign to be double sided. Keep the logo on the higher point on the opposite side.
- Logo piece removable and raised a bit
- Quote for footer raised vs part of the blue background
- Recommendations for reflective letters and/or logo

10'

Back

6'

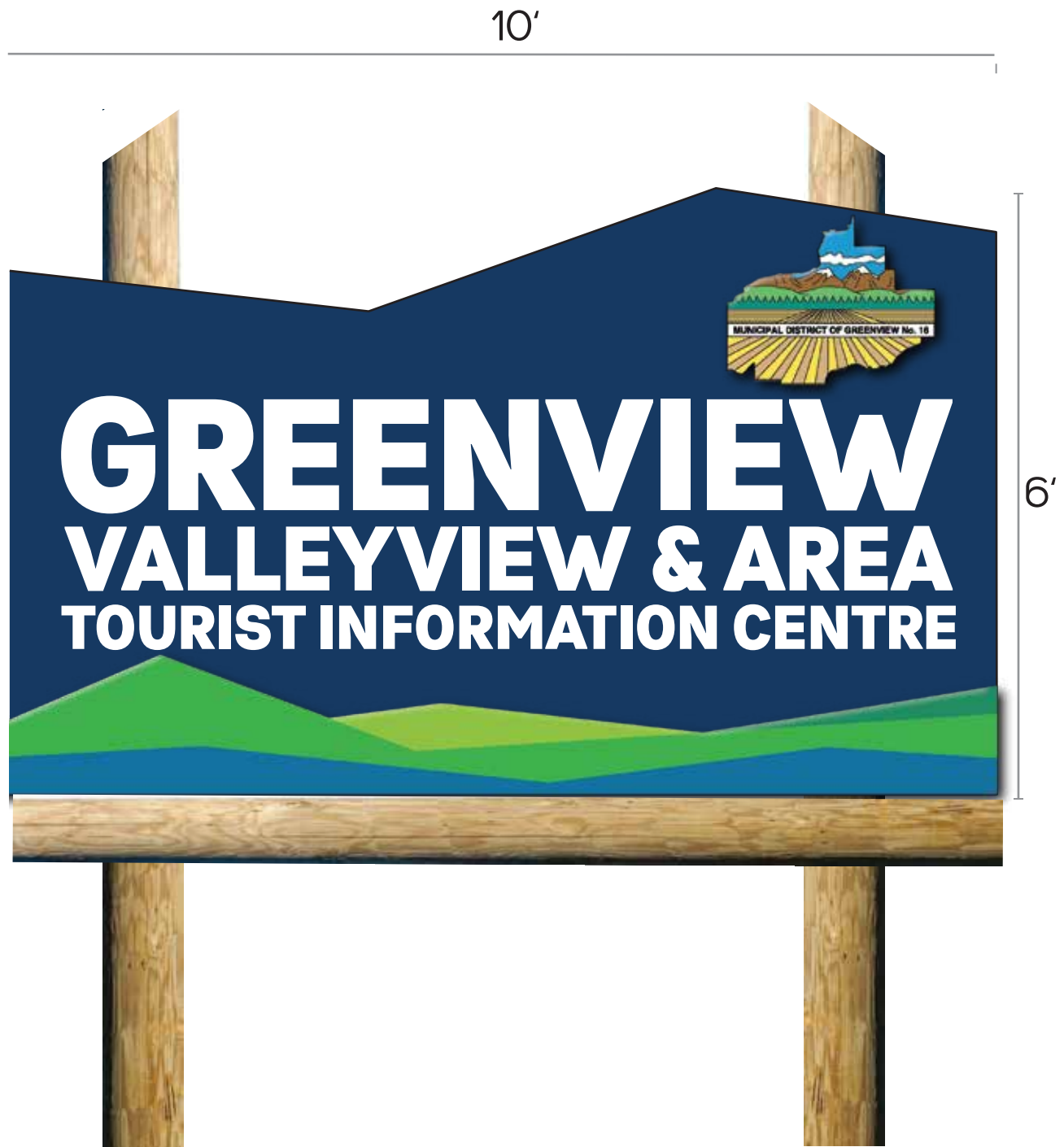
4'6"

DATE

## CONCEPT: ALTERNATIVE TO SIGN 2 & 3

### Greenview - Valleyview & Area Tourist Information Centre

- New sign to replace the 2 “Town of Valleyview” signs that are presently set back from highway 43 heading south from Valleyview to Tourism Centre
- One sided
- Two (2) signs are required for the 2 locations
- Logo piece removable and raised
- Quote for footer raised vs part of the blue background
- Recommendations for reflective letters and/or logo





# REQUEST FOR DECISION

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SUBJECT:	<b>Pausing the Rural Renewal Stream Program</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER: LG
DEPARTMENT:	ECONOMIC DEVELOPMENT	DIR: MAV	PRESENTER: LG
STRATEGIC PLAN:	Economy	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council direct Administration to pause participation in the Rural Renewal Stream Program for an indefinite period of time.**

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## BACKGROUND/PROPOSAL:

The Rural Renewal Stream (RRS) is a provincial immigration program aimed at addressing workforce shortages in rural communities. While its main goal is to fill these gaps, it also aims to accelerate the process for newcomers to obtain residency in Canada. Once granted, permanent residents are free to live and work anywhere in the country. However, applicants must reside and work in Alberta while their permanent residency application is being processed, which must be submitted within six months of receiving an RRS nomination.

On March 20, 2023, Greenview, in partnership with the Town of Valleyview, obtained designation under the Provincial Rural Renewal Stream program and remains in effect until March 29, 2026. Administration is proposing indefinitely pausing the Rural Renewal Stream in Greenview due to significant administrative burdens, slow processing times, and decreased program allocations following Federal and Provincial immigration policy changes that have lowered immigration allocation spaces throughout Alberta. The program demands extensive staff time for due diligence, diverting resources from other municipal priorities. Alberta Advantage Immigration Program processing delays create uncertainty, and the 50.96% reduction in overall allocations for 2025—combined with 47,663 Expressions of Interest (as of the latest update from AAIP on February 20, 2025) in the selection pool—makes the probability of selection slim. Since January 1, 2024, Greenview has conducted only three Alberta Advantage Immigration Program checks, further underscoring the program's limited impact. Additionally, the County of Grande Prairie and the City of Grande Prairie have already paused their programs, demonstrating a regional shift in approach. Given these factors, Greenview should align with neighbouring municipalities and reassess its participation in the Rural Renewal Stream to ensure a more strategic allocation of resources and economic development efforts. This pause will allow for reassessment and realignment of provincial resources needed for the success of the program in rural communities.



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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is re-allocating staff resources into business development and outreach.
2. The benefit of Council accepting the recommended motion is to adequately support newcomers who have already been issued endorsement letters.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of the recommended action will be the loss of a program for Greenview and Town of Valleyview businesses to attract employees.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative not to pause the program and continue to administer until March 29, 2026, when the term is due. Administration does not recommend this based on the over saturation of the program and the timelines for processing applications.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

Staff resources can be positively re-allocated into business development and outreach.

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**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 continue to closely monitor Alberta Advantage Immigration Program for provincial announcements related to the Rural Renewal Stream and provide updates to Council as necessary. If the program is paused, Administration will be required to notify our business community, the Town of Valleyview and Alberta Advantage Immigration of the decision.

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**ATTACHMENT(S):** N/A



# REQUEST FOR DECISION

SUBJECT: **2024 Financial Reporting**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: March 25, 2025  
DEPARTMENT: FINANCE  
STRATEGIC PLAN: Economy

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MANAGER: MH  
DIR: EK PRESENTER: MH  
LEG: SS

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## RELEVANT LEGISLATION:

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

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

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## RECOMMENDED ACTION:

**MOTION: That Council accepts the unaudited 2024 Operating, Capital, and Restricted Surplus reports for the period ending December 31<sup>st</sup>, 2024, for information as presented.**

---

## BACKGROUND/PROPOSAL:

Section 268.1 (b) of the Municipal Government Act stipulates actual revenues and expenses compared with the budget are provided to Council as often as Council directs. Policy 9501 Financial Reporting directs the annual variance report on the operating and capital budgets as well as a restricted surplus report be presented to Council on or before March 31 of the following year.

### Operating

For the year ended 2024, there was \$198.6 million in revenue earned and \$188.8 million in expenses incurred in operations resulting in a surplus of \$9.8 million.

Some significant surplus variances were:

- \$1.6 million - Higher than anticipated revenue for the Sale of Municipal Services including \$0.6 million for increased Environmental Services revenue, \$0.3 million in Road Use Bonds, \$0.3 million for mutual aid revenue for Fire Services, and \$0.2 million in Recreation due to increased arena revenue, pass sales, GC campground, and programming revenue.
- \$1.8 million – Higher than budgeted bank interest as funds are earning higher returns.
- \$0.6 million - Unbudgeted gain on sale of assets.
- \$0.2 million – Higher than anticipated penalties on taxes.
- \$0.5 million – Additional grant revenue for wetland funding and 2020 spring flooding DRP payments.
- \$2.3 million – Lower than anticipated salaries, honorariums, and benefits for all of Greenview due to staff vacancies and lesser requirements for overtime.
- \$1.4 million – Lower than budgeted amortization, which is based on actual assets capitalized in 2024. If projects that were expected to be completed carry over, then the amortization would not be recorded in 2024.

- \$0.5 million – Lower than budgeted in asphalt repairs.
- \$0.3 million – Lower than budgeted in road maintenance for items such as snow and ice control, culvert streaming, and supplies (blades, signs, guardrails, etc.).
- \$2.3 million – Higher than budgeted in the gravelling program. Gravel usage from inventory was higher than the budgeted purchases.
- \$0.3 million – Lower than budgeted in road services for overall maintenance work.
- \$0.6 million – Lower than budgeted for maintenance on the Forestry Trunk Road.
- \$0.5 million – Lower than budgeted in grants to organizations and donations and sponsorships due to lower grant applications and/or approvals.
- \$1.1 million – Higher than budgeted in Disaster Services due to response, mutual aid, reclamation and DRP as well as a transfer to reserve for an initial DRP payment, fire guard grant, and transfer to Disaster Services reserve as per the reserve policy.
- \$1.0 million – Higher than budgeted ARO accretion as some new ARO liabilities were created in 2024 for a hydrocarbon well and the Grande Cache airport.

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

#### Capital

There was \$39.2 million spent in 2024 on capital. Completed projects total \$16.1 million, all of which have been capitalized. Including projects carried forward from 2023, the total capital additions for 2024 were \$17.6 million and 125 assets.

Notes on analysis of variances to budget as well as project statuses are shown in the 2024 Capital Variance Report attached.

#### Reserves

Reserve details are shown in the 2024 Reserve Report attached. Amortization and interest were allocated and completed projects were funded. The 2024 ending balance for all reserves is \$207.7 million (pre allocation of any operating surplus or deficit). Remaining commitments total \$48.7 million which leaves a total uncommitted reserve balance of \$159.0 million.

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#### BENEFITS OF THE RECOMMENDED ACTION:

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

---

#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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#### ALTERNATIVES CONSIDERED:

Because this report is for informational purposes only, administration is not proposing any alternatives.

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**ATTACHMENT(S):**

- Q4 2024 Operating Budget Variance Report
- Q4 2024 Capital Budget Variance Report
- Q4 2024 Restricted Surplus Report
- MGA Sec 268.1 (b)

**Financial records and receipts**

**268.1** A municipality must ensure that

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



**MD OF GREENVIEW NO. 16**  
**Q4 REPORTING**  
**OPERATING BUDGET VARIANCE BY SUB DEPARTMENT**  
**ENDING DECEMBER 31ST, 2024**

	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
<b>Revenues</b>									
51 - REVENUE FROM LOCAL TAXES	155,795,825	155,835,521	39,696	100.0%	147,107,622	155,835,521	8,727,899	5.9%	The non-residential small business discount was processed on 14 tax rolls for a total of \$10,456 for 2024.
53 - SALE OF MUNICIPAL SERVICES	6,385,570	8,032,586	1,647,016	125.8%	11,050,798	8,032,586	(3,018,212)	-27.3%	Environmental Services was \$0.6 million higher than budget in all line items; Operations was \$0.3 million higher due to road use bonds; Protective Services was \$0.3 million higher due to mutual aid revenue; Recreation was \$0.2 million higher due to increased arena revenue, pass sales, GC campground, and programing revenue.
54 - REVENUE - OTHER	8,562,462	16,866,781	8,304,319	197.0%	10,586,843	16,866,781	6,279,938	59.3%	Unbudgeted gain on sale of assets of \$0.6 million, higher penalties on taxes of \$0.2 million, bank interest \$1.8 million and return on investments \$5.4 million higher than budget.
55 - CONDITIONAL GRANTS	7,713,200	17,748,942	10,035,742	230.1%	14,109,003	17,748,942	3,639,939	25.8%	Grants are recognized as expenses are incurred. Operating grants were \$1.0 million higher than budget mainly due to a \$0.4 million payment from the Province for the 2020 spring floods and a \$0.5 million advance payment for the 2023 Wildfire DRP application. Capital grants were \$9.0 million higher than budget due to the increased AMWWP grant funds for WW19002 which were granted after the budget was completed, and additional LGFF funds allocated to FM22008.
55 - GRANTS AND SHARED FUNDING REVENUE	193,239	150,000	(43,239)	77.6%	193,239	150,000	(43,239)	-22.4%	Town of Valleyview FCSS shared funding portion.
<b>Total Revenues</b>	<b>178,650,296</b>	<b>198,633,830</b>	<b>19,983,534</b>	<b>111.2%</b>	<b>183,047,505</b>	<b>198,633,830</b>	<b>15,586,325</b>	<b>8.5%</b>	
<b>Expenses</b>									
10 - COUNCIL									
101 - Council	1,475,125	1,373,138	(101,987)	93.1%	1,394,553	1,373,138	(21,416)	-1.5%	In line with 2023. Largest budget savings was in hospitality (\$58k) and professional services
102 - Municipal Elections	-	5,443	5,443	0.0%	-	5,443	5,443	0.0%	
<b>Total COUNCIL</b>	<b>1,475,125</b>	<b>1,378,581</b>	<b>(96,544)</b>	<b>93.5%</b>	<b>1,394,553</b>	<b>1,378,581</b>	<b>(15,972)</b>	<b>-1.1%</b>	
11 - REQUISITIONS	37,502,821	37,497,056	(5,765)	100.0%	34,747,710	37,497,056	2,749,346	7.9%	In line with the budget.
<b>Total REQUISITIONS</b>	<b>37,502,821</b>	<b>37,497,056</b>	<b>(5,765)</b>	<b>100.0%</b>	<b>34,747,710</b>	<b>37,497,056</b>	<b>2,749,346</b>	<b>7.9%</b>	
11 - CAO SERVICES									
110 - CAO Services Administration	1,272,924	1,081,238	(191,686)	84.9%	1,115,856	1,081,238	(34,618)	-3.1%	Under budget in salaries and benefits (\$50k), sucession planning (\$75k), professional services (\$28k), legal services (\$19k), and training & education (\$13k).
<b>Total CAO SERVICES</b>	<b>1,272,924</b>	<b>1,081,238</b>	<b>(191,686)</b>	<b>84.9%</b>	<b>1,115,856</b>	<b>1,081,238</b>	<b>(34,618)</b>	<b>-3.1%</b>	
11 - GREENVIEW INDUSTRIAL GATEWAY									
308 - Greenview Industrial Gateway	418,500	336,856	(81,644)	80.5%	195,191	336,856	141,666	72.6%	Under budget in advertising and promotions, event organization, and tradeshowes & fairs.
<b>Total GREENVIEW INDUSTRIAL GATEWAY</b>	<b>418,500</b>	<b>336,856</b>	<b>(81,644)</b>	<b>80.5%</b>	<b>195,191</b>	<b>336,856</b>	<b>141,666</b>	<b>72.6%</b>	

DATE

	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
11 - CORPORATE SERVICES									
112 - Assessment Services	1,447,364	1,458,244	10,880	100.8%	1,459,577	1,458,244	(1,334)	-0.1%	In line with the budget.
115 - Information Systems	2,837,049	2,628,245	(208,804)	92.6%	2,303,268	2,628,245	324,977	14.1%	Under budget in software licensing (\$145k), and communications (\$55k).
116 - Health & Safety	647,799	453,000	(194,799)	69.9%	479,784	453,000	(26,784)	-5.6%	Under budget in salaries and benefits (\$87k), training and education (\$42k), professional services (\$17k), and PPE (\$16k).
119 - Human Resources	1,116,340	1,131,482	15,142	101.4%	915,801	1,131,482	215,681	23.6%	Under budget in legal services (\$54k), consulting services (\$23k), and travel, training, and memberships (\$23k). This is offset with a \$147k transfer to reserve for the Health and Dental Benefits Reserve.
120 - Amortization	26,500,000	25,069,036	(1,430,964)	94.6%	25,503,682	25,069,036	(434,646)	-1.7%	Based on actual assets capitalized in 2024.
121 - Corporate Services	18,010,204	29,244,117	11,233,913	162.4%	16,374,811	29,244,117	12,869,306	78.6%	Under budget in salaries and benefits (\$156k), allowance for doubtful accounts (\$264k), auditing services (\$42k), office supplies (\$20k), postage (\$16k), accommodations and subsistence (\$31k), travel (\$18k), training (\$22k), memberships/conferences (\$14k). These are offset by higher than budgeted insurance of \$143k, interest expense (\$41k), transfer to reserves (\$2.4 million) due to higher than budgeted return on investment income, and a higher than budgeted transfer to capital fund of \$9.2 million due to recognizing more than anticipated capital grant revenue.
<b>Total CORPORATE SERVICES</b>	<b>50,558,756</b>	<b>59,984,123</b>	<b>9,425,367</b>	<b>118.6%</b>	<b>47,036,923</b>	<b>59,984,123</b>	<b>12,947,200</b>	<b>27.5%</b>	
20 - INFRASTRUCTURE & ENGINEERING									
200 - Infrastructure & Engineering Administration	1,428,922	1,418,734	(10,188)	99.3%	992,414	1,418,734	426,320	43.0%	Under budget in salaries and benefits (\$69k) and professional services (\$21k). This is partially offset by an overage in legal services of \$90k. Overall in line with budget.
201 - Roadways	1,612,000	1,605,427	(6,573)	99.6%	2,135,551	1,605,427	(530,124)	-24.8%	Under budget in supplies (\$51k) which is offset by an overage of \$39k in professional services. Overall in line with budget.
202 - Bridges	495,000	505,195	10,195	102.1%	647,064	505,195	(141,869)	-21.9%	Overall in line with budget.
203 - Surfacing	1,200,000	668,835	(531,165)	55.7%	1,160,583	668,835	(491,748)	-42.4%	Under budget in asphalt repairs.
204 - Drainage	1,040,000	1,054,641	14,641	101.4%	968,820	1,054,641	85,821	8.9%	Slightly over budget in professional services.
<b>Total INFRASTRUCTURE &amp; ENGINEERING</b>	<b>5,775,922</b>	<b>5,252,832</b>	<b>(523,090)</b>	<b>90.9%</b>	<b>5,904,433</b>	<b>5,252,832</b>	<b>(651,600)</b>	<b>-11.0%</b>	

	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
22 - ENVIRONMENTAL SERVICES									
220 - Environmental Services Administration	1,999,599	1,927,223	(72,376)	96.4%	1,864,576	1,927,223	62,646	3.4%	Under budget in salaries and benefits (\$41k) and professional services (\$19k).
221 - Water Supply	2,337,273	2,422,671	85,398	103.7%	2,121,714	2,422,671	300,957	14.2%	Over budget in contracted maintenance (\$152k), fuel (\$52k), professional services (\$47k), and supplies (\$17k). This is partially offset with savings in ARO accretion (\$107k), utilities (\$29k), gravel purchases (\$22k), and chemicals (\$15k).
222 - Wastewater Collection & Disposal	2,848,344	2,602,360	(245,984)	91.4%	8,554,426	2,602,360	(5,952,066)	-69.6%	Under budget in ARO accretion (\$193k), utilities (\$34k), fuel (\$28k), gravel purchases (\$24k), and communicaitons (\$14k). This is partially offset with an overage of \$30k in professional services and \$16k in supplies.
223 - Solid Waste Collection & Disposal	2,750,580	2,659,934	(90,646)	96.7%	8,331,452	2,659,934	(5,671,517)	-68.1%	Under budget in salaries and benefits (\$105k), professional services (\$43k), fuel (\$22k). This is partially offset by overages in contracted maintenance (\$28k), vehicle repairs (\$22k), and tipping fees (\$20k).
<b>Total ENVIRONMENTAL SERVICES</b>	<b>9,935,796</b>	<b>9,612,188</b>	<b>(323,608)</b>	<b>96.7%</b>	<b>20,872,168</b>	<b>9,612,188</b>	<b>(11,259,980)</b>	<b>-53.9%</b>	
23 - OPERATIONS									
230 - Operations Administration	6,791,936	6,028,744	(763,192)	88.8%	5,535,770	6,028,744	492,975	8.9%	Under budget in salaries and benefits (\$741k).
231 - Fleet & Shop Valleyview	1,139,000	1,264,124	125,124	111.0%	1,026,709	1,264,124	237,415	23.1%	Over budget in contracted repairs (\$38k), fuel (\$23k), communications (\$33k), and vehicle parts (\$12k).
232 - Operations Grovedale	12,500	6,984	(5,516)	55.9%	9,459	6,984	(2,475)	-26.2%	In line with budget.
234 - Street Lights	280,000	279,081	(920)	99.7%	291,734	279,081	(12,653)	-4.3%	In line with budget.
235 - Fleet & Shop Grovedale	381,240	360,315	(20,925)	94.5%	313,947	360,315	46,369	14.8%	Under budget in many line items, but no significant variances to note.
236 - Fleet & Shop - Grande Cache	299,460	313,484	14,024	104.7%	314,059	313,484	(576)	-0.2%	Over budget in vehicle parts (\$26k) and contracted repairs (\$10k). This is partially offset by a savings in fuel of \$17k.
237 - Operations - Grande Cache	229,000	201,287	(27,713)	87.9%	182,289	201,287	18,998	10.4%	Under budget in contracted repairs (\$16k) and asphalt repairs (\$17k). This is partially offset with an overage in supplies of \$20k.
238 - Operations DeBolt	12,360	11,958	(402)	96.8%	9,299	11,958	2,659	28.6%	In line with budget.
<b>Total OPERATIONS</b>	<b>9,145,496</b>	<b>8,465,977</b>	<b>(679,519)</b>	<b>92.6%</b>	<b>7,683,266</b>	<b>8,465,977</b>	<b>782,712</b>	<b>10.2%</b>	

	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
24 - ROAD MAINTENANCE & SERVICES									
240 - Road Maintenance & Inspection Administration	3,153,000	2,804,790	(348,210)	89.0%	2,623,783	2,804,790	181,007	6.9%	Under budget in contracted maintenance (\$190k) and supplies (\$168k).
242 - Brushing Program	505,500	496,676	(8,825)	98.3%	377,669	496,676	119,006	31.5%	In line with budget.
243 - Mowing Program	55,500	55,838	338	100.6%	65,505	55,838	(9,668)	-14.8%	In line with budget.
245 - Gravelling Program	8,538,000	10,794,594	2,256,594	126.4%	2,614,000	10,794,594	8,180,594	313.0%	Over budget in gravel (\$3.2 million), professional services (\$132k) and ARO accretion (\$105k). Gravel usage from inventory was higher than the budgeted purchases. This is partially offset by savings in contractor services (\$0.9 million), contracted repairs (\$150k), and exploration (\$74k).
246 - Road Services	2,283,000	2,023,983	(259,017)	88.7%	1,876,486	2,023,983	147,497	7.9%	Under budget in equipment rental (\$225k) and professional services (\$58k). This is partially offset by an overage in chemicals of \$27k.
248 - Forestry Trunk Road	7,284,875	6,654,208	(630,667)	91.3%	6,939,892	6,654,208	(285,684)	-4.1%	Under budget in contractor services (\$516k), gravel purchases (\$404k), chemicals (\$84k), contracted repairs (\$79k), and stockpiling costs (\$65k). This is partially offset with overages in regravelling contracted services (\$474k) and rental of equipment (\$45k).
<b>Total ROAD MAINTENANCE &amp; SERVICES</b>	<b>21,819,875</b>	<b>22,830,088</b>	<b>1,010,213</b>	<b>104.6%</b>	<b>14,497,336</b>	<b>22,830,088</b>	<b>8,332,752</b>	<b>57.5%</b>	
25 - FACILITY MAINTENANCE									
250 - Facility Maintenance Administration	3,406,895	3,408,249	1,354	100.0%	2,859,568	3,408,249	548,681	19.2%	Under budget in salaries and benefits (\$224k). This is offset with overages in contracted maintenance (\$145k), fuel (\$54k), and repair of vehicles (\$30k).
251 - FCSS Building Maintenance	43,724	57,236	13,512	130.9%	51,845	57,236	5,390	10.4%	Over budget in building maintenance (\$13k).
252 - Grovedale Public Service Building	73,095	95,017	21,922	130.0%	101,085	95,017	(6,068)	-6.0%	Over budget in building maintenance (\$18k).
253 - DeBolt Public Service Building	73,130	88,853	15,723	121.5%	111,870	88,853	(23,017)	-20.6%	In line with budget. Slight overages in a few lines items but no significant variances to note.
254 - GC - Facilities Maintenance	443,048	495,561	52,513	111.9%	472,092	495,561	23,469	5.0%	Over budget in contracted maintenance (\$40k), and fuel (\$19k). This is partially offset by savings in utilities (\$9k).
255 - Valleyview Fire Hall Building Maintenance	16,200	7,056	(9,144)	43.6%	12,066	7,056	(5,010)	-41.5%	In line with budget.
256 - Valleyview Ambulance Building	-	-	-	0.0%	5,459	-	(5,459)	-100.0%	
257 - Valleyview Vet Clinic - Building Maintenance	7,318	6,008	(1,310)	82.1%	16,818	6,008	(10,811)	-64.3%	In line with budget.
258 - Grovedale Maintenance Shop	24,995	29,024	4,029	116.1%	14,321	29,024	14,703	102.7%	In line with budget.
259 - DeBolt Maintenance Shop	3,500	2,673	(827)	76.4%	2,415	2,673	259	10.7%	In line with budget.
<b>Total FACILITY MAINTENANCE</b>	<b>4,091,905</b>	<b>4,189,678</b>	<b>97,773</b>	<b>102.4%</b>	<b>3,647,540</b>	<b>4,189,678</b>	<b>542,138</b>	<b>14.9%</b>	



	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
30 - COMMUNITY SERVICES									
300 - Community Services Administration	1,086,337	2,023,151	936,814	186.2%	2,005,397	2,023,151	17,754	0.9%	Over budget in Grants to Organizations \$1.0 million for final payment of elders' lodge at the Victor Lake Co-operative. This is partially offset by savings in contracted & professional services (\$38k), and salaries and benefits (\$33k).
301 - Valleyview Medical Clinic	206,300	176,679	(29,621)	85.6%	124,262	176,679	52,417	42.2%	Under budget in professional services (\$23k).
305 - Other Buildings	-	-	-	0.0%	33	-	(33)	-100.0%	
309 - Grande Cache Medical Clinic	60,000	50,000	(10,000)	83.3%	8,100	50,000	41,900	517.3%	In line with budget.
312 - Community Development Agreements	5,500,000	5,500,000	-	100.0%	5,500,000	5,500,000	-	0.0%	In line with budget.
<b>Total COMMUNITY SERVICES</b>	<b>6,852,637</b>	<b>7,749,830</b>	<b>897,193</b>	<b>113.1%</b>	<b>7,637,791</b>	<b>7,749,830</b>	<b>112,039</b>	<b>1.5%</b>	
32 - COMMUNITY SERVICES GRANT PROGRAMS									
303 - Seniors Programs	38,750	40,211	1,461	103.8%	49,721	40,211	(9,510)	-19.1%	In line with budget.
320 - Recreation Boards	1,305,300	1,262,333	(42,967)	96.7%	1,212,000	1,262,333	50,333	4.2%	Under budget in grants to the Grande Cache Rec Board (\$40k) as its based on applications.
321 - Community Services Grants	3,498,083	2,969,942	(528,141)	84.9%	1,348,386	2,969,942	1,621,556	120.3%	Under budget in grants to organizations (\$467k) and donations and sponsorships (\$62k) due to lower grant applications and/or approvals.
323 - Multipurpose Facility Grants	290,737	303,792	13,055	104.5%	590,328	303,792	(286,536)	-48.5%	Slightly higher than budgeted grant for the Smoky River Ski Hill.
324 - Agricultural Societies	277,000	277,000	-	100.0%	263,000	277,000	14,000	5.3%	In line with budget.
<b>Total COMMUNITY SERVICES GRANT PROGRAMS</b>	<b>5,409,870</b>	<b>4,853,277</b>	<b>(556,593)</b>	<b>89.7%</b>	<b>3,463,435</b>	<b>4,853,277</b>	<b>1,389,843</b>	<b>40.1%</b>	
33 - CULTURAL & HISTORICAL BUILDINGS									
330 - Library Boards	636,929	640,053	3,124	100.5%	636,929	640,053	3,124	0.5%	In line with budget.
332 - Community Halls	170,180	101,750	(68,430)	59.8%	140,602	101,750	(38,852)	-27.6%	Under budget in contracted maintenance (\$20k) for work at the old Puskwaska Hall site and no payment was made to the Sunset House Hall board (\$39k) or Goodwin Hall board (\$8k).
333 - Museums	272,985	122,985	(150,000)	45.1%	306,240	122,985	(183,255)	-59.8%	Under budget as the grant payment for the Philip J Currie museum was not made in 2024 (\$150k).
334 - Cemeteries	67,400	12,845	(54,555)	19.1%	115,036	12,845	(102,191)	-88.8%	Under budget in honorariums (\$17k), contracted maintenance (\$14k), shared funding for Greenvew cemeteries (\$13k), and grant agreements (\$12k).
<b>Total CULTURAL &amp; HISTORICAL BUILDINGS</b>	<b>1,147,494</b>	<b>877,633</b>	<b>(269,861)</b>	<b>76.5%</b>	<b>1,198,807</b>	<b>877,633</b>	<b>(321,175)</b>	<b>-26.8%</b>	

	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
34 - RECREATION ENHANCEMENT PROGRAM (REP)									
307 - Community Bus - Grande Cache	19,000	12,122	(6,878)	63.8%	16,082	12,122	(3,960)	-24.6%	In line with budget.
340 - Outdoor Recreation Administration	731,488	791,818	60,330	108.2%	736,607	791,818	55,211	7.5%	Over budget in professional services (\$63k) for the Kakwa Falls trail project however that was funded with a grant recorded in 559. And over budget in fuel (\$11k). This is offset by savings in salaries and benefits (\$25k).
342 - Outdoor Recreation Facilities Operations	238,500	159,536	(78,964)	66.9%	196,545	159,536	(37,009)	-18.8%	Under budget in site operations at Swan Lake (\$18k), Moody's Crossing (\$15k), Johnson Park (\$11k), and smaller savings in other locations but nothing else significant to note.
343 - Outdoor Recreation Partnerships	17,500	16,815	(685)	96.1%	41,831	16,815	(25,016)	-59.8%	In line with the budget.
344 - GC Recreation Aquatics Operations	185,300	134,848	(50,452)	72.8%	116,848	134,848	17,999	15.4%	Under budget in chemicals (\$47k).
345 - GC Recreation Campground	138,700	130,578	(8,122)	94.1%	117,880	130,578	12,698	10.8%	In line with budget.
346 - GC Recreation Administration	3,085,609	3,146,190	60,581	102.0%	2,806,099	3,146,190	340,091	12.1%	Over budget in power and gas utilities \$66k.
347 - GC Recreation Facilities Operations	584,457	618,685	34,228	105.9%	538,182	618,685	80,503	15.0%	Over budget in contracted repairs (\$33k), cleaning supplies (\$15k), and professional services (\$14k). This is offset by savings in supplies of \$20k.
348 - GC Recreation Programming & Fitness	27,300	24,260	(3,040)	88.9%	32,710	24,260	(8,450)	-25.8%	In line with budget.
349 - GC Recreation Outdoor Operations	58,500	35,648	(22,852)	60.9%	50,239	35,648	(14,591)	-29.0%	Under budget in equipment repair (\$18k).
380 - Greenview Regional Multiplex	2,936,040	2,951,836	15,796	100.5%	2,544,903	2,951,836	406,933	16.0%	Over budget in building maintenance (\$67k), contractor services (\$43k), contracted maintenance (\$13k), and professional services (\$10k). This is partially offset by savings in salaries and benefits (\$90k), chemicals (\$18k), and utilities (\$34k).
<b>Total RECREATION ENHANCEMENT PROGRAM (REP)</b>	<b>8,022,394</b>	<b>8,022,336</b>	<b>(58)</b>	<b>100.0%</b>	<b>7,197,927</b>	<b>8,022,336</b>	<b>824,410</b>	<b>11.5%</b>	
35 - PROTECTIVE SERVICES									
350 - Protective Services Administration	1,347,448	1,390,769	43,321	103.2%	1,137,095	1,390,769	253,674	22.3%	Over budget in grants to organizations (\$63k) for the joint use Class B fire training facility in the County of Grande Prairie and \$12k in communications. This is partially offset by savings in salaries and benefits (\$20k), emergency response services (\$27k).
351 - Fire Protection Valleyview	151,871	151,403	(468)	99.7%	187,800	151,403	(36,397)	-19.4%	In line with budget.
352 - Fire Protection Grande Cache	247,797	255,253	7,456	103.0%	214,911	255,253	40,342	18.8%	Over budget in vehicle repairs (\$23k) which is offset with a savings in communications (\$11k).
353 - Fire Protection DeBolt	241,797	252,355	10,558	104.4%	204,594	252,355	47,761	23.3%	Over budget in vehicle repairs (\$27k) which is offset with a savings in communications (\$14k).
354 - Fire Protection Grovedale	257,797	232,625	(25,172)	90.2%	223,395	232,625	9,230	4.1%	Under budget in communications (\$15k) and utilities (\$21k). This is partially offset by an overage in vehicle repairs (\$12k).
355 - Disaster Services	53,850	1,176,984	1,123,134	2185.7%	1,361	1,176,984	1,175,623	86364.8%	Higher than budgeted costs attributable to response, mutual aid, reclamation and DRP (\$370k) as well as a transfer to reserve for an initial DRP payment (\$500k), fire guard grant (\$57k), and transfer to Disaster Services reserve as per the reserve policy (\$200k).
356 - Ambulance Services	-	-	-	0.0%	541	-	(541)	-100.0%	
358 - Fire Protection Fox Creek	132,871	191,514	58,643	144.1%	155,082	191,514	36,432	23.5%	Over budget in vehicle repairs (\$58k).
<b>Total PROTECTIVE SERVICES</b>	<b>2,433,431</b>	<b>3,650,904</b>	<b>1,217,473</b>	<b>150.0%</b>	<b>2,124,779</b>	<b>3,650,904</b>	<b>1,526,125</b>	<b>71.8%</b>	

	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
36 - FAMILY & COMMUNITY SERVICES									
360 - FCSS Administration	1,966,841	1,829,876	(136,965)	93.0%	1,719,723	1,829,876	110,153	6.4%	Under budget in salaries and benefits (\$131k).
361 - FCSS Board	43,715	32,295	(11,420)	73.9%	39,773	32,295	(7,478)	-18.8%	In line with budget. Small variances in all line items but nothing significant to note.
362 - FCSS Programs	56,000	44,190	(11,810)	78.9%	39,915	44,190	4,276	10.7%	Under budget in professional services (\$12k).
363 - Community Resource Centre	53,000	39,597	(13,403)	74.7%	44,047	39,597	(4,450)	-10.1%	In line with budget. Small variances in all line items but nothing significant to note.
364 - Home Support	119,900	129,951	10,051	108.4%	131,122	129,951	(1,171)	-0.9%	In line with budget. Small variances in all line items but nothing significant to note.
365 - Liaison Worker Program	45,000	45,000	-	100.0%	45,000	45,000	-	0.0%	In line with budget.
366 - Grants to Individual Organizations	57,000	51,950	(5,050)	91.1%	64,000	51,950	(12,050)	-18.8%	In line with budget.
368 - Outreach Coordinator Program	1,800	(19)	(1,819)	-1.1%	2,292	(19)	(2,311)	-100.8%	In line with budget.
369 - Support Coordinator Program	1,800	99	(1,701)	5.5%	2,532	99	(2,433)	-96.1%	In line with budget.
<b>Total FAMILY &amp; COMMUNITY SERVICES</b>	<b>2,345,056</b>	<b>2,172,939</b>	<b>(172,117)</b>	<b>92.7%</b>	<b>2,088,403</b>	<b>2,172,939</b>	<b>84,536</b>	<b>4.0%</b>	
37 - AGRICULTURAL SERVICES									
370 - Agricultural Services Administration	1,793,829	1,499,978	(293,851)	83.6%	1,611,130	1,499,978	(111,152)	-6.9%	Under budget in salaries and benefits (\$256k) and travel, training, and memberships (\$23k).
371 - Agriculture Service Board	65,810	50,572	(15,238)	76.8%	50,729	50,572	(157)	-0.3%	In line with budget. Small variances in all line items but nothing significant to note.
372 - Agricultural Rental Program	67,300	54,400	(12,900)	80.8%	76,568	54,400	(22,168)	-29.0%	Under budget in parts (\$16k).
373 - Vegetation Management	373,870	413,555	39,685	110.6%	317,271	413,555	96,283	30.3%	Over budget in fuel (\$33k) and chemicals (\$20k). This is partially offset with a savings in contracted and professional services of \$17k.
374 - Pest Control	65,750	74,966	9,216	114.0%	71,188	74,966	3,778	5.3%	In line with budget.
375 - Extension and Outreach	355,000	260,109	(94,891)	73.3%	180,843	260,109	79,266	43.8%	Under budget in the Livestock Veterinary Innovation grant (\$70k) and advertising and events (\$16k).
376 - Veterinary Services	193,500	192,377	(1,123)	99.4%	126,089	192,377	66,288	52.6%	In line with budget.
377 - Beautification Program	101,850	113,847	11,997	111.8%	92,336	113,847	21,512	23.3%	Over budget in parts and supplies (\$15k).
<b>Total AGRICULTURAL SERVICES</b>	<b>3,016,909</b>	<b>2,659,804</b>	<b>(357,105)</b>	<b>88.2%</b>	<b>2,526,153</b>	<b>2,659,804</b>	<b>133,651</b>	<b>5.3%</b>	
45 - COMMUNITY PEACE OFFICER PROGRAM									
450 - Community Peace Officer Program	2,715,679	3,038,320	322,641	111.9%	3,042,492	3,038,320	(4,172)	-0.1%	Over budget in the polic funding model (\$504k). This is partially offset by savings in salaries and benefits (\$53k), animal control services (\$47k), fuel (\$27k), vehicle repairs (\$17k).
<b>Total COMMUNITY PEACE OFFICER PROGRAM</b>	<b>2,715,679</b>	<b>3,038,320</b>	<b>322,641</b>	<b>111.9%</b>	<b>3,042,492</b>	<b>3,038,320</b>	<b>(4,172)</b>	<b>-0.1%</b>	
40 - PLANNING & ECONOMIC DEVELOPMENT ADMIN									
400 - Planning & Economic Development Administration	487,921	325,546	(162,375)	66.7%	365,978	325,546	(40,433)	-11.0%	Under budget salaries and benefits (\$131k) and legal services (\$12k).
306 - Airports & Helipads	50,600	1,214,747	1,164,147	2400.7%	191,240	1,214,747	1,023,507	535.2%	Over budget \$1.2 million for ARO accretion expense for the GC airport. This is partially offset by savings in contracted repairs (\$23k) and power (\$20k).
<b>Total PLANNING &amp; ECONOMIC DEVELOPMENT ADMIN</b>	<b>538,521</b>	<b>1,540,293</b>	<b>1,001,772</b>	<b>286.0%</b>	<b>557,218</b>	<b>1,540,293</b>	<b>983,075</b>	<b>176.4%</b>	

	2024 Budget	2024 Q4 Actuals	\$ Variance	% of Budget	2023 Q4 Actuals	2024 Q4 Actuals	\$ Variance	% Variance	Analysis of Significant Variances
11 - COMMUNICATIONS									
111 - Communications	1,225,544	1,076,222	(149,322)	87.8%	875,379	1,076,222	200,844	22.9%	Under budget in salaries and benefits (\$29k), advertising (\$20k), publishing (\$37k), promotional marketing (\$38k), brand & image building (\$20k), and memberships/ conferences (\$11k). This is partially offset by an overage of \$21k in professional services.
<b>Total COMMUNICATIONS</b>	<b>1,225,544</b>	<b>1,076,222</b>	<b>(149,322)</b>	<b>87.8%</b>	<b>875,379</b>	<b>1,076,222</b>	<b>200,844</b>	<b>22.9%</b>	
21 - PLANNING & DEVELOPMENT									
211 - Planning & Development Administration	1,406,886	1,145,905	(260,981)	81.4%	849,423	1,145,905	296,483	34.9%	Under budget in professional services (\$169k), and salaries and benefits (\$80k),
212 - Municipal Planning Commission	57,206	35,160	(22,046)	61.5%	37,792	35,160	(2,632)	-7.0%	In line with budget. Small variances in all line items but nothing significant to note.
213 - Subdivision & Development Appeal Board	14,689	302	(14,387)	2.1%	3,582	302	(3,281)	-91.6%	In line with budget. Small variances in all line items but nothing significant to note.
214 - Subdivisions - Land Purchase	-	-	-	0.0%	7,750	-	(7,750)	-100.0%	
215 - Public Engagement	10,500	194	(10,306)	1.8%	544	194	(350)	-64.4%	In line with budget. Small variances in all line items but nothing significant to note.
<b>Total PLANNING &amp; DEVELOPMENT</b>	<b>1,489,281</b>	<b>1,181,561</b>	<b>(307,720)</b>	<b>79.3%</b>	<b>899,091</b>	<b>1,181,561</b>	<b>282,470</b>	<b>31.4%</b>	
31 - ECONOMIC DEVELOPMENT									
311 - Economic Development Program	1,456,360	1,347,963	(108,398)	92.6%	1,331,547	1,347,963	16,416	1.2%	Under budget in grants to organizations (\$38k), gallery purchases (\$15k) advertising (\$14k), tradeshow & fairs (\$22k), business retention & expansion (\$15k).
<b>Total ECONOMIC DEVELOPMENT</b>	<b>1,456,360</b>	<b>1,347,963</b>	<b>(108,398)</b>	<b>92.6%</b>	<b>1,331,547</b>	<b>1,347,963</b>	<b>16,416</b>	<b>1.2%</b>	
<b>Total Expenses</b>	<b>178,650,296</b>	<b>188,799,698</b>	<b>10,149,402</b>	<b>105.7%</b>	<b>170,037,995</b>	<b>188,799,698</b>	<b>18,761,704</b>	<b>11.0%</b>	
<b>Net Surplus/(Deficit)</b>	<b>-</b>	<b>9,834,132</b>	<b>9,834,132</b>	<b>0.0%</b>	<b>13,009,510</b>	<b>9,834,132</b>	<b>(3,175,379)</b>	<b>-24.4%</b>	



**MD OF GREENVIEW NO. 16  
Q4 REPORTING  
CAPITAL BUDGET VARIANCE  
ENDING DECEMBER 31ST, 2024**

Project ID	Description	Life to Date Spend	2024 Approved Budget	2024 Amended Budget	2024 Actual Spend	\$ Variance	% of Budget	Notes
<b>Corporate Services</b>								
CS22001	Software Replacement Project 2022-2024	1,047,176	444,786	444,786	126,963	317,823	28.5%	Project in ongoing and on track.
<b>Total Corporate Services</b>		<b>1,047,176</b>	<b>444,786</b>	<b>444,786</b>	<b>126,963</b>	<b>317,823</b>	<b>28.5%</b>	
<b>Information Systems</b>								
IT23002	SharePoint Upgrade	64,845	80,000	80,000	64,845	15,155	81.1%	Project is complete, support ongoing.
<b>Total Information Systems</b>		<b>64,845</b>	<b>80,000</b>	<b>80,000</b>	<b>64,845</b>	<b>15,155</b>	<b>81.1%</b>	
<b>Construction &amp; Engineering</b>								
RD20001	Range Road 205/210 (8 Mile Road) Regrade	-	334,536	334,536	-	334,536	0.0%	Project is complete. A guardrail was installed instead and no regrade was completed.
RD20008	TWP 692 - Grovedale Industry Road West of 666	1,544,003	69,672	69,672	68,966	706	99.0%	Project is complete.
RD22006	RV Dumping Access - DeBolt	380,496	201,159	201,159	30,047	171,112	14.9%	Project is complete.
RD23005	FTR Canfor Section South	980,430	1,541,100	1,541,100	937,630	603,470	60.8%	Work is complete. Final construction and post construction costs still coming in.
RD24004	Land Acquisitions	27,348	100,000	100,000	27,348	72,652	27.3%	Complete for 2024.
RD24005	Approaches	558,807	225,000	225,000	558,807	(333,807)	248.4%	Budgeted for 15 approaches, 29 were approved and completed.
RD24006	Township Road 692 Regrade - Grovedale	23,381	250,000	250,000	23,381	226,619	9.4%	Engineering started this year, construction in 2025.
RD24008	Range Road 212 Road Construction - New Fish Creek	375,637	450,000	450,000	375,637	74,363	83.5%	Project is complete.
BF72012	Sturgeon Creek Bridge - Valleyview	61,721	23,279	23,279	-	23,279	0.0%	Design completed, construction proposed for 2027.
BF76637	Township Road 692 (SW 16-69-22-W5M) - Valleyview	410,932	550,000	550,000	373,083	176,917	67.8%	Work is complete. Final construction and post construction costs still coming in.
BF77159	Asplund Creek - Little Smoky	814,572	876,750	876,750	770,043	106,707	87.8%	Work is complete. Final construction and post construction costs still coming in.
BF78503	Range Road 225 - Valleyview	22,901	22,099	22,099	-	22,099	0.0%	Design completed, construction proposed for 2029, unless approved for STIP earlier.
BF79118	Tributary to Sturgeon Creek - Sturgeon Heights	22,737	27,263	27,263	-	27,263	0.0%	Design completed, construction proposed for 2025.
PV23004	Township Road 704 (Hwy 49 to RR 230) Overlay - Valleyview	1,956,844	2,560,000	2,560,000	1,956,844	603,156	76.4%	Work is complete. Final construction and post construction costs still coming in.
PV24003	Hamlet Curb & Gutter Resurfacing - Grande Cache	-	2,000,000	2,000,000	-	2,000,000	0.0%	Has not begun.
PV24004	Forestry Trunk Road (KM 0 to KM 5) Overlay	21,927	75,000	75,000	21,927	53,074	29.2%	Engineering started this year, construction in 2025.
<b>Total Construction &amp; Engineering</b>		<b>7,203,341</b>	<b>9,305,858</b>	<b>9,305,858</b>	<b>5,145,318</b>	<b>4,160,540</b>	<b>55.3%</b>	

Project ID	Description	Life to Date Spend	2024 Approved Budget	2024 Amended Budget	2024 Actual Spend	\$ Variance	% of Budget	Notes
<b>Planning &amp; Development</b>								
PD24002	Grovedale Industrial Park Land Acquisition PLS 180042	27,090	749,596	749,596	27,090	722,506	3.6%	Delay in Director of Survey's office, will be completed in early 2025.
PD24003	Local Improvement - Main Street Lofts Development	11,000	-	-	11,000	(11,000)	n/a	The local improvement bylaw was passed in Q3. Will be brought back as part of the 2025 budget.
PD24004	Surplus Property Purchase South of Valleyview	355,000	-	355,000	355,000	-	100.0%	Project is complete.
<b>Total Planning &amp; Development</b>		<b>393,090</b>	<b>749,596</b>	<b>1,104,596</b>	<b>393,090</b>	<b>711,506</b>	<b>35.6%</b>	
<b>Environmental Services</b>								
WD15002	Grovedale Water Treatment Plant Upgrade	13,834,421	1,668,359	1,668,359	383,839	1,284,520	23.0%	Project is complete.
WD19004	Grande Cache Distribution Pumphouse Upgrades	738,618	5,000	5,000	1,457	3,544	29.1%	Construction tender will be prepared this year, forecast construction in 2025.
WD22005	Water & Sewer Extension - Memorial Drive Grande Cache	3,489,586	4,513,462	4,513,462	3,403,046	1,110,416	75.4%	Work is complete. Final construction and post construction costs still coming in.
WD23006	Nose Creek Water Point System	229,434	67,972	67,972	57,406	10,566	84.5%	Project is complete.
WD24002	New Fish Creek Dugout Seasonal Water Point System	6,012	-	20,000	6,012	13,988	30.1%	Project approved by Council in March. Will be brought back as part of the 2026 budget.
WW19001	Grovedale Floating Liner	502,800	500,000	500,000	284,438	215,562	56.9%	Additional cell to be installed. Discussions ongoing for future requirements. Will be brought back as part of the 2026 budget.
WW19002	Grande Cache Sewage Treatment Plant	30,158,264	34,187,500	34,187,500	13,423,161	20,764,339	39.3%	Project in ongoing and on track. Received an additional \$17 million in grant funding under the Alberta Municipal Water/Wastewater Partnership program.
WW21001	Ridgevalley Lagoon Expansion	1,072,568	891,882	891,882	349,652	542,230	39.2%	De-sludging occurred in Q2. Received \$4.5 million in grant funding under the Alberta Municipal Water/Wastewater Partnership program.
SW19004	Grande Cache Landfill & Recycling Land Purchase	40,256	30,000	30,000	21,856	8,144	72.9%	Project is complete.
SW20001	Grande Cache Transfer Station Development	248,186	2,568,800	2,568,800	179,936	2,388,864	7.0%	Engineering ongoing, working on determining type of facility. Received \$0.7 million in grant funding under AB Environment & Parks.
SW23001	Hook Bin Truck Replacement A201	-	300,000	300,000	-	300,000	0.0%	Delivery delayed until 2025.
<b>Total Environmental Services</b>		<b>50,320,146</b>	<b>44,732,975</b>	<b>44,752,975</b>	<b>18,110,804</b>	<b>26,642,171</b>	<b>40.5%</b>	

Project ID	Description	Life to Date Spend	2024 Approved Budget	2024 Amended Budget	2024 Actual Spend	\$ Variance	% of Budget	Notes
<b>Operations</b>								
OP24001	Annual Vehicle Replacement	548,740	771,500	771,500	548,740	222,760	71.1%	All vehicles delivered in 2024 except 3 SUVs which arrived in Feb 2025.
OP24004	A135 - Plow Truck Replacement DB	448,761	448,000	448,000	448,761	(761)	100.2%	Project is complete.
OP24005	Group 6 Excavator - DB	175,000	175,000	175,000	175,000	-	100.0%	Project is complete.
OP24006	T66 - Equipment Hauling Trailer Replacement VV	64,207	75,000	75,000	64,207	10,793	85.6%	Project is complete.
<b>Total Operations</b>		<b>1,236,708</b>	<b>1,469,500</b>	<b>1,469,500</b>	<b>1,236,708</b>	<b>232,792</b>	<b>84.2%</b>	
<b>Facilities Maintenance</b>								
FM21008	Security Improvement 4 Year Plan	428,975	2,500	2,500	3,040	(540)	121.6%	Project is complete.
FM22008	New Operations Shop in Grande Cache	6,138,566	11,388,983	12,753,147	5,949,303	6,803,844	46.6%	Construction of the main frame of the building was completed. Have been approved for funding of \$5.9 million to be allocated under LGFF grant program.
FM22009	GRM/Grovedale/Little Smoky Emergency Generator Preparedness	266,205	420,337	420,337	261,543	158,794	62.2%	Project is complete.
FM24007	Renovations to FM/Enviro Building - Valleyview	14,040	20,000	20,000	14,040	5,960	70.2%	Project is complete.
FM24010	Replacement of RB3 60" Rotary Broom	6,296	6,000	6,000	6,296	(296)	104.9%	Project is complete.
FM24011	Replacement of Skid #1 Skid Steer to Bobcat Skid Steer	95,472	94,000	95,472	95,472	-	100.0%	Project is complete.
<b>Total Facilities Maintenance</b>		<b>6,952,315</b>	<b>11,931,820</b>	<b>13,297,456</b>	<b>6,332,455</b>	<b>6,965,001</b>	<b>47.6%</b>	
<b>Community Services</b>								
CP22005	Fox Creek Greenview Multiplex Renovation Project	2,367,784	2,416,109	2,416,109	2,367,784	48,325	98.0%	Project is complete. Waiting on final invoicing.
CP24002	Grovedale Ice Plant	244,495	300,000	300,000	244,495	55,505	81.5%	Chiller to be replaced in 2025.
CP24003	New Fish Creek Hall Roof Replacement	116,876	-	-	116,876	(116,876)	n/a	Budgeted under operating as a grant but as it's a betterment to a Greenview asset, its been moved to capital.
<b>Total Community Services</b>		<b>2,729,155</b>	<b>2,716,109</b>	<b>2,716,109</b>	<b>2,729,155</b>	<b>(13,046)</b>	<b>100.5%</b>	
<b>Greenview Industrial Gateway</b>								
GI22003	Greenview Industrial Gateway Waterline	1,526,664	1,007,895	1,007,895	571,559	436,336	56.7%	Project is ongoing.
GI22004	Greenview Industrial Gateway Road	3,918,178	-	-	83,506	(83,506)	n/a	Invoice from 2023 received late.
<b>Total Greenview Industrial Gateway</b>		<b>5,444,842</b>	<b>1,007,895</b>	<b>1,007,895</b>	<b>655,065</b>	<b>352,830</b>	<b>65.0%</b>	

Project ID	Description	Life to Date Spend	2024 Approved Budget	2024 Amended Budget	2024 Actual Spend	\$ Variance	% of Budget	Notes
<b>Economic Development</b>								
ED21002	Tourism Centre Exhibits & Interactive Features - Grande Cache	121,692	16,214	16,214	5,000	11,214	30.8%	Project is complete.
ED22004	Mural Roofs and Lighting at Bird's Eye Park - Grande Cache	4,899	15,100	15,100	-	15,100	0.0%	Project is complete.
ED24001	Grande Cache Commercial Signage	-	300,000	300,000	-	300,000	0.0%	We were not approved for the grant; the project was contingent on those approvals. Will be brought back for discussion as part of the 2025 budget.
ED24002	Tourism & Interpretive Centre Expansion - Grande Cache	12,000	50,000	50,000	12,000	38,000	24.0%	Design work has begun.
<b>Total Economic Development</b>		<b>138,591</b>	<b>381,314</b>	<b>381,314</b>	<b>17,000</b>	<b>364,314</b>	<b>4.5%</b>	
<b>Recreation</b>								
RE21002	Little Smoky Recreation Area	199,136	8,153	8,153	7,289	865	89.4%	Greenvview's portion of this project is complete.
RE21007	Grande Cache Community Facility	178,307	100,000	100,000	64,807	35,193	64.8%	Will be brought back for construction approval as part of the 2025 budget.
RE21008	Heat & Power Generation System - Grande Cache Recreation Centre	969,905	24,605	24,605	-	24,605	0.0%	The initial project deliverables for the installation and commission of a combined heat and power generation system are complete.
RE22003	Victor Lake Recreation Enhancements	-	50,000	50,000	-	50,000	0.0%	Site visit was conducted in Q1 and Administration is working on a plan to confirm trout spawning areas in relation to the proposed boat launch location.
RE22008	Shuttler Flats	71,269	25,245	25,245	21,514	3,731	85.2%	Project is complete.
RE23002	Grande Cache Recreation Centre Arena Ice Pad & Boards	1,505,540	1,814,390	1,814,390	1,469,930	344,460	81.0%	Still to be completed is 2 small sections of railing in the stands and review of barrier free opportunities in the stands with Building Codes officers. Have been approved for \$1.5 million in funding to be allocated under CCBF grant program.
RE23009	Zamboni Replacement - Grande Cache	128,559	200,000	200,000	128,559	71,441	64.3%	Project is complete.
RE24003	Community Bus Replacement	-	-	185,000	-	185,000	0.0%	Bus has been ordered.
RE24004	Grande Cache Arena Dressing Room Revitalization	-	100,000	100,000	-	100,000	0.0%	RFD on engineering will be coming to Council.
RE23016	GRM - Audio Deficiencies Upgrades	-	96,000	96,000	-	96,000	0.0%	Work has begun.
RE23017	GRM - Fieldhouse Air Conditioning	89,017	206,551	280,944	75,568	205,377	26.9%	Waiting on final equipment delivery and finalized engineering.
RE24002	GRM - Fitness Equipment	8,785	9,500	9,500	8,785	715	92.5%	Project is complete.
<b>Total Recreation</b>		<b>3,150,517</b>	<b>2,634,444</b>	<b>2,893,837</b>	<b>1,776,451</b>	<b>1,117,387</b>	<b>61.4%</b>	



Project ID	Description	Life to Date Spend	2024 Approved Budget	2024 Amended Budget	2024 Actual Spend	\$ Variance	% of Budget	Notes
<b>Protective Services</b>								
PS21003	Grande Cache Fire Training Center	105,021	19,979	19,979	-	19,979	0.0%	Project is complete.
PS23001	Rescue Truck Replacement (F17) DeBolt	1,218,310	1,200,000	1,200,000	1,218,310	(18,310)	101.5%	Delivered late 2024, being fit-up in Q1 2025.
PS23002	Rescue Tools - Grovedale	97,906	100,000	100,000	97,906	2,094	97.9%	Project is complete.
PS24001	1/2 Ton Truck Replacement (A243)	109,024	135,000	135,000	109,024	25,976	80.8%	Project is complete.
PS24002	1/2 Ton Truck Replacement (A165)	110,481	135,000	135,000	110,481	24,519	81.8%	Project is complete.
PS24004	Two Sprinkler Protection Units (SPU)	247,020	500,000	500,000	247,020	252,980	49.4%	One unit delivered in 2024, the second in early 2025.
PS24006	Outfit New Wet Rescue in DeBolt	172,675	250,000	250,000	172,675	77,325	69.1%	Truck was delivered late 2024, being fit-up in Q1.
PS24007	AFRRCS Radios	230,763	229,900	229,900	230,763	(863)	100.4%	Project is complete.
<b>Total Protective Services</b>		<b>2,291,199</b>	<b>2,569,879</b>	<b>2,569,879</b>	<b>2,186,178</b>	<b>383,701</b>	<b>85.1%</b>	
<b>Agricultural Services</b>								
AG23002	Implement Caddy	17,810	15,300	15,300	16,110	(810)	105.3%	Project is complete.
AG24005	33' Heavy Harrow Valmar Replacement (ASB0043)	23,999	-	25,000	23,999	1,001	96.0%	Project is complete.
AG24006	Post Pounder Replacement ASB0024	25,785	22,500	22,500	25,785	(3,285)	114.6%	Project is complete.
AG24007	Spray System Replacement (A158)	-	75,000	75,000	-	75,000	0.0%	Due to vendor backlog, delayed to 2025.
AG24009	50' Heavy Harrow Replacement (ASB0044)	79,999	80,000	80,000	79,999	1	100.0%	Council approved scope change from Valmar replacement in March. Project is complete.
AG24010	Bale Wagon Replacement for Grovedale	55,000	75,000	75,000	55,000	20,000	73.3%	Project is complete.
AG24012	New No-Till Seed Drill	-	-	75,000	-	75,000	0.0%	Project will carry over to 2025.
BT24001	Hydroseeder	27,900	23,500	23,500	27,900	(4,400)	118.7%	Project is complete.
BT24003	Zero Turn Mower Replacement (T83- 60" deck)	19,950	22,500	22,500	19,950	2,550	88.7%	Project is complete.
BT24004	Zero Turn Mower Replacement (T82)	19,950	22,500	22,500	19,950	2,550	88.7%	Project is complete.
<b>Total Agricultural Services</b>		<b>270,393</b>	<b>336,300</b>	<b>436,300</b>	<b>268,693</b>	<b>167,607</b>	<b>61.6%</b>	
<b>CPO Program</b>								
PO24001	Replacement CPO unit E2	111,663	110,000	110,000	111,663	(1,663)	101.5%	Project is complete.
PO24003	Two Trailers	16,768	20,000	20,000	16,768	3,232	83.8%	Project is complete.
<b>Total CPO Program</b>		<b>128,431</b>	<b>130,000</b>	<b>130,000</b>	<b>128,431</b>	<b>1,569</b>	<b>98.8%</b>	
<b>Total Capital Projects</b>		<b>\$ 81,370,748</b>	<b>\$ 78,490,476</b>	<b>\$ 80,590,505</b>	<b>\$ 39,171,154</b>	<b>\$ 41,419,351</b>	<b>48.6%</b>	



**MD OF GREENVIEW NO. 16  
Q4 REPORTING  
RESTRICTED SURPLUS REPORT  
ENDING DECEMBER 31ST, 2024**

	Dec 31, 2023	Activity				Dec 31, 2024		Dec 31, 2024
	Balance	Contributions	Interest	Transfers	Use	Balance	Carryover Commitments	Uncommitted Balance
<b>Unrestricted Reserves</b>								
Unrestricted	24,622,400	21,206,885	-	37,870	(24,985,914)	20,881,240	(9,579,771)	11,301,469
<b>Total Unrestricted Reserves</b>	<b>24,622,400</b>	<b>21,206,885</b>	<b>-</b>	<b>37,870</b>	<b>(24,985,914)</b>	<b>20,881,240</b>	<b>(9,579,771)</b>	<b>11,301,469</b>
<b>Restricted Reserves</b>								
<b>Asset Management Reserves</b>								
Bridge Replacement	12,047,919	1,193,955	413,311	-	(568,841)	13,086,344	(283,624)	12,802,720
Community Bus	187,649	-	6,120	-	-	193,769	(185,000)	8,769
Fire Facilities, Apparatus Vehicle & Equipment	10,355,941	1,633,943	340,946	-	(1,535,721)	10,795,109	(9,500)	10,785,609
Fleet & Equipment Replacement	9,460,132	2,531,334	331,720	-	(1,820,189)	10,502,998	(915,584)	9,587,414
Facilities	22,783,910	656,342	678,193	-	(2,645,343)	21,473,101	(6,907,673)	14,565,428
Gravel Pit Reclamation	1,494,321	44,382	50,182	-	-	1,588,885	-	1,588,885
Recreation	7,112,961	2,155,939	300,720	-	(48,160)	9,521,460	(494,460)	9,026,999
Road Infrastructure	71,662,468	18,309,890	2,836,954	-	(2,985,039)	89,824,272	(16,486,318)	73,337,954
Valleyview and District Medical Clinic	78,137	43,583	3,970	-	-	125,690	-	125,690
Water Utilities	14,398,800	3,610,695	354,883	-	(7,127,994)	11,236,384	(10,294,833)	941,551
Solid Waste	3,097,030	351,972	112,484	-	-	3,561,486	(1,794,226)	1,767,261
<b>Total Restricted Reserves</b>	<b>152,679,266</b>	<b>30,532,036</b>	<b>5,429,482</b>	<b>-</b>	<b>(16,731,286)</b>	<b>171,909,498</b>	<b>(37,371,219)</b>	<b>134,538,279</b>
<b>Social, Economic, &amp; Environmental Reserves</b>								
Operating Project Carry Forward	548,240	251,870	-	(37,870)	(175,101)	587,140	(587,140)	-
Economic Development	7,583,449	-	-	-	(1,035,506)	6,547,943	(1,158,842)	5,389,101
Disaster Response	1,218,422	756,746	-	-	-	1,975,168	-	1,975,168
Green View FCSS	101,200	-	-	-	-	101,200	-	101,200
Operating Contingency	5,531,319	-	-	-	-	5,531,319	-	5,531,319
Greenview Seniors Funding	-	-	-	-	-	-	-	-
Health and Dental Benefit	-	147,085	-	-	(36,863)	110,221	-	110,221
<b>Total Social, Economic, &amp; Environmental Reserves</b>	<b>14,982,631</b>	<b>1,155,700</b>	<b>-</b>	<b>(37,870)</b>	<b>(1,247,469)</b>	<b>14,852,992</b>	<b>(1,745,982)</b>	<b>13,107,011</b>
<b>Planning &amp; Development</b>								
Developer Contributions	24,281	-	792	-	-	25,073	-	25,073
<b>Total Planning &amp; Development Reserves</b>	<b>24,281</b>	<b>-</b>	<b>792</b>	<b>-</b>	<b>-</b>	<b>25,073</b>	<b>-</b>	<b>25,073</b>
<b>Total All Reserves</b>	<b>\$ 192,308,577</b>	<b>\$ 52,894,621</b>	<b>\$ 5,430,274</b>	<b>-</b>	<b>\$ (42,964,669)</b>	<b>\$ 207,668,803</b>	<b>\$ (48,696,972)</b>	<b>\$ 158,971,831</b>



# REQUEST FOR DECISION

SUBJECT: **2025 Final Budget Adoption**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: March 25, 2025  
DEPARTMENT: FINANCE  
STRATEGIC PLAN: Economy

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MANAGER: MH  
DIR: EK PRESENTER: MH  
LEG: SS

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## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act Sec 242, 245, 283.1

**Council Bylaw/Policy** (cite) – Policy 1016 Budget Development Process

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## RECOMMENDED ACTION:

**MOTION: That Council adopt the 2026 - 2027 Operating Financial Plan and approve the final 2025 Operating Budget, establishing total revenues of \$237,117,566 and expenditures of \$237,117,566.**

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## BACKGROUND/PROPOSAL:

The Municipal Government Act (MGA) directs Council to:

- approve an operating and a capital budget for each calendar year by January 1 of that calendar year
- prepare a 3-year financial plan
- prepare a 5-year capital plan

Council approved the 2025 Interim Operating Budget and 2025 Capital Budget on December 10<sup>th</sup>, 2024. Administration has captured adjustments made based on Council decisions since the Interim Budget was adopted, updated information from third parties, or administrative adjustments and has prepared the final 2025 Budget.

Attachment 1 outlines the final 2025 Operating Budget and the 2026-2027 Operating Financial Plan. With all the changes, Administration is still presenting a balanced budget. Attachment 2 details the final adjustments. Significant changes are summarized below:

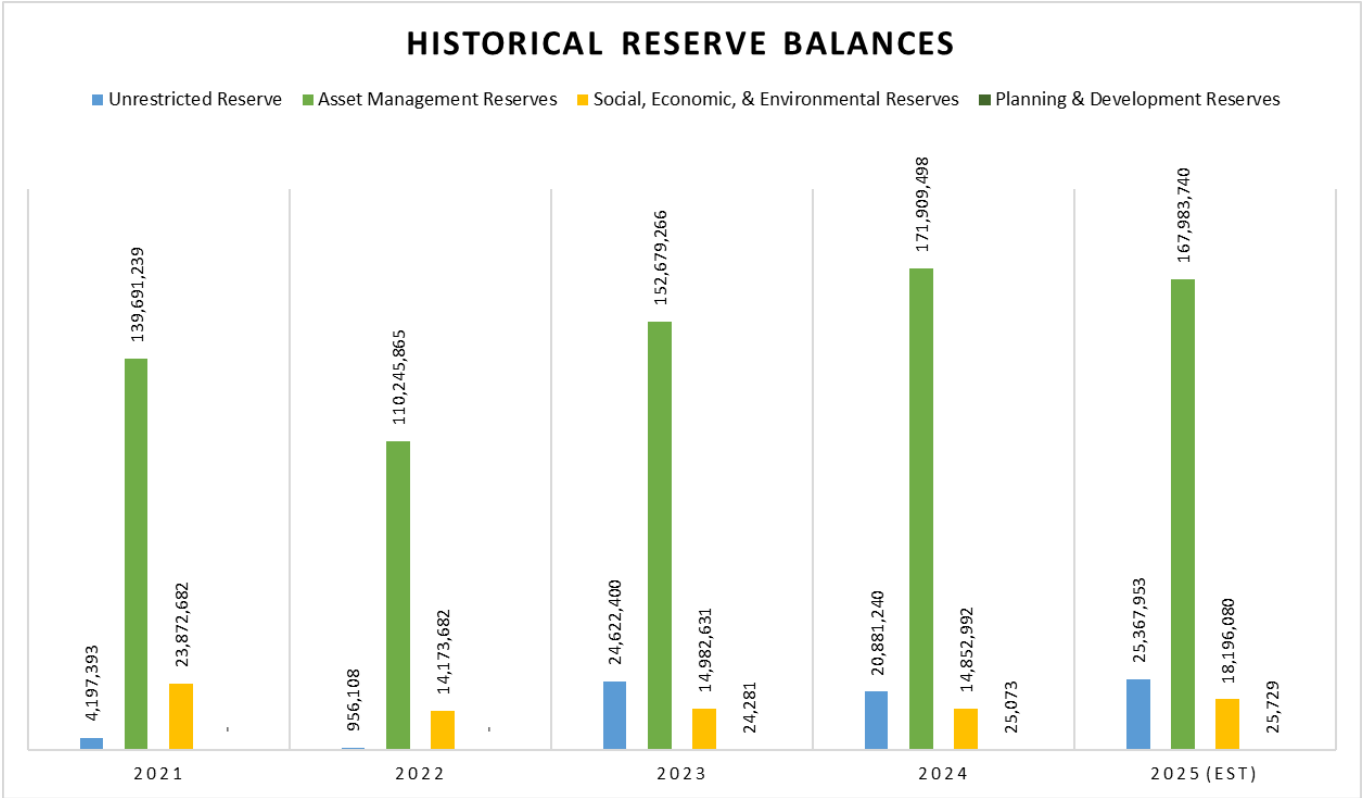
- Increase of \$15,618,317 in tax revenue (which includes \$3,978,642 increase in the Education Requisition, \$67,474 in Seniors Requisitions, and \$207,900 in DIP Requisition) due to increased assessments for the 2024 assessment year and the tax holiday ending. The total taxable assessment increased 17% over last year.
- With the increase in tax revenue, an increase of \$5,536,217 in transfer to capital was included to fully fund net new capital for 2025. As well as a transfer to the Operating Contingency Reserve of \$5,989,069. As per policy, the targeted balance is the average of three months of operating costs (\$27 million for 2025) and this transfer will put the balance at \$11,520,388.
- Increase of \$2,088,155 in grant revenue for capital projects. As this funding is for capital projects, a transfer to capital of the same amount was also included to not impact the tax revenue requirement.
- Hwy 40 payment and offsetting transfer from reserve of \$15,000,000 as the payment will be made in 2025.

- A few items that are still outstanding but will be updated as part of the Tax Rate Bylaw approval are:
- Seniors’ housing requisitions for The Evergreens Foundation.
  - The Designated Industrial Properties (DIP) requisition.
  - Greenview’s allocation of the Local Government Fiscal Framework (LGFF) Operating Grant revenue which has not been released by the Province yet.

Attachment 3 outlines the 2025 Capital Budget and the 2026-2029 Capital Plan. Changes reflect adjustments for final 2024 carryover amounts which are highlighted in yellow. The revised capital budget includes \$50,123,625 million in carryover and no change in new commitments for 2025.

Attachment 4 outlines the 2025 Capital Budget Funding Plan. Anything highlighted in yellow represents changes in the carryover amount, with orange representing adjustments to new funding. The most significant difference is an increase in the funding from the operating budget as described above.

Attachment 5 outlines the projected impact to the reserves. The forecast uncommitted balance in all reserves for 2025 is approximately \$212 million. The chart below shows the reserve balances for each reserve category for the last 5 years:



- BENEFITS OF THE RECOMMENDED ACTION:**
1. The benefit of accepting the recommended motion is that Council will be in compliance with the Municipal Government Act.

2. The benefit of Council accepting the recommended motion is that the final budget can be used to calculate the 2025 Tax Rate Bylaw.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED: N/A**

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**FINANCIAL IMPLICATION:**

The 2025 Operating Budget includes revenues and expenditures of \$237,117,566. The 2025 Capital Budget includes new commitments of \$69,986,267.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Administration will prepare the 2025 Tax Rate Bylaw based on the approved budget. First and second readings of the bylaw are scheduled for the April 8<sup>th</sup> Council meeting.

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**ATTACHMENT(S):**

- Attachment 1: 2025 Operating Budget and 2026-2027 Financial Plan
- Attachment 2: 2025 Operating Budget - Final Adjustments
- Attachment 3: 2025 Capital Budget and 5 Year Capital Plan
- Attachment 4: 2025 Capital Budget Funding Plan
- Attachment 5: 2025 Reserve Report

## **Municipal Government Act Sections 242, 245, 283.1**

### **Adoption of operating budget**

**242(1)** Each council must adopt an operating budget for each calendar year by January 1 of that calendar year.

(2) A council may adopt an interim operating budget for part of a calendar year.

(3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

### **Adoption of capital budget**

**245** Each council must adopt a capital budget for each calendar year by January 1 of that calendar year.

### **Required plans**

**283.1(1)** In this section,

(a) “capital plan” means a plan referred to in subsection (3);

(b) “financial plan” means a plan referred to in subsection (2).

(2) Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years.

(3) Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years.

(4) The 3 financial years referred to in subsection (2) and the 5 financial years referred to in subsection (3) do not include the financial year in which the financial plan or capital plan is prepared.

(5) Council may elect to include more than 3 financial years in a financial plan or more than 5 financial years in a capital plan.

(6) Council must annually review and update its financial plan and capital plan.

(7) The Minister may make regulations respecting financial plans and capital plans, including, without limitation, regulations

(a) respecting the form and contents of financial plans and capital plans;

(b) specifying the first financial year required to be reflected in a financial plan;

(c) specifying the first financial year required to be reflected in a capital plan.

**MD of Greenview**  
**2025 Proposed Budget & 3-Year Forecast**

	<b>2024</b>	<b>2025</b>	<b>Budget</b>	<b>2026</b>	<b>2027</b>
	<b>Budget</b>	<b>Proposed</b>	<b>Increase</b>	<b>Forecast</b>	<b>Forecast</b>
		<b>Budget</b>	<b>(Decrease)</b>		
1 - Property Taxes	155,887,989	180,271,536	24,383,547	180,271,536	180,271,536
2 - Government Transfers (Grants)	7,968,214	38,696,348	30,728,134	3,641,225	779,919
3 - User Fees and Sale of Goods & Services	3,289,723	3,471,726	182,003	3,510,345	3,510,470
4 - Utility User Rates & Fees	3,397,970	3,580,820	182,850	3,649,020	3,713,820
5 - Investment Income	7,200,000	10,000,000	2,800,000	10,100,000	10,200,000
6 - Fines and Penalties	830,500	890,500	60,000	865,500	865,500
7 - Other Revenue	75,900	206,636	130,736	132,256	125,756
<b>Total Revenues</b>	<b>178,650,296</b>	<b>237,117,566</b>	<b>58,467,270</b>	<b>202,169,882</b>	<b>199,467,001</b>
01 - Remunerations and Benefits	34,132,349	35,918,736	1,786,387	36,611,608	37,230,537
02 - Requisitions	38,642,300	37,302,476	(1,339,824)	37,302,476	37,302,476
03 - Contracted & Professional Services	22,403,951	30,191,010	7,787,059	23,278,022	22,269,546
04 - Amortization	26,500,000	24,936,117	(1,563,883)	28,093,850	31,247,682
05 - Grants and Contributions	28,123,314	33,008,150	4,884,836	16,872,957	16,875,573
06 - Materials and Supplies	10,083,319	13,020,084	2,936,765	10,327,634	9,836,423
07 - Utilities	2,241,233	2,270,537	29,304	2,283,748	2,331,880
08 - Rental & Leases	2,120,500	2,060,248	(60,252)	2,062,248	2,067,248
09 - Purchases from Other Governments	2,088,342	2,907,602	819,260	3,069,689	3,197,761
10 - Travel, Training & Development	2,022,903	2,136,926	114,023	2,093,367	2,058,478
11 - Advertising & Promotion	1,208,100	1,245,700	37,600	1,145,842	1,082,001
12 - Communications	933,964	988,980	55,016	980,988	982,952
13 - Insurance	754,000	906,500	152,500	931,600	956,700
14 - Financial Expenses	543,000	543,000	-	543,000	543,000
15 - Repayment of Long Term Debt	64,229	920,995	856,766	3,079,506	4,246,958
16 - Decommissioning Obligations	3,584,950	3,328,579	(256,371)	3,411,331	3,459,146
17 - Transfer to/(from) Reserve & Capital	3,135,342	45,360,676	42,225,334	30,008,766	23,703,390
18 - Other Expenses	68,500	71,250	2,750	73,250	75,250
<b>Total Expenses</b>	<b>178,650,296</b>	<b>237,117,566</b>	<b>58,467,270</b>	<b>202,169,882</b>	<b>199,467,001</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

	<b>2025 Proposed Budget</b>	
<b>2 - Government Transfers (Grants)</b>		
5706-Grant from Provincial Government	404,583	FCSS funding
5706-Grant from Provincial Government	166,247	Agriculture Services funding
5706-Grant from Provincial Government	10,893,600	\$10.3 million AMWWP grant WW19002 \$0.6 million AEP Beehive Burner grant SW20001 (See 6304 Transfer to Capital for carryover projects below)
5706-Grant from Provincial Government	7,069,429	\$0.95 million CCBF grant RE21007 \$3.7 million AMWWP grant WW21001 \$1.4 million AMWWP grant WD19004 \$0.975 million STIP grant BF77259 (See 6304 Transfer to Capital for new 2025 projects below)
5706-Grant from Provincial Government	19,000,000	Provincial highway partnership (see 6301 Transfer to Reserve below)
5706-Grant from Provincial Government	940,000	Kakwa Falls Trail grant
5709-Shared Funding	29,250	Valleyview Medical Clinic funding
5709-Shared Funding	193,239	Town of Valleyview FCSS funding
<b>Total</b>	<b>38,696,348</b>	

	<b>2025 Proposed Budget</b>	
<b>17 - Transfer to/(from) Reserve &amp; Capital</b>		
6301-Transfer to Reserve	4,510,000	\$4.5 million interest allocation to reserve
6301-Transfer to Reserve	5,989,069	To Operating Contingency Reserve to work towards the target balance
6301-Transfer to Reserve	19,000,000	To Road Infrastructure Reserve for Provincial highway partnership
6301-Transfer to Reserve	100,000	To Disaster Response Reserve as per policy 9500 Financial Reserves
6304-Transfer to Capital	10,893,600	Capital grants for carryover projects
6304-Transfer to Capital	7,069,429	Capital grants for new 2025 projects (see Grant Funding column in attachment 4: 2025 Capital Budget – Funding Plan)
6304-Transfer to Capital	14,066,484	Funding for net new capital projects (see Transfer from Operating Budget column in attachment 4: 2025 Capital Budget – Funding Plan)
6304-Transfer to Capital	55,000	Deferred funds for RE25008 (see Deferred Funds column in attachment 4: 2025 Capital Budget - Funding Plan)
6901-Transfer from Reserve	(322,906)	Funding for one-time operating projects from Project Carry Forward Reserve
6901-Transfer from Reserve	(1,000,000)	\$1.0 million to fund one-time operating project
6901-Transfer from Reserve	(15,000,000)	Hwy 40 payment
<b>Total</b>	<b>45,360,676</b>	



2025 Operating Budget  
Final Adjustment Requests

**As Approved**

Total Revenue	\$ 219,356,094
Total Expenses	\$ 219,356,094
<b>Net (Surplus)/Deficit</b>	<b>\$ -</b>

**Changes**

Sub Department	Object	Description	Budget Adjustment
510 Tax Revenue	5001- Tax Revenue 5009	Change based on change in assessment	\$ (15,618,317)
551 Conditional Grants - Admin	5706 Grant from Provincial Government	LGFF Operating Grant	\$ -
121 Corporate Services	6304 Transfer to Capital	Increase to fund net new capital projects (see 2025 Capital Budget Funding Plan)	\$ 5,536,217
121 Corporate Services	6301 Transfer to Reserve	To balance the budget, transfer to the Operating Contingency Reserve. As per policy, the targeted balance is the average of three months of operating costs (\$27 million for 2025)	\$ 5,989,069
556 Conditional Grants - Environment	5706 Grant from Provincial Government	Capital grants for SW20001, WD19004, WW19002, WW21001 updated based on actual amounts remaining following 2024 yearend	\$ (2,088,155)
559 Conditional Grants - Recreation	5702 Donations & Sponsorships	GRM board approved the use of the FF&E funds to be used to fund RE25008 GRM Window Coverings	\$ (55,000)
121 Corporate Services	6304 Transfer to Capital	Capital grants	\$ 2,143,155
300 Community Services Administration	6202 Grants to Organizations	Hwy 40 payment - was not complete in 2024	\$ 15,000,000
300 Community Services Administration	6901 Transfer from Reserve	To fund Hwy 40 payment	\$ (15,000,000)

Sub Department					Object		Description		Budget Adjustment	
304	Seniors Requisitions	6207	Shared Funding	HRH - Requisition increase				\$	30,972	
304	Seniors Requisitions	6207	Shared Funding	Evergreens - Requisition				\$	-	
304	Seniors Requisitions	6207	Shared Funding	Grande Spirit - Requisition				\$	36,502	
112	Assessment Services	6226	DIP Requisition	DIP - Requisition - only based on changes in assessment, have not received the 2025 rate yet				\$	207,900	
114	Education Requisition	6205	Education Requisition	Education Requisition increase				\$	3,978,642	
111	Communications	6013	Training & Education	2024 one-time operating projects carry forward (funded from Project Carry Forward Reserve, see below)				\$	40,000	
111	Communications	6901	Transfer from Reserve	Funding for 2024 one-time operating projects				\$	(40,000)	
250	Facility Maintenance Administration	6071	Contracted Maintenance Service	2024 one-time operating projects carry forward (funded from Project Carry Forward Reserve, see below)				\$	151,870	
250	Facility Maintenance Administration	6901	Transfer from Reserve	Funding for 2024 one-time operating projects				\$	(151,870)	
311	Economic Development	6040	Professional Services	2024 one-time operating projects carry forward (funded from Project Carry Forward Reserve, see below)				\$	131,036	
		6202	Grants to Organizations							
		6221	Business Retention, Expansion & Investment							
311	Economic Development	6901	Transfer from Reserve	Funding for 2024 one-time operating projects				\$	(131,036)	
221	Water Supply	6062	ARO Decommissioning	Asbestos concrete ARO accretion				\$	(60,191)	
222	Wastewater Collection & Disposal	6062	ARO Decommissioning	Lagoon ARO accretion				\$	(196,684)	
250	Facility Maintenance	6062	ARO Decommissioning	Building asbestos ARO accretion				\$	(4,110)	
355	Disaster Services	6301	Transfer to Reserve	Budgeted transfer to reserve as per policy 9500 Financial Reserves				\$	100,000	
Total Changes								\$	-	
Net (Surplus)/Deficit								\$	-	

## 2025 5-Year Capital Plan

	2024 Carryover	2025 New Commitments	2025 Total	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast
Greenview Industrial Gateway	\$ 436,336	\$ 22,975,000	\$ 23,411,336	\$ -	\$ -	\$ -	\$ -
Corporate Services	\$ 317,823	\$ 5,500	\$ 323,323	\$ -	\$ -	\$ -	\$ -
Construction and Engineering	\$ 1,941,055	\$ 9,938,100	\$ 11,879,155	\$ 10,512,500	\$ 15,618,500	\$ 23,902,250	\$ 11,546,250
Environmental Services	\$ 21,074,905	\$ 175,000	\$ 21,249,905	\$ 506,556	\$ 1,016,576	\$ 258,903	\$ -
Operations	\$ 222,760	\$ 3,245,500	\$ 3,468,260	\$ 3,010,000	\$ 1,725,000	\$ 600,000	\$ -
Facility Maintenance	\$ 6,962,638	\$ 400,837	\$ 7,363,475	\$ 363,000	\$ -	\$ -	\$ -
Project Management	\$ 14,953,363	\$ 23,734,280	\$ 29,113,138	\$ 21,529,412	\$ 4,000,000	\$ 4,200,000	\$ -
Community Services	\$ 161,955	\$ -	\$ 161,955	\$ 65,000	\$ -	\$ -	\$ -
Recreation	\$ 2,802,479	\$ 7,051,050	\$ 9,853,529	\$ 1,922,000	\$ 698,000	\$ -	\$ -
Protective Services	\$ 339,805	\$ 1,750,000	\$ 2,089,805	\$ 2,980,000	\$ 2,630,000	\$ 30,000	\$ -
Agricultural Services	\$ 150,000	\$ 81,000	\$ 231,000	\$ 563,340	\$ 92,700	\$ 80,400	\$ 101,000
Community Peace Officer Program	\$ -	\$ 140,000	\$ 140,000	\$ 150,000	\$ 150,000	\$ 160,000	\$ 160,000
Planning and Development	\$ 722,506	\$ -	\$ 722,506	\$ -	\$ -	\$ -	\$ -
Economic Development	\$ 38,000	\$ 490,000	\$ 528,000	\$ 2,665,000	\$ 640,000	\$ 190,000	\$ 3,760,000
<b>Total Capital</b>	<b>\$ 50,123,625</b>	<b>\$ 69,986,267</b>	<b>\$ 110,535,387</b>	<b>\$ 44,266,808</b>	<b>\$ 26,570,776</b>	<b>\$ 29,421,553</b>	<b>\$ 15,567,250</b>

Project #	Project Title	2024 Carryover	2025 New Commitments	2025	2026	2027	2028	2029	Total
GI22003	GIG Waterline	436,336	1,100,000	1,536,336	-	-	-	-	1,536,336
GI25002	GIG Land Clearing	-	1,800,000	1,800,000	-	-	-	-	1,800,000
GI25003	Land Acquisition	-	20,000,000	20,000,000	-	-	-	-	20,000,000
GI25004	GIG Entrance Sign	-	75,000	75,000	-	-	-	-	75,000
<b>Greenview Industrial Gateway Total</b>		<b>436,336</b>	<b>22,975,000</b>	<b>23,411,336</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,411,336</b>
CS22001	Software Replacement Project 2022 - 2024	317,823	-	317,823	-	-	-	-	317,823
CS25001	Cold Storage Sea-Can	-	5,500	5,500	-	-	-	-	5,500
<b>Corporate Services Total</b>		<b>317,823</b>	<b>5,500</b>	<b>323,323</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>323,323</b>
RD22006	RV Dumping Access	171,112	-	171,112	-	-	-	-	171,112
RD23005	FTR Canfor Section South	603,470	-	603,470	-	-	-	-	603,470
RD24006	Township Road 692 Regrade	226,619	1,200,000	1,426,619	-	-	-	-	1,426,619
RD25004	Forestry Trunk Road Phase 7	-	700,000	700,000	5,800,000	-	-	-	6,500,000
RD25008	Land Acquisitions	-	100,000	100,000	100,000	100,000	100,000	100,000	500,000
RD25009	Approaches	-	225,000	225,000	225,000	225,000	225,000	225,000	1,125,000
RD26005	Township Road 692 Regrade	-	-	-	742,500	4,950,000	-	-	5,692,500
RD27001	Forestry Trunk Road Phase 8	-	-	-	-	904,500	6,030,000	-	6,934,500
RD28001	Range Road 211 (Hwy 665 to Twp 694) Regrade	-	-	-	-	-	247,500	1,650,000	1,897,500
RD28004	Range Road 201 (Twp 722 to Twp 724)	-	-	-	-	-	288,750	1,925,000	2,213,750
RD29001	Township Road 690 Regrade	-	-	-	-	-	-	577,500	577,500
RD29002	Range Road 222 (Hwy 665 to Twp 692) Regrade	-	-	-	-	-	-	288,750	288,750
BF72012	Sturgeon Creek Bridge	-	-	-	-	2,510,000	-	-	2,510,000
BF73703	Sturgeon Creek Bridge	-	-	-	-	84,000	1,116,000	-	1,200,000
BF75041	Asplund Creek	-	-	-	60,000	800,000	-	-	860,000
BF75250	DeBolt Creek	-	-	-	-	50,000	500,000	-	550,000
BF76637	Township Road 692 (SW 16-69-22-W5M)	176,917	-	176,917	-	-	-	-	176,917
BF77159	Asplund Creek	106,707	-	106,707	-	-	-	-	106,707
BF77259	Tributary to Sweathouse Creek	-	2,000,000	2,000,000	-	-	-	-	2,000,000
BF78147	Tributary to Smoky River	-	563,000	563,000	-	-	-	-	563,000
BF78503	Range Road 225	-	-	-	-	-	-	500,000	500,000
BF79077	Tributary to Big Mountain Creek	-	-	-	-	-	-	50,000	50,000
BF79118	Tributary to Sturgeon Lake	-	500,000	500,000	-	-	-	-	500,000
BF79709	Tributary to Moose Creek	-	-	-	-	35,000	300,000	-	335,000
BF86025	Twp Rd 752 East of RR 260	-	-	-	-	-	35,000	325,000	360,000
BF86296	Twp 712 / RR 263 Intersection	-	-	-	-	-	50,000	580,000	630,000
PV23004	Township Road 704 (Hwy 49 to RR 230) Overlay	603,156	-	603,156	-	-	-	-	603,156
PV24004	Forestry Trunk Road (KM 0 to KM 5) Overlay	53,074	2,470,100	2,523,174	-	-	-	-	2,523,174
PV25002	TWP 693A/221A Overlay (Valleyview Golf Course Road)	-	180,000	180,000	1,200,000	-	-	-	1,380,000
PV25003	Hamlet Curb & Gutter Resurfacing	-	2,000,000	2,000,000	2,100,000	2,200,000	2,300,000	2,400,000	11,000,000
PV26001	Township Road 730 (RR 223 to Hwy 49) Overlay	-	-	-	285,000	1,900,000	-	-	2,185,000
PV27001	Range Road 13 (Hwy 43 to TWP 724A) Overlay	-	-	-	-	270,000	1,800,000	-	2,070,000
PV27002	Forestry Trunk Road (KM 5 to KM 10) Paving	-	-	-	-	1,500,000	10,000,000	-	11,500,000
PV27004	Range Road 244 (TWP 704 to Greenview Golf Course) Overlay	-	-	-	-	90,000	600,000	-	690,000
PV28002	Bald Mountain Tower Road Overlay	-	-	-	-	-	310,000	2,250,000	2,560,000
PV29002	Township Road 700 (RR 235 to Hwy 43) Overlay	-	-	-	-	-	-	495,000	495,000
PV29003	TWP 704 Cozy Cove Overlay	-	-	-	-	-	-	180,000	180,000
<b>Construction and Engineering Total</b>		<b>1,941,055</b>	<b>9,938,100</b>	<b>11,879,155</b>	<b>10,512,500</b>	<b>15,618,500</b>	<b>23,902,250</b>	<b>11,546,250</b>	<b>73,458,655</b>
PD24002	Grovedale Industrial Park Land Acquisition PLS 180042	722,506	-	722,506	-	-	-	-	722,506
<b>Planning and Development Total</b>		<b>722,506</b>	<b>-</b>	<b>722,506</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>722,506</b>

Project #	Project Title	2024 Carryover	2025 New Commitments	2025	2026	2027	2028	2029	Total
ES26001	1/2 Ton Truck Replacement A242	-	-	-	78,278	-	-	-	78,278
ES26002	1/2 Ton Truck Replacement A272	-	-	-	78,278	-	-	-	78,278
ES26007	Hook Bin Truck Replacement A269	-	-	-	350,000	-	-	-	350,000
ES27001	1/2 Ton Truck Replacement A183	-	-	-	-	82,192	-	-	82,192
ES27002	1/2 Ton Truck Replacement A238	-	-	-	-	82,192	-	-	82,192
ES27003	1/2 Ton Truck Replacement A284	-	-	-	-	82,192	-	-	82,192
ES28001	1/2 Ton Truck Replacement A274	-	-	-	-	-	86,301	-	86,301
ES28002	1/2 Ton Truck Replacement A275	-	-	-	-	-	86,301	-	86,301
ES28003	1/2 Ton Truck Replacement A290	-	-	-	-	-	86,301	-	86,301
WD23006	Nose Creek Water Point System	10,566	-	10,566	-	-	-	-	10,566
WW19002	Grande Cache Sewage Treatment Plant	20,764,339	-	20,764,339	-	-	-	-	20,764,339
WW25003	Grovedale Arena Sewer Tie-In	-	150,000	150,000	-	-	-	-	150,000
WW27002	SRS Station Sturgeon Heights Lagoon	-	-	-	-	700,000	-	-	700,000
SW23001	Hook Bin Truck Replacement A201	300,000	-	300,000	-	-	-	-	300,000
SW25004	Roll Off Bin Replacements	-	25,000	25,000	-	-	-	-	25,000
SW27002	Roll Off Bin Replacements	-	-	-	-	70,000	-	-	70,000
<b>Environmental Services Total</b>		<b>21,074,905</b>	<b>175,000</b>	<b>21,249,905</b>	<b>506,556</b>	<b>1,016,576</b>	<b>258,903</b>	<b>-</b>	<b>23,031,940</b>
OP24001	Annual Vehicle Replacement	222,760	-	222,760	-	-	-	-	222,760
OP25001	2025 - Annual Vehicle Replacement	-	973,500	973,500	-	-	-	-	973,500
OP25003	G35 - Grader Replacement VV	-	835,000	835,000	-	-	-	-	835,000
OP25004	G39 - Grader Replacement VV	-	835,000	835,000	-	-	-	-	835,000
OP25006	Sand Spreader Replacement Grovedale - S3	-	12,000	12,000	-	-	-	-	12,000
OP25007	A159 - Plow Truck Replacement GD	-	515,000	515,000	-	-	-	-	515,000
OP25011	T65 - Equipment Hauling Trailer Replacement DB	-	75,000	75,000	-	-	-	-	75,000
OP26001	ST3/F16 - Steamer Replacement	-	-	-	140,000	-	-	-	140,000
OP26002	ST4/F15 - Steamer Replacement	-	-	-	140,000	-	-	-	140,000
OP26004	TRL38 2003 Vactron Hydrovac Trailer	-	-	-	170,000	-	-	-	170,000
OP26005	A123 - Picker Truck Replacement VV	-	-	-	295,000	-	-	-	295,000
OP26006	A137 - 2 Ton Truck replacement GD	-	-	-	115,000	-	-	-	115,000
OP26007	A156 - 1/2 Ton crew cab 4x4 Replaces 3/4 Ton GC	-	-	-	71,000	-	-	-	71,000
OP26008	G37 - Grader Replacement VV	-	-	-	780,000	-	-	-	780,000
OP26009	A188 - 3/4 Ton Crew Cab Truck Replacement VV	-	-	-	73,000	-	-	-	73,000
OP26010	G38 - Grader Replacement VV	-	-	-	780,000	-	-	-	780,000
OP26011	T27 - Tractor 6140R Replacement	-	-	-	300,000	-	-	-	300,000
OP26013	A171 - 3/4 Ton Pick Up Truck GD	-	-	-	75,000	-	-	-	75,000
OP26014	A214 - 1/2 Ton to replace 3/4 ton DB	-	-	-	71,000	-	-	-	71,000
OP27009	T26 - Tractor 2014 6140R Replacement	-	-	-	-	300,000	-	-	300,000
OP27010	A175 - 1/2 Ton, Crew Cab 4x4 Pickup Truck GD	-	-	-	-	75,000	-	-	75,000
OP27011	A185 - Replace Plow Truck	-	-	-	-	515,000	-	-	515,000
OP27012	G36 - Grader Replacement GD	-	-	-	-	835,000	-	-	835,000
OP28009	T75 - Tractor 2019 6140R Replacement	-	-	-	-	-	300,000	-	300,000
OP28010	T76 - Tractor 2014 6140R Replacement	-	-	-	-	-	300,000	-	300,000
<b>Operations Total</b>		<b>222,760</b>	<b>3,245,500</b>	<b>3,468,260</b>	<b>3,010,000</b>	<b>1,725,000</b>	<b>600,000</b>	<b>-</b>	<b>8,803,260</b>

Project #	Project Title	2024 Carryover	2025 New Commitments	2025	2026	2027	2028	2029	Total
FM22008	New Operations Shop in Grande Cache	6,803,844	-	6,803,844	-	-	-	-	6,803,844
FM22009	GRM & Grovedale Emergency Generator Preparedness	158,794	-	158,794	-	-	-	-	158,794
FM25007	Tractor Replacement T23	-	49,000	49,000	-	-	-	-	49,000
FM25008	Standardize Grande Cache Hamlet Signs	-	119,647	119,647	-	-	-	-	119,647
FM25009	Replacement of Trailer TRL-15	-	18,000	18,000	-	-	-	-	18,000
FM25011	Canopy for HVAC Technician Truck	-	18,500	18,500	-	-	-	-	18,500
FM25012	Eagles Nest Renovation	-	195,690	195,690	-	-	-	-	195,690
FM26006	1/2 Ton Truck Replacement A196	-	-	-	71,000	-	-	-	71,000
FM26007	3/4 Ton Truck Replacement A148	-	-	-	73,000	-	-	-	73,000
FM26008	3/4 Ton Truck Replacement A147	-	-	-	73,000	-	-	-	73,000
FM26009	3/4 Ton Truck Replacement A172	-	-	-	73,000	-	-	-	73,000
FM26010	3/4 Ton Truck Replacement A177	-	-	-	73,000	-	-	-	73,000
<b>Facility Maintenance Total</b>		<b>6,962,638</b>	<b>400,837</b>	<b>7,363,475</b>	<b>363,000</b>	-	-	-	<b>7,726,475</b>
RD25005	Grande Cache Phased Rehabilitation	-	500,000	500,000	3,800,000	4,000,000	4,200,000	-	12,500,000
PD24003	Local Improvement - Tower Park Estates	-	3,731,648	3,731,648	-	-	-	-	3,731,648
WD19004	Grande Cache Distribution Pumphouse Upgrades	3,544	3,000,000	3,003,544	-	-	-	-	3,003,544
WD22005	Water & Sewer Extension - Memorial Drive	1,110,416	-	1,110,416	-	-	-	-	1,110,416
WD24002	New Fish Creek Dugout Seasonal Water Point System	13,988	-	13,988	600,000	-	-	-	613,988
WW19001	Grovedale Floating Liner	9,724,505	-	150,000	17,129,412	-	-	-	17,279,412
WW21001	Ridgevalley Lagoon Expansion	1,739,598	10,802,632	12,542,230	-	-	-	-	12,542,230
SW20001	GC Transfer Station Development	2,361,312	-	2,361,312	-	-	-	-	2,361,312
SW20001-1	GC Landfill Closure	-	5,700,000	5,700,000	-	-	-	-	5,700,000
<b>Project Management Total</b>		<b>14,953,363</b>	<b>23,734,280</b>	<b>29,113,138</b>	<b>21,529,412</b>	<b>4,000,000</b>	<b>4,200,000</b>	-	<b>58,842,550</b>
CP22005	Fox Creek Greenview Multiplex Renovation Project	48,325	-	48,325	-	-	-	-	48,325
CP24002	Grovedale Ice Plant	55,505	-	55,505	-	-	-	-	55,505
CP24003	New Fish Creek Hall Roof Replacement	58,125	-	58,125	-	-	-	-	58,125
CP26001	Grande Cache Cemetery Columbarium	-	-	-	65,000	-	-	-	65,000
<b>Community Services Total</b>		<b>161,955</b>	-	<b>161,955</b>	<b>65,000</b>	-	-	-	<b>226,955</b>
ED24002	GC Tourism & Interpretive Centre Expansion	38,000	-	38,000	2,500,000	-	-	-	2,538,000
ED25001	Grande Cache Commercial Signage	-	250,000	250,000	-	-	-	-	250,000
ED25004	Roof Upgrade - Greenview Valleyview and Area TIC	-	45,000	45,000	-	-	-	-	45,000
ED25005	Tourist Information Centre's Signs	-	120,000	120,000	-	-	-	-	120,000
ED25006	Grande Cache TIC Trail Lighting & Electrification	-	75,000	75,000	-	-	-	-	75,000
ED26003	Building Expansion - Greenview Valleyview and Area TIC	-	-	-	60,000	640,000	-	-	700,000
ED26004	Virtual Reality Experience Phase 2 - Grande Cache TIC	-	-	-	65,000	-	-	-	65,000
ED26005	Building Upgrade - Greenview Valleyview and Area TIC	-	-	-	40,000	-	-	-	40,000
ED28001	Grounds Improvements - Greenview Valleyview and Area TIC	-	-	-	-	-	40,000	-	40,000
ED28002	Force Main Construction - Greenview Valleyview and Area TIC	-	-	-	-	-	100,000	1,200,000	1,300,000
ED28003	Grande Cache TIC Expansion	-	-	-	-	-	50,000	2,500,000	2,550,000
ED29001	Replacement Vehicle-SUV	-	-	-	-	-	-	60,000	60,000
<b>Economic Development Total</b>		<b>38,000</b>	<b>490,000</b>	<b>528,000</b>	<b>2,665,000</b>	<b>640,000</b>	<b>190,000</b>	<b>3,760,000</b>	<b>7,783,000</b>

Project #	Project Title	2024 Carryover	2025 New Commitments	2025	2026	2027	2028	2029	Total
RE21007	Grande Cache Community Facility	1,881,643	6,787,550	8,669,193	-	-	-	-	8,669,193
RE22003	Victor Lake Recreation Enhancements	50,000	-	50,000	-	-	-	-	50,000
RE23002	Recreation Centre Arena Ice Pad & Boards	344,460	-	344,460	-	-	-	-	344,460
RE24003	Community Bus Replacement	185,000	-	185,000	-	-	-	-	185,000
RE25002	Arena Dressing Room Revitalization	100,000	100,000	200,000	1,150,000	-	-	-	1,350,000
RE25004	Smoky River South - Outhouse Replacement	-	30,000	30,000	-	-	-	-	30,000
RE25005	Sheep Creek - Outhouse Replacement	-	30,000	30,000	-	-	-	-	30,000
RE25006	GCRC Fitness Equipment	-	18,500	18,500	-	-	-	-	18,500
RE25011	GCRC Floor Scrubber	-	30,000	30,000	-	-	-	-	30,000
RE26001	Stern Park Playground Equipment Replacement	-	-	-	85,000	-	-	-	85,000
RE26002	1/2 Ton Truck Replacement (A143)	-	-	-	55,000	-	-	-	55,000
RE26003	Shuttler Flats Gazebo Replacement	-	-	-	250,000	-	-	-	250,000
RE26004	Central Park Outdoor Shelter	-	-	-	150,000	-	-	-	150,000
RE26005	Johnson Park Outdoor Shelter	-	-	-	150,000	-	-	-	150,000
RE26006	Mower Replacement - T73	-	-	-	70,000	-	-	-	70,000
RE26007	Mower Replacement - T82	-	-	-	12,000	-	-	-	12,000
RE27001	Hamel Park Playground Equipment Replacement	-	-	-	-	88,000	-	-	88,000
RE27002	Recreation Centre Ammonia Compressors	-	-	-	-	500,000	-	-	500,000
RE27004	1/2 Ton Truck Replacement A240 GC	-	-	-	-	55,000	-	-	55,000
RE23016	GRM - Audio Deficiencies Upgrades	36,000	-	36,000	-	-	-	-	36,000
RE23017	GRM - Fieldhouse Air Conditioning	205,376	-	205,376	-	-	-	-	205,376
RE25008	GRM - Window Coverings	-	55,000	55,000	-	-	-	-	55,000
RE27003	1/2 Ton Truck Replacement A241 GRM	-	-	-	-	55,000	-	-	55,000
<b>Recreation Total</b>		<b>2,802,479</b>	<b>7,051,050</b>	<b>9,853,529</b>	<b>1,922,000</b>	<b>698,000</b>	<b>-</b>	<b>-</b>	<b>12,473,529</b>
PS24001	1/2 Ton Truck Replacement (A243)	9,500	-	9,500	-	-	-	-	9,500
PS24004	Two Sprinkler Protection Units (SPU)	252,980	-	252,980	-	-	-	-	252,980
PS24006	Outfit New Wet Rescue in DeBolt	77,325	-	77,325	-	-	-	-	77,325
PS25001	Replacement Squad (F63) - Grande Cache	-	150,000	150,000	-	-	-	-	150,000
PS25003	Wet Rescue Replacement (F62) - Grovedale	-	1,600,000	1,600,000	-	-	-	-	1,600,000
PS26004	Fire Tender Apparatus (F11) - Grovedale	-	-	-	1,200,000	-	-	-	1,200,000
PS26005	Portable/Mobile Radios	-	-	-	30,000	30,000	30,000	-	90,000
PS26006	Wet Rescue Replacement (F28) - Valleyview	-	-	-	1,600,000	-	-	-	1,600,000
PS26008	Tahoe Replacement (F68)	-	-	-	150,000	-	-	-	150,000
PS27002	Fire Engine Replacement (F61) - Grande Cache	-	-	-	-	1,200,000	-	-	1,200,000
PS27003	Water Tender Replacement (F10) - Grande Cache	-	-	-	-	1,000,000	-	-	1,000,000
PS27004	Rapid Response Truck	-	-	-	-	400,000	-	-	400,000
<b>Protective Services Total</b>		<b>339,805</b>	<b>1,750,000</b>	<b>2,089,805</b>	<b>2,980,000</b>	<b>2,630,000</b>	<b>30,000</b>	<b>-</b>	<b>7,729,805</b>

Project #	Project Title	2024 Carryover	2025 New Commitments	2025	2026	2027	2028	2029	Total
AG24007	Spray System Replacement (A158)	75,000	-	75,000	-	-	-	-	75,000
AG24012	New No-Till Seed Drill	75,000	27,000	102,000	-	-	-	-	102,000
AG25013	Post Pounder Replacement (ASB0018)	-	27,000	27,000	-	-	-	-	27,000
AG25014	Post Pounder Replacement (ASB0023)	-	27,000	27,000	-	-	-	-	27,000
AG26000	Medium Duty Deck Truck 5 Ton Replacement (A158)	-	-	-	145,000	-	-	-	145,000
AG26001	Land Roller Replacement ROLL001	-	-	-	40,000	-	-	-	40,000
AG26002	Cattle Squeeze Replacement (SQUE3098)	-	-	-	13,000	-	-	-	13,000
AG26014	Water Tank Trailer Replacement (TRL8)	-	-	-	12,000	-	-	-	12,000
AG26015	Earth Mover Replacement (SOIL3100)	-	-	-	40,000	-	-	-	40,000
AG26016	Earth Mover Replacement (SOIL3101)	-	-	-	40,000	-	-	-	40,000
AG26017	Spray System Replacement (A138)	-	-	-	30,000	-	-	-	30,000
AG26018	Panel Trailer (TRL 6) Replacement	-	-	-	17,340	-	-	-	17,340
AG26019	Heavy Disk 14 ft. Replacement (ASB0001)	-	-	-	45,000	-	-	-	45,000
AG26020	Land Roller Replacement (ASB0005)	-	-	-	40,000	-	-	-	40,000
AG26021	Quad ATV Replacement (Q9)	-	-	-	15,000	-	-	-	15,000
AG27007	Cattle Squeeze Replacement (SQUE3099)	-	-	-	-	13,000	-	-	13,000
AG27010	Water Tank Trailer Replacement (TRL18)	-	-	-	12,000	-	-	-	12,000
AG27018	3/4 Ton Truck Replacement (A168)	-	-	-	-	79,700	-	-	79,700
AG28010	1/2 Ton Truck Replacement (A170)	-	-	-	-	-	70,400	-	70,400
AG28012	Loading Chute Replacement ASB0017	-	-	-	-	-	10,000	-	10,000
AG29010	One Ton Truck Replacement (A169)	-	-	-	-	-	-	101,000	101,000
BT26001	Landscape Material Storage	-	-	-	24,000	-	-	-	24,000
BT26002	T78 - Mower Replacement	-	-	-	90,000	-	-	-	90,000
<b>Agricultural Services Total</b>		<b>150,000</b>	<b>81,000</b>	<b>231,000</b>	<b>563,340</b>	<b>92,700</b>	<b>80,400</b>	<b>101,000</b>	<b>1,068,440</b>
PO25003	New CPO Unit	-	140,000	140,000	-	-	-	-	140,000
PO26002	Replacement CPO Unit E1	-	-	-	150,000	-	-	-	150,000
PO27001	Replacement CPO Unit E7	-	-	-	-	150,000	-	-	150,000
PO28001	Replacement CPO Unit E5	-	-	-	-	-	160,000	-	160,000
PO29001	Replacement CPO Unit E6	-	-	-	-	-	-	160,000	160,000
<b>Community Peace Officer Total</b>		<b>-</b>	<b>140,000</b>	<b>140,000</b>	<b>150,000</b>	<b>150,000</b>	<b>160,000</b>	<b>160,000</b>	<b>760,000</b>
<b>Total Capital</b>		<b>\$ 50,123,625</b>	<b>\$ 69,986,267</b>	<b>\$ 110,535,387</b>	<b>\$ 44,266,808</b>	<b>\$ 26,570,776</b>	<b>\$ 29,421,553</b>	<b>\$ 15,567,250</b>	<b>\$ 226,361,774</b>
<b>Previously Presented Total Capital</b>		<b>\$ 40,934,797</b>	<b>\$ 69,986,267</b>	<b>\$ 101,912,121</b>	<b>\$ 43,701,246</b>	<b>\$ 26,570,776</b>	<b>\$ 29,421,553</b>	<b>\$ 15,567,250</b>	<b>\$ 217,172,946</b>
<b>Increase/(Decrease)</b>		<b>\$ 9,188,828</b>	<b>\$ -</b>	<b>\$ 8,623,266</b>	<b>\$ 565,562</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,188,828</b>



## 2025 Capital Budget Funding Plan

Project #	Project Title	2025 New Commitments	Grant Funding	Reserve Funding	Deferred Funds	Transfer from Operating Budget	Liability	Debenture	Total
GI22003	GIG Waterline	1,100,000	-	1,100,000	-	-	-	-	1,100,000
GI25002	GIG Land Clearing	1,800,000	-	1,800,000	-	-	-	-	1,800,000
GI25003	Land Acquisition	20,000,000	-	20,000,000	-	-	-	-	20,000,000
GI25004	GIG Entrance Sign	75,000	-	75,000	-	-	-	-	75,000
CS25001	Cold Storage Sea-Can	5,500	-	-	-	5,500	-	-	5,500
BF77259	Tributary to Sweathouse Creek	2,000,000	975,000	1,025,000	-	-	-	-	2,000,000
BF78147	Tributary to Smoky River	563,000	-	563,000	-	-	-	-	563,000
BF79118	Tributary to Sturgeon Lake	500,000	-	500,000	-	-	-	-	500,000
PV24004	Forestry Trunk Road (KM 0 to KM 5) Overlay	2,470,100	-	2,470,100	-	-	-	-	2,470,100
PV25002	TWP 693A/221A Overlay (Valleyview Golf Course Road)	180,000	-	180,000	-	-	-	-	180,000
PV25003	Hamlet Curb & Gutter Resurfacing	2,000,000	-	2,000,000	-	-	-	-	2,000,000
RD24006	Township Road 692 Regrade	1,200,000	-	1,200,000	-	-	-	-	1,200,000
RD25004	Forestry Trunk Road Phase 7	700,000	-	700,000	-	-	-	-	700,000
RD25008	Land Acquisitions	100,000	-	-	-	100,000	-	-	100,000
RD25009	Approaches	225,000	-	-	-	225,000	-	-	225,000
SW25004	Roll Off Bin Replacements	25,000	-	25,000	-	-	-	-	25,000
WW25003	Grovedale Arena Sewer Tie-In	150,000	-	-	-	150,000	-	-	150,000
OP25001	2025 - Annual Vehicle Replacement	973,500	-	973,500	-	-	-	-	973,500
OP25003	G35 - Grader Replacement VV	835,000	-	835,000	-	-	-	-	835,000
OP25004	G39 - Grader Replacement VV	835,000	-	835,000	-	-	-	-	835,000
OP25006	Sand Spreader Replacement Grovedale - S3	12,000	-	12,000	-	-	-	-	12,000
OP25007	A159 - Plow Truck Replacement GD	515,000	-	515,000	-	-	-	-	515,000
OP25011	T65 - Equipment Hauling Trailer Replacement DB	75,000	-	75,000	-	-	-	-	75,000
FM25007	Tractor Replacement T23	49,000	-	49,000	-	-	-	-	49,000
FM25008	Standardize Grande Cache Hamlet Signs	119,647	-	119,647	-	-	-	-	119,647
FM25009	Replacement of Trailer TRL-15	18,000	-	18,000	-	-	-	-	18,000
FM25011	Canopy for HVAC Technician Truck	18,500	-	-	-	18,500	-	-	18,500
FM25012	Eagle's Nest Renovation	195,690	-	195,690	-	-	-	-	195,690
PD24003	Local Improvement - Tower Park Estates	3,731,648	-	-	-	-	-	3,731,648	3,731,648
RD25005	Grande Cache Phased Rehabilitation	500,000	-	500,000	-	-	-	-	500,000
SW20001-1	GC Landfill Closure	5,700,000	-	-	-	-	5,700,000	-	5,700,000
WD19004	Grande Cache Distribution Pumphouse Upgrades	3,000,000	1,396,231	1,603,769	-	-	-	-	3,000,000
WW21001	Ridgevalley Lagoon Expansion	10,802,632	3,748,198	-	-	7,054,434	-	-	10,802,632
ED25001	Grande Cache Commercial Signage	250,000	-	-	-	250,000	-	-	250,000
ED25004	Roof Upgrade - Greenview Valleyview and Area TIC	45,000	-	-	-	45,000	-	-	45,000
ED25005	Tourist Information Centre's Signs	120,000	-	-	-	120,000	-	-	120,000
ED25006	Grande Cache TIC Trail Lighting & Electrification	75,000	-	-	-	75,000	-	-	75,000
RE21007	Grande Cache Community Facility	6,787,550	950,000	-	-	5,837,550	-	-	6,787,550
RE25002	Arena Dressing Room Revitalization	100,000	-	100,000	-	-	-	-	100,000
RE25004	Smoky River South - Outhouse Replacement	30,000	-	30,000	-	-	-	-	30,000
RE25005	Sheep Creek - Outhouse Replacement	30,000	-	30,000	-	-	-	-	30,000
RE25006	GCRC Fitness Equipment	18,500	-	-	-	18,500	-	-	18,500

Project #	Project Title	2025 New Commitments	Grant Funding	Reserve Funding	Deferred Funds	Transfer from Operating Budget	Liability	Debenture	Total
RE25008	GRM - Window Coverings	55,000	-	-	55,000	-	-	-	55,000
RE25011	GCRC Floor Scrubber	30,000	-	30,000	-	-	-	-	30,000
PS25001	Replacement Squad (F63) - Grande Cache	150,000	-	150,000	-	-	-	-	150,000
PS25003	Wet Rescue Replacement (F62) - Grovedale	1,600,000	-	1,600,000	-	-	-	-	1,600,000
AG24012	New No-Till Seed Drill	27,000	-	-	-	27,000	-	-	27,000
AG25013	Post Pounder Replacement (ASB0018)	27,000	-	27,000	-	-	-	-	27,000
AG25014	Post Pounder Replacement (ASB0023)	27,000	-	27,000	-	-	-	-	27,000
PO25003	New CPO Unit	140,000	-	-	-	140,000	-	-	140,000
<b>Total</b>		<b>\$ 69,986,267</b>	<b>\$ 7,069,429</b>	<b>\$ 39,363,706</b>	<b>\$ 55,000</b>	<b>\$ 14,066,484</b>	<b>\$ 5,700,000</b>	<b>\$ 3,731,648</b>	<b>\$ 69,986,267</b>



**MD OF GREENVIEW NO. 16**  
**2025 BUDGET REPORTING**  
**RESERVE BALANCES**  
**ENDING DECMEBER 31ST, 2025**

	Dec 31, 2024 Est Uncommitted Balance	Estimated Activity			Dec 31, 2025 Uncommitted Balance
		Contributions	Interest	Commitments	
<b>Unrestricted Reserves</b>					
Unrestricted	11,301,469	14,066,484	-	-	25,367,953
<b>Total Unrestricted Reserves</b>	<b>11,301,469</b>	<b>14,066,484</b>	<b>-</b>	<b>-</b>	<b>25,367,953</b>
<b>Restricted Reserves</b>					
Asset Management Reserves					
Bridge Replacement	12,802,720	1,187,625	342,506	-	14,332,850
Community Bus	8,769	9,250	5,071	-	23,090
Fire Facilities, Apparatus Vehicle & Equipment	10,785,609	1,625,280	282,538	-	12,693,427
Fleet & Equipment Replacement	9,587,414	2,508,662	274,892	-	12,370,969
Facilities	14,565,428	652,862	562,010	-	15,780,300
Gravel Pit Reclamation	1,588,885	44,147	41,585	-	1,674,618
Recreation	9,026,999	2,144,508	249,203	-	11,420,710
Road Infrastructure	73,337,954	31,788,721	2,350,948	(15,000,000)	92,477,623
Valleyview and District Medical Clinic	125,690	43,405	3,290	-	172,384
Water Utilities	941,551	3,591,551	294,087	-	4,827,189
Solid Waste	1,767,261	350,106	93,214	-	2,210,581
<b>Total Restricted Reserves</b>	<b>134,538,279</b>	<b>43,946,117</b>	<b>4,499,344</b>	<b>(15,000,000)</b>	<b>167,983,740</b>
Social, Economic, & Environmental Reserves					
Operating Project Carry Forward	-	-	-	-	-
Economic Development	5,389,101	-	-	(1,000,000)	4,389,101
Disaster Response	1,975,168	100,000	-	-	2,075,168
Green View FCSS	101,200	-	-	-	101,200
Operating Contingency	5,531,319	5,989,069	-	-	11,520,388
Greenview Seniors Funding	-	-	-	-	-
Health and Dental Benefit	110,221	-	-	-	110,221
<b>Total Social, Economic, &amp; Environmental Reserves</b>	<b>13,107,011</b>	<b>6,089,069</b>	<b>-</b>	<b>(1,000,000)</b>	<b>18,196,080</b>
Planning & Development					
Developer Contributions	25,073	-	656	-	25,729
<b>Total Planning &amp; Development Reserves</b>	<b>25,073</b>	<b>-</b>	<b>656</b>	<b>-</b>	<b>25,729</b>
<b>Total All Reserves</b>	<b>\$ 158,971,831</b>	<b>\$ 64,101,670</b>	<b>\$ 4,500,000</b>	<b>\$ (16,000,000)</b>	<b>\$ 211,573,501</b>



# REQUEST FOR DECISION

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SUBJECT:	<b>2024 Annual Greenview Agricultural Service Board Report</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER: SK
DEPARTMENT:	AGRICULTURE	DIR: MH	PRESENTER: SK
STRATEGIC PLAN:	Governance	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – Agricultural Service Board Act, RSA 2000, Ch. A-10

**Council Bylaw/Policy** (cite) – Bylaw 24-975: Agricultural Service Board Bylaw

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## RECOMMENDED ACTION:

**MOTION:** That Council accept the 2024 annual Greenview Agricultural Service Board Report for information, as presented.

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## BACKGROUND/PROPOSAL:

Within Bylaw 24-975, it is a requirement for the Agricultural Service Board (ASB) to provide a summary of activities to Greenview Council before March 31<sup>st</sup>. Attached to this report is a summary of 2024, setting out the accomplishments throughout the season related to compliance, adherence, and enforcement of the acts, as well as complimentary programming related to Problem Wildlife, Extension and Outreach, and Agricultural Rentals. After reviewing the report, the ASB made the following motion:

*That the Agricultural Service Board recommend Council accept the 2024 Annual Greenview Agricultural Service Board Report for information, as presented.*

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will have reviewed the report that is a summary of the accomplishments of the Agricultural Services department for the 2024 season, fulfilling a requirement under the *Agricultural Service Board Act*.
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## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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## ALTERNATIVES CONSIDERED:

As this is an informational item, no alternatives have been considered.

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## FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

There are no follow up actions to the recommended motion.

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**ATTACHMENT(S):**

- 2024 Annual Greenview Agricultural Service Board Report

# 2024 Agricultural Service Board Report

## AGRICULTURAL SERVICE BOARD

Annually, there are deliverables that the Board must meet as part of the legislated duties and responsibilities to Council. A report on the activities of the Board and the department is due to Council by March 31<sup>st</sup> annually.

The Greenview Agricultural Service Board met 8 times in 2024. These meetings generated 2 provincial resolutions, requesting changes to the management of roadkill carcasses as well as changes to how drought is determined in Canada. Multiple delegations were able to speak directly to the Board regarding their concerns, including local producers. Significantly, this resulted in the highlighting of the impacts of fire on livestock producers impacted by wildfires in privately held lands within Greenview. This resulted in the creation of the Farm/Ranch Wildfire Book to assist producers in proactively preparing for emergency situations, as well as facilitating conversations among provincial representatives as to how to better respond to producers' concerns related to the impacts of wildfires. In total, three policies were reviewed over the year and three new board members at large were welcomed. Orientation was provided to all three members at the Agricultural Services office.

## MANAGED INFESTATIONS – THE WEED INSPECTION PROGRAM

STATUS	WZ	GZ	TOTAL	Weed inspections continued to the end of September with the mild weather we experienced. Prior to the auditing of case files, Inspectors were managing 1,139 infestations within the green zone with a confirmed control rate of 49%. In the privately held lands within Greenview, inspectors managed 1,767 infestations with a confirmed control rate of 83%. Within these numbers are cases proposed for removal. While 748 cases were proposed, only 158 were approved. This was in part due to having no recorded reporting on the location for the number of seasons, with only one report of "no weeds". An additional reason was requiring other weeds to have five seasons of recorded "no weeds" inspections prior to removal. These cases will be reassessed in the fall of 2025. The current managed case file total is 3838, with a potential 538 under consideration for removal
TOTAL MANAGED	2357	1639	3996	
CONTROLLED	904	363	1267	
MONITOR	145	228	373	
MODERATE	144	316	460	
SEVERE	13	24	37	
EXTREME - NOTICE	2	19	21	
REMOVE	559	189	748	
TOTAL UPDATED	1767	1139	2906	460 new infestations were found within the green zone and 193 new infestations were added within the privately held lands within Greenview.

# 2024 Agricultural Service Board Report

## WEED NOTICES AND ENFORCEMENT

Three weed notices were issued in 2024 with all parties complying with the order to control the plants using herbicide. Post inspections were completed, and it is hoped the landowners will continue their efforts to control the infestations.

## WEED INCENTIVE PROGRAM AND HERBICIDE SALES

The program saw a combined 887 acres controlled with 12 different participants. Greenview provides annual funding up to a maximum of 1000 acres, with a limit of 160 ac per year, per landowner. Only 113 acres worth of incentive remained in the operational budget marking the highest enrollment to date. This program, coupled with the ability of the department to sell range and pasture products to agricultural producers has been well received by Greenview landowners. Range and Pasture herbicides are sold to interested producers at cost. \$29,691 worth of herbicide was sold to Greenview producers in 2024.

## HERBICIDE DEMONSTRATION SITE

After two years of success, the residual at the herbicide demonstration site began to fail. The landowner has agreed to a reapplication at the same site, and this will be installed in 2025.

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

## PEST INSPECTIONS

Type	2024
Total Canola Inspections (verticillium stripe, blackleg, sclerotinia, clubroot)	517
New Clubroot Positive	3
Active Clubroot Notices for 2025	6
Non-Compliance in 2024	2
Grasshopper Survey	25
Bertha Army Worm	2
Diamondback Moth	1
Wheat Midge	1
Wheat Midge Egg Survey	8

On June 14<sup>th</sup>, Agricultural Services found 2 fields under active pest notice planted to canola. The department worked with the landowner for the crop to be destroyed. The producer elected to destroy the crop through cultivation, planting the fields to barley ahead of the crop insurance deadline. The Manager asked the producer if the field would be sprayed to control any canola that re-rooted or was not effectively killed through cultivation and was assured this would happen. Unfortunately, this was not completed. As a result, Administration, on the recommendation of the ASB, has altered Policy 6308: Clubroot of Canola to include inspection requirements on the day of the destruction, 7 days after destruction and 14 days after destruction.

# 2024 Agricultural Service Board Report

517 canola fields were inspected for blackleg, sclerotinia, verticillium stripe, and clubroot. 3 new cases were found. 2024 clubroot pathotyping results were received in February of 2024 with two samples returning as 3H and one returning 8N. These pathotypes are the most common in Alberta and canola cultivars have good resistance to both pathotypes.

The department had two sites for Bertha Armyworm monitoring, one diamondback moth site, one wheat midge insect site, and 8 fields volunteered by area producers were surveyed by Alberta Agriculture and Irrigation for wheat midge eggs with none being reported. The numbers reported from these sites are forwarded used by the Alberta Pest Monitoring Network for forecasting of the Prairie Pest Report. Greenview took part in provincial monitoring related to fusarium, root rot, karnal bunt, and other diseases. The results of these 5 samples sent to provincial pathologists will not be known until March. Additionally, 5 canola fields were sampled as part of the Provincial Canola Survey.

## SPRAY DATA

Type	2023
Private Land Spray Complete	48
Fenceline Spray Complete	47
Annual Roadside Rotation	3738 Km
Fall Thistle Pass/Fenceline	229 Km

Numbers for the fence line spray program, which aims to control infestations adjacent to fence lines with landowner permission, were lower in 2024 compared to 2023. This was impacted by the water access issues in the spring, leaving 32 requested fence line spray jobs uncompleted in the Little Smoky area for tall buttercup. It is hoped this can be addressed in 2025. The fall thistle pass in the DeBolt/Puskwaska area included 47 fence line spray requests that were completed. An additional deliverable in the right of way spray program was a should pass of the entire Forestry Trunk Road. This pass aimed to control and sweet clover or noxious weeds within the first 12 feet of the shoulder.

## PROBLEM WILDLIFE

PWO Cases		
		Predation
2021	86	15
2022	177	26
2023	162	42
2024	126	21

In total, 286 problem beavers were removed and eighteen dams blasted, complimented by an additional eleven dams removed by heavy equipment in partnership with Operations. In 2024, 34 problem coyotes and nine problem wolves were removed from ratepayer lands. Seventy wolves were submitted for the wolf bounty throughout the year. In addition to predation and beaver, the team removed over twenty-five skunks, twenty-two muskrats damaging lagoon banks, three ground hogs damaging lagoon banks, and one problem fox after chickens. Three learning opportunities were put together by the problem wildlife team. One featured bear safety in Grovedale, a resident trapping course through Alberta Trappers association and a presentation to the Northern Grazing Association related to predation and reducing attractants.



# 2024 Agricultural Service Board Report

## EXTENSION AND OUTREACH

In 2024, the Extension and Outreach program hosted 17 events coordinated solely by Greenview and an additional 12 events in partnership with other organizations. Environmental Farm Plans (EFP) were completed and signed off for five Greenview producers for a total of 36,034 acre increase to agricultural lands operating with a current EFP. Assistance in applying for grants brought \$190,000 in grant funding to 3 Greenview producers and 5 new GRASS projects were installed for a total of \$21,843.45 in small project dollars supporting the agricultural producers of Greenview.

**LAND RENTAL AND LEASE AGREEMENT WEBINAR-** This was presented on February 21st by Janet Patriquin from the Farmers Advocate Office. Delivery was in a webinar format since people had been unable to attend the in-person session. There was about 10 people in attendance.

**REDUCING PREDATOR CONFLICTS-** This presentation was on April 30th from 5:00pm-6:00pm at the Grovedale Community Hall. It was presented by a local Fish and Wildlife Officer, Dylan Mackenzie. I was supposed to set this presentation up, but I got stuck in Grande Cache due to a fire, so Lisa Lenentine and Josh Dickson had everything set up and running smoothly. 8 people attended this event.

**TREE PLANTING AND CARE PRESENTATION-** On May 2nd this was presented by Toso Bozic at the Valleyview Agricultural Society Hall from 5:30pm-9:00pm. We discussed how to plant seedlings with the best results, managing pests and disease, water conservation techniques, pruning, etc. There was an outdoors portion planting some trees, and an indoors classroom style portion as well. Supper was provided. Participants were sent the presentation materials afterwards.

**WATER CONSERVATION IN GARDENING-** This was presented by Karen Stroebel of Mountain Blooms, the local greenhouse and flower shop in Grande Cache. There were 4 participants. Weather may have played a factor as it was very rainy. This presentation was on June 27th from 5:30-7:30pm at the Eagle/s Nest Hall.

**AGRICULTURE EMERGENCY PREPAREDNESS-** October 6 Little Smoky Hall, October 24 Valleyview Agricultural Society Hall, November 14 Grovedale Community Hall. There were 35 participants in total from these events. They focused on the wildfire workbook with presentations from Richard Brochu and Sheila. There was also discussion and contribution from AB Forestry and Greenview Fire Services. Supper was provided at 6:00pm with presentations to follow from 6:30-8:30pm.

**AGRICULTURAL GRANT FUNDING-** November 26th Grovedale, November 28th Valleyview. Each of these had about 22 people attend. I presented these from 5:30-8:30, including supper. It covered different grants, their availability, tips and tricks for success. The Landcare Coordinator presented on the different grants available: On Farm Climate Action Fund (OFCAF), Sustainable Canadian Agricultural Partnership (SCAP), Greenview Riparian and Agricultural Sustainability Support (GRASS), and some other locally available funding sources. Topics covered eligibility, deadlines, requirements as well as Environmental Farm Plans (EFP) and how to complete them.

**HOW TO READ A FEED TEST WEBINAR-** This was presented by Jamie McAllister from Country Junction Feeds on October 30th from 5:00-6:00pm. There was 17 people attending. The recording was sent to the speaker and posted online for viewing.

# 2024 Agricultural Service Board Report

**MINERALS, TOXINS, EPIGENETICS WEBINAR-** This was held on December 3rd from 6:00-8:00pm. This event was a presentation from Steve Campbell of Tailor-Made Cattle. There were 15 participants. Some people were unable to attend so the recording was sent to them. The recording was also sent to the speaker and posted online for viewing.

## **PARTNERED EVENTS**

**GRANT OPPORTUNITIES AND ENVIRONMENTAL FARM PLANS-** Peace Country Beef and Forage Association (PCBFA) asked the Landcare Coordinator to speak at this event on February 7th which was held at the Agricultural Society Hall in Valleyview with supper provided. She presented on the different grants available: On Farm Climate Action Fund (OFCAF, Sustainable Canadian Agricultural Partnership (SCAP), Greenview Riparian and Agricultural Sustainability Support (GRASS), and some other locally available funding sources. Topics covered included eligibility, deadlines, requirements, etc. Topics covered eligibility, deadlines, requirements as well as Environmental Farm Plans (EFP), what they are used for, how they work, and what is required. There was about 40 people at this event.

**HOLISTIC MANAGEMENT CANADA CONFERENCE-** In 2023 the Landcare Coordinator was asked to sit on the planning committee to plan the Holistic Management Canada Annual Conference. This conference was held in Valleyview at the Greenview Regional Multiplex. This was a 2-day conference with meals provided tradeshow area, silent auction, and childcare. This event was sponsored by Greenview. This was a great event and very well attended (110 people on Saturday and 85 on Sunday). Greenview had a tradeshow booth set up that was full of different resources for people to take. This was held February 10th & 11th.

**AFTERNOON WITH AKIM-** PCBFA hosted this session on May 10th at the Greenview Regional Multiplex at 1:00pm as a casual discussion for producers to drop in and ask question. Greenview attended and supplied some lights snacks. This was a good way to take part in the discussion and hear some question from producers.

**AgricultHER SCHOOL-** This was a partnered event with PCBFA, County of Grande Prairie, and Cows and Fish, on June 18th. It was a whole day women's only event in Goodfare. The day started with a farm tour hosted by Clay and Ash Armstrong, the tour was guided by Bluesette Campbell, and she discussed holistic grazing principles. We also stopped at a creek and Kerri O'Shaughnessy discussed riparian management. We provided a light breakfast, lunch, and supper. The rest of the day was spent at the Demit Hall with presentation from Bluesette, FCC, Emerson Trail Veterinary, and AgKnow. This event had 35 participants.

**PCBFA AGRICULTURAL GRANTS-** On October 25th the Landcare Coordinator went to Eureka River to present on agricultural grant funding. It was well received, and they had about 25 people participate.

**SUCCESSION PLANNING-** This was a full day presentation from Peak Heritage Consulting held on November 16th at the Paradise Inn in Valleyview. There were 40 participants, lunch was provided. It was free for Greenview residents, \$10 for non residents. This was a partnered event with PCBFA. Average enjoyment was 9.32 out of 10.

**AGRICULTURAL FINANCE AND ECONOMIC UPDATES-** This was held on November 25th from 5:30-6:30pm at the Paradise Inn in Valleyview, supper was provided. This was presented by FCC and MNP. It covered economic updates and tax changes. 20 people registered however the weather was very cold and snowy, so we had 12 people attend.

# 2024 Agricultural Service Board Report

**AGRICULTURAL GRANT FUNDING-** The Landcare Coordinator presented a portion of the previously presented Grant funding presentation for Clear Hills County on November 27th from 3:00-4:30pm. The information on RALP was presented by Christine Campbell from ALUS. There were 26 participants, and it seemed to be well received.

**DIG INTO HORTICULTURE WEBINAR SERIES-** This is a partnered series with the main partners being Greenview, Sturgeon County, and Leduc County.

**Increasing Organic Reach on Social Media-** This was presented on March 26th by Kim Free from 7:00pm-8:30pm. It focused on creating social media for your business and how to expand your customer base. 24 participants.

**Recognizing and Supporting Beneficial Insects-** This session was on April 9th from 7:00pm-8:30pm. It was presented by Ken Fry. It focused on the insects used in horticultural production. Our other partners for this event were Camrose County and Lac St Anne County. 30 participants.

**Prairie Fruit Comparisons-** This session was presented by Rob Spencer, where he compared different prairie fruit and berry bushes, yields, establishments, maturity, harvesting, etc. This was held on October 15th from 7:00-8:00pm. Other partners at this event were Parkland County and Woodlands County. 90 participants.

**Fruit Growers' Perspectives-** This event featured Peace Cherry Ranch and Broken Tine Orchard, both producers are in the Peace region. It covered various aspects of day-to-day commercial orchard operations such as production techniques, market and customer types, helpful tools, equipment, labour and more. 33 participants. This was held on November 12th from 7:00-8:00pm.

## EVENTS ATTENDED

**St. Stephen's Science Fair-** In February the Landcare Coordinator went to the St. Stephens School to judge their science fair. It was a good opportunity to connect with youth in the community and build a relationship between Greenview and the local schools. There was a lot of great exhibits, and it was a great way to talk to local youth about science related topics.

**PCBFA Holistic Management Tour-** On August 15th the Landcare Coordinator attended this tour and was able to connect with a lot of local producers. It was also nice to have a representative from the Agricultural Services Department to help answer question, especially around grant funding. We supplied pop and juice, and PCBFA supplied a supper for everyone. It was a nice community event and seemed to be well enjoyed. There was a tour component and a classroom style presentation as well.

**Classroom Agriculture Program (CAP) -** This was the first year that Grade 5 was included in CAP, so the Landcare Coordinator created a new presentation for the grade 5 classes. In the grade 4 presentation we use pizza as an example food and go through all the processes in how pizza is made from agriculture. Then we delve into the Landcare Coordinators life experience as a beef producer and look at different processes there. For the grade 5 presentation we do a deep dive into cattle, the ecosystem services they provide, their feed, their digestion, and what it's like to work with them.

On April 30th the Landcare Coordinator presented the Classroom Agriculture Program in Grande Cache at the Summitview School to 3 classes. One grade 4 class and 2 grade 5 classes (65 students).

# 2024 Agricultural Service Board Report

On May 9th the Landcare Coordinator presented to 2 grade 4 classes at the St. Stephen's school, which was about 55 students.

Each student received a goodie bag filled with a CAP booklet, farm animal stickers, farm animal silly straws, and farm animal keychains.

**Pond Days-** This year we tried a pilot project of Pond Days with the grade 5 class from Harry Gray Elementary. This was about 25 students. We hosted this at Johnson Park. Stations were plant ID, aquatic invertebrates, Wildlife, and Survival. It seemed to go well though due to weather we did wrap up a bit early.

**Junior Forest Rangers-** The JFR teams asked if they could job shadow for a day. We started with a presentation about all the services we provide, covering problem wildlife, pests, weeds, and environmental issues. We took a tour over to one of the bee traps and talked about how we study and survey for different things. Then we did a tour of a GRASS project and how to conduct a Riparian Health Assessment. We went to another location to look at different watering systems for cattle. We finished it off with a tour of the rental equipment here, as many of them are not from farm backgrounds. We supplied them lunch. They expressed interest in coming back again next year.

## **Mighty Peace Watershed Alliance**

The Landcare Coordinator was nominated to the board of directors for MPWA and now sits as a representative from agriculture in the region.

## **Facebook Following**

In January of 2024 the Greenview Agricultural Services Facebook had 618 followers. By December 31 we had 736 followers. This is an increase of 118 followers. In 2023 we increased by 111 followers, so the numbers are showing consistent growth.

## **GREENVIEW RENTAL PROGRAM**

Equipment rentals from ratepayers remained busy in 2024, with multiple producers choosing to book equipment up to two months in advance. In total, 814 rental days were realized. While this is not an increase on rental days from 2023, revenues from the program reached \$81,355, while expenses to maintain and repair the equipment dropped from \$76,568 to \$54,400. Expenses also featured establishment of a parts-on-hand inventory that will allow for more expedited repairs and improved preventative maintenance during the busy season. This impacted expenses, but maintenance of the on-hand parts inventory is not anticipated to be as high as establishment.



# REQUEST FOR DECISION

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SUBJECT:	<b>FRIAA Community Fireguard Application</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER: WB
DEPARTMENT:	PROTECTIVE SERVICES	DIR: MH	PRESENTER: WB
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial - N/A**

**Council Bylaw/Policy - N/A**

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## RECOMMENDED ACTION:

**MOTION: That Council support the submission of the Forest Resource Improvement Association of Alberta (FRIAA) Muskeg Seepee Co-op Vegetation Management Program application.**

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## BACKGROUND/PROPOSAL:

Administration has submitted a funding application to FRIAA FireSmart Program in the amount of \$109,100.00 for the fire smart treatment of 8.1 hectares (ha) in and near the Muskeg Seepee Co-op.

This proposed project will be for the treatment of 8.1 ha of new FireSmart vegetation management along the west side of the community development. This treatment will be a combination of thin prune and mulch treatments strategy while removing dead and downed woody debris as well.

The next step in the grant application is a motion from Council endorsing the application. If approved, the application will go to the next step of further consideration from the Forest Resource Improvement Association of Alberta.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is it will allow the approval of the grant submission.

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## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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## ALTERNATIVES CONSIDERED:

**Alternative #1:** As this motion is required to complete the final approval step of the FRIAA grant process, no alternatives have been considered.

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## FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Once Council makes the recommended motion, Administration will submit the application to FRIAA.

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**ATTACHMENT(S):**

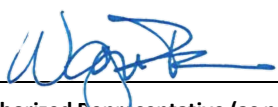
- FRIAA FireSmart RFEOI – Muskeg Veg-2025 – Vegetation Management
- Muskeg Seepee Letter of Support 1
- Muskeg Seepee Letter of Support 2

 <p><b>Forest Resource Improvement Association of Alberta</b></p> <p>P.O. Box 11094, Main Post Office, Edmonton, Alberta T5J 3K4</p>	<b>EOI # (Internal Use Only)</b>	
	<b>Project Title</b>	Muskeg Veg-2025
	<b>FireSmart Discipline (Project Type)</b>	Vegetation Management

<b>FRIAA FIRESMART PROGRAM</b> <b>Request for Expression of Interest - Application Form &amp; Template</b> <b>FRIAA-FFP VEG DECEMBER 2024</b>	<b>Attn: FRIAA Administrator</b> <b>Telephone: 780-429-5873</b> <b>Submission Portal:</b> <a href="https://friaa.ab.ca/program-submissions/">https://friaa.ab.ca/program-submissions/</a>
<b>Submission Deadline: February 24, 2025 4pm MST</b>	

Applicant Information			
Applicant Organization (Legal name):	MD of Greenview No. 16	Phone:	780-885-4513
Mailing Address:	4806 – 36Ave. Valleyview, AB T0H 3N0	Fax:	
Authorized Representative (name and title of signing authority)	Wayne Brown, Regional Fire Chief	Email:	<a href="mailto:Wayne.brown@mdgreenview.ca">Wayne.brown@mdgreenview.ca</a>
Project Manager (name and organization / company)	Wayne Brown, Regional Fire Chief	Phone:	780-885-4513
		Email:	<a href="mailto:Wayne.brown@mdgreenview.ca">Wayne.brown@mdgreenview.ca</a>

FireSmart Discipline - Project Information		
Primary Eligible Activity	Term of Project	Amount of Funding Applied for
<input checked="" type="checkbox"/> Vegetation management (e.g. fuel breaks, thinning and pruning, vegetation removal/reduction and conversion to more fire-resistant species);	(08/2025 – 04-2026)	\$109,100
If requesting additional funding support to for a <b>third party</b> to assist in the completion of a full proposal, indicate the amount: \$ <u>1,500</u>		
<input checked="" type="checkbox"/> Applicant participated in an "Information Session" and was recorded as attending by FRIAA (highly encouraged)		
<input checked="" type="checkbox"/> Applicant has been in contact with a FRIAA Field Representative to discuss the specified application activity (encouraged for EOI, required by RFP submission)		
<input checked="" type="checkbox"/> Applicant has substantially completed all other FRIAA FireSmart projects in this discipline. ( <b>REQUIRED</b> prior to grant award)		
<b>Agency Support Attachments:</b>	<input checked="" type="checkbox"/> Project Support Letter from Fire Department / Fire Emergency Service Provider (required by RFP stage, strongly encouraged with EOI submission) (see 3.1 of template) <input checked="" type="checkbox"/> Project Support Letter from Wildfire Management Branch – Ministry of Forestry and Parks (preferred at RFP stage) (see 3.2 of template) <input type="checkbox"/> Cover Page of Current Approved Plan (Wildfire Hazard and Risk Assessment is minimum <b>REQUIRED</b> by RFP stage for vegetation management projects - see 4.4 of template)	

Acknowledged by Applicant
<input type="checkbox"/> Band Council Resolution (attached for applications from Alberta First Nations) <input type="checkbox"/> Settlement Council Resolution (attached for applications from Métis Settlements) or President Letter for Métis Co-operative/Enterprise/Local <input type="checkbox"/> Municipality Council Resolution (attached for applications from Municipalities)
<p>The Applicant acknowledges that it has read, understands and agrees with the requirements, terms and conditions of the FRIAA FireSmart Program (the "Program"), the Request for Expressions of Interest (the "RFEOI") and Program Outline, and the FRIAA FireSmart Project Grant Agreement (the "PGA") and by its submission of this Application and its Expression of Interest acknowledges and agrees that the Applicant shall be bound by the requirements, terms and conditions of the Program, the RFEOI and Program Outline, the PGA and FRIAA's policies, procedures protocols and guidelines as well as any and all requirements and directions as may be determined by FRIAA's Board of Director at its sole discretion. The Applicant also acknowledges and agrees that this Application and Expression of Interest may be accepted by FRIAA on further terms and conditions which shall be binding on the Applicant and that the acceptance of this Application and Expression of Interest does not represent a commitment by FRIAA to fund all or any of the activities proposed therein.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;">               _____  <b>Authorized Representative (as named above)</b> </div> <div style="text-align: center;">             02-19-2025              _____  <b>Date</b> </div> </div>

# Application Template

## 1. Project Overview (Fuels and Values-At-Risk)

### 1.1. DESCRIPTION OF THE VEGETATION MANAGEMENT ACTIVITIES AND OUTCOMES

- ☐ Fireguard or fuel break (Specify ha) \_\_\_\_\_
- ☒ Mulch (Specify ha) \_8.1ha\_\_\_\_\_
- ☒ Thin - mechanical (Specify ha) \_8.1ha\_\_\_\_\_
- ☒ Thin/prune – hand crew (Specify ha) \_8.1ha\_\_\_\_\_
- ☒ Remove Down and Dead (Specify ha) \_8.1ha\_\_\_\_\_
- ☒ Pile and burn (Specify ha) \_8.1ha\_\_\_\_\_
- ☐ Re-treatment (Specify ha) \_\_\_\_\_
- ☐ Other (Specify ha) \_\_\_\_\_

**TOTAL HA PROPOSED FOR TREATMENT:** \_\_\_\_\_

### 1.2. DESCRIPTION OF FUEL TYPES<sup>1</sup>

- ☐ Conifer (Spruce, Pine) (ha) \_\_\_\_\_
- ☐ Deciduous (Leafless) (ha) \_\_\_\_\_
- ☒ Mixedwood (Leafless, Green) (ha) \_\_8.1 ha\_\_\_\_\_
- ☐ Open (Grass: Matted, Standing) (ha) \_\_\_\_\_

### 1.3. DESCRIPTION OF FUEL PROXIMITY TO VALUES-AT-RISK

- ☒ Adjacent
- ☐ Fuel wick into community
- ☐ Within 500 m
- ☐ Within 10 km

### 1.4. DESCRIPTION OF VALUES-AT-RISK<sup>1</sup>

- ☒ Critical Infrastructure: school, health center, water treatment plant, communication tower, power generation (specify) \_\_\_\_\_
- ☒ Standard Values: residential homes, country subdivision, cabins (specify) \_\_\_\_\_
- ☐ Other (Specify) \_\_\_\_\_

## 2. Project Location (Access and Egress)

### 2.1. DESCRIBE THE PROJECT LOCATION

The Muskeg Seepee Coop is located near the west Alberta boundary along Highway 40. The closest major communities are the city of Grande Prairie located approximately 230 kilometers to the north and town of Hinton located approximately 115 kilometers to the southeast. Muskeg Seepee is located approximately 32km to the east of the Town of Grande Cache which would be the nearest emergency service provider for the locations. This community is situated at the base of the Rocky Mountains and is surrounded by vast stretches of undeveloped boreal forest containing oil / gas and forestry activities, along with

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<sup>1</sup> Additional information on values-at-risk can be found in the [“Guidebook for Community Protection”](#).



mining within the mountains themselves. Egress / ingress for the community is Highway 40 either to Grande Prairie or to Hinton. Fire response through the Grande Cache Volunteer department includes the local fire department, with aid available from other MD stations if required. During the summer wildfire season, wildland firefighters are stationed at the Wildfire Operations Base operating out of the community of Grande Cache as well. To date, no evacuation of the community has occurred due to wildfire.

This proposed project will be for the treatment of 8.1 ha of new FireSmart vegetation management in unit MS 1 located along the west side of the community development. This treatment will be a combination of thin prune and mulch treatments strategy while removing dead and down woody debris as well. Target inter-tree spacing for FireSmart treatments will be the end goal, however no merchantable stems will be removed which may impact overall inter-tree spacing. Pruning will be a significant focus in those areas.

### **3. Emergency Services Engagement**

#### **3.1. INDICATION OF ENGAGEMENT AND SUPPORT OF FIRE EMERGENCY SERVICES PROVIDER(S)**

The local fire department within Grande Cache and the Municipal District of Greenview supports all FireSmart projects within the community. The MD is the proposed grant holder for this project with implementation to be completed via local contractors as much as possible. A letter of support will be included with the proposal should the project be chosen to move forward.

#### **3.2. INDICATION OF REVIEW AND SUPPORT WILDFIRE MANAGEMENT BRANCH**

Alberta Forestry and Parks (AFP) wildfire division has been an active participant in the delivery of planning and support projects within the community. A letter of support will be included with the proposal should the project be chosen to move forward.

### **4. Project Scope and Priority**

#### **4.1. DESCRIBE THE PROJECT SCOPE**

Project treatment areas have been identified through the Wildfire Mitigation Strategy and ongoing efforts by Alberta Wildfire (WMS) completed for Muskeg Seepee in 2016. This 2016 draft WMS was completed in cooperation with representation from the community, MD and Alberta Wildfire at the time.

Project areas were determined based on infrastructure and fuels within the adjacent forest types, with planned areas being added and updated as new infrastructure information becomes available. Following a successful proposal for grant funding and execution of grant agreements, the identified treatment units will have prescription work completed, along with any boundary layout should it be required. Following the approval of these prescriptions, the greater community will be notified of the project and treatment work will begin through a planned local enterprise. It is hoped that local community members have some background in fire management and potentially been trained in the safest and most effective FireSmart techniques and have used a combination of hand saw crew and labourers, pile and burn, tracked mulcher, and portable chipper depending on weather, ground conditions, and availability of equipment. Crew coaching and ongoing oversight of the project's technical compliance, progress, and quality will be completed by a third-party

consultant experienced in successfully completing FireSmart projects.

**4.2. DESCRIPTION OF ANTICIPATED PROJECT OUTCOMES**

The anticipated results of the continuation of vegetation management treatments within this community is the further reduction of the overall wildfire risk level for this area. These treated areas will work in conjunction with proposed new fireguards to increase the safety level of the community regarding the threat of oncoming wildfire. Additionally, socio-economic benefits are created by using local contractors staffed with community members to complete the work as generally local work opportunities are rarely generated. Overall, this project will continue to increase awareness and education to community members about the importance of continuing to implement FireSmart techniques on and adjacent to their homes, areas that may not be a part of this or future FireSmart treatment units. Also, residents can use these techniques to maintain treated areas so as to continue keeping treated areas at a safe level regarding available fuels for wildfires.

**4.3. DESCRIBE HOW THE PROPOSED ACTIVITIES LINK TO CURRENT FIRESMART PLANS OR HAZARD ASSESSMENTS**

The identified treatment units are a part of the 2016 Wildfire Mitigation Strategy completed for the community. These new treatment areas along with all previously completed areas will work in conjunction with proposed fireguards and plans to incorporate some larger landscape level reduction of fuel plans to help support a reduced risk of fire threat to the community.

## **5. Community Engagement**

**5.1. DESCRIBE THE APPLICANT AND PROJECT PARTNERS**

The MD of Greenview has been working with local community representation and Alberta Forestry to begin some FireSmart and potential fireguard projects within the community of Muskeg Seepee. There are no additional outside partners associated with this proposed project.

**5.2. DESCRIBE THE STAKEHOLDERS**

The project is working with the local community representatives, Alberta Wildfire and the MD of Greenview as the partner team to implement fire safety and planning into the community. No additional partners or stakeholders exist at this time.

**5.3. PROJECT SUPPORT**

A Municipal Council Resolution will be provided with the proposal should this project be chosen to move forward. Additional support for the project has been provided by Muskeg Seepee and the Aseniwuche Winewak Nation (AWN) for completion of FireSmart activities within the community.

**5.4. ADDITIONAL INFORMATION**

No additional information has been provided.

## 6. Funding requested

### 6.1. DESCRIBE THE ESTIMATED FUNDING REQUIRED

The aim of this project will be for the re-treatment of 8.1ha of FireSmart treatment within unit MS 1 in the community of Muskeg Seepee. The estimated cost of the treatment work is \$11,000 / hectare, with the total cost being \$89,100. Third-party consulting is estimated to be \$20,000. The total estimated cost of the proposed project is \$109,100.

# of hectares to be treated	Treatment Type	Estimated cost per hectare	Estimated project cost
8.1 ha Unit MS1	Thin Prune and Remove Dead and Down	\$11,000 / ha	\$89,100
Third-Party Consultant			\$20,000
Final Project			\$109,100

### 6.2. DESCRIBE OTHER (NON-FRIAA OR IN-KIND) SOURCES OF FUNDING

No non-FRIAA funding is being sought for this project. Previous FireSmart projects have been funded via MD operational budgets.

**Muskeg Seepee Cooperative Board of Directors** Pobox 2276 Grande Cache , AB,T0E 0Y0  
Email:muskegcoop@gmail.com

**February 20, 2025**

**Wayne Brown** Regional Fire Chief Greenview Fire-Rescue Services

**Subject: Support for FireSmart Funding Application**

Dear Mr. Brown,

The Muskeg Seepee Cooperative Board of Directors fully supports the MD of Greenview's application for FireSmart funding. We genuinely appreciate the efforts being made to enhance the safety of our community through these vegetation management and fireguard projects. Additionally, we are committed to supporting your team throughout the duration of the project.

Being located approximately 30 minutes from the hamlet of Grande Cache, AB, we understand the importance of being well-prepared for potential wildfire risks. Your continued efforts are vital to our safety and well-being.

Thank you for your commitment to protecting our community.

Sincerely,

Caitlind Delorme



Secretary & Treasurer

Muskeg Seepee Cooperative Board of Directors

Forestry Division  
#203, 111 54 Street  
Edson, Alberta T7E 1T2  
Canada  
Telephone: 780-723-8527

[www.alberta.ca](http://www.alberta.ca)

February 21, 2025

Wayne Brown  
Regional Fire Chief  
Greenview Fire-Rescue Services


**Subject: RFEOI February 2025 MD of Greenview, Grande Cache.**

The Edson Forest Area supports the MD of Greenview's application to FRIAA for FireSmart funding for vegetation management projects along the Southwest side of the Muskeg Seepee Co-operative.

This area had previously been identified as being a concern for wildfires that may encroach from Crown and MD lands Surrounding the community, as well as potential ignition from within the community. FireSmart thinning/pruning projects have previously been identified as required and were going to be completed in conjunction with the community and Alberta Forestry and Parks, but provincial funding was not approved as the decision was made that AFP would no longer conduct vegetation management projects.

This letter of support is full endorsement for funding of vegetation management and related activities in the Co-Operative of Muskeg Seepee.

Yours truly,



Kevin Johnston  
Wildfire Prevention Officer  
Edson Forest Area  
Alberta Forestry and Parks

February 24, 2025

Wayne Brown  
Regional Fire Chief  
MD Greenview Fire-Rescue Services

RE: RFEOI February 2025 MD of Greenview, Grande Cache.

Aseniwuche Winewak Nation(AWN) supports the MD of Greenview's application to FRIAA for FireSmart funding for vegetation management projects along the Southwest side of the Muskeg Seepee Cooperative.

After the fires in Jasper our AWN community has become very aware of the importance of fire safety in each community. Muskeg Seepee Cooperative had previously been identified as being a concern for wildfires, this put community members on high alert. With the location of Muskeg Seepee Cooperative and lack of resources for the members living there is a great concern. Our community members are willing to learn and participate in away needed.

This letter of support is full endorsement for funding of vegetation management and related activities in Muskeg Seepee Cooperative.

Yours truly,



Michelle Moberly  
Executive Director  
Aseniwuche Winewak Nation



# REQUEST FOR DECISION

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SUBJECT:	<b>Crown Land Acquisition - PLS 180042</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER:
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: MAV
STRATEGIC PLAN:	Economy	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – *Municipal Government Act Sec 633, 636, & 638*

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION:** That Council direct Administration to seek quotations on the costs and timelines associated with developing a Commercial and Light Industrial Park Minor Area Structure Plan within NE 35-68-6 W6 (152.7 acres; 61.8 hectares) and NW 36-68-6 W6 (156.6 acres; 63.4 hectares) and applicable development studies which may include Wetland Assessment, Preliminary Stormwater, Transportation Impact Assessment, Heritage Resources, and Servicing Feasibility Study.

**MOTION:** That Council direct Administration to prepare a 2026 Planning Administration Budget item based on the quotations obtained relating to developing a Commercial and Light Industrial Park Minor Area Structure Plan within NE 35-68-6 W6 and NW 36-68-6 W6.

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## BACKGROUND/PROPOSAL:

In 2018, Greenview undertook an application to purchase the NE 35-68-6 W6 (152.7 acres; 61.8 hectares) and NW 36-68-6 W6 (156.6 acres; 63.4 hectares). These lands are located along Twp Road 690 (2 miles south of the Grovedale Pond), directly west of Highway 40 and north of the Secure Energy service facility 14 km north of the Greenview Industrial Gateway (GIG).

The process to acquire these lands was delayed facilitating appropriate measures for First Nations consultation, which Greenview completed in early 2023 allowing this public land sale to proceed. A decision letter (attached) has now been issued on Public Land Sale (PLS) 180042 after more than 8 months of provincial review and that letter is attached for consideration by Council. The price established for these lands was \$749,596.00 and the requirement to undertake environmental (e.g., wetland assessment) and engineering studies (e.g., transportation impact assessment) prior to any development occurring.

Administration understands these lands were sought as an area where industrial uses supporting the GIG could be in proximity to our strategic industrial park without utilizing the more valuable, finite land of the GIG. These uses may include logistics, truck stops, light industrial supply, laydown yards, etc. Proposal Information and Mapping provided to the Province on PLS 180042 is attached for information. The concepts in these materials are not formal and any final land use and detailed design would be established by Greenview via common land use processes and approved by Council.

DATE

At the Committee of the Whole meeting held on November 21, 2023, the proposal to purchase the PLS 180042 was presented. Council approved the Capital expenditure of the purchase of these lands in 2024 and the extensive work to complete the surveys and existing oil and gas interested proceeded through 2024. Title is anticipated to be issued shortly at the time of the writing of this report.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is the progression of this strategic development area towards marketability and a reduction in risk for future investors in whole or in part of the project when deemed suitable for sale by Council.
2. The benefit of Council accepting the recommended motion is the value of the land increases as the time and risks associated with studies and provincial and local planning approvals are addressed in this process.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage is the timeframe and costs of associated with of the recommended motion prior to potentially marking the lands for future industrial and commercial development.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council may direct Administration to begin the marketing of the lands through the Economic Development Department to see if the property can be sold to a development proponent at this stage. This option is not recommended as the value of the lands may end up being acquired on a speculative basis at a value reduced from what can be gained if the investment on planning and studies is undertaken.

**Alternative #2:** Council may direct Administration to defer any action on the future planning or marketing of the property until 2027 to allow Greenview to review its Municipal Development Plan and observe how development is proceeding within the GIG.

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**FINANCIAL IMPLICATION:**

The financial implication should Council accept the recommendation would be determined and included in the 2026 Budget Discussions. Detailed studies are commonly required for an ASP or subdivision to be approved by Alberta Transportation and Economic Corridor (AT) as the lands are located within 1.6 km of Highway 40 and AT approval to be developed. Any costs could be passed along during the future sale of the project.

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**STAFFING IMPLICATION:**

The staffing implications to the recommended motion is this project will take time for management, but no new FTE (full time employee) would be required.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.



**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will bring forward the quotations and a budget proposal for the 2026 budget discussions.

---

**ATTACHMENT(S):**

- Decision Letter
- PLS 180042 Proposal Information and Mapping
- Photos

PLS 180042

October 23, 2023

Municipal District of Greenview No.16  
4707 50 St. Box 1079  
Valleyview, Alberta T0H 3N0

Attention:  
Martino Verhaeghe, RPP/MCIP  
Director, Planning and Economic Development [Martino.Verhaeghe@mdgreenview.ab.ca](mailto:Martino.Verhaeghe@mdgreenview.ab.ca)

Dear Mr. Verhaeghe:

Re: Application for Purchase PLS 180042  
Applicant: Municipal District of Greenview No.16  
Crown Land: NE 35-68-6 W6 (152.7 ac.); NW 36-68-6 W6 (156.6 ac.)

This is to advise that referral for your Application to purchase the above referenced lands has been completed. The department has determined that the Crown Land is available for sale, subject to conditions, including the requirement that you obtain a plan registerable at the Land Titles Office for the Crown Land, at your sole cost.

The estimated purchase price for the Crown Land has been determined to be \$749,596.00 (subject to final determination following survey). Once you have confirmed that you are willing to continue with the transaction at the estimated purchase price we will prepare a draft Offer to Purchase.

You may wish to obtain the plan of survey prior to an Offer to Purchase being finalized. However, there is a risk that prior to finalizing the Offer a boundary change may be needed, requiring re-surveying at additional cost.

Any Offer to Purchase for the sale of the Crown Land will make note of the following considerations:

1. Wetland specific concerns

There may be some wetlands on the eastern edge of the parcel and if developed could impact the buffering capacity of the soil and flow into nearby streams. The MD of Greenview must ensure that any and all areas identified as wetlands are properly mitigated and addressed prior to any developments taking place on the land.

2. Existing land uses in area

Forestry conducts wildfire operations at Graham Fire Base located in SW-35-68-06-W6. The MD should be aware that frequent low level R/W flight operations occur out of this area associated with wildfire activities, predominately between the dates of March 1-Oct. 31 annually. It is recommended that this activity be considered with respect to any developments, to alleviate complaints to Forestry regarding their continued use of the area with rotary wing (noise etc).

3. High potential for Human-Wildlife conflict

The site has a high potential for human-wildlife conflict as the area has a high density of large predators (bears, wolves, cougar) as well as other wildlife species (elk, moose deer). The nature of this will depend on the intended end-use. It is important for the MD to consider within their planning processes that enhanced approaches to managing attractants, and deterring wildlife will be necessary to avoid future conflicts in the area. It is recommended that the MD investigate and incorporate the highest caliber human-wildlife conflict prevention practices into their Area Structure Planning and bylaw processes to ensure human-wildlife conflicts are avoided or minimized. Many communities across North America that exist in areas with high human-wildlife conflict potential have implemented enhanced measures to reduce such occurrences.

Until a formal Offer to Purchase agreement is signed, neither party is bound to proceed with the sale.

Should you have any questions or concerns I can be reached by e-mail at [robert.walker@gov.ab.ca](mailto:robert.walker@gov.ab.ca) or by telephone at 780-819-7492.

Yours truly,

**Robert.Walker**

Digitally signed by Robert.Walker  
Date: 2023.10.23 16:26:12  
-06'00'

Robert Walker, LL.B.  
Legal Analyst,  
Public Lands Disposition Management

cc: Chris Yaremchuk, Lands Officer NW  
Andrew Goldberg, Lands Manager NW



# Municipal District of **GREENVIEW**

## **Public Land Sale (180042) Proposal**

### *Background*

The subject quarter sections are: NE-35-68-6-W6M and NW-36-68-6-W6M. In accordance with the M.D. of Greenview's Land Use Bylaw (LUB), these lands are currently zoned as Crown Land and once titled will become Agricultural One (A-1) District. These lands will soon be under the ownership of the Municipal District of Greenview No. 16 following a long process of consultation and acquisition. Other than a dug-out on the north portion of NE-35-68-6-W6M, both quarter sections are primarily treed areas, with some pipelines.

If these quarter sections are to be developed for rural commercial or light industrial uses, these pipeline rights of way may limit certain forms of development such as intensive lodging, however a variety of industrial and service uses are possible on the site. The lands do not currently have water or sewer service, and a limited services development form may be the most appropriate from an investment perspective, however the value of the land will be influenced by such a decision.

### *Uses within the vicinity of the Quarter Sections*

#### a. Industrial Uses in proximity

Linear disturbance within the quarter sections due to oil and gas activities. There are two pipeline Right-Of-Ways found within the subject quarter sections:

- Canadian Natural Resources Limited (CNRL) has the rights to operate the pipeline with licence 51502 which runs across both quarter sections, which is about 4.94 kms in length. The pipeline starts from a well in Section 16-36-68-6-W6M to a pipeline in Section 6-3-69-6-W6M.
- Keyera Energy Limited has the rights to operate Pipeline with the licence 62589 which is about 27.81 kms in length. The pipeline starts from Section 3-12-69-6-W6M and ends in Section 4-26-69-8-W6M.
- There is a temporary laydown yard associated with the pipeline operations, where a Development Permit was issued in 2021, located north of NW-36-68-6-W6M.
- There are oil and gas developments directly to the south of NW-36-68-6-W6M, managed/operated by Secure Energy Services. This is the site of the South Grande Prairie Class II Industrial Landfill. Part of the quarter section SW 36-68-6-W6M was going to be a site of a TCC project by Secure Energy Services, however, it was discontinued though equipment and buildings remained on location.
- There is a portion of the quarter section to the west of NE-35-68-6-W6M designated as a research plot, owned by the University of Alberta, Department of Forest Science, and a portion of the quarter section considered as a clay pit, owned by the International Paper Canada Pulp Holdings ULC.

b. Residential Uses in proximity

There are country residential developments to the north of the subject quarter sections, located within the Agricultural One (A-1) district, or Country Residential One (CR-1) districts. Majority of these residential developments are single detached dwellings, with some manufactured homes and cabins. Although Township Road 690 physically separates the subject quarter sections from these residential developments, buffers will be required to reduce any nuisance impacts, especially when the subject quarter sections are to be developed for commercial and industrial purposes in the future.

*Forest Management Area*

The quarter sections are within the Forest Management Agreement - FMA 6900016, which covers about 1,117, 146 hectares of land within the Grande Prairie area. The Forest Management Agreement (FMA) ensures that timber management and production is consistent with the sustainable forest management practices. This FMA is an agreement between the Crown land and Weyerhaeuser and contains an approved Forest Management Plan in place. Norbord Inc, and Tolko Industries also operate within this Forest Management Area.

*Environmental Significant Areas*

There are no environmentally significant area within the quarter section, however, there are identified wetlands (swamp) in the portions of NW-36-68-6-W6M and to the east of the subject quarter sections. To the north of the subject lands, there is a large portion of swamp and marsh areas, adjacent to the country residential parcels.

*Transportation Networks*

a. Roads

The subject quarter sections can be accessed via Township Road 690, which connects to Highway 40. This allows the road infrastructure to be connected to the provincial highway which then allows the easy transport of good and services to support services. There is also a private road (Main Haul Road North) that is also connected to Township 690, which can provide an alternative route. The location of these lands has high connectivity to markets and urban centres such as Grande Prairie, while also serving the hamlets of Grovedale, and Landry Heights.

b. Rail

The subject quarter sections are close to a fully operational rail system to the east, which proposed commercial and/or industrial support uses may utilize. Services that support rail-oriented uses can be located within these quarter sections.

### *Servicing*

- Water servicing can be provided via on-site, privately owned service in the interim, but where there are plans for a communal or public well, these can be utilized to service the proposed/future developments within the quarter section.
- Wastewater servicing can be provided via on-site, privately owned service in the interim, but where there is a communal wastewater system, these should be encouraged to be used by proposed/future developments within the quarter section.
- Where there is a stormwater management plan in place, on-site stormwater servicing to the specific developments will need to adhere with this plan.

### *Future Land Use Contemplated within immediate vicinity*

**Map 1** provides the map of Area Structure Plans that are found within close proximity of the subject quarter sections.

#### a. Grovedale Area Structure Plan (ASP)

The Grovedale ASP is an Area Structure Plan/statutory plan which provides the developmental framework for the Grovedale area, spanning 46,394 hectares of land. The Plan Area for this ASP contemplates a centralized growth area which includes the hamlet of Grovedale and envisions to have population concentrated in this area.

Though the Grovedale ASP does not include the subject quarter sections, it is important to ensure that current and future developments do not negatively impact adjacent lands. The current developments to the north of these quarter sections are country residential developments, while the future land designation for these lands is to remain agricultural.

Development within the subject lands will need a buffer to reduce any nuisance impacts such as noise and smell to adjacent lands, especially impacts from proposed commercial or industrial uses/developments. In addition to this, increased traffic impact and wear on road infrastructure are to be expected. As such, mitigative measures will need to be incorporated to commercial and heavy industrial developed being proposed to the subject quarter sections, ultimately reducing any nuisance impacts on residential and agricultural activities in the area.

#### b. Big Mountain Industrial Park ASP

The Big Mountain Industrial Park ASP is an Area Structure Plan which provides 43.7 hectares of land within Lot 2, Plan 886 2869, within the lands legally described as SE 1-69-6-W6M. The ASP envisions this portion of the quarter section to have industrial businesses along the east of Highway 40 and a subdivision of nineteen (19) lots is planned to occur. Potential uses for these lots are services that provide support for large commercial or industrial developments. These are currently zoned as Industrial Light (M-1) District.

Since lots within the Big Mountain Industrial ASP vary in sizes, where they are approximately 5 acres in size, there are potential for larger industrial developments to be sited on the subject quarter sections instead. This means that industrial developments which require parcel size larger than five (5) acres can be sited on these quarter sections.

#### *Future Land Use Concept Scheme*

The vision for this area is a mix of rural commercial and industrial uses which will support developments found in the Greenview Industrial Gateway (GIG) Industrial Park, located approximately 9 miles south of the quarter section.

**Map 2** provides the maps which illustrate the type of land uses that may be allowed within the quarter sections, where the “pink” color are lands devoted for commercial to light industrial, while the “grey” color are lands designated for heavy industrial uses.

Under the M.D.’s current Land Use Bylaw, the LUB District that is suited for the north portion of the subject quarter section is Rural Commercial. The purpose of this LUB District is to “provide for commercial uses located away from hamlets and rural settlements. Such developments may serve the travelling public or rural residents in the area and accommodate uses that require larger parcel sizes.” Uses that are permitted in this district are Service Station, Vehicle Wash, Recreational Vehicle Storage and Bulk Fueling Station. Commercial Uses which create less negative impacts on adjacent may provide a good buffer.

In the same way, for those portion of the quarter sections that are designated as Industrial Uses, the LUB District that can be zoned for this area is Industrial General (M-2) District , which has the purpose of providing “industrial uses that require relatively large tracts of unserviced land.” Typically uses that are permitted within this district ranges from a Manufacturing Plant, Truck Stop, Salvage Yard, Work Camp, Vehicle Wash, and Oil and Gas Facility. This district enables the provision of a logical/contiguous development to the industrial uses found south to the subject quarter sections.



# Public Land Sale PLS180042 Overview

- Legend**
- Dispositions - PLS180042
  - PLS180042 Parcels
    - RC - Rural Commercial
    - M-2 - Industrial General
  - Transportation - Right of Way
  - Area Structure Plan
    - Big Mountain ASP
    - Grovedale ASP
  - Cadastre
  - Roads by Jurisdiction
    - MUNICIPAL
    - PRIVATE
    - PROVINCIAL

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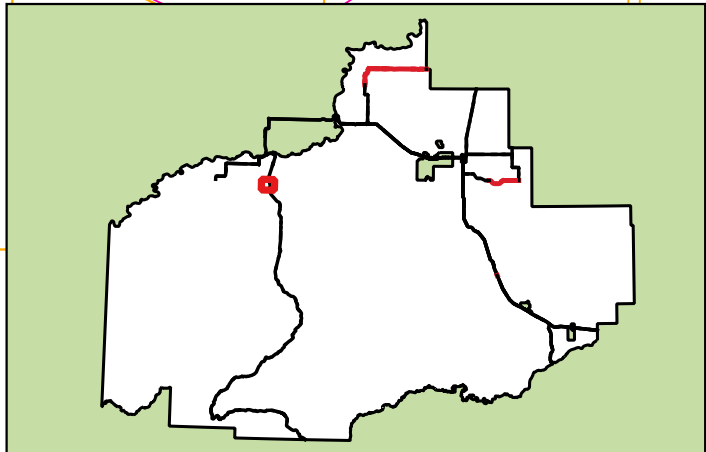
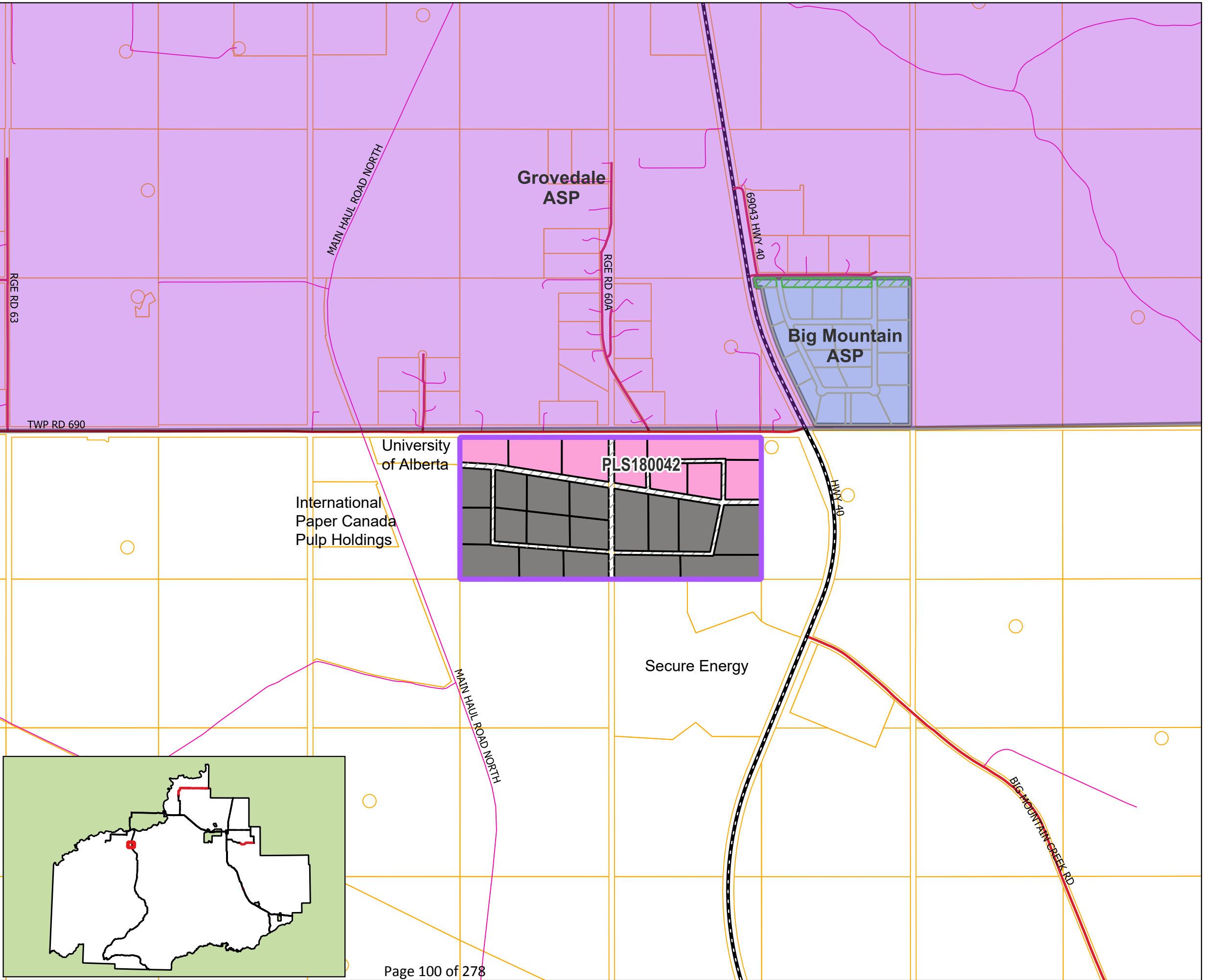
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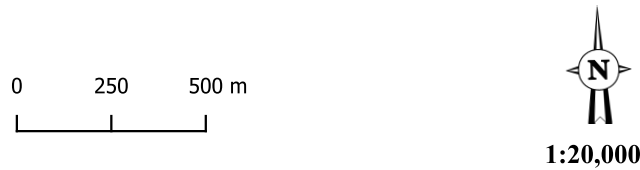






# Public Land Sale PLS180042 Overview- Aerial

- Legend**
- Dispositions - PLS180042
  - PLS180042 Parcels
    - RC - Rural Commercial
    - M-2 - Industrial General
    - Transportation - Right of Way
  - Area Structure Plan
    - Big Mountain ASP
    - Grovedale ASP
  - Cadastre
  - Roads by Jurisdiction
    - MUNICIPAL
    - PRIVATE
    - PROVINCIAL



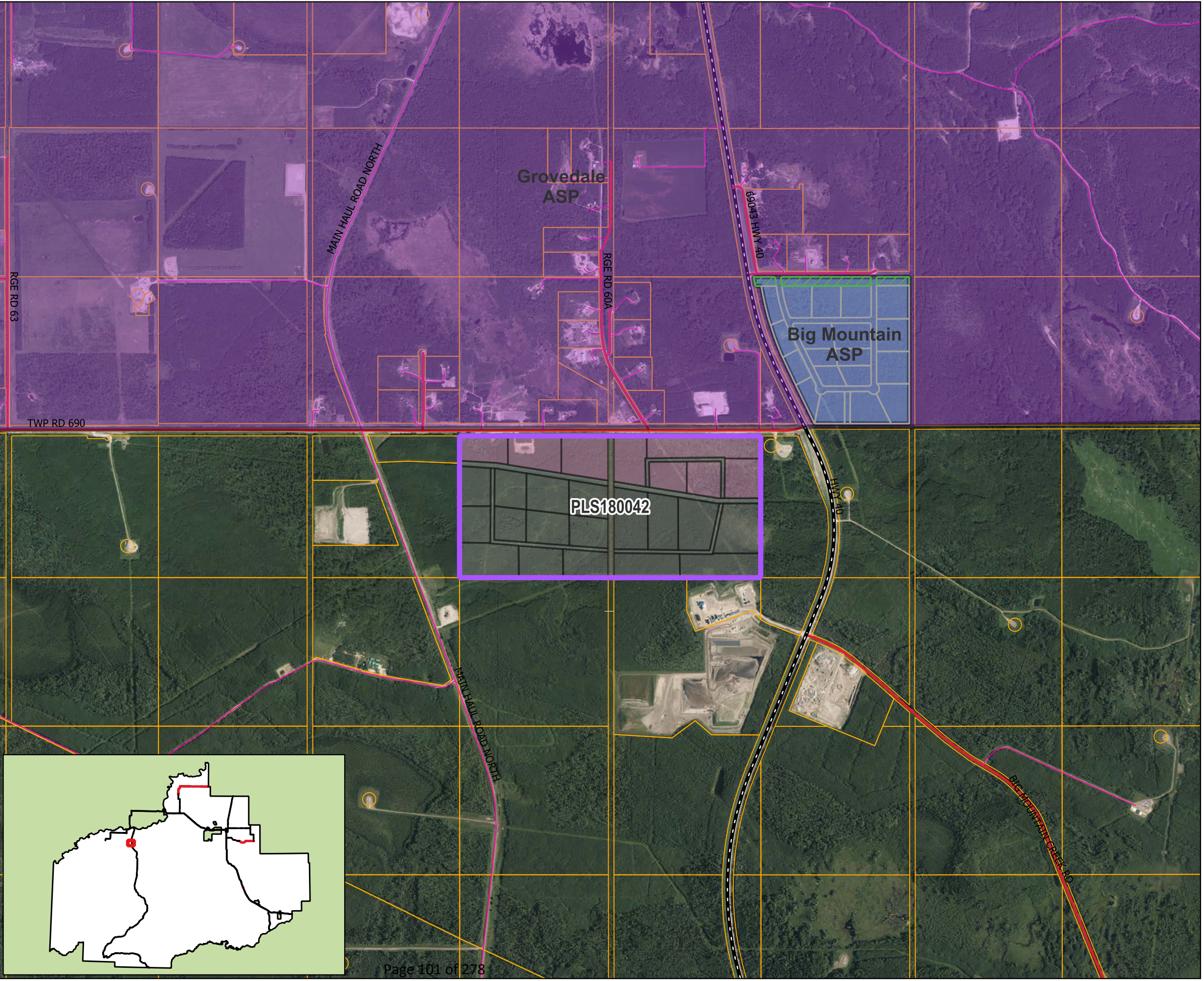
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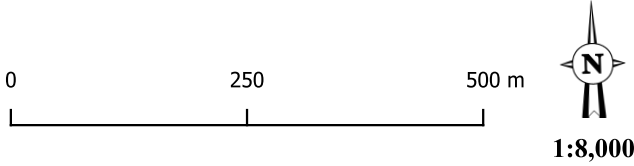




MUNICIPAL DISTRICT OF GREENVIEW No. 16

# Public Land Sale PLS180042

- Legend**
- Dispositions - PLS180042
  - PLS180042 Parcels
    - RC - Rural Commercial
    - M-2 - Industrial General
    - Transportation - Right of Way
    - Cadastre
  - Roads by Jurisdiction
    - MUNICIPAL
    - PRIVATE
    - PROVINCIAL



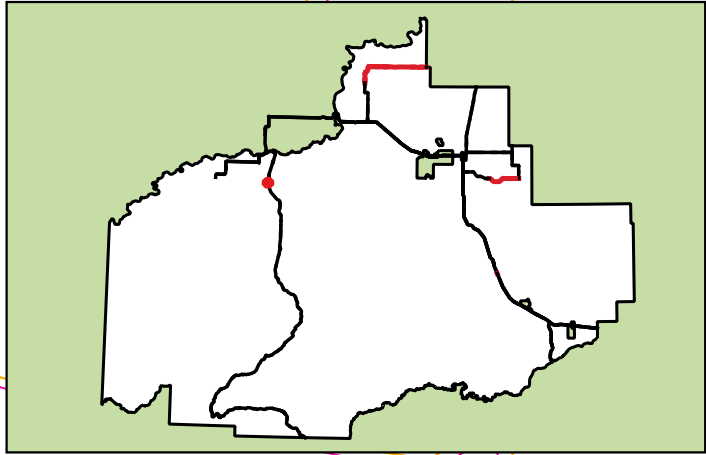
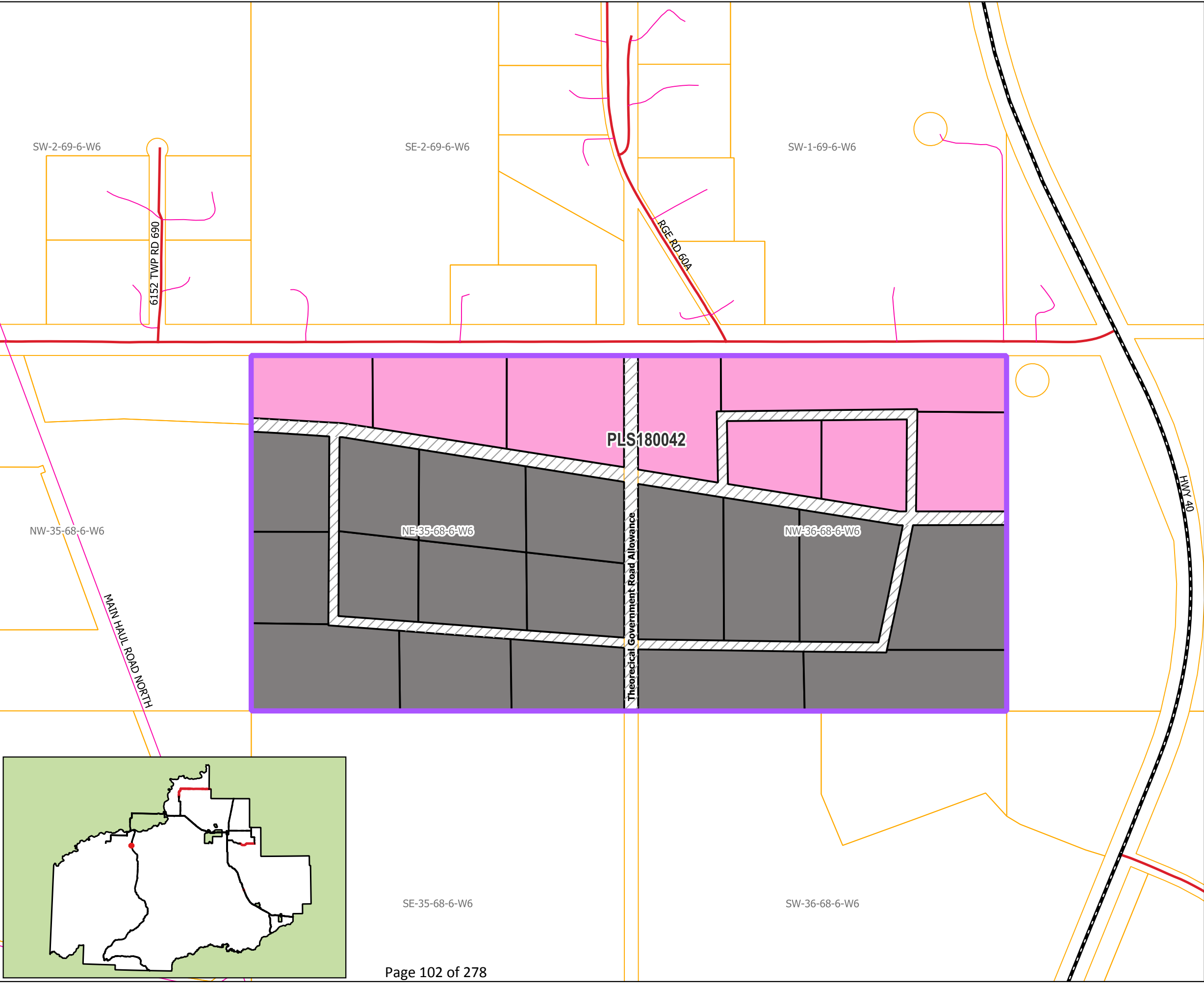
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NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



**NW-36-68-6-W6M (PLS 180042) - Photos**



**North of NW-36-68-6-W6M, south facing along Township Road 690**





**North of NW-36-68-6-W6M, east facing towards Highway 40 and along Township Road 690**



**North of NW-36-68-6-W6M, west facing along Township Road 690**





**North of NW-36-68-6-W6M, north facing along Township Road 690**



# REQUEST FOR DECISION

---

SUBJECT:	<b>Sponsorship Request - Grande Prairie Friendship Centre</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	A.DIR: WB	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy 8015 – Sponsorships

---

## RECOMMENDED ACTION:

**MOTION: That Council approve sponsorship of \$1,500.00 to the Grande Prairie Friendship Centre for the 2025 Grande Gathering Gala on April 12, 2025, in Grande Prairie, Alberta, with funds to come from the 2025 Community Services Sponsorships & Donations budget.**

---

## BACKGROUND/PROPOSAL:

The Grande Prairie Friendship Centre is hosting the 4<sup>th</sup> Annual Grande Gathering Gala on April 12, 2025, at the Bonnett's Energy Centre, in Grande Prairie, Alberta. The organization has requested a \$5,000.00 sponsorship in support of the event.

The Grande Prairie Friendship Centre, operated under the Alberta Native Friendship Centres Association, which was established in 1970, is a registered charitable organization and incorporated under the Alberta Societies Act. The organization currently has 21 friendship centres within the province to help improve the lives of urban indigenous people, however, a part of their mandate is to welcome all community members, regardless of origin or status, giving the centres a reputation of a caring, inclusive and culturally driven community organization.

The Grande Gathering Gala will be a celebration of 60 years for the Grande Prairie Friendship Centre, offering a night of indigenous art, entertainment and dinner. Funds raised at this event help to support the organization to provide housing and homelessness support, health and wellness programming, food security and other essential services within the Grande Prairie area. Sponsorship opportunities include \$200/in-kind donations up to a \$25,000.00 title sponsor.

Administration is recommending a \$1,500.00 "Elite Auction Sponsor" which would include:

- 2 tickets to the gala evening
- Social media recognition
- Greenview's logo beside any in-kind donation items

Greenview previously sponsored the event in 2024 with an in-kind donation of \$1,500.00.

The 2025 Community Services Sponsorships & Donations budget balance is approximately \$148,748.75.

DATE

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenview would be supporting the Friendship centre in which our region utilizes.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to choose a different sponsorship amount or change the motion to a \$1,500.00 in-kind donation.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** \$1,500.00

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

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

---

**ATTACHMENT(S):**

- Grande Prairie Friendship Centre's Sponsorship Application
- GP Friendship Centre's 2024 Event Budget
- GP Friendship Centre Grand Gathering Gala Sponsorship Package



# Application: SPONS-0000000020

Sheila Moerkoert - sheilamoerkoert@gpfriendship.com  
Sponsorship Application

## Summary

**ID:** SPONS-0000000020  
**Status:** Event Budget Required  
**Labels:** Sponsorship

## Eligibility Form

Completed - Feb 27 2025

## Eligibility Form

Are you applying on behalf of a non-profit organization?

Yes

If yes, please specify the Act you are registered under:

Canadian Corporations Act (non-profit sector)

## Sponsorship Application Form

Completed - Feb 27 2025

## Sponsorship Application Form

*\*If you are wanting to apply for an **In-Kind Donation** for your event as well as sponsorship, please complete the In-Kind Donation application form.*

Please refer to the following Greenview policies for additional information:

- [Greenview Sponsorship Policy 8012](#)
- [Greenview Support Recognition Policy 8000](#)

## Organization Information

Name of Organization	Grande Prairie Friendship Centre
Mailing Address	10507 98 Avenue
Town/City	Grande Prairie
Postal Code	T8V 4L1
Province	Alberta
Contact Name	Sheila Moerkoert
Position of Contact Person	Communication Coordinator
Email	<a href="mailto:sheilamoerkoert@gpfriedndship.com">sheilamoerkoert@gpfriedndship.com</a>
Phone Number	7805325722
Briefly Describe your organization	he Grande Prairie Friendship Centre was founded in 1965 to administer and implement programs to meet the needs of Indigenous people migrating to or living in cities while bridging the cultural gap between the Indigenous and non-Indigenous communities.

**This is the act you are registered under.**

Please verify:

Canadian Corporations Act (non-profit sector)

**Registration No.**

107443285RR001

DATE

Type of sponsorship request

Responses Selected:

Event
Other, please specify...: Grande Gathering Gala

Name of Event

Grande Gathering Gala
-----------------------

Total Amount Requested

5000
------

Date of Event

Apr 12 2025
-------------

Location of Event

Bonettes Centre, Grande Prairie
---------------------------------

Please indicate the intended purpose and direct goals of the event.

The Grande Gathering Gala will be an unforgettable evening showcasing Indigenous entertainers, a delectable three-course dinner, and a night filled with dancing, live and silent auctions—all in support of your local Grande Prairie Friendship Centre. Join us as we come together to celebrate community, culture, and connection.

**How many people will benefit from the planned event?**

5000 +

**Please describe how the event will benefit the community and the residents of Greenview.**

The support we receive at the Grande Gathering Gala allows the GPFC to deliver over 110,000 meals to the community and over 700,00 points of service per year. These services include housing and homelessness support, health and wellness programming, family and elder supports, youth programming, outreach and crisis supports, cultural preservation and food security. Your continued support means we can maintain and expand these critical programs that positively impact the lives of thousands in our community.

By sponsoring this year's gala, you are directly contributing to essential services that foster reconciliation, promote cultural exchange, and uplift those in need. Together, we are bridging the gap between Indigenous and non-Indigenous communities, making Grande Prairie stronger and more inclusive.

**Has Greenview provided a sponsorship to your organization within the last 2 years?**

No

**Have you applied for sponsorship from sources other than the MD of Greenview?**

Yes

**List the sponsor, purpose and amount**

	Sponsor Name	Purpose	Amount
1	Emailed document	Emailed document	5000
2			
3			
4			
5			

**Have you performed any fundraising projects?**

No

**Please provide any additional information that will assist to support a funding decision.**

The 4th annual Grande Gathering Gala will be held on April 12, 2025.

Join us in celebrating 60 years of fostering community and bridging cultural gaps.

We are excited to bring our community together again to help raise funds for the Grande Prairie Friendship Centre and to celebrate Indigenous culture and strength.

**If awarded a sponsorship, please list how you plan to recognize the MD of Greenview.**

i.e. Social Media, Posters, Signs, Website

1 table of 8 to the Gala Evening

Sponsor mentioned by Emceer

Sponsor recognition on social media leading up to event

Sponsor logo on large screens at the event

Sponsor logo in program

## Greenview Logo Permission Requirements

Please contact the Communications Department at [communications@mdgreenview.ab.ca](mailto:communications@mdgreenview.ab.ca) for all use of Greenview Logos as well as advertising, signs and imaging which require authorization by Greenview communications team.

---

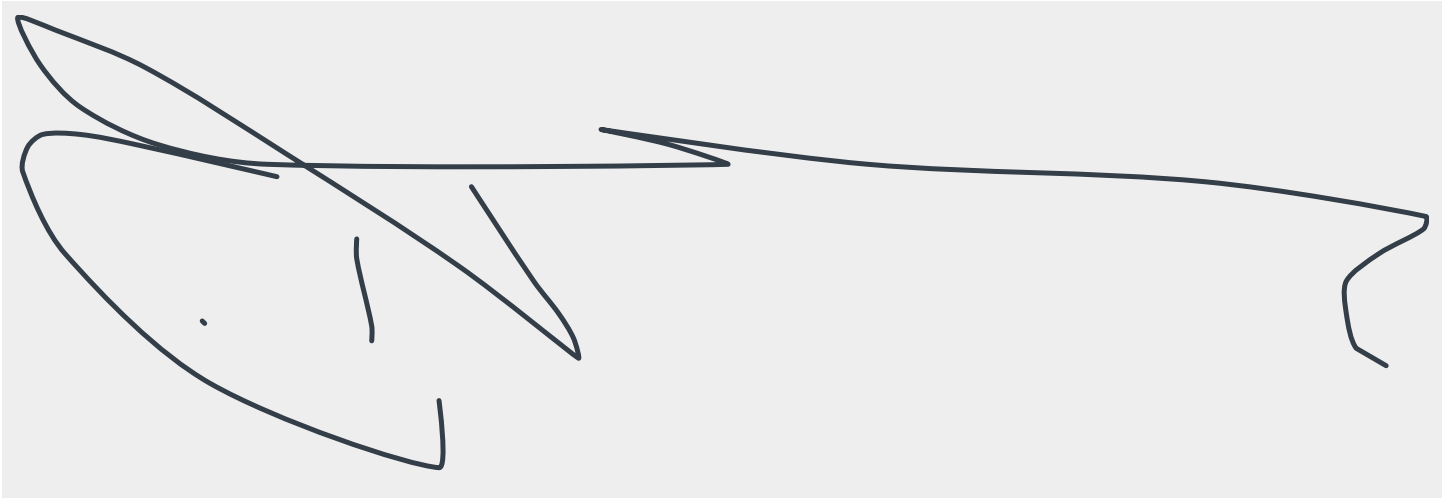
## FOIP Disclosure

Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33(a) and 39(1)(a)(b)(c) of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of the Community Impact Grant. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780.524.7600.

---

**By signing and typing your name below the signature line below you are confirming you have provided the required information for the grant application.**

*Please use your mouse to sign*

A handwritten signature in black ink on a light gray background. The signature is stylized, starting with a large loop on the left, followed by a horizontal line, and ending with a long, sweeping line that curves upwards on the right.

**Name:**

Sheila Moerkoert

---

DATE

Date

Feb 27 2025

## Upload past financial statements

Completed - Mar 5 2025

If you do not have a financial statement to upload, please complete the "Profit Loss Statement" and "Balance Sheet" form templates provided.

[Audit 23-24](#)

Filename: Audit\_23-24.pdf Size: 2.7 MB

## Budget for current event

Incomplete

## Any supporting documents, ie. Quotes, etc.

Incomplete

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Financial Statements**  
**Year Ended March 31, 2024**



# GRANDE PRAIRIE FRIENDSHIP CENTRE

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Year Ended March 31, 2024

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**GRANDE PRAIRIE FRIENDSHIP CENTRE**

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**Year Ended March 31, 2024**

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## INDEPENDENT AUDITOR'S REPORT

---

To the Board of Directors of Grande Prairie Friendship Centre

### *Qualified Opinion*

We have audited the financial statements of Grande Prairie Friendship Centre (the organization), which comprise the statement of financial position as at March 31, 2024, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at March 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)

### *Basis for Qualified Opinion*

In common with many not-for-profit organizations, the organization derives revenue from donations and fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the organization. Therefore, we were not able to determine whether any adjustments might be necessary to donation or fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended March 31, 2024, current assets and net assets as at March 31, 2024. Our audit opinion on the financial statements for the year ended March 31, 2023 was modified accordingly because of the possible effects of this limitation of scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the organization in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

(continues)



*Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Myriad Group*

Myriad Group Chartered Professional Accountants

Grande Prairie, Alberta  
September 5, 2024



# GRANDE PRAIRIE FRIENDSHIP CENTRE

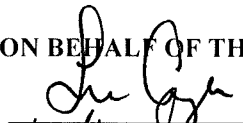
## Statement of Financial Position

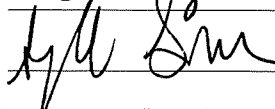
March 31, 2024

	2024	2023
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash (Note 3)	\$ 1,358,638	\$ 776,122
Accounts receivable (Note 5)	394,666	259,182
Goods and services tax recoverable	10,868	9,495
Prepaid expenses	58,051	57,634
	1,822,223	1,102,433
LONG TERM INVESTMENTS (Note 6)	26,106	25,859
PROPERTY, PLANT AND EQUIPMENT (Note 7)	1,017,303	1,017,409
	<u>\$ 2,865,632</u>	<u>\$ 2,145,701</u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities (Note 8)	\$ 129,014	\$ 96,941
Deferred contributions (Note 9)	1,093,221	634,132
	1,222,235	731,073
DEFERRED CONTRIBUTIONS RELATED TO TANGIBLE CAPITAL (Note 10)	318,284	300,682
	<u>1,540,519</u>	<u>1,031,755</u>
<b>NET ASSETS</b>		
UNRESTRICTED	626,093	397,218
INVESTMENT IN TANGIBLE CAPITAL ASSETS	699,020	716,728
	<u>1,325,113</u>	<u>1,113,946</u>
	<u>\$ 2,865,632</u>	<u>\$ 2,145,701</u>

LEASE COMMITMENTS (Note 11)

ON BEHALF OF THE BOARD

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Director

DATE See notes to financial statements

# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Statement of Operations Year Ended March 31, 2024

	2024	2023 <i>Restated</i>
<b>REVENUES</b>		
Grant revenue		
Public Health Agency of Canada	\$ 1,107,431	\$ 1,162,318
Alberta Native Friendship Centres Association	569,312	689,975
City of Grande Prairie	746,315	668,743
Alberta Health Services	283,468	129,639
Province of Alberta	-	176,728
Government of Canada	119,351	44,285
Child and Family Services	-	23,845
National Association of Friendship Centres	113,643	15,933
Other grant revenues	291,078	166,292
Other revenue		
Rent revenue	10,149	7,308
Charitable gaming	6,081	11,744
Donations	380,651	296,135
Fundraising	268,551	157,489
Other revenues	140,906	122,475
Spirit Seekers	380	8,495
Amortization of deferred contributions related to tangible capital assets	39,674	44,611
	<u>4,076,990</u>	<u>3,726,015</u>
<b>EXPENSES</b>		
Advertising and promotion	39,098	9,499
Amortization	71,408	78,797
Equipment rentals	10,847	20,383
Food Supplies	306,115	286,043
General and administrative	301,593	253,361
Insurance	41,350	28,272
Other expenses	38,096	6,854
Professional fees	33,765	32,828
Rental	17,903	2,936
Repairs and maintenance	65,599	74,677
Salaries and wages	2,086,825	2,007,640
Special Events	47,228	16,825
Supplies	632,402	632,612
Telecommunications	19,354	21,842
Training	65,726	35,602
Utilities	89,226	72,962
	<u>3,866,535</u>	<u>3,581,133</u>
<b>EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS</b>	<u>210,455</u>	<u>144,882</u>
<b>OTHER INCOME</b>		
Dividend income	70	1,039
Interest from other sources	642	5
	<u>712</u>	<u>1,044</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u><u>\$ 211,167</u></u>	<u><u>\$ 145,926</u></u>



**GRANDE PRAIRIE FRIENDSHIP CENTRE**

**Statement of Changes in Net Assets**

**Year Ended March 31, 2024**

	Unrestricted		Investment in Tangible Capital Assets		2024	2023
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$	397,218	\$	716,728	\$	1,113,946
<b>EXCESS OF REVENUES OVER</b>						\$
<b>EXPENSES</b>		211,167		-	211,167	145,926
Acquisition of capital assets		(71,302)		71,302	-	-
Amortization of capital assets		71,408		(71,408)	-	-
Deferred capital grant received		57,276		(57,276)	-	-
Amortization of deferred capital grants		(39,674)		39,674	-	-
<b>NET ASSETS - END OF YEAR</b>	\$	626,093	\$	699,020	\$	1,325,113
					\$	1,113,946

# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Statement of Cash Flows Year Ended March 31, 2024

	2024	2023
<b>OPERATING ACTIVITIES</b>		
Excess of revenues over expenses	\$ 211,167	\$ 145,926
Items not affecting cash:		
Amortization of property, plant and equipment	71,408	78,797
Amortization of deferred contributions related to tangible capital assets	(39,674)	(44,611)
	<u>242,901</u>	<u>180,112</u>
Changes in non-cash working capital:		
Accounts payable and accrued liabilities	32,073	(8,023)
Deferred contributions	459,089	40,507
Prepaid expenses	(417)	(30,159)
Goods and services tax payable	(1,373)	1,408
Accounts receivable	(135,484)	(32,292)
	<u>353,888</u>	<u>(28,559)</u>
Cash flow from operating activities	<u>596,789</u>	<u>151,553</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of property, plant and equipment	(71,302)	(12,378)
Long term investments	(247)	(16,985)
Cash flow used by investing activities	<u>(71,549)</u>	<u>(29,363)</u>
<b>FINANCING ACTIVITY</b>		
Contributions received for purchase of tangible capital assets	57,276	-
<b>INCREASE IN CASH FLOW</b>	582,516	122,190
Cash - beginning of year	<u>776,122</u>	<u>653,932</u>
<b>CASH - END OF YEAR</b>	<u>\$ 1,358,638</u>	<u>\$ 776,122</u>



# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

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### 1. INCORPORATION AND NATURE OF THE ORGANIZATION

Grande Prairie Friendship Centre (the "organization") was incorporated under the Canada Society Act of Alberta as a not-for-profit organization. As a registered charity the organization is exempt from the payment of income tax under Subsection 149(1) of the Income Tax Act. In order to maintain status as a registered charity under the Act, the organization must meet certain requirements within the Act. In the opinion of management these requirements have been met.

The organization operates to provide services and delivery of programs to meet the needs of Indigenous people experiencing barriers in their community, working with partner and community agencies the organization provides leadership and opportunities to improve the well-being and self-reliance of urban indigenous people.

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFP) and, in management's opinion, with consideration of materiality and within the framework of the following accounting policies:

#### Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are short-term investments, the carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

#### Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Purchased capital assets are recorded at cost. Contributed tangible capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined. Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Buildings	3%	declining balance method
Automotive	30%	declining balance method
Computer equipment	30%	declining balance method
Computer software	100%	declining balance method
Furniture and fixtures	20%	declining balance method
Artwork	20%	declining balance method
Fencing	10%	declining balance method
Land improvements	8%	declining balance method
Leasehold improvements	20%	straight-line method

The organization regularly reviews its tangible capital assets to eliminate obsolete items, at which time the cost and the related accumulated amortization are removed from the accounts and any resulting gain or loss on disposal is reflected in income. No amortization is recorded in the year of disposition.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

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# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

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

#### Impairment of long lived assets

Long-lived assets consist of capital assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The organization tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Impairment losses are recognized when undiscounted future cash flows from its use and disposal are less than the asset's carrying amount. Impairment is measured as the amount by which the asset's carrying value exceeds its fair value.

#### Net assets

- a) Net assets invested in property and equipment represents the organization's net investment in property and equipment which is comprised of the unamortized amount of property and equipment purchased with restricted funds.
- b) Internally restricted net assets are funds which have been designated for a specific purpose by the organization's Board of Directors.
- c) Unrestricted net assets comprise the excess of revenue over expenses accumulated by the organization each year, net of transfers, and are available for general purposes.

#### Revenue recognition

Grande Prairie Friendship Centre follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Donations and other revenue are recognized when earned.

Contributions related to tangible capital assets are deferred and recognized as revenue on the same basis as the amortization of the related capital assets.

#### Program administration, revenues and expenses

The Organization charges its programs for rent, utilities and administrative support where such charges are specifically provided for in the program funding agreements. These internal charges are recorded as revenue in the operating and special program funds, and as expenses in the individual program statements, but are eliminated in the statement of revenues and expenses.

#### Cost recoveries

Salaries and wages are presented net of cost recoveries on the Statement of Operations. Cost recoveries relate to the reimbursement of a portion of the program coordinator salary and two cooks wages in operating the community kitchen, which are recoverable under the partnership agreement with the Salvation Army.

#### Contributed materials and services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

*(continues)*

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# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

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

#### Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Significant estimates used in the preparation of the financial statements include the estimated useful life of tangible capital assets, amortization of deferred contributions related to tangible capital assets and the allocation of expenses to the programs. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

#### Financial instruments

##### *Measurement of Financial Instruments*

Financial instruments are financial assets or financial liabilities of the Charity where, in general, the Centre has the right to receive cash or another financial asset from another party or the Centre has the obligation to pay another party cash or other financial assets.

The Organization recognizes a financial instrument when it becomes party to the contractual provisions of the financial instrument. The company initially records financial instruments at their fair value except for related party transactions which are recorded at the exchange amount.

In subsequent periods, financial instruments are measured at amortized cost.

##### *Impairment*

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. the reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in operations.

### 3. CASH AND CASH EQUIVALENT

	2024	2023
Cash in banks	\$ 1,356,738	\$ 774,222
Cash on hand	1,900	1,900
	<u>\$ 1,358,638</u>	<u>\$ 776,122</u>

Cash includes amounts of \$51,861 (2023 - \$40,652) and \$17,226 (2023 - \$18,723) which are restricted for the Casino and Native Friendship Foundation Trust Bursary program respectively. However, they have been included as cash since it will be used for current purposes.

### 4. BANK INDEBTEDNESS

The organization has \$75,000 revolving line of credit of which \$nil was used as at March 31, 2024 (2023 - \$nil). Bank advances on the credit line are payable on demand and bears interest 3.00% over prime. The credit line is secured by the assignment of accounts receivable of the Centre.

# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

### 5. ACCOUNTS RECEIVABLE

	2024	2023
Administration and program funding	\$ 289,653	\$ 149,091
Contributions receivable	105,013	110,091
	<u>\$ 394,666</u>	<u>\$ 259,182</u>

### 6. LONG TERM INVESTMENTS

	2024	2023
New Horizon Co-Operative Limited - equity membership	\$ 9,896	\$ 9,859
Guaranteed Investment Certificate (GIC), non-redeemable bearing interest at 4.41% maturing January 22, 2026.	16,210	16,000
	<u>\$ 26,106</u>	<u>\$ 25,859</u>

### 7. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Land	\$ 71,495	\$ -	\$ 71,495	\$ 71,495
Land improvements	33,698	3,515	30,183	8,291
Buildings	1,783,125	1,028,447	754,678	778,018
Automotive	204,411	155,654	48,757	69,653
Furniture and fixtures	340,819	242,626	98,193	70,720
Computer equipment	100,218	89,810	10,408	14,869
Computer software	8,741	8,741	-	-
Fencing	6,498	5,602	896	996
Artwork	3,741	1,048	2,693	3,367
Leasehold improvements	25,133	25,133	-	-
	<u>\$ 2,577,879</u>	<u>\$ 1,560,576</u>	<u>\$ 1,017,303</u>	<u>\$ 1,017,409</u>

### 8. ACCOUNTS PAYABLE AND ACCRUALS

	2024	2023
Accounts payable and accrued liabilities	\$ 129,011	\$ 96,751
Source deductions payable	3	190
	<u>\$ 129,014</u>	<u>\$ 96,941</u>

# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

### 9. DEFERRED PROGRAM FUNDS

	March 31, 2023	Received during the year	Recognized as revenue during the year	March 31, 2024
Accessibility bathroom renovation	\$ -	\$ 37,172	-	37,172
Aboriginal Head Start in Urban and Northern Communities	40,814	721,592	762,406	-
Aboriginal Head Start - Indigenous Early Learning and Child Care	86,098	-	86,098	-
Aboriginal Head Start - Other	7,492	28,271	23,488	12,275
Charitable Gaming	40,652	31,593	20,384	51,861
Community reconciliation	-	69,000	-	69,000
Database	-	90,000	32,143	57,857
Elders Conference	4,067	-	4,067	-
Food Security Grant	50,000	-	50,000	-
Government of Canada	-	20,000	-	20,000
Grande Gala Fundraiser	92,300	63,800	102,963	53,137
Health Navigator	-	81,984	59,561	22,423
Honouring life	-	314,475	56,275	258,200
Indigenous Community Support Fund - COVID-19	-	-	-	-
Indigenous Community Support Fund - Mental Health	-	83,000	-	83,000
IAMW Pikiskwetan	-	185,000	89,480	95,520
Melodie Wilton Memorial Bursary	885	-	-	885
Miki's Art Shop	150,000	-	17,871	132,129
Native Friendship Foundation Trust Bursary	17,837	4	1,500	16,341
New Horizons	25,000	-	25,000	-
Peyakoskan	4,715	-	4,715	-
Reaching Home - Akohp-ah	-	-	-	-
Reaching Home - Designated	10,659	-	10,659	-
Reaching Home - Kitchen	-	-	-	-
Shell Grant	45,865	24,875	51,133	19,607
Spirit Seekers	8,442	-	-	8,442
Spirit Seekers - Jordan's Principal	1,690	-	-	1,690
Student Support Initiative	22,277	-	22,277	-
Teen Healthy Relationships	25,339	40,000	50,041	15,298
United Way - Nisohkamatowin	-	40,000	29,501	10,499
Weaving Wichitowin for Learning	-	103,000	5,059	97,941
Women And Gender Equality (WAGE)	-	88,580	58,636	29,944
	\$ 634,132	\$ 2,022,346	1,563,257	1,093,221

# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

### 10. DEFERRED CONTRIBUTIONS RELATED TO TANGIBLE CAPITAL ASSETS

	2024	2023
Beginning of the year	\$ 300,682	\$ 345,293
Contributions received	57,276	-
Recognized as revenue	(39,674)	(44,611)
	<u>\$ 318,284</u>	<u>\$ 300,682</u>

### 11. LEASE COMMITMENTS

The organization has entered into a operating lease for photocopiers which expires in February 2028. Future minimum lease payments as at year end are as follows:

2025	\$ 10,705
2026	9,169
2027	8,650
2028	7,096
	<u>\$ 35,620</u>

### 12. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of March 31, 2024.

#### Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The organization is exposed to credit risk in respect to cash, investments and receivables. The credit risk for cash and investments is mitigated by holding the financial instruments with a financial institution. The organization's receivables represent amounts owing for grants and the associated credit risk is mitigated with the credit worthiness of the counter-party.

(continues)

# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

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### 12. FINANCIAL INSTRUMENTS *(continued)*

#### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, and its ability to provide the activities related to its deferred contributions.

#### Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk..

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The organization is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities. The organization has not drawn on financial instruments that may be exposed to interest rate risk.

#### Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The organization does not hold any financial instruments that may be exposed to other price risk.

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

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### 13. ECONOMIC DEPENDENCE

The organization receives 69% (2023 - 76%) of its revenue from the Federal and Provincial governments as well as its National Association upon which continued operations are dependent.

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### 14. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation. Comparative schedules of revenue and expenses are not included where programs were not funded in the current period.

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# GRANDE PRAIRIE FRIENDSHIP CENTRE

## Notes to Financial Statements

Year Ended March 31, 2024

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### 15. SUBSEQUENT EVENTS

On June 11, 2024, a fire occurred at the organizations 10507-98 Ave location. The fire was contained promptly minimizing the damages to the building. The incident at the Grande Prairie Friendship Centre Administrative Building saw the temporary closure of One Window Resource and Community Kitchen programs along with the Finance office.

The organization has insurance coverage in place that is expected to mitigate a portion of the financial impact; however, the full extent of the damages and recoverable amount is yet to be determined.

Management does not expect this event to have a significant impact on the company's ongoing operations or financial position. The organization moved to offering bag lunches and suppers along with mobile services for its programs despite the building closure. The management has been led to believe the restoration work at the administrative building will take approximately 6 months to complete.

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**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Alberta Indigenous Relations (AIR) - AIR Grant**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 1)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 35,475	\$ 25,000
<b>EXPENSES</b>		
Community events	8,822	3,485
Meetings	893	7,205
Salaries and benefits	25,760	14,310
	35,475	25,000
<b>EXCESS OF REVENUES OVER EXPENSES</b>	\$ -	\$ -

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Urban Programming for Indigenous Peoples - Organizational Capacity Stream (UPIP-OCS)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 2)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 250,000	\$ 176,667
<b>EXPENSES</b>		
Equipment lease	4,200	4,200
Insurance	3,500	3,500
Professional fees	2,500	2,500
Salaries and benefits	228,532	151,997
Telecommunications	4,800	3,300
Training and development	500	500
Travel	5,968	5,870
Utilities	-	4,800
	<u>250,000</u>	<u>176,667</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Health Canada - (Babies Best Start - Community Action Program for Children)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 3)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 136,070	\$ 136,070
<b>EXPENSES</b>		
Equipment lease	500	500
Equipment repairs and maintenance	1,000	1,000
Evaluation	1,200	1,200
Insurance	1,241	1,241
Materials and supplies	8,934	5,295
Nutritional supplies	8,065	12,398
Office	1,292	1,598
Professional fees	1,000	1,000
Salaries and benefits	100,398	100,398
Training	4,278	4,275
Travel	4,667	4,171
Utilities	3,495	2,994
	136,070	136,070
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Health Canada (Babies Best Start - Canada Prenatal Nutrition Program)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 4)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 114,922	\$ 114,922
<b>EXPENSES</b>		
Insurance	787	787
Materials and supplies	1,358	1,156
Nutritional supplies	14,923	14,849
Office	622	1,010
Professional fees	1,000	1,000
Salaries and benefits	90,632	90,633
Training and development	1,000	1,000
Travel	3,400	3,287
Utilities	1,200	1,200
	114,922	114,922
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Reaching Home - Housing Loss Prevention & Indigenous Supports**  
**Detailed Schedule of Revenues and Expenses**

**Year Ended March 31, 2024**

**(Schedule 5)**

	Reaching Home - Community Kitchen	Reaching Home - Designated Communities Funding	Reaching Home - Indigenous Homelessness Funding	Total March 31 2024	Total March 31 2023
<b>REVENUES</b>					
Grant	\$ 240,000	\$ 302,169	\$ 193,487	\$ 735,656	\$ 596,040
Transferred from deferred program funds	-	-	-	-	83,416
Transferred from (to) deferred program funds	-	10,669	-	10,669	(10,659)
	240,000	312,838	193,487	746,325	668,797
<b>EXPENSES</b>					
Administration fees	6,000	-	-	6,000	11,200
Advertising and promotion	-	413	25	438	400
Bookkeeping and administrative	-	6,750	6,000	12,750	6,750
Client supports	-	-	-	-	13,290
Delivery fees	19,200	-	-	19,200	18,810
Food and supplies	138,611	-	-	138,611	99,079
Housing supports	-	116,926	60,779	177,705	183,936
Insurance	-	1,575	1,200	2,775	2,775
Materials and supplies	-	1,323	-	1,323	15,137
Office supplies	-	4,761	1,562	6,323	2,930
Other project expenses	-	17,875	-	17,875	-
Professional fees	-	1,613	1,200	2,813	2,813
Rent	4,800	-	-	4,800	4,400
Repairs and maintenance	4,989	3,384	-	8,373	1,200
Salaries and benefits	53,200	148,681	121,088	322,969	280,407

(continues)

See notes to financial statements

GRANDE PRAIRIE FRIENDSHIP CENTRE

Reaching Home - Housing Loss Prevention & Indigenous Supports (continued)

(Schedule 5)

Year Ended March 31, 2024

	Reaching Home - Community Kitchen	Reaching Home - Designated Communities Funding	Reaching Home - Indigenous Homelessness Funding	Total March 31 2024	Total March 31 2023
Telecommunications	-	1,962	1,633	3,595	3,827
Training	-	-	-	-	1,685
Travel	-	-	-	-	583
Utilities	13,200	7,575	-	20,775	19,575
	240,000	312,838	193,487	746,325	668,797
EXCESS OF REVENUES OVER EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Alberta Health Services - One Window Resource (O.W.R.C.)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 6)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 137,712	\$ 129,639
<b>EXPENSES</b>		
Insurance	3,000	3,000
Materials and supplies	12,056	6,131
Nutritional supplies	1,973	4,006
Office	961	522
Professional fees	500	500
Rent	12,000	12,000
Repairs and maintenance	6,449	4,500
Salaries and benefits	86,090	85,182
Telecommunication	1,325	998
Travel	1,358	800
Utilities	12,000	12,000
	137,712	129,639
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Alberta Indigenous Relations - MMIWG - Walking with Our Sisters**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 7)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 35,000	\$ 40,000
<b>EXPENSES</b>		
Administration fees	3,500	4,000
Events	-	147
Facilitators	-	7,545
Honorarium	-	6,100
Materials and supplies	8,733	5,703
Nutritional supplies	7,962	5,010
Salaries and benefits	14,805	8,445
Training and development	-	2,750
Travel	-	300
	<u>35,000</u>	<u>40,000</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.



**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Indigenous Community Support Fund (ICSF-COVID19)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 8)**

	2024 <i>COVID 6 Recovery</i>	2023 <i>COVID 5 Recovery</i>
<b>REVENUES</b>		
Grant	\$ 116,500	\$ 79,524
Transfer from deferred program funds	-	208,163
	<u>116,500</u>	<u>287,687</u>
<b>EXPENSES</b>		
Administration fee	9,027	-
Capacity to provide programming in-house	26,817	17,341
Capital assets	-	34,828
Elder supports	10,000	3,259
Food security	12,473	8,755
Materials and supplies	10,000	13,385
Salaries and benefits	5,000	196,178
Travel	5,000	13,941
Training	8,183	-
Professional	30,000	-
	<u>116,500</u>	<u>287,687</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Aboriginal Head Start in Urban and Northern Communities**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 9)**

	2024	2023
<b>REVENUES</b>		
Public Health Agency - Aboriginal Head Start	\$ 721,592	\$ 795,179
Public Health Agency - Indigenous Early Learning and Child Care	-	70,000
	721,592	865,179
Deduction of holdback, ineligible expense	(1,190)	-
Donations and other revenue	-	11,210
Transfer from deferred program funds	126,913	107,330
Transfer to deferred donations and other revenue	-	(7,492)
Transfer to deferred program funds	-	(126,913)
Transfer to deferred contributions related to tangible capital assets	(25,061)	-
	822,254	849,314
<b>EXPENSES</b>		
Equipment lease	2,168	2,042
Equipment rental	1,315	401
Evaluation	6,040	4,970
Insurance	3,254	5,091
Membership and subscription	1,575	1,687
Nutritional supplies	49,626	35,890
Office supplies	2,028	1,769
Professional fees	2,000	3,000
Program resources	130,950	159,263
Rent	5,927	2,300
Repairs and maintenance	4,656	42,965
Salaries and benefits	523,175	502,791
Telecommunication	3,752	4,077
Training	36,685	24,247
Travel	26,583	28,330
Utilities	26,655	30,491
	826,389	849,314
<b>DEFICIENCY OF REVENUES OVER EXPENSES</b>	<b>\$ (4,135)</b>	<b>\$ -</b>

The grant amount of \$25,061 was spent on purchase of synthetic turf for the playground which is capitalized to tangible capital assets in the current year.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Northern Indigenous Health Alliance (NIHA)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 10)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 72,000	\$ 72,000
<b>EXPENSES</b>		
Insurance	1,000	1,000
Materials and supplies	4,443	4,412
Professional fees	1,000	1,000
Salaries and wages	58,993	58,508
Travel	1,764	2,280
Utilities	4,800	4,800
	<u>72,000</u>	<u>72,000</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Urban Programming for Indigenous Peoples - Program & Services Stream (UPIP-PSS)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 11)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 105,000	\$ 57,989
<b>EXPENSES</b>		
Administration fees	5,917	675
Food security programming	9,000	-
Honorarium	3,600	1,000
Materials and supplies	7,510	848
Meetings	500	-
Office supplies	1,093	1,002
Salaries and wages	74,580	53,864
Training	1,000	-
Translation and communication	900	-
Travel	900	600
	<u>105,000</u>	<u>57,989</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Alberta Education - Weaving Wicihitowin for Learning**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 12)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 103,000	\$ -
Transfer to deferred program funds	(97,941)	-
	<u>5,059</u>	<u>-</u>
<b>EXPENSES</b>		
Administration fees	750	-
Salaries and benefits	3,758	-
Travel	551	-
	<u>5,059</u>	<u>-</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Employment and Social Development Canada - Student Support Learning Program (ESD-SSLP)**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 13)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ -	\$ 100,058
Transfer from deferred program funds	22,277	-
Transfer to deferred program funds	-	(22,277)
	<u>22,277</u>	<u>77,781</u>
<b>EXPENSES</b>		
Administration fee	-	7,311
Equipment lease	-	2,000
Honorarium	9,182	1,068
Materials and supplies	916	8,468
Nutritional supplies	-	4,124
Salaries and benefits	11,702	42,742
Sponsorship	-	10,065
Telecommunication	252	600
Training and development	-	275
Travel	225	1,128
	<u>22,277</u>	<u>77,781</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Indigenous Services Canada - Indigenous Community Support Fund - Mental Health - ICSF-Mental Health**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 14)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 83,000	\$ -
Transfer to deferred program funds	(83,000)	-
	<u>\$ -</u>	<u>\$ -</u>

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funders for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE**  
**Housing and Diversity and Inclusion - Peyakoskan**  
**Detailed Schedule of Revenues and Expenses**  
**Year Ended March 31, 2024**  
**(Schedule 15)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ 56,000	\$ 49,000
Transfer to deferred program funds	-	(4,715)
Transferred from deferred program funds	4,715	-
	<u>60,715</u>	<u>44,285</u>
<b>EXPENSES</b>		
Administration fees	5,000	6,435
Advertising and promotion	1,116	998
Consultant fees	7,700	3,527
Equipment repairs and maintenance	-	685
Evaluations	1,200	-
Food and supplies	-	1,607
Hospitality	3,703	-
Materials and supplies	-	762
Other	-	530
Rent	8,233	-
Salaries and benefits	32,563	28,694
Travel	1,200	1,047
	<u>60,715</u>	<u>44,285</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>



**GRANDE PRAIRIE FRIENDSHIP CENTRE****Mikis Art Shoppe****Detailed Schedule of Revenues and Expenses****Year Ended March 31, 2024****(Schedule 16)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ -	\$ 150,000
Transfer to deferred program funds	-	(150,000)
Transfer from deferred program funds	17,871	-
	<u>17,871</u>	<u>-</u>
<b>EXPENSES</b>		
Consultant fees	15,711	-
Salaries and wages	2,160	-
	<u>17,871</u>	<u>-</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

National Association of Friendship Centres is the administrator of, and funder for, the above grant.

**GRANDE PRAIRIE FRIENDSHIP CENTRE****Elders Conference****Detailed Schedule of Revenues and Expenses****Year Ended March 31, 2024****(Schedule 17)**

	2024	2023
<b>REVENUES</b>		
Grant	\$ -	\$ 20,000
Transferred to deferred program funds	-	(4,068)
Transferred from deferred program funds	4,068	-
	<u>4,068</u>	<u>15,932</u>
<b>EXPENSES</b>		
Equipment repairs and maintenance	-	3,265
Honorarium	-	3,150
Materials and supplies	4,068	1,735
Nutritional supplies	-	1,720
Salaries and benefits	-	3,678
Travel	-	2,384
	<u>4,068</u>	<u>15,932</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ -</u>	<u>\$ -</u>

National Association of Friendship Centres is the administrator of, and funder for, the above grant.

**Grande Prairie Friendship Centre**  
**Project Income Summary 04-01-23 to 06-30-24**

	Account Number	Account Name	Revenue	Expense
<b>Gala 2024</b>				
	4718	Fundraising	246,121.91	
	4728	Charitable Gaming Revenue	3,355.00	
	5225	Events		1,200.00
	5232	Facilitators		20,414.00
	5610	Advertising & Promotions		11,239.10
	5715	Materials & Supplies		82,650.19
	5720	Food and Supplies		21,842.16
	5760	Rent		3,688.47
	5784	Travel		1,274.93
	5879	Honorarium		800.00
	8415	Contract/Casual Wages		35,774.73
			249,476.91	178,883.58
<b>REVENUE minus EXPENSE</b>			70,593.33	
<b>Generated On: 03-06-25</b>				

Celebrating 60 Years

# THE Grande Gathering GALA

Sponsored by:



APR 12<sup>TH</sup> 2025

— 5:30 PM —

BONNETTS ENERGY CENTRE

DATE

10017-99 Ave Grande Prairie, AB

# A Meeting of All Nations

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The 4th annual Grande Gathering Gala will be held on April 12, 2025. Join us in celebrating 60 years of fostering community and bridging cultural gaps.

We are excited to bring our community together again to help raise funds for the Grande Prairie Friendship Centre and to celebrate Indigenous culture and strength.

The Grande Gathering Gala will be an unforgettable evening showcasing Indigenous entertainers, a delectable three-course dinner, and a night filled with dancing, live and silent auctions—all in support of your local Grande Prairie Friendship Centre. Join us as we come together to celebrate community, culture, and connection.

## Contact us:

### Chair

Lois Duke

780-832-0815

### Co-Chair

Stephanie MacPhee

780-897-5499

[grandegala@gpfriendship.com](mailto:grandegala@gpfriendship.com)





# SPONSORSHIP



## TITLE SPONSOR \$25,000

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

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

## HEADLINER SPONSOR \$10,000

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

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

## CULTURAL SHOWCASE SPONSOR \$10,000

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

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

DATE

# SPONSORSHIP



## RECONCILIATION IN MOTION SPONSOR \$10,000

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

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

## RAFFLE SPONSOR \$7,500

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

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

## DINNER SPONSOR \$5,000

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

- 1 table of 8 to the Gala Evening
- Emcee mention during dinner
- Sponsor recognition on social media leading up to event

DATE:                      at the event

- Sponsor logo on large screens at the event
- Sponsor logo in program



# SPONSORSHIP



## INDIGENOUS TALENT SPONSOR \$5,000

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

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

## PHOTO BOOTH SPONSOR \$5,000

Guests will have the opportunity to capture 360-degree videos and photos, creating lasting memories to commemorate the event.

- 1 table of 8 to the Gala Evening
- Logo included on signage at photo booth
- Sponsor recognition on social media leading up to event
- Sponsor logo rotating on large screens at venue

## LIVE AUCTION SPONSOR \$5,000

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

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





## FRIENDSHIP CENTRE VIDEO SPONSOR \$5,000

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

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

## INDIGENOUS ARTIST SHOWCASE SPONSOR \$5,000

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

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

## LIVE INDIGNEOUS ARTIST SPONSOR \$5,000

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

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

# SPONSORSHIP



## TABLE WINE SPONSOR \$3,500

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

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

## CHAMPAGNE SPONSOR \$3,500

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

- 4 tickets to the Gala Evening
- Signage by Champagne reception table with sponsor logo
- Sponsor recognition on social media leading up to event
- Sponsor logo rotating on large screens at venue

## SILENT AUCTION AREA SPONSOR \$3,500

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

- 4 Tickets to Gala Evening
- Sponsor signage in silent auction area
- Sponsor recognition on social media leading up to event
- Sponsor logo rotating on large screens at venue



# SPONSORSHIP



## FRIENDSHIP CIRCLE SPONSOR \$2,600

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

- 1 table of 8 to the Gala Evening
- 2 complimentary bottles of wine
- Sponsor recognition on social media leading up to event
- Business name recognition on your table

## VOLUNTEER SPONSOR \$2,500

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

- 4 Tickets to Gala Evening
- Your business recognized in the program as the “volunteer sponsor”
- Sponsor recognition on social media leading up to event
- Sponsor logo rotating on large screens at venue

## PHOTO SPOTLIGHT SPONSOR \$1500

Become the exclusive Photographer Sponsor for the 4th Annual Grande Gathering Gala, capturing the evening's most memorable moments.

- Sponsor mention on large screens
- Sponsor recognition on social media leading up to event

## ACCOMODATION SPONSOR

- Up to 2 tickets to the Gala Evening
- Sponsor mention in printed program
- Sponsor recognition on social media leading up to event
- Sponsor mention on large screens

# SPONSORSHIP



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

- Sign with your logo beside item
- Opportunity for business cards or brochures beside item
- Sponsor recognition on social media leading up to event
- 2 tickets to Gala Evening

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

- Business name on bid sheet
- Opportunity for business cards or brochure beside item
- Sponsor recognition on social media leading up to event

The support we receive at the Grande Gathering Gala allows the GPFC to deliver over 110,000 meals to the community and over 700,00 points of service per year. These services include housing and homelessness support, health and wellness programming, family and elder supports, youth programming, outreach and crisis supports, cultural preservation and food security. Your continued support means we can maintain and expand these critical programs that positively impact the lives of thousands in our community.

By sponsoring this year's gala, you are directly contributing to essential services that foster reconciliation, promote cultural exchange, and uplift those in need. Together, we are bridging the gap between Indigenous and non-Indigenous communities, making Grande Prairie stronger and more inclusive.



# REQUEST FOR DECISION

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SUBJECT:	<b>Sponsorship Request - Jet Boat Racing Canada</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy 8012 - Sponsorships

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## RECOMMENDED ACTION:

**MOTION: That Council approve a sponsorship in the amount of \$2,000.00 to Jet Boat Racing Canada for the 2025 World Jet Boat Championship, from June 20-29<sup>th</sup>, 2025, with funds to come from the 2025 Community Services Sponsorships and Donations budget.**

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## BACKGROUND/PROPOSAL:

Jet Boat Racing Canada is hosting the 2025 World Jet Boat Championships from June 20 - 30, 2025 and has requested a \$10,000.00 sponsorship.

Jet Boat Racing Canada is a not-for-profit organization which includes the BC Peace Country River Rats, Peace River Boating Association and the Wapiti River Race Club. The organization is dedicated to fostering growth of the jet boating sport and prioritizing safety and professionalism. They work alongside affiliate organizations to ensure that jet boat racing events held across the country are meticulously planned and executed by providing regulatory guidance, safety resources, technical support and event planning assistance among other means.

The 2025 World Jet Boat Racing Championships is an event governed by the Union Internationale Motonautique (U.I.M.) and rotates the host country each year between Canada, the United States, New Zealand and Mexico. This year's kick-off event will be in Peace River, Alberta, on June 20-22<sup>nd</sup>, making its way to Grande Prairie on June 24-25<sup>th</sup>, with the last circuit taking place in Taylor, B.C., from June 27-29<sup>th</sup>. It is estimated that 35 teams will be competing in this year's event, bringing in competitors, crew members, families and fans from across Canada, the United States, Mexico and New Zealand, many of which arrive weeks in advance to prepare for the races and see the local areas. During the Grande Prairie Circuit, the 58-mile-long race on June 24<sup>th</sup> will start at Magoo's Landing to Canfor Bridge/McLeod Flatts and return to Magoo's Landing. The following day will start at Magoo's Landing with a 45-mile-long race to Wapiti Gardens and returning back to Magoo's Landing. Currently, there are two teams from Greenview registered for this event, and more teams are expected.

In 2024, the Canadian Circuit had approximately 7,000 attendees, which had a substantial positive impact on the region's social and economic profile.

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To date, they have received \$50,000.00 in government funding and \$24,500.00 in sponsorships. Administration is recommending a \$2,000.00 sponsorship for the event.

The 2025 Community Services Sponsorships and Donations budget balance is approximately \$140,748.00.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenvue's brand would be associated with the large regional event while promoting the Grovedale area and surrounding region. In addition, this would also give Greenvue residents access to attend this free event.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of the recommended action is that Council could see an increase in larger scale events approaching Greenvue for funding.

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**ALTERNATIVES CONSIDERED:**

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

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**FINANCIAL IMPLICATION:**

**Direct Costs:** \$2,000.00

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenvue 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.

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**FOLLOW UP ACTIONS:**

Administration will advise Jet Boat Racing Canada of Council's decision.

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ATTACHMENT(S):

- 2025 World Jet Boat Races Sponsorship Application
- Jet Boat Racing Canada Sponsorship Package
- 2025 World Jet Boat Championships Budget
- Jet Boat Racing Canada Sponsorship Letter



# Greenview Sponsorship and Donation Request Form

Row 160

<b>Organization or Person Requesting Funds</b>	Jet Boat Racing Canada
<b>Date of Application</b>	12/30/24
<b>Form Date Field</b>	246
<b>Date of Event</b>	06/20/25
<b>Phone Number</b>	604-306-9704
<b>Purpose of Organization</b>	info@fangtradingpost.com
<b>Mailing Address</b>	141 Poplar Ridge Road Red Deer County, AB T4S 0K6
<b>Funding Request Total</b>	\$10,000.00
<b>Type of sponsorship request</b>	Event
<b>Describe your organization</b>	Jet Boat Racing Canada, a not-for-profit organization comprised of three race clubs—the BC Peace Country River Rats, Peace River Boating Association and the Wapiti River Race Club. As a pivotal organization dedicated to the growth and promotion of jet boat racing, we place a strong emphasis on safety and professionalism. By offering strategic support to our affiliated clubs, we ensure that jet boat racing events across Canada are not only exhilarating but also expertly planned, well-advertised, and safe. Jet Boat Racing Canada hosts and puts on the World Jet Boat Championships in Canada every four years.
<b>Intended Purpose</b>	Jet Boat Racing Canada is seeking sponsorship to support the 2025 World Jet Boat Championship. Funds received through sponsorship would be used to ensure the successful execution of the 2025 World Jet Boat Championship. This includes guaranteeing the safety of all participants and fans by covering essential safety measures, equipment, and protocols, as well as enhancing event planning and logistics. Additionally, funds would support an expanded digital marketing campaign, enabling broader audience engagement, increased attendance, and heightened international visibility for both the sport and the region.
<b>Direct Goals</b>	The 2025 World Jet Boat Championship aims to drive significant economic impact by boosting local businesses through tourism, hospitality, and retail spending. We plan to showcase the region's

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natural beauty, fostering community pride and strengthening local partnerships for sustainable growth. For the teams, our goal is to offer world-class racing experience and increased visibility, while for tourism, it positions the region as a premier adventure destination, attracting both racers and spectators to explore our outdoor activities and cultural offerings, ultimately generating lasting interest and future visits.

<b>Where/When?</b>	June 20 - 29, 2025 Town of Peace River: June 20-22 Grande Prairie: June 24 & 25 Taylor, BC: June 27-29
<b>Benefit to residents of Greenview</b>	The 2025 World Jet Boat Championship will benefit the Greenview community by boosting the local economy, fostering community pride, and providing a family-friendly experience. This rare international event, held only once every four years in Canada, offers families the chance to enjoy time outdoors while witnessing world-class racing. Thousands of visitors will support local businesses like hotels, restaurants, and shops, while volunteer opportunities create community involvement. The event also highlights Greenview's stunning rivers and landscapes, attracting future tourism and showcasing the area as a vibrant and welcoming destination.
<b>How many people will benefit</b>	We are projected that over 7000 spectators will attend the event. If we calculate the The 2025 World Jet Boat Championship is projected to deliver significant economic benefits to the host communities, with an estimated ROI of \$218,750 generated solely from overnight stays by the 35 teams over the 10-day event. This figure excludes the substantial additional spending on local restaurants, activities, grocery stores, and other services, further amplifying the economic impact. By attracting participants and spectators who often extend their stays to explore the area, the event not only boosts immediate tourism revenue but also promotes the region as a desirable destination for future visits, driving long-term growth and visibility. Additionally, we anticipate drawing approximately 7,000 spectators, further increasing revenue through local spending.
<b>Funding from others</b>	To date we have received \$50,000 in government funding and \$24,500 in sponsorship. Our budget for the event is \$397,788.67.
<b>Additional Information</b>	We encourage you to visit <a href="http://www.jetboatracingscanada.com">www.jetboatracingscanada.com</a> .
<b>Recognition</b>	Depending on the level of sponsorship we have a number of different methods for recognition. I will attach our sponsorship document.
<b>Previous Donation</b>	No
<b>Grant Funds Received from other sources?</b>	
<b>Have you performed any other fundraising projects?</b>	
<b>Agreement</b>	

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**Grant Purpose**

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**Column24**

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**Year Grant  
Received**

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**Amount of Grant**

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**List the donatee,  
purpose and  
amount**

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**What type of  
fundraising & how  
much did you  
raise?**

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**Signature**

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**Date**

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**Financial  
Statement**

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**Administration  
Recommendations**

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**Email**

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**MD Logo**

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**Email Comm.**

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**List for  
Recognition**

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**Contact Name(s)**    Alana Bergeron

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**Logo Permission**

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**Agreement with  
Statement**

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**Signature1**            Alana Bergeron

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**FOIP Disclosure**

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## ***2025 WORLD JET BOAT CHAMPIONSHIP SPONSORSHIP OPPORTUNITIES***





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## ***TO WHOM IT MAY CONCERN,***

Jet Boat Racing Canada seeks your support through funding assistance and sponsorship for the 2025 World Jet Boat Championship. This prestigious event, held every four years, attracts race teams and spectators from all over the world. The last championship took place in the United States in 2023, New Zealand in 2022, and Mexico in 2021. Hosting such an international event demands a substantial budget, to safely run the event and to draw participants and spectators from around the globe.

Since its inception in 1975, jet boat racing in Canada has evolved beyond a mere sport. The World Jet Boat Championships promise a wide array of family-friendly activities. Following a rebranding last year, Jet Boat Racing Canada launched a new interactive website and strengthened its social media presence. Despite a limited budget that restricted us to an organic marketing campaign, our 2024 race season achieved a reach of 128,136 on social media and garnered 39,000 website events. For 2025, we are planning a paid multi-faceted digital marketing campaign to achieve even greater results. We collaborate with provincial governments, destination marketing organizations, local governments, and businesses to reach our targeted audience. Many Canadian jet boat racing videos go viral every year, frequently exceeding 5 million views, attesting to the strong interest and market for jet boat racing.

The Racing Jet Boat Federation (U.I.M.), comprising members from Canada, the United States, New Zealand, and Mexico, rotates the hosting of the World Jet Boat Championship among these countries annually. In 2025, the races will be held from June 20th to 29th across various locations, including Peace River, Alberta (20-22), Grande Prairie, Alberta (24-25) and Taylor, British Columbia.(27-29). This marathon offers participants and fans a chance to explore our beautiful regions. Our website assists visitors with trip planning, showcasing local businesses, unique experiences, and more.

The attendance for all legs of the Canadian Circuit in 2024 was approximately 7,000 people, bringing a significant economic impact to each community. Race teams and spectators usually extend their stay before and after the Jet Boat Championship to explore the region, further benefiting local businesses and tourism.

The 2025 World Jet Boat Championship is a first-class event that requires meticulous planning and strong community support. The potential media exposure from this international event includes online advertising through an extensive multi-faceted digital marketing campaign, radio, and potentially television. It is crucial to have the full support and cooperation of local businesses to present a world-class marathon and leave participants with a lasting impression of Canada as an extraordinary destination for racing, tourism and potentially relocation. Past international participants have praised Canadian races for the quality of our rivers and scenery, the friendly atmosphere of our communities, and the wonderful local businesses that support Jet Boat Racing.

We invite you to seize this incredible opportunity to highlight your business during this thrilling international event. Your support will contribute to the success of the most outstanding Canadian-sponsored world championship to date. The attached sponsor package outlines various levels of sponsorship available for your business.

**Thank you for considering this opportunity to support the 2025 World Jet Boat Championship.**

Sincerely,

Jet Boat Racing Canada



# RACE SPONSORSHIP OPPORTUNITIES

## Overall Race Sponsor

**\$35,000**

- Logo displayed on each race helmet on both sides, logo on dash in view of camera, logo on team chase trucks and both sides of the boat.
- Logo displayed on all videos.
- Logo displayed on all race swag.
- Logo displayed on race poster.
- Sponsor name/logo on all advertising as well as promotion items.
- Includes full page program advertisement.
- Logo on all JBRC social media video clips and reels.
- Sponsor decals to be supplied by sponsor for each race boat,
- Overall Trophy sponsor.
- Website advertisement with link to company site on JBRC website from January – December.

## Class Sponsors – 4 Classes: U, A, CX, FX

**\$10,000**

- Race Classes named after sponsor.
- Sponsor name/logo on advertising & posting of classes and times.
- Includes half page programs advertisement.
- Logo displayed on all videos.
- Logo displayed on race posters.
- Class Trophy sponsor.
- Logo on all JBRC social media video clips and reels.
- Website advertisement with link to company site on JBRC site from January – December.

# 2025 WORLD RACE ADVERTISING SPONSORS

### Daily Video Update Sponsor: (8 Available)

Name and logo featured in daily social media video put on Facebook Instagram, YouTube

**\$3,000.00**

### Timing Sponsor:

All timing personal will wear sponsor logoed jackets & be featured in social media when possible.

**\$5,000.00**

### Last Day Wrap Up Party Sponsor:

Last day and awards videos put on Facebook Instagram, Youtube.

**\$4,500.00**

### Web Advertisements:

These advertisements will be displayed on the World Jet Boat Championships landing page.

**\$2,000.00**

### Bill Board Sponsor

**\$600.00**

### Friends of the Worlds:

Logo listed on the Friends of the Worlds page in the race program.

**\$250.00**

### Program Advertisements:

Inside Front & Inside Back each

**\$5,000.00**

Full Page

**\$3,000.00**

1/2 (Half) Page

**\$1,500.00**

1/4 (Quarter) Page

**\$750.00**

Business Card

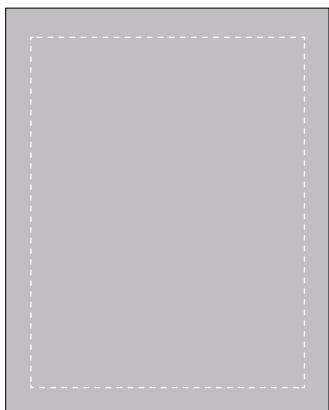
**\$400.00**

## PROGRAM AD SPECIFICATIONS

Complete printed program will be in **colour**. All ads should be provided in a digital format.

Digital files must be supplied as:

- EPS, TIF or PDF, 300dpi, fonts converted to outlines. Word docs will not be accepted.
- Ensure all colour images are CYMK, 300dpi at 100% of printed size.



### Full Page with Bleed

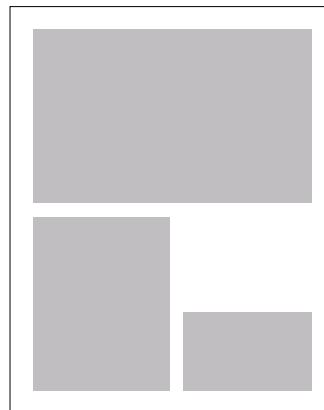
Bleed Size: 8.75" x 11.25"

Trim Size: 8.5" x 11"

### Full Page No Bleed

8" x 10.5"

*\* Above sizing applies to  
inside front and inside  
back cover*



### 1/2 Page

Size: 8" x 5"

### 1/4 Page

Size: 3.87" x 5.25"

### Business Card

Size: 3.5"x2"

Please email ALL ads to [jetboatracingcanada@gmail.com](mailto:jetboatracingcanada@gmail.com)

## SPONSOR FORM

Company Name:

Contact Name:

Address:

City:

Province:

Postal Code:

Phone:

Email:

- ☐ Overall Race Sponsor (\$35,000)
- ☐ Class Sponsor (\$10,000)
- ☐ Timing Sponsor (\$5,000)
- ☐ Last Day Wrap Up Party Sponsor (\$4,500)
- ☐ Daily Video Update Sponsor (\$3,000)
- ☐ Web Advertisements (\$2,000)
- ☐ Bill Board Sponsor (\$600)
- ☐ Friends of the Worlds (\$250)

### Program Advertisement

- ☐ Inside Front/Inside Back Cover (\$5,000)
- ☐ Full Page (\$3,000)
- ☐ 1/2 Page (\$1,500)
- ☐ 1/4 Page (\$750)
- ☐ Business Card (\$400)

All sponsors will need to provide their logo in a high resolution format.

Please email all sponsor logos to: [jetboatracingcanada@gmail.com](mailto:jetboatracingcanada@gmail.com)

Sponsorship payment can be made via e-transfer to [jetboatracingcanada@gmail.com](mailto:jetboatracingcanada@gmail.com)  
or mailed to: 141 Poplar Ridge Road, Red Deer County, AB T4S 0K6



***FOR FURTHER INFORMATION, PLEASE CONTACT ONE OF THE TOWN REPRESENTATIVES.***

**Grande Prairie Contact:**

Sam Inman 780-832-1209

**Fort St. John Contacts:**

Leanne Humphey 250-329-9919

Kathy Wolsey 250-787-2999

**Peace River Contact:**

Felix Bergeron 780-618-7537





## BUDGET

### EXPENSES

Advertising Expense	\$ 24,743.12
Auction Expenses	\$ 41,885.15
Bank Charges/Merchant fees	\$ 2,845.45
Banquet Expense	\$ 52,044.52
GP Casino Fundraiser Expense	\$ 11,570.63
CBF Memberships	\$ 17,240.00
Clothing & Bling Expense	\$ 15,025.85
Support Boat Fuel	\$ 829.05
Boating Associations	\$ 5,000.00
Helicopter Expense	\$ 5,250.00
Video Production	\$ 42,653.76
Photography	\$ 20,000.00
Marketing Coordinator	\$ 12,000.00
Insurance	\$ 16,275.88
Office expenses	\$ 2,230.56
Prize Payout	\$ 53,000.00
Program Advertising Expense	\$ 12,127.55
Race Captain Expense	\$ 3,123.63
Race Officials	\$ 5,962.52
Race Start Up	\$ 20,000.00
Race Timing	\$ 9,867.23
Toilet Rental Expense	\$ 8,000.00
Trophies	\$ 13,880.60
UIM Fees	\$ 2,233.17
<b>Total Expenses</b>	<b>\$ 397,788.67</b>

### REVENUE

Overall Race Sponsorship	\$ 25,000.00
Class Sponsorship	\$ 30,000.00
Entry Fees	\$ 38,750.00
Program Advertisements	\$ 40,000.00
Auction/Calcutta	\$ 6,000.00
Banquets	\$ 14,000.00
Clothing & Bling	\$ 38,000.00
CBF	\$ 17,950.00
Start Line Sponsor	\$ 5,000.00
GP Fundraiser - Casino	\$ 10,000.00
Video Sponsors	\$ 29,000.00
Race Start Up/ Clubs	\$ 15,000.00
Grants	\$ 150,000.00
<b>Total Revenue</b>	<b>\$ 418,700.00</b>





## ***SPONSORSHIP REQUEST***



## ***SPONSORSHIP REQUEST APPLICATION***

Jet Boat Racing Canada, a not-for-profit organization comprised of three race clubs—the BC Peace Country River Rats, Peace River Boating Association and Wapiti River Race Club. Jet Boat Racing Canada is seeking sponsorship to support the 2025 World Jet Boat Championship. As a pivotal organization dedicated to the growth and promotion of jet boat racing, we place a strong emphasis on safety and professionalism. By offering strategic support to our affiliated clubs, we ensure that jet boat racing events across Canada are not only exhilarating but also expertly planned, well-advertised, and safe. As the proud host of the World Jet Boat Championship, held every four years, we bring together teams and spectators from around the globe. Past championships have been hosted in the United States (2024 & 2023), New Zealand (2022), and Mexico (2021), and in 2025, we are excited to welcome this prestigious international event back to Canada. Hosting such an event of this magnitude requires substantial funding to guarantee the safety of all participants while attracting a global audience.

Since its inception in 1975, jet boat racing in Canada has grown into more than just a sport; it's a beloved family-friendly event. Following a successful rebranding in 2023, Jet Boat Racing Canada launched an interactive website and expanded its social media reach. Despite limited resources, our organic marketing efforts for the 2024 race season reached 128,136 people on social media, with 39,000 website interactions. For 2025, we are preparing an enhanced digital marketing strategy to achieve even greater engagement, with a multi-faceted paid campaign targeting broader audiences. Our ongoing collaboration with provincial governments, destination marketing organizations, local authorities, and businesses further amplifies our outreach.

The global appeal of jet boat racing is undeniable, with viral Canadian racing videos frequently surpassing 5 million views annually. This speaks to the strong interest in the sport and the expansive market it attracts. The World Jet Boat Championship, governed by the Union Internationale Motonautique (U.I.M.), rotates annually between Canada, the United States, New Zealand, and Mexico. In 2025, the Championship will take place from June 20th to June 29th, 2025, spanning multiple locations: Peace River, Alberta (June 20–22), Grande Prairie, Alberta (June 24–25), and Taylor, British Columbia (June 27–29). This international marathon not only tests the skill of competitors but also showcases the natural beauty and charm of our region.

We anticipate at least 35 race teams will compete in the 2025 World Jet Boat Championship, with participants from all over Canada, the United States, Mexico, and New Zealand. These teams, along with their crews, families, and supporters, typically arrive weeks in advance to prepare, and many stay after the event to further explore the region. This influx of visitors brings significant economic benefits to local businesses and the tourism sector. In 2024, the Canadian Circuit drew approximately 7,000 attendees, contributing to a noticeable economic impact in each host community.

The 2025 Championship is a meticulously planned event requiring robust community involvement and support. With its extensive media coverage—including digital marketing, radio, and potential television exposure—the Championship will present Canada as a premier destination for jet boat racing, tourism, and even potential relocation. International participants have consistently praised the quality of Canadian rivers, the welcoming atmosphere of our communities, and the support from local businesses.

Hosting this world-class event will increase the region's profile, stimulate tourism, and foster cultural exchange. This event will drive local engagement, economic growth, and regional pride while firmly establishing the area as a key player in the international sports community.

## ***JET BOAT RACING CANADA ONLINE***

### ***WEBSITE:***

An interactive website that highlights jet boat racing, featuring race events, teams, host communities, and the history of the sport. It also serves as a comprehensive trip planning resource for visitors, offering information on accommodations, dining options, and local activities to enjoy during the races.

[www.jetboatracingcanada.com](http://www.jetboatracingcanada.com)

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### ***YOUTUBE CHANNEL:***

Here, you can watch race videos from each host community, along with exclusive interviews.

[www.youtube.com/@JetBoatRacingCanada/playlists](http://www.youtube.com/@JetBoatRacingCanada/playlists)

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### ***SOCIAL MEDIA:***



[www.facebook.com/people/Jet-Boat-Racing-Canada/61552930420062/](https://www.facebook.com/people/Jet-Boat-Racing-Canada/61552930420062/)



[www.instagram.com/jetboatracingcanada/](https://www.instagram.com/jetboatracingcanada/)



[www.tiktok.com/@jet.boat.racing.canada](https://www.tiktok.com/@jet.boat.racing.canada)







DATE





# REQUEST FOR DECISION

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SUBJECT:	<b>Sponsorship Request - NW Junior Forest Warden Council</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

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

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## RECOMMENDED ACTION:

**MOTION:** That Council approve sponsorship in the amount of \$1,000.00 to the Northwest Junior Forest Warden Council for the “Women of the Wild” camp at Hide-A-Way Camp, Grande Cache, AB on June 6-8, 2025, with funds to come from the 2025 Community Services Sponsorships & Donations budget.

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## BACKGROUND/PROPOSAL:

The Northwest Junior Forest Wardens Association (AJFWA) is hosting the first “Women of the Wild” Camp at the Hide-A-Way Camp, located south of Grande Cache, AB, on June 6-8<sup>th</sup>, 2025. The association has requested a \$2,200.00 sponsorship to help cover the cost of the Hide-A-Way cabin rentals over the weekend.

The Junior Forest Wardens Council (JFW) is a registered non-profit organization founded in 1930 providing education, leadership and outdoor skills, helping to foster an understanding and respect for the natural environment. The Organization operates clubs throughout Canada for ages 6 – 18 and up, including an option for JFW siblings under 6 to join.

The “Women of the Wild” camp is intended for Northwestern leaders of the association, helping to grow the leaders of local clubs while showcasing the Grande Cache area in hopes of expanding and hosting more events within the area in the future. With over 400 Wardens in the program and estimated to have 40 in attendance, this event will help many families learn new skills and introduce other clubs and attendees to the Grande Cache area.

The AJFWA has requested funding for the event from other organizations, including \$4,100.00 from the Alberta Conservation Association, and is planning to approach some local forestry companies for funding. However, there has not been approval for those requests to date.

Administration is recommending Council approve a grant of \$1,000.00 to help assist with the cost of cabin rentals for the event.

The 2025 Community Services Sponsorships & Donations budget balance is approximately \$140,748.00.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenview would be helping promote outdoor recreation, thus having a positive economic impact within the Grande Cache area.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**

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

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**FINANCIAL IMPLICATION:**

**Direct Costs:** \$1,000.00

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Administration will advise The NW Junior Forest Warden Council of Council's decision.

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**ATTACHMENT(S):**

- NW Junior Forest Warden's Sponsorship Application
- Women of the Wild Event Booking Contract
- NWJFW "Women in the Wild" Estimated Budget

# Greenview Sponsorship and Donation Request Form

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<b>Organization or Person Requesting Funds</b>	NW Junior Forest Warden Council
<b>Date of Application</b>	12/18/24
<b>Form Date Field</b>	245
<b>Date of Event</b>	06/07/25
<b>Phone Number</b>	780-518-3329
<b>Purpose of Organization</b>	Erika.backmeyer@ajfwa.ca
<b>Mailing Address</b>	9507 100 Ave, Peace River AB, T8S1J3
<b>Funding Request Total</b>	2200
<b>Type of sponsorship request</b>	Event
<b>Describe your organization</b>	Alberta Junior Forest Wardens is a family program for youths aged 6-17 based on the Four Pillars - Forestry, Ecology, Outdoor Skills and Leadership. We are a registered non-profit in Alberta. Junior Forest Wardens (JFW) is an exciting and educational opportunity for young people and their families to have fun, develop skills, and get educated in the many diverse aspects of our natural environment. JFW operates through clubs which meet regularly to participate in a variety of activities and to plan weekend outings.
<b>Intended Purpose</b>	To secure the event venue (Hide-A-Way camp) located in the MD.
<b>Direct Goals</b>	This will be our first Women of the Wild camp, a 3 day weekend experience where new JFW leaders hone their skills to become more comfortable leading family outdoor programming and learn about navigating the forest safely and with the mentorship and experience of talented instructors who inspire them to be more confident outdoors. The objectives are to: <ul style="list-style-type: none"> <li>• Provide women leaders with the opportunity and equipment to become proficient in leading programming in outdoor education skills, natural environment training, and wildlife education.</li> <li>• Provide women leaders with opportunities to gain specific knowledge about outdoor activities.</li> <li>• Provide women leaders with confidence and expertise to help them teach the impact of day to day activities on the conservation of our natural environment.</li> <li>• Provide opportunities for women leaders to learn cross cultural respect</li> </ul>

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and appreciation for our natural environment through mentorship and land-based learning.

<b>Where/When?</b>	June 6-8th, 2025 Hide-A-Way Camp, MD Greenview
<b>Benefit to residents of Greenview</b>	This event was designed to showcase the Grande Cache region. We will be accessing local natural areas, instructors, and services. We feel that the area is currently under-utilized but AJFWA, especially with our focus on Forestry, but we hope to host more events in the future. Residents who are part of the program will learning new skills and all attendees will be introduced to the area and encouraged to explore more with their clubs and families.
<b>How many people will benefit</b>	There will be 40 attendees to the event. This event is open to Leaders throughout Northern Alberta where we have over 400 wardens enrolled in the program. This program will help 100s of families by ensuring our local clubs can grow and be sustainable. We are working on regrowing our region after covid.
<b>Funding from others</b>	We have requested \$4100 from ACA (Alberta Conservation Association) and I was hoping to approach some local Forestry companies for industry donations. We are looking to keep our registration fees low, while offering high quality programming, to encourage maximum attendance and education opportunities.
<b>Additional Information</b>	Please contact me by phone if you need any further information! Erika Backmeyer 780-518-3329
<b>Recognition</b>	The project sponsors will be recognized on the AJFWA website, FB page and newsletter with links and logo included. The MD of Geenview will be listed as a primary sponsor within our booking system, will be on all emails, booking site pages, itineraries, etc. Sponsorship will be recognized verbally and visual (logos) throughout the event as well NW Regional Council will share the training pictures and write ups from leaders on a web page, dedicated to Sponsors, and with all the parents within our clubs, via a special newsletter dedicated to sponsors. There will be a newsletter for each event with links to websites. Clubs will provide pictures and write ups to local news outlets about the events listing MD Greenview as a primary sponsor.
<b>Previous Donation</b>	We have not applied for funding before. We look forward to working with Greeview in the future.
<b>Grant Funds Received from other sources?</b>	
<b>Have you performed any other fundraising projects?</b>	
<b>Agreement</b>	
<b>Grant Purpose</b>	
<b>Column24</b>	

---

**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**

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**Email**

---

**MD Logo**

---

**Email Comm.**

---

**List for  
Recognition**

---

**Contact Name(s)**    Erika Backmeyer - Regional Co-ordinator

---

**Logo Permission**    Will do !

---

**Agreement with  
Statement**

---

**Signature1**            Erika Backmeyer

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**FOIP Disclosure**

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# HIDE-A-WAY CAMP BOOKING OF FACILITY 2024/2025 SEASON

What type of rental are you looking for?

- ☐ Group Camping
- ☒ Company Retreat
- ☐ Weeding
- ☐ Reunion
- ☐ Multi Family
- ☐ School Outing
- ☐ Summer Camp
- ☐ Day Rental
- ☐ Other?



Thank you for thinking about us for your special event. If your need any help with this application, please reach out.

# **BOOKING CONTRACT**

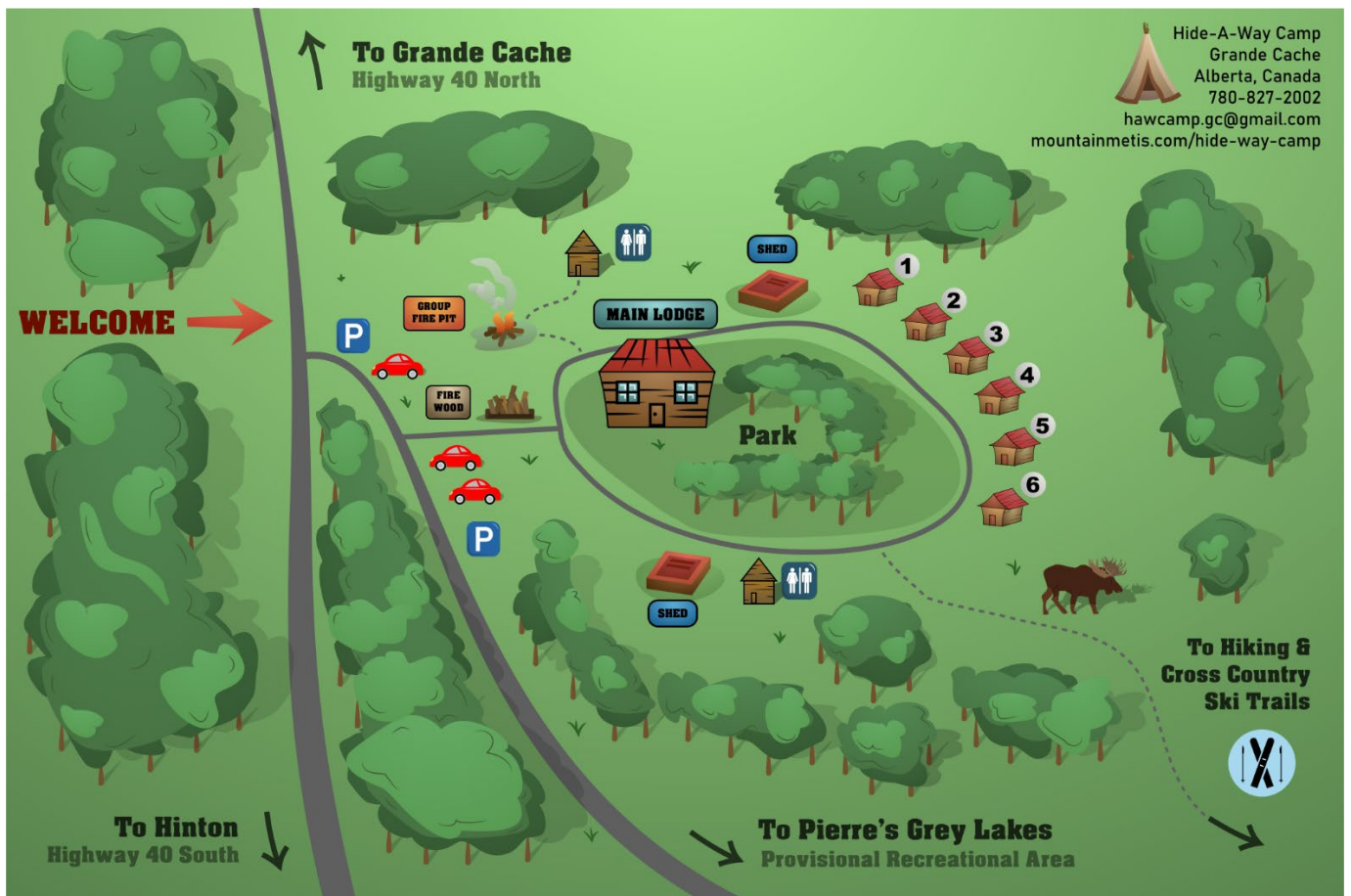
1. All bookings shall take place through Mountain Metis Community Association,  
Mountain Metis Community Association  
9711 99th avenue  
Box 1468  
Grande Cache, Ab T0E 0Y0  
Phone : 780-827-2002  
Email for Inquiry and Booking: [ashliemna@gmail.com](mailto:ashliemna@gmail.com)  
E-Transfer: [melanie@mmetis.org](mailto:melanie@mmetis.org)  
All other Inquiries: [mna1994@telus.net](mailto:mna1994@telus.net)
2. Information package with waiver will be sent via email or post. Waiver must be filled out and sent back to the **Mountain Metis Community Association** before you check in.
3. No Advance bookings will be accepted for more than **(1)** one year in advance.
4. A **nonrefundable deposit of the first day's rental rate** is required when making the booking. Cash and Certified Cheques when making booking in person. We also accept payment with Email Transfer (please inquire with [melanie@mmetis.org](mailto:melanie@mmetis.org))
5. Remaining balance is **Due One Week Before** Check In.
6. Cancellation of booking will result in the **forfeit of 100% of the deposit** to the **Mountain Metis Community Association**. In addition, fees for the entire booking will still apply, unless a new booking is secured for the dates in question.

***HIDE A WAY CAMPING  
RUSTIC HIDE-A-WAY ADVENTURES***



# RATES FOR USE OF FACILITY

1. For exclusive use of the entire facility, the rental rate will be **\$1000** per night on the weekdays and **\$1100.00** on the weekends.
2. The day use rental of the Main Lodge will be **\$400.00 per day** between the hours of **8:00 a.m. and 6:00 p.m.** Rentals outside these hours will be charged an additional **\$25.00/hour**.
3. Camping trailers, motor homes etc., parked at the facility (either inside or outside the main entrance will be charged **\$20 per unit per day**. This fee is in addition to the rental fees outlined in the rental rates.
4. A **\$300 refundable** damage deposit is required before check in.



# GENERAL INFORMATION

1. Main Lodge – Maximum sixty (60) people. Two stoves, Two fridges, flush toilets, and showers. The Main Lodge is included in the day use rental agreement.
2. Cabins – Six (6) available, electrical heat. Each cabin has four (4) single two (2) small double beds.
3. Wheelchair access: Cabins #1, #2 and Main Lodge have ramps.
4. Each user shall be responsible to supply their cooking utensils, pillows, blankets, etc. The refrigerator and stoves will be available for users. Well water will also be available in the main lodge. Mops, pails, and brooms will be available at each cabin for clean up. Each user is to ensure that all garbage is removed upon departure.
5. Consumption of liquor on site shall be in compliance with all Federal and Provincial Regulations.
6. The **Mountain Metis Community Association** shall be responsible to remove snow from the parking lots and roadway when possible and as time permits.
7. The **Mountain Metis Community Association** will carry insurance on the building and the contents. All users will be required to sign a waiver before **using the facility and be responsible for their own liability insurance in respect to the programs being offered.** Users are also responsible for their own personal content's coverage.
8. For the protection of the user, arrangements with the Hide-A-Way Camp Manager should be made for inspection prior to check-out. Cabin key shall be returned at this time.
9. The maximum number of people allowed per unit shall be six (6) adults and no more than eight (8) people including children.
10. Check-In time is 2 p.m. and check out time is 12:00 p.m. (noon) Any variations to these times must be confirmed with Hide-A-Way Camp Manager.
11. Rental of the main lodge for the day use shall be limited to a maximum of sixty (60) people.

# **GENERAL INFORMATION CON'T**

12. All Payments must be made at the Mountain Metis Community Association Office prior to occupying the facility. Should you, or your party be late a \$25 per hour waiting time will be charged and deducted from your damage deposit.
13. All pets (dogs, cats, etc.) must be kept on a leash. Any damage or yard mess is to be repaired or cleaned up by the renter or it will be repaired and cleaned up by the Mountain Metis Community Association staff and the cost will be deducted from the damage deposit.
14. Parking is permitted from the main gate area to the main lodge only, except in the winter months when one (1) vehicle per cabin can be parked near or at the cabin for plug-in purposes. The roadways may be used to drop off supplies only. (Sleeping bags, luggage, etc.)
15. Motor homes, trailers, etc. will be permitted to park along the main roadway between the main gate and the main lodge. These units are not allowed to be inside the main lodge area.
16. Individuals are responsible for general cleaning, which will include cleaning of the washrooms, sweeping of floors and mopping if needed, garbage will be removed and chairs and tables in the main lodge will be wiped down and stacked, the facility should be left in the same condition in which it was found. Fees will be applied should additional cleaning be required.
17. Open fires are permitted only in the fire pit located on site. Use of the fire pit may be prohibited by the Alberta Forestry Service.
18. No Off-highway vehicles are to be used on the trails or roads that are a part of the Pierre Grey Lakes Recreation areas. Off-highway vehicles are allowed in and out of Camp Hide-A-Way through the main road only. The Off-road vehicle may be parked at the cabin sites.
19. Cooking will not be allowed in any of the sleeping cabins.



# RENTERS INFORMATION

## RENTERS CONTACT INFORMATION.

RENTERS NAME

MAILING ADDRESS:

CITY

PROVINCE

POSTAL CODE

PHONE (H)

CELL

EMAIL ADDRESS

CHECK IN DATE:

CHECK OUT DATE:

**\*Non refundable deposit received**

\$

Date

Name

**\*Damage deposit received**

**\$300**

Date

Name

CASH

CHEQUE

E-TRANSFER

CASH

CHEQUE

E-TRANSFER

**MAKE ALL CHEQUES PAYABLE TO THE MOUNTAIN METIS COMMUNITY ASSOCIATION.**

DATE

**6 HIDE-A-WAY-CAMP RENTAL AGREEMENT - Rules & Regulations 2024/2025**

**WAIVER AND RELEASE**

I, \_\_\_\_\_, being of legal age and in consideration of being allowed to rent the facilities at the Mountain Metis Community Association do hereby agree to save harmless and keep indemnified the Mountain Metis Community Association and/or its, agents, officials, servants, volunteers and representatives from and against all claims. Actions, causes of actions, costs, expenses and demands howsoever causes, notwithstanding the same may have be construed to or occasionally by the negligence of the said Mountain Metis Community Association, its agents, officials, servants, volunteers or representatives, which I now have or at any time may have, for or in respect of debt, injury, loss or damage to my person or property arising out of or in connection with my use of the rented premises.

Dated at Grande Cache in the Province of Alberta, this \_\_\_\_\_ Day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
SIGNATURE

Category	Description	Total
<b>Materials &amp; Supplies</b>	Program Materials and supplies	1500
<b>Equipment</b>		
<b>Salaries &amp; Wages</b>		
<b>Contract Services</b>	Catering	1700
<b>Contract Services</b>	Instructors	4000
<b>Travel</b>	Mileage	3000
<b>Honorariums</b>		
<b>Capital Assets</b>		
<b>Other</b>	Facility	2300
<b>TOTAL COSTS</b>		<b>12500</b>



# REQUEST FOR DECISION

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SUBJECT: **Sponsorship Request - Valleyview Gymnastics Club**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: March 25, 2025 CAO: MANAGER:  
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL  
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

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

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## RECOMMENDED ACTION:

**MOTION: That Council approve sponsorship in the amount of \$2,059.97 to the Valleyview Gymnastics Club for the “Perfect Landing Fun Meet” on April 5, 2025, at the Greenview Regional Multiplex, with funds to come from the 2025 Community Services Sponsorships and Donations budget.**

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## BACKGROUND/PROPOSAL:

The Valleyview Gymnastics Club is hosting its first “Perfect Landing Fun Meet” at the Greenview Regional Multiplex on April 5, 2025 and have requested a sponsorship of \$2,059.97 to cover the cost of the Fieldhouse rental for the event.

The Valleyview Gymnastics Club is a non-profit organization run by a volunteer board, an executive director and certified teachers who offer classes from 18 months to adult aged participants. They provide drop-in classes, recreational classes, a competitive achievement team, as well as an adaptive program for children with diverse abilities.

The Fun Meet will welcome gymnasts from surrounding Northern Alberta communities such as Slave Lake, Peace River, Fairview, Sexsmith and more, to compete in their sport while gaining experience, confidence and celebrating their achievements. Currently there are 53 gymnasts registered, with more expected in the following days until the registration deadline of March 18. There will also be approximately 17 coaches in attendance, along with the friends and families of the gymnasts.

Other sponsorships and donations have been applied for; to date they have received a \$200.00 gift card to cover some cost of the food for gymnasts and coaches, along with other donations to help cover costs for medals and ribbons etc. for participants. The club has also planned to host a 50/50 draw at the event.

The 2025 Community Services Sponsorships and Donations budget balance is approximately \$140,748.00.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenview would be helping support a locally hosted event and encouraging youth participation in recreation activities.
2. The benefit of Council accepting the recommended motion is that the event will have a positive social and economic impact within the Valleyview area, bringing business to local restaurants, hotels etc.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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**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:** \$2,059.97

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

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**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.

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**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will advise the Valleyview Gymnastics Club of Council's decision.

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**ATTACHMENT(S):**

- Valleyview Gymnastics Club Sponsorship Application

# Application: SPONS-0000000023

Kristyn Kalwarowskyj - Vvgymnasticclub@gmail.com  
Sponsorship Application

## Summary

**ID:** SPONS-0000000023

**Last submitted:** Mar 4 2025 05:07 PM (MST)

**Labels:** Operating Grants

## Eligibility Form

**Completed** - Mar 4 2025

## Eligibility Form

Are you applying on behalf of a non-profit organization?

Yes

If yes, please specify the Act you are registered under:

Societies Act

## Sponsorship Application Form

**Completed** - Mar 4 2025

## Sponsorship Application Form

*\*If you are wanting to apply for an **In-Kind Donation** for your event as well as sponsorship, please complete the In-Kind Donation application form.*

Please refer to the following Greenview policies for additional information:

- [Greenview Sponsorship Policy 8012](#)
- [Greenview Support Recognition Policy 8000](#)

## Organization Information

Name of Organization	Valleyview Gymnastics Club
Mailing Address	Box 713
Town/City	Valleyview
Postal Code	T0H 3N0
Province	Alberta
Contact Name	Kristyn Kalwarowskyj
Position of Contact Person	Secretary
Email	<a href="mailto:vvgymnasticclub@gmail.com">vvgymnasticclub@gmail.com</a>
Phone Number	7802422944
Briefly Describe your organization	<p>Valleyview Gymnastics Club is a community-focused gymnastics organization serving all ages, from 18 months to adults. We offer recreational classes, drop-in sessions, an achievement team, and an adaptive gymnastics class for children with diverse abilities. We also host school visits to promote physical fitness.</p> <p>As a non-profit, we are governed by a volunteer board, with a paid executive director and coaches ensuring quality instruction.</p>

**This is the act you are registered under.**

Please verify:

Societies Act

**Registration No.**

50330542

DATE



Type of sponsorship request

Responses Selected:

Event

Name of Event

Perfect Landing Fun Meet

Total Amount Requested

\$2059.97

Date of Event

Apr 5 2025

Location of Event

Greenview Regional Multiplex

**Please indicate the intended purpose and direct goals of the event.**

The intended purpose of our event is to host an annual gymnastics fun meet that provides an opportunity for achievement gymnasts in the CCP and Xcel programs to showcase their skills and compete against other athletes in the northern Alberta zone. This event will serve as a platform for gymnasts from various communities—including Slave Lake, Peace River, and Sexsmith—to compete, gain experience, and receive recognition for their hard work and dedication in a supportive and celebratory environment.

Our direct goals for this event are:

**Fostering Skill Development:** Provide gymnasts with an opportunity to demonstrate the skills they have developed in the CCP and Xcel programs in a competitive but friendly environment, fostering growth and achievement.

**Fostering Community Connections:** We aim to unite gymnasts from different northern Alberta communities by inviting clubs from Slave Lake, Peace River, Sexsmith, Fort St. John, Dawson Creek, Fairview, and Edson. This initiative strengthens bonds between athletes, families, and coaches, fostering a sense of community and support for local gymnastics programs.

**Promoting Physical Activity and Wellness:** Encourage physical activity and promote the importance of gymnastics in overall health and well-being. The event will also highlight the benefits of sportsmanship, teamwork, and perseverance among participants.

**Advertising and Promoting Greenview's Brand:** Through event promotion and advertising, we aim to increase awareness of Greenview's commitment to supporting sports and community well-being, aligning with Greenview's values and showcasing its support for recreational activities in the region.

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**How many people will benefit from the planned event?**

We anticipate that approximately 200+ people will benefit from the planned event. Currently, we have 53 gymnasts registered, but with registration closing on March 18, this number may increase. In addition to the gymnasts, we expect their parents, siblings, other family members, and friends to attend. A minimum of 17 coaches will also be present. We will be renting supplies from our local decor supply company and have promoted the Magic Breeze Café to our attendees.

Please describe how the event will benefit the community and the residents of Greenview.

The event will significantly benefit the community and residents of Greenview by bringing together gymnasts, families, and coaches from various northern Alberta communities, fostering a sense of connection and camaraderie. It will provide a platform for local athletes to showcase their skills, promoting physical fitness and personal achievement. Additionally, the event will attract visitors to the area, boosting local tourism and supporting small businesses through increased attendance. By hosting this event, we aim to strengthen community ties, highlight local gymnastics talent, and create an inclusive environment that benefits both participants and residents of Greenview.

Has Greenview provided a sponsorship to your organization within the last 2 years?

No

Have you applied for sponsorship from sources other than the MD of Greenview?

Yes

List the sponsor, purpose and amount

	Sponsor Name	Purpose	Amount
1	Pembina	Co-op food store gift card to cover some costs for food we have to provide for visiting coaches and gymnasts	200.00
2	North Point Contracting	funding towards our medal/ribbon costs	100.00
3			
4			
5			

DATE

**Have you performed any fundraising projects?**

No

**Please provide any additional information that will assist to support a funding decision.**

This funding will be instrumental in covering the rental costs of our facility for the upcoming fun meet. Hosting this event locally provides an opportunity for gymnasts from our community and surrounding areas to compete in a supportive and inclusive environment. The event will not only showcase local talent but also foster community engagement and pride. It will bring families, friends, and visitors to Greenview, benefiting local businesses and enhancing community spirit. The support from Greenview will ensure that we can offer this valuable experience without financial barriers, making the event accessible and successful for all involved.

We haven't conducted any fundraising projects yet, but we will be holding a 50/50 draw at the event.

**If awarded a sponsorship, please list how you plan to recognize the MD of Greenview.**

i.e. Social Media, Posters, Signs, Website

If awarded a sponsorship, we plan to recognize the MD of Greenview by prominently displaying a municipal banner at the event to acknowledge the municipality's support. Additionally, we will provide verbal recognition during the event and ensure that the funding support from Greenview is highlighted in all communications, media coverage, and promotional materials related to the event.

### **Greenview Logo Permission Requirements**

Please contact the Communications Department at [communications@mdgreenview.ab.ca](mailto:communications@mdgreenview.ab.ca) for all use of Greenview Logos as well as advertising, signs and imaging which require authorization by Greenview communications team.

DATE

## FOIP Disclosure

Any personal information that the Municipal District of Greenview may collect on this form is in compliance with Section 33(a) and 39(1)(a)(b)(c) of the Freedom of Information and Protection of Privacy Act. The information collected is required for the purpose of carrying out an operating program or activity of the Municipality, in particular for the purpose of the Community Impact Grant. If you have any questions about the collection please contact the Freedom of Information and Protection of Privacy Coordinator at 780.524.7600.

**By signing and typing your name below the signature line below you are confirming you have provided the required information for the grant application.**

*Please use your mouse to sign*

A handwritten signature in black ink on a light gray background. The signature reads "Kristyn Kalwarowskyj" in a cursive, slightly slanted script.

**Name:**

Kristyn Kalwarowskyj

**Date**

Mar 4 2025

## Upload past financial statements

**Completed** - Mar 4 2025

If you do not have a financial statement to upload, please complete the "Profit Loss Statement" and "Balance Sheet" form templates provided.

[Financial Statement for Year End](#)

**Filename:** Financial\_Statement\_for\_Year\_End.pdf **Size:** 77.6 kB

## Budget for current event

DATE

Completed - Mar 4 2025

## [2025 Fun Meet - Sheet1](#)

Filename: 2025\_Fun\_Meet\_-\_Sheet1.pdf Size: 57.6 kB

**Any supporting documents, ie. Quotes, etc.**

Completed - Mar 4 2025

## [Invoice #5674](#)

Filename: Invoice\_5674.pdf Size: 162.1 kB

## [Perfect Landing Fun Meet](#)

This video was created by the Valleyview Gymnastics Club and shared with the clubs we invited to participate in our meet.

[https://www.youtube.com/watch?v=Gu3sF\\_q0pRM](https://www.youtube.com/watch?v=Gu3sF_q0pRM)

## [Trophy Gallery Invoice](#)

Filename: Trophy\_Gallery\_Invoice.pdf Size: 264.5 kB

## [Amazon order](#)

Filename: Amazon\_order.pdf Size: 54.9 kB

## [Fun Meet Logo](#)



Filename: Fun\_Meet\_Logo.jpg Size: 125.5 kB

## [Fun Meet Layout](#)

DATE



**Filename:** Fun\_Meet\_Invite.pdf **Size:** 480.2 kB



<b>Valleyview Gymnastics Club</b>	
Financial Statement for Year End	
May 1, 2023-April 30, 2024	
<b>Income</b>	
Registration	\$39,658.98
School Groups (not included SL school) \$1577.50	
Fundraising	\$25,218.15
Donations	\$2533.30
Grants (not including session 2) \$1911.00	
Refunds	\$6600.50
<b>Total</b>	\$74,010.93
<b>Expenses</b>	
Registration Refund/Reimbursement	\$464.56
AGF Fees	\$5885.27
Rent (not including session 2)	\$2986.49
Programming Expenses	\$1325.46
Wages	\$46,964.52
Courses & Training	
Equipment	\$4842.86
Office Supplies	\$274.78
Setup/Takedown Costs	\$392.50
Cleaning & First Aid	
Registration software- UpLifter&Bambora	\$1567.70
WCB	\$569.84
Bank Fees	\$313.75
Volunteer Fee Refunds	\$281.25
Fundraising Costs	\$12,487.83
Miscellaneous	\$2053.84
Maintenance & Repairs	\$78.75
Business Fees & Licenses (Sage,McAfee,Wix)	\$292.87
<b>Total</b>	\$80,213.43
<b>Net Profit</b>	\$-6202.50

Currently, 53 gymnasts registered. Registration open until March 18, 2025

					Estimated	
EXPENSES			REVENUE	estimate	Total revenue	\$4,780.00
600 1st,2nd,3rd place ribbons	\$271.42	actual	50/50	\$600.00	Total expenses	\$5,505.57
20 1st place medals inc tax	\$111.56	actual	spectator entry fee \$2	\$170.00	Total deficit	-\$725.57
20 2nd place medals inc tax	\$111.56	actual	gymnast entry fee \$70	\$3,710.00		
20 3rd place medals inc tax	\$111.56	actual	Pembina co-op gift card	\$200.00		
8 apparatus fun award prizes	\$60.00	actual	Northpoint Contracting	\$100.00		
gymnast giveaways	\$265.00	\$5.00 per gymnast	TOTAL	\$4,780.00		
rent apr 4, april 5	\$2,059.97	actual				
Beany's Decor	\$105.00	estimate				
Balloons	\$15.00	estimate				
cardboard for walk in signs	\$25.00	estimate				
Certificate paper	\$30.00	estimate				
paper for programs	\$5.00	estimate				
computer ink	\$60.00	estimate				
10 contest prizes	\$60.00	estimate				
Food for coaches	\$200.00	estimate				
Food for gymnasts	\$200.00	estimate				
50/50 prize money	\$300.00	estimate				
Halo-10hrs	\$157.50	estimate				
Claire-10hrs	\$157.50	estimate				
Grace O-10hrs	\$157.50	estimate				
Grace B-10hrs	\$162.50	estimate				
Marcia-10hrs	\$157.50	estimate				
Payton-10hrs	\$155.00	estimate				
Caitlin-10hrs	\$155.00	estimate				
Keanna-16 hrs	\$412.00	estimate				
TOTAL	\$5,505.57					



**M.D. of Greenview - Greenview Regional Multiplex**  
**4803 56 Avenue**  
**Valleyview, AB T0H 3N0**  
**Phone: 780-524-4097**  
**Scheduling Invoice**

**Creation Date:** Wed Nov 27, 2024

**Invoice #:** 5674

**PAYEE:** Leslie Burke  
Valleyview Gymnastics Club  
Box 1591  
Valleyview, Alberta, Canada  
T0H-3N0

**Total Amount Due:** \$2,059.97

**Amount Paid:** \$0.00

**Balance Due:** **\$2,059.97**

**Client #:** 2463  
**Email:** vvgymnasticclub@gmail.com  
**Phone 1:** (780) 524-9332  
**Event:** Fun Meet  
**Status:** Firm

GST#13686 6761

## Facility Times

Facility Name	Description	Date	Time	Price
Greenvview Regional Multiplex - Facilities - Fieldhouse Gym A				
1/3 Gym - Youth Rate Hourly - \$30.00 Per Hour				
		Thu Apr 4, 2024	09:00AM - 09:00PM	\$360.00 G
		Sat Apr 5, 2025	09:00AM - 05:00PM	\$240.00 G
<b>Facility Subtotal:</b>				\$600.00
Greenvview Regional Multiplex - Facilities - Fieldhouse Gym B				
1/3 Gym - Youth Rate Hourly - \$30.00 Per Hour				
		Fri Apr 4, 2025	09:00AM - 09:00PM	\$360.00 G
		Sat Apr 5, 2025	09:00AM - 05:00PM	\$240.00 G
<b>Facility Subtotal:</b>				\$600.00
Greenvview Regional Multiplex - Facilities - Gymnastics Rental - Gym C				
Youth Rate - \$28.57 Per Hour				
		Fri Apr 4, 2025	09:00AM - 09:00PM	\$342.84 G
		Sat Apr 5, 2025	09:00AM - 05:00PM	\$228.56 G
<b>Facility Subtotal:</b>				\$571.40
<b>Total:</b>				\$1,771.40

## Services

Service Name	Description	Qty	Date	Time	Price
Damage Deposits - Deposits - Damage/Security Deposits					
Security Deposit - Kitchen and/or Large Rental - \$190.48 Flat Rate (All Units)					
Greenvview Regional Multiplex - Facilities - Fieldhouse Gym A					
		1	Thu Apr 4, 2024	09:00AM - 09:00PM	\$190.48 G
No Charge - \$0.00					
Greenvview Regional Multiplex - Facilities - Fieldhouse Gym B					
		1	Fri Apr 4, 2025	09:00AM - 09:00PM	\$0.00 G
Greenvview Regional Multiplex - Facilities - Fieldhouse Gym A					
		1	Sat Apr 5, 2025	09:00AM - 05:00PM	\$0.00 G
Greenvview Regional Multiplex - Facilities - Fieldhouse Gym B					

	1	Sat Apr 5, 2025	09:00AM - 05:00PM	\$0.00	G
Greenview Regional Multiplex - Facilities - Gymnastics Rental - Gym C					
	1	Sat Apr 5, 2025	09:00AM - 05:00PM	\$0.00	G
				<b>Service Subtotal:</b>	\$190.48
				<b>Total:</b>	\$190.48

## Transactions

There are no transactions to display for this Invoice...

## Comments

Thank you for booking with the Greenview Regional Multiplex.  
Please make all cheques payable to the MD of Greenview.

**Subtotal:** \$1,961.88

**5% GST:** \$98.09

**Total:** \$2,059.97

**Amount Paid:** \$0.00

**Balance Due:** **\$2,059.97**



## Order summary #17260

March 3, 2025 at 4:51 PM



Varsity Gymnastics 2" Medal (Includes Ribbon)

CA\$125.00

CA\$6.25 each



Varsity Gymnastics 2" Medal (Includes Ribbon)

CA\$125.00

CA\$6.25 each



Varsity Gymnastics 2" Medal (Includes Ribbon)

CA\$125.00

CA\$6.25 each

Subtotal

CA\$375.00

Shipping

CA\$20.00

Discount(s)

-CA\$76.25

Tax

CA\$15.93

Total

CA\$334.68



**Order Placed:** March 4, 2025

**Amazon.ca order number:** 701-8051192-7597832

**Order Total: \$271.42**

*2 of: 300PCS Award Ribbons, Medal Ribbons for 1st, 2nd, 3rd Place, Event Card & Rope Included, Perfect for Competitions, Sports Events, School Challenges, Vibrant Blue, Red, and White \$135.71*

Item(s) Subtotal:	\$271.42
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Shipping & Handling:	\$0.00
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## Perfect Landing Fun Meet

Valleyview, AB  
April 5, 2025



### Host Club & Location



#### Valleyview Gymnastics Club

Greenview Regional Multiplex  
4803 56 Ave Valleyview, AB T0H3N0  
Club contact:  
Leslie Burke  
vvgymnasticclub@gmail.com  
780-524-9332

### Date

**Saturday April 5, 2025**

### Awards

**Ribbons** will be awarded for each event

- GOLD: 9.25 and above
- SILVER: 8.01 – 9.24
- BRONZE: 8.00 - below

**Medals** will be awarded to the top 3 gymnasts in each group, separated by CCP or Xcel and age divisions.

**Certificates** with ribbons attached will be presented to each athlete during the awards ceremony.

### Fees

#### \$70.00 per gymnast

Submit payment no later than March 24, 2025.

Payment can be made by:

- **eTransfers:** Send to [vvgymnasticclub@gmail.com](mailto:vvgymnasticclub@gmail.com)  
write your club's name in the memo
- **Cheques:** Payable to *Valleyview Gymnastics Club* and mailed to:  
Valleyview Gymnastics Club  
Box 713  
Valleyview, AB T0H 3N0

### Refunds & Withdrawals

**REFUNDS:** Cut off to withdraw with refund Mar. 8th, 2025, after Mar. 8th, refunds will only be issued following receipt of a medical note by 8:00pm on April 4th, 2025.

No refunds will be considered after 8:00pm on April 4th.

A \$25.00 admin fee applies to all refunds. Refunds will be issued after the completion of the meet.

**Please email:** [vvgymnasticclub@gmail.com](mailto:vvgymnasticclub@gmail.com)





<b>Admission</b>	<p><b>Cost:</b> \$2/person *CASH ONLY* (Gymnasts &amp; children under 5 yrs are free)</p> <p><b>50/50:</b> \$10/12 tickets or \$1/1 ticket *CASH ONLY*</p>
<b>Parking</b>	Plenty of free parking is available.
<b>Food &amp; concession</b>	<p><b>Snacks</b> will be available for gymnasts. <b>Lunch</b> provided for coaches.</p> <p><b>Concession on site: MAGIC BREEZE KOMBUCHA.</b> POS &amp; cash. Soups, salads, rice bowls, paninis, wraps, pizza, mozza sticks, chicken strips &amp; fries, coffee, kombucha, bubble tea, smoothies, hot chocolate and more!</p>
<b>Accomodations</b>	<p><b>Paradise Inn &amp; Suites</b> Valleyview Address: 3609 Highway Street Valleyview, Alberta T0H 3N0 Canada Phone: 1 (780) 552-2338</p>
<b>Please note</b>	<p>No spring floor No pit Each club will have their own change room with lockers, bring a lock if you wish.</p>
<b>Facility extras</b>	<p><b>Pool</b> 25-meter main pool, leisure pool with lazy river, tot play pool, hot tub, steam room, fully accessible changerooms, viewing areas, moveable chair lift.</p> <p><b>Cost:</b> UNDER 3 FREE, CHILD 3-12 \$5.00 &amp; gst, YOUTH 13-17 \$6.50 &amp; gst, ADULT \$9.00 &amp; gst, FAMILY \$20.00 &amp; gst (2 adults &amp; 3 kids), SENIOR 60-69 \$6.50, SUPER SENIOR 70+ FREE.</p> <p><b>Play center</b> \$2.00 drop in (must be parent supervised).</p> <p><b>Walking track</b> \$2.00 drop in (looks down upon the fieldhouses)</p>
<b>Registration</b>	<p><b>Registration Deadline:</b> March 18, 2025</p> <p><b>How to Register:</b> Click the register button below to complete the registration.</p> <p><b><u>Register</u></b></p>

**We look forward to welcoming you and your team to the Valleyview Perfect Landing Fun Meet!**

**Contact: Leslie Burke email: [vvgymnasticclub@gmail.com](mailto:vvgymnasticclub@gmail.com)**





# REQUEST FOR DECISION

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SUBJECT:	<b>Letter of Support – Administrative Control of VVFD</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 25, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: MH
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION:** That Council supports the administrative transition of the of the Valleyview Fire Department to Greenview and requests a formal letter of support from the Town of Valleyview Council, confirming this change in administration.

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## BACKGROUND/PROPOSAL:

As Greenview is preparing for a new Community Development Initiative (CDI) agreement with the Town of Valleyview, Greenview is looking into potential ways to increase the support to the Town in a way that can minimize the increased cost to Greenview but still have an impactful financial result for the Town to consider. Administration looked for ways that can assist in cost savings and ultimately be defensible to the ratepayers that Greenview serves. As a result, it is recommended by Administration that the Valleyview Fire Department (VVFD) was a good starting point. The reasoning for this includes:

- Greenview currently provides most of the large apparatus/equipment required for the Valleyview Fire/Rescue Services.
- Other station costs and future new equipment or major purchases can be incorporated into its Regional Fire Program.
- The Valleyview Fire Department (VVFD) provides services to more Wards (2, 3, 4, 5 & 7) than any other Greenview fire station and the second most Greenview ratepayers are served (3403-population of said Wards), making it a justified increased cost to Greenview.
- The VVFD responds to more calls within Greenview than the Town by a considerable margin.

Greenview Administration would like the respective Councils to strongly consider keeping the existing VVFD Association in place, to not impede the important volunteer work and fundraising this group does in the Valleyview community, which has been established over a long time and service. It is believed that this can be accomplished by exchanging administrative duties from the Town of Valleyview to the MD of Greenview.

If this proposal is advanced, a service contract must be developed to ensure both municipalities continue receiving the same service. As this changeover would also come with some exchange of Town resources, a complete inventory of equipment, buildings and supplies used by the Valleyview Fire Department would be brought forward, and an agreement negotiated with all the costs reviewed for the change in control of those items to the MD. The Volunteer Association holds several assets, and those would be retained by the Society where appropriate.

Approval of this motion will allow the MD to contact the Town of Valleyview and move the request forward formally by the Councils. Upon a favourable decision by both Municipalities, Administration will look at the implementation plan and return to Council with a plan including timelines, logistics and financial impacts.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of accepting the recommended motion is that there would be Council support in the transition of proposed Administrative control of the VVFD to Greenview.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to direct the Administration to further evaluate the proposed transition of Administrative control of the VVFD to Greenview prior to reaching out to the Town of Valleyview. Administration does not recommend this action, as there is a need for support from both Councils prior to any further progression, to ensure a transparent process to the ratepayers of both municipalities.

**ALTERNATIVE MOTION:** That Council direct Administration to further evaluate the proposed transition of administrative control of the Valleyview Fire Department to Greenview, including potential operational, financial, and service delivery impacts.

**Alternative #2:** Council has the alternative to forgo any recommendations and receive the report as information.

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**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.

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**FOLLOW UP ACTIONS:**

Once Council decides Administration will send the request for a Letter of Support to the Town of Valleyview.

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ATTACHMENT(S): N/A



# NOTICE OF MOTION

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NOTICE GIVEN ON: February 25, 2025

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COUNCIL MEMBER: Dave Berry

SUBJECT: **Recommendation of MD councillor to Valleyview Municipal Library Board**

SUBMISSION TO: REGULAR COUNCIL MEETING

INTENDED MEETING: March 22, 2022

DATE TO BE  
MOVED:

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**Deferred MOTION: That Council direct Administration to request that Valleyview Town council appoint Greenview Councillor Dave Berry as a councillor on the Town of Valleyview Library Board.**

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## BACKGROUND/PROPOSAL:

During the March 11, 2025, Regular Council meeting the motion to request the appointment of Councillor Berry to the Valleyview library board was deferred for more information. Council wanted confirmation that the Town of Valleyview still was requesting a councillor from the MD sit on the board. The original request and a current request are in the supplemental information. Also in the attached information is a request from the board chair for a Councillor from the MD be put forth to The Valleyview town council for appointment. Both the board chair and the town council are looking for board support for a stronger board governance and functionality. During the last 12-18 months this board has struggled to hold functional and productive meetings. By appointing an MD council we can support both the Town of Valleyview and the library board.

Having a Councillor appointed to the board would also help to provide better oversight to the \$125,000 that Greenview contributes annually through a standing agreement with our own Greenview Library Board. Over this term, Council has been checking into many of our agreements with the goal of increasing efficiencies and being more cost efficient. Libraries are an important part of our culture, but neglecting to consider this agreement may do Greenview a disservice. There is concern that the Valleyview Library spending has continued to grow over the last few years even as their funding has been decreased, causing their reserves to dwindle. The Valleyview Library now appears to be in a position that, though they may be able financially to operate for this calendar year, without change they will likely not be fiscally stable enough to operate for the 2026 year. The Valleyview Library has been very well funded and is a pillar in our community. It is hoped that with additional oversight and governance support, this library can flourish and continue to fill an important role in our community.

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## ATTACHMENT(S):

- Letter from Town of Valleyview
- Letter from Library board chair

- Library budget and actual expenses to Feb 28, 2025
- Agreement between MD and VV library boards
- Valleyview council and Library board MOU 2020
- Valleyview council and Library Board MOU 2025
- Library statistical comparisons
- Libraries act

2025 Budget Expended January 1, 2024 to February 28, 2025

EXPENSES					REVENUE				
Line #	Account #(s)	Staff Expenses	Projected Expenses	Actual Expenses	Account #(s)	Income Source	Projected Revenue	Actual Revenue	
28	601, 602, 603, 604, 605, 606	Salaries, Wages & Benefits, WCB	168,635.00	24,846.36	401	MD of Greenview Library Board Annual App	125,000.00	125,000.00	
31		618 Staff Professional Development	2,300.00	-	402	Town of Valleyview Annual Appropriation	60,000.00	30,000.00	
32		619 Staff Travel, Meals & Accommodation	1,900.00	-	403	Provincial Annual Operating Grant	19,650.00	-	
		<b>Total Staff Expense</b>	<b>172,835.00</b>	<b>24,846.36</b>	404	Other Income/Grants	5,000.00	67.65	
		<b>Library Resources</b>				Transfer from Reserves	30,000.00	20,000.00	
34	630	Collection Development	<b>2,000.00</b>	<b>87.30</b>		ATB - GIC Matured and transferred to Savings		-	
		<b>Administrative Expenses</b>			407	Lost/Damaged Revenue Collected fr other libraries	500.00	313.48	
39	623	Annual Financial Review	1,500.00	-	405	Library Services Revenue	2,200.00	291.35	
40	620	Board Professional Development	500.00	-	406	Fundraising/Donations Revenue	500.00	51.50	
40	621	Board Travel, Meals & Accommodation	500.00	-	421	Interest Earned	5,000.00	692.28	
40	622	Board Honoraria	4,000.00	-		<b>TOTAL INCOME</b>	<b>247,850.00</b>	<b>176,416.26</b>	
41	615	Equipment Lease/Rental	2,080.00	518.14					
42	613	Contracted Services	3,000.00	778.84		<b>Assets</b>			
43	625	Bank & Moneris Charges	1,200.00	150.32		ATB - Operating Account - balance on Feb 28, 2025	129,984.99		
44	612	Library & Office Supplies	4,000.00	79.08		ATB - Savings/Reserves - balance on Feb 28, 2025	15,886.42		
45	626	Association Memberships	1,000.00	57.75		<b>TOTAL ASSETS</b>	<b>145,871.41</b>		
46	627	Postage, Freight, Staff vehicle use	900.00	50.00					
47	624, 628, 629	Programs Expense	2,440.00	39.35		<b>Liabilities</b>			
48	614	General Goods & Services	2,000.00	42.59		ATB Mastercard Balance on February 28, 2025	13.64		
49	633	GST Paid on Goods & Services	1,000.00	-					
53	634	Lost/Damaged Fees paid to other libraries	650.00	71.82					
54	611	Telephone/Internet & Software	5,425.00	299.74					
		<b>Total Administrative Expenses</b>	<b>30,195.00</b>	<b>2,087.63</b>					
		<b>Building Expenses</b>							
55	617	Insurance	5,000.00	-					
66	607, 610, 616	Building Maintenance	16,100.00	3,374.44					
59	608, 609	Power & Utilities	14,220.00	2,282.29					
		<b>Total Building Expenses</b>	<b>35,320.00</b>	<b>5,656.73</b>					
		<b>Other Expenses</b>							
	631	PLS Allotment Expense	<b>5,500.00</b>	<b>2,418.63</b>					
	637	Technology/Computers/Furnishings	<b>2,000.00</b>	<b>-</b>					
		<b>TOTAL OPERATING EXPENSES</b>	<b>247,850.00</b>	<b>35,096.65</b>					



# **MEMORANDUM OF UNDERSTANDING**

between

**The Town of Valleyview**

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

and

**The Town of Valleyview Library Board**

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

Made on this \_\_\_\_\_ day of \_\_\_\_\_, 2020

## Memorandum of Understanding

October 2020

### 1.0 OVERALL OBJECTIVE OF THE MEMORANDUM OF UNDERSTANDING

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

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

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

### 2.0 DEFINITIONS

In this Memorandum of Understanding:

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

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

### 3.0 LEGISLATIVE FRAMEWORK

- 3.1 *Municipal Bylaw #21-70* of the Town of Valleyview, dated October 5, 1970 established the Town of Valleyview Library Board as a corporation in its own right as defined in the *Libraries Act, Section 3, Subsection 4*.
- 3.2 Having been established under the aforementioned bylaw, the Library Board is subsequently bound by the *Libraries Act*.
- 3.3 Town Council shall appoint Board Trustees pursuant to the *Libraries Act*. MD of Greenvew Council may put forward names of candidates to sit on the Library Board. These candidates must then be appointed by the Town Council as per the *Libraries Act*.
- 3.4 The Library Board is a governing board and has the mandate to manage, regulate and control library operations in order to provide library services to the community, subject to terms and conditions imposed by the enabling legislation:  
  
*"The municipal board, subject to any enactment that limits its authority, has full management and control of the municipal library and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the municipality and may co-operate with other boards and libraries in the provision of those services." (Libraries Act, Section 7)*
- 3.5 The Library Board annually determines resources required to operate the Library and requests an annual appropriation from Town Council and in accordance with the *Libraries Act*.

## Memorandum of Understanding

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

### 4.0 OTHER BASIC PREMISES

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

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

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

### 5.0 COMMUNICATION

#### 5.1 Political Communications

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

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

### 5.2 Service Communications

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

### 5.3 Administrative Communications

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

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

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

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

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

## 6.0 FINANCE

### 6.1 Budget Process

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

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

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

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

### **6.2 Annual Appropriation from the Town**

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

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

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

### **6.3 Tendering and Purchasing**

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

### **6.4 Budget Surplus / Deficit**

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

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

### **6.5 Library Reserves**

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

**6.6 Annual Financial Reporting**

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

**6.7 Financial Records**

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

**7.0 PERSONNEL**

**7.1 Employment**

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

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

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

**7.2 Salaries, Wages and Benefits**

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

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

**8.0 FACILITIES**

**8.1 Library Facility**

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

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

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



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

### 8.2 Rent

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

### 8.3 Security

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

### 8.4 Maintenance and Capital Replacement

The Town shall be responsible for:

- 8.4.1 Capital replacement costs and maintenance relating to exterior walls, doors, windows, roof, foundation, and sidewalks related to the long-term operation and maintenance of the facility.
- 8.4.2 Development and maintenance of all landscaping and parking areas related to the library facility.

The Library Board shall be responsible for:

- 8.4.3 Payment of utility costs including water, sewer, garbage collection and disposal, gas, power, telephone / internet and snow removal. Snow removal will be completed by the Town's Public Works Department on an as needed basis at an hourly charge-out rate of \$175.00 per hour for operator and equipment. The Town will invoice the Library Board on a monthly basis for all snow removal hours incurred for that month.
- 8.4.4 All of the day to day maintenance and repair of operating the facility (library and gallery) to a level of good and substantial repair.
- 8.4.5 Maintaining the interior aspects of the library and gallery facility including interior partitions, interior doors, fixtures, furnishings, equipment, and be responsible for minor repairs or maintenance to HVAC (i.e. annual furnace maintenance); this will exclude structural or mechanical repairs assigned to the Town in Section 8.4.1.

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

**8.5 Janitorial Services**

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

**8.6 Insurance**

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

**8.7 Alterations**

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

**9.0 LIBRARY SERVICES**

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

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

**10.0 APPOINTMENT OF LIBRARY TRUSTEES**

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

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

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

## Memorandum of Understanding

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

For example, the Board may consist of:

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

### 10.2 Process to Appoint Library Trustees

Appointment of Municipal Council representatives shall consist of:

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

## Memorandum of Understanding

October 2020

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

### 11.0 OTHER AREAS OF AGREEMENT

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

#### 11.1 Advertising, Public Relations and Promotions

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

#### 11.2 Special Committees and Events

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

### 12.0 AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING

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

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

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

## Memorandum of Understanding

October 2020

### 13.0 ADMINISTRATION OF THE MEMORANDUM OF UNDERSTANDING

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

### 14.0 INDEMNIFICATION

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

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

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

\_\_\_\_\_  
Library Board Chair  
Signature

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Witness  
Signature

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Town of Valleyview CAO  
Signature

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Town of Valleyview Mayor  
Signature

\_\_\_\_\_  
Print name

# **MEMORANDUM OF UNDERSTANDING**

between

**The Town of Valleyview**

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

and

**The Town of Valleyview Library Board**

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

Made on this \_\_\_\_\_ day of \_\_\_\_\_, 2025

## 1.0 OVERALL OBJECTIVE OF THE MEMORANDUM OF UNDERSTANDING

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

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

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

## 2.0 DEFINITIONS

In this Memorandum of Understanding:

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



## Memorandum of Understanding

February 2025

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

### 3.0 LEGISLATIVE FRAMEWORK

- 3.1 *Municipal Bylaw #21-70* of the Town of Valleyview, dated October 5, 1970 established the Town of Valleyview Library Board as a corporation in its own right as defined in the *Libraries Act, Section 3, Subsection 4*.
- 3.2 Having been established under the aforementioned bylaw, the Library Board is subsequently bound by the *Libraries Act*.
- 3.3 The Library Board is a governing board and has the mandate to manage, regulate and control library operations in order to provide library services to the community, subject to terms and conditions imposed by the enabling legislation:  
  
*"The municipal library board or an intermunicipal library board, subject to any enactment that limits its authority, has full management and control of the municipal library established by the board and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the municipality or municipalities it serves and may co-operate with other boards and libraries in the provision of those services."* (*Libraries Act, Section 12.4*)
- 3.4 The Library Board annually determines resources required to operate the Library and requests an annual appropriation from Town Council and in accordance with the *Libraries Act*.
- 3.5 Town Council, through its enactment of *Bylaw #21-70*, deems it expedient to provide library service in the community, and therefore annually provides library funding from municipal tax-generated revenue.

## Memorandum of Understanding

February 2025

- 3.6 The Province of Alberta grants library funding dependent upon the Board's adherence to the *Libraries Act* in accordance with provincial regulations.

### 4.0 OTHER BASIC PREMISES

- 4.1 The Library is a community service which provides library services and programs to the taxpayers / ratepayers and library patrons. It is to the mutual benefit of the Town of Valleyview and the Library Board to work cooperatively to maximize the use of available resources.

- 4.2 The Town Council and the Library Board intend to deliver the most effective library service possible, while recognizing the dependence of quality service upon financial, physical and human resources.

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

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

### 5.0 COMMUNICATION

#### 5.1 Political Communications

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

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

#### 5.2 Service Communications

## Memorandum of Understanding

February 2025

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

### 5.3 Administrative Communications

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

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

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

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

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

## 6.0 FINANCE

### 6.1 Budget Process

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

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

## Memorandum of Understanding

February 2025

The Library Board determines the amount of the appropriation request according to the perceived needs of the community, the considered level of service to meet these needs, and the type and quantity of resources required to achieve the desired level of service. In conclusion, the Town has the final say/discretion on the amount of funds that will be allocated to the library.

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

### **6.2 Annual Appropriation from the Town**

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

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

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

### **6.3 Tendering and Purchasing**

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

### **6.4 Budget Surplus / Deficit**

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

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

### **6.5 Library Reserves**

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

## Memorandum of Understanding

February 2025

### 6.6 Annual Financial Reporting

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

### 6.7 Financial Records

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

## 7.0 PERSONNEL

### 7.1 Employment

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

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

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

### 7.2 Salaries, Wages and Benefits

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

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

## 8.0 FACILITIES

### 8.1 Library Facility

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

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

## Memorandum of Understanding

February 2025

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

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

### **8.2 Rent**

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

### **8.3 Security**

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

### **8.4 Maintenance and Capital Replacement**

The Town shall be responsible for:

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

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

The Library Board shall be responsible for:

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

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

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

## Memorandum of Understanding

February 2025

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

### 8.5 Janitorial Services

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

### 8.6 Insurance

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

### 8.7 Alterations

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

## 9.0 LIBRARY SERVICES

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

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

## 10.0 APPOINTMENT OF LIBRARY TRUSTEES

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

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

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



## Memorandum of Understanding

February 2025

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

For example, the Board may consist of:

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

### 10.2 Process to Appoint Library Trustees

Appointment of Municipal Council representatives shall consist of:

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

## Memorandum of Understanding

February 2025

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

### 11.0 OTHER AREAS OF AGREEMENT

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

#### 11.1 Advertising, Public Relations and Promotions

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

#### 11.2 Special Committees and Events

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

### 12.0 AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING

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

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

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

## Memorandum of Understanding

February 2025

### 13.0 ADMINISTRATION OF THE MEMORANDUM OF UNDERSTANDING

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

### 14.0 INDEMNIFICATION

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

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

In witness whereof, the parties have hereunto executed this Memorandum of Understanding on the \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Library Board Chair  
Signature

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Witness  
Signature

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Town of Valleyview CAO  
Signature

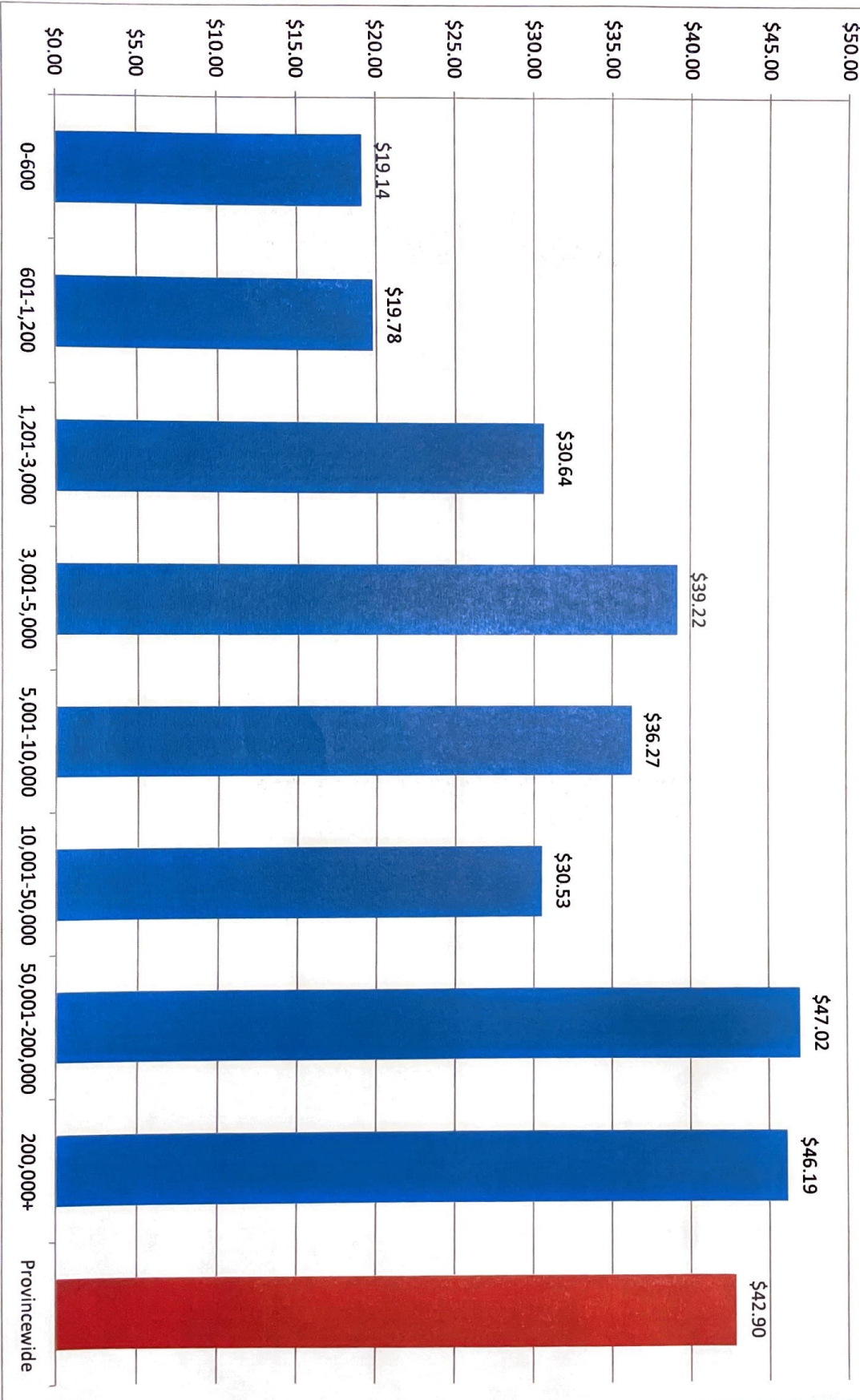
\_\_\_\_\_  
Print name

\_\_\_\_\_  
Town of Valleyview Mayor  
Signature

\_\_\_\_\_  
Print name

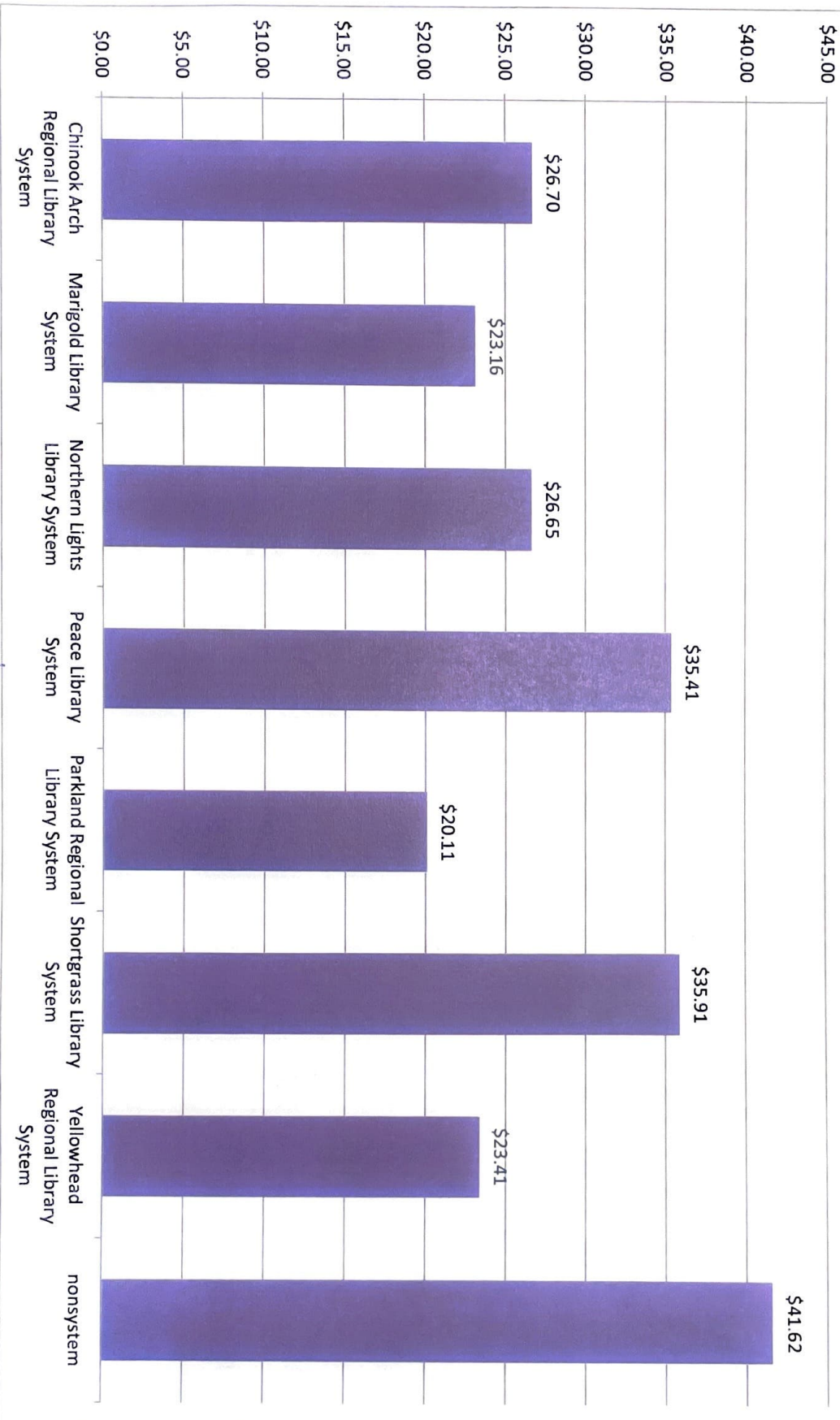
	2022 VV	fox	hanna	md	grimshaw	GP
population	1863	2589	2559	9615	2718	69088
libraries	1	1	1	2	1	1
employees	6	5	8	13	11	46
staff hours	6697	4676	4793	5153	8648	39952
open hours	1400	2750	1460	4006	2306	2945
fte	3.7	2.6	2.6	2.8	4.8	22
vol	5	4	14	10	25	99
staff hours per open hour	4.8	1.7	3.3	1.3	3.8	13.6
local appropriation	125000	65441	90659	570000	95653	1649990
GOA	16650	16650	16650	53380	16650	380486
other gov	125	64041	47516		118402	351585
self funding	31896	1659	16772	16933	21807	154575
total income	298546	147791	171597	640313	252512	2536636
funding per pop	160.25	51.44	58.21	66.6	89.72	36.72

## Public Library Funding 2022 Average of Local Appropriation to Municipal Library Boards by population range



Classification: Public

## Public Library Funding 2022 Average of Local Appropriation to Municipal Library Boards by library system membership



Classification: Public



Province of Alberta

## **LIBRARIES ACT**

### **Revised Statutes of Alberta 2000 Chapter L-11**

Current as of May 16, 2024

#### **Office Consolidation**

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Alberta King's Printer  
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10611 - 98 Avenue  
Edmonton, AB T5K 2P7  
Phone: 780-427-4952

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\*The year of first publication of the legal materials is to be completed.

### Note

All persons making use of this consolidation are reminded that it has no legislative sanction, that amendments have been embodied for convenience of reference only. The official Statutes and Regulations should be consulted for all purposes of interpreting and applying the law.

### Regulations

The following is a list of the regulations made under the *Libraries Act* that are filed as Alberta Regulations under the Regulations Act

	<b>Alta. Reg.</b>	<i>Amendments</i>
<b>Libraries Act</b>		
Libraries .....	141/98 .....	282/99, 251/2001, 193/2003, 172/2007, 68/2008, 180/2013, 134/2018, 90/2024

# **LIBRARIES ACT**

## **Chapter L-11**

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- 4** Members
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HER MAJESTY, by and with the advice and consent of the  
Legislative Assembly of Alberta, enacts as follows:

**Definitions**

**1** In this Act,

- (a) “basic information service” means basic information service as defined in the regulations for the purposes of this Act;
- (b) “board” means a municipal library board, intermunicipal library board or library system board;
- (c), (d) repealed 2024 c7 s7;
- (e) “council” means

- (i) in the case of a city, town, municipal district, village, summer village or specialized municipality, the council;
  - (ii) in the case of a school authority, the board of trustees of school divisions under the *Education Act*,
  - (iii) in the case of a Metis settlement, the settlement council,
  - (iv) in the case of an improvement district, the Minister responsible for the *Municipal Government Act*, or
  - (v) in the case of a special area, the Minister responsible for the *Special Areas Act*;
- (e.1) “intermunicipal agreement” means an agreement described in section 10;
- (f) repealed 2024 c7 s7;
- (f.1) “intermunicipal library board” means an intermunicipal library board established or continued under Part 1, Division 2;
- (g) “library system” means a library system established, or a regional library continued, as a library system under Part 2;
- (h) “library system board” means a library system board established or continued under Part 2;
- (i) “Minister” means the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for this Act;
- (j) repealed 2024 c7 s7;
- (k) “municipal library” means a library that provides public library services under the control and management of a municipal library board or an intermunicipal library board;
- (k.1) “municipal library board” means a municipal library board established or continued under Part 1, Division 1;
- (l) “municipality” means municipality as defined in the *Municipal Government Act*;
- (m) “public library” means a municipal library or library system;
- (n) repealed 2024 c7 s7;
- (o) “school authority” means a school division.

RSA 2000 cL-11 s1;2006 c5 s2;2012 cE-0.3 s275;2024 c7 s7

## **Part 1 Municipal and Intermunicipal Library Boards**

### **Division 1 Municipal Library Boards**

#### **Application**

**2** This Division applies to every municipal library board maintained in whole or in part by property taxes and

- (a) established under this Division, or
- (b) established or continued under section 3 as it read before the coming into force of this Division.

RSA 2000 cL-11 s2;2006 c5 s3;2024 c7 s7

#### **Establishment and name**

**3(1)** The council of a municipality may, by bylaw, establish a municipal library board.

**(2)** The council shall forward a copy of a bylaw made under subsection (1) to the Minister.

**(3)** On being established, the municipal library board is a corporation and shall be known as the “(Name of municipality) Library Board”.

**(4)** A municipal library board established under this Act prior to the coming into force of this section is continued with the name “(Name of municipality) Library Board”.

RSA 2000 cL-11 s3;2006 c5 s4;2024 c7 s7

#### **Members**

**4(1)** A municipal library board shall consist of not fewer than 5 and not more than 10 members appointed by the council of the municipality.

**(2)** A person who is an employee of a municipal library board is not eligible to be a member of that board.

**(3)** Not more than 2 members of the council of the municipality may be members of the municipal library board at the same time.

**(4)** A member of a municipal library board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council of the municipality passes a resolution stating that the member may be appointed as a member for more than 3 consecutive terms.

(5) Appointments to a municipal library board shall be for a term of up to 3 years.

(6) Notwithstanding subsection (5), the term of office of a member continues until a successor is appointed or the member is reappointed in accordance with subsection (4).

(7) Any vacancy on a municipal library board that reduces or will reduce the number of members of the board to a number less than 5 shall be filled by the council of the municipality as soon as reasonably possible.

RSA 2000 cL-11 s4;2024 c7 s7

### **Budget**

**5(1)** Each year a municipal library board shall prepare a budget and an estimate of the money required during the next fiscal year to provide library services to the public.

(2) The budget and estimate shall be submitted to the council of the municipality by the date specified by the council.

(3) The council of the municipality may approve the estimate under subsection (1) in whole or in part.

RSA 2000 cL-11 s8;2006 c5 s5;2024 c7 s7

### **Financial records**

**6** A municipal library board shall

- (a) create and maintain complete and accurate financial records of the board's operations,
- (b) have a person who is not a member of the board and whose qualifications are satisfactory to the council of the municipality review the financial records each calendar year and prepare a financial report in a form satisfactory to the council, and
- (c) submit the financial report to the council of the municipality immediately after the report is completed.

RSA 2000 cL-11 s9;2006 c5 s6;2024 c7 s7

### **Library building and equipment**

**7(1)** When money is required for the purpose of acquiring real property for the purposes of a building to be used for the provision of public library services or for erecting, repairing, furnishing or equipping a building to be used for the provision of public library services, the council of the municipality may, at the request of the municipal library board, take all necessary steps to furnish the money requested or the portion of it that the council considers expedient.

(2) Money approved by the council under subsection (1) may be borrowed by the council under the authority of a bylaw and on the security of debentures.

(3) The provisions of the *Municipal Government Act* or the *Education Act*, as the case may be, governing

- (a) the passing of bylaws for borrowing money,
- (b) the issue and form of debentures, and
- (c) the assessment, levy and collection of money necessary to meet the indebtedness incurred by the issue of debentures

apply to the borrowing of money under subsection (2).

RSA 2000 cL-11 s10;2012 cE-0.3 s275;2024 c7 s7

#### **Dissolution**

**8(1)** If a municipal library board fails to provide library services in accordance with the regulations for a period of 2 years, the council of the municipality may make an ex parte application to the Court of King's Bench for an order declaring the municipal library board dissolved.

(2) An order dissolving a municipal library board vests in the municipality all the property of the municipal library board, and the council through its proper officers may take possession of the vested property and dispose of it in any manner the council considers advisable.

RSA 2000 cL-11 s12;AR 217/2022;2024 c7 s7

## **Division 2 Intermunicipal Library Boards**

#### **Application**

**9** This Division applies to every intermunicipal library board maintained in whole or in part by property taxes and

- (a) established under this Division, or
- (b) continued under this Division.

2024 c7 s7

#### **Establishment**

**10(1)** The council of a municipality may, by bylaw, authorize the municipality to enter into an agreement that meets the requirements of the regulations with up to 3 other municipalities respecting the establishment of an intermunicipal library board to provide library services to the residents of the municipalities.



(2) Notwithstanding subsection (1), the number of municipalities with which a municipality may enter into an agreement may exceed 3 where each of the municipalities is located within the existing boundaries of the same municipal district.

(3) The council of each municipality that is a party to the agreement shall forward a copy of the bylaw passed by that council and the agreement described in subsection (1) to the Minister.

(4) On receipt of the bylaws and the agreement under subsection (3), the Minister may, by order, establish an intermunicipal library board.

(5) An intermunicipal library board established under subsection (4) is a corporation with the name set out in the ministerial order.

(6) An intermunicipal library board established under this Act before the coming into force of this section is continued as an intermunicipal library board under this Division.

2006 c5 s9;2024 c7 s7

#### **Joining and withdrawing from intermunicipal agreements**

**11(1)** After an intermunicipal library board has been established under section 10, the council of a municipality may, by bylaw, subject to the regulations and the terms of the intermunicipal agreement in respect of that board, authorize the municipality to be

- (a) added as a party to the intermunicipal agreement if the agreement is between
  - (i) no more than 3 municipalities, or
  - (ii) any number of municipalities located within the existing boundaries of the same municipal district as the municipality,

or

- (b) removed as a party to the intermunicipal agreement.

(2) If the Minister is satisfied that the council of a municipality has met the requirements of the regulations and the agreement, the Minister may, by order, add or remove the municipality as a party to the intermunicipal agreement.

RSA 2000 cL-11 s35;2006 c5 s12;2024 c7 s7

#### **Members**

**12(1)** An intermunicipal library board consists of the members appointed to the board by the council of each municipality that is a

party to the intermunicipal agreement respecting that board in accordance with the intermunicipal agreement.

(2) A person who is an employee of an intermunicipal library board is not eligible to be a member of that board.

(3) A member of the intermunicipal library board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council that appointed the member passes a resolution stating that the member may be appointed as a member for more than 3 consecutive terms.

(4) Appointments to an intermunicipal library board shall be for a term of up to 3 years.

(5) Notwithstanding subsection (4), the term of office of a member continues until a successor is appointed or the member is reappointed in accordance with subsection (3).

(6) Any vacancy on an intermunicipal library board that reduces or will reduce the number of members of the board to a number less than 7 shall be filled in accordance with the intermunicipal agreement as soon as reasonably possible.

2006 c5 s9;2024 c7 s7

### **Budget**

**12.1** Each year an intermunicipal library board shall, before the date specified in the intermunicipal agreement respecting that board, submit to each municipality that is a party to the agreement a budget and an estimate of the money required during the next fiscal year to provide library services to the public, including the amounts to be paid by each municipality in accordance with the agreement.

2006 c5 s9;2024 c7 s7

### **Financial records**

**12.2** An intermunicipal library board shall

- (a) create and maintain complete and accurate financial records of the board's operations,
- (b) have a person who is not a member of the intermunicipal library board and whose qualifications are approved in accordance with the intermunicipal agreement review the financial records each calendar year and prepare a financial report in the form required by the intermunicipal agreement, and
- (c) submit the financial report to the council of each municipality that is a party to the intermunicipal agreement immediately after the report is completed.

2006 c5 s9;2024 c7 s7

### Division 3 General

#### Validity of proceedings

**12.3** No resolution, bylaw, proceeding or action of any kind of a municipal library board or intermunicipal library board may be held invalid or set aside for the reason that any person whose election to council has been judged invalid acted as a member of the board.

2006 c5 s9;2024 c7 s7

#### Board duties

**12.4** A municipal library board or an intermunicipal library board, subject to any enactment that limits its authority, has full management and control of the municipal library established by the board and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the municipality or municipalities it serves and may cooperate with other boards and libraries in the provision of those services.

2006 c5 s9;2024 c7 s7

#### Dissolution, amalgamation or annexation of municipality

**12.5(1)** If the Lieutenant Governor in Council makes an order under the *Municipal Government Act* dissolving a municipality, that order is deemed to dissolve any municipal library board established by that municipality and to pass to the municipality, immediately prior to the dissolution of the municipality, all the rights, assets and liabilities of the municipal library board.

**(2)** If the Lieutenant Governor in Council makes an order under the *Municipal Government Act* dissolving a municipality that is a party to an intermunicipal agreement respecting an intermunicipal library board, that order is deemed to remove the municipality from the agreement and, where no agreement regarding the rights, assets and liabilities of the board can be reached among the municipalities remaining party to the intermunicipal agreement, the Lieutenant Governor in Council may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the board.

**(3)** When under subsection (2) a municipality is removed from an intermunicipal agreement respecting an intermunicipal library board that is between no more than 2 municipalities, the Lieutenant Governor in Council may, by order, dissolve the board and may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the board.

**(4)** When an amalgamation of municipal authorities has been initiated under Part 4 of the *Municipal Government Act* and no

agreement can be reached among those municipal authorities regarding the rights, assets and liabilities of a municipal library board or an intermunicipal library board, the Lieutenant Governor in Council may, by order, dissolve the municipal library board or intermunicipal library board and may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the municipal library board or intermunicipal library board.

(5) When an annexation of land from one municipal authority to another municipal authority has been initiated under Part 4 of the *Municipal Government Act* and no agreement can be reached between the municipal authorities regarding the rights, assets and liabilities of

- (a) a municipal library board established by the municipal authority from which the land is to be annexed, or
- (b) an intermunicipal library board that is the subject of an intermunicipal agreement to which the municipal authority from which the land is to be annexed is a party,

the Lieutenant Governor in Council may, by order, dissolve the municipal library board or intermunicipal library board and may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the municipal library board or intermunicipal library board.

2006 c5 s7;2024 c7 s7

## Part 2 Library Systems

### Library system

**13** Subject to this Act and the regulations, a municipality, improvement district, special area, Metis settlement or school authority,

- (a) on entering into and becoming a party to an agreement that contains provisions on terms required by regulations, with one or more municipalities, improvement districts, special areas, Metis settlements or school authorities, and
- (b) on complying with the regulations,

may request the Minister to establish a library system.

1983 cL-12.1 s19;1998 c19 s7

**Library system board**

**14(1)** On receipt of a request referred to in section 13, the Minister may

- (a) establish a library system board, and
- (b) prescribe the boundaries of the library system,

and when the Minister does so the parties to the agreement described in section 13 become members of the library system.

**(2)** On being established, the library system board is a corporation and shall be known as the “(Name of region) Library Board”.

**(2.1)** A library system board established or continued under this section prior to the coming into force of this subsection is continued with the name “(Name of region) Library Board”.

**(3)** Repealed 2024 c7 s7.

**(4)** The agreements referred to in section 13 that have been entered into under the *Libraries Act*, RSA 1980 cL-12, are continued under this Act, as modified by this Act.

RSA 2000 cL-11 s14;2024 c7 s7

**Joining an existing library system**

**15** A municipality, improvement district, special area, Metis settlement or school authority may, in accordance with the regulations, become a member of a library system by complying with the terms of the agreement referred to in section 13, becoming a party to the agreement and receiving the approval of the Minister.

1983 cL-12.1 s21;1998 c19 s8

**Appointment**

**16** A library system board consists of

- (a) one member for each municipality, Metis settlement and school authority that is a member of the library system who is appointed by the council of the municipality, Metis settlement or school authority,
- (b) one member for each improvement district that is a member of the library system, who is appointed by the Minister responsible for the *Municipal Government Act*,
- (c) one member for each special area that is a member of the library system, who is appointed by the Minister responsible for the *Special Areas Act*, and
- (d) any additional members appointed in accordance with the regulations.

RSA 2000 cL-11 s16;2024 c7 s7

**System board duties**

**17** The library system board, subject to any enactment that limits its authority and the agreement described in section 13, has full management and control of the library system and shall, in accordance with the regulations and in cooperation with other boards, organize, promote and maintain comprehensive and efficient library services and may

- (a) borrow from time to time for the purpose of defraying its operating expenses an amount not exceeding 50% of the amount expended by it during its immediately preceding fiscal year;
- (b) fix fees for the use of library services by residents of a municipality within the boundaries of the library system that does not receive library services from the library system board.

RSA 2000 cL-11 s17;2024 c7 s7

**Budget**

**18(1)** The library system board shall, on or before a date specified by each municipality, improvement district, special area and school authority that is a party to the agreement described in section 13, submit to each of them a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the library system, including the amounts to be paid by each of them.

**(2)** Budget approval and compliance with the amounts to be paid by each party to the agreement described in section 13 shall be in accordance with the terms of that agreement.

1983 cL-12.1 s24

**Restriction of authority**

**19** Notwithstanding this Part, if a municipal library has been established in a municipality and is receiving library services from the library system board, the authority of the library system board and the municipal library board or intermunicipal library board is limited by the terms of any agreement described in section 10 or 13.

RSA 2000 cL-11 s19;2006 c5 s10;2024 c7 s7

**20** Repealed 2024 c7 s7.

**Annual grants**

**21(1)** If an improvement district or a special area is a party to an agreement described in section 13,

- (a) the Minister responsible for the *Municipal Government Act*, in the case of an improvement district, or

- (b) the Minister responsible for the *Special Areas Act*, in the case of a special area,

may, in addition to all other rates and assessments assessed and levied for the purposes of an improvement district or special area, assess and levy from year to year a special annual rate on the assessed value of all property liable to taxation in the improvement district or special area for the purposes of the library system board and shall, on behalf of the improvement district or special area, make an annual grant, from the money derived from the special annual rate, to the library system board with respect to its budget under section 18.

- (2) If a school authority is a party to an agreement described in section 13, the school authority may make an annual grant to the library system board with respect to its budget under section 18.

1983 cL-12.1 s27

#### **Withdrawal from the library system agreements**

**22** At any time after the expiration of 3 years from the date that the party entered into the agreement, a party to an agreement described in section 13 may, by giving 12 months' notice, withdraw from the agreement.

1983 cL-12.1 s28

#### **Dissolution of a library system board**

**23(1)** If a library system board fails to provide library services in accordance with the regulations for 2 years, the majority of the parties to the agreement described in section 13 may join in making an application to the Court of King's Bench for an order declaring the library system board dissolved.

(2) The Court, in the order dissolving the board, shall vest the property of the library system board in the Minister or in the councils of the parties to the agreement described in section 13 severally or in common as it considers just, or make any other disposition of the property that it considers just in the circumstances and the Minister and the councils may then take possession of the property and dispose of it as considered advisable by them, in accordance with any terms or conditions in the order.

RSA 2000 cL-11 s23;AR 217/2022

#### **Borrowing for library system boards**

**24** A municipality or a school authority that is a party to an agreement described in section 13 may, with the approval of the Minister, borrow money to acquire real property for the purposes of a building to be used as the headquarters of a library system or for erecting, repairing, furnishing and equipping a building to be used



as the headquarters of a library system, and section 7(2) and (3) apply to the borrowing of the money.

RSA 2000 cL-11 s24;2024 c7 s7

**Parts 3 and 4** Repealed 2024 c7 s7.

## **Part 5 General**

### **Board member disqualification**

**31(1)** A person is disqualified from remaining a member of a board if the person fails to attend, without being authorized by a resolution of the board to do so, 3 consecutive regular meetings of the board.

**(2)** If a member of a board is disqualified from remaining a member under subsection (1), the person is deemed to have resigned the person's seat on the board.

1983 cL-12.1 s35

### **Chair of board**

**32** A board shall elect a chair and any other officers it considers necessary from among its members.

1983 cL-12.1 s36

### **Meetings**

**33(1)** A board shall meet at least once every 4 months and at any other times it considers necessary.

**(2)** If the regulations require a library system board to have an executive, that executive must meet at least once every 3 months and at any other times it considers necessary.

1983 cL-12.1 s37;1998 c19 s13

### **Record of meetings**

**34(1)** All minutes, resolutions and bylaws of a board shall be signed by the chair or a person acting for the chair.

**(2)** Minutes, resolutions and bylaws signed under subsection (1) shall be admitted in evidence as proof, in the absence of evidence to the contrary, of their contents without proof of the signature or official character of the person appearing to have signed them.

**(3)** A board shall store all minutes, resolutions and bylaws of the board in a secure physical or electronic location.

RSA 2000 cL-11 s34;2024 c7 s7

**35** Repealed 2024 c7 s7.

**Safety and use of library facilities**

**36(1)** A board may pass bylaws for the safety and use of the library, including

- (a) the terms and conditions under which
  - (i) the public may be admitted to the building,
  - (ii) public library property may be used or borrowed by members of the public, and
  - (iii) borrowing privileges may be suspended or forfeited;
- (b) notwithstanding subsection (3), fees to be paid by members of the public for
  - (i) the issuance of library borrowing cards,
  - (ii) the use of those parts of the building not used for the purposes of the public library,
  - (iii) photocopying and printing services,
  - (iv) receiving information in a printed, electronic, magnetic or other format, and
  - (v) receiving, on request, a library service not normally provided by a public library;
- (c) penalties to be paid by members of the public for abuse of borrowing privileges.

**(2)** The *Regulations Act* does not apply to bylaws passed under subsection (1).

**(3)** A bylaw or part of a bylaw that requires a member of the public to pay a fee or charge for any of the following is invalid:

- (a) admittance to any portion of a building used for public library purposes;
- (b) using library resources on library premises;
- (c) borrowing library resources, in any format, normally lent by the library;
- (d) acquiring library resources through inter-library loan;
- (e) consultation with members of the library staff;

- (f) receiving basic information service.

RSA 2000 cL-11 s36;2024 c7 s7

#### **Bylaw transmission**

**37(1)** A municipal library board, on passing a bylaw under section 36, shall forthwith forward a copy of the bylaw to the council of the municipality.

**(2)** An intermunicipal library board, on passing a bylaw under section 36, shall forthwith forward a copy of the bylaw to the council of each municipality that is a party to the intermunicipal agreement respecting that board.

RSA 2000 cL-11 s37;2006 c5 s13

#### **Bylaw invalidated**

**38** The council of a municipality may disallow a bylaw passed by a municipal library board it has appointed.

RSA 2000 cL-11 s38;2024 c7 s7

#### **Authorization to inspect**

**39(1)** The Minister or a person authorized in writing by the Minister may, during regular business hours, inspect the records of a board.

**(2)** A person authorized under subsection (1) shall, while inspecting the records of a board, carry identification in the prescribed form and present it on request.

RSA 2000 cL-11 s39;2024 c7 s7

#### **Regulations**

**40** The Minister may make regulations

- (a) respecting the establishment, maintenance, operation and management of public libraries;
- (b) respecting the acquisition, provision, management, maintenance and disposition of library materials and facilities by public libraries;
- (c) respecting the planning for, and provision and management of, library services;
- (d) governing the filing, by boards, of returns and reports, and their contents;
- (e) respecting the inspection of public libraries;
- (f) prescribing the form of identification for persons authorized to inspect public libraries;

- (g) providing for the making of any surveys by boards that the Minister considers necessary or advisable for the purpose of obtaining information to assist in the formulation of policies respecting matters to which this Act relates;
- (g.1) governing the matters required to be dealt with in agreements described in section 10;
- (h) prescribing conditions to be complied with by any municipality, Metis settlement or school authority prior to its association with a library system;
- (i) governing the matters required to be dealt with in agreements described in section 13 and the requirements and procedure to establish or expand a library system;
- (j) respecting the disposition and transfer of library assets by municipal library boards desirous of disposing of them to library system boards on entering into agreements described in section 13;
- (j.1) respecting the dissolution of intermunicipal library boards;
- (k) subject to section 16, governing appointments to library system boards and the terms of office of their members;
- (l) repealed 2024 c7 s7;
- (m) defining basic information service for the purposes of this Act.

RSA 2000 cL-11 s40;2006 c5 s14;2024 c7 s7

### Offence

**41(1)** Any person who wilfully contravenes any bylaw under section 36 is guilty of an offence.

**(2)** A person who wilfully retains any book, record, film or other library property from any public library established and conducted under the authority of this Act is guilty of an offence.

**(3)** A person who obstructs the Minister or a person authorized in writing by the Minister to act on the Minister's behalf in the inspection of the records of a public library is guilty of an offence.

1983 cL-12.1 s45

### Disposition of fines

**42(1)** Any fine or penalty imposed pursuant to an offence under section 41(1) inures to the benefit of the board whose bylaw was contravened.

**(2)** Any fine or penalty imposed pursuant to an offence under section 41(2) inures to the board having the management or control of the property in respect of which the offence was committed.

1983 cL-12.1 s46












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# REQUEST FOR DECISION

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SUBJECT:	<b>Policy 1018 Public Use of Greenview Meeting Rooms</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	March 11, 2025	CAO:	MANAGER:
DEPARTMENT:	CORPORATE SERVICES	A.DIR: SS	PRESENTER: SS
STRATEGIC PLAN:	Governance	LEG: SS	

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council approve Policy 1018 Public Use of Greenview Meeting Rooms, as presented.**

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## BACKGROUND/PROPOSAL:

Greenview's Public Service Buildings serve many purposes. They are the municipality's legislative hub, house Greenview operations, and are open to residents and the public, fostering the relationship between Greenview government and its community.

Administration is proposing a policy that limits public use and booking of Greenview meeting rooms, to those facilities listed within the Schedule of Fees. This policy does not intend to limit Administration or Council's ability to host meetings with external groups or individuals. It is intended only to restrict the public from utilizing these facilities for their own purposes, not related to Greenview operations.

Greenview currently has the following spaces available to the public to rent:

- Eagles Nest Hall
- Greenview Regional Multiplex
- Grande Cache Recreation Center
- Grande Cache Tourism and Information Centre

As well, each community has a hall that can be rented.

The policy was reviewed at the January 15, 2025, Policy Review Committee meeting and recommended to Council without any amendments.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that there will be clear expectations surrounding the use of meeting and board rooms in Greenview Public Service Buildings.

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## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

DATE

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to make amendments or defeat the policy.

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FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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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.

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FOLLOW UP ACTIONS:

Administration will make the policy publicly available.

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ATTACHMENT(S):

- Policy 1018 Greenview Meeting Room Access and Usage

**Title: Public Use of Greenview Meeting Rooms**

**Policy No: 1018**

**Effective Date: Date passed in Council**

**Motion Number:**

**Supersedes Policy No (IF APPLICABLE):**

**Department: Legislative Services**

**Review Date: (3 Years from date approved)**



**Legal References:**  
N/A

**Cross References:**  
N/A

**Purpose:** The purpose of this policy is to establish guidelines and procedures for the use of meeting rooms in Greenview Public Service Buildings. This ensures the effective and appropriate use of municipal facilities while prioritizing Council business and Greenview operations.

## 1. DEFINITIONS

- 1.1. **Greenview** means the Municipal District of Greenview No. 16.
- 1.2. **Public Service Building(s)** means the Grande Cache, Grovedale, and DeBolt Public Service Buildings, as well as the Valleyview Administration Building and Family and Community Support Services building.

## 2. POLICY STATEMENT

- 2.1. Meeting rooms within Greenview Public Service Buildings are designated for the exclusive use of Greenview staff, and Councillors. Council business and operational requirements take precedence over all other uses. External individuals or groups are not authorized to utilize these spaces without the supervision of a Greenview staff member or Councillor.

## 3. BOOKING AND USE

- 3.1. All booking requests must be submitted to the respective meeting room as far in advance as possible and will be approved based on availability.
- 3.2. The use of meeting rooms after typical business hours is subject to the approval of the respective director of Greenview Staff or the CAO in all instances relating to Council.
- 3.3. A Greenview Staff member or Councillor must be present at a Greenview Public Service Building for the duration of any function taking place in a meeting room.
- 3.4. Meeting rooms must be left in the condition they were found. Users are responsible for arranging the room to meet their needs and restoring it to its original condition afterward.

This includes removing all materials, waste, or equipment immediately following the conclusion of the meeting.

- 3.5. Tampering with audio visual equipment is not permitted. If additional equipment or technological support is required, users must notify the Information Systems department at the time of booking to make the necessary arrangements.

#### 4. AUTHORITY OF GREENVIEW

- 4.1. Council business and Greenview operations take precedence over all other bookings. Greenview has the authority to cancel any bookings.

DRAFT



# Municipal District of Greenview No. 16

NAME: Winston Delorme  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
24-Feb	18:00	23:00	M	Grande Cache Rec Board/Travel to GP	200				1	50.00	17.50	277.00
25-Feb	7:00	18:00	M	Council Meeting/Travel to Edmonton	350		1			20.00	17.50	554.00
26-Feb	17:00	21:30	M	Greenview Ministers Meeting								277.00
10-Mar	16:00	19:00	M	Travel to GP	200				1	50.00	17.50	138.00
NOTES:				KILOMETER CLAIM			TOTAL			120.00	52.50	1246.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.72 per km	750	540.00	NET CLAIM		120.00	52.50	1246.00	
				\$0.17 per km	750	127.50						
				SUBTOTAL		667.50	TOTAL CLAIM				2086.00	
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		667.5	AMOUNT DUE (OWING)				\$2,086.00	

DATE \_\_\_\_\_  
 Claimant

\_\_\_\_\_  
 Date

Page 271 of 278 \_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Date





# 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-Feb	17:00	20:00	M	Joint council w/VVW	80						138.00
25-Feb	8:15	14:00	M	RCM	80						277.00
26-Feb	9:00	16:30	C	Alberta CARE Spring conference	410						481.00
26-Feb				Alberta Counsel/GIG event	200						
27-Feb	8:30	17:00	C	Alberta CARE Spring conference							481.00
28-Feb	8:30	15:00	C	Alberta CARE Spring conference	410						481.00
3-Mar	9:15	13:00	M	GRWMC	80						277.00
4-Mar	12:15	6:30	M	Fox Creek Synergy	120						
6-Mar				Northern Lakes College CCEC							
7-Mar	7:00	16:30	M	PRED A	420						554.00
NOTES:				KILOMETER CLAIM			TOTAL				2689.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	1800	1296.00	NET CLAIM				2689.00
				\$0.17 per km	1800	306.00					
				SUBTOTAL		1602.00	TOTAL CLAIM				4291.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1602	AMOUNT DUE (OWING)				\$4,291.00

DATE \_\_\_\_\_  
 Claimant

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 Date

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 Date



# Municipal District of Greenview No. 16

NAME: Sally Ann Rosson  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE 2025	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
25-Feb	8:30	14:00	M	RCM	16						277.00
26-Feb	18:30	20:45	M	GRM	16						138.00
27-Feb	13:30	16:00	M	LS Ski	104						138.00
5-Mar	12:30	16:15	M	NLC VV Campus Open House	16						277.00
6-Mar	10:00	12:45	M	CCEC via Teams							138.00
NOTES:				KILOMETER CLAIM			TOTAL				968.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	152	109.44	NET CLAIM				968.00
				\$0.17 per km	152	25.84					
				SUBTOTAL		135.28	TOTAL CLAIM				1103.28
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		135.28	AMOUNT DUE (OWING)				\$1,103.28

DATE Sally Ann Rosson  
 Claimant

March 6, 2025  
 Date

Approved \_\_\_\_\_

Date \_\_\_\_\_



# Municipal District of Greenview No. 16

NAME: Tom Burton  
ADDRESS : Box 419, DeBolt, Alberta T0H 1B0

Employee # : 378  
Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
February 25 2025	7:40	20:30	M	Council & Infrastructure Asset Management of Alberta	582						646.00
February 26 2025	7:30	21:00	M	Infrastructure Asset Management of Alberta & Greenview Ministers Event	170						646.00
February 27 2025	8:00	14:00	M	Greenview Ministers Event	420						277.00
February 28 2025	8:00	20:00	M	Grande Spirit Foundation & Peace Library System	616						554.00
March 1 2025	8:00	20:40	M	Peace Library System	445						646.00
March 7 2025	10:00	21:00	M	Grande Spirit Foundation & Women of War Monument Event	120						554.00
March 8 2025	8:30	13:30	M	MD of Greenview Library Board	170						277.00
NOTES:				KILOMETER CLAIM			TOTAL				3600.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	1462	1052.64	NET CLAIM				3600.00
				\$0.17 per km	1462	248.54					
				SUBTOTAL		1301.18			TOTAL CLA		4901.18
				LESS G.S.T.					LESS ADVANCES		
				TOTAL		1301.18			AMOUNT DUE (OWING)		\$4,901.18

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Claimant

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Date

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Approved

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Date

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# 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		
24-Feb	18:00	21:00	M	CCCRC AGM/Regular Meeting	30						138.00
25-Feb	8:00	14:30	M	Regular Council Meeting	76						415.00
26-Feb	13:00	21:00	M	LUB/Greenview Multiplex	76						415.00
NOTES:				KILOMETER CLAIM			TOTAL				968.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	182	131.04	NET CLAIM				968.00
				\$0.17 per km	182	30.94					
				SUBTOTAL		161.98	TOTAL CLAIM				1129.98
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		161.98	AMOUNT DUE (OWING)				\$1,129.98

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 Claimant

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 Date



# Municipal District of Greenview No. 16

NAME: Bill Smith  
 ADDRESS : \_\_\_\_\_

Employee # : \_\_\_\_\_  
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
11-Feb	6:00	18:00	M	Council	300						554.00
12-Feb	9:00	21:00	M	MPC/canfor/joint vv meeting	320		X		20.00		554.00
13-Feb	16:00	21:00	M	Open house data centre Grovedale	30			X	50.00		277.00
18-Feb	8:00	20:00	M	COTW/gd-growing the north	75			X	50.00		554.00
19-Feb			C	Growing the north	65						481.00
20-Feb			C	Growing the north	65						481.00
25-Feb	9:00	16:00	M	Council							415.00
26-Feb	9:00	13:00	M	ASB Meeting							277.00
NOTES:				KILOMETER CLAIM			TOTAL		120.00		3593.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	855	615.60	NET CLAIM		120.00		3593.00
				\$0.17 per km	855	145.35					
				SUBTOTAL		760.95	TOTAL CLAIM			4473.95	
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		760.95	AMOUNT DUE (OWING)			\$4,473.95	

DATE \_\_\_\_\_  
 Claimant

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 Date

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 Date



# 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		
25-Feb	6:45	18:30	M	Reg council & NiteHawk	305							554.00
26-Feb	12:00	18:00	M	LUB	305							277.00
27-Feb				rescourse centre for suicide prevention	64							
8-Mar	9:50	12:15	M	MD library Board GD	24							138.00
NOTES:				KILOMETER CLAIM			TOTAL					969.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.72 per km	698	502.56	NET CLAIM					969.00
				\$0.17 per km	698	118.66						
				SUBTOTAL		621.22	TOTAL CLAIM				1590.22	
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		621.22	AMOUNT DUE (OWING)				\$1,590.22	

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 Claimant

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 Date

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 Approved

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 Date



# 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		
25-Feb	8:00	22:00	m	Regular Council, travel to Edm for AC ev	625						646.00
26-Feb	17:00	21:00	m	Greenview event at AC							277.00
27-Feb	13:00	21:00	m	CFWY, City GP event			1		20.00		415.00
28-Feb	10:00	14:00	m	return to VV	310	1	1		40.00	992.02	277.00
1-Mar	9:00	12:00	m	Travel to GC	320						138.00
5-Mar	9:30	17:00	m	IRC CFWY, travel to jasper for press conf	420						415.00
NOTES:				KILOMETER CLAIM			TOTAL		60.00	992.02	2168.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	1675	1206.00	NET CLAIM		60.00	992.02	2168.00
				\$0.17 per km	1675	284.75					
				SUBTOTAL		1490.75	TOTAL CLAIM				4710.77
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1490.75	AMOUNT DUE (OWING)				\$4,710.77

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 Claimant

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