



MUNICIPAL DISTRICT OF GREENVIEW NO. 16
REGULAR COUNCIL
MEETING AGENDA

Tuesday, April 8, 2025, 9:00 a.m.
Greenview Administration Building
Valleyview, AB

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11. ADJOURNMENT



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

REGULAR COUNCIL MEETING

MINUTES

March 25, 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, Infrastructure and Engineering Roger Autio
Director, Community Services Michelle Honeyman
Director, Corporate Services Ed Kaemingh
Manager, Communications and Marketing Stacey Sevilla
Manager, Legislative and Administrative Services Sarah Sebo
Recording Secretary, Wendy Unger
Recording Secretary, Melissa Arsenault

2. ADOPTION OF AGENDA

MOTION: 25.142

Moved by: Councillor Christine Schlief

That Council adopt the Agenda of the March 25, 2025 Regular Council Meeting as presented.

- **Agenda 9.6 scheduled for 2:30pm**

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 Schlief

CARRIED (11 to 0)

3. ADOPTION OF MINUTES

MOTION: 25.143

Moved by: Councillor Jennifer Scott

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

- **Page 9 - Fixed spelling in Open Session**
- **Page 9 - Added time 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 Schlief

CARRIED (11 to 0)

MOTION: 25.144

Moved by: Councillor Jennifer Scott

That Council adopt the minutes of the March 19, 2025, Special Council Meeting as amended.

- **Fixed time in open 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 Schlief

CARRIED (11 to 0)

3.1 BUSINESS ARISING FROM MINUTES

6. BYLAWS

6.1 Bylaw 25-988 Council Compensation Review Committee

MOTION: 25.145

Moved by: Councillor Ryan Ratzlaff

That Council give third reading to Bylaw 25-988 Council Compensation Review Committee 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)

6.2 Bylaw 25-986 “Greenview Industrial Gateway Committee Repeal Bylaw”

MOTION: 25.146

Moved by: Councillor Dale Smith

That Council give third reading to Bylaw 25-986 “Greenview Industrial Gateway Committee Repeal Bylaw” as presented.

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

Against (3): Councillor Dale Smith, Councillor Tom Burton, and Councillor Dave Berry

CARRIED (8 to 3)

7. BUSINESS

7.1 Tourism Signage for Valleyview and Grande Cache

MOTION: 25.147

Moved by: Councillor Tom Burton

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

7.2 Pausing the Rural Renewal Stream Program

MOTION: 25.148

Moved by: Councillor Dave Berry

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

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

Against (1): Councillor Dale Smith

CARRIED (10 to 1)

7.3 2024 Financial Reporting

MOTION: 25.149

Moved by: Councillor Tom Burton

That Council accepts the unaudited 2024 Operating, Capital, and Restricted Surplus reports for the period ending December 31st, 2024, 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)

7.4 2025 Final Budget Adoption

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

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

MOTION: 25.150

Moved by: Councillor Sally Rosson

That Council adopt the 2026 - 2027 Operating Financial Plan and approve the final 2025 Operating Budget, establishing total revenues of \$237,549,184 and expenditures of \$237,549,184 as amended.

- **LGFF Operating Grant**
- **Education Requisition**
- **Police Funding Model**

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: 25.151

Moved by: Councillor Dale Smith

That Council authorize Administration to adjust Capital Budget line GI25003 to reflect \$10,000,000 in 2025, \$5,000,000 in 2026, and \$5,000,000 in 2027 and adopt the 2025 Capital Budget with these amendments.

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 2024 Annual Greenview Agricultural Service Board Report

MOTION: 25.152

Moved by: Councillor Dave Berry

That Council accept the 2024 annual Greenview Agricultural Service Board Report 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)

7.6 FRIAA Community Fireguard Application

MOTION: 25.153

Moved by: Councillor Tom Burton

That Council support the submission of the Forest Resource Improvement Association of Alberta (FRIAA) Muskeg Seepee Co-op Vegetation Management Program application 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 Crown Land Acquisition - PLS 180042

MOTION: 25.154

Moved by: Councillor Ryan Ratzlaff

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.

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: 25.155

Moved by: Deputy Reeve Bill Smith

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.

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)

7.8 Sponsorship Request - Grande Prairie Friendship Centre

Reeve Olsen recessed the meeting at 11:10 a.m.

Reeve Olsen reconvened the meeting at 11:15 a.m.

MOTION: 25.156

Moved by: Councillor Sally Rosson

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.

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

Against (1): Councillor Dave Berry

Absent (1): Councillor Tom Burton

CARRIED (9 to 1)

7.9 Sponsorship Request - Jet Boat Racing Canada

MOTION: 25.157

Moved by: Councillor Christine Schlieff

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 20-29th, 2025, with funds to come from the 2025 Community Services Sponsorships and Donations 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)

7.10 Sponsorship Request - NW Junior Forest Warden Council

MOTION: 25.158

Moved by: Councillor Tom Burton

That Council approve sponsorship in the amount of \$2,200.00 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.

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

Against (1): Councillor Ryan Ratzlaff

CARRIED (10 to 1)

7.11 Sponsorship Request - Valleyview Gymnastics Club

MOTION: 25.159

Moved by: Councillor Sally Rosson

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.

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 Letter of Support – Administrative Control of VVFD

MOTION: 25.160

Moved by: Councillor Sally Rosson

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.

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

Against (1): Councillor Tom Burton

CARRIED (10 to 1)

7.13 Valleyview Library Board Appointment

MOTION: 25.161

Moved by: Councillor Dave Berry

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.

For (6): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Ryan Ratzlaff, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Against (5): Councillor Winston Delorme, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, and Councillor Jennifer Scott

CARRIED (6 to 5)

7.14 Policy 1018 Public Use of Greenview Meeting Rooms

MOTION: 25.162

Moved by: Councillor Sally Rosson

That Council approve Policy 1018 Public Use of Greenview Meeting Rooms, 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)

8. NOTICE OF MOTIONS

Reeve Olsen recessed the meeting at 12:12 p.m.

Reeve Olsen reconvened the meeting at 1:00 p.m.

9. CLOSED SESSION

MOTION: 25.163

Moved by: Councillor Tom Burton

That the meeting go to Closed Session, at 1:00 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to Closed Session.

For (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: 25.164

Moved by: Councillor Jennifer Scott

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 1:13 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)

9.1 Award Tender - 2025 Forestry Trunk Road Water Truck

MOTION: 25.165

Moved by: Councillor Jennifer Scott

That Council awards the Invitation to Tender for Water Truck Services for the Forestry Trunk Road Area 1 to J. Moody Grader Service Ltd. at a rate of \$149.73 per hour with funds to come from Operations' 2025 operational 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)

MOTION: 25.166

Moved by: Councillor Dave Berry

That Council awards the Invitation to Tender for Water Truck Services for the Forestry Trunk Road Area 2 to J. Moody Grader Service Ltd. at a rate of \$155.00 per hour with funds to come from Operations' 2025 operational 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)

MOTION: 25.167

Moved by: Councillor Christine Schlieff

That Council awards the Invitation to Tender for Water Truck Services for the Forestry Trunk Road Area 3 to Dust Dynasty Dynamics Ltd. at a rate of \$179.00 per hour with funds to come from Operations' 2025 operational 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)

MOTION: 25.168

Moved by: Councillor Tom Burton

That Council awards the Invitation to Tender for Water Truck Services for the Forestry Trunk Road Area 4 to Gerwatoski Holdings Ltd. at a rate of \$180.00 per hour with funds to come from Operations' 2025 operational budget.

For (8): 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

Against (3): Reeve Tyler Olsen, Deputy Reeve Bill Smith, and Councillor Marko Hackenberg

CARRIED (8 to 3)

9.2 Award Tender - GC Distribution Pumphouse Upgrades

MOTION: 25.169

Moved by: Councillor Sally Rosson

That Council approve additional funding in the amount of \$249,107.00 to cover 10% contingency costs of Capital Project WD19004 – Grande Cache Distribution Pumphouse Upgrades, with funds to come from the Water Utilities Reserves.

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: 25.170

Moved by: Councillor Dale Smith

That Council award construction of the Grande Cache Distribution Pumphouse Upgrades to Alpha Construction Inc., in the amount of \$2,629,597.00 plus GST, with funds to come from the 2025 approved Capital Budget, Project WD19004.

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)

9.3 Award Tender - Grande Cache Fieldhouse Consulting and Project Management Services

MOTION: 25.171

Moved by: Councillor Winston Delorme

That Council award the Request for Proposal for Consulting and Project Management Services for the Grande Cache Fieldhouse to ACI Architecture Inc. in the amount of \$545,000.00 plus GST, with funds to come from the RE21007 Grande Cache Community Facility 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 Schlief

Against (1): Councillor Sally Rosson

CARRIED (10 to 1)

9.4 Award Tender - Recycling, Waste, and Confidential Shredding

MOTION: 25.172

Moved by: Councillor Winston Delorme

That Council awards the Request for Proposal for Recycling, Waste, and Confidential Shredding Services to Prairie Disposal Ltd. for a three-year term, in the amount of \$700,464.00 plus GST, with funds to come from the Environmental Services and Facilities Maintenance operational budgets.

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 Schlief

CARRIED (11 to 0)

9.5 Award Tender - Greenview Seasonal Beautification

MOTION: 25.173

Moved by: Councillor Jennifer Scott

That Council award the Request for Proposal for Greenview Seasonal Beautification to Willow Valley Landscape Centre Ltd. for a period of three years, in the amount of \$129,751.14 plus GST, with funds to come from the operational budgets of Agricultural Services and Facilities Maintenance.

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 Schlief

CARRIED (11 to 0)

10. MEMBERS REPORTS/EXPENSE CLAIMS

MOTION: 25.174

Moved by: Councillor Christine Schlief

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

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

Absent (1): Councillor Winston Delorme

CARRIED (10 to 0)

10.1 Ward 1

- March 11, 2025 Regular Council Meeting
- RMA Spring Convention
- March 19, 2025 Special Council Meeting

10.2 Ward 2

- March 11, 2025 Regular Council Meeting
- Whitecourt Canfor Public Advisory Committee Meeting
- Municipal Planning Commission
- Policy Review Committee
- March 15 @ Fox Creek - Mycological Presentation
- RMA Spring Conference
- Elected Officials Education Program
- March 19, 2025 Special Council Meeting

10.3 Ward 3

- March 11, 2025 Regular Council Meeting
- Policy Review Committee
- Municipal Planning Commission
- RMA Spring Conference
- March 19, 2025 Special Council Meeting

10.4 Ward 4

- Feb 25, 2025 Regular Council Meeting
- Agricultural Services Board Meeting
- LUB Steering Committee Meeting
- March 11, 2025 RCM
- Alberta Beef Industry Conference
- March 15 @ Fox Creek - Mycological Presentation
- March 19, 2025 Special Council Meeting

10.5 Ward 5

- March 11, 2025 Regular Council Meeting
- Policy Review Committee
- Municipal Planning Commission
- March 23 Heart River Housing CAO Meeting
- RMA Spring Conference
- Heart River Housing Meeting
- March 19, 2025 Special Council Meeting

10.6 Ward 6

- March 11, 2025 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Friends of Grande Spirit Foundation
- Alberta Health Care "Lead the Way" Session
- River of Death & Discovery Dinosaur Museum Society Governance
- Rural Municipalities of Alberta Spring Conference
- Elected Officials Education Program
- March 19, 2025 Special Council Meeting
- Grande Spirit Foundation Finance Committee
- River of Death & Discovery Dinosaur Museum Society Strategic Planning

- East Smoky Recreation Board

10.7 Ward 7

- March 11, 2025 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- RMA Spring Conference
- March 19, 2025 Special Council Meeting

10.8 Ward 8

Councillor Christine Schlieff

- March 11, 2025 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- RMA Spring Conference
- Community Futures
- Maggie Braun Peterson - Tour Alberta in support of Wheatland County pulling out of FCM
- March 19, 2025 Special Council Meeting

Deputy Reeve Bill Smith

- Municipal Planning Commission
- March 11, 2025 Regular Council Meeting
- RMA Spring Conference
- March 19, 2025 Special Council Meeting

10.9 Ward 9

Councillor Marko Hackenberg

- March 11, 2025 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- RMA Spring Conference

- March 19, 2025 Special Council Meeting

Reeve Tyler Olsen

- March 11, 2025 Regular Council Meeting
- Municipal Planning Commission
- Policy Review Committee
- Foothills Tour
- Mycological Presentation
- March 19, 2025 Special Council Meeting
- RMA Spring Conference
- Minister Schulz Meeting

Reeve Tyler Olsen recessed the meeting at 2:20 p.m.

Reeve Tyler Olsen reconvened the meeting at 2:27 p.m.

Councillor Winston Delorme left the meeting at 2:00 p.m.

9.6 Disclosure Harmful to Business Interests of a Third Party

MOTION: 25.175

Moved by: Deputy Reeve Bill Smith

That the meeting go to Closed Session, at 2:28 p.m. pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to Closed Session.

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

Absent (1): Councillor Winston Delorme

CARRIED (10 to 0)

MOTION: 25.176

Moved by: Councillor Christine Schlieff

That, in Compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:09 p.m.

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

Absent (1): Councillor Winston Delorme

CARRIED (10 to 0)

MOTION: 25.177

Moved by: Councillor Tom Burton

That Council authorize Administration to purchase 1650 acres within phase 1 of crown lands within the Greenview Industrial Gateway Area Structure Plan at the appraised value for the purpose of selling to 2664755 Alberta Ltd. as per the purchase sale agreement "Wonder Valley - Greenview Industrial Gateway"

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

Absent (1): Councillor Winston Delorme

CARRIED (10 to 0)

MOTION: 25.178

Moved by: Councillor Sally Rosson

That Council authorize Greenview to enter into the purchase sale agreement 2664755 Alberta Ltd. "Wonder Valley - Greenview Industrial Gateway."

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

Absent (1): Councillor Winston Delorme

CARRIED (10 to 0)

11. ADJOURNMENT

MOTION: 25.179

Moved by: Deputy Reeve Bill Smith

That Council adjourn this Regular Council Meeting at 3:11 p.m.

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

Absent (1): Councillor Winston Delorme

CARRIED (10 to 0)

Chief Administrative Officer

Chair



REQUEST FOR DECISION

SUBJECT:	Bylaw 25-989 "Tax Bylaw 2025"		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	April 8, 2025	CAO:	MANAGER:
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: MH
STRATEGIC PLAN:	Economy	LEG: SS	SAW

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 353, 354 and 355

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council amend the 2025 Operating Budget, establishing total revenues of \$237,915,971 and expenditures of \$237,915,971 due to an increase of \$479,499 for The Evergreens Foundation Property Tax Requisition and a decrease of \$112,712 for the Designated Industrial Property Tax Requisition.

MOTION: That Council give first reading to Bylaw 25-989 "Tax Bylaw 2025" as presented.

MOTION: That Council give second reading to Bylaw 25-989 "Tax Bylaw 2025" as presented.

BACKGROUND/PROPOSAL:

Council passed the final Operating budget on March 25, 2025. The total municipal operating expenditures and transfers totaled \$237,549,184. Since the budget was passed, Administration received The Evergreens Foundation and Designated Industrial Property Tax Requisitions which requires an increase to the budget of \$366,787 in both property tax revenue and requisition expenses. The amended municipal operating expenditures and transfers now total \$194,389,020 and the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$57,461,728.

The balance of \$136,927,292 is to be raised by general municipal taxation.

Budgeted Operating Expenses	\$	237,915,971
Less Total Requisitions	\$	(43,526,951)
Total Municipal Expenditures	\$	194,389,020
Budgeted Operating Revenue	\$	237,915,971
Less Total Property Tax Revenue	\$	(180,454,243)
Revenue and Funding Other Than Taxation	\$	57,461,728
Municipal Tax Requirement	\$	136,927,292

In addition to collecting property taxes for municipal purposes, Greenview is also obligated to collect property taxes for Seniors Foundations requisition, as well as on behalf of the Province for designated industrial properties and education. The amounts Greenview collects on behalf of these organizations are:

1. Seniors Foundations

Requisitions are collected from both residential and non-residential properties to provide revenue for a portion of their 2025 operating and capital requirements.

	2025	2024	Increase/ (Decrease)
The Evergreens Foundation			
Operating	\$1,880,435	\$1,400,414	\$480,021
Capital	\$1,894,456	\$1,894,978	\$(522)
	<u>\$3,774,891</u>	<u>\$3,295,392</u>	<u>\$479,499</u>
Heart River Housing			
Operating	\$949,818	\$919,906	\$29,912
Capital	\$863,472	\$862,412	\$1,060
	<u>\$1,813,290</u>	<u>\$1,782,318</u>	<u>\$30,972</u>
Grande Spirit Foundation	\$485,158	\$448,656	\$36,502
Total Seniors Foundations Requisitions	<u><u>\$6,073,339</u></u>	<u><u>\$5,526,366</u></u>	<u><u>\$546,973</u></u>

2. Province of Alberta – Alberta School Foundation

The Province determines the allocation of the education requisition between residential and non-residential properties based on an equalized assessment. Electric power generation, machinery and equipment along with senior citizens housing are exempt from education taxes.

Of the \$35,863,181 (2024 - \$31,976,455) requisition:

- 1) \$3,205,974 (9%) is collected from residential properties; and
- 2) \$32,657,207 (91%) is collected from non-residential properties

3. Province of Alberta – Designated Industrial Properties

Requisition of \$1,234,667 includes the costs incurred by the Provincial assessor’s office to prepare the assessment for designated industrial properties. The Province determines the requisition’s uniform tax rate and is only applied to designated industrial property owners

A summary of changes from 2024 to 2025:

- The Rural Residential municipal tax rate is the same at 2.4977%
- The Grande Cache Residential municipal tax rate is the same at 7.1748%
- The Non-Residential municipal tax rate is the same at 7.3350%
- The Residential Alberta School Foundation rate increased slightly to 2.5% (2024 - 2.3752%).
- The Non-Residential Alberta School Foundation requisition rate decreased 3.1932% (2024 - 3.5672%).
- The Senior’s Foundations requisitions have decreased by 6% to 0.3148% (2024 - 0.3353%).
- The Grande Cache debt repayment rate has decreased to 0.4433% (2024 - 0.9340%).
- The Requisition Allowance has decreased to 0.0130% (2024 - 0.0212%).
- The Designated Industrial Properties tax rate has decreased to 0.0701% (2024 - 0.0765%).

The following tables illustrate the combined property tax impact from 2024 to 2025:

Residential Property – Assessed Value \$250,000 (Rural)

	2024	2025	Increase/ (Decrease)
Municipal Tax Levy	\$624.42	\$624.42	\$-
Education Tax Levy	\$593.80	\$625.00	\$31.20
Requisition Allowance Levy	\$5.30	\$3.25	\$(2.05)
Seniors Foundation Levy	\$83.83	\$78.70	\$(5.13)
Total	\$1,307.35	\$1,331.37	\$24.02

Residential Property – Assessed Value \$250,000 (Grande Cache)

	2024	2025	Increase/ (Decrease)
Municipal Tax Levy	\$1,793.70	\$1,793.70	\$-
Special Tax Levy	\$233.50	\$110.83	\$(122.67)
Education Tax Levy	\$593.80	\$625.00	\$31.20
Requisition Allowance Levy	\$5.30	\$3.25	\$(2.05)
Seniors Foundation Levy	\$83.83	\$78.70	\$(5.13)
Total	\$2,710.13	\$2,611.48	\$(98.65)

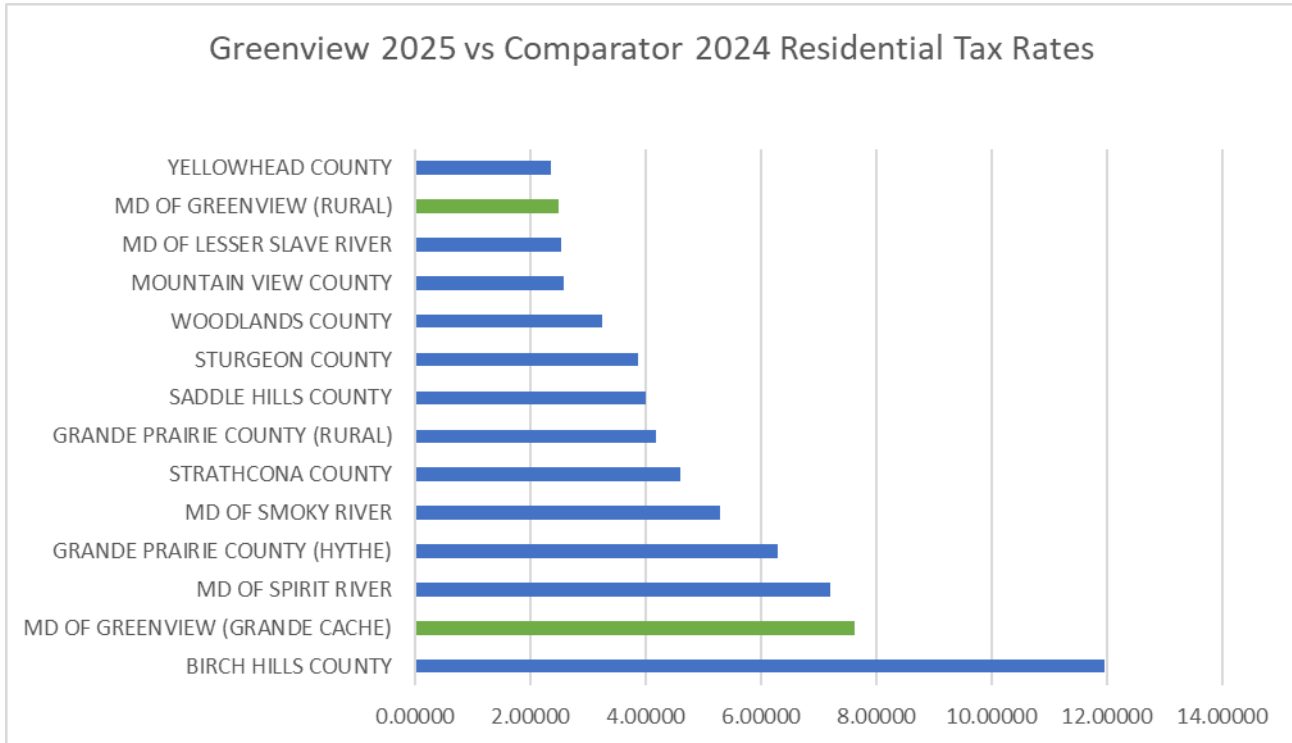
Non-Residential Property – Assessed Value \$1,000,000

	2024	2025	Increase/ (Decrease)
Municipal Tax Levy	\$1,136.97	\$1,136.97	\$-
Special Tax Levy	\$144.81	\$68.75	\$(76.06)
Education Tax Levy	\$552.92	\$494.95	\$(57.97)
Requisition Allowance Levy	\$3.29	\$2.02	\$(1.27)
Seniors Foundation Levy	\$51.97	\$48.79	\$(3.18)
Total	\$1,889.96	\$1,751.48	\$(138.48)

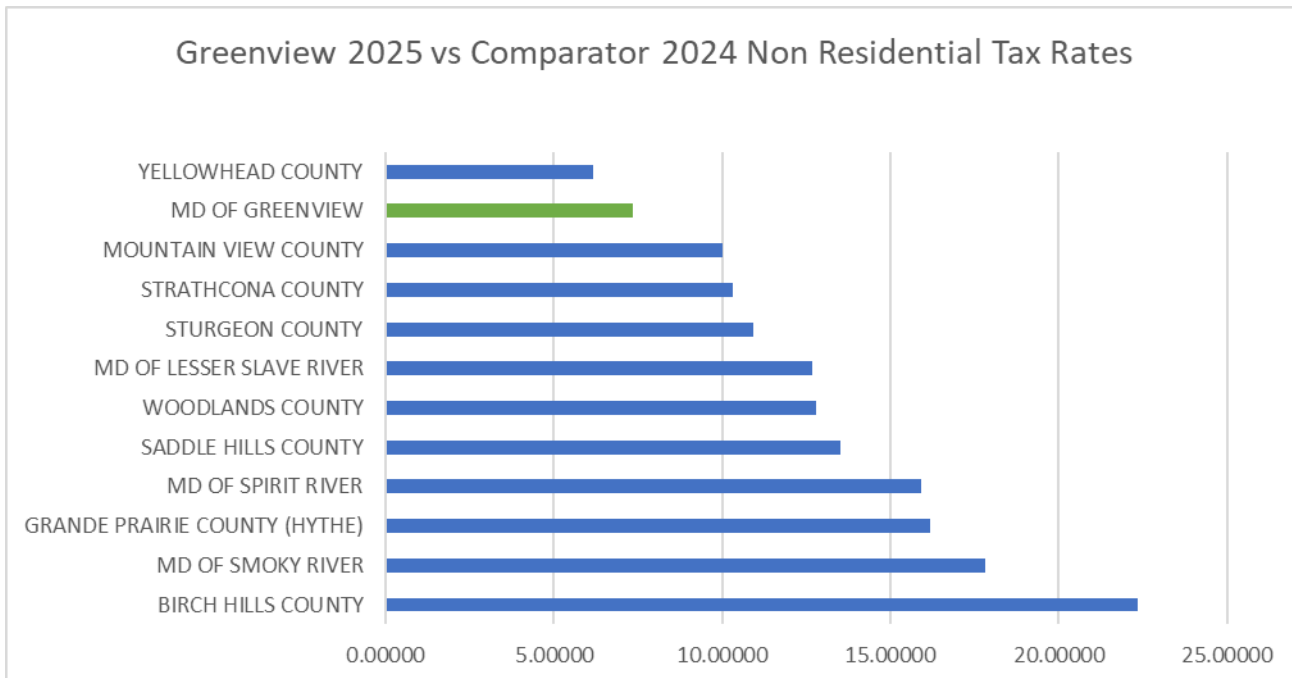
Comparators

Below are charts of comparators for both residential and non-residential tax rates.

Residential Tax Rates



Non-Residential Tax Rates



BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will comply with the legislation which requires them to pass a tax rate bylaw annually.
2. The benefit of accepting the recommended motion is that Administration will be able to send tax notices after the bylaw is passed.
3. The benefit of accepting the recommended motion is that the bylaw supports the Operating Budget passed by Council.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED: N/A

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Council will have to give the bylaw third reading before it is valid. Third reading of this bylaw will be presented to Council at the April 22nd Regular Council meeting.

ATTACHMENT(S):

- Municipal Government Act sections 353, 354 and 355
- Bylaw No. 25-989 "Tax Bylaw 2025"

DATE

Municipal Government Act

Property tax bylaw

353(1) Each council must pass a property tax bylaw annually.

(2) The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of (a) the expenditures and transfers set out in the budget of the municipality, and (b) the requisitions.

(3) The tax must not be imposed in respect of property (a) that is exempt under section 351, 361 or 362, or (b) that is exempt under section 363 or 364, unless the bylaw passed under that section makes the property taxable.

Tax rates

354(1) The property tax bylaw must set and show separately all of the tax rates that must be imposed under this Division to raise the revenue required under section 353(2).

(2) A tax rate must be set for each assessment class or sub-class referred to in section 297

(3) The tax rate may be different for each assessment class or sub-class referred to in section 297. (3.1) Despite subsection (3), the tax rate for the class referred to in section 297(1)(d) and the tax rate for the sub-classes referred to in section 297(2.1) must be set in accordance with the regulations.

(4) The tax rates set by the property tax bylaw must not be amended after the municipality sends the tax notices to the taxpayers unless subsection (5) applies.

(5) If after sending out the tax notices the municipality discovers an error or omission that relates to the tax rates set by the property tax bylaw, the municipality may (a) amend the property tax bylaw to the extent necessary to correct the error or omission, and (b) send out amended tax notices, if required as a result of the corrections to the property tax bylaw.

(6) A municipality must, within 30 days after passing a property tax bylaw amendment under subsection (5), provide the Minister with a copy of the amended bylaw.

Calculating tax rates

355 A tax rate is calculated by dividing the amount of revenue required by the total assessment of all property on which that tax rate is to be imposed.



**BYLAW No. 25-989
of the Municipal District of Greenview No. 16**

A Bylaw of the Municipal District of Greenview No. 16 to provide for the rates of taxation to be levied against assessable property within the Municipal District of Greenview No. 16 for the 2025 taxation year.

WHEREAS, the Municipal District of Greenview No. 16 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 8, 2025; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Municipality of Greenview No. 16 for 2025 total \$194,389,020 and

Whereas, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$57,461,728 and the balance of \$136,927,292 is to be raised by general municipal taxation; and

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)

Residential/Farmland	\$ 3,115,029
Non-Residential	\$ <u>32,656,236</u>
	\$ 35,771,265

Opted Out School Boards

Residential/Farmland	\$ 90,945
Non-Residential	\$ <u>971</u>
	\$ 91,916

Requisition Allowance MGA (359(2))

\$ 150,000

Seniors Foundations

\$ 6,073,339

Designated Industrial Properties Requisition

\$ 1,234,667

Whereas, the Council of the Municipality is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

Whereas, the assessed value of all property in the Municipal District of Greenview No. 16 as shown on the assessment roll is:

Residential/Farmland	\$	949,287,650
Residential Municipal Only	\$	5,520,600
Residential Grande Cache	\$	333,065,440
Residential Grande Cache Municipal Only	\$	208,230
DIP Residential/Farmland	\$	17,310
Non-Residential	\$	219,380,240
Non-Residential Municipal Only	\$	1,890,100
Non-Residential Grande Cache	\$	125,128,350
Non-Residential Grande Cache Municipal Only	\$	4,241,050
Machinery & Equipment	\$	52,947,410
DIP Non-Residential	\$	9,882,561,830
DIP Machinery & Equipment	\$	7,476,144,060
DIP Power Generation	\$	<u>254,237,510</u>
Total Taxable Assessment	\$	19,304,629,780

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

1. TITLE

1.1. This Bylaw may be cited as "Tax Bylaw 2025".

2. AUTHORIZATION

2.1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipal District of Greenview No. 16:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential/Farmland	\$2,384,868	\$954,825,560	2.4977
Residential Grande Cache	\$2,391,172	\$333,273,670	7.1748
Non-Residential	\$132,151,252	\$18,016,530,550	7.3350
Grande Cache Properties Special Tax (Borrowing)			
Residential/Non-Residential	\$205,764	\$464,127,960	0.4433
ASFF/Opted-Out School Boards			
Residential/Farmland	\$3,205,974	\$1,282,370,400	2.5000
Non-Residential	\$32,657,207	\$10,227,070,420	3.1932
Requisition Allowance	\$150,000	\$11,509,440,820	0.0130
Seniors Foundations	\$6,073,339	\$19,292,769,800	0.3148
Designated Industrial Properties	\$1,234,667	\$17,612,943,400	0.0701

2.2. The minimum amount payable as property tax for general municipal purposes shall be \$20.00

3. DUE DATES

3.1. Non-Residential taxes are due and payable on June 30, 2025.

3.2. Residential/Farmland taxes are due and payable on November 14, 2025.

4. PENALTIES

4.1. In the event of any current taxes remaining unpaid for Non-Residential after June 30, 2025, there shall be levied a penalty of 8%, on July 1, 2025.

4.2. In the event of any current taxes remaining unpaid for Residential/Farmland after November 14, 2025, there shall be levied a penalty of 8%, November 15, 2025.

4.3. In the event of any current taxes remaining unpaid after December 31, 2025, there shall be levied a penalty of 10% on January 1, 2026.

4.4. In the event of any arrear's taxes remaining unpaid after December 31, 2025, there shall be levied a penalty of 18% on January 1, 2026, and in each succeeding year thereafter, so long as the taxes remain unpaid.

5. INDEMNIFICATION

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

6. COMING INTO FORCE

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

Read a first time this 8 day of April, 2025.

Read a second time this 8 day of April, 2025.

Read a third time this ____ day of _____, 2025.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	S24-001 Request for Time Extension	REVIEWED AND APPROVED FOR SUBMISSION	
SUBMISSION TO:	REGULAR COUNCIL MEETING	CAO:	MANAGER: RD
MEETING DATE:	April 8, 2025	DIR: MAV	PRESENTER: RD
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	LEG: SS	
STRATEGIC PLAN:	Governance		

RELEVANT LEGISLATION:

Provincial – Municipal Government Act, R.S.A 2024, Section 657

Council Bylaw/Policy – N/A

RECOMMENDED ACTION:

MOTION: That Council grant a one (1) year time extension to subdivision file S24-001 on Plan 822 3273; 34; 6 and Adjacent Roads, pursuant to Municipal Government Act R.S.A. 2020, Section 657.

BACKGROUND/PROPOSAL:

Administration has received a request to extend application for subdivision S24-001 on Plan 822 3273; 34; 6 and Adjacent Roads as the conditions of approval have not been met prior to the one-year timeline requirement, expiring on April 10, 2025.

The subject lands are located within the Hamlet of Grande Cache, east of Highway 40 and north of the RCMP detachment within the Floyd McLennan Business Park Area Structure Plan (ASP). The application is for the creation of a one (1) lot and road, totalling approximately 1.4 ha (3.46 ac) from the parcel legally described as Plan 822 3273, Block 34, Lot 6 and the adjacent roadways, being a vacant parcel and zoned Direct Control (DC) – Floyd McLennan Business Park Area District.

The subdivision application was originally received on December 22, 2023 and deemed complete on January 11, 2024, with a 60-day time extension granted on March 7, 2024. Administration presented a Request for Decision to Municipal Planning Commission for S24-001 on April 10, 2024, and an approval was granted with conditions. Subdivision approvals are valid for a period of one (1) year from the date on which the subdivision is approved by Greenview. The approval for S24-001 is valid until April 10, 2025.

Conditions of Subdivision Approval dated April 10, 2024 are as follows:

1. The applicant shall submit to the Municipal District of Greenview No. 16 a Plan of Survey suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel shall be as per the approved tentative plan, including road right-of-way widths of 20.5 metres.
2. The applicant shall submit to the Municipal District of Greenview No. 16 a Plan of Survey for a Utility Right-of-Way, 3.0 metres in width, adjacent to the proposed road, suitable for registration with Alberta Land Titles.

3. The applicant shall close those portions of road within Plan 69TR (105 Avenue) and Plan 042 6473 (99 Street) adjacent to Plan 822 3273, Block 34, Lot 6. All costs associated with closure and consolidation of the roads shall be the responsibility of the applicant and the applicant shall pay all applicable fees in accordance with the Schedules of Fees Bylaw 24-970. Registration of the road closure shall occur concurrently with registration of the Plan of Survey for the subdivision.
4. The applicant shall pay a final subdivision endorsement fee, in accordance with the Municipal District of Greenview No. 16 Schedules of Fees Bylaw 24-970.
5. The applicant shall pay all taxes owing to the Municipal District of Greenview No. 16, up to the year in which the subdivision is to be registered, prior to signing the final subdivision endorsement documents.
6. The applicant shall enter into and comply with the terms of a development agreement in accordance with the Municipal Government Act, s. 655 for provision of the following, as required:
 - a. Road access, extending to the north boundary of the subdivision and any temporary road extension, cul-de-sac, or turnaround;
 - b. Municipal water service and extensions;
 - c. Municipal sewer service and extensions;
 - d. Municipal storm sewer service and extensions;
 - e. Franchise utility services and any Utility Rights-of-Way (URWs);
 - f. Street lighting;
 - g. Street signage;
 - h. Sidewalks and pedestrian connections, if any; and
 - i. Performance securities.

The subdivision conditions have not been met, and the Applicant would like to request a time extension of the one-year timeline. On March 19, 2025, Greenview received a formal request from the Applicant, including payment for a time extension application to extend the approval period to April 10, 2026. No rationale for why the conditions could not be met have been provided, however, the landowner has transitioned engineering firms and is actively working on completion of the conditions.

As the subdivision time extension **expires on April 10, 2025**, in order to allow the subdivision to be registered, Section 657(6)(a) provides Council the authority to grant one or more extensions to the one (1) year period for which endorsement is valid in accordance with Section 657(1)(a), whether or not the time period has expired. This would allow the endorsement to be registered by April 10, 2026. Greenview currently has no policies restricting the number of extensions which may be granted by Council.

The proposed subdivision on Plan 822 3273, Block 34, Lot 6 and the adjacent roadways is consistent with current policy. If the extension were to be denied, a reapplication for a similar subdivision would likely have similar conditions.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Applicant may meet the subdivision conditions of approval in order to receive endorsement and register their subdivision with Alberta Land Titles without additional costs or applications.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

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

ALTERNATIVE MOTION: That Council REFUSE the time extension request for subdivision file S24-001.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

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

ATTACHMENT(S):

- Subdivision Application – Redacted
- Deemed Complete – Redacted
- Time Extension Signed – Redacted
- Notice of Subdivision Approval – Redacted
- Aerial Plan
- Wetlands Plan
- Topographical Plan
- Ownership Map
- Municipal Government Act Section 657



SUBDIVISION APPLICATION - FORM A

Municipal District of Greenview

4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca

FOR ADMINISTRATIVE USE

APPLICATION NO. S24-001	
FORM A AS COMPLETED	
FEES SUBMITTED	RECEIPT NO.
ROLL NO. 1393000	

THIS FORM MUST BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED LANDOWNER(S) OR BY AN AUTHORIZED AGENT ACTING ON HIS/HER (THEIR) BEHALF.

1. Name of registered owner(s) of land to be subdivided:

GREEN LEAF HOLDINGS INC. Address: _____

(Name(s) in Block Capitals) Phone Number: _____ Work: _____

Rural Address: _____ Email: _____

2. AGENT ACTING ON BEHALF OF REGISTERED OWNER:

SCHEFFER ANDREW LTD. (KYLE MILLER) Address: _____

(Name(s) in Block Capitals) Phone Number: _____

Email: _____



3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/part of the _____ ¼ Sec. _____ Twp. _____ Range: _____ West of _____ Meridian
Being all / parts of Reg. Plan No. 822-3273 Block 34 Lot 6 C. of T. No. 232 100 984 +1
Area of the above parcel of land to be subdivided 2.492 HA 6.157 AC

4. LOCATION OF LAND TO BE SUBDIVIDED

- a. Is the land situated immediately adjacent to the municipal boundary? Yes No
If "yes", the adjoining municipality is _____
- b. Is the land situated within 1.6 km (1600 m) of the right-of-way of a Highway? Yes No
If "yes", the Highway is No. 40
- c. Does the proposed parcel contain or is it bounded by a river, stream, lake, other body of water, drainage ditch or canal?
Yes No If "yes" state its name _____
- d. Is the proposed parcel located within 1.5 km of a sour gas facility? Yes No
- e. You must provide the [Abandon Wellbore Search](#) Information to identify all well locations or confirming the absence of any abandoned wells as per ERCB Directive 079 (see attached info). Date Search Complete: 15 December 2023

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED Describe:

- a. Existing use of land Highway Commercial b. Proposed use of land Highway Commercial
- c. The designated use of land as classified under Municipal District No. 16's Land Use Bylaw is DC-Floyd McLennan Business Pa

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) flat
- b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks, etc.)
cleared
- c. Describe the kind of soil on the land (sandy, loam, clay, etc.) clay

7. EXISTING BUILDINGS ON THE LAND PROPOSED TO BE SUBDIVIDED

Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved
None

8. PLEASE COMPLETE WATER & SEWER SERVICE INFORMATION – FORM B

9. REGISTERED OWNER(S) OR AGENT ACTING ON BEHALF OF REGISTERED OWNER(S):

I / WE SCHEFFER ANDREW LTD. (KYLE MILLER) hereby certify that
(full name is block capitals)

I am / are the registered owner(s), or I am the agent authorized to act on behalf of the registered owner, and that the information given on this form is full and complete and is, to the best of my / our knowledge, a true statement of the facts relating to his/her

SIGNED: _____ Date: 22 December 2023

The personal information collected on this form is being collected under the authority of Sections 33 and 39(1)(a)(b) of the Alberta Freedom of Information and Protection of Privacy Act, and Section 301.1 of the Municipal Government Act. The information will be used to process your application(s). Your name, contact telephone number and address may be used to carry out current and/or future construction, operating programs, services or activities of the Municipality. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the Freedom of Information and Protection of Privacy Coordinator at 780.524.7600.
DATE _____ Page 35 of 218
Revision: April 3, 2020



**Lot 6, Block 34, Plan 822-3273
Abandoned Well Map**

Base Data provided by: Government of Alberta

Author

XXX

Printing Date:

12/11/2023

Legend

- ◊ Abandoned Well (Large Scale)
- Revised Well Location (Large Scale)
- Revised Location Pointer
- Paved Road (20K)**
- Primary Divided
- Primary Undivided 4L
- Primary Undivided 2L
- Primary Undivided 1L
- Interchange Ramp
- Secondary Divided
- Secondary Undivided 4L

Date Date (if applicable)

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Scale:

9,027.98

0.14 Kilometers

Projection and Datum:

WGS84 Web Mercator Auxiliary Sphere





DISCLAIMER AND RIGHT OF ENTRY – FORM C

Municipal District of Greenview

4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T: 780.524.7600; F: 780.524.4307; Toll-Free 1.866.524.7608
www.mdgreenview.ab.ca

DISCLAIMER:

THE OWNER(S) HEREBY ACKNOWLEDGE(S) THAT THE TENTATIVE PLAN PROVIDED IS FOR PURPOSES OF PROCESSING A SUBDIVISION APPLICATION. ACCORDINGLY, THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16 IS NOT RESPONSIBLE FOR THE ACCURACY OF THE PLAN OR FOR ANY INFORMATION CONTAINED HEREIN.

Right of Entry is required for the purposes of a site inspection of the proposed subdivision application to be conducted by an authorized person of the Municipal District of Greenview No. 16.

The Municipal Government Act, M-26.1, Section 653 states: “(2) If a subdivision application includes a form on which the applicant for subdivision approval may or may not consent to the municipality or its delegate carrying out an inspection, at a reasonable time, of the land that is the subject of the application and if the applicant signs a consent to the inspection, a notice of inspection is not required to be given under section 542(1)”

I hereby give consent for an authorized person of **Municipal District of Greenview No. 16** to enter upon the land that is subject to a subdivision application for the purposes of making a site inspection in order to evaluate the proposed subdivision.

All / part of the _____ ¼ Sec. _____ Twp. _____ Range _____ West of _____ Meridian

Being all / parts of Reg. Plan No. 822-3273 Block 34 Lot 6 C.O.T. No. 232100984001

PRINT OWNER’S NAME Green Leaf Fuel Inc.

OWNER’S SIGNATURE: _____

DATE: 22 December

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



WATER & SEWER INFORMATION – FORM B

Municipal District of Greenview

4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
 T: 780.524.7600; F: 780.524.4307; Toll-Free 1.866.524.7608
www.mdgreenview.ab.ca

Please note below the type of water supply and sewage disposal that is either **Existing** or **Proposed** for the lots indicated on the sketch accompanying your application. *(The location of these facilities must be accurately indicated on the sketch.)*

Please indicate if water and sewer services are existing or proposed by entering the initial as follows:

E – for Existing or **P – for Proposed** in the appropriate box.

TYPE OF WATER SUPPLY	1 st Parcel	2 nd Parcel	Balance of Quarter
Dugout			
Well			
Cistern & Hauling			
Municipal Service	P		
Other <i>(Please specify)</i>			

TYPE OF SEWAGE DISPOSAL	1 st Parcel	2 nd Parcel	Balance of Quarter
Open Discharge/Pump-out			
Septic Tank/Holding Tank			
Tile Field/Evaporation Mound			
Sewage Lagoon			
Municipal Service	P		
Other <i>(Please specify)</i>			



MUNICIPAL DISTRICT OF GREENVIEW No. 16

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

Phone: 780.524.7600 Fax: 780.524.4307

www.mdgreenview.ab.ca

January 11, 2024

SCHEFFER ANDREW LTD

SUBDIVISION APPLICATION DEEMED COMPLETE

**RE: SUBDIVISION APPLICATION S24-001
Lot 6, Block 34, Plan 8223273**

This letter acknowledges that your application was received on December 22, 2023, and was deemed complete on January 11, 2024. The Municipal District of Greenview No. 16 will begin processing your application and has until March 11, 2024, to make a decision on the application.

A time extension agreement will be sent to you as this subdivision application will be going to the Municipal Planning Commission meeting on March 13, 2024 at 9:00 am, where a decision will be made regarding your subdivision application. This is to accommodate the first reading of the Road Closure Bylaw associated with the consolidation of lots, subsequent to the subdivision of lands.

Despite having issued an acknowledgement that your application is complete, in the course of reviewing the application, the Municipal District of Greenview No. 16 may request additional information or documentation which is considered necessary to review the application.

If you have any questions concerning your application or if you wish to attend the Municipal Planning Commission, please contact the undersigned at 780.524.7644 or via email at jan.sotocinal@mdgreenview.ab.ca.

Sincerely,

Jan Sotocinal
Municipal Planner

Cc: GREEN LEAF HOLDINGS INC, PO BOX 300, BOYLE, AB, T0A 0M0

File No: S24-001

DATE

Box 1079 | 4806-36 Ave | Valleyview, AB, T0H 3N0
Phone: 780.524.7600 | Toll-Free 1.888.524.7601

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MUNICIPAL DISTRICT OF GREENVIEW No. 16

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

March 07, 2024

GREEN LEAF HOLDINGS INC

60-DAY TIME EXTENSION

RE: SUBDIVISION APPLICATION S24-001
LOCATION: Lot 6, Block 34, Plan 8223273

Please be advised that Greenview will be unable to approve this subdivision within the sixty-day time period specified by the Subdivision and Development Regulations.

If you have decided to discontinue your subdivision application, please sign and date the form below and return it to our office.

If you would like to proceed with your subdivision application, please sign and date the attached sixty-day time extension form.

Should you have any questions regarding this matter, please contact our office.

Sincerely,

Samantha Dyck
Manager, Planning & Development

Enclosure

I/We no longer wish to continue with the above-noted subdivision.

Landowner

Landowner

Date

Date

File No: S24-001

DATE



MUNICIPAL DISTRICT OF GREENVIEW No. 16

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

Phone: 780.524.7600 Fax: 780.524.4307

www.mdgreenview.ab.ca

March 07, 2024

GREEN LEAF HOLDINGS INC

60-DAY TIME EXTENSION

RE: SUBDIVISION APPLICATION S24-001
LOCATION: Lot 6, Block 34, Plan 8223273

Greenview cannot complete the approval of this subdivision within the sixty-day time period specified by the Subdivision and Development Regulations, and therefore, a time extension is required.

If you are willing to extend the sixty (60) day review period for the proposed subdivision please complete the following time extension agreeing to extend the period within which the Subdivision Authority has to make a decision on your application.

The completion of this time extension is done in accordance with Section 681 of the *Municipal Government Act*.

I, the applicant, agree to extend the period of time within which the Subdivision Authority has to make a decision on Subdivision Application No. S24-001 for GREEN LEAF HOLDINGS INC, located on Lot 6, Block 34, Plan 8223273.

VALID TO: May 11, 2024

March 7, 2024

Date

March 7, 2024

Development Officer signature

Date

File No: S24-001

DATE

Box 1079 | 4806-36 Ave | Valleyview, AB, T0H 3N0
Phone: 780.524.7600 | Toll-Free 1.888.524.7601

www.mdgreenview.ab.ca



MUNICIPAL DISTRICT OF GREENVIEW No. 16

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

Phone: 780.524.7600 Fax: 780.524.4307

www.mdgreenview.ab.ca

April 10, 2024

SCHEFFER ANDREW LTD

NOTICE OF SUBDIVISION APPROVAL

RE: SUBDIVISION APPLICATION NO. S24-001

LOCATION: Lot 6, Block 34, Plan 8223273 and adjacent roads

Enclosed, please find the notice of decision for your subdivision application as **APPROVED** by the Municipal Planning Commission of the Municipal District of Greenview No. 16 on **April 10, 2024**.

You have the right to appeal this decision or any of the conditions listed. Should you wish to do so, you must complete and file an appeal with the **Land and Property Rights Tribunal** within fourteen (14) days of the receipt of this decision. Receipt is deemed to be five (5) days following the date of this notice. A notice of appeal shall contain a written statement of the grounds of appeal and will be considered complete upon submission of the appeal fee. You may contact the **Land and Property Rights Tribunal at 780.427.2444**.

After the appeal period has expired, you may submit a plan of survey to Greenview for endorsement along with any additional documents as required by the conditions of approval. All conditions of the approval must be met before the plan of survey will be endorsed. In accordance with the Schedule of Fees Bylaw 24-970, a fee of \$150 per title created or affected, including the balance of the quarter, is required to be paid prior to endorsement.

Please note that this approval is valid for twelve months from the date of decision and shall expire on April 10, 2025. If you require additional time to meet the conditions, a time extension may be granted by Greenview. Please apply in writing prior to the expiry date.

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

Sincerely,

Nicole Friesen
Development Officer

cc: GREEN LEAF HOLDINGS INC, PO BOX 300, BOYLE, AB T0A 0M0

File No.: S24-001

Page 1 of 3

DATE

Box 1079 | 4806-36 Ave | Valleyview, AB, T0H 3N0
Phone: 780.524.7600 | Toll-Free 1.888.524.7601

www.mdgreenview.ab.ca

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SUBDIVISION APPROVAL

File No: S24-001
Legal Description: Lot 6, Block 34, Plan 8223273 and adjacent roads
Decision Date: April 10, 2024
Landowner / Applicant: GREEN LEAF HOLDINGS INC / SCHEFFER ANDREW LTD

DECISION:

That the Municipal Planning Commission for the Municipal District of Greenview No. 16 APPROVE subdivision application S24-001 for the creation of a one (1) lot and road, totalling approximately 1.4 ha (3.46 ac) from the parcel legally described as Plan 822 3273, Block 34, Lot 6 and the adjacent roadways, for the following reasons:

1. The proposed subdivision complies with the Municipal Development Plan (MDP), Floyd McLennan Business Part Area Structure Plan (ASP), and Land Use Bylaw 799.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulations.

Subject to the following conditions:

1. The applicant shall submit to the Municipal District of Greenview No. 16 a Plan of Survey suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel shall be as per the approved tentative plan, including road right of way widths of 20.5 metres.
2. The applicant shall submit to the Municipal District of Greenview No. 16 a Plan of Survey for a Utility Right of Way, 3.0 metres in width, adjacent to the proposed road, suitable for registration with Alberta Land Titles.
3. The applicant shall close those portions of road within Plan 69TR (105 Avenue) and Plan 042 6473 (99 Street) adjacent to Plan 822 3273, Block 34, Lot 6. All costs associated with closure and consolidation of the roads shall be the responsibility of the applicant and the applicant shall pay all applicable fees in accordance with the Schedules of Fees Bylaw 24-970. Registration of the road closure shall occur concurrently with registration of the Plan of Survey for the subdivision.
4. The applicant shall pay a final subdivision endorsement fee, in accordance with the Municipal District of Greenview No. 16 Schedules of Fees Bylaw 24-970.
5. The applicant shall pay all taxes owing to the Municipal District of Greenview No. 16, up to the year in which the subdivision is to be registered, prior to signing the final subdivision endorsement documents.
6. The applicant shall enter into and comply with the terms of a development agreement in accordance with the Municipal Government Act, s. 655 for provision of the following, as required:
 - a. Road access, extending to the north boundary of the subdivision and any temporary road extension, cul de sac, or turnaround;
 - b. Municipal water service and extensions;
 - c. Municipal sewer service and extensions;
 - d. Municipal storm sewer service and extensions;
 - e. Franchise utility services and any Utility Rights-of-Way (URWs);
 - f. Street lighting;

- g. Street signage;
- h. Sidewalks and pedestrian connections, if any; and
- i. Performance securities.

The developer shall prepare engineered drawings in accordance with the Municipal District of Greenview No. 16 Development Guidelines and Municipal Servicing Standards. The elements above, forming part of the development agreement shall be prepared by the developer, submitted to the Municipal District of Greenview No. 16 for review and approval, and constructed by the developer to the satisfaction of the Municipal District of Greenview No. 16, in accordance with the terms of the development agreement. The development agreement shall be registered by caveat on the title of the subject lands pursuant to Section 655(2) of the Municipal Government Act. The Municipal District of Greenview No. 16 shall prepare the development agreement as per the Schedules of Fees Bylaw 24-970.

Portion of Lot 6, Block 34, Plan 822 3273	- 0.56ha (1.38ac)
Portion of Closed Road on Plan 69 TR	- 0.16ha (0.40ac)
Portion of Closed Road on Plan 042 6473	- 0.32ha (0.79ac)
Total Area of Proposed Lot 1	- 1.04ha (2.57ac)

S24-001
APPROVED
Subject to Conditions
April 10, 2024

LOT 16
 BLOCK 34
 PLAN 072 6105

105 Avenue

3.0m Utility Easement
 Required Both
 Sides of Road

LOT 6
 BLOCK 34
 PLAN 822 3273

78.8
 Portion of closed Road
 Road Plan 69 TR

R/W PLAN 6372 RS

R/W PLAN 5941 RS

LOT 1
1.04ha

R-139.0
 88.4

R/W PLAN 042 6473
 Portion of closed Road
 ROAD PLAN 042 6473

LOT 15
 BLOCK 34
 PLAN 042 6473

R-179.1
 99.5

ROAD

100 STREET

LOT 7
 BLOCK 34
 PLAN 822 3273

LOT 18
 BLOCK 34
 PLAN 102 5302

LOT 1R
 BLOCK 34
 PLAN 2650 RS

SHAND AVENUE EAST

LOT R1
 BLOCK 310
 PLAN 1436 RS

LOT 24
 BLOCK 24
 PLAN 3698 RS

LOT 12
 BLOCK 31
 PLAN 5117 RS

SHAND AVENUE WEST

LOT 30
 BLOCK 1
 PLAN 2650 RS

PROPOSED SUBDIVISION

Part of
 Portior

SUBDIVISION BOUNDARY CONTAINING
 APPROX. 1.4ha AND 1 DC FMBP LOT

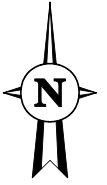




MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Subdivision S24-001 (Green Leaf)

Aerial



LEGEND

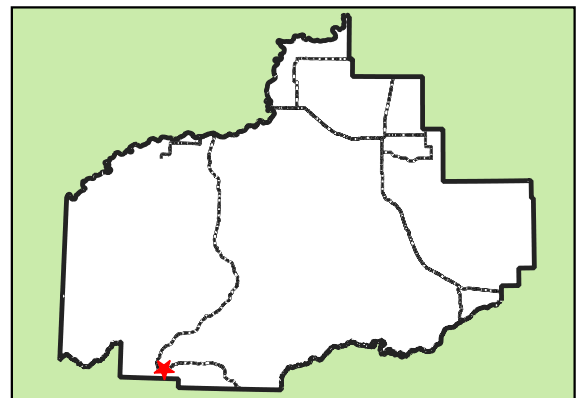
- Proposed Subdivision
- Hamlet of Grande Cache
- Cadastre
- Transportation**
- Paved Highways
- Gravel Road
- Paved Road

GV Imagery 2023

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DATE

Map Print Date : March 05, 2024



0 50 100



metres

Scale 1:2,500

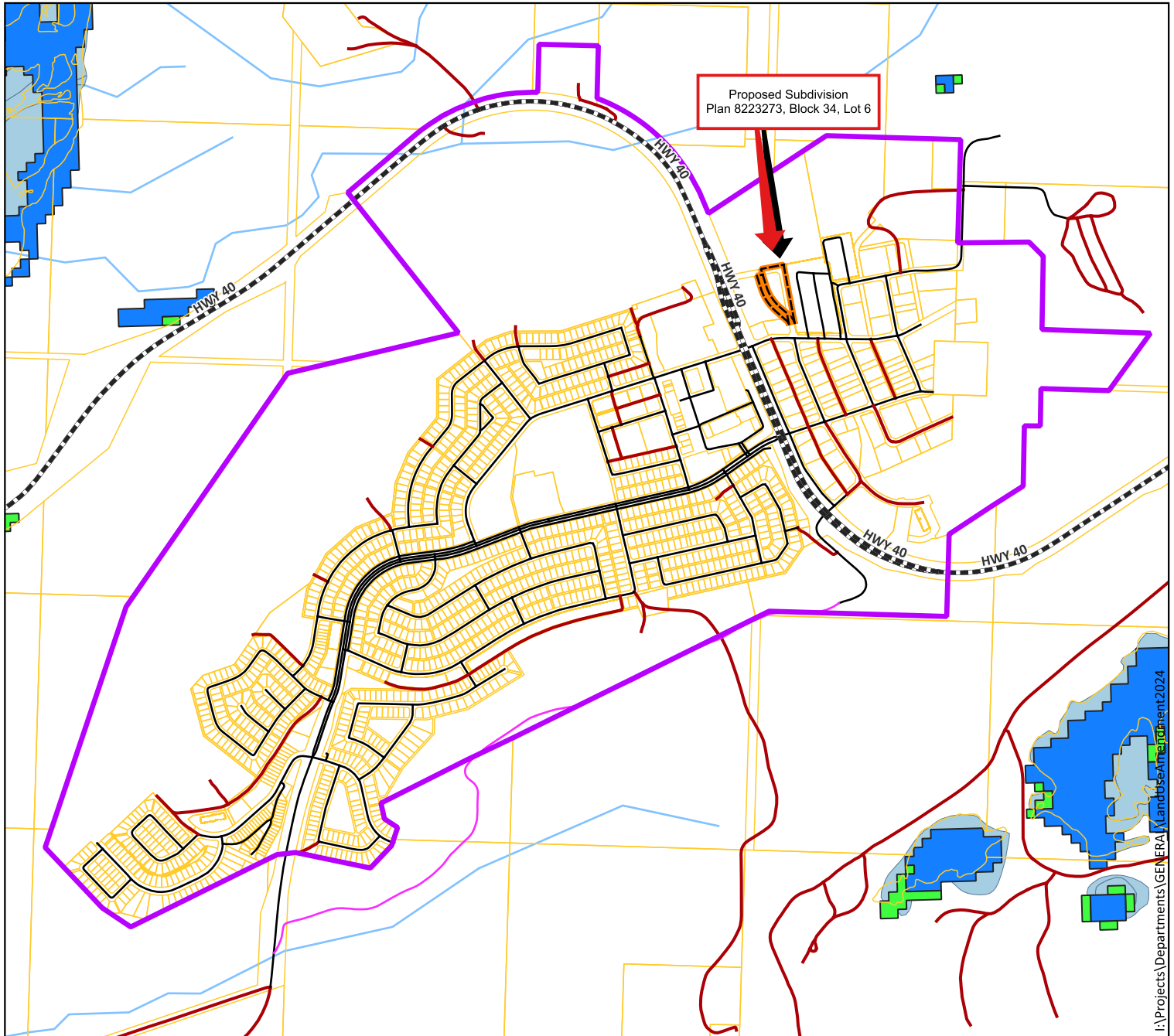
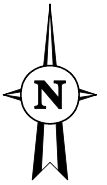
PROJECTION: UTM Zone 11N NAD 83



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Subdivision S24-001 (Green Leaf)

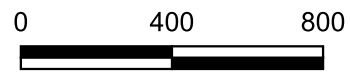
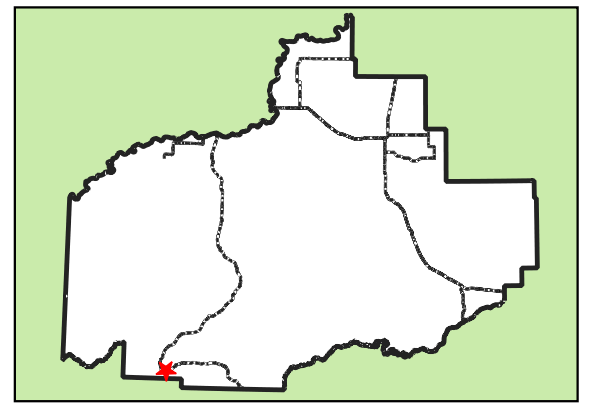
Wetland



I:\Projects\Departments\GENERAL\LandUse\Amendment2024

LEGEND

- | | |
|--------------------------|------------|
| Proposed Subdivision | Paved Road |
| Hamlet of Grande Cache | Unimproved |
| TRANSPORTATION | |
| Paved Highways | Marsh |
| Gravel Road | Open Water |
| Wetland Inventory | |



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DATE

Map Print Date : March 05, 2024

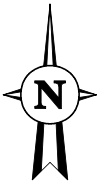
metres
Scale 1:20,000
PROJECTION: UTM Zone 11N NAD 83



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Subdivision S24-001 (Green Leaf)

Topography



LEGEND

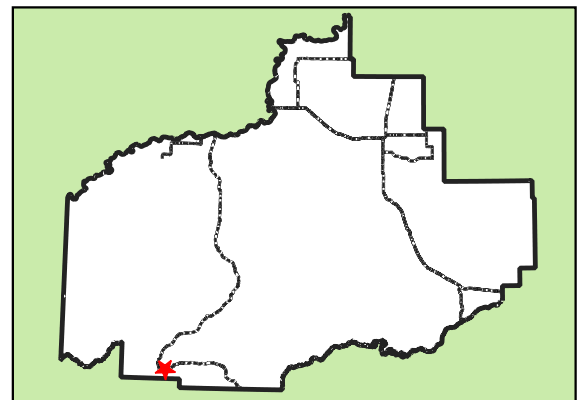
- Proposed Subdivision
- Hamlet of Grande Cache
- Cadastre
- Contour Line(m)**
- Minor Break
- Major Break
- Transportation**
- Paved Highways
- Gravel Road
- Paved Road

GV Imagery 2023

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DATE

Map Print Date : March 05, 2024



0 100 200



metres

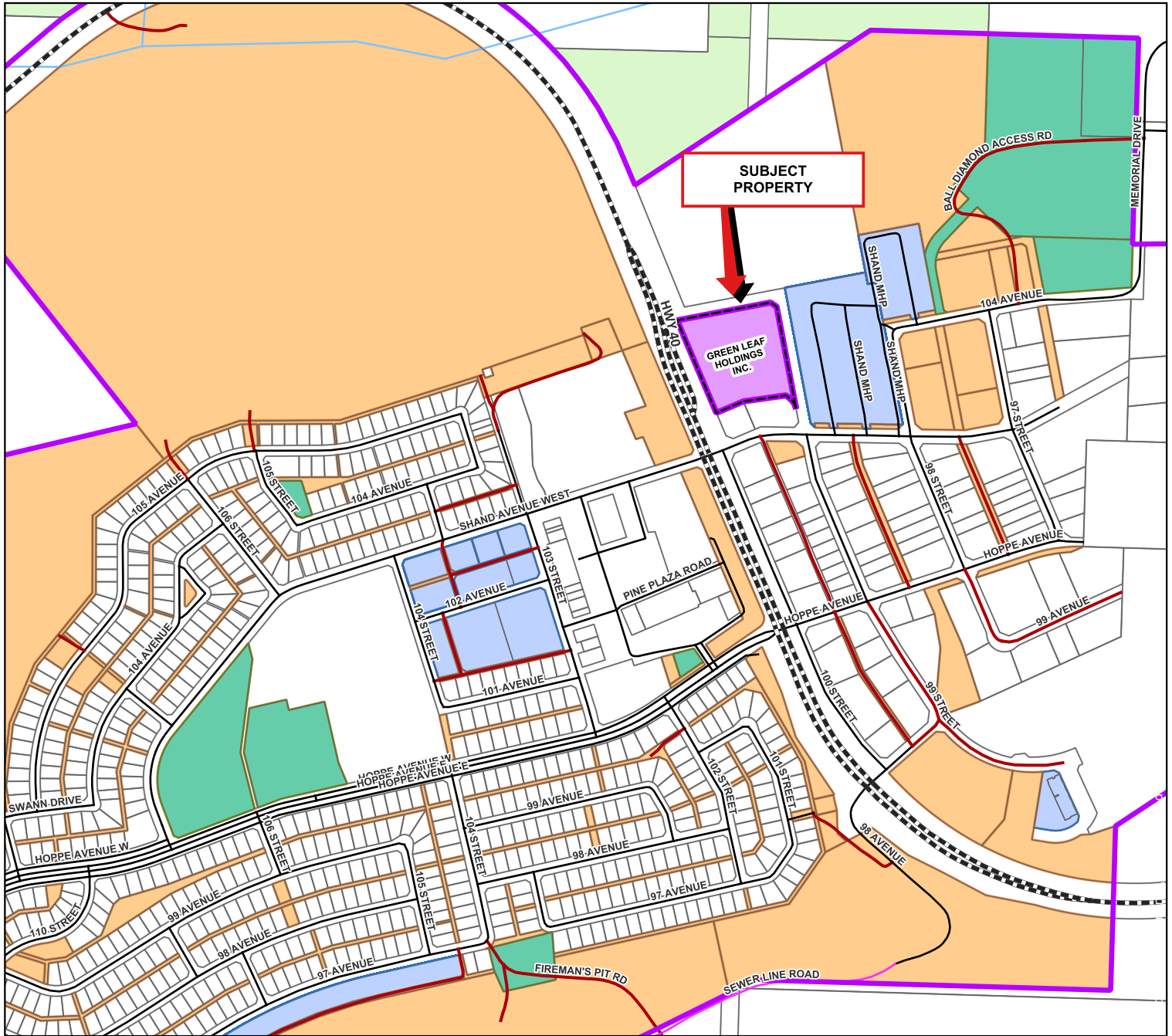
Scale 1:5,000

PROJECTION: UTM Zone 11N NAD 83



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Subdivision S24-001 (Green Leaf) Ownership



LEGEND

- Subject Property
- Hamlet of Grande Cache
- Cadastre

TRANSPORTATION

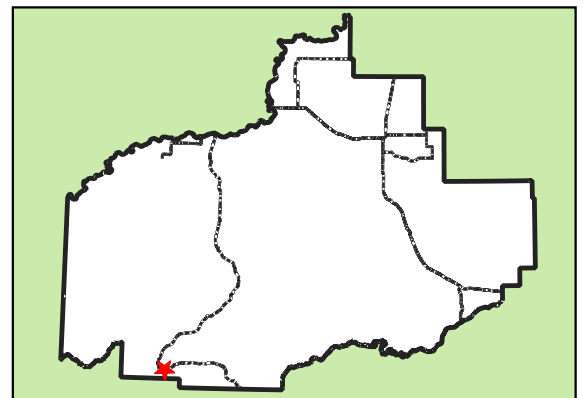
- Paved Highways
- Gravel Road
- Paved Road
- Unimproved

HYDRO FEATURES

- Stream / Creek

LAND CLASSIFICATION

- Titled Land
- Crown Land
- Municipal Property
- Multi Family Parcel
- Municipal Parks



0 200 400



metres

Scale 1:10,000

PROJECTION: UTM Zone 11N NAD 83

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Map Print Date : February 06, 2024

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

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

Subdivision registration

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

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

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

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

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

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

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

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

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

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

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

Cancellation of plan of subdivision

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

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

- (a) the owners of the parcel of land in the plan of subdivision,
- (b) every person shown on the certificate of title of the land in the plan of subdivision as having an estate or interest in it, and
- (c) the Crown in right of Alberta, if the plan of subdivision shows a highway or road or other right of way vested in the Crown for which no certificate of title has been issued.

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

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

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

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

RSA 2000 cM-26 s658;2016 c24 s112

Collection of taxes

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



REQUEST FOR DECISION

SUBJECT: Policy 1025 Public Engagement

SUBMISSION TO: REGULAR COUNCIL MEETING **REVIEWED AND APPROVED FOR SUBMISSION**

MEETING DATE: April 8, 2025 **CAO:** **MANAGER:** SS

DEPARTMENT: CORPORATE SERVICES **DIR:** EK **PRESENTER:** HH

STRATEGIC PLAN: Governance **LEG:** SS

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, R.S.A., 2000, c.M-26,216.1

Council Bylaw/Policy (cite) – Policy 1025 Public Engagement

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1025 “Public Engagement” as presented.

BACKGROUND/PROPOSAL:

Policy 1025 - Public Engagement establishes a structured approach for engaging residents and stakeholders in municipal decision-making processes. This policy aligns with Greenview’s commitment to transparency, accountability, and collaborative governance by ensuring that public input is sought and considered in a meaningful way. It provides clear guidelines on engagement levels based on the International Association for Public Participation (IAP2) Framework, outlining when and how engagement should occur depending on the significance of a municipal decision.

The updated policy introduces a tiered engagement approach, ensuring that communication efforts match the complexity and impact of the issue at hand. It also defines roles and responsibilities for Administration and stakeholders to create consistency in engagement efforts. Additionally, the policy includes evaluation mechanisms to measure the effectiveness of engagement activities and improve future outreach efforts.

During the Policy Review Committee meeting on March 12, 2025, Council reviewed and incorporated amendments to Policy 1025 – Public Engagement, reinforcing the municipality’s commitment to utilizing digital media in public engagement strategies.

MOTION: 25.03.080

Moved by: Councillor Marko Hackenberg

That the Policy Review Committee recommend Council approve Policy 1025 “Public Engagement”, as amended.

- *Section 4.7: May utilize all forms of digital media.*

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that this policy will strengthen Greenview's ability to foster public participation, leading to better-informed decisions and increased public trust in municipal governance. It ensures compliance with best practices and provincial expectations for public engagement, while providing a clear framework for municipal staff and elected officials. The policy also streamlines engagement activities by setting expectations and standardizing processes.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to reject the policy and continue with the current engagement practices. However, Administration does not recommend this action because the existing framework lacks formalized guidelines, which may lead to inconsistent public participation efforts across different municipal initiatives. Without clear standards, some engagement processes may not effectively reach all stakeholders, leading to reduced transparency and lower public trust. Additionally, rejecting the policy may create challenges in aligning with provincial expectations for municipal engagement.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will apply any amendments and provide the policy to the public.

ATTACHMENT(S):

- Policy 1025 Public Engagement (Current)
- Policy 1025 Public Engagement (Draft)

Title: PUBLIC ENGAGEMENT

Policy No: 1025

Effective Date: June 11, 2018

Motion Number: 18.06.314

Supersedes Policy No: (None)

Review Date:



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Purpose: The purpose of this policy is to recognize the value of public participation and create opportunities for meaningful public participation in decisions that directly impact the public.

DEFINITIONS

CAO means the Chief Administrative Officer of Greenview.

Stakeholder means an individual or group that has a specific interest in, or are affected by, a decision made by Greenview. Stakeholders may include residents, non-residents, groups, individuals, representatives, and/or Greenview staff, depending on the issue.

Public Engagement means creating opportunities for people to be involved in a decision-making process and help inform decision making.

POLICY

1. Principles

Council recognizes that good governance includes engaging municipal stakeholders in public participation by:

- a. Creating opportunities for stakeholders who are affected by a decision to influence the decision;
- b. Promoting sustainable decisions by recognizing various municipal stakeholder interests;
- c. Providing stakeholders with the appropriate information and tools to engage in meaningful participation; and
- d. Recognizing that although Councillors are elected to consider and promote the welfare and interests of the municipality as a whole, and are required to vote on matters brought before Council, facilitating public participation for matters beyond those where public input is statutorily required can enrich the decision making process.

2. Responsibilities

- a. Council:
 - i. Review and approve public participation plans developed by Greenview Administration in accordance with this policy or as directed by Council;
 - ii. Be guided by the policy when determining the level of public engagement required prior to making a decision;
 - iii. Consider input obtained through public participation; and

- iv. Review this policy to ensure that it complies with all relevant legislation, municipal policies and bylaws, and the spirit and intent of public participation.
- b. CAO
 - i. In accordance with this policy, or as directed by Council, will develop public participation plans for Council approval;
 - ii. Implement approved public participation plans;
 - iii. Report the findings of public participation to Council;
 - iv. Recognize that this public participation policy is in addition to, and does not modify or replace, the statutory public hearing requirements in the *Municipal Government Act*.
- c. Public Participation Opportunities
 - i. The CAO will develop and implement public participation plans as directed by Council. The public participation plans can be applied to the following circumstances:
 - 1. When new programs or services are being established;
 - 2. When existing programs or services are being reviewed;
 - 3. When identifying Council priorities;
 - 4. When gathering input on municipal strategic plans or business plans; or
 - 5. As otherwise directed by Council.

3. Legislative implications

- a. All public participation will be undertaken in accordance with the *Municipal Government Act*, the *Freedom of Information and Protection of Privacy Act*, and any other relevant legislation.
- b. All public participation activities will be conducted in accordance with all existing municipal policies and bylaws.
- c. This policy will be available for public inspection and will be posted on the Municipality’s website.
- d. This policy must be reviewed once every four (4) years.

PROCEDURE

IAP2

- 1. Greenview has adopted the International Association for Public Participation (IAP2) Framework for public engagement.
- 2. The IAP2 framework will be used by Greenview to determine the most feasible level of involvement prior to making a commitment to achieving any level of participation on a project or initiative.
- 3. In some cases public participation requires a higher level of planning, participation and feedback. In others, sharing information may fulfill the needs of the public and the municipality.
- 4. Greenview Administration will ensure, to their best knowledge and ability, that each public participation initiative is organized in a way that meets the needs of both the public and the organization.
- 5. Greenview Administration is encouraged to use the following process:
 - a. Evaluate the purpose of the public participation
 - b. Define the objectives and identify the level of engagement
 - c. Identify those with a stake in the process
 - d. Select the scope, size and sample
 - e. Review the time and cost factors

- f. Select the appropriate engagement tools
- g. Promote
- h. Implement the initiative
- i. Analyze the results
- j. Respond to the participants

IAP2 Framework

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives, and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decision to the maximum extent possible.	We will implement what you decide.

- 6. The results of public participation will be made available to Council and municipal stakeholders in a timely manner and in accordance with municipal policies and bylaws.

Title: Public Engagement Policy

Policy No: 1025

Effective Date: Date passed in Council

Motion Number:

Supersedes Policy No (IF APPLICABLE):
1025

Department:

Review Date: (3 Years from date approved)



Legal References:
Municipal Government Act, R.S.A., 2000, c.M-26, 216.1

Cross References:
Bylaw 1025 “Public Engagement”

Purpose: The purpose of this policy is to formally acknowledge and emphasize the intrinsic value of public engagement in the governance and decision-making processes within the Municipal District of Greenview.

This policy aims to establish a robust framework that fosters meaningful and transparent engagement between Greenview and its stakeholders, ensuring that the voices of the public are heard and incorporated into decisions that directly affect them. By creating formal opportunities for engagement, Greenview seeks to enhance the quality and sustainability of its decisions, ensuring that they reflect the diverse perspectives and needs of the community.

Greenview is committed to providing clear, accessible information to the public, facilitating dialogue, and ensuring that public feedback is seriously considered in shaping outcomes.

1. DEFINITIONS

- 1.1. **CAO** means the Chief Administrative Officer of Greenview, or designate.
- 1.2. **Greenview** means the Municipal District of Greenview No.16.
- 1.3. **Public Engagement** means a collaborative process in which Greenview creates opportunities for the public to be involved in decision-making. It includes sharing information, gathering feedback, and working alongside stakeholders to shape decisions and policies.
- 1.4. **The Public** refers to any individual or group that may have an interest in a specific topic or issue being discussed. This includes those who may or may not be directly affected by the decision related to the issue or discussion at hand.
- 1.5. **Stakeholder** means any individual, group, organization, or entity that is affected by or has a vested interest in a decision or action taken by Greenview. Stakeholders may include but

are not limited to residents, non-residents, business owners, community organizations, government agencies, and municipal employees.

2. POLICY STATEMENT

2.1. Principles of Public Engagement

Greenview is committed to good governance by facilitating public engagement in municipal decision-making by the following principles:

- A) ~~Inclusiveness~~ **Collaboration**: Engaging a diverse range of stakeholders and ensuring that all voices ~~particularly marginalized or underrepresented groups~~ are heard and considered.
- B) **Transparency**: Ensuring stakeholders have access to the information they need to engage meaningfully, including clear timelines, objectives, and outcomes of the engagement process.
- C) ~~Responsiveness~~ **Acknowledgement**: Encouraging public input that reflects stakeholder concerns, values, and needs, and responding to that input in the ~~decision-making process~~. **Being responsive to public input by addressing stakeholder concerns, values, and needs in the decision-making process.**
- D) **Accountability**: Demonstrating how public feedback has influenced the decisions made by Greenview.
- E) **Sustainability**: Promoting decisions that balance the interests of various stakeholders with long-term community welfare and sustainability objectives.

2.2. Scope of Policy

- A) This policy applies to all stakeholders, including residents, businesses, community organizations, and any other individuals or groups with an interest in or who may be affected by decisions of Greenview.
- B) The policy governs how public participation is to be conducted for any decision-making processes that impact the community directly or indirectly, with the aim of ensuring transparency, inclusivity, and meaningful engagement.
- C) ~~The policy does not apply to internal administrative decisions that do not have a direct or indirect impact on the public or for which public input is not required by law.~~ **The policy does not apply to internal administrative decisions that do not affect the public or require public input by law.**
- D) Furthermore, statutory public hearings and consultations required by specific legislation, such as the Municipal Government Act, will follow separate legally mandated processes, though this policy may be used as a guide to enhance those efforts.

3. PROCEDURE

3.1. Adoption of the IAP2 Framework

- A) Greenview has formally adopted the International Association for Public Participation (IAP2) framework for public engagement, reflecting a commitment to transparent, inclusive, and meaningful public participation. This framework provides a structured approach to engaging stakeholders in a way that is proportional to the complexity and impact of the decision being made. By aligning with IAP2 principles, Greenview aims to foster trust and collaboration with its residents and stakeholders while ensuring the decision-making process is enriched by diverse perspectives.

3.2. Determining the level of Public Engagement

- A) The IAP2 framework will be employed by Greenview to assess and determine the most appropriate level of public involvement before any significant project or initiative is undertaken. These levels range from simply informing the public to empowering them to make decisions. The framework will help Greenview decide whether a project requires minimal engagement (such as providing information) or more intensive involvement (such as collaborative decision-making or empowerment).

IAP2 Framework

		INCREASING IMPACT ON THE DECISION				
		INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL		To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
	PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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3.2. Tailoring Public Participation to Specific Needs

- A) ~~Not every issue or project requires the same level of public participation/engagement. In some cases, a higher degree of planning, engagement, and feedback is necessary to address complex or controversial issues topics. For simpler issues, sharing information with the public may suffice. Greenview’s Administration will assess each situation to determine the best approach, ensuring that the engagement level corresponds to both the needs of the municipality and the expectations of stakeholders.~~

3.2. Customizing Public Participation Initiatives

- A) ~~Greenview Administration will take steps to ensure that every public participation initiative is designed in a way that meets the requirements of both the organization and its stakeholders. This includes recognizing the nuances of each project and adjusting the engagement strategy accordingly.~~

4. PUBLIC PARTICIPATION PROCESS

Greenview Administration will follow a structured process to develop, execute, and evaluate public participation initiatives. This process includes several key steps designed to ensure the initiative is effective and responsive to public needs:

4.1. Evaluate the Purpose of Public Participation

- A) Clearly identify the purpose behind engaging the public. This step ensures that both the municipality and stakeholders understand why their impact is being sought and how it will be used to shape the outcome.

4.2. Define Objectives and Determine the Level of Engagement

- A) Based on the IAP2 framework, Administration will define specific objectives for the engagement process and determine whether the initiative will focus on informing, consulting, involving, collaborating, or empowering stakeholders. This level of engagement will be selected based on the scope of the project and its impact on the community.

4.3. Identify Stakeholders

- A) Administration will identify individuals, groups, or organizations that have a stake in the decision-making process. This includes both direct and indirect stakeholders who may be impacted by the outcome of the project.

4.4. Select the Scope, Size and Sample

- A) Determine the geographic and demographic scope of the engagement. Administration will identify whether participation should be open to all residents, aimed at specific groups, or involve a representative sample of stakeholders.

4.5. Review Time and Cost Factors

- A) Consider the timeframe and budget constraints for the public engagement process. Administration will ensure that the approach chosen is both cost-effective and timely, while also ensuring that stakeholders have adequate time to participate meaningfully.

4.6. Select Engagement Tools

- A) Based on the level of engagement and the needs of the stakeholders, Administration will select appropriate tools and methods for gathering input. Tools may include surveys, public meetings, workshops, online platforms, or focus groups, depending on the nature of the project.

4.7. Promote the Initiative

- A) Public participation opportunities will be promoted through Greenview's website, social media channels, local newspapers, and community notice boards and all available digital media platforms. Efforts will be made to reach a broad audience, ensuring transparency and encouraging widespread participation.

4.8. Implement the Initiative

- A) Once the planning phase is complete, the initiative will be implemented according to the public participation plan. Administration will ensure that all logistics, resources, and personnel are in place to facilitate a smooth engagement process.

4.9. Analyze Results

- A) After gathering input from stakeholders, Administration will analyze the results to identify common themes, concerns and suggestions. This analysis will help inform the decision-making process and will be summarized in a report for Council Review.

4.10. **Respond to Participants**

- A) Greenview Administration will ensure that all participants are informed about how their input was used in the decision-making process. This may include a formal response to stakeholders through a public report or communication on the municipality's website, ensuring transparency and accountability.

4.11. **Reporting and Evaluation**

- A) Following the completion of public participation initiatives, Administration will compile a comprehensive report detailing the engagement process, key findings, and how the input was incorporated into decision-making. This report will be presented to Council and made available to the public, ensuring ongoing transparency and building trust in the public participation process. Periodic evaluations of the engagement process will be conducted to assess effectiveness and identify areas for improvement.

5. ADMINISTRATION RESPONSIBILITIES

5.1. Developing Public Participation Plans

Administration is responsible for preparing comprehensive public participation plans that align with Greenview's strategic objectives and values. These plans should clearly outline the purpose of the engagement, the methods to be used (e.g., surveys, open houses, workshops), the target stakeholders, and the desired outcomes. Public participation plans must adhere to the principles of the International Association for Public Participation (IAP2) framework, ensuring that the engagement methods align with the nature and scope of the decision being addressed.

5.2. Determining the Level of Engagement

Administration will assess each issue's complexity, stakeholder impact, and need for transparency to determine the appropriate level of engagement, based on the IAP2 spectrum. This could range from informing stakeholders about decisions to actively empowering them in the decision-making process. The chosen level of engagement will reflect the significance of the issue and the degree to which public input is necessary.

5.3. Incorporating Public Input into Decision-Making

Administration will collect and analyze feedback obtained through public engagement initiatives. This includes summarizing stakeholder input into comprehensive reports that highlight key themes, concerns, and suggestions. These reports will be used to inform decisions, ensuring that public concerns are addressed in balance with legislative, financial, and operational considerations.

5.4. Ensuring Transparency and Communication

Once decisions are made, Administration is responsible for transparently communicating the outcomes to the public. This includes detailing how public input influenced the decision, the rationale behind the final outcome, and any subsequent steps. Clear and timely communication will maintain accountability and foster trust, ensuring that stakeholders feel included and valued throughout the process.



REQUEST FOR DECISION

SUBJECT: Sponsorship Request – Canadian Motorcycle Tourism Association
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 8, 2025 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LD
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council approve a sponsorship in the amount of \$1,000.00 to the Canadian Motorcycle Tourism Association for hosting the “Soldiers of Suicide” Event on August 15-17, 2025, at the Veterans Memorial Gardens in Grande Prairie, Alberta, with funds to come from the 2025 Community Services Sponsorships & Donations budget.

BACKGROUND/PROPOSAL:

The Canadian Motorcycle Tourism Association (CMTA) has applied for sponsorship for two separate events, the “Tulips & Triumphs” event on June 28, 2025, and the “Soldiers of Suicide” event on August 15-17, 2025, both of which will be held at the Veterans Memorial Gardens in Grande Prairie. They have requested a sponsorship of \$3,500.00 per event, for a total request of \$7,000.00.

The CMTA is a non-profit organization whose mission is “To honor, dedicate & interpret the military history of Northwestern Alberta”. The Association owns and operates the Veterans Memorial Gardens and Interpretive Centre in Grande Prairie, a museum recognized by the Alberta Museums Association. The board of directors for this Association consists of motorcyclists who have a military background, are connected to the military through family, or are supporters of the cause.

The “Tulips & Triumphs” event is to commemorate the liberation of the Netherlands. The event will have broad community access by online livestreaming for those who are unable to attend in person, such as elderly veterans. The Association is requesting a \$3,500.00 sponsorship for this event to help cover costs associated with using a professional media company.

The “Soldiers of Suicide” event will address the essential need for veterans’ mental health awareness and importance of supporting the mental health needs of veterans. During this event there will be the unveiling of the First World War Trench Lamp Memorial, with the idea to “keep the darkness away” going into the design of the lanterns. This event will also be livestreamed to allow access for all of those who wish to attend. The Association has requested a \$3,500.00 sponsorship for this event.

At the time of the application, additional funding has been provided by the County of Grande Prairie for the Tulips and Triumphs event. The City of Grande Prairie, M.D. of Peace, and Saddle Hills County provided funding for both events.

Administration is recommending a \$1,000.00 sponsorship for the “Soldiers of Suicide” event, as per Policy 8012 – Sponsorships – Only one request may be made by a non-profit organization during each calendar year”. Administration has chosen this event to sponsor as the “Soldiers of Suicide” event will directly address the crucial need for veteran mental health support within our region.

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

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview would be helping support mental health awareness and support for war veterans within our region.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to sponsor the event for a different amount.

Alternative #2: Council has the alternative to sponsor the other event only, or sponsor both events for an amount of their choosing.

FINANCIAL IMPLICATION:

Direct Costs: \$1,000.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the CMTA of Council's decision.

ATTACHMENT(S):

- CMTA Sponsorship Application, budget and sponsorship packages.

Application: SPONS-0000000017

Marie Charbonneau - exec.director@motorcycletourism.ca
Sponsorship Application

Summary

ID: SPONS-0000000017
Last submitted: Feb 25 2025 06:19 AM (MST)
Labels: Arts & Culture

Eligibility Form

Completed - Feb 25 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 - Feb 25 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	Canadian Motorcycle Tourism Association
Mailing Address	10908 102 St
Town/City	Grande Prairie
Postal Code	T8V 2X3
Province	Alberta
Contact Name	Marie Charbonneau
Position of Contact Person	Executive Director
Email	exec.director@motorcycletourism.ca
Phone Number	7809330182
Briefly Describe your organization	<p>The Canadian Motorcycle Tourism Association believes that our heritage, history and tourism are natural partners in growing better communities. Our relationships with partnering organizations allows us to contribute to the well being of our veterans, youth and families in the communities we live and work in.</p> <p>We own and operate Veterans Memorial Gardens & Interpretive Centre which honours our military history and heritage in NW Alberta</p>

This is the act you are registered under.

Please verify:

Societies Act

Registration No.

5015365561

DATE

Type of sponsorship request

Responses Selected:

Event

Table

Name of Event

Tulips & Triumphs/Soldiers of Suicide

Total Amount Requested

7,000

Date of Event

Jun 28 2025

Location of Event

We have Two events - Tulips & Triumphs & Soldiers of Suicide both located at Veterans Memorial Gardens & Interpretive Centre 10121-93 St Grande Prairie AB T8V 2X3

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

The Tulips & Triumphs event (June 28, 2025) serves two critical purposes: commemorating the Liberation of the Netherlands and ensuring broad community access to this significant historical commemoration. Direct goals include:

Providing digital accessibility through professional livestreaming, enabling elderly veterans, international audiences, and those unable to attend to participate virtually

Creating meaningful community connections through sponsored tables for veterans' families and community leaders

Preserving these historical narratives through professional documentation

The requested \$3,500 will support Tech & Media Command sponsorship, ensuring this historical commemoration reaches both physical and virtual audiences while maintaining VMG's commitment to preserving military heritage.

The Soldiers of Suicide Garden Dedication (August 15-17, 2025) addresses the critical need for veteran mental health awareness and support. Direct goals include:

Unveiling the First World War Trench Lamp Memorial while providing virtual access through professional livestreaming

Creating a supportive gathering space for veterans, families, and mental health professionals

Connecting the community with vital mental health resources and support services

The requested \$3,500 will enable Silver-level sponsorship, supporting both in-person attendance and virtual accessibility, ensuring maximum community impact and participation."

How many people will benefit from the planned event?

For both events combined:

Total direct beneficiaries: 2,500+

Physical attendance: 500+ (300+ at Tulips & Triumphs, 200+ during SOS Weekend)

Virtual reach: 2,000+ through professional livestreaming services

Target demographics: Veterans, military families, Dutch-Canadian community, mental health professionals, and general public

Extended impact through VMG's established annual visitor base (3,500) who will access archived content.

The dual delivery format (in-person and virtual) maximizes community benefit while ensuring accessibility for those unable to attend physically, including elderly veterans and remote participants."

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

Direct Value

Free access to two major commemorative events

Professional livestreaming ensures participation from all Greenview communities

Sponsored tables for local families and veterans

Support Services

Mental health resources and connections

Veterans support networks

Community gathering opportunities

Regional Benefits

Tourism revenue for local businesses

Enhanced community services

Strengthened regional partnerships

Both events maximize accessibility through combined in-person and virtual delivery, ensuring all Greenview residents can participate regardless of location."

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

Yes

Funding Amount

\$5,000, \$1000

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

Yes

DATE

List the sponsor, purpose and amount

	Sponsor Name	Purpose	Amount
1	County of GP	Tulips & Triumphs	2,500
2	MD Opportunity	Silver Cross Families - Indigenous	2,000
3	City of GP	Both events	10,000
4	MD Peace	Both Events	1000
5	Saddlehills County	Both Events	2,500

Have you performed any fundraising projects?

Yes

What type of fundraising and how much did you raise?

Fundraising Type Examples: Bottle drive, Bake sale, etc

	Fundraising Type	Fund Raised
1	Direct Fundraising	1,500
2		
3		
4		
5		

DATE

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

Mental Health Crisis Response

The Soldiers of Suicide event directly addresses the urgent need for veteran mental health support in our region

First memorial of its kind in Northern Alberta, positioning MD Greenview as a leader in veteran support

Historical Significance

Tulips & Triumphs commemorates a pivotal moment in Canadian military history

Positions MD Greenview as a key supporter of veteran recognition in Northern Alberta

Strengthens international connections through Dutch-Canadian heritage celebration

Regional Leadership

Shows MD Greenview's commitment to veteran support and mental health awareness

Demonstrates regional leadership in addressing critical community needs

Creates lasting impact through professional documentation and community engagement

The \$7,000 investment (\$3,500 per event) ensures MD Greenview's recognition as a key partner in both veteran support and heritage preservation in Northern Alberta."

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

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

MD Greenview will receive prominent recognition through:

Digital Presence

- Featured in professional livestream broadcasts reaching 2,000+ viewers
- Dedicated social media recognition on VMG's established platforms
- Logo placement on event websites and digital materials
- Inclusion in all event press releases

Event Recognition

- Verbal acknowledgment during both ceremonies
- Reserved table signage at both events
- Logo placement on event programs and signage
- Recognition during opening and closing remarks
- Opportunity for MD representative to participate in ceremonies

Permanent Recognition

- Acknowledgment on VMG's website (veteransmemorialgardens.com)
- Inclusion in archived event documentation
- Recognition on commemorative materials

As Northern Alberta's premier military heritage site, VMG ensures MD Greenview's support reaches a broad audience while demonstrating their commitment to veteran support and community heritage."

Greenview Logo Permission Requirements

Please contact the Communications Department at 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



Name:

Marie Renee Charbonneau

Date

Feb 25 2025

Upload past financial statements

Completed - Feb 25 2025

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

[2023 CMTA audited Balance Sheet](#)

Filename: 2023_CMTA_audited_Balance_Sheet.pdf Size: 228.5 kB

[2023 CMTA audited Income Statement](#)

DATE

Filename: 2023_CMTA_audited_Income_Statement.pdf Size: 221.5 kB

Budget for current event

Completed - Feb 25 2025

[Consolidated Budgets](#)

Filename: Consolidated_Budgets_.xlsx Size: 5.5 kB

Any supporting documents, ie. Quotes, etc.

Completed - Feb 25 2025

[Soldiers of Suicide 2025](#)

Filename: Soldiers_of_Suicide_2025.pdf Size: 4.0 MB

[T & T Sponsorship](#)

Filename: T__T_Sponsorship.pdf Size: 3.7 MB

Balance Sheet

CMTA

As of Dec 31, 2023

ACCOUNTS

Dec 31, 2023

Assets

Cash and Bank

ATB Chequing	\$3,472.42
ATB Savings	\$21,761.80
Payments by Wave	\$1,079.52
Total Cash and Bank	\$26,313.74

Other Current Assets

Accounts Receivable	\$6,869.01
Total Other Current Assets	\$6,869.01

Long-term Assets

Afghanistan Monument	\$32,000.00
Afghanistan Monument - Depreciation	-\$22,283.63
Afghanistan Monument Pad/Sidewalk	\$32,000.00
Afghanistan Monument Pad/Sidewalk - Depreciation	-\$7,912.29
Archway	\$25,000.00
Archway - Depreciation	-\$7,806.57
Artwork	\$6,500.00
Audio/Visual Systems	\$46,288.70
Audio/Visual Systems - Depreciation	-\$12,960.84
Chair Lift	\$15,910.84
Chair Lift - Depreciation	-\$941.92
Furniture & Fixtures	\$16,000.65

ACCOUNTS**Dec 31, 2023**

Furniture & Fixtures - Depreciation	-\$4,480.18
Gazebo	\$2,693.00
Gazebo - Depreciation	-\$390.49
Indigenous War Memorial	\$41,321.43
Indigenous War Memorial - Depreciation	-\$4,132.14
Memorial Displays - Large	\$6,800.00
Memorial Displays - Large - Depreciation	-\$4,293.25
Metis War Memorial	\$48,985.68
Metis War Memorial - Depreciation	-\$4,898.57
Modular Building	\$344,241.70
Modular Building - Depreciation	-\$31,283.14
Outbuildings	\$5,855.80
Outbuildings - Depreciation	-\$853.44
Pergolas	\$79,503.31
Pergolas - Depreciation	-\$3,272.41
Small Pedestals	\$20,623.14
Small Pedestals - Depreciation	-\$13,020.62
Solar Lights	\$10,685.00
Solar Lights - Depreciation	-\$5,957.01
Solar Panels	\$2,768.50
Solar Panels - Depreciation	-\$775.18
Tree Inventory	\$2,065.59
Ukranian Monument	\$5,433.26
Ukranian Monument - Depreciation	-\$2,303.71
Total Long-term Assets	\$617,111.21

ACCOUNTS	Dec 31, 2023
Total Assets	\$650,293.96
Liabilities	
Current Liabilities	
Accounts Payable	\$37,335.00
Capital One Master Card	\$3,827.02
Goods & Services	-\$15,106.40
ON HST	-\$1,754.53
Shareholder Loan	-\$2,315.66
Total Current Liabilities	\$21,985.43
Long-term Liabilities	
RRRF Loan	\$60,000.00
Total Long-term Liabilities	\$60,000.00
Total Liabilities	\$81,985.43
Equity	
Retained Earnings	
Profit between Jan 1, 2023 and Dec 31, 2023	\$34,477.62
Owners Equity	\$533,830.91
Total Retained Earnings	\$568,308.53
Total Equity	\$568,308.53

Angie Neat-Anshelm
 206 Lakeland Drive
 Spruce Grove, AB
 T7X3W7 780-907-8931

Angie Neat-Anshelm

Profit and Loss

CMTA

Date Range: Jan 01, 2023 to Dec 31, 2023

ACCOUNTS

Jan 01, 2023
to Dec 31, 2023

Income

CMTA Travel Services	\$6,937.02
Direct Public Support – Business Contributions	\$2,907.85
Direct Public Support – Corporate Contributions	\$22,249.33
Direct Public Support – Individual Contributions	\$4,097.34
Grant Revenue	\$273,829.26
Investments – Interest	\$639.64
Program Income – Membership Dues	\$3,081.81
Rental	\$1,437.63
Sales & Sponsorship	\$28,282.05
Sales Discounts	-\$36.25
Total Income	\$343,425.68

Cost of Goods Sold

CMTA Travel Service Expense	\$2,797.39
Total Cost of Goods Sold	\$2,797.39

Gross Profit
As a percentage of Total Income

\$340,628.29
99.19%

Operating Expenses

Accounting Fees	\$500.00
Advertising	\$18,275.00
Contract Services	\$50,915.85
Depreciation Expense	\$48,531.90
Direct Volunteer & Hosting Expense	\$3,732.46
Equipment Lease or Rental	\$563.81
Equipment Purchases	\$6,222.91
Event Costs	\$55,564.25
Fuel	\$499.04
Fuel & Vehicle Repairs	\$281.36
Honorariums	\$6,731.00
Insurance	\$4,308.88
Interpretive Gardens Maintenance	\$2,314.32
Layout + Design	\$750.00
Legal Fees	\$5,473.98
Licenses	\$631.00
Memorial Panels	\$377.45
Merchant Account Fees	\$172.50
Museum Expenses	\$1,743.19
Office Supplies	\$1,179.93
Payroll – Salary & Wages	\$17,610.17
Postage & Delivery	\$1,071.78

Operating Expenses	
Printing and Reproduction	\$2,849.04
Program Delivery	\$1,833.68
Programming	\$140.12
Rent Expense	\$4,200.00
Repairs & Maintenance	\$8,015.39
Security System	\$966.02
Service Fees	\$1,397.24
Software/Memberships/Platforms	\$4,107.38
Telephone – Wireless	\$1,768.03
Training	\$915.85
Travel Expense	\$11,726.59
Utilities	\$7,115.81
Website + Social Media Marketing	\$33,664.74
Total Operating Expenses	\$306,150.67
Net Profit	\$34,477.62
As a percentage of Total Income	10.04%

Angie Neal-Anshelm
 206 Lakeland Drive
 Spruce Grove, AB
 T7X 3W7 780 907-8937

QYed - QDQ

Soldiers of Suicide Garden

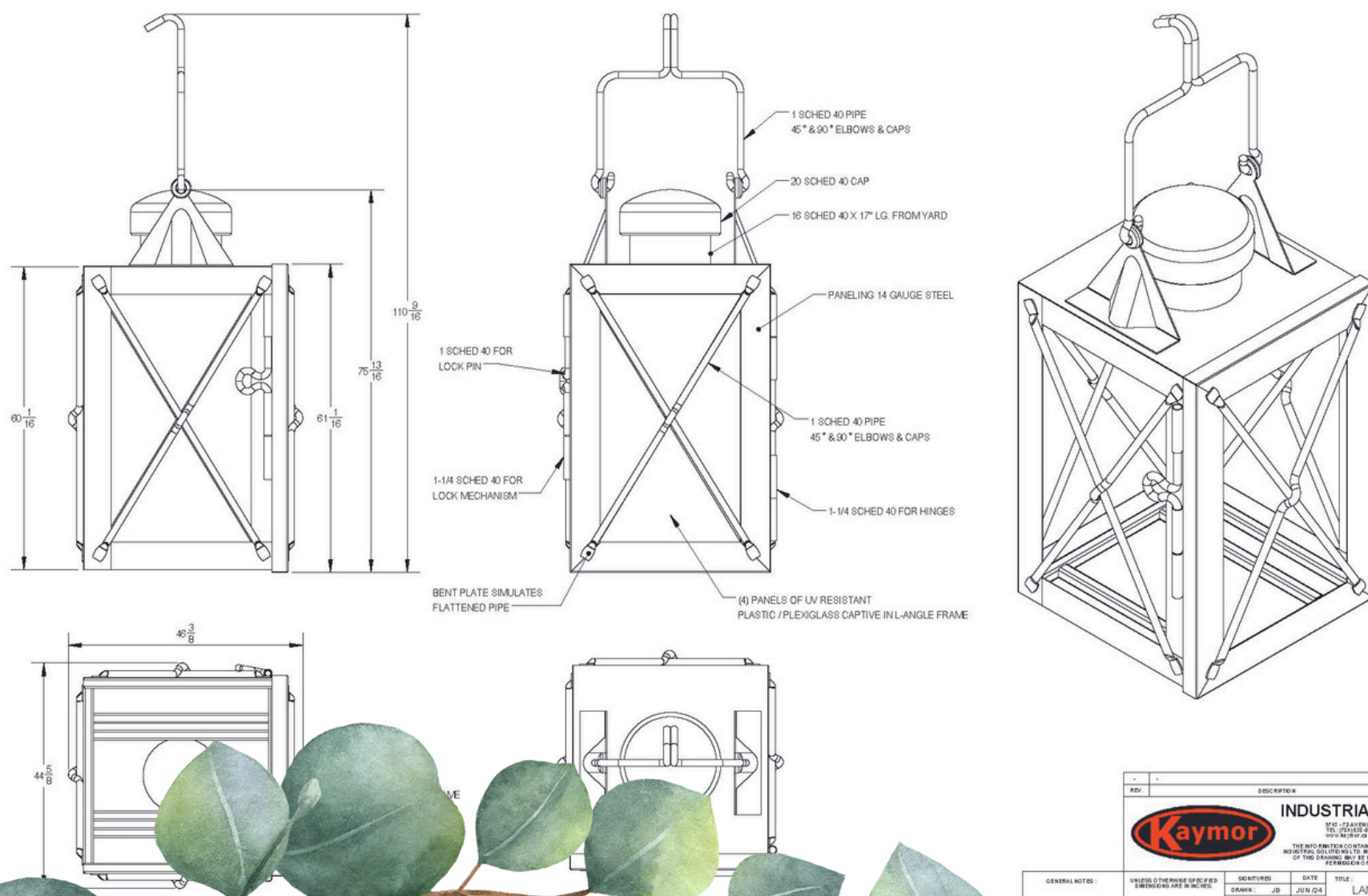
Dedication Ceremony
&
Weekend of Healing
August 15-17, 2025



**Location: Veterans Memorial Gardens & Interpretive Centre
10121-93 St Grande Prairie AB T8V 1Y1**

In honour of
Lise 'Grama Bikeuse' Charron of 1st C.A.V.
Founder of the Beechwood Cemetery S.O.S. Memorial
and in Remembrance of all of those whose battle did not end when they came home.

**Join us as we unveil
The First World War Trench Lamp Memorial:
(Designed to chase the darkness away.)
Built and Donated by Kaymor Industrial Solutions Ltd.**



REV.	DESCRIPTION	DATE	APPROVED
1	INDUSTRIAL SOLUTIONS LTD		

		DATE: JUN 24 DRAWN: JB CHECKED:	TITLE: LANTERN MEM SIZE: B SCALE: 1:1 DWG. NO.: KA201
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GENERAL NOTES:
 - UNLESS OTHERWISE SPECIFIED DIMENSIONS ARE IN INCHES.
 - BREAK ALL CORNERS.
 - FINISH ALL SURFACES.
 - REPORT ALL ERRORS.
 - DO NOT SCALE OFF DRAWING.
 - DIMENSIONS FROM 0 TO 100 UNLESS OTHERWISE SPECIFIED.
 - UNLESS OTHERWISE SPECIFIED DIMENSIONS ARE IN INCHES.

INDUSTRIAL SOLUTIONS LTD
 27 AVENUE CLERMONT, ST. ALBERT, ALBERTA T8N 0R7
 TEL: (780) 528-1111 FAX: (780) 528-1112
 WWW.KAYMOR.COM

Sponsorship Package for
Soldiers of Suicide Memorial Unveiling and Weekend of Healing
Presented by Kaymor Industrial Solutions Ltd.

Event Overview:

Join us for a heartfelt weekend dedicated to honoring the lives of soldiers and all who have faced the battle of mental health and to promote healing within our community.

This event will bring together families, veterans, mental health professionals and community leaders for a series of impactful activities.

Event Details:

Date: Friday, August 15 - Sunday, August 17, 2025

Location: Veterans Memorial Gardens & Interpretive Centre

Activities Include:

Registration & Reception with food and beverages

Unveiling & Dedication Ceremony of the Soldiers of Suicide Memorial

Mental health support and resources available throughout the event

Community Ride/Drive through the region

BBQ & Inspirational Speakers

Send-Off Breakfast

Sponsorship Opportunities:

Platinum Sponsor - FILLED

Presented by Kaymor Industrial Solutions Ltd.

Prominent logo placement on all event materials and media

Opportunity to speak at the Dedication Ceremony

10 complimentary tickets to the event

Full-page ad in the event program

Recognition in all press releases

Gold Sponsor - \$5,000

Logo placement on event materials and media

Recognition during the Dedication Ceremony

5 complimentary tickets to the event

Half-page ad in the event program

Mention in press releases

Silver Sponsor - \$2,500

Logo placement on event materials

3 complimentary tickets to the event

Quarter-page ad in the event program

Mention in press releases

Bronze Sponsor - \$1,000

Logo placement on select event materials

1 complimentary ticket to the event

Mention in the event program

Why Sponsor?

Community Impact: Play a vital role in supporting mental health awareness and honoring our soldiers.

Brand Visibility: Gain exposure to a diverse audience committed to making a difference.

Networking Opportunities: Connect with community leaders, veterans and mental health professionals.

Join Us: Become a part of this meaningful event and help us create a lasting impact.

For sponsorship inquiries, please contact Renee Charbonneau
(780) 933-0182
exec.director@motorcycletourism.ca



*Tulips & Triumphs
Remembering the
Liberation of The Netherlands*



JUNE 28, 2025 AT 'D' COMPANY ARMOURIES

9005 101 ST, GRANDE PRAIRIE, AB T8V 6V3

DATE

DINE & DANCE DOORS OPEN - 6:00 PM

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DINNER - 7:00 PM KARAOKE: 8:00 PM - FREE SHUTTLE

LIBERATION CELEBRATION TABLE COMMAND

Gather & Honor | Toast to Freedom | Share in Tradition



Business/Personal Investment: \$500 (or \$75 PP)

COMMAND BENEFITS:

- Reserved Table for 8: Secure a dedicated table for you and your guests at the Liberation of the Netherlands Dine & Dance, complete with a bottle of red and a bottle of white wine.

OPERATIONAL BENEFITS:

- Branded Experience: Your table will be marked with your company name/logo, ensuring visibility and recognition during the event.
- Social Media Acknowledgment: Your participation will be highlighted in dedicated posts, showcasing your support and involvement.

STRATEGIC EXPOSURE:

- Networking Opportunities: Engage with community leaders, veterans, and other attendees, fostering meaningful connections.

YOUR IMPACT: By purchasing a table, you contribute to a memorable celebration of the Liberation of the Netherlands, honoring veterans and fostering a sense of community and appreciation. Your involvement supports the event's mission and enhances the experience for all attendees.

DATE

AUCTION ARSENAL

Bid for Victory | Support with Purpose | Win for a Cause



Business Investment: You Control that!

COMMAND BENEFITS:

- **Silent Auction Contributor:**
Donate items to be bid on, supporting the event's fundraising efforts.
- **Emcee Acknowledgment:** Your business will be recognized by the emcee during the event, highlighting your generous contribution.

OPERATIONAL BENEFITS:

- **Branded Display:** Your donated items will be prominently displayed with your branding and information at the auction.

STRATEGIC EXPOSURE:

- **Social Media Recognition:** Dedicated posts will highlight your contribution and its significance to the auction.

YOUR IMPACT: By donating items to the Silent Auction, you support vital fundraising efforts that contribute to the success of the event's mission. Your generosity helps create an engaging auction experience and fosters community involvement.

DATE

SAFE PASSAGE COMMAND

Duty to Safety | Secure Transport | Travel with Trust



Business Investment: \$1,250

COMMAND BENEFITS:

- Exclusive Shuttle Partner: Recognition as the official shuttle sponsor, providing safe transportation for all event attendees.
- Branded Shuttle Signage: Your logo displayed on the Shuttle Marquee at the door
- Table for 8: Reserved seating for your representatives at the event.

OPERATIONAL BENEFITS:

- Logo Placement: Prominent display in event materials and on shuttle signage.
- Social Media Acknowledgment: Dedicated posts highlighting your sponsorship and commitment to safety.
- A plaque recognizing your sponsorship contribution.

STRATEGIC EXPOSURE:

- Event Program Inclusion: Acknowledgment of your sponsorship in the event program.
- Networking Opportunities: Engage with community leaders, guests, and other sponsors.

YOUR IMPACT: By sponsoring the shuttle service, you ensure attendees travel safely and responsibly, enhancing the overall event experience and promoting community well-being.

DATE

FAMILY OF THE FALLEN TABLE COMMAND



Business Investment: \$1,500

COMMAND BENEFITS:

- TABLE - One table for 8 guests
- One coupon for a bottle of red and one for a bottle of white wine.

OPERATIONAL BENEFITS:

- Company acknowledgment during ceremony
- Professional photo opportunity with Family of the Fallen

(If they wish)

- Dedicated social media feature
- Business recognition in event program
- Presence on Sponsorship Marquee
- A plaque recognizing your sponsorship contribution.

Family of the Fallen

- Table for up to 8 Family members of a regional Killed in Action Soldier
- One Soldiers Memorial Keepsake
- One coupon for a bottle of red and one for a bottle of white wine.

YOUR IMPACT: PRICELESS



DATE

Purchase your tables and tickets here: [Page 85 of 216](#)

SNAP & SMILE STATION

Capture Joy | Create Memories | Share Smiles



Business Investment: \$2,000

COMMAND BENEFITS:

- Exclusive Snap & Smile Station Sponsorship: Your brand will be recognized as the sponsor of the event's photobooth, where attendees capture joyful memories.
- Branded Photobooth Backdrop: Feature your logo on the photobooth backdrop, ensuring your brand is part of every captured memory.
- Reserved Table for 8: Enjoy a dedicated table for your representatives, with a bottle of red and a bottle of white wine.

OPERATIONAL BENEFITS:

- Logo Placement: Prominent display of your logo on all photobooth prints and digital shares.
- Social Media Acknowledgment: Dedicated posts on our social media channels recognizing your contribution and its impact on the event.
- Presence on Sponsorship Marquee
- A plaque recognizing your sponsorship contribution.

STRATEGIC EXPOSURE:

- Event Program Inclusion: Your sponsorship will be featured in the event program, acknowledging your role in creating fun and memorable experiences.
- Networking Opportunities: Engage with community leaders, photographers, and other sponsors, fostering meaningful connections.

YOUR IMPACT: By sponsoring the Snap & Smile Station, you help attendees capture and share moments of joy and connection, creating lasting memories of the event.

DATE

VETERANS SUPPORT COMMAND

Dining with Dignity | Honoring Heroes | Building Bonds



Sponsor Two Tables for Veterans to Enjoy Dinner

Business Investment: \$2,500

COMMAND BENEFITS:

- Exclusive Table Sponsorship: Provide veterans with a memorable dining experience, honoring their service and sacrifice.
- Branded Table Setting: Feature your logo on the table setting, showcasing your commitment to supporting veterans.
- Personalized Thank You Notes: Each veteran at your sponsored tables will receive a personalized note of gratitude from your organization.

OPERATIONAL BENEFITS:

- Logo Placement: Prominent placement of your logo in event program.
- Social Media Shoutout: Dedicated social media post highlighting your sponsorship and its impact on the veteran community.
- Presence on Sponsorship Marquee
- Table for 8: Join the veterans at your sponsored table section providing a unique opportunity to connect and share stories.
- A plaque recognizing your sponsorship contribution.

STRATEGIC EXPOSURE:

- Recognition During Dinner: Acknowledgment of your sponsorship during dinner announcements, emphasizing your role in honoring veterans.
- Networking Opportunities: Engage with community leaders, veterans, and other sponsors, building meaningful connections.

YOUR IMPACT: By sponsoring a table, you help create a warm and welcoming environment where veterans can connect, celebrate, and savor the traditions that bind us together. Your support not only honors their service but also fosters a sense of community and appreciation.

DATE

MEET & GREET MISSION

Connect & Celebrate | Engage & Inspire | Foster Fellowship



Business Investment: \$2,500

COMMAND BENEFITS:

- Exclusive Meet & Greet Partner: Recognition as the official sponsor of the Meet & Greet event at the Sandman Inn, providing a welcoming atmosphere for attendees.
- Branded Welcome Signage: Your logo prominently displayed at the entrance.
- Table for 8: Reserved seating for your representatives, providing an opportunity to network and engage with attendees.

OPERATIONAL BENEFITS:

- Logo Placement: Prominent placement of your logo in event program.
- Logo Placement: Featured on signage at the Sandman Inn.
- Presence on Sponsorship Marquee
- Social Media Acknowledgment: Dedicated posts highlighting your sponsorship and its impact on the event.
- A plaque recognizing your sponsorship

STRATEGIC EXPOSURE:

- Recognition During Dinner: Acknowledgment of your sponsorship during dinner announcements, emphasizing your role in honoring veterans.
- Networking Opportunities: Engage with community leaders, guests, and other sponsors, fostering meaningful connections.

YOUR IMPACT: By sponsoring the Meet & Greet, you help create a warm and engaging environment where attendees can connect and celebrate. Your support enhances the event experience and fosters community bonds.

DATE

SPIRITS & SERVICE COMMAND

Pour with Purpose | Toast to Tradition | Honor Through Hospitality



Official Beverage Partner of Tulips & Triumphs 2025

Coffee/Tea/Water/Spirits

Business Investment: \$3,500

SPIRITS & SERVICE COMMAND

COMMAND BENEFITS:

- Exclusive Beverage Partner
- Branded beverage service stations
- Featured in ceremonial toasts
- Product showcase
- Table for 8

OPERATIONAL BENEFITS:

- Primary logo placement at beverage stations
- Brand recognition in event program
- Dedicated social media features
- Company banner display
- Professional photography coverage

A plaque recognizing your sponsorship contribution.

DATE

STRATEGIC EXPOSURE:

- Recognition during ceremonial toasts
- Brand integration in event marketing
- Business community networking

YOUR IMPACT:

Support VMG's mission and enhance the event experience by supporting live performances that entertain and inspire, while connecting your brand with community and celebration.

DECORATION BRIGADE

Transform Spaces | Inspire Atmosphere | Elevate Experience



Business Investment: \$4,000

COMMAND BENEFITS:

- Exclusive Decoration Sponsorship: Your brand will be recognized as the sponsor for the event's stunning decorations, transforming the venue into an inspiring atmosphere.
- Branded Decor Elements: Feature your logo on key decorative elements throughout the venue, showcasing your commitment to enhancing the event experience.
- Table for 8: Enjoy a dedicated table for your representatives.

OPERATIONAL BENEFITS:

- Logo Placement: Prominent display of your logo in event materials and programs related to the decoration theme.
- Social Media Acknowledgment: Dedicated posts on our social media channels highlighting your sponsorship and its impact on the event.
- Presence on Sponsorship Marquee
- A plaque recognizing your sponsorship contribution.

STRATEGIC EXPOSURE:

- Recognition During Dinner: Acknowledgment of your sponsorship during dinner announcements, emphasizing your role in honoring veterans.
- Networking Opportunities: Engage with community leaders, event planners, and other sponsors, fostering meaningful connections.

YOUR IMPACT: By sponsoring the Decoration Brigade, you help create a visually stunning and welcoming environment that enhances the overall experience for all attendees.

DATE

STAGE OF TRIUMPH COMMAND

Inspire Through Entertainment | Spotlight on Community | Triumph in Harmony

Take center stage as the exclusive sponsor of the entertainment for the Tulips & Triumphs Event. Bring joy to our attendees with performances that resonate.

Business Investment: \$5,000

STAGE OF TRIUMPH

COMMAND PRIVILEGES:

- Your company representative as Emcee with the opportunity to speak to the public and entertainers
- Table for 8

OPERATIONAL BENEFITS:

- Brand recognition in event program
- Dedicated social media feature
- Company banner display
- Professional photography coverage
- A plaque recognizing your sponsorship contribution.

Presence on Sponsorship Marquee

STRATEGIC EXPOSURE:

- Brand recognition all night long
- Business & community networking

YOUR IMPACT:

Support VMG's mission while showcasing your products to an engaged audience of community leaders, military families, and distinguished guests.



DATE



Sponsor the Ceremony Livestream and the Event Photographer!

Business Investment: \$5,000

COMMAND BENEFITS:

- Exclusive Livestream Sponsorship: Your brand will be prominently featured as the sponsor of the ceremony's livestream, reaching a wide audience beyond the event.
- Branded Photography Credits: Your logo will appear on the event photo gallery, showcasing your support in capturing and sharing memorable moments.
- Table for 8

OPERATIONAL BENEFITS:

- Logo Placement in the event program.
- Social Media Shoutout: Dedicated social media post highlighting your sponsorship and its impact on the veteran community.
- Presence on Sponsorship Marquee
- Feature in Event Recap Video: Your brand will be included in the event recap video, shared across digital platforms.
- A plaque recognizing your sponsorship contribution.

STRATEGIC EXPOSURE:

- Recognition During Livestream: Acknowledgment of your sponsorship during the livestream, emphasizing your role in connecting communities through media.
- Networking Opportunities: Engage with community leaders, veterans, and other sponsors, building meaningful connections.

YOUR IMPACT: By sponsoring the ceremony livestream and photographer, you help capture and share the stories and moments that matter, connecting communities and honoring veterans. Your support not only celebrates their service but also amplifies their stories to a broader audience.

DATE

INDIGENOUS PROTOCOL AND HONORARIUM COMMAND

Embrace Heritage | Respect Traditions | Build Bridges



Business Investment: \$5,000

COMMAND BENEFITS:

- **Branded Acknowledgment:** Your logo will be prominently displayed in event materials related to Indigenous protocol segments, ensuring visibility and recognition.
- **Table for 8:** Enjoy a dedicated table for your representatives, providing an opportunity to connect with attendees and engage with the event.

OPERATIONAL BENEFITS:

- **Social Media Acknowledgment:** A dedicated post on our social media channels will recognize your contribution and its impact on the event.
- **Event Program Inclusion:** Your sponsorship will be featured in the event program, acknowledging your role in supporting Indigenous protocols.
- **Presence on Sponsorship Marquee**
- **A plaque recognizing your sponsorship contribution.**

STRATEGIC EXPOSURE:

- **Recognition during the Ceremony and acknowledgment of your sponsorship during dinner announcements, emphasizing your role in honoring veterans.**
- **Networking Opportunities:** Engage with community leaders, veterans, and other sponsors, building meaningful connections.

YOUR IMPACT: By sponsoring the Indigenous Protocol and Honorarium, you play a vital role in honoring and respecting Indigenous traditions and cultural heritage, fostering a sense of community and understanding.

DATE

BARRACKS BLISS COMMAND

Rest & Recharge | Comfort & Camaraderie | Hospitality with Honor Memories | Share Smiles

Business Investment: \$5,000

COMMAND BENEFITS:

- Exclusive Hotel Sponsor: Recognition as the official hotel sponsor, providing accommodation for event guests and participants.
- Branded Welcome Package: Your logo featured on a welcome package for guests staying at the hotel.
- Table for 8: Reserved seating for your representatives at the event.

OPERATIONAL BENEFITS:

- Logo Placement: Prominent display in event materials and hotel signage.
- Social Media Acknowledgment: Dedicated posts highlighting your sponsorship and hospitality services.
- Presence on Sponsorship Marquee
- A plaque recognizing your sponsorship contribution.

STRATEGIC EXPOSURE:

- Event Program Inclusion: Acknowledgment of your sponsorship in the event program.
- Networking Opportunities: Engage with community leaders, guests, and other sponsors.

YOUR IMPACT: By sponsoring accommodations, you provide comfort and convenience, enhancing the overall event experience for attendees and participants.

DATE



TASTE OF TRIUMPH COMMAND

Nourish Connections | Celebrate Community | Savor Tradition

Be the exclusive meal AKA presenting sponsor, showcasing your commitment to hospitality and community as guests share a meal and create lasting memories.

Business Investment: \$7,500

COMMAND BENEFITS:

- Prominent recognition as the official meal sponsor, with your logo on table signage, dinner menus, and featured in welcoming remarks.
- Table for 8
- Branded Buffet Station

OPERATIONAL BENEFITS:

- Acknowledgement in press release
 - Brand recognition in event program
 - Dedicated social media feature
 - Professional photography coverage
- A plaque recognizing your sponsorship contribution.

STRATEGIC EXPOSURE:

- Acknowledgment of your sponsorship during dinner announcements, emphasizing your role in honoring veterans.
- Brand recognition all night long
- Business & community networking

YOUR IMPACT:

Support VMG's mission while showcasing your products to an engaged audience of community leaders, military families, and distinguished guests.



DATE



REQUEST FOR DECISION

SUBJECT: **Sponsorship Request – CX Solid Foundation**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 8, 2025 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LD
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council approve sponsorship in the amount of \$1,000.00 to the CX Solid Foundation for sponsoring a community event to be held in conjunction with the “Hoofing for Hope” event starting in Grande Cache, Alberta, on June 3, 2025, with funds to come from the 2025 Community Services Sponsorships & Donations budget.

BACKGROUND/PROPO

CX Solid Foundation is starting a 31-day horseback ride and fundraising campaign, “Hoofing for Hope,” in Grande Cache on June 3, 2025, at the Grande Cache Institution, and has requested sponsorship for the event.

CX Solid Foundation is a registered non-profit organization based out of Edmonton that focuses on supporting the mental health of Canadian federal correctional officers by offering alternative programs that focus on resilience, support and overall wellness.

The 31-day fundraising campaign will include visiting all seven federal institutions across Alberta, starting in Grande Cache and then returning to Edmonton for a visit at the Edmonton Institution for Women. From there, the journey continues to Grierson Institution in downtown Edmonton, then on to Drumheller Institution, Bowden Institution, Pe Sakastew minimum security, and completing their route at the Edmonton Institution. Throughout the journey, participants will ride a total of 335 km on horseback while travelling and hauling the horses a total of 1,316 km. The goal is to raise awareness of the importance of mental health in federal institutional workers and help to support those workers who face a unique set of challenges in their profession.

During their stay in Grande Cache, the Foundation, alongside the local RCMP, will ride through downtown Main Street to the Grande Cache Institution yard. There, they will spend several hours allowing staff and officers to enjoy a break with a staff BBQ, interact with the horses, and engage in conversations about the unique challenges faced at the Grande Cache Institution. The goal is to break the stigma surrounding mental health, encourage open dialogue, and strengthen connections within the correctional community.

In addition, the Foundation would like to hold a public event the following day in Central Park to raise awareness of the struggles and challenges that correctional officers, first responders, and high-stress professionals face.

While Administration sees the value of the “Hoofing for Hope” event overall in raising awareness and encouraging institution employees to address their mental health, it is recommending a sponsorship of \$1,000.00 to be used towards their public community event. The applicant has indicated they will host something in Central Park for the community, and Greenview could sponsor this event.

The 2025 Community Services Donations and Sponsorships budget balance is approximately \$140,048.75.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Greenview would be supporting an event that the entire community can attend.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to recommend a different sponsorship amount or sponsor the planned staff BBQ event at the Grande Cache Institution for federal employees.

ALTERNATIVE MOTION: That Council approve sponsorship for \$1,000.00 to the CX Solid Foundation for the “Hoofing for Hope” event starting in Grande Cache, Alberta, on June 3, 2025, with funds to come from the 2025 Community Services Sponsorships & Donations budget.

FINANCIAL IMPLICATION:

Direct Costs: \$1,000.00

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the CX Solid Foundation of Council's decision.

ATTACHMENT(S):

- CX Solid Foundation "Hoofing for Hope" Sponsorship Application
- CX Solid Foundation Sponsorship Letter
- Hoofing for Hope Event Map
- Hoofing for Hope – Grande Cache Budget

Greenview Sponsorship and Donation Request Form

Row 168

Organization or Person Requesting Funds	CX Solid Foundation
Date of Application	01/31/25
Form Date Field	254
Date of Event	06/03/25
Phone Number	780-712-9180
Purpose of Organization	stacie@cxsolid.ca
Mailing Address	Box 596 Mundare, AB T0B 3H0
Funding Request Total	Not specified
Type of sponsorship request	Event
Describe your organization	We are a registered non-profit based in Edmonton, AB, dedicated to supporting federal correctional officers in maintaining and regaining their mental health resilience. Through sponsorships, donations, and events, we raise funds to provide essential wellness programs and resources tailored to their unique challenges.
Intended Purpose	Funds raised through Hoofing for Hope will go directly toward supporting correctional officers' mental health and resilience by: - Providing Access to Wellness Programs – Officers will have the opportunity to participate in mental health programs of their choosing, ensuring they receive the support that best suits their needs. - Expanding Program Accessibility to Remote Sites – Delivering specialized wellness initiatives, such as Equine Assisted Learning, directly to institutions like Grande Cache Institution, where access to such programs is otherwise limited. - Developing a Custom Journaling Program – Creating a tailored journaling resource designed specifically for correctional officers to encourage self-reflection, stress management, and mental resilience.

DATE

Direct Goals	We have 2 objectives on this campaign. 1) We wish to raise funds to support officers in their mental health journeys and struggles 2) We intend to open conversations along the way about the daily rigors that officers face by promoting public awareness of the importance of mental health
Where/When?	In Grande Cache, we will spend a day onsite at the institution to give officers and correctional staff a well-deserved mental wellness break. This will include a staff BBQ where people can relax, enjoy time with the horses, and foster open conversations about the unique struggles faced at GCI. It will also serve as an opportunity to promote unity among officers from different sites and work to diminish the stigma around asking for help. The following day, with your support, we aim to host a community event to raise public awareness of the challenges correctional officers face. We hope to hold this event at Central Park to accommodate as many community members as possible. The entire campaign will run from Grande Cache to Drumheller throughout June 2025.
Benefit to residents of Greenview	Hoofing for Hope is a unique initiative raising awareness for correctional officer mental health, a critical but often overlooked issue. By bringing this event to Greenview, we foster community support for first responders, strengthen connections between officers and residents, and highlight the importance of mental wellness in high-stress professions. This event will also bring economic and social engagement, drawing visitors and media attention while promoting Greenview as a community that values first responders. Sponsorship directly supports mental health programs like Equine-Assisted Learning (EAL), providing officers with alternative wellness resources. By supporting Hoofing for Hope, Greenview plays a vital role in advocating for mental health while standing behind those who serve in high-risk environments.
How many people will benefit	Program availability varies by region, but our goal is to reach up to 1,000 officers across Alberta. Beyond the officers themselves, their families also benefit—ensuring financial stability, improved mental well-being, and stronger family connections. Additionally, by promoting a healthy lifestyle and mental resilience, this initiative contributes to the broader economy and community well-being.
Funding from others	At this time, we have not set a specific funding request from any municipality or community, as we are not local to the area and want to work collaboratively to find the best fit. One successful approach we have seen in other communities is for the municipality to host a BBQ or community event, covering the cost of food and supplies, with proceeds either split with or fully donated to Hoofing for Hope. This model has been well received, and we are currently in discussions with Drumheller about their participation. We can provide volunteers from the institution, and our horses will be on-site to attract community engagement. We also encourage the town to involve local businesses and mental health organizations, creating an inclusive, fair-like atmosphere that fosters connection and conversation. With the horses as the stars of the event, we're confident this will be a meaningful and memorable gathering for all involved!
Additional Information	While every institution in the country is supported by a community, Grande Cache Institution is unique. Every single employee of GCI lives within the community due to the isolated nature of the town. This fosters an incredible level of closeness,

DATE

but it also comes with isolation from other towns and especially other sites. By allowing and supporting Hoofing for Hope to run a town event, you show these officers that yes, we appreciate and support you in all you do for Canada. Grande Cache has Death Race, a massive international event. That is amazing! But it is time to recognize those that potentially put their lives on the line every time they walk through those gates and face a new challenge daily. I will also include a map of the route for Hoofing for Hope. Route permitting is complete and we are ready to go!

Recognition As a sponsoring community, we will ensure your generous support is recognized across multiple platforms. Your town will be announced and thanked in all media coverage, prominently featured on our social media, and highlighted in numerous photos taken during the event. Following the event, your community will continue to be acknowledged as a sponsor of *[insert program here]*, reinforcing your commitment to supporting mental health initiatives for correctional officers.

Previous Donation No they have not

Grant Funds Received from other sources?

Have you performed any other fundraising projects?

Agreement

Grant Purpose

Column24

Year Grant Received

Amount of Grant

List the donatee, purpose and amount

What type of fundraising & how much did you raise?

Signature

Date

Financial Statement

DATE

**Administration
Recommendations**

Email

MD Logo

Email Comm.

**List for
Recognition**

Contact Name(s) Stacie Bourdon

Logo Permission

**Agreement with
Statement**

Signature1 Stacie L Bourdon

FOIP Disclosure

January 31, 2025

CX Solid Foundation & Hoofing for Hope 2025

CX Solid Foundation is a non-profit organization dedicated to supporting the mental health and well-being of Canada’s federal correctional officers. As first responders behind the walls, correctional officers face immense psychological stress, yet they remain one of the most under recognized and underserved sectors in public safety. Our mission is to bridge that gap by offering alternative mental health programs that focus on resilience, wellness, and support.

Hoofing for Hope 2025

Hoofing for Hope is our signature awareness and fundraising campaign designed to shine a spotlight on correctional officer mental health. In June 2025, CX Solid founder Stacie Bourdon will embark on a 31-day horseback ride, traveling to all seven federal institutions in Alberta. This journey is not only a test of endurance but a powerful statement—bringing officer wellness out of the shadows and into the communities that rely on their service.

Through partnerships with local businesses, municipalities, and mental health organizations, Hoofing for Hope fosters a crucial dialogue about first responder well-being while directly supporting officers through CX Solid programs. Events along the route will provide opportunities for communities to engage, learn, and contribute to the cause, whether through sponsorships, fundraising events, or simply showing support for those who dedicate their lives to public safety.

How You Can Help

Bringing this initiative to life requires community involvement. Whether through financial sponsorship, event participation, or spreading awareness, your support makes a tangible impact in helping correctional officers access critical mental health resources.

Together, we can make a difference—one hoofbeat at a time.



Stacie Bourdon
Director
780-712-9180
Stacie@cxsolid.ca
cxsolid.ca

H FOR Hoofing HoPE



Hoofing for Hope Budget Grande Cache Leg

Expense Category		
Fuel	1032 km @ .80	\$ 825.60
Hay	2 bales @ 12.50	\$ 25.00
Grain	.25 bag performance feed @ 33.00	\$ 8.25
Food	4 people for 2 days	\$ 135.00
		\$ 993.85

Income Category	
Instituional Donations est.	\$ 500.00
Sponsor Donation for Km ridden @ .30	\$ 4.50
Sponsor Donation for Km driven @ .15	\$ 154.80
Sponsor Donation for horse feed @ 20.00	\$ 40.00
\$ 699.30	



REQUEST FOR DECISION

SUBJECT: **Sponsorship Request – Grande Cache Icebreakers**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: April 8, 2025 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

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

RECOMMENDED ACTION:

MOTION: That Council take no action to the sponsorship request from the Grande Cache Memorial Icebreaker Committee for the 2025 Memorial Icebreaker Hockey Tournament on April 11-13th, 2025, at the Grande Cache Recreation Centre.

BACKGROUND/PROPOSAL:

The Grande Cache Memorial Icebreaker Committee is hosting their annual hockey tournament at the Grande Cache Recreation Centre from April 11-13th, 2025 and are requesting a sponsorship of \$7,560.00 to help cover the cost of facility rentals over the weekend.

The Grande Cache Memorial Icebreaker Hockey Tournament is a non-profit organization that hosts this event annually in memory of past teammates, coaches, and volunteers who have impacted hockey within the community of Grande Cache. The first tournament was held in 1998, hosted by Larry Miners as a year-end wrap-up tournament. After Mr. Miner's passing, a committee of volunteers was formed to keep the tradition alive. The direct goal of the event is to raise as much money as possible to help support members and organizations of the Grande Cache community that are in need. This tournament has taken on the role of an annual memorial event and a homecoming for the people of Grande Cache.

The organization reports they have raised approximately \$400,000.00 throughout the years hosting this tournament. 100% of the net proceeds, after expenses are paid, go back into the community and surrounding indigenous communities. Proceeds have supported groups such as minor hockey, figure skating, KidSport and individuals or families who are in financial distress due to medical issues etc.

The Grande Cache Memorial Icebreaker hockey tournament organization has requested donations and sponsorships from other local and corporate businesses within the Grande Cache area and has historically received generous support from the community and local businesses.

Greenview has historically provided sponsorship for this event, approving a sponsorship in 2024 in the amount of \$8,000.00 and \$7,540.00 in 2023 to cover the facility rental fees.

Administration does not recommend approving the sponsorship request, as an event budget has not been received.

The 2025 Community Services Sponsorship budget balance is approximately \$140,048.75.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that it aligns with Greenview's sponsorship requirements to assist Council in making an informed decision.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended action is that Greenview will not be supporting a long-standing community event.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to support this sponsorship request in the amount of their choosing.

ALTERNATIVE MOTION: That Council approve sponsorship in the amount of \$7,560.00 to the Grande Cache Memorial Icebreaker Committee for the 2025 Memorial Icebreaker Hockey Tournament on April 11-13th, 2025, at the Grande Cache Recreation Center, with funds to come from the 2025 Community Services Sponsorships & Donations budget.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Grande Cache Memorial Icebreaker Committee of Council's decision.

ATTACHMENT(S):

- Application

Greenview Sponsorship and Donation Request Form

Row 172

Organization or Person Requesting Funds	Grande Cache Memorial Icebreaker Committee
Date of Application	03/03/25
Form Date Field	258
Date of Event	04/11/25
Phone Number	780-501-9206
Purpose of Organization	youngnicolegc@gmail.com
Mailing Address	Box 1394 Grande Cache, AB T0E0Y0
Funding Request Total	\$7,560.00
Type of sponsorship request	Event
Describe your organization	Grande Cache Memorial Icebreaker Committee is a nonprofit organization that organizes a fundraising hockey tournament in memory of past community members who have past away.
Intended Purpose	The purpose of the requested funds would be to help cover the cost of facility rental. This sponsorship keeps our overhead down and allows us to contribute to more community members and organizations in need.
Direct Goals	Our goals are to bring the community of Grande Cache and surrounding areas together and remember family and friends we have lost while enjoying a weekend of hockey and camaraderie while raising money to donate to community members going through financial hardship.
Where/When?	The event is taking place April 11-13 at the Grande Cache Recreation Centre.
Benefit to residents of Greenview	Not only is this a fun event for all our community members to enjoy throughout the weekend, but we donate to members of the community who are experiencing financial hardship while undergoing medical issues, as well as children's organizations and programs.

How many people will benefit	The community of Grande Cache and surrounding area will benefit from this event.
Funding from others	We do not anticipate any funding from any other government sources or organizations.
Additional Information	I have attached additional information. Please contact me if you have any questions. We appreciate your consideration.
Recognition	We will recognize sponsorship throughout the event as well as on our social media.
Previous Donation	Yes we have received a sponsorship for the last 2 years. We recognized our sponsorship by displaying a sign, thanking the MD of Greenview during our closing ceremonies and on our social media.
Grant Funds Received from other sources?	
Have you performed any other fundraising projects?	
Agreement	
Grant Purpose	
Column24	
Year Grant Received	
Amount of Grant	
List the donae, purpose and amount	
What type of fundraising & how much did you raise?	
Signature	
Date	
Financial Statement	
Administration Recommendations	

Email

MD Logo

Email Comm.

**List for
Recognition**

Contact Name(s) Nicole Young

Logo Permission

**Agreement with
Statement** AB

Signature1 Nicole Young

FOIP Disclosure

Wave Pool (Leisure Pool)

# of bathers	# of lifeguards
1-30	1
31-80	2
81-140	3
141-200	4

Competition Pool

# of bathers	# of lifeguards
1-40	1
41-80	2
81-140	3
141-200	4

Here is an example when considering this ratio chart related to lifeguards and capacity:

- 1 person in the competition pool and 30 people in the wave pool require 1 guard at the competition pool and 2 guards at the leisure pool **this allows 3 guards on deck and one to rotate.**
- 10 people in the Competition pool and 82 people in the wave pool require 1 guard at the competition pool and 3 guards at the leisure pool **this would max out with our 4 guards on deck.**
- Any person on deck counts into the ratios, including sauna steam room, hot tub, slide and persons not intending to enter the water.

In the charts below, Administration has calculated the increase to the operational requirements to accommodate updated public offerings and the additional budget impact of these changes. Administration has also calculated the same considerations for the Greenview Regional Multiplex, should Council wish to consider changes to the hours of operation there as well. These numbers have all been calculated on an annual basis, and if implemented with a specific start date, they can be divided by the remaining time left in 2025 for budget impact.

Grande Cache Recreation Centre – Aquatics Facility

Aquatics Position	2025 Budget	Current equivalent	Hourly Increase	Budget Impact
Lifeguard 1 (P/T)	\$ 169,640.00	3.0 FTE (5850 Hrs)	1.2 FTE (2319 Hrs)	\$ 67,250.00
Lifeguard 2 (P/T)	\$ 114,640.00	1.6 FTE (3120 Hrs)	0.5 FTE (898 Hrs)	\$ 33,000.00
Total	\$ 284,280.00	4.6 FTE (8970 Hrs)	1.7 FTE (3217 Hrs)	\$ 100,250.00

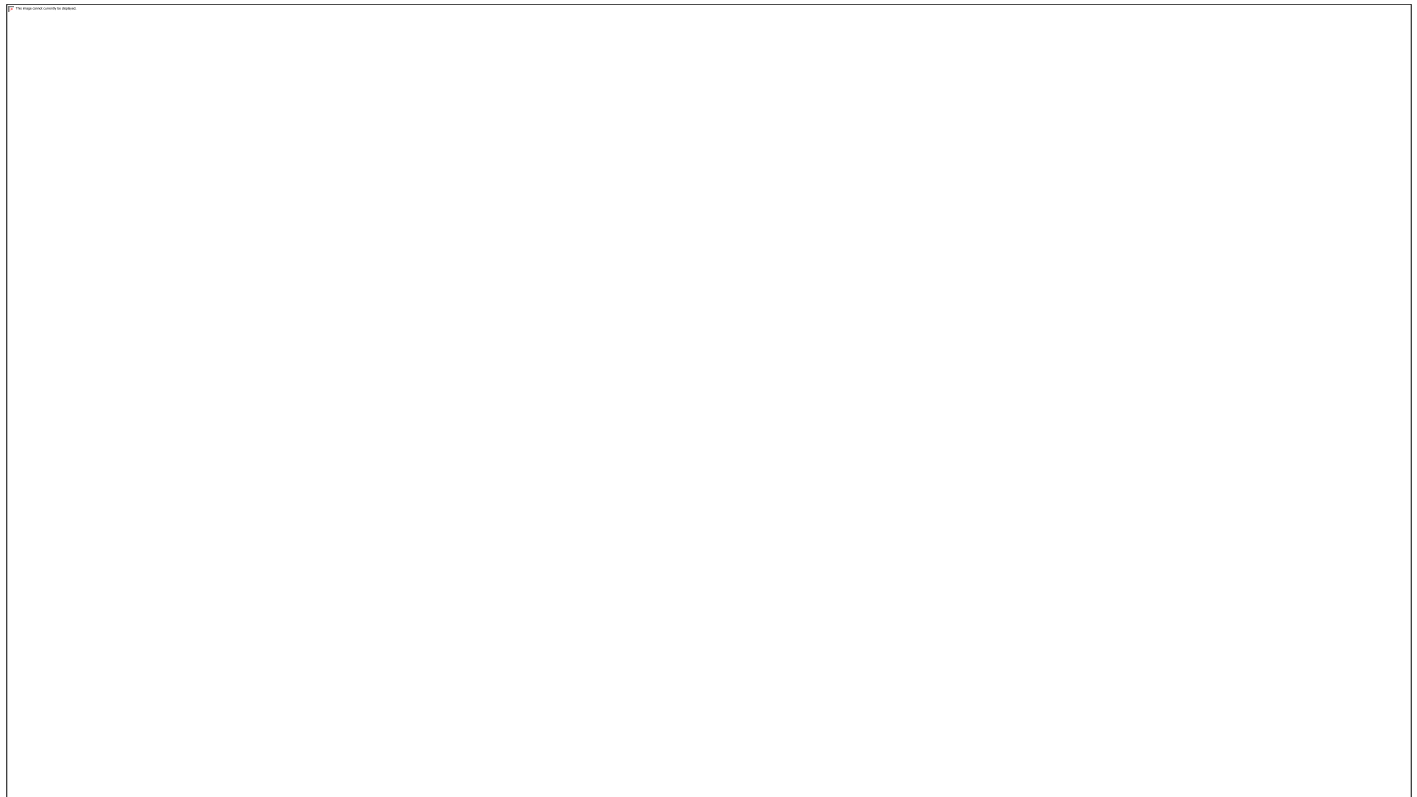
Aquatics Facility Public Hours of Operation	Aquatics Facility Proposed Public Hours Increase
Monday – Friday 9:00AM – 8:00PM	Monday – Friday 9:00AM – 9:30PM
Saturday 1:00PM – 7:00PM	Saturday 10:00AM – 8:00PM
Sunday 1:00PM – 6:00PM	Sunday 10:00AM – 8:00PM
2024 Private Rentals (Not during public) 13	Potential loss of rentals \$ 2,600.00

Greenview Regional Multiplex – Aquatics Facility

Aquatics Position	2025 Budget	Current equivalent	Hourly Increase	Budget Impact
Lifeguard 1 (P/T)	\$ 141,330.00	2.5 FTE (4875 Hrs)	0.3 FTE (585 Hrs)	\$ 16,960.00
Lifeguard 2(P/T)	\$ 107,465.00	1.5 FTE (2925 Hrs)	0.5 FTE (950 Hrs)	\$ 30,765.00
Total	\$248,795.00	4.0 FTE (7800 Hrs)	0.8 FTE (1535 Hrs)	\$ 47,725.00

Aquatics Facility Public Hours of Operation	Aquatics Facility Proposed Public Hours Increase
Mon/Wed/Fri 6:00AM – 9:00PM	Mon/Wed/Fri 6:00AM – 9:30PM
Tuesday & Thursday 10:00AM – 9:00PM	Tuesday & Thursday 10:00AM – 9:30PM
Saturday & Sunday 2:00PM – 7:00PM	Saturday & Sunday 10:00AM – 8:00PM
2024 Private Rentals (Not during public) 45	Loss of rentals \$ 9,000.00

Aquatics Facility Hourly Usage as tracked by the Customer Service Team in Grande Cache are provided below. This chart does not reflect private swimming lessons, school swimming lessons, fitness programming and specialized program services such as sensory swim (tracked separately). Tracking of patrons, as well who may use the fitness centre then move on to the Aquatics Facility, is only possible if the patrons inform staff, which many do not.



BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is to provide Council with an overview of the Grande Cache Recreation Centre Aquatics Facility hours of operation, with changes for consideration.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

ALTERNATE MOTION: That Council approve an Operational Funding increase to the 2025 Recreation Services Budget of \$147,975.00 to increase the Aquatics Facility Hours of Operation to the Grande Cache Recreation Centre and the Greenview Regional Multiplex to come from unrestricted reserves.

ALTERNATE MOTION: That Council approve an Operational Funding increase to the 2025 Recreation Services Budget of \$98,650.00 to increase the Aquatics Facility Hours of Operation to the Grande Cache Recreation Centre and the Greenview Regional Multiplex effective May 1st, 2025 funded from unrestricted reserves.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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PROMISE TO THE PUBLIC





Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow-up actions to the recommended motion.

ATTACHMENT(S):

- Northern Alberta Swimming Pools – Schedules
- Lifeguard positioning analysis 2013


 High Prairie Regional Aquatic Centre Schedule March 9th - March 22nd, 2025 						
Sunday 9	Monday 10	Tuesday 11	Wednesday 12	Thursday 13	Friday 14	Saturday 15
*Schedule subject to change without notice	6:30-8:30am Early Bird Swim	6:30-8:30am Early Bird Swim	6:30-8:30am Early Bird Swim	6:30-8:30am Early Bird Swim		
Pool Operations	SWIM CANCELED	Pool Operations	8:30-10:30am Senior/Parent & Tot Swim	8:30-10:30am Senior/Parent & Tot Swim	8:30-10:30am Homeschool Lessons	
11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure 11:30-12:15pm Water Fitness	11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure 11:30-12:15pm Water Fitness	11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure
1:00-3:00pm Family Swim	1:00-2:00pm Public Swim 2:00-3:00pm School Booking	1:00-2:00pm School Booking 2:00-3:00pm Public Swim	1:00-2:00pm Public Swim 2:00-3:00pm School Booking	1:00-2:00pm Public Swim 2:00-3:00pm Private Booking	1:30-2:30pm School Booking 2:00-3:00pm School Booking	1:00-3:00pm Family Swim
3:30-5:00pm Public Swim	Pool Operations 4:00-6:00pm \$4 Swim	Pool Operations 4:00-6:15pm Swim for Life Lessons	3:30-6:00pm \$4 Swim	Pool Operations 4:00-6:15pm Swim for Life Lessons	3:30-6:00pm Public Swim	3:30-6:00pm IGLOW SWIM!
	6:00-8:00pm Family Swim	6:00-8:00pm Adult Swim	6:00-8:00pm Family Swim	6:00-8:00pm Adult Swim	Please park in the south parking lot during 2:30-3:30pm due to bus pick up	
 High Prairie Regional Aquatic Centre Schedule High Prairie						
Sunday 16	Monday 17	Tuesday 18	Wednesday 19	Thursday 20	Friday 21	Saturday 22
*Schedule subject to change without notice	6:30-8:30am Early Bird Lane Swim	6:30-8:30am Early Bird Lane Swim	6:30-8:30am Early Bird Lane Swim	6:30-8:30am Early Bird Lane Swim		Pool Operations
	8:30-10:30am Senior/Parent & Tot Swim	Pool Operations	8:30-9:30am Senior/Parent & Tot Swim	8:30-10:30am Senior/Parent & Tot Swim	8:30-10:30am Homeschool Lessons	
11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure 11:30-12:15pm Water Fitness	11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure 11:30-12:15pm Water Fitness	11:00-1:00pm Lane & Leisure	11:00-1:00pm Lane & Leisure
1:00-2:30pm Family Swim	1:00-2:00pm Public Swim	1:00-2:00pm Public Swim 2:00-3:00pm School Booking	1:00-3:30pm Public Swim	1:00-2:00pm Public Swim 2:00-3:00pm Private Rental	1:00-3:00pm Public Swim	1:00-3:00pm Family Swim
3:00-5:00pm Private Rental	Pool Operations 3:30-6:00pm \$4 Swim	Pool Operations 4:00-6:15pm Swim for Life Lessons	4:00-6:00pm Private Booking	Pool Operations 4:00-6:15pm Swim for Life Lessons	3:30-6:00pm \$4 Swim	3:30-6:00pm Public Swim
	6:00-8:00pm Family Swim	6:00-7:00PM Adult Swim closed staff training	6:00-8:00pm Family Swim	6:00-8:00pm Adult Swim	Please park in the south parking lot during 2:30-3:30pm due to bus pick up	



Chevron Aquatic Centre Schedule



March 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Family & Lane Swim 12:00pm-2:00pm	Family & Lane Swim 12:00pm-2:00pm Water Walk and Jog 12pm *self-guided exercise program	Family & Lane Swim 12:00pm-2:00pm	Family & Lane Swim 12:00pm-2:00pm Aquasize 12-1pm	Family & Lane Swim 12:00pm-2:00pm	Family & Lane Swim 12:00pm-2:00pm Water Walk and Jog 12pm *self-guided exercise program	Family & Lane Swim 12:00pm-2:00pm
Public Swim if not booked for private rental 2:00pm-3:00pm	Public Swim 2:00pm-8:00pm	Public Swim 2:00pm-8:00pm	Public Swim 2:00pm-8:00pm	Public Swim 2:00pm-8:00pm	Public Swim 2:00pm-8:00pm	Public Swim if not booked for private rental 2:00pm-3:00pm
Public Swim 3:00pm-8:00pm FREE Swim on Sun, March 2nd Sponsored By:  From 3-6pm	Aqua Zumba 7:00-8:00pm Partial Pool Availability Feb 25—Mar 31	Swimming Lessons 5:15-7:30pm Partial Pool Availability Jan 21—Mar 11	Junior Lifeguard Club 6:30-7:30pm Partial Pool Availability Jan 15—Mar 19	Swimming Lessons 5:15-7:00pm Partial Pool Availability Jan 23—Mar 13		Public Swim 3:00pm-8:00pm
	March Break Swimming Lessons—March 24-28 (5-7pm)					
	Adult/Lane Swim 8:00pm-9:00pm	Adult/Lane Swim 8:00pm-9:00pm	Adult/Lane Swim 8:00pm-9:00pm	Adult/Lane Swim 8:00pm-9:00pm	Adult/Lane Swim 8:00pm-9:00pm	

Supervision Policy: All children under 8 years of age must be within arm's reach of a caregiver 14+ at all times in the water

All children must be accompanied in the water by an adult for Family Swim

Partial Pool availability during Aquasize, Swimming Lessons, and other scheduled programming


PEACE REGIONAL POOL

Effective January 5 - April 30, 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Rentals	Earlybird 6:30-8:00	Closed	Earlybird 6:30-8:00	Closed	Earlybird 6:30-8:00	Closed
	Water Walking / Lane / Parent & Tot 8:00-9:00		Water Walking / Lane / Parent & Tot 8:00-9:00		Water Walking / Lane / Parent & Tot 8:00-9:00	
	Aqua Aerobics / Lane / Parent & Tot 9:00-10:00		Aqua Aerobics / Lane / Parent & Tot 9:00-10:00		Aqua Aerobics / Lane / Parent & Tot 9:00-10:00	
	School Rentals 10:00-12:00					Lessons 10:00-12:00
Lane / Parent & Tot 12:30-1:30	Lane / Parent & Tot 12:00-1:00					Lane / Parent & Tot 12:30-1:30
Family Swim 1:30-3:30	School Rentals 1:00-3:00					Family Swim 1:30-3:30
Public Swim 3:30-5:30	Adult & Senior Swim 3:00-4:00	Maintenance 3:00-4:00	Adult & Senior Swim 3:00-4:00	Maintenance 3:00-4:00	Adult & Senior Swim 3:00-4:00	Public Swim 3:30-5:30
Closed	Swim Club 4:00-6:00	Swim Club / Lessons 4:00-6:00	Swim Club 4:00-6:00	Swim Club / Lessons 4:00-6:00	Swim Club 4:00-6:00	Rentals
	Family / Lane 6:00-7:30	Adult Lessons 6:00-7:00pm	Family / Lane 6:00-7:30	Adult Lessons 6:00-7:00pm	Family / Lane 6:00-7:30	
		Aqua Zumba 7:00-8:00		Aqua Zumba 7:00-8:00		
Public Swim 7:30-8:30	Lane Swim 8:00-9:00	Public Swim 7:30-8:30	Lane Swim 8:00-9:00	Public Swim 7:30-8:30		

Sponsored Swims | 6:30-8:30pm | Jan 27 - **CUPE 898** | Feb 24 - **Manzer Enviro.** | Mar 31 & April 28 - **Baytex Energy Ltd.**
Extra Public Swims | 10:00-12:00pm | **March 6 & 7** | 1:00-3:00pm | **March 6** | 4:00-5:30pm | **April 28, 29, 30**
STAT Schedule | Parent & Tot/Lane 12:30-1:30 | Family Swim 1:30-3:30 | Public Swim 3:30-5:30 | **Feb 17, April 18, 21**
 Closed | All Day | **April 12-13** | **April 20**

NuVista Energy Centre Aquatics and Facility Schedule March 1-31, 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Lane Swim 7:00am-8:30am	Lane Swim 7:00am-8:30am	Lane Swim 7:00am-8:30am	Lane Swim 7:00am-8:30am	Lane Swim 7:00am-8:30am		
Aquafit Parent & Tot 9:00am-10:00am	Aquafit-Shallow Parent & Tot 9:00am-10:00am	Aquafit-Combo Parent & Tot 9:00am-10:00am	Aquafit-Deep Parent & Tot 9:00am-10:00am	Aquafit Parent & Tot 9:00am-10:00am		
School Lessons 10:00am-3:00pm				Public Swim 12:30pm-2:30pm		
Senior & Assisted Parent & Tot 3:00pm-4:00pm	Senior Lane Swim Parent & Tot 3:00pm-4:00pm	Senior & Assisted Parent & Tot 3:00pm-4:00pm	Senior Lane Swim Parent & Tot 3:00pm-4:00pm	Public Swim 3:00pm-9:00pm	Public Swim 12:00pm-5:00pm	Public Swim 12:00pm-5:00pm
Lessons 4:00pm-7:00pm	Public Swim 4:00pm-7:00pm	Public Swim 4:00pm-9:00pm	Public Swim 4:00pm-7:00pm		Private Rental 5:00pm-6:00pm	Private Rental 5:00pm-6:00pm
Public Swim 7:00pm-9:00pm	Aquafit-Deep 7:00pm-8:00pm		Aquafit-Shallow 7:00pm-8:00pm		1016-4th Avenue, Beaverlodge 780-354-2203	
	Adult Swim 8:00pm-9:00pm		Adult Swim 8:00pm-9:00pm			

FITNESS CENTER & FRONT DESK HOURS

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00am-9:00pm	7:00am-9:00pm	6:00am-9:00pm	7:00am-9:00pm	6:00am-9:00pm	10:00am-6:00pm	10:00am-6:00pm

IMPORTANT INFORMATION

Swimmers age 7 & under must be within arms reach of a responsible person age 15+	<h2 style="margin: 0;">Teachers Convention</h2> <h3 style="margin: 0;">March 6 & 7</h3> <h2 style="margin: 0;">Public Swim 12:30pm-2:30pm</h2>
Monday & Friday Aquafit may be uninstructed	
Fitness Centre users must be wearing clean indoor footwear	
Schedule subject to change	

AQUATICS SCHEDULE

March 3 – 29 & April 6 – June 1

Aquatics is open for public use during all aquatics operational hours.
Please reference the legend below to see amenity availability.

Aquatics Impacts

Closed: April 27 & May 25, 7:30 p.m. – 8:30 p.m.
Statutory Holidays Hours: April 18 (Good Friday) & May 19 (Victoria Day) 12 p.m. – 4:30 p.m.

The Eastlink Centre has varying hours from March 30 – April 5.
See more information on the Aquatics Spring Break Schedule.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8 a.m. – 8:30 p.m.	6 a.m. – 9:30 p.m.	6 a.m. – 9:30 p.m.	6 a.m. – 9:30 p.m.	6 a.m. – 9:30 p.m.	6 a.m. – 9:30 p.m.	8 a.m. – 8:30 p.m.
	Fit Swim** 6 a.m. – 10 a.m.	Fit Swim 6 a.m. – 10 a.m.	Fit Swim** 6 a.m. – 10 a.m.	Fit Swim 6 a.m. – 10 a.m.	Fit Swim** 6 a.m. – 10 a.m.	
	50M Pool Changeover 8 a.m. – 9 a.m.*		50M Pool Changeover 8 a.m. – 9 a.m.*		50M Pool Changeover 8 a.m. – 9 a.m.*	
Fit Swim 8 a.m. – 12 p.m.						Fit Swim 8 a.m. – 12 p.m.
	Toddler Swim 10 a.m. – 1 p.m.	Sensory Swim 10 a.m. – 1 p.m.	Toddler Swim 10 a.m. – 1 p.m.	Sensory Swim 10 a.m. – 1 p.m.	Toddler Swim 10 a.m. – 12 p.m.	
	Fit Swim 1 p.m. – 3 p.m.	Fit Swim 1 p.m. – 3 p.m.	Fit Swim 1 p.m. – 3 p.m.	Fit Swim 1 p.m. – 3 p.m.		
Public Swim 12 p.m. – 8:30 p.m.	Limited Public Swim 3 p.m. – 7 p.m.	Limited Public Swim 3 p.m. – 9:30 p.m.	Limited Public Swim 3 p.m. – 7 p.m.	Limited Public Swim 3 p.m. – 9:30 p.m.	Public Swim 12 p.m. – 9:30 p.m.	Public Swim 12 p.m. – 8:30 p.m.
	Public Swim 7 p.m. – 9:30 p.m.		Public Swim 7 p.m. – 9:30 p.m.			
		50M Pool Changeover 9 p.m. – 9:30 p.m.*		50M Pool Changeover 9 p.m. – 9:30 p.m.*		

* 50 Metre Competition Pool unavailable during 50M Pool Changeover times

** Long Course: 6 a.m. – 8 a.m. Monday, Wednesday and Friday

Aquatics Legend											
	25M Program Pool	50M Comp. Pool	Lane Swim	Diving Board & Dive Towers	Sauna & Steam Rooms	Flow Rider	Splash Park	Lazy River	Water-slides	Wading Pool	Hot Tubs
Public Swim	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Limited Public Swim	*	✓	✓	*	✓	✓	✓	✓	✓	✓	✓
Fit Swim	✓	✓	✓		✓			✓		✓	✓
Toddler Swim	✓	✓	✓	✓	✓		✓	✓		✓	✓
Sensory Swim	✓	✓	✓	✓	✓			✓		✓	✓

* Amenity will be impacted by programming and not guaranteed but sometimes available

Hours are based on current availability and are subject to change | No classes on statutory holidays, for holiday hours visit cityofgp.com
For more information, contact the Eastlink Centre team at 780-538-0300 or info@cityofgp.com | Updated February 25, 2025

Physical print schedules are phasing out in 2025. Check out drop-in availability at cityofgp.com/schedules or cityofgp.com/programs.





Northern Lights Aquatic Centre Schedule January 5 – April 30, 2025

780-849-8639

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	6:00-8:00am Lane Swim	6:00-8:00am Lane Swim	6:00-8:00am Lane Swim	6:00-8:00am Lane Swim		9:30-11:00am Swimming Lessons
	9:00-10:30am School Bookings	9:00-10:00am School Bookings	9:00-11:00am School Bookings	9:00-10:00am School Bookings		11:00am-12:00pm AquaFit <i>*See Note Below*</i>
11:00am-12:00pm Impact Corporate Rental		10:00-11:00am Seniors Swim & AquaFit		10:00-11:00am Seniors Swim & AquaFit		
12:00-1:00pm TOSL/NLC Corporate Rental	10:30am-1:00pm Lane Swim & Preschool Plunge	11:30am-1:00pm Lane Swim & Preschool Plunge	11:30am-1:00pm Lane Swim & Preschool Plunge	11:30am-1:00pm Lane Swim & Preschool Plunge	10:30am-1:00pm Lane Swim & Preschool Plunge	12:00-1:00pm Lane Swim & Preschool Plunge
1:00-3:00pm Family Swim	1:00-3:00pm School Bookings	1:00-3:00pm School Bookings	1:00-3:00pm School Bookings	1:00-3:00pm School Bookings	1:00-3:00pm School Bookings	1:00-3:00pm Family Swim
3:00-4:00pm West Fraser Corporate Rental	4:00-6:00pm Swimming Lessons	4:00-6:00pm Swimming Lessons	4:00-6:00pm Swimming Lessons	4:00-6:00pm Swimming Lessons	JR Lifeguard Club 4:00-5:00pm 5:00-6:00pm Private Rentals	3:00-6:00pm Private Rentals
4:00-6:00pm Private Rentals	6:00-8:00pm Public Swim	6:00-8:00pm Family Swim	6:00-8:00pm Public Swim	6:00-8:00pm Family Swim	6:00-8:00pm Public Swim	6:00-8:00pm Public Swim
6:00-8:00pm Public Swim						
	8:00-9:00pm Lane Swim/AquaFit	8:00-9:00pm Lane Swim	8:00-9:00pm Lane Swim/AquaFit	8:00-9:00pm Lane Swim		

Important Notes

- > Family Swim: Children must be accompanied by an adult 18 years or older to attend Family Swim.
- > All children 7 years and under MUST be accompanied by a responsible person, minimum 16 years of age.
- > Facility will be OPEN from 10:00am-6pm on Family Day February 17, Good Friday April 10 and Easter Monday April 21
- > Out of School Swims will be from 1-3pm on January 29, February 9-7, March 24-25 & March 31
- > Schedule is subject to change without notice - changes will be posted at the facility and on TOSL website and social media.
- > *AquaFit will be every SECOND Wednesday. Hold on: January 11 & 28, February 9 & 23, March 1, 18 & 25, April 12 & 26





Reception: 780-835-2812

March 9 -22, 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Aquafit Class 11:00 - 12:00pm	School Lessons 10:00 - 12:00pm	Aquafit Class 11:00 - 12:00pm	School Lessons 10:00 - 12:00pm	Lane & Leisure 10:00 - 1:00pm	
Lane & Leisure 12:00 - 1:00pm	Lane & Leisure 10:00 - 3:00pm	Lane & Leisure 12:00 - 1:00pm	Lane & Leisure 10:00 - 3:00pm	Lane & Leisure 12:00 - 1:00pm		Lane & Leisure 12:00 - 1:00pm
Public Swim 1:00 - 5:30pm		School Lessons 1:00 - 3:00pm		School Lessons 1:00 - 3:00pm	Public Swim 1:00 - 9:00pm	Public Swim 1:00 - 5:30pm
		Maintenance 3:00 - 4:00pm				
	Lessons 4:00 - 6:00pm	Lessons 4:00 - 6:00pm	Lessons 4:00 - 6:00pm	Lessons 4:00 - 6:00pm		
	** 2 lanes available for Lane Swim 6:00 - 7:00pm Monday - Friday					Pool Rental 5:30 - 6:30pm
	Public Swim 6:00 - 8:00pm	Public Swim 6:00 - 8:00pm	Public Swim 6:00 - 8:00pm	Public Swim 6:00 - 8:00pm		
	Aquafit Class 8:00 - 9:00pm	Lane Swim 8:00 - 9:00pm	Aquafit Class 8:00 - 9:00pm	Lane Swim 8:00 - 9:00pm		

Lane & Leisure - Lane swim, personal health or fitness related use of the pool, AND/OR parents with small children looking for a quiet time to swim.

March 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
23 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	24	25	26	27	28	1 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	
2 12:00pm-6:00pm Family Free Swim 4:30pm-6:00pm 	3 6:30am-8:30pm Aquafit 9:00am-9:45am 5:30-6:15pm	4 6:30am-8:30pm	5 6:30am-8:30pm Aquafit 9:00am-9:45am	6 6:30am-8:30pm Aquafit 7:35-8:20pm	7 6:30am-8:30pm Aqua Yoga 9am-9:45am	8 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	
9 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	10 6:30am-8:30pm Aquafit 9:00am-9:45am 5:30-6:15pm	11 6:30am-8:30pm Hot tub closed in am for maintenance	12 6:30am-8:30pm Aquafit 9:00am-9:45am	13 6:30am-8:30pm Aquafit 7:35-8:20pm	14 6:30am-8:30pm PD day no classes	15 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	
16 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	17 6:30am-8:30pm Aquafit 9:00am-9:45am 5:30-6:15pm	18 6:30am-8:30pm	19 6:30am-8:30pm Aquafit 9:00am-9:45am	20 6:30am-8:30pm Aquafit 7:35-8:20pm	21 6:30am-8:30pm Aqua Yoga 9am-9:45am Wibit Weekend	22 Rental Space 11:00am-12:00pm Wibit Weekend 12:00pm-6:00pm	
23 Rental Space 11:00am-12:00pm Wibit Weekend 12:00pm-6:00pm	24 6:30am-8:30pm	25 6:30am-8:30pm Hot tub closed in am for maintenance	26 6:30am-8:30pm	27 6:30am-8:30pm	28 6:30am-8:30pm	29 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	
No school - lessons and aquafit not running - National Lifeguard Course running lifeguard practices							
30 Rental Space 11:00am-12:00pm 12:00pm-6:00pm	31 6:30am-8:30pm Aquafit 9:00am-9:45am 5:30-6:15pm	Schedule is subject to change					
		Contact us: (780) 674-2532		recreation@barrhead.ca		www.barrhead.ca	

March 1st to March 31st, 2025
REWMAC Pool Schedule

10001 - 105 Ave 780-926-3662




SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Adult Lessons 11:00 - 12:00	CLOSED 			Gentle Aquafit 11:00 - 12:00		Lessons 9:00 - 12:00
Lane Swim & Parent N Tot 12:00 - 1:00		Lane Swim & Parent N Tot 12:00 - 1:00	Lane Swim & Parent N Tot 12:00 - 1:00	Lane Swim & Parent N Tot 12:00 - 1:00	Lane Swim & Parent N Tot 12:00 - 1:00	Lane Swim & Parent N Tot 12:00 - 1:00
Rental Time 1:00 - 2:00		Rental Time 1:00 - 3:00	Rental Time 1:00 - 3:00	Rental Time 1:00 - 3:00	Rental Time 1:00 - 3:00	Rental Time 1:00 - 2:00
Public Swim 2:00 - 4:00		Lane Swim 3:00 - 4:00	Lane Swim 3:00 - 4:00	Lane Swim 3:00 - 4:00	Lane Swim 3:00 - 4:00	Public Swim 2:00 - 3:30
Aquafit 4:00 - 5:00		Lessons 4:00 - 6:00	Lessons 4:00 - 6:00	Lessons 4:00 - 6:00	Lessons 4:00 - 6:00	
		\$3.00 - Public Swim 6:00 - 7:00	\$3.00 - Public Swim 6:00 - 7:00	\$3.00 - Public Swim 6:00 - 7:00	\$3.00 - Public Swim 6:00 - 7:00	\$3.00 - Public Swim 6:00 - 7:00
		Lane Swim 7:00 - 8:00	Aquafit 7:00 - 8:00	Lane Swim 7:00 - 8:00		

Please Note: Pool Schedule subject to changes or cancellations

For all swims, everyone under age 8 must have a parent or guardian age 18+ who is in the water with them and is actively supervising them at all times.								
	Child 3-7	Youth 8-17	Adult 18-54	Senior 55-74	Super Senior 75+	Family (5 max)	Aquafit Adult	Aquafit Youth/Senior
Daily Admissions	\$2.50	\$400.00	\$6.50	\$4.00	FREE	\$12.00	\$7.75	\$5.50
10 Punch Pass	\$22.50	\$36.00	\$58.50	\$36.00	FREE	\$108.00	\$69.75	\$49.50
1 Month Pass	\$40.00	\$64.00	\$104.00	\$64.00	FREE	\$192.00	1 Hour Pool Rental	
3 Month Pass	\$81.25	\$130.00	\$211.25	\$130.00	FREE	\$390.00	up to 39 ppl. - \$105.00/hr	
6 Month Pass	\$130.00	\$208.00	\$338.00	\$208.00	FREE	\$642.00	40-59 ppl. - \$137.50/hr	
1 Year Pass	\$195.00	\$312.00	\$507.00	\$312.00	FREE	\$936.00	Call 780-926-3662	



Sunday March 23rd
 Free Public Swim 2:00 - 4:00
 Sponsored by The Village





Swim Times | SCHEDULE IS SUBJECT TO CHANGE WITHOUT NOTICE. AQUASIZE SCHEDULE ON PAGE 26.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Fitness Swim 6:00-9:00am		Fitness Swim 6:00-9:00am				
Family Swim 9:00am-3:30pm	Family Swim 9:00am-3:30pm	Family Swim 9:00am-3:30pm	Family Swim 9:00am-3:30pm	Family Swim 9:00am-3:30pm	Family Swim 10:00am-1:00pm	Family Swim 10:00am-1:00pm
Public Swim 3:30-8:30pm	Public Swim 3:30-8:30pm	Public Swim 3:30-8:30pm	Public Swim 3:30-8:30pm	Public Swim 3:30-8:30pm	Public Swim 1:00-8:00pm	Public Swim 1:00-6:00pm
Adult Swim 8:30-9:30pm	Adult Swim 8:30-9:30pm	Adult Swim 8:30-9:30pm	Adult Swim 8:30-9:30pm	Adult Swim 8:30-9:30pm		Family Swim 6:00pm-8:00pm

LANES AVAILABLE						
6:00-9:00am (6) 10:00am-12:00pm (1) 12:00-1:00pm (3) 1:00-8:30pm (1) 8:30-9:30pm (3)	9:00am-12:00pm (1) 12:00-1:00pm (3) 1:00-8:30pm (1) 8:30-9:30pm (3)	6:00-9:00am (6) 10:00am-12:00pm (1) 12:00-1:00pm (3) 1:00-8:30pm (1) 8:30-9:30pm (3)	9:00am-12:00pm (1) 12:00-1:00pm (3) 1:00-8:30pm (1) 8:30-9:30pm (3)	9:00am-12:00pm (1) 12:00-1:00pm (3) 1:00-8:30pm (1) 8:30-9:30pm (3)	10:00am-8:00pm (1)	10:00am-8:00pm (1)

Family Swim Children must be accompanied by an adult 18 years or older in the water. Individual adults are welcome to attend Family Swim provided they do not interfere with young families or facility bookings.

Fitness Swim For individuals 8 years and older who are actively engaging in swimming laps and/or walking in the water.

Adult Swim Must be 18 years or older to attend.



Westlock Aquatic Centre

Phone Number: 780-349-6677

March 16th 2025 - March 22nd 2025

Children 7 years old & under MUST be accompanied by a person 15 years of age or older at all times.						
Sunday	Monday	TOONIE Tuesday	Wednesday	Thursday	Friday	Saturday
	Lane Swim 7:00-8:45am	Lane Swim 7:00-9:00am	Lane Swim 7:00-8:45am	Lane Swim 7:00-9:00am	Lane Swim 7:00-8:45am	
	Aquafit 8:45-9:45am		Aquafit 8:45-9:45am		Aquafit 8:45-9:45am	
	Lane/Toddler Swim 10:00-1:00pm	TOONIE Tuesday Lane/Toddler Swim 10:00-1:00pm	Lane/Toddler Swim 10:00-1:00pm	Lane/Toddler Swim 10:00-1:00pm	School Bookings 10:00-12:00pm	
Private Booking 12:00-1:00pm					Lane/Toddler Swim 12:00-1:00pm	Private Booking 11:00-1:30pm
FREE SWIM 1:00-3:00pm	School Bookings 1:00-3:00pm	School Bookings 1:00-3:00pm		School Bookings 1:00-3:00pm	School Bookings 1:00-3:00pm	WIBIT SWIM 1:30-4:30pm
Public Swim 3:00-5:00pm	Public Swim 3:30-5:30pm	TOONIE Tuesday Public Swim 3:30-7:30pm	Public Swim 2:00-7:30pm	Public Swim 3:30-7:30pm	Public Swim 3:30-5:30pm	
	Aquafit 5:45-6:45pm					
	Lane Swim 7:00-8:30pm	TOONIE Tuesday Lane Swim 7:30-8:30pm	Lane Swim 7:30-8:30pm	Lane Swim 7:30-8:30pm	FREE SWIM 5:30-8:30pm	

Statutory Holidays: Public Swim 12:00 p.m. to 5 p.m.

For any questions call the Westlock Aquatic Centre at 780-349-6677

Subject to change without notice.




Lac La Biche

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6:00am			Lane Swim 6:00am - 8:00am		Lane Swim 6:00am - 8:00am		
7:00am							
9:00am		School Rentals/Booking	Swim Lessons 9:00am - 11:00am	School Rentals/Bookings	Public Swim 9:30am - 11:00am	School Rentals/Booki	Available for Rent *
10:00am		Aqua-Fit 10:00am - 10:45am		FCSS Seniors' Aqua Fit		9:00am - 11:00am	9:00am - 12:00pm
11:00am		Lane Swim 11:00am - 1:00pm	Lane Swim 11:00am - 1:00pm	Lane Swim 11:00am - 1:00pm	Lane Swim 11:00am - 1:00pm	Lane Swim 11:00am - 1:00pm	
12:00pm	Lane Swim 12:00pm - 1:00pm						Lane Swim 12:00pm - 1:00pm
1:00pm	Toonie Swim 1:00pm - 5:00pm	School Rentals/Booking 1:00pm - 3:30pm		School Rentals/Bookings 1:00pm - 3:30pm		School Rentals/Booki 1:00pm - 3:30pm	Family Swim 1:00pm - 3:00pm
2:00pm			Senior Swim 2:00pm - 3:30pm		Senior Swim 2:00pm - 3:30pm		
3:00pm							Public Swim 3:00pm - 5:00pm
4:00pm		Swim Lessons 4:00pm - 6:30pm	Swim Lessons 4:00pm - 6:30pm	Swim Lessons 4:00pm - 6:30pm	Swim Lessons 4:00pm - 6:00pm	Available for Rent * 4:00pm - 6:00pm	
5:00pm	Available for Rent * 5:00pm - 7:00pm						Available for Rent * 5:00pm - 7:00pm
6:00pm		Public Swim 6:30pm - 8:00pm		Public Swim 6:30pm - 8:00pm	Aqua-Fit 6:00pm - 6:45pm	Public Swim 6:30pm - 8:30pm	
7:00pm			Public Swim 7:00pm - 9:00pm		Public Swim 7:00pm - 9:00pm		
8:00pm		Lane Swim 8:00pm - 9:00pm		Lane Swim 8:00pm - 9:00pm			

For questions regarding Portage Pool schedules or programs please contact 780-623-6777



COL J.J. PARR SPORTS CENTRE
AQUATIC SCHEDULE - EFFECTIVE FEBRUARY 24, 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Early Bird Adult & Youth Lane Swim 6:00-7:30am	Early Bird Lane Swim 6:00-7:30am	Early Bird Adult & Youth Lane Swim 6:00-7:30am	Early Bird Lane Swim 6:00-7:30am	Early Bird Adult & Youth Lane Swim 6:00-7:30am		
Aquafit 9:00-10:00am	Preschool Lessons 9:00-10:00am	Aquafit 9:00-10:00am	Preschool Lessons 9:00-10:00am		Swimming Lessons 9:30-11:30am	Tide & Tumble 9:15-10:00am
School Bookings 10:00-11:30am				Parent & Tot 10:00-11:30am		Marlins Swim Club 9:30-10:15am
Noon Lane Swim & Parent & Tot Swim 11:30am-1:00pm					Parent & Tot 11:30am-12:30pm	Birthday Party Bookings 11:30am-12:30pm
School Bookings 1:00-2:30pm					Lane Swim 1:00-2:30pm	Lane Swim & Parent & Tot Swim 1:00-2:30pm
Marlins Swim Club 4:30-6:00pm						Public Swim 2:30-4:00pm
	Swimming Lessons 4:30-6:00pm	Swimming Lessons 4:30-6:00pm			Schedule is subject to change without notice. Statutory holidays will follow our Sunday hours schedule. Call 780-840-8000 x 7806 option 1 for daily aquatic updates 	
Lane Swim 6:00-8:00pm	Aquafit 6:15-7:15pm Adult & Youth Lane Swim 6:00-8:00pm	Lane Swim 6:00-8:00pm	Adult & Youth Lane Swim 6:00-8:00pm	Toonie Swim 6:00-8:00pm		



Town of Grimshaw

OUTDOOR SWIMMING POOL SCHEDULE
JULY 2ND TO AUGUST 24TH 2024



Time	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
6:30am-9am	Early Bird		Early Bird		Early Bird	
9:30 am-11am	Swimming Lessons	Swimming Lessons	Swimming Lessons	Swimming Lessons	Swimming Lessons	
11am-12pm	Swimming Lessons	Swimming Lessons	Swimming Lessons	Swimming Lessons	Swimming Lessons	
12-1pm	Pool Maintenance	Lane Swim	Pool Maintenance	Lane Swim	Pool Maintenance	Lane Swim
1-2pm	Family Swim	Staff Inservice	Family Swim	Daycare	Family Swim	Family Swim
2-3pm	Public Swim	Public Swim	Public Swim	Public Swim	Public Swim	Public Swim
3-4pm	Public Swim	Public Swim	Public Swim	Public Swim	Public Swim	Public Swim
4-5pm	Public Swim	Public Swim	Public Swim	Public Swim	Public Swim	Public Swim
5-6pm	Swim Club	Swim Club	Swim Club	Swim Club	Swim Club	
6-7pm	Swim Club	Swim Club	Swim Club	Swim Club	Swim Club	
7-8pm	Public Swim	Public Swim	Public swim	Public Swim	Public Swim	
8-9pm	Public Swim	Aquafit	Public Swim	Aquafit	Public Swim	

Canada Day Free Public Swim – July 1st from 3:00 – 5:00 pm
Beat the Heat Free Swim - July 13th from 2:00 to 5:00 pm
International Youth Day Free Public Swim – August 12th from 2:00-5:00 pm
Civic Holiday Free Public Swim -August 7th from 2:00-5:00 pm
Free Closing Public Swim – August 24th from 2:00 – 4:00 pm
Late Night Public Swims – July 12th, July 26th, August 2nd, August 16th
 from 9:00 to 10:00 pm
Project Peace Free Swim – August 15th from 2:00-5:00 pm

The Pool is Closed to the public on July 6th for the Grimshaw Gator’s Swim Meet

For More Information Call: Pool @ (780) 332-4010

Fahler – Outdoor Pool

June 3rd -June 9th Pool Schedule

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday				
School swim lessons					CLOSED	CLOSED				
							After School Swim \$3.00 3:30 – 4:30			Public Swim 3:30-5:30
							Manatees Swim Club 4:30-7:30			

Falher Regional Pool

July 15-28

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Lane Swim 8:30 am – 9:00 am				Closed	CLOSED	CLOSED
Summer Swimming Lessons 9:00 am -12:15 pm				Private Lessons ½ hr 9:40 – 12:10		
Lane Swim 12:15-1:00				Lane Swim 1215-100	Public Swim 1:00- 3:00	Public Swim 1:00- 3:00
Public Swim 1:00 pm-4:30pm				Private Lessons ½ hr 1:00- 1:30	Private rental 3:00-4:00	CLOSED
				Public Swim 2:00-4:30		
Manatees Swim Club 4:30-7:30				Private Rental 430 -730	CLOSED	CLOSED

Spirit River – Outdoor Pool

JUNE 2024 SCHEDULE

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Closed	Closed					Closed
Public Swim 12:00-5:30 P.M.	School Rentals 11:00 - 3:00 P.M.					Public Swim 12:00-5:30 P.M.
	Closed 3:00 - 3:30 P.M.				Public Swim 3:00 - 9:00 PM	
Private Rentals 6:00- 7:00 P.M	4:00 -6:00 P.M Swim Club	3:00-6:00 P.M Public Swim	4:00 -6:00 P.M Swim Club	3:00-6:00 P.M Public Swim		Private Rentals 6:00- 7:00 P.M
Private Rentals 7:00- 8:00 P.M	6:00-9:00 P.M Public Swim	6:00-8:00 P.M Swim Club	6:00-9:00 P.M Public Swim	6:00-8:00 P.M Swim Club		Private Rentals 7:00- 8:00 P.M

June 27th public will start at 11:00 A.M-6:00 P.M, June 28th Public 11:00 A.M-9:00 P.M

JULY 1 - AUGUST 19 SCHEDULE

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
12:30-5:30 P.M. Public Swim	Swim Club 9:00 - 11:00 A.M.				Lane Swim 9:00 - 10:00 A.M.	12:30-5:30 P.M. Public Swim
	Closed - 11:00 - 11:30 A.M.				Tot/Family Swim 10:00 A.M. - 12:00 P.M.	
6:00-7:00 P.M Rental	SWIM LESSONS 11:30 A.M. 2:00 P.M.					Public Swim 12:00 - 9:00 P.M.
7:00-8:00 P.M Rental	Public Swim 2:00 P.M-9:00 P.M.				7:00-8:00 P.M Rental	

Saturday July 13th the pool is closed to the public for the day, for the Seawolves home swim meet.

Other Pools:

Athabasca - <https://athabascamultiplex.ca/schedules>

Fort McMurray - <https://www.macdonaldisland.ca/contact>

Lifeguard Positioning Analysis

Grande Cache Recreation Centre
Town of Grande Cache
July 5, 2013



LIFESAVING SOCIETY

The Lifeguarding Experts

GRANDE CACHE RECREATION CENTRE, TOWN OF GRANDE CACHE LIFEGUARD POSITIONING ANALYSIS

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The Lifesaving Society is Canada's lifeguarding expert. The Society works to prevent drowning and water-related injury through its training programs, Water Smart® public education initiatives, water-incident research, aquatic safety management services, and lifesaving sport.

Annually, well over 1,000,000 Canadians participate in the Society's swimming, lifesaving, lifeguard, and leadership training programs. The Society sets the standard for aquatic safety in Canada and certifies Canada's National Lifeguards.

The Society is an independent, charitable organization educating Canadian lifesavers since the first Lifesaving Society Bronze Medallion Award was earned in 1896.

The Society represents Canada internationally as an active member of the royal Life Saving Society and the International Life Saving Federation. The Society is the Canadian governing body for lifesaving sport - a sport recognized by the International Olympic Committee and the Commonwealth Games Federation.

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ABOUT THE LIFESAVING SOCIETY

- Saving lives for over 100 years

The Lifesaving Society is a full service provider of programs, products, and services designed to prevent drowning. The Society saves lives and prevents water-related injuries through its training programs, Water Smart® public education, drowning research, aquatic safety management and lifesaving sport. The Society is a national volunteer organization and registered charity composed of ten provincial/territorial branches, tens of thousands of individual members, and over 4,000 affiliated swimming pools, waterfronts, schools, and clubs.

The Society has been teaching swimming, water safety and water rescue in Canada since 1986. Established in England (1891) as the Swimmers' Lifesaving Society, it became The Royal Lifesaving Society in 1904. Today, it is known simply as the Lifesaving Society. The Lifesaving Society is a leader and partner in the delivery of water safety education throughout Canada and around the world.

Teaching Canadians to save themselves and rescue others

Annually 1,000,000 Canadians participate in the Lifesaving Society's swimming, lifesaving, lifeguard, first aid, and leadership programs. Each year, the Society certifies thousands of instructors who provide the leadership for its training programs. Over 30,000 Canadians earn the Society's Bronze Medallion each year. As Canada's lifeguarding experts, the Lifesaving Society sets the standard for lifeguard training and certifies Canada's National Lifeguards.

Making Canadians Water Smart

The Lifesaving Society focuses Water Smart drowning prevention efforts on people most at risk - like men fishing in small boats - or on those who can make a significant difference, such as parents of young children. The Society delivers Water Smart messages through its swim program, through the media and community action. The Society's Swim to Survive® Program provides the essential minimum skills required to survive an unexpected fall into deep water.

Drowning Research

The Lifesaving Society conducts research into fatal and non-fatal drowning, aquatic injury and rescue interventions. Ongoing research and analysis supports the Society's evidence-based water rescue training and Water Smart drowning prevention education.

Setting the Standard

The Lifesaving Society establishes aquatic safety standards and consults on aquatic safety issues for the aquatic industry, governments and the judiciary. The Society offers a suite of services to help aquatic facility operators maintain and improve safe pool and waterfront operations. The Society performs aquatic safety audits and serves as experts in legal cases involving aquatic safety.



LIFESAVING SOCIETY®

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Lifeguard Positioning Analysis

Grande Cache Recreation Centre, Town of Grande Cache

1 LIFEGUARD POSITIONING ANALYSIS PURPOSE

The Town of Grande Cache retained the Lifesaving Society to undertake an audit of lifeguard positioning at the Grande Cache Recreation Centre.

It was agreed that the purpose of the lifeguard positioning analysis was to maximize the safety, supervision and customer service for guests of the Grande Cache Recreation Centre. The lifeguard positioning analysis would identify what steps should be taken to minimize the risk of drowning or serious water-related injuries within the area of lifeguard surveillance systems.

The scope of the topical audit would include facilitated discussions and activities with management and staff.

2 LIFEGUARD POSITIONING ANALYSIS PROCESS

2.1 FACILITATOR

The Lifesaving Society was represented by Kelly Carter, Standards and Safety Manager as the Chief Auditor, and Michelle Osinchuck a certified aquatic safety auditor. The Lifesaving Society has extensive experience in aquatics and facility evaluation.

The Town of Grande Cache appointed Jacquie Hill, Leisure Services Coordinator as the primary contact for the auditors.

2.2 LIFEGUARD POSITIONING ANALYSIS COMPONENTS

The auditors followed a process that included:

- Guided facilitation with staff at various levels within the aquatic facility
- Debriefing with management
- Completion of a draft and final report

2.3 LIFEGUARD POSITIONING ANALYSIS FACILITATION PROCESS

The auditors facilitated the lifeguard positioning analysis with nine (9) staff on June 23, 2013. The positioning analysis took place during a quiet public swim. The questions that were asked were:

1. What is the role of National Lifeguards?

Answers provided by staff:

- "Safety of patrons, first aid, role model, maintenance, janitorial, lessons, paperwork, report cards, chemical additions, customer experience, babysit, customer service in general, discipline, and are like parents."



2. Who else has a safety and supervision role in the facility?

Answers provided by staff:

- "Operations: they come and help, escort people out, safety and security, chemical additions, janitorial and clean change rooms."
- "Custodians: clean change rooms, call lifeguards for first aid."
- "Front Desk: customer service, bookings, supervise upstairs, wristband everyone under 7, inform lifeguards of complaints, inform lifeguards of angry patrons."
- "Supervisors: make sure policy and procedures are followed, conduct follow up, hand out suspensions."
- "Summer Camp Councilors: go in water with kids, take care of the group, discipline as needed."

3. What are your facility demographics?

Answers provided by staff:

- Most common user group: "seniors and kids 17 & under"

Weekdays

- Early Morning: "aquafit and school lessons"
- Morning: "aquafit, toddler splash, lane swim, school lessons"
- Afternoons: "children and families, adults and parents"
- Evening: "swim club, fitness/lane swimmers, water running, water zumba, kids 8-15 during public swim"

Weekends

- "Families and adolescents"

4. How do you decide to adjust your lifeguard positions and who would make this decision?

- "Positions are posted in the staff office, guards can decide to adjust positioning based on user location and density."

5. Do you have any concerns that you want addressed through the Lifeguard Positioning Analysis?

- "No"

6. Where do you think your blind spots and glare are located?

- Lifeguards drew what they thought their blind spots and glare would be on a map of the pool, prior to testing their predictions.

The next step in the facilitation was to position the lifeguards on the pool deck and experience the ability to scan and determine blind spots from the existing lifeguard positions. A manikin was positioned around the pool to identify where blind spots and glare are located. The exercise was very beneficial and enlightening for the staff.

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This process was followed by a debriefing; staff were then asked the following questions:

1. Can you lifeguard the pool with one lifeguard only? Answers: "No"
2. Can you lifeguard the pool from standing in one spot? Answers: "No"
3. What must you do for surveillance to manage blind spots and glare? Answers: "Move"

The debriefing included staff drawing where blind spots were found based on the exercise on a large map of the pool for each of the lifeguard positions. Staff then identified changes and suggestions that would be beneficial to help reduce the amount of blind spots and glare in their lifeguard supervision system.

2.4 REPORTING PROCESS

Drawing on all documentation supplied by the facility, facilitation notes, assessments and observations, the Lifesaving Society has documented a report for review by the Town of Grande Cache.

Upon receiving feedback and updated information from the facility, the final report will be formalized and delivered for consideration of implementation.

3 LIFEGUARD POSITIONING ANALYSIS OUTCOMES

3.1 BLIND SPOTS

Blind spots exist in multiple areas of the facility, and include areas where glare was present. Blind spots are indicated in the attached charts are based on observations from the Lifeguards during the Lifeguard Positioning Analysis.



Lifeguard Position 1

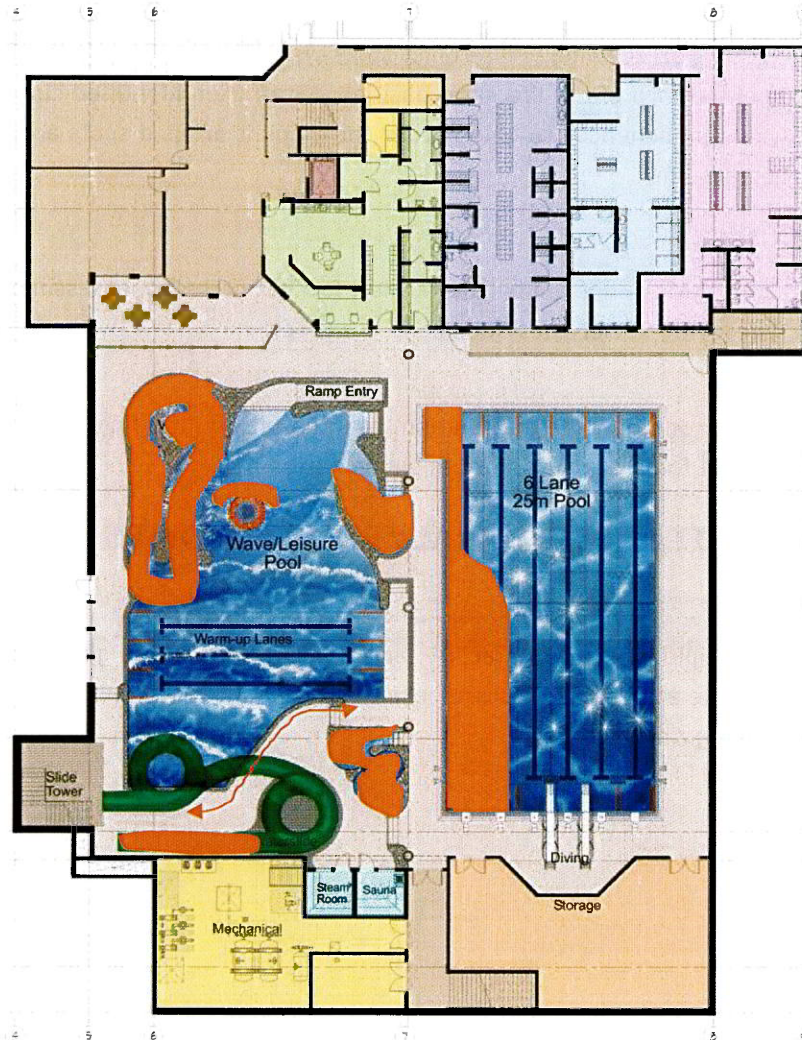


Lifeguard pathway



Blind spots

- "When standing at the edge of the pool the manikin was clearly visible under your feet, but not visible when stepping back onto the skimmers."
- "Difficult to see manikin on the end of the lane markings (blue T's)"



Difficult to see manikin by rocks



Can not see manikin in alcove

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Lifeguard Position 2

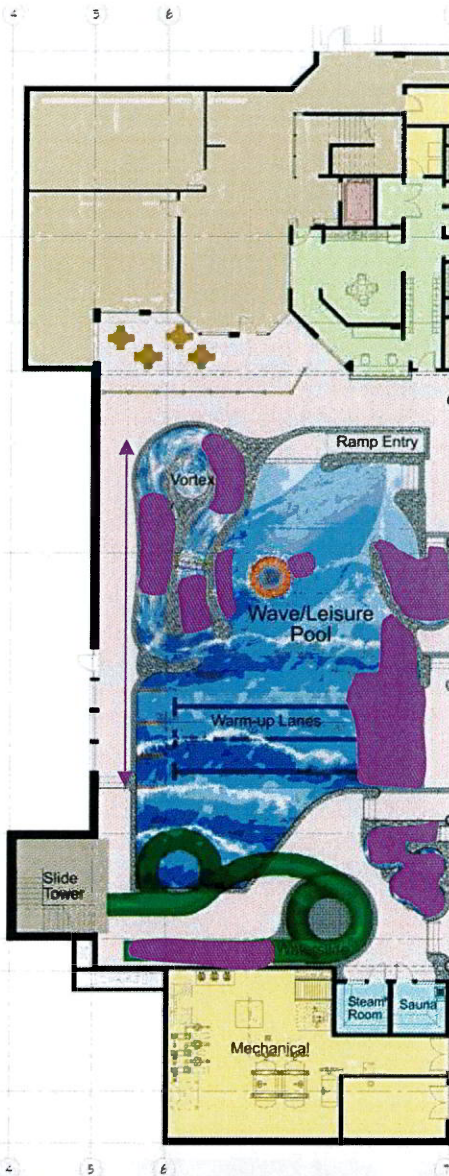


Lifeguard pathway



Blind spots

- "Tough to see the manikin against the black crosses in the shallow end (on end walls)"
- "Manikin disappears on the lane line markings"



Can not see manikin in alcove



Can not see manikin in lazy river with jets on

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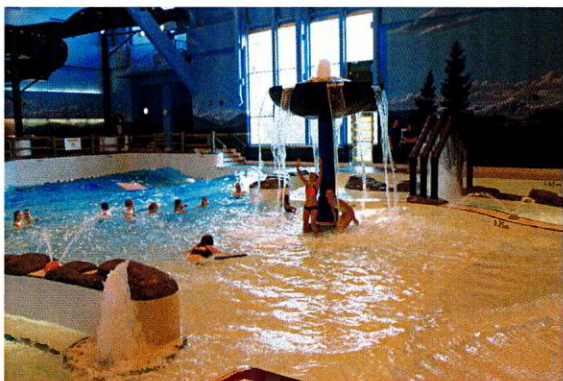
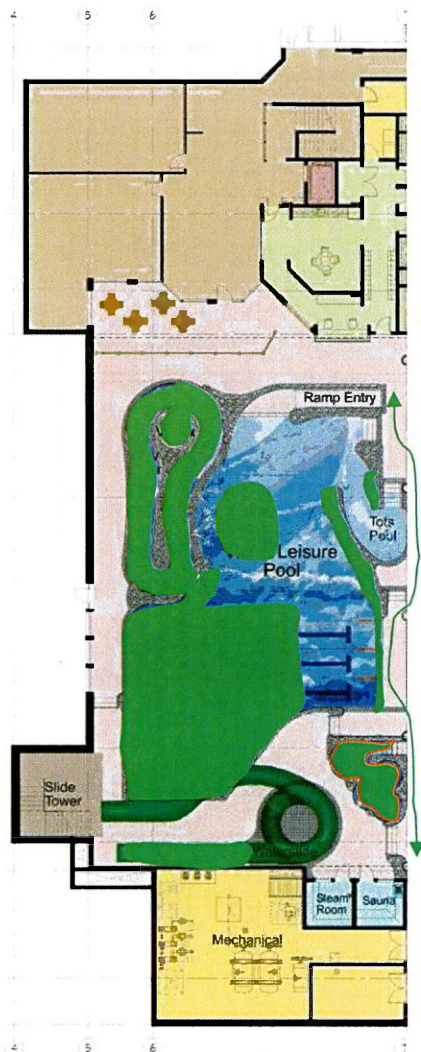
Lifeguard Position 3

↔ Lifeguard pathway



Blind spots

- "Along the walls it was tough to see the manikin"
- "Glare is really bad in the zero depth area"
- "Toys in the zero depth area makes it tough to see, they block a lot of the view"



Difficult to see manikin under tea cup



Difficult to see manikin in hot tub with jets on

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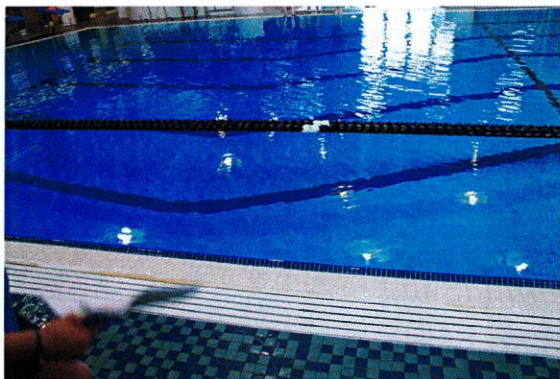
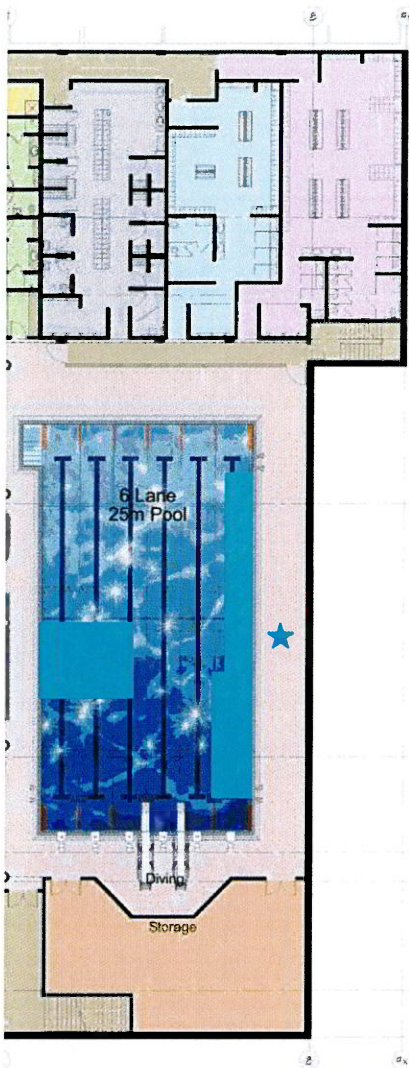
Lifeguard Position 4

★ Lifeguard pathway



Blind spots

- "Can not see in the hot tub"
- "It is extremely difficult to see the manikin in the deep end"



Can not see manikin against wall in front of chair



Difficult to see manikin by stairs



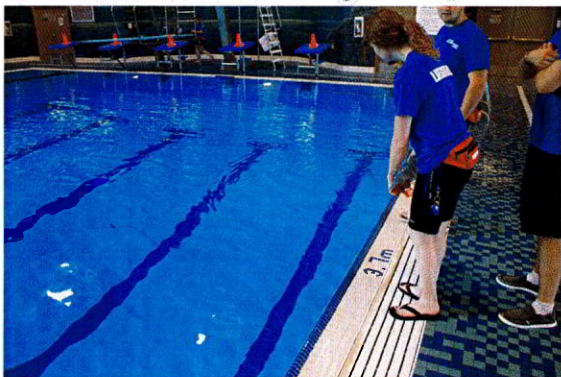
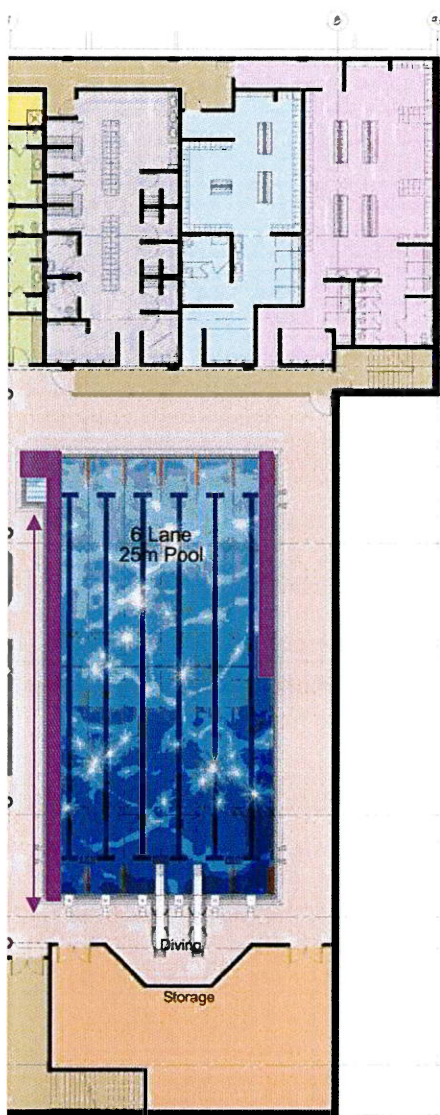
Lifeguard Position 5

↔ Lifeguard pathway



Blind spots

- "Can not see in the hot tub"
- "It is extremely difficult to see the manikin in the deep end"



Must step and lean over edge to see manikin



Difficult to see manikin in front of stairs

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3.2 GLARE

There are a number of areas in the pool that are affected by glare. Lifeguards need to recognize glare on the water and adjust their positioning accordingly. The use of pathways helps reduce the effects of glare, as lifeguards move the glare changes.

3.3 ROTATION NOTES

All lifeguards understood the facility procedure for rotation. Lifeguards indicated that when you come on for your shift you go to position one (1) by the hot tub, they would then rotate clockwise to other positions as needed and end with a walk through the change rooms.

3.4 POSSIBLE LIFEGUARD PATHWAYS

Suggested pathways were identified during the lifeguard positioning analysis and serve as one possible procedure for lifeguard surveillance, pathways, positioning, and rotation. Ongoing facility analysis and adaptation based on bather loads, user demographics, and operational realities should be taken into consideration by management and lifeguards in formulating the safety and supervision plan.

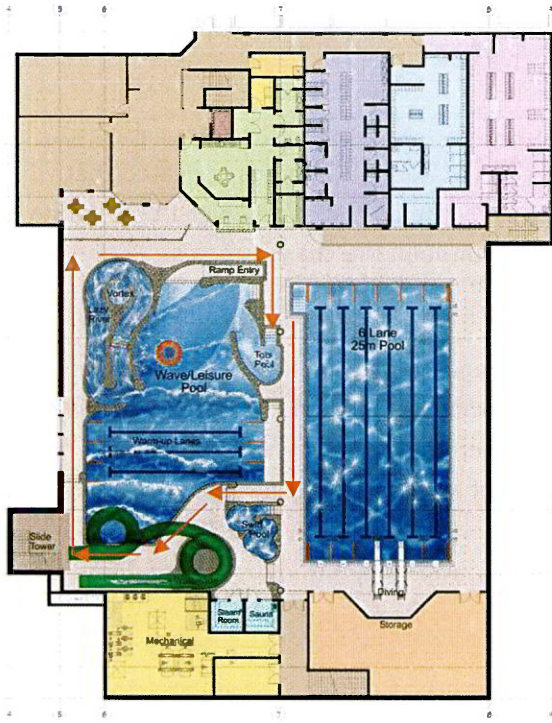
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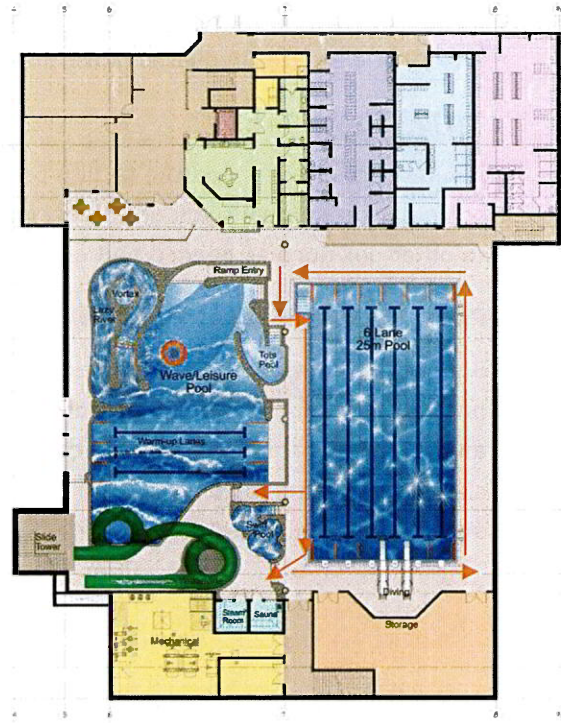
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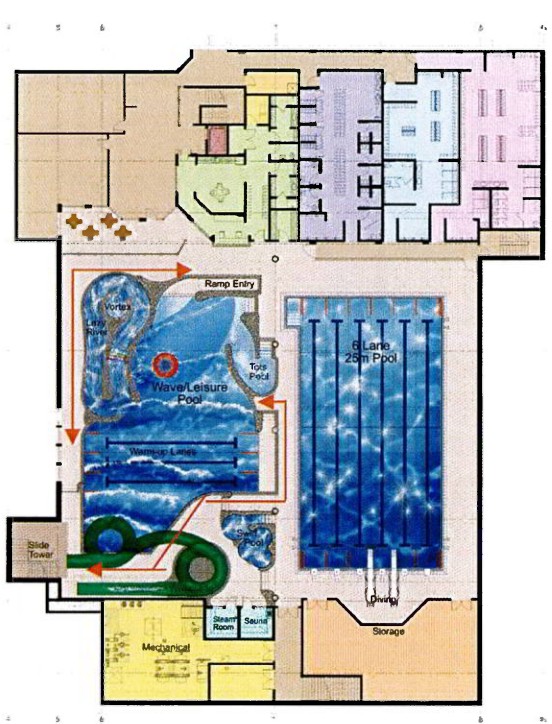
One Lifeguard Wave Pool



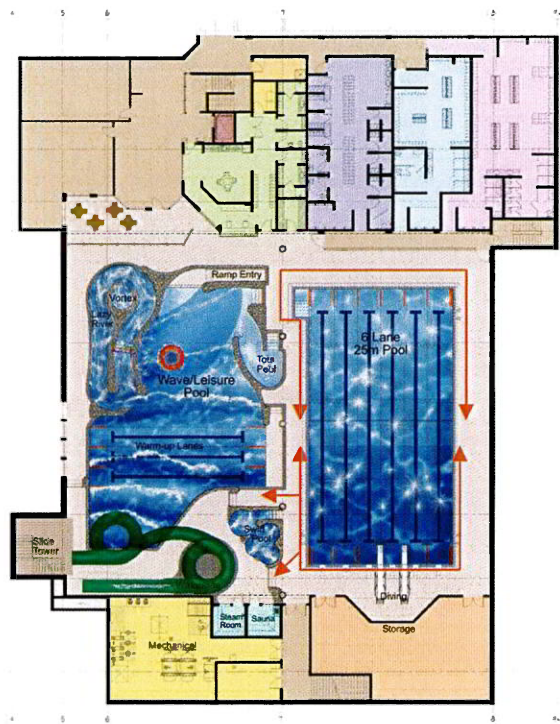
One Lifeguard Competition Pool



Two Lifeguards Wave Pool



Two Lifeguard Competition Pool

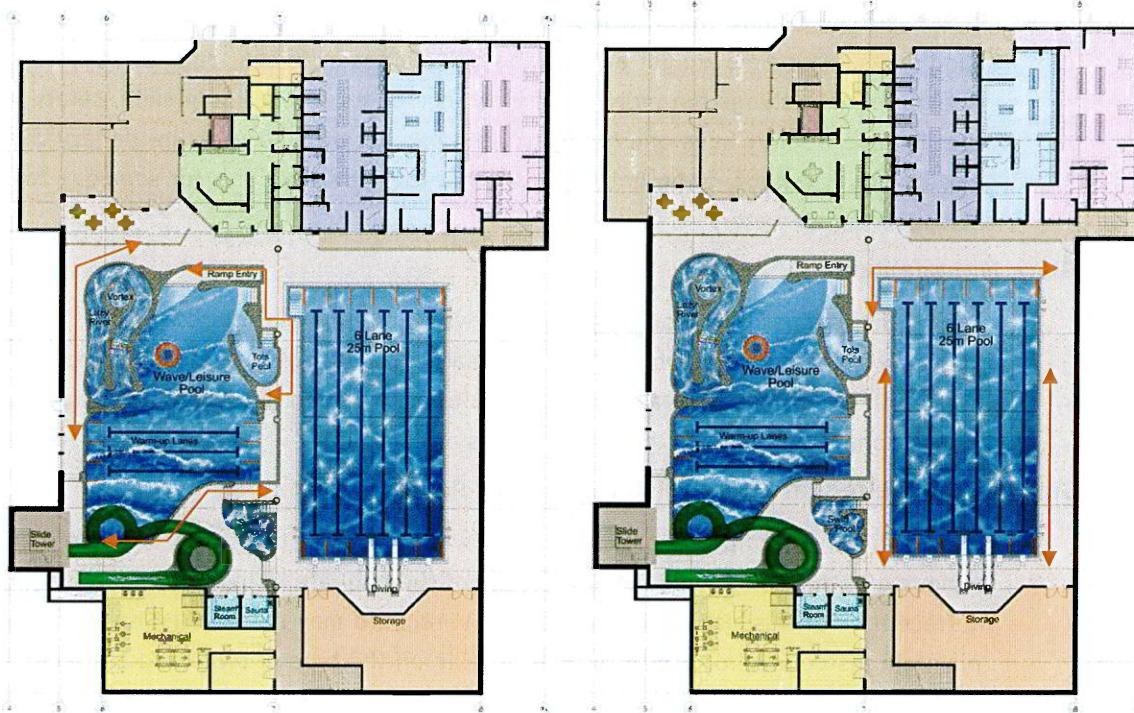


Legend

↔ Lifeguard Pathway

Three Lifeguards Wave Pool

Three Lifeguards Competition Pool



Legend

↔ Lifeguard Pathway

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4 LIFEGUARD POSITIONING ANALYSIS FINDINGS

Comments from lifeguards and staff as a result of this process:

Overall Staff Comments:

- "There are more blind spots than I thought, lots of glare, jets and lights contribute to blind spots, waves move light around and make it easier to see, bubbles bad, need to change to make things run more effectively, couldn't see manikin in slide, safety wise I cant believe we only have one (1) guard, the number of blind spots in the lazy river, had anxiety as I can not see the bottom of the hot tub, how easy it is for someone to disappear under water."

Glare Management

- During the lifeguard positioning analysis it was identified that glare was present from the outside windows. It is recommended that management investigate ways to reduce the amount of glare which can assist lifeguards to see through the water column. Some suggestions would include the use of blinds or curtains.

Size of Single Lifeguard Supervision Zone For Public Swims

- During the lifeguard positioning analysis it was noted that the size of a single lifeguard zone is greater than 400m² when all areas of the pool are in use. In a pool with a water surface area of this size, more than one (1) lifeguard may be required to be on duty to maintain a safe level of supervision depending on the type of swim and bathers.

Hot Tub

- During the lifeguard positioning analysis it was noted that when the jets were turned on in the hot tub the manikin was not visible once it was submerged. It is recommended that the management investigate ways to manage this, one option to consider is alternative jets in the hot tub which do not inject air into the water. This may help to increase the visibility of the bottom.

Lazy River

- During the lifeguard positioning analysis it was noted that when the jets were turned on in the lazy river the manikin was not visible once it was submerged. It is recommended that the management investigate ways to manage this. One option may include reviewing the jets to determine if air can be removed from the jets. This may reduce the amount of turbulence at the surface of the water and could make it easier to see the bottom.

Waterslide

- During the lifeguard positioning analysis it was noted that there is no system for monitoring the bottom of the waterslide. It is recommended that the management put a system in place to monitor the water at the bottom of the waterslide (i.e. mirror, amenity attendant, etc.) This was an area identified as a blind spot in all positions during the analysis.

Lifeguard to Bather Ratios

- Due to the size of the facility, amenities, number of blind spots, and square footage of the pool surface area it is recommended that the Lifeguard to bather ratios be reviewed. The lifeguard to bather ratio chart below represents the minimum number of lifeguards to bathers. Management may decide to use a lower ratio due to facility design, activity, bather swimming ability, etc.

Wave Pool

# of Bathers	# of Lifeguards
1-40	1
41-80	2
81-140	3
141-200	4
200-300	5

Competition Pool

# of Bathers	# of Lifeguards
1-40	1
41-80	2
81-140	3
141-200	4
200-300	5

5 IN CLOSING

We would like to thank the staff who participated in this lifeguard positioning analysis, and commend the Town of Grande Cache for continuing to take steps to ensure they provide a safe and enjoyable aquatic experience.

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MUNICIPAL DISTRICT OF GREENVIEW No. 16

Manager's Report

Department: CAO Services

Submitted by: Wendy Unger, Government and Industry Liaison

Date: 3/31/2025

March was another busy month for CAO Services, with a lot of time spent advocating for Greenview's priorities at the provincial level. One of the key highlights was attending the RMA Conference, where we had successful meetings with Minister Jean, Minister Neudorf, Minister Sigurdson, and Minister Schultz. These meetings gave us a great opportunity to push forward Greenview's initiatives and ensure we're on the radar for important provincial discussions. We also connected with several stakeholders, including one who will be presenting at the April Committee of the Whole meeting.

On the project side, Greenview Industrial Gateway (GIG) and O'Leary Ventures took up a significant amount of time in March, with steady progress made on finalizing the Purchase Sales Agreement. This meant a lot of back-to-back meetings between staff and legal teams to work through the details. There's still work to do, but things are moving in the right direction.

Outside of those major initiatives, we continued working on long-term economic and infrastructure projects, keeping things on track for future growth. March was also a month of election preparations. A public information session will be held at the end of June for anyone interested in running for council in Greenview or the Town of Valleyview. More details will be posted on our website and social media soon. This session ties in well with the upcoming "Did You Know" social media campaign that Communications is rolling out, helping potential candidates and the public understand what it really takes to be a municipal councillor.

Looking ahead, CAO Services will stay focused on moving projects forward, strengthening partnerships, and making sure Greenview is well-positioned for continued success. March set a strong foundation, and we're excited to keep the momentum going in the months ahead.



Manager's Report

Department: Community Services

Submitted by: Michelle Honeyman, Director

Date: 4/8/2025

Director of Community Services, Michelle Honeyman

Culture, Social & Emergency Services-Goal 2-Enhance communication to our public.

Land Titles has returned the Sturgeon Heights Cemetery documents to Administration with a notice of deficiency. Administration is working on the deficiencies and will resubmit to the Land Titles office upon completion.

Administration attended a Child Care Community Needs Assessment virtually with local government representatives, hosted by the Government of Alberta, Ministry of Jobs, Economy and Trade (JET). The purpose of the session was to provide an overview of the Child Care Needs Assessment process, and get additional feedback, with 3 key objectives:

- Engagement Context: Provide an overview of the Child Care Needs Assessment
- Get your Feedback: Provide an opportunity for you to share your thoughts and feedback on your community's childcare needs, challenges, priorities, and vision for the future.
- Q&A and Next Steps: Provide an open floor for questions and outline key next steps in the upcoming engagement.

Next steps are:

- Complete a childcare needs survey before March 20
- A survey for providers will be available in the spring
- A report will be provided to municipalities by June 2025

Administration attended a virtual workshop hosted by Tamarack "Community Engagement: From Debate to Dialogue." The workshop included techniques to help facilitate engagement, creating shared realities between different perspectives how to create more opportunity for healthy dialogue.

Assisted the Grovedale Cemetery Committee in completing their annual grant report and a capital grant request.

Administration attended the Sweathouse Community Hall meeting. Discussions were had regarding safety items, updates on the hall assessment list and their plans for parking/trailer stalls behind the hall. Administration will discuss options for the group with Ag Services and Operations.

Assisted the Kakwa Sherman Trail Society with grant reporting and their 2025 grant application.

Assisted the Valleyview Sun Valley Pioneers with getting started on the Grant Portal and starting their annual report. Also went over how to submit a sponsorship request.

The Big Horn Golden Age Club funding agreements for a \$550,000.00 capital grant towards matching funds for a CFEP grant and a capital grant up to \$17,000.00 for the ramp project have been completed.

Administration delivered asset surplus items to the Valleyview Vipers Swim Club. The board was incredibly grateful for the two laptops and two iPad as it will help immensely with their coaches and board members.

Governance-Goal 4-Provide quality municipal services.

The CAO has approved the following sponsorships and donations:

Organization Name	Event	CAO Approved
Valleyview Cup	Valleyview Cup Hockey Tournament	\$300.00 in kind
Alberta Game Wardens Association	General Meeting and fundraiser hockey tournament	\$200.00 in-kind
Valleyview Sun Valley Pioneer Center	Valleyview Sun Valley Pioneers 50 th Anniversary Celebration	\$500.00 in kind plus 200 items for swag bags
Competition Sponsorships		
Grande Cache Community High School	4 students to attend High School Curling Provincials	\$600.00
East Smoky Minor Hockey (Ridge Valley Rustlers U15)	6 athletes attended the U15 hockey provincials	\$800.00
Valleyview Minor Hockey U18 Ice Bears	5 athletes attended the U18 hockey provincials	\$700.00
Kiran Shaw	Provincial and National Volleyball	\$600.00

The Greenview Sponsorships and In-Kind Donations Policy states the “CAO, or designate, has the delegated authority to approve a sponsorship or donation for a single event up to a maximum of \$1,000.00” and it also states, “Administration will provide an update to Council regarding sponsorships and donations approved by the CAO in the monthly manager’s report”.

Agricultural Services Manager, Sheila Kaus

Environment- Goal 3; Create a balance between development and natural resources

Administration has been busy with recruitment of seasonal staff, preparations for the upcoming control season, and early communications for active pest notices and weed infestations. All landowners and managers with land under pest notice have been contacted via phone call and then mailed letters as follow

up. Landowners with weed infestations approaching notice have been contacted ahead of field activities in hopes of control efforts being completed in tandem with spring field activities.

The Provincial Weed Review Committee met to discuss species of plants that were submitted to the Ministry through the survey in the open answer portion. Additionally, each open answer comment was assessed to determine if all concerns had been addressed. Some of the comments related to the legislation, which was not the mandate of the committee, but these suggestions have been noted by the Ministry and will be applied should the Act be open for review in the future.

To allow seasonal staff more experience with weeds common in Greenview, Administration has begun a gardening project to have weed seedlings available to staff, in-house. Working with Alberta Agriculture and Irrigation, seeds were procured for Burdock, Tall Buttercup, Scentless Chamomile, Common Tansy, White Cockle, Toadflax, and Himalayan Balsam. The seed was tightly controlled, and the seedlings are currently growing in the staff room of the Agricultural Building. This will be a valuable resource for the seasonal staff. Wild Caraway seeds and other species will be collected in 2025 to allow the department to provide this training resource annually.

Administration is nearing completion of a public-facing weed complaint application. The application is built to collect the complaint, have the department investigate, and report back to the complainant. Prior to launching the application publicly, Administration is testing to ensure that no private data can be accessed through the link. Administration is hopeful the application will be available prior to the beginning of May.

Extension and Outreach Activities

Environment- Goal 3; Create a balance between development and natural resources

Economy- Goal 2; Create a diverse economy

Shelterbelt seedlings are now 60% sold out with only 2,700 of the 6,700 available seedlings remaining. On March 8th, a Gardening and Seed Swap was held in Valleyview with 15 people in attendance. Events like seed swaps offer a valuable opportunity to increase awareness about potential seed contaminants like scentless chamomile that are frequently included in popular wildflower seed mixes available commercially. While recruitment for the Landcare Coordinator position continues, the Department aims to deliver a sprayer calibration and weed incentive event at Sunset House in late April, early May. A pruning event is scheduled for May in Grande Cache.

Problem Wildlife Work Orders

File Status	Beaver- MD	Beaver- Ratepayer	Customer Service	Predation	Totals
In Queue	-	-	-	-	
Open	4	1	2	9	16
Closed	0	0	0	0	0
TOTALS	4	1	2	9	16

Up to March 26th, the team has removed 4 problem beaver, 13 problem coyote, and 1 problem wolf.

VSI Quarterly Reports and Service Breakdown – 2025

Economy- Goal 2; Create a diverse economy

Veterinary Services Incorporated (VSI) encourages livestock producers to access veterinary care and maintain herd health, protecting the economic viability of their livestock operation. The totals for 2024 were received and saw a 2.3% increase over 2023. The requisition for 2025 totals \$138,000 has been paid for the year. First quarter totals are expected in late April.

	# Client Claims	2024	+/- (%)	# Client Claims	2023	+/- (%)
Q1	84	\$20,760.79	-7.53	80	\$22,540.38	+30.01
Q2	180	\$39,801.06	-3.59	190	\$41,281.84	+23
Q3	72	\$15,074.13	+30.7	69	\$11,534.28	+81
Q4	113	\$52,151.75	+5.1%	124	\$49,639.40	+20.8
TOTAL	449	\$127,787.73	+2.3%	463	\$124,905.90	+27.1

The Agricultural Equipment Rental Program contributes to the economic viability of agricultural producers by providing equipment for rent that is cost-prohibitive to purchase when measured against the frequency of use. Rental Equipment stands at 66.5 rental days up to March 26th, without rental days from the satellite locations. Two new postpones were received and delivered to the satellite rental locations. These pieces of equipment are the most heavily utilized pieces of equipment. The heavy disc for the Grovedale location was repaired and delivered back to the Grovedale yard. The manure spreader is being outfitted with new tires and the fertilizer spreader has seen significant maintenance related to corrosion on gears and bearings. This is a frequent issue with fertilizer spreader due to the corrosive nature of the product. A new No-Till Seed Drill was ordered for delivery in 2026.

Protective Services Manager, Wayne Brown

Culture, Social & Emergency Services

Administration:

On March 13, 2025, STN 33-Grande Cache Deputy Fire Chief met with the Foothills FireSmart Coordinating Committee to discuss the wildfire forecast and coordinate plans for the season.

On March 17, 2025, the Regional Fire Chief (RFC) met with Atlin Solutions representative to discuss progress made on the Greenview Emergency Management Plan and the pending training and planned wildfire simulation. A training session and wildfire simulation is scheduled for April 23, 2025, at the Greenview Operations Building.

As part of the Forest Resource Improvement Association of Alberta (FRIAA) Grant, supported work on the re-treatment of the existing Grande Cache fire guards, interested vendors have submitted bids that are currently being reviewed.

On March 19, RFC met with Greenview Director – Land Use & Development, Forestry and the Consultant to discuss next steps regarding dispositions for the planned Nose Creek Fire Guard. The Director and the Consultant will work together to complete the task and advance the project.

On March 21, 2025, RFC conducted fire inspections with RCMP and Alberta Health Services on two Fox Creek hotels with reported fire code and gas code violations. Due to a serious gas leak and an incident of carbon monoxide exposure, ATCO gas removed the gas meter until the HVAC system is functioning safely.

Interviews continue for the Regional Deputy Fire Chief position for STN 31-DeBolt.

On March 25, 2025, as part of the FRIAA Grant application for Fire Smarting at the Muskeg Seepee Coop, RFC presented a Request for Decision requesting a letter of support from Council to facilitate the process. Council approved the request.

RFC has successfully completed the Internal Audit required by the Alberta Safety Codes Council, with the audit information submitted on March 25, 2025.

Fire Stations:

STN 31-DeBolt:

Unit 3131 Wet-Rescue Unit officially entered service on March 10, 2025. Big thanks to STN 31 firefighters who completed the upfit of this unit.

On March 11, 2025, Unit 3131 (see photo 1) responded to its' first incident, which was a fire in an abandoned cabin. Fire crew quickly extinguished the fire.

STN 32-Grovedale:

On March 11, 2025, RCMP Sgt. Power delivered a presentation (see Photo 2) on an Active Shooter incident and the role of a fire service in support of a RCMP response. The session was well attended and included the Grovedale Peace Officers.

STN 33-Grande Cache

STN33 Regional Deputy Fire Chief attended the Alberta First Responders Radio Communications meeting in Lethbridge convened by Alberta Emergency Management Agency (AEMA). This was for an increased understanding of the system, including Dispatch, Fire, Police and EMS.

On March 22, 2025, STN33 Firefighters participated in "Sports Equipment for Kids" Charity Hockey Tournament (see Photo 3). Excellent community outreach by the firefighters.

Emergency Response Call Volumes:

Emergency Incidents

February 25, 2025 to March 25, 2025

	STN 31	STN 32	STN 33
Emergency Response	3	3	2
Medical Co-Response	6	3	16

Of the total 8 Emergency Responses:

- 2 - Motor Vehicle Collisions
- 2 – Alarm
- 1 – Structure Fire
- 2 – Vehicle Fire
- 1 – Vegetation/Wildland/Brush/Grass

Fire Crews stood down five times for Emergency Responses and five times for Medical Co-Responses.

PHOTO 1



PHOTO 2



PHOTO 3



Enforcement Manager, George Ferraby

Culture, Social & Emergency Services

Period of February 24th, 2025 – March 25th, 2025

Community Peace Officer (CPO) Thomas STEIL started in Grande Cache on March 17th.

John JABAT was hired as the new CPO for the Valleyview area on March 24th. He will serve the role of Bylaw Officer until he receives his training in the fall of 2025.

All the Starlinks have been installed in the CPO vehicles. CPOs now have the ability to communicate anywhere in Greenview. A big leap forward in officer safety for Enforcement Services.

Grande Cache:

- Patrols were conducted on Highway 40 near the coal mine in Grande Cache following complaints from staff about coworkers racing to and from the mine during shift changes. CPOs adjusted their schedules to patrol during early morning and evening hours.
- Investigated a complaint of a person living illegally in a trailer on the Beaverdam Road. Conservation assisted in removing the individual.
- Investigated several complains about snow removal in Grande Cache after the last snowstorm.

Grovedale:

- Hwy 666 speed enforcement patrols and commercial vehicle patrols continue.
- Assisted Grande Prairie RCMP looking for a wanted person in Grovedale.
- CPO GUTIERREZ trained High Prairie member with Oleoresin Capsicum Spray Course and Grande Prairie members with Control Tactics Course.
- Seized dog in Aspen Grove after it was killing livestock. Taken to veterinary clinic and rehomed as owner was unable to care for dog.

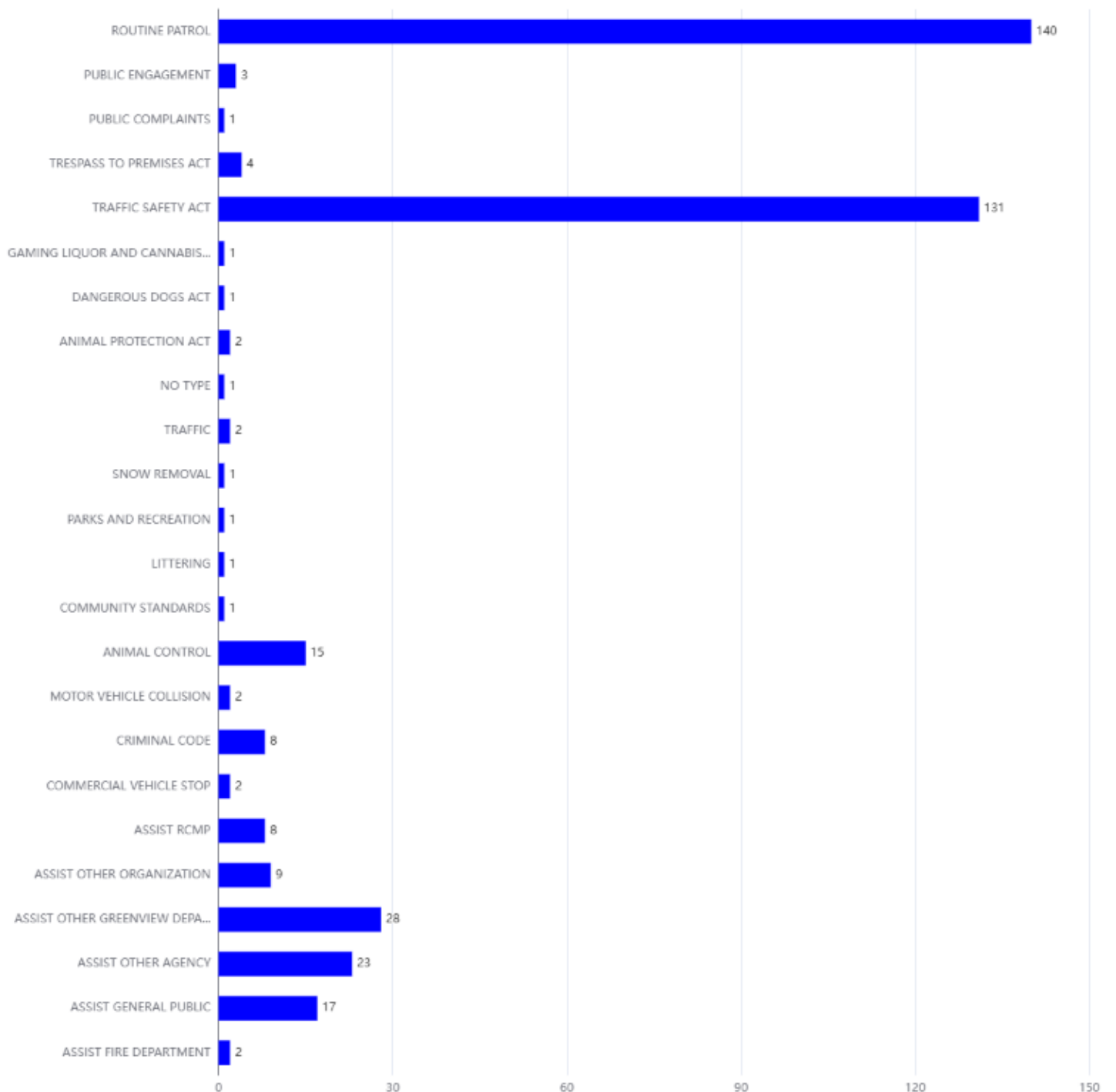
Valleyview area:

- Assisted Livestock Inspector and RCMP with found dead calf at the end of Township Road 681.
- Traffic patrols and schools zone patrols continue.
- CPO KING participated in the Stride to Bike program at Greenview Regional Multiplex and led a bike safety course.
- Forestry Trunk Road patrols ongoing during road bans.

During the period of February 24th,2025, to March 25th, 2025, Enforcement Services attended 404 calls for service, including 19 bylaw calls. Officers issued 39 violations and issued 89 warnings.

Stats:

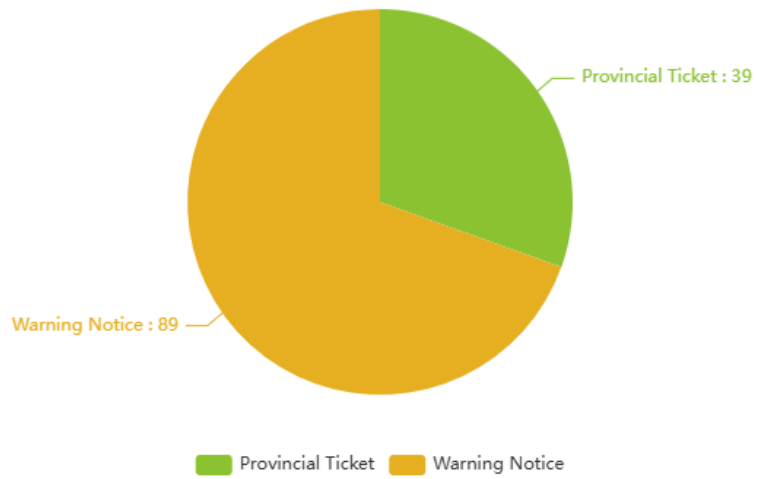
OCCURRENCE REPORT Count of Incident Types Total:404 | 100.0%



Ticket Create Date:

2025-02-24 ~ 2025-03-25

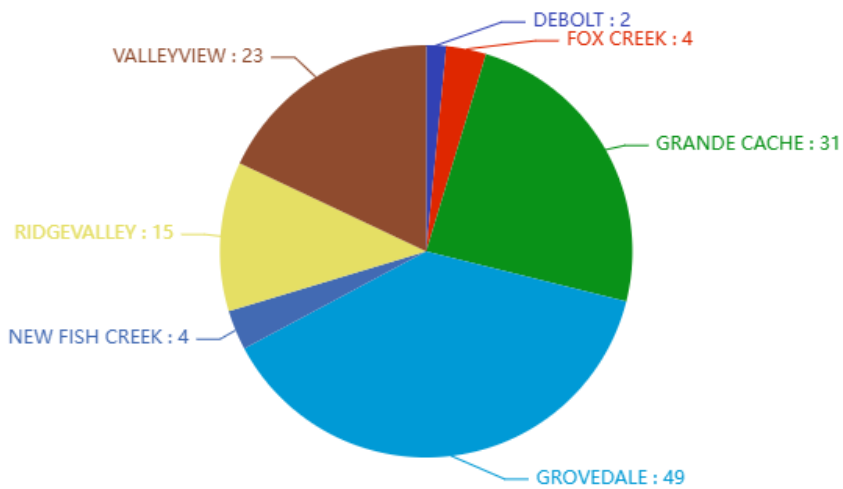
Provincial tickets by type



Ticket Create Date:

2025-02-24 ~ 2025-03-25

Provincial tickets by zone



Green View Family and Community Support Services (FCSS) Manager, Lisa Hannaford

Culture, Social & Emergency Services

The Community Volunteer Income Tax Program (CVITP) is well underway, and both offices have been working closely together to ensure that all eligible residents are getting their taxes filed free of charge. Last year 920 returns were filed, and this year the numbers are expected to be similar. At time of writing, over 370 taxes have been filed.

50 Big Horn Golden Age Club members in Grande Cache were present for the Club's learn at lunch on February 12 featuring an overview of Green View FCSS programs and services. Administration fielded questions about forms assistance, the Home Support program, and Community Volunteer Income Tax Program. Several members expressed appreciation for the informative presentation and stated they learned more about FCSS.

In Grande Cache the WiseGuyz Alumni are starting to plan for post-high school life, and 3 lunch time sessions were hosted to provide an opportunity to talk with professionals from their areas of career interests. WiseGuyz curriculum focuses on personal relationships, however that same curriculum is relevant to professional relationships and work force dynamics. Relevant learnings include effective communication, decision-making, boundaries, harmful gender stereotypes, consent, self-care, and bystander behaviour. The conversations took place February 18 to 20, at the FCSS office with 2 professionals per lunch. They met with an RCMP member, a psychologist, a social worker, a millwright, a fire chief, and a communications and marketing manager. The alumni unanimously agreed the time was well spent and provided insight into their careers of interest.

The community presentation, Human Trafficking 101 for community members, hosted on February 20 was well attended in both locations and outcomes were positive. 32 people attended in Valleyview and 37 in Grande Cache.

Coming up in St. Isadore on May 21 is a community presentation by (ALERT) Alberta Law Enforcement Response Teams and (ICE) Internet Child Exploitation. This presentation welcomes parents and caregivers to attend an evening information session on the realities of internet child exploitation in Alberta, and strategies to navigate these issues in an open and collaborative way with your children. Some administrative staff and board members will attend.

The Career and Employment Storefront Services contract held with the Provincial government has been re-negotiated and beginning April 1, 2025, the funding amount will increase by \$36, 200.00 yearly for a total of \$90,200 per annum. Included in the proposal is increased collaboration with Heart River Housing (to promote the rent subsidy program), economic development, including labour market information and assistance with job fairs, increased collaboration with Lifemark- career counselling services, promotion of safety courses available through Northern Lakes College, as well as increased reporting of statistics and labour market information to the province.

The following is a statement from Family & Community Support Services Association of Alberta (FCSSAA) president Kayla Blanchette on the 2025 Budget:

"The Government of Alberta has tabled its 2025-2026 budget, confirming that funding for the Family and Community Support Services program will remain unchanged at \$105 million. We acknowledge the

challenge of balancing fiscal responsibility with Albertan's growing needs in today's economic climate and appreciate the government's continued commitment to FCSS.

While stable funding provides certainty, it does not account for rising costs, inflation, or the increasing demand for social services. As our province experiences population growth and as pressures on the broader social services system continue to grow, FCSS programs are being relied upon more than ever to provide community-based program support in increasingly complex situations. Without enhanced investment from the province, local programs and municipalities will face mounting challenges to maintain service levels and accessibility in meeting Albertans needs, which force difficult decisions."

Impactful investment in prevention is one of the most effective ways to reduce long-term costs in health care, justice, and crisis intervention. FCSS programs provide essential support that strengthen individuals, families, and communities, preventing challenges from escalating into more costly social issues. When prevention is underfunded, the strain on emergency and crisis services increases, ultimately costing everyone more in the long run.

The FCSSAA remains committed to advocating for the sustainability of FCSS programs and ensuring they continue to provide the vital services that build strong, resilient communities. We look forward to continuing these meaningful discussions with the government to find solutions that support Alberta's communities and ensure prevention remains a key priority."

As a reminder to Council, the FCSS programs funding model is based on population, and Green View FCSS currently receives \$404,583.00 annually from the province.

The financial and outcomes report to the province is due at the end of April, administration is working to have the report submitted in a timely manner.

The Kids Conference in Grande Cache, running April 1&2 is sold out. This annual event has three streams of learning including foundational skills to increase confidence and independence, physical activity and creativity. The conference has a maximum of 50 attendees, and this year Grande Yellowhead School division, in partnership with the BEST program, (bringing empowered students together) has sponsored 10 spots for low-income families whose children want to participate.

UPCOMING:

Some Administration will be attending an Emergency Social Services (ESS) conference, put on by the Northwest region. This conference will be held in St. Isadore on April 14 and 15.

The Volunteer Appreciation dinners have been scheduled, and nominations are starting to trickle in. The first dinner will be in Grande Cache on April 22, this is followed by the dinner in Valleyview on April 23, and finally Grovedale on April 24.

The FCSS Directors Network conference will be held in Lloydminster on May 1-2.

Green View FCSS is hosting the NW Spring Regional meeting on May 14 and 15 in the Grande Cache location. Registration will be open at the beginning of April.

The open house in Grande Cache is tentatively scheduled for June 12th.

Recreation Services Manager, Kevin Gramm

Culture, Social & Emergency Services

The Grande Cache Recreation Board approved a \$5000.00 Capital Funding Grant to the Grande Cache Golden Age Club to assist with their Facility Wheelchair ramp access to the Clubhouse. The Grande Cache Recreation Board heard presentations from the Golden Age Club, Grande Cache Heritage Rendezvous as well as updates on the Grande Cache Minor Ball and various roundtable discussion.

During the Grande Cache Recreation Board meeting, the Chairperson, who has been with the Board since its inception, resigned the position as Chairperson and on the board as a member at large. Greenview will be looking to fill this vacancy and one that has never been filled as soon as possible.

Several notices of motions are currently in progress for development and completion. Administration is currently working on the addition of a bathroom installation at the Greenview Regional Multiplex (GRM) for the upstairs track, aquatics facility hours of operation analysis at the Grande Cache Recreation Centre and a presentation of information to Council regarding the Grande Cache Ball Diamonds.

Administration reports that there are several vacancies within Recreation which several have been filled for seasonal and permanent positions across Recreation Services as a whole.

In December of 2024, Nordic Mechanical Services responded to a boiler failure at the GRM. This is one of 3 boilers originally installed during the GRM construction. During the inspection and trouble shooting it was determined the boilers original heat exchanger had ruptured rendering it inoperable. As this is not an item under their contract, due to the inability to perform maintenance on the exchanger, the unit was removed and sent out for warranty inspection, carrying a \$60,000.00 price tag. Response from the manufacturer was as follows:

“Upon visual inspection we noticed that there is heavy build up on the inside of the tubes. The scale on the inside of the tubes will cause the Cupronickel tubes to overheat and eventually fail. Obvious signs of the tubes overheating (Burned tubes) can be seen in attached pictures.”

“The scale on the inner walls of the tubes will act as an insulation between the fire side and water side of the tubes which will cause the tubes to overheat. The heat exchanger was determined as not a manufacturing defect, and the warranty is rejected.”

Nordic Mechanical, at the request of Greenview, ordered and installed a new heat exchanger. In addition they will be flushing the other two units (one had an exchanger already replaced once before Greenview took over). They will also be installing a filtration system on the incoming water supply due to the poor quality of water in the town of Valleyview.

RE21007 Grande Cache Fieldhouse

Administration received Council approval on March 25th 2025 to proceed with the Grande Cache Fieldhouse Project Manager and Consultant awarded to ACI Architecture. Contract approval is in progress.

The next few months will see:

- April-May; Program and Concept Validations, Regulatory Code Review & Zoning Bylaw – confirmation, Onsite Verification and Measurements -A-Built drawing of the current fieldhouse and supporting spaces, Commencement of Contract documents/Detailed Design – Architectural and onsite meetings.
- May-June; Engagement of Engineering Detailed Design (Structural, Mechanical and Electrical) to drawings up to 40%, followed by 60% in July.

RE22003 Victor Lake Recreation Enhancements

Administration has received a follow up response from Aseniwuche Winewak Nation (AWN) regarding the Victor Lake Boat Launch. The letter indicates that “that the majority consensus within the community is that a designated boat launch area would be a beneficial to protecting the banks of the lake from people who launch their boats in various spots around the lake.” Additionally, “Community members have repeatedly expressed concerns about the lack of garbage disposal and bathroom facilities needed to support additional recreational lake users as well as prominent signage indicating the rules and regulations for fishing in Victor Lake as it pertains to Bull Trout, a threatened species under the federal Species At Risk Act (SARA).”

Signage around the fishery itself is outside of Municipal jurisdiction, and it is something that Greenview Administration will work on with the Province of Alberta. The request for bathroom facilities is outside of the scope of the project and could cost upwards of \$75,000.00 based on the current quotes for outhouses in the Grande Cache Area. Administration will request direction from the Province on whether or not this needs to be accommodated within the project before bringing it in front of Council again. A consultation log has been provided to AWN for review and will be sent to the Province of Alberta for review.

RE23017 GRM Fieldhouse Air Conditioning

Administration met with representatives of EnGlobe Engineering Services and Nordic Mechanical Services to complete a cost review and status of the Greenview Regional Multiplex Fieldhouse Air Conditioning installation project as approved by Council during Capital Planning. After a costing evaluation and document review, plans are now set to schedule the structural upgrading necessary for the support along the roofline and completion of the ductwork removal and reinstall. This work was necessary to be completed before hoisting of the air conditioning air handler could be completed. Scheduled work is set to commence in April.

RE25004/RE25005 Smoky River South and Sheep Creek Outhouses

One quote for the Smoky River South and Sheep Creek Outhouses has been received. This quote is over twice the price quoted from the same supplier at the end of 2022. If the other quotes received are not significantly lower, Administration will bring this project back in front of Council.

RE25008 GRM Window Coverings

Administration presented the package of information regarding the current quotes, timelines and requirements to move this project forward to the next stages to the Greenview Regional Multiplex Advisory Board. The Advisory Board voted in favor of the motion to include this project funding under the Greenview Regional Multiplex FF&E surplus funding as required. Scheduling is set to commence in April for the project implementation.

RE25011 GCRC Floor Scrubber

Administration has received delivery of the new approved floor scrubber for the Grande Cache Recreation Centre and will soon be testing and training on the equipment for the arena and curling rink pad cleanups for the upcoming ice removals commencing in April.

Online Campground Reservation System

The new online reservation system, Let's Camp, is fully functional for Grande Cache Campground and Shuttler Flats Provincial Recreation Area. Shuttler Flats' popularity continues to grow with the public, with eight reservations placed for the 2025 season immediately following bookings opening.

Grande Cache Recreation Centre Arena Painting

As approved in the 2025 Recreation Services Operational Budget, Administration is currently sourcing multiple quotes for the Painting Services at the Grande Cache Recreation Centre Arena.

Greenview Regional Multiplex (GRM)

Administration

- Nordic Mechanical on March 5th - March 7th, addressed the heating/cooling for the following 3 areas: the staff meeting/boardroom area, the studio & the fitness center. Each unit received maintenance along with troubleshooting the current temperature settings for each space.
- March 7th, we had our Greenview IT department book the boardroom for a full day of meetings and will look at booking more internal meetings here to showcase more of Greenview's facilities and meeting rooms.
- March 10th was our Activity Day - Greenview U, hosted at the GRM, where Greenview staff received an afternoon to explore the various activities, departments and operations at the GRM.
- The Fieldhouse and Kitchen were rented from Friday at 4pm to close on Sunday for a volleyball tournament, expecting over 100 athletes competing on the weekend, March 7th to 9th. Due to reasons beyond our knowledge, the booking and tournament was postponed until May. We look forward to being the venue for the hosts.
- On Sunday from March 16th-30th, is the Underground Basketball Camp put on by Underground Basketball from Grande Prairie. We continue to see strong participation in various sports including basketball, from all ages, but specifically in our youth ages. Basketball is certainly a popular sport at the GRM, and we look forward to building the sport and any group that develops players in the area and region.
- March 21-23, we have 3 Birthday bookings at the GRM - and continue to be the hub of activity and birthdays for Valleyview. Seeing Birthday bookings every weekend, from balloons, to cake and many smiles in between, the GRM and party packages continue to be the hub of birthdays in the region.
- Highlighting our total usage from December to February was an increase from 3961 to 4938, an increase of 977 visits.

Programming

- PD Day camps and Outdoor survival camps ran on Thursday and Friday, March 6th and 7th with 14 registered in the survival camp and 10 in the PD Day camp.

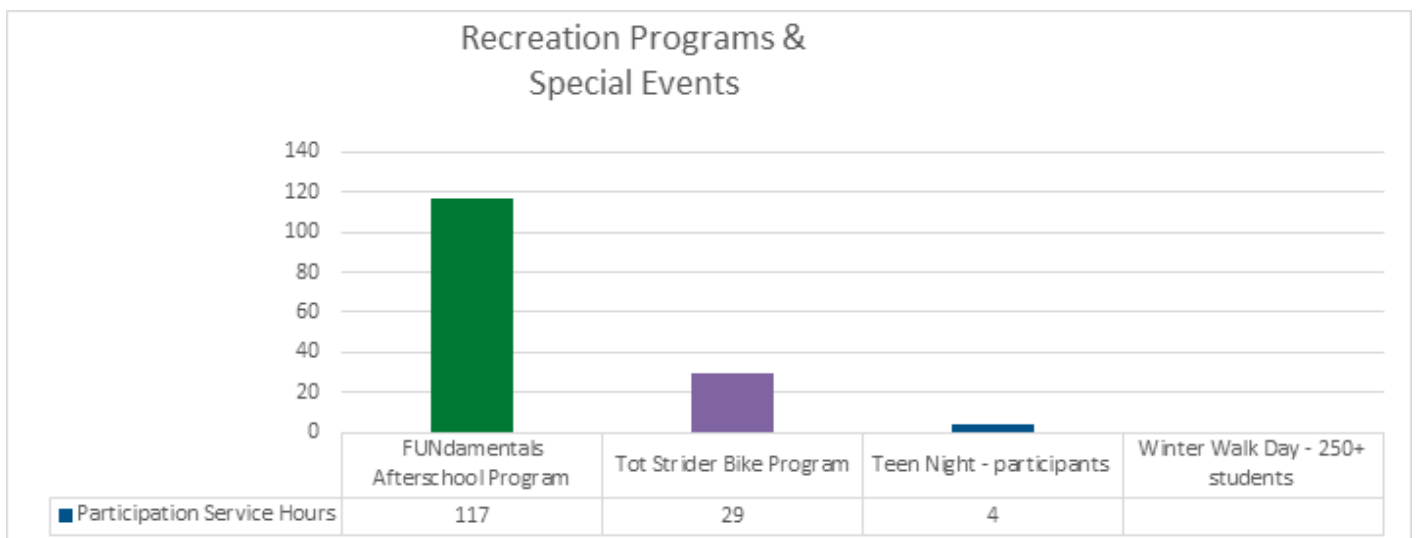
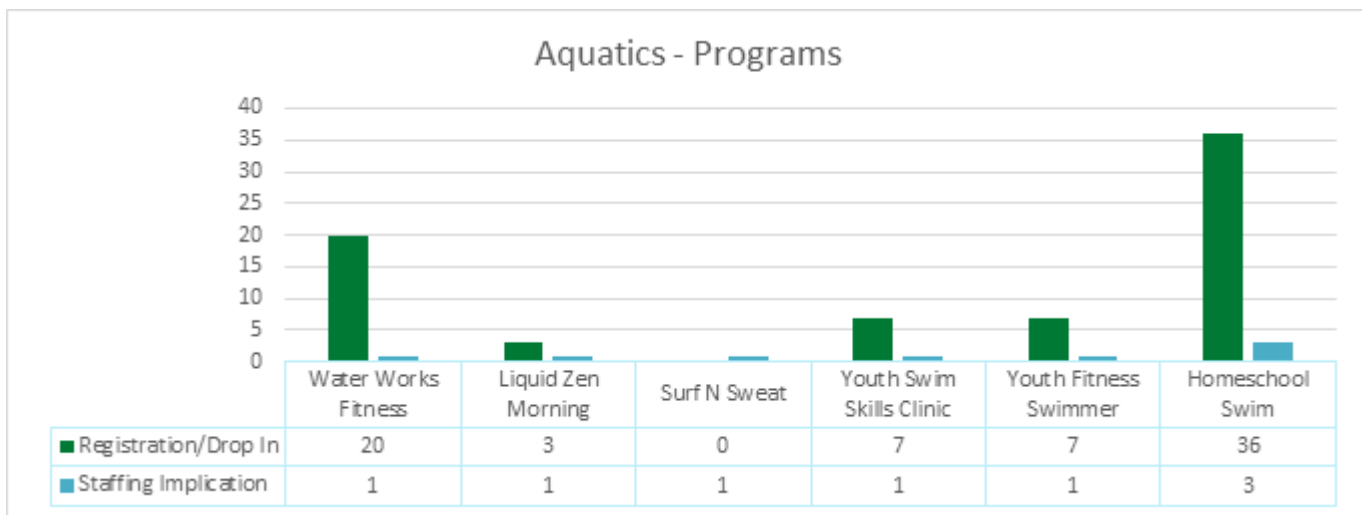
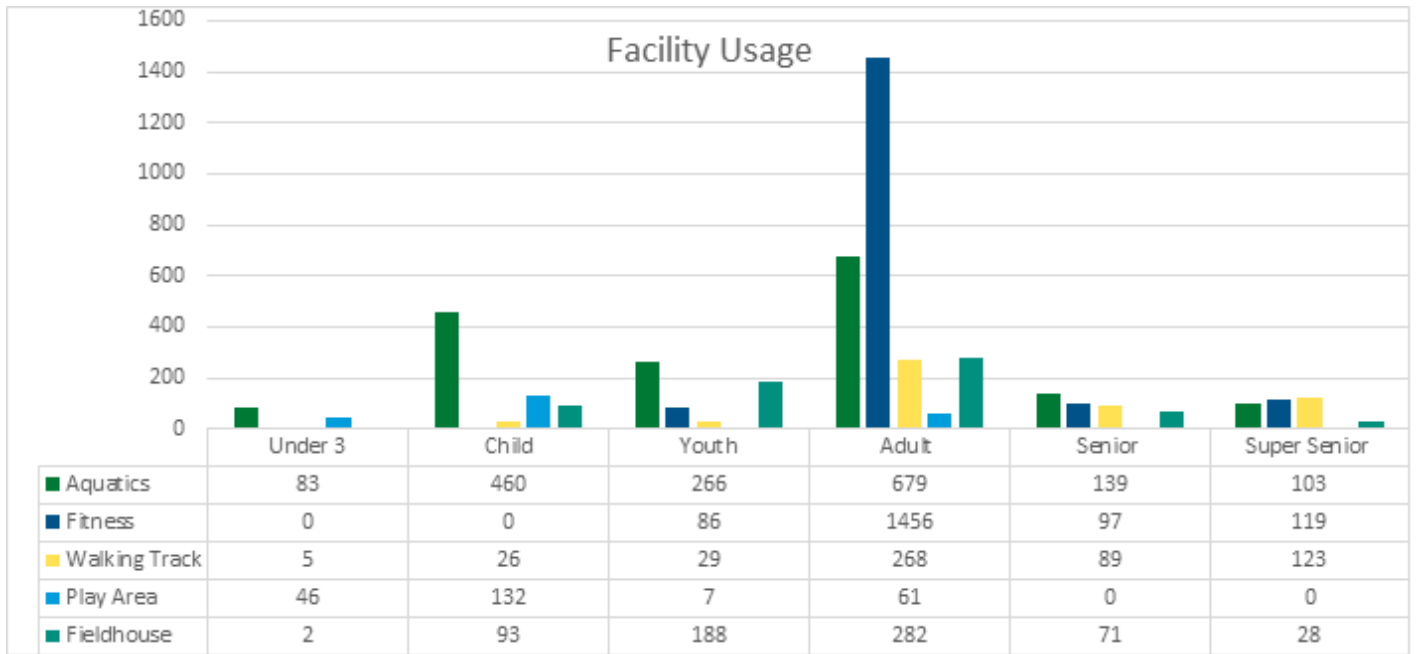
- March 17th, we had the Irish theme out around the GRM – with gold coins, rainbows and 4 leaf clovers posted around the facility, we celebrated St Patrick’s Day with all staff in green attire for the afterschool program.
- March 19th is the final day for the Tot Strider Bike program, which had full attendance in its interim year. Capitalizing on a well needed program for the community, tots learned to follow the basics, navigate obstacles and learn to move and follow instruction at the same time. We look forward to bringing this back in the future!
- In collaboration with Aquatics, comes with Pirate and Mermaid camp, where campers will get to explore the world of pirates and mermaids, with treasure hunts, and programming both dryland and aquatic based.

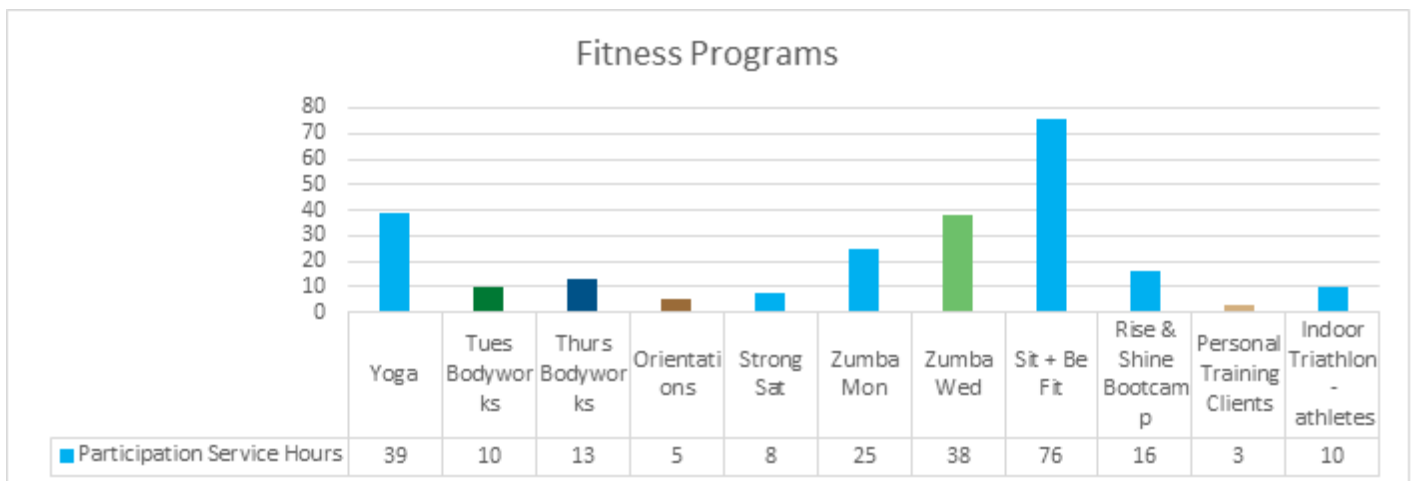
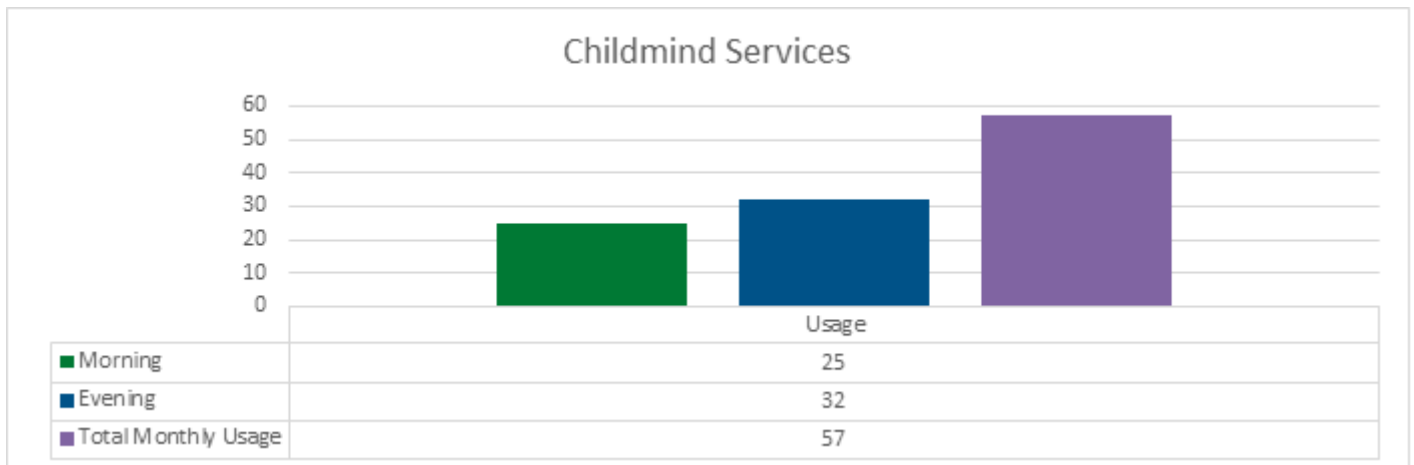
Fitness

- Moving into weeks 10-12 for the 12 week-improved-me-challenge, the fitness team is preparing for the final week of check-in during the week of March 31st to April 4th. With 20 participants taking place, we are looking forward to the progress for every individual and are preparing the prize for each category over the coming weeks.
- Highlighting one of our internal and long-standing fitness classes; Sit and Be Fit received the highest number of members participating in March, with 19 in attendance. Typically, this class averages around 12. The following has increased and our fitness programmer who leads this class is evidently making their mark with this program.
- Fitness class participation remains steady from both contractor and in house led classes, their respective days of the week will remain the same moving into our spring season.
- The fitness department continues to see a very high turnout from each day and week, with an increase of over 400 more visits from December to February, from 1029 in December 1377 in January and 1456 visits in February, respectively.
- We continue to have inquiries about the fitness center orientation, both youth and adult orientations, and have just completed 6 youth and adult orientations in February.

Aquatics

- March swimming lessons wrap up on the 20th and aquatic staff are gearing up for the following week spring break week and camp; the Pirate and Mermaid Camp and ultimately will be increasing our public swim time for the week. The Spring Break schedule will increase the public swimming hours and will be increased to 1-8pm from 4pm-8pm for the week to accommodate the spring break. All other swim times remain the same and will resume regular swim schedules on March 30th.
- Homeschool swim lessons ended on March 12th and was successful in teaching more aquatics users essential life skills in the water, while having fun and learning new skills.
- Youth fitness swimmer wrapped up on March 14th and allowed users to work on their swimming strokes and improving their endurance and technique.
- For first aid, we had 7 participants which continue to build local lifeguards as they continue to be trained in all requirements and will then be taking their Bronze Cross and Bronze Medallion courses during the Spring Break week, with 8 registered in the Bronze Medallion and 6 registered for the Bronze Cross course.





Grande Cache Recreation Centre (GCRC)

Administration

- The U18 Tournament saw a significant number of attendees. RCMP were contacted and present during several games due to spectators getting out of hand.
- The Otters Swim Club hosted several events throughout the month including their mini meet.
- The Akasaka Figure Skating Club's Ice Carnival drew a large crowd, with many people accessing the facility during the weekend to view 2 showcases of young talent in attendance.
- Ice rentals, both private and public, increased this month, though user group activity is tapering off.
- A fundraising hockey event, the Grande Cache Fireman's Association and the Caribou Hockey Leagues Hornets was held raising over \$4000.00.
- The FCSS Kids Conference will be hosted in the Grande Cache Recreation Centre, utilizing the arena, traditional lobby area, and multiple multipurpose rooms. 53 children will be in attendance for the multi day programming extravaganza.
- Individual and family memberships saw an increase, attributed to new residents and workers moving to the area with considerable evening attendance at the facility seeing a noticeable rise.

- The arrival of a new Greenview 16 passenger bus has created some excitement again in the hamlet. The unit is currently in Valleyview receiving the final touches and assignments before being relocated to Grande Cache where it will be put into service.

Programming

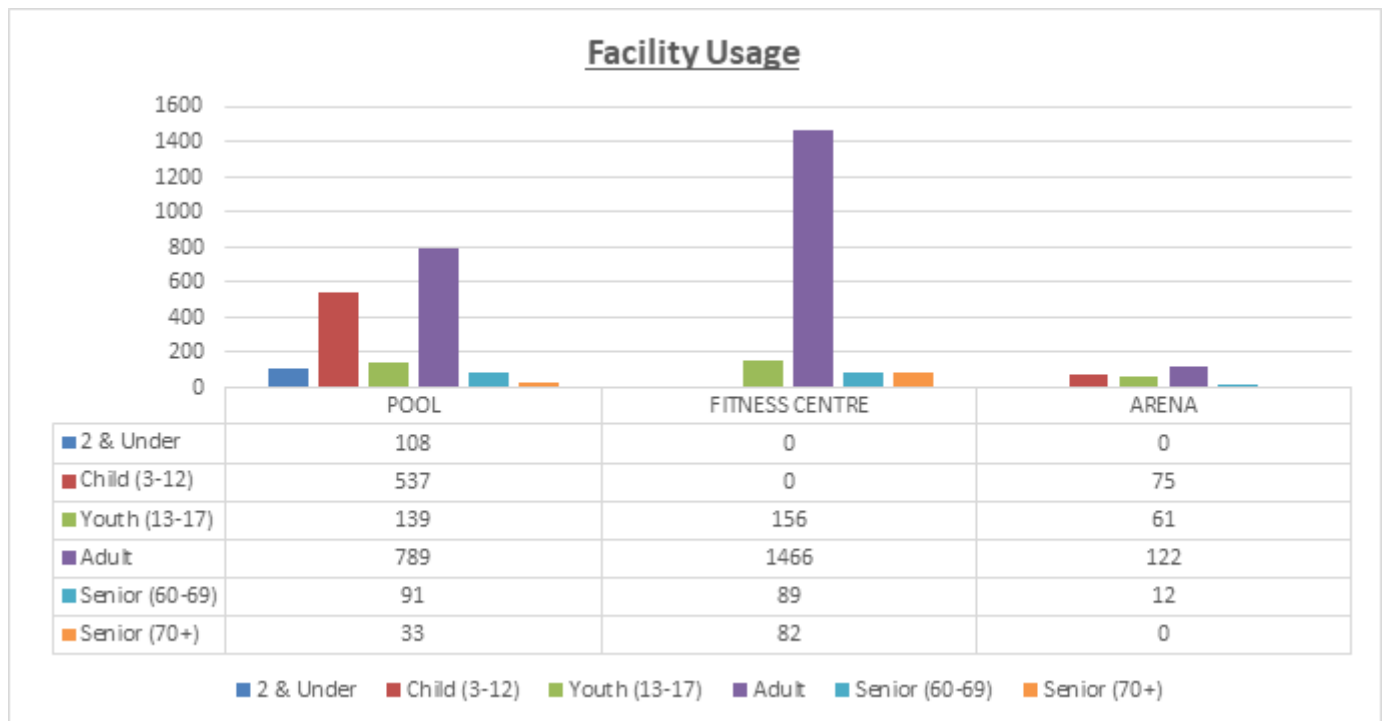
- March afterschool programs is Music theme. We have had up to 12 kids attend each session so far and are seeing some new kids attend. Each program we have a different instrument we learn about and so far, we have made guitars, maracas, a record player, tambourine, boombox, microphone and a trumpet.
- The programs department had their first meeting with other organizations to start planning summer activities, have the joint summer youth calendar and pick a date for our Annual Summer Kick Off Fair event that will be held in June.

Fitness

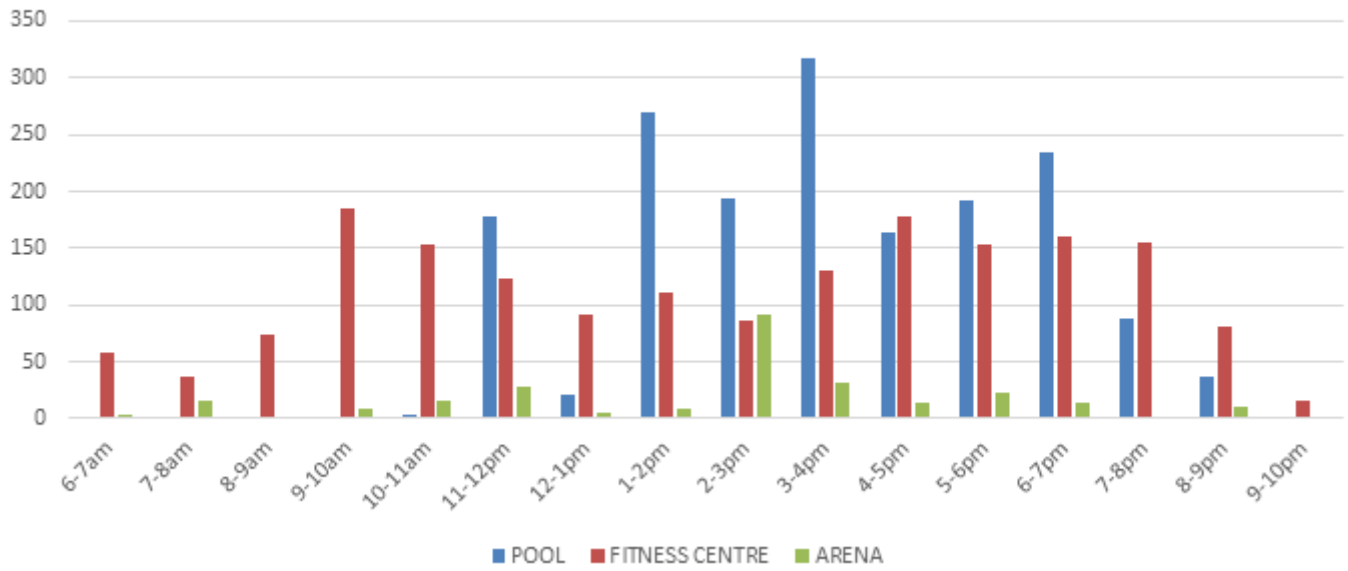
- The variety of aquatic, land and spin classes for the February Fitness Class line up was very successful. All classes had great numbers in attendance as well the Length Swim and Monthly Fitness Challenges have participants signed up. March's challenge is all about HYDRATION!

Aquatics

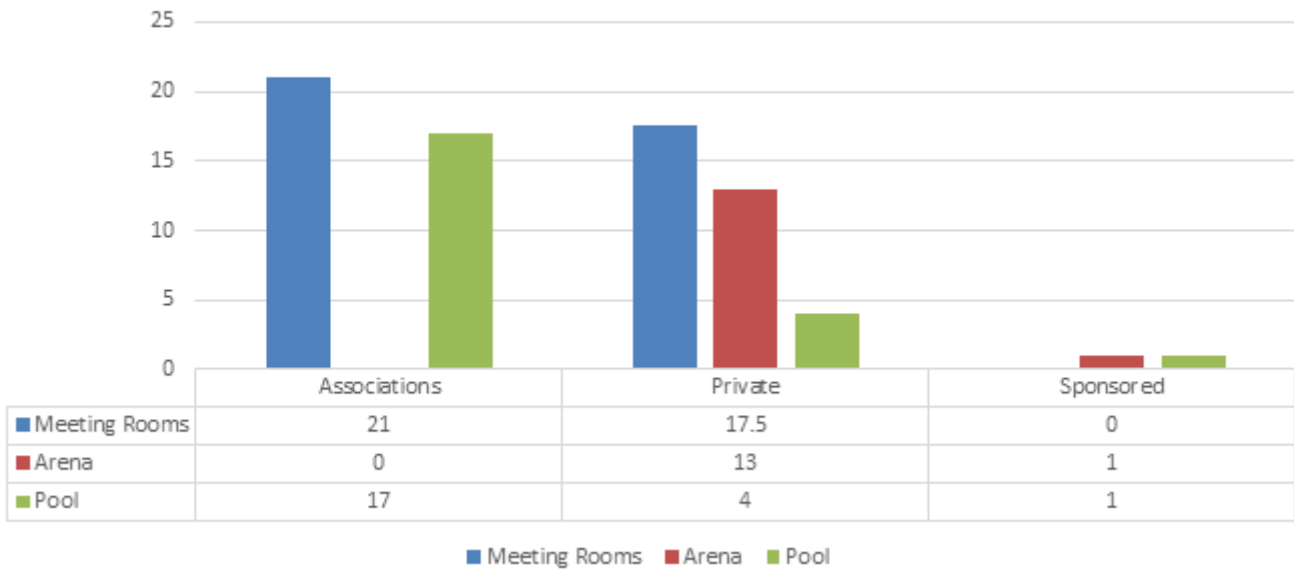
- Our Winter Session of swim lessons and Junior Lifeguard are just wrapping up last classes were this week.
- Susa Creek school lessons continue they are bused up from Susa creek school for lessons.
- Otters had a mini meet and their swim a thon.
- Slide was closed two days for liner install
- The February wave rave had 38 swimmers.

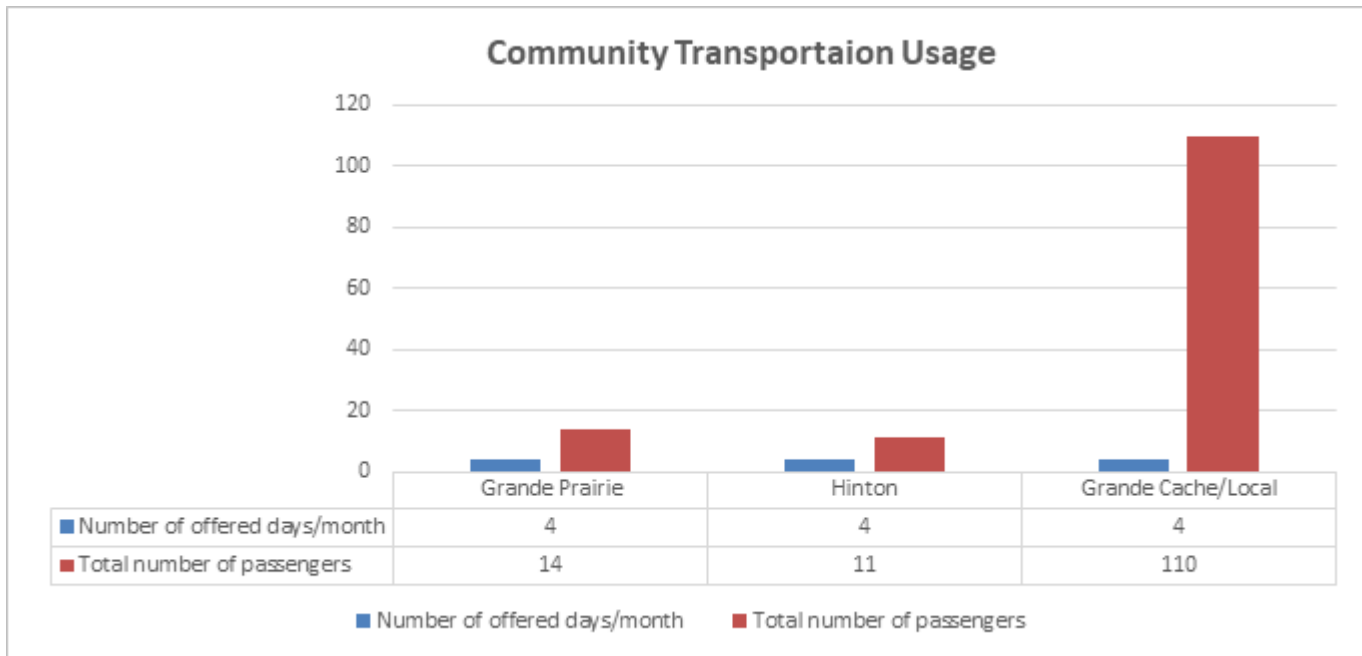


Facility Usage by hour (all ages)



Facility Bookings (total number of hours booked)





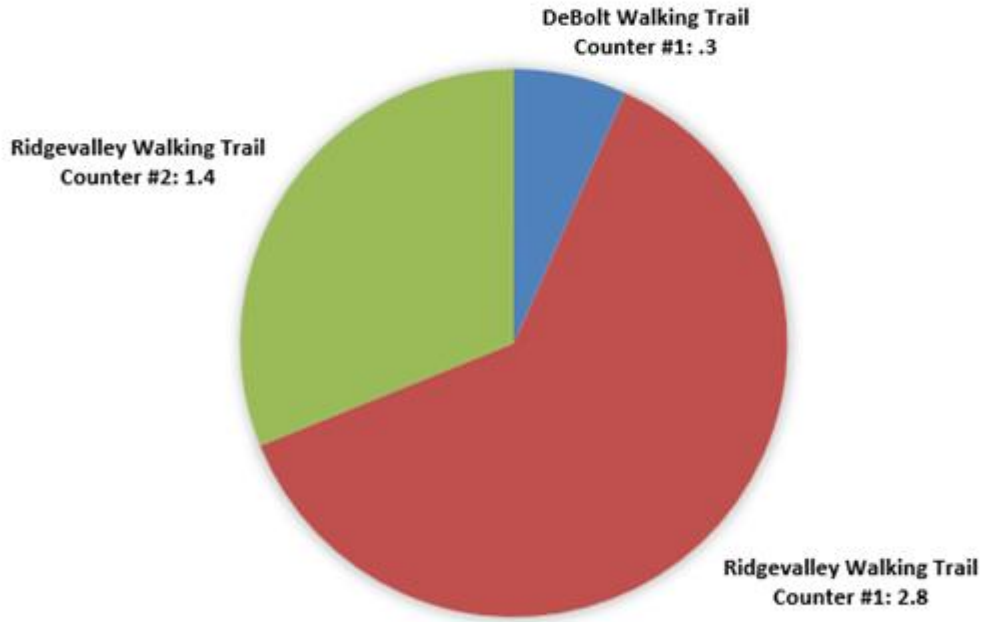
Membership Statistics	
Active Memberships	
10x Corporate Pass (All)	49
Corporate – Adult	114
Adult	69
10x pass – Adult	569
Corporate – Youth	5
Youth	14
10x pass – Youth	139
Corporate – Child	7
Child	2
10x pass – Child	39
Corporate – Family	122
Family	38
10x pass – Family	99
Corporate – Senior (60-69)	23
Senior (60-69)	6
10x pass – Senior (60-69)	64
Super Senior (70+)	47
TOTAL	1,406
New Membership Purchases (FEB)	
10x Corporate Pass (All)	5
Corporate – Adult	64
Adult	43
10x pass – Adult	13
Corporate – Youth	2
Youth	9
10x pass – Youth	1
Corporate – Child	4
Child	1
10x pass – Child	1
Corporate – Family	11
Family	3
10x pass – Family	1
Corporate – Senior (60-69)	5
Senior (60-69)	5
10x pass – Senior (60-69)	4
Super Senior (70+)	4
TOTAL	176

Outdoor Recreation Services:

Thirteen youth participated in the Outdoor Winter Survival Camp that took place on March 6th and 7th at Johnson Park. Activities include shelter building, a fire building contest, and carving fire tongs. There have been many return participants in outdoor survival programming at Johnson Park.

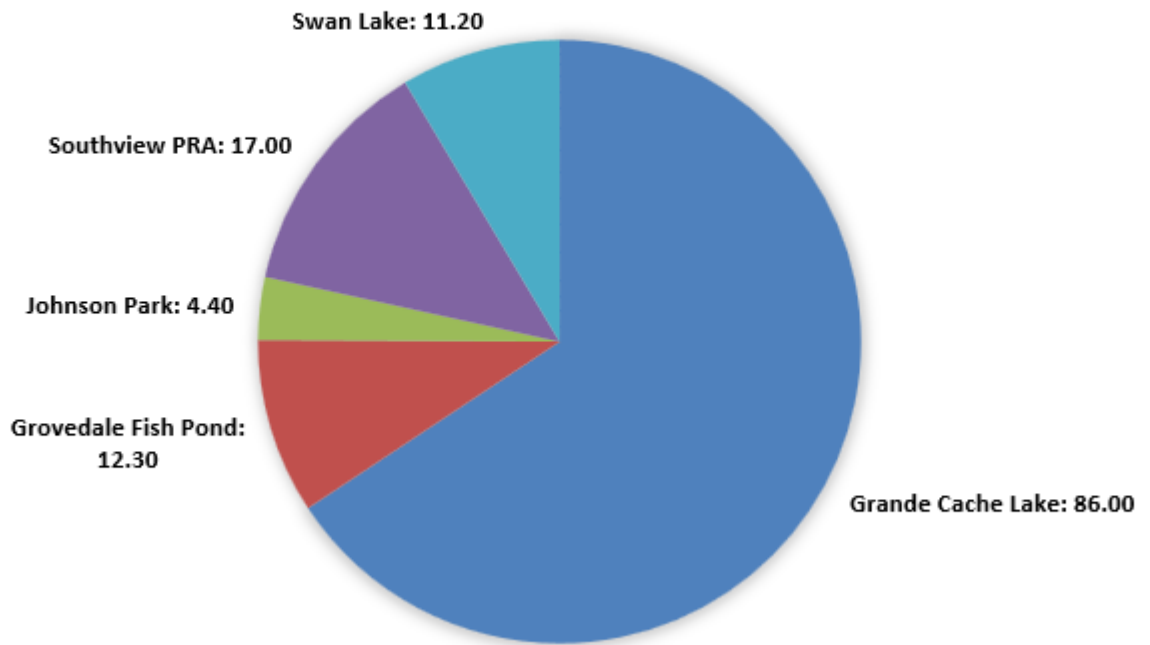
The following charts show the counter data for outdoor recreation sites during February.

DAILY WALKING TRAIL USE AVERAGES 2025-02-01 TO 2025-02-28



The

DAILY VEHICLE COUNTER AVERAGES 2025-02-01 TO 2025-02-28





Manager's Report

Department: Corporate Services

Submitted by: Ed Kaemingh, Director Corporate Services

Date: 4/8/2025

Director, Corporate Services – Ed Kaemingh

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** – *Establish levels of service:*

We had general ledger and accounts payable training on the TownSuite system this month. I attended sessions for the Municipal Internship program, and along with the Manager of Legislative Services we reviewed resumes for the position, with interviews and selection to start soon. Recruitment for other vacant positions has also been a focus this month.

The auditors were onsite March 17th to March 21st, I have met with the audit team lead from Fletcher Mudryk and so far, things are going well, as of Monday March 24th the Greenview audit is about 80% complete, the Greenview Waste Commission is about 90% complete, and the FCSS work is about to commence.

We have been working on the draft reserve policy; the focus is the sustainability reserve for one-time significant revenues. We are taking the opportunity to modify and adapt the reserve policy for changes to the ARO way of accounting (liabilities vs. reserve reporting), and the seniors housing identified by Council. I am also evaluating metrics on the appropriate reserve balances, our contingency reserve is 3 months operating expenses, and we have a metric for amortization through the budget. However, we have \$922 million in assets (2023) that will need to be replaced or repaired at some point. Our capital reserve balances should factor that in when we look at the overall capital reserves total.

Accounting & Reporting

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** – *Monitor and maintain capital spending and operational fiscal responsibility:*

March has kept us busy again with year-end Audit. The Auditors were on site the week of March 17th-21st. The audited financial statements will be presented to Council at an upcoming Council meeting in April. As per the Municipal Government Act, we were able to transfer 66 Utility accounts that were in arrears to taxes totaling \$85,302.

The new Accounts Receivable Coordinator replacement started in Grande Cache March 24, 2025. This is exciting to take some pressure off the rest of the staff, who have stepped up while the position was vacant.

Accounts Payable Statistics:

METHOD	MONTH	# OF PAYMENTS	# OF INVOICES	\$ VALUE OF PAYMENTS
EFT	March	524	1,311	\$ 3,695,022
CHQ	March	72	79	\$ 448,267

Budget & Financial Planning, Manager – Marley Hanrahan

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** – *Monitor and maintain capital spending and operation fiscal responsibility:*

The focus in this month was preparing the year end audit file which was given to the auditors to start their work on March 10th for both Greenview and Greenview Regional Waste Management Commission. The auditors were then onsite the week of March 17th to complete their field testing. This included pulling sample requests and following up with questions.

The final 2025 budget adjustments were completed in preparation for the presentation to Council at the March 25th regular meeting. The last changes to be made were for the budgeted tax revenue based on the 2024 assessment for the 2025 tax year and 2025 requisition amounts. Next steps will be to prepare the 2025 tax rate bylaw which will be presented to Council in April.

The unaudited 2024 financial reporting package was completed. This was also presented to Council at the March 25th Council meeting. This gave Council an opportunity to see the updated year end financials and ask any questions ahead of the audited financial statement presentation to come in April.

Work paused slightly on the chart of accounts refresh project. I reviewed the new chart of accounts guideline document that our consultant prepared which outlines definitions for each segment and value in the new chart of accounts. I have received all the final mapping documents and now with the final budget and yearend completed, I will take one final review of the mapping as well as the financial statement reconciliation that the consultant has prepared for us to ensure there are no issues. We will then finalize our job costing setup.

The last part of the software project is the re-implementation of our budgeting and reporting software Questica. That project kicked off in November and the initial setup has been completed. We cannot load any new data though until the chart of accounts mapping has been finalized so we are in a bit of a holding position.

Asset Management Officer – Jamie Hallett

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Economy** – *Adopt an asset management plan:*

Risk – Liability:

Currently working on the insurance policies and modifications related to future coverage options. The goal is to better align assets with ongoing projects at Greenview. We are in the process of procuring new assets while also surplus older ones. Additionally, we are closely monitoring the balance of the Greenview policy along with associated costs to ensure everything is in order.

Collaborating with the FCSS department on business insurance and determining the scope of coverage for Greenview employees and their own insurance. Over the past few months there has been considerable discussion and work on the scope. The goal is to train and discuss risk, liability, and the scope of services provided at each service level.

Continue working on the Asset Retirement Obligation (ARO) - Environmental Requirement for historical landfills and nuisance sites. Along with the Solid Waste Supervisor, attended a meeting with the engineers at Omni-McCann to gather the documentation to present to SLT. We provided a summary of events leading up to the current date and outlined the next steps we are looking to take. All reviews went well, and we will be meeting with the regulator soon.

Conducting the appraisal project of fire trucks and equipment at the stations with an RMA-approved appraiser, and now are awaiting the follow-up report on the work done. There have been some eye-opening cost differences between the units, even five years ago, compared to today. By the end of the total appraisal of the fire trucks and equipment, we should have a more accurate estimate of the total cost for all assets involved in the stations, based on today's pricing. If there were incidents of total loss again, we should have a better chance of receiving the same amount as what was lost.

Asset Management Software (PSD Citywide) project/ ongoing work:

More workflows and assets are being added for Recreational Services, and we will meet to discuss direction and follow-up requirements. This will require some time and training for the team's development.

Held the 2nd Service Writers meeting for 29 service department experts who write or direct service requests in PSD. It was well-attended and featured a good discussion on handling requests and how they are processed within each department.

Information Systems, Manager – Peter Stoodley

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** – *Establish levels of service:*

Information Systems (I.S.) has completed the install of Council Chambers static PCs and touch screen monitors. This will help Council by not having to bring their laptop, depend on a docking station (docking stations cause much grief), update their Operation System, BIOS, Adobe, Escribe and much more. This provides I.S. with the ability to

better manage their PCs so there are no issues with updates or docking stations. The Chambers is at the best it has ever been. Great job by Chris Arthur who led this project.

Upgrades to cabling in the COTW at three PSB are nearly complete. Staff may not notice this but, I.S. and Facilities have installed new cables and drops in the floors. This removes cable management from obstructing the chair’s movements and provides a cleaner room. This also comes with a new Dell PC, more storage space and RAM for users. Meeting hosts will not have to log in as Smartboard they can log in as themselves. Information Systems is planning this standard for the other meeting rooms.

Cyber Security Report

Top Attacked Departments: Communications, FCSS and Council (list is generated from CheckPoint).

Attack Attempts to harvest credentials: 187 (none were actioned by staff).

There was one (1) Sextortion email. Information Systems seen this email, and it was a generic email trying to blackmail a staff member. The criminal claimed they had login details of the user visiting an adult website. This is the latest tactic by bad actors.

The following chart has been changed to reflect Greenviews Cyber Security Reports from CheckPoint.

Quantity	Type
3,771	CheckPoint detected spam
834	CheckPoint detected Phishing
3,920	Checkpoint Email Sanitized before going to staff inboxes
90	CheckPoint Email detected Spam
13	CheckPoint email detected Malicious
10 (Cyber Security Report)	CheckPoint Network Security not Malicious Attempts on Greenview’s Network
6 (Cyber Security Report)	CheckPoint Network Malicious Attempts on Greenview’s Network
2 (Cyber Security Report)	CheckPoint Network Suspicious Attempt on Greenview’s Network

Legislative & Administrative Services, Manager – Sarah Sebo

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance** – *Ensure our policies address changing and growing community needs:*

On March 11, 2025 the following bylaws and policies were reviewed by Council.

- Bylaw 25-985 “Land Use Bylaw Amendment Boyd’s Lakeshore Properties” received second and third reading, approving the bylaw. This bylaw rezones a parcel from Agricultural One District to Direct Control Two District, allowing for three (3) permitted uses consisting of: Accessory Use/Building, Dwelling Unit Single Detached, and Solar Collector Minor. Along with four (4) discretionary uses: Recreation Outdoor Passive, Suite Attached, Suite Detached, and Wind Energy Conversion System Minor.
- Bylaw 24-962 “Hamlet of DeBolt Area Structure Plan” passed on its third reading. The Hamlet of DeBolt ASP will provide the planning framework for the Hamlet of DeBolt and surrounding areas. The Hamlet of DeBolt ASP aims to: improve the community core; attract local businesses and retain young families; support the aging-in-place; and develop a framework for environmental safety.
- Bylaw 24-963 “Hamlet of Ridgevalley and Crooked Creek Area Structure Plan” was passed on its third reading. The Hamlet of Ridgevalley and Crooked Creek ASP will provide the planning framework for the Hamlet of Ridgevalley, Crooked Creek, and surrounding areas. The goals of the ASP are to: improve recreational opportunities within the surrounding area; attract local businesses to the area; preserve and protect environmentally significant areas; enhance the provision of institutional services; and preserve the safe and tranquil nature of Ridgevalley and Crooked Creek while encouraging and retaining families in the community.

On March 25, 2025, the following bylaws and policies were reviewed by Council.

- Bylaw 25-988 “Council Compensation Review Committee” was passed at third reading. This bylaw creates a committee of three former councillors to review Greenview’s current compensation structure offered to elected officials. This is a temporary committee, operating until a final report is presented in September.
- Bylaw 25-986 “Greenview Industrial Gateway Committee Repeal” was passed at third reading. This bylaw dissolves the Greenview Industrial Gateway Committee, as it has completed its mandate. Any matters related to the industrial gateway moving forward will be addressed at regular council meetings.
- Policy 1018 “Public Use of Greenview Meeting Rooms” was passed without amendments. This policy ensures Greenview Public Service Buildings are only being utilized by organizations carrying out Greenview business. As well as ensures all groups are accompanied by a member of staff or Council.

The Policy Review Committee was held on March 12, 2025, and the following policies were reviewed.

- Policy 4014 “Road Gravelling Program” was approved by the committee as presented. This policy ensures that the annual gravelling of local roads is carried out in a cost-effective manner while considering both short and long-term maintenance requirements.
- Policy 1025 “Public Engagement” was approved by the committee with an amendment. This policy aims to establish a robust framework that fosters meaningful and transparent engagement between Greenview

and its stakeholders, ensuring that the voices of the public are heard and incorporated into decisions that directly affect them. By creating formal opportunities for engagement, Greenview seeks to enhance the quality and sustainability of its decisions, ensuring that they reflect the diverse perspectives and needs to the community.

The next Policy Review Committee meeting is scheduled for April 9, 2025.

- **Governance** – *Establish levels of service:*

In March, with the collaboration of many departments, the following tenders were awarded by Council:

- 2025 Forestry Trunk Road – Water truck services
- Grande Cache Fieldhouse Consulting and Project Management
- Greenview Recycling, Waste, and Confidential Shredding
- Greenview Seasonal Beautification

The three remaining standing offer agreements for engineering services have been executed. A Request for Proposal has also been launched for the Grande Cache Commercial Signage project located at Highway 40, flanking Hoppe and Shande Avenue.

All tenders and procurement competitions are publicly posted on Alberta Purchasing Connection.



Manager's Report

Department: Planning and Economic Development

Submitted by: Martino V. Director of Planning and Economic Development

Date: 3/31/2025

DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT, MARTINO VERHAEGHE

In alignment with the 2022-2026 Strategic Plan, some of the key activities this month include:

- Final review, revision, and presentation of Hamlet of Debolt Area Structure Plan
- Final review, revision, and presentation of Hamlet of Ridgevalley and Crooked Creek Area Structure Plans
- Revisions and Final presentation of Land Use Bylaw to project Steering Committee
- Two (2) Regular Council meetings, Municipal Planning Commission and Land Use Bylaw Steering Committee meetings
- In-house staff training in relation to Subdivision Planning and Legislation
- Professional support regarding acquisition of Sturgeon Heights Cemetery Land Titles
- Historical review of Grande Cache Airport documentation, Asset obligations, future festival planning requirements and site inspections
- Participation in review of vacant Planning Job Descriptions and interviewee selection
- Policy Review of Policy 4023 - Road Allowance Licences and draft report
- Policy Review of Policy 6002 – Development Enforcement Policy and draft report
- FRIAA Grant meeting with Regional Fire Chief, Discussion on requirements for DML submission to allow fire guards in Nose Creek
- Bearisto Applications and multiple file progress meeting
- Remotely in Hamlet of Grande Cache offices March 17-21
- Grande Cache Aerodrome meeting
- April 9 Municipal Planning Commission report review

MANAGER PLANNING AND DEVELOPMENT, RENAE DEMOLITOR

Of the Eighteen (18) Development Permit applications received in March, seven (7) had an estimated project cost exceeding \$500,000:

D25-028 / NE-10-65-05-W6M / PEACE COUNTRY LAND LTD / OIL AND GAS FACILITY AND COMPRESSOR / \$ 3,928,000.00 / WARD 8

D25-033 / SE-8-71-23-W5M / BROCK DEWEY A & CHERYL / DWELLING UNIT, MODULAR / \$ 540,000.00 / WARD 5

D25-036 / SE-30-63-06-W6M / INTEGRITY LAND INC / RESERVOIR- DUGOUT / \$ 5,000,000.00 / WARD 2

D25-037 / NW-18-62-02-W6M / INTEGRITY LAND INC / RESERVOIR- DUGOUT / \$ 8,000,000.00 / WARD 2

D25-039 / NW-7-62-2-W6M / INTEGRITY LAND INC / WORK CAMP / \$ 2,500,000.00 / WARD 7
D25-040 / SE-06-63-02-W6M / INTEGRITY LAND INC / WORK CAMP / \$ 3,000,000.00 / WARD 7

D25-041 / NW-07-69-024-W5M / PEMBINA PIPELINE CORPORATION / ACCESSORY BUILDING (MCC BUILDING / \$ 592,500.00 / WARD 7

Applications received for March include:

Type	Applications
Business Licenses:	7
Development Permits:	18
Land Use Amendments:	0
Subdivisions:	3
Approaches:	2

The March Municipal Planning Commission meeting administration presented one file to MPC, D25-003 Variance for a Home Occupation, Major for a taxi service in Grande Cache.

Development permit approvals issued included a single detached dwelling on Boyd's property in line with the approved DC-2 Bylaw D25-019, a Home Occupation, Major for a taxi service in Grande Cache D25-003 and an approval for an accessory building (shop) D25-022. Several inquiries were received this month regarding subdividing properties and parcel consolidations, development permit applications, caveats on title and outstanding items on Developer's Agreement.

A time extension has been applied for by Greenleaf under S24-001 and the RFD is currently in eScribe pending April 8 Council hearing. File Review and RFD preparations for S24-007, S24-009 and S25-001 are underway for MPC hearing April 9.

GIS have been busy with a number of projects this month including, exporting Traffic Count data, revised 2025 proposed gravelling summaries, updates for Asset Management, newly added 2025

Dust Control data, creation of a Forest Protection Area (Office Overview) Map, Address points updates for Elections data, review of the iHunter map sale contract, monthly Land titles changes, printing copies of the new Office Overview Map for 2025 and creation of a Smartsheet for all staff to request various map types, and printing of development and subdivision application maps for RFDs to Council and MPC. GIS staff also reviewed all spring addressing locations, for 14 new signs and 5 lot signs to add, with 28 non-resided properties for sign removal.

Administration attended the RFD Review Committee Meeting and met with Asset Management to formulate project plans to move forward nine (9) asset projects in the department.

- **Governance – Provide good governance. Ensure our policies address changing and growing community needs:**

Land Use Bylaw (LUB) Update

Planning & Development continued review & editing of the draft Land Use Bylaw, and associated mapping in line with the direction provided by the What We Heard document and the Land Use Bylaw Steering Committee. Land Use Bylaw draft changes include draft Solar and Wind Energy regulations, Minor Utilites, Automotive use simplification, Kennels/Breeding Establishment regulation in adherence to the Animal Control Bylaw, the addition of Notification to Adjacent neighbours, Shooting Ranges, Tourism Centres, and a cleanup of parking tables, definitions, grammar, formatting and punctuation. The Land Use Bylaw draft was presented to the Land Use Bylaw Steering Committee at the monthly meeting in March for their review and direction on next steps.

Area Structure Plans

Ridgevalley & DeBolt ASPs were presented to Council this month for third reading. The Grovedale ASP public engagement plan has been drafted with the intention of hosting open houses mid-May.

- **Governance – Improve intermunicipal government relations. Provide open dialogue between municipalities within the region:**

Administration concluded RDS900017 a road disposition in within the boundaries of the Town of Fox Creek, working in collaboration with Greenview I&E and the Town of Fox Creek, in accordance with comments received from Alberta Transportation and Economic Corridors.

Administration discussed the Wetlands data with Yellowhead County Development Officer in relation to best practices at their request, ensuring they were following similar practices as surrounding municipalities in relation to the GIS wetlands layer, and discussed RALs and the Undeveloped RAL Agreement best practices with the Land Management Specialist from Athabasca County.

- **Governance – Improve intermunicipal government relations. Build relationships with industry focused organizations:**

Administration attended a meeting with Beairsto & Associates Engineering to discuss the course of action for ongoing and upcoming projects including the Thielmann subdivision application (oversized for A-1) requiring a Land Use Bylaw Amendment to proceed, King Subdivision approval requirements for endorsement, Williamson upcoming subdivision application and new projects with the potential to be applied for in 2025.

Staff attended an open house in Little Smoky hosted by Universal Kraft on solar energy proposals to the AUC located in the Little Smoky area.

- **Governance - Increase staff success. Provide current staff growth opportunities when appropriate & Incorporate staff succession planning:**

Administration attended courses through ALUP through the University of Alberta and completed AMHSA and e-compliance training as assigned. In March, staff attended Greenview U at the GRM. Staff conducted JHSC – Safety committee inspections in Valleyview at Admin, Recreation, and Operations sites. The Development Officer, Crown Lands position was filled internally in March. Staff have been covering the Development Technician role while a vacancy exists. A posting for the position of Development Officer and Development Technician are currently being advertised, with the hopes to fill these positions shortly.

- **Governance - Provide quality municipal services:**

Administration conducted five (5) site visits for application files under review in March. Three for subdivision applications, one (1) development permit and one (1) for a letter of compliance application and RPR review.

- **Environment – Create a balance between development and natural resources. Use and promote innovative and sustainable technology to further development:**

Staff reviewed the proposed permits for two Peat Extraction applications D24-173 & D24-174, conducted research on Solar and Wind regulations and best practices, drafted Solar and Wind regulations for the draft Land Use Bylaw and attended an open house in Little Smoky hosted by Universal Kraft on solar energy proposals to the AUC located in the Little Smoky area.

MANAGER OF COMMUNICATIONS AND MARKETING, STACEY SEVILLA
Communications Highlights

The Communications Department continues to produce regular external communications for ratepayers and the public. The Communications department also works closely with all other departments to create, launch, and promote new services and programs.

Please note that the list below highlights Communications department activities but is not exhaustive.

Projects completed or underway:

Governance - Increase staff success. *Provide current staff growth opportunities when appropriate:*

- Assisted with advertising of March Greenview U –A New Year Starts with Taking Care of You
- Prepared March Greenview Wellness Challenge Poster
- Communications Manager obtained Wildfire Information Officer Certification with Alberta Wildfire in Hinton, AB
- Marketing Coordinator completed an Intermediate Adobe InDesign course with the University of Alberta in publication layout and best practices
- Marketing Officer participated in webinar - Micolearning Made Easy: Creating Short, Impactful Training Videos with Animaker
- Created poster for internal 2025 Annual Leadership Training

Governance – Improve intermunicipal government relations

- Agri-tech Conference coverage in collaboration with the City of Grande Prairie and County of Grande Prairie
- Updated Greenview Economic Development Profile for Energy conference in Houston, TX
- Covered Council’s Ministers Meetings at RMA in Edmonton

Economy – Create a diverse economy. *Increase tourism attractions:*

- Rogers Media digital advertising creative is produced and currently running (includes video and digital media for March campaign with expanded reach and targeted geographic locations)
- 2025 Post Media (National Post) print and digital Tourism advertising campaign in collaboration with Economic Development/Tourism is in development. This campaign includes sponsored news stories which are running in both digital national newspapers and printed versions through March and April. YouTube video ads and Google ads have been approved and will be implemented this month
 - The robust YouTube and Google Search ad campaign will enhance visibility and extend target audience reach to promote Greenview and Grande Cache as a tourism destination
- Greenview Visitor Guide 2025 update in collaboration with Tourism team

- Monthly Newspaper advertising, collaborating with Economic Development to promote Grande Cache Tourism to locals and aiming to gather feedback with a survey running all of 2025 as a half page advertisement in the Valleyview Glitz'd newspaper.
- Preparing various ads, and Hinton billboard design for Economic Development to promote Greenview is in production and will be installed this month
- Awaiting finalized layout of Quick Tourist Kiosk design for approval
- Prepared Ads for Hinton Billboard, Grande Prairie Regional Tourism Association Visitor Guide, Alaksa Highway Historical Journey Travel Guide and Vacation Country Magazine
- Updating promotional materials for print: Trail Maps, Grande Cache Street Map, Passport to Fun, Greenview Campground & Day-Use Brochure and z-maps
- Created material for Calgary Outdoor Show, including three new tourism pop-up banners and updated the Tourism Department PowerPoint presentation

Culture, Social & Emergency Services – Enhance communication to our public.

- Completed revisions to the Land Use Bylaw “What We Heard Report” for Planning & Development
- Assisted Agricultural Services with advertising and promotion of workshops and events
- Newspaper advertising, full page advertising in the Grande Cache Community Mountain Voice and the Valleyview Glitz'd newspapers
- Designed draft Grande Cache Tourism & Interpretive Centre and Greenview-Valleyview & Area Tourist Information Centre highway signs for Economic Development and Tourism
- Updated the Filing a Property Assessment Complaint Brochure and a Monthly Tax Installment Payment Plan sheet to be included in the upcoming tax notice mailouts and sent to printers
- Completed Communications Strategy to roll out the transition of the GC Tourism Interpretive Centre Facebook page over to Greenview Tourism to roll out in April to accommodate the addition of the Greenview Valleyview Tourist Information Centre to promote tourism for all of Greenview
- Information gathering, copywriting, and editing of content for the 2024 Annual Report is nearing completion in preparation for publication layout
- Assist Construction & Engineering with project notification plans and scheduling for the upcoming construction season
- Met with Planning & Development to develop Communications plan for upcoming Grovedale Area Structure Plan Review and public consultation
- Website/social media/radio advertising for Greenview Road Bans and subsequent updates are ongoing and revised as required
- Developed Communication Plan for 2025 Elections in collaboration with Legislative Services
- Created magnetic signs to promote 2025 election dates

- Prepared a notice for April 1, including resources such as Grande Cache recycling calendar, website, app and contact info) to promote Greenview’s recycling program under the management of Circular Materials
- Finalized Meadows to Mountains Newsletter for distribution the first week of April – files have been sent to printers and distribution should be completed by first week of April to subscribers along with copies shared to all Public Service and Administration buildings
- Promoted family Easter Egg Hunt event being held at the Tourism Centre April 6
- Posted updates on the website/social media, and sent a Voyent Alert regarding rescheduled GC Garbage collection days (due to truck mechanical issues)
- In-kind donations:
 - \$300.00 Valleyview Cup
 - \$200.00 AB Game Warden Association

Culture, Social & Emergency Services – Improve public perception of Greenview. Actively participate in community events:

- Assisted CAO Services with speaking notes for Economic Development Manager to speak at the City of Grande Prairie “State of the City” event.
 - Provided social media coverage of the event showing Greenview support

Culture, Social & Emergency Services – Support and maintain recreational opportunities. Recognize opportunities to increase recreation development:

- Assisted GRM and GCRC with monthly programming calendars and advertising.
- Created Facebook Reel for the GRM page of the Volleyball Tournament to increase activity and visibility of the page
- Designed a spring-themed coloring page for Recreation Centres to distribute as part of a spring coloring contest
- Created ads to promote the GCRC Dance Program’s, “Step into the Spotlight” Grande Cache Dance Team Show 2025
- Promoted arena schedules, aquatic schedules, and spring break programs
- Promote weekly and weekend arena schedules and events such as “Paint the Ice” event
- Grande Cache Outdoor Digital Sign advertising
 - Grande Cache Minor Baseball Association – Caching Clinic

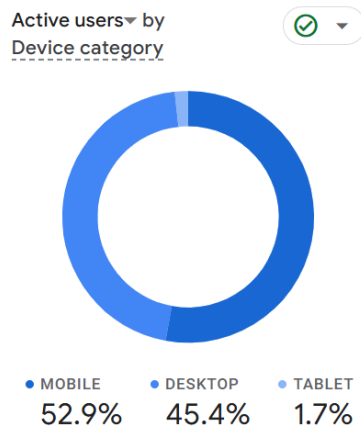
Digital presence statistics

Culture, Social & Emergency Services – Enhance communication to our public. Continually improve our social media and digital platforms.

Website (March 2025)

Greenview's website has seen **49,422** pageviews on the website through the month of March. The Greenview website has seen approximately **12,138** new users during this period. Website access from mobile remains on par with the national average, with approximately **55%** of website users from a mobile device in March. ***NEW:** Visits to the Careers page of posted jobs totalled **3,230** at the time of this report, accounting for approximately **2.25%** percent of all website visits through March.

- Users: 36,014
- New Users: 12,1386
- Pageviews: 49,422
- Sessions: 25,970
- Sessions per user: 1.89



Facebook (March 2025)



Efforts to grow our X (Twitter) and Instagram presence continue. 'X' followers as of March 27, 2025, = 1,874. , Instagram followers = **1,151**

MANAGER OF ECONOMIC DEVELOPMENT, LARRY GIBSON

- **Governance – Improve inter-municipal government relations. Provide open dialogue between municipalities within the region:**

Economic Development remains collaborating Work NW Alberta Partnership, participating in weekly committee meetings. Efforts continue to be centered on social media marketing, recent campaigns were targeted in the Houston, San Francisco and Calgary areas during recent conferences, results were positive gaining awareness in those markets. Market also continues expanding awareness of the Work Integrated Learning platform among employers and students. Alongside the previously approved PrairiesCan grant, we are pleased to announce that funding from the Northern Region Economic Development (NRED) has also been secured. These resources will support the hiring of a temporary Work Integrated Learning specialist, who will assist both employers and students in facilitating job placement opportunities.

- **Governance – Improve inter-municipal government relations. Build relationships with industry focused organizations:**

In collaboration with the City of Grande Prairie and County of Grande Prairie, administration continue in planning meetings for an upcoming Youth Career Discovery Expo scheduled for May 8, 2025. A Municipal District of Greenview Economic Development Officer will attend the career fair to support the initiative, and the human resources department will have a booth at the event.

- **Governance – Improve inter-municipal government relations. Build relationships with industry focused organizations:**

Our administration remains engaged with municipal partners and support agencies through the Growing the North planning committee. The event was held from February 18 to 20, 2025, with the committee concluding its final wrap-up meeting in late March to debrief and discuss ideas for the 2026 event.

- **Governance – Improve inter-municipal government relations. Build relationships with industry focused organizations:**

Economic Development attended The World Agri-Tech Summit and Future-Foods Conference in early March, in partnership with our regional representatives to gain valuable insight into advancing agriculture and the future of foods. The World Agri-Tech Summit showcased several innovative technologies in agriculture including green on green smart sensor technology, data collection and analysis software, seed genetics, greenhouse technology and smart technology in agriculture equipment (tractors, sprayers, etc.). Future Foods focused on technologies surrounding plant-based meat alternatives, natural food production texturizers, vitamin and mineral supplements and shelf stable alternatives to perishable food products.

The group interacted and met with people from all over the world with different backgrounds and professions including food manufacturers, growers, investors, start-ups, educational institutions, and international representatives promoting the area and the opportunities we have.

- **Governance – Improve inter-municipal government relations. Build relationships with industry focused organizations:**

Administration continues coordinating and attending conferences and tradeshows with regional partners. Administration attended CERAWEEK in Houston, Texas (March 10-14), where Avathon’s Ibrahim Gokcen and Sandeep Gupta participated in discussions on how AI can transform the energy sector by extending the lifespan of critical assets and optimizing operations. The conference, themed “energy strategies for a complex world,” highlighted the need to balance energy security with the push for decarbonization. A key takeaway was the growing role of AI in enhancing efficiency, optimizing assets, and driving smarter decision-making. Generative AI is gaining momentum as a tool to unlock new value and accelerate innovation. With rising energy demand, AI-powered asset management is becoming essential, enabling companies to predict anomalies, prescribe solutions, and enhance worker safety. The event reinforced that a mix of energy sources—including renewables, hydrogen, nuclear, and fossil fuels—will be necessary to meet future energy needs while optimizing performance across the board. Over 15 meetings were held with companies and agencies during the conference, it was clear that the need for low costs energy sources is in high demand to meet the needs of the technology shift in the world today. There was significant interest in our region and the opportunities we have to offer, follow up meetings are occurring to explore these opportunities further.

- **Governance – Improve inter-municipal government relations. Build relationships with industry focused organizations:**

Administration is pleased to share an update on the progress of the Regional Economic Development Strategy. With funding successfully secured through the Alberta Community Partnership – Intermunicipal Collaboration Grant, the project is moving forward in collaboration with the County of Grande Prairie, Town of Wembley, Town of Sexsmith, and Town of Beaverlodge.

As part of the next phase, the strategy will be presented to the Invest NW steering committee for review and discussion. This presentation will help determine the next steps in shaping a comprehensive regional approach while also refining economic development strategies tailored to each participating community. The initiative remains focused on driving economic growth, attracting investment, and fostering long-term opportunities throughout the region.

- **Economy – Create a diverse economy. Create opportunities to support and attract businesses in Greenview:**

In collaboration with Northwestern Polytechnic, Economic Development has chosen three students to participate in the pre-feasibility study for the Eco Agricultural Industrial Park. This project will run for eight months, with an expected completion date of September 24th. A progress update will be shared at the midpoint of the study.

- **Economy – Create a diverse economy. Create opportunities to support and attract businesses in Greenview:**

As part of a collaboration with other municipalities Greenview was involved in a project called E-Ventures. This project was in collaboration with a non-profit organization and a private company partner that was proposing to install electric vehicle charging infrastructure across the underserved areas, Greenview included. The private company partner has recently withdrawn from the project, a request from the non-profit to Natural resources Canada was made to transfer the grant funding to a new partner. This request was denied, the committee of municipalities voted to continue in seeking partners and re-apply for funding. With this development the project will be set back, potentially by years. Evaluations and communications with the committee continue to determine next steps.

- **Economy – Create a diverse economy. Create opportunities to support and attract businesses in Greenview:**

Economic Development is working alongside the Grande Cache Community Learning and Employment Centre to host a job fair within the hamlet of Grande Cache. The fair will be held on April 17th with a focus on job placement and employment training for those seeking employment in Grande Cache. Grande Cache has qualified for the Canadian Retraining and Opportunities Initiative to help retrain employees into different fields and trades. We will also highlight resources for entrepreneurs and business start-up resources at this event.

- **Economy – Create a diverse economy. Create opportunities to support and attract businesses in Greenview:**

Effective March 25, 2025, the Municipal District of Greenview Rural Renewal Stream Immigration Program has been paused due to decreased program allocations following Federal and Provincial immigration policy changes that have lowered immigration allocation spaces throughout Alberta.

Employer Applications

January	11
February	3
March	2

Total positions applied for 2025: 25

Endorsement letters written 2025: 8

AAIP email check on endorsements 2024: 2

AAIP Confirmation letters received 2024: 0

- **Culture, Social & Emergency Services – Improve public perception of Greenview. Actively participate in community events:**

Planning continues for Wildcraft Bush Fest: An All-Canadian Bush Party. The sponsor deck is completed, and the Economic Development team has started to reach out for sponsorships. We have compiled a list of potential Canadian Country and Rock Musicians who are available for the festival and are starting to negotiate terms and pricing. Economic Development is working with Greenview’s Asset Management to compile a list of repair and clean-up items required at the Grande Cache Airport, as well as a list of in-kind donations (garbage, barricades, fencing, etc.). Economic Development will present with the Festival Company at the April Committee of the Whole as well as at the Regular April Council Meeting to discuss and secure in-kind donations and sponsorship opportunities.

Tourism

- **Culture, Social & Emergency Services – Improve public perception of Greenview. Actively participate in community events:**

The Grande Cache Heritage Rendezvous, supported by the Grande Cache Chamber, is an annual festival celebrating the unique culture and history of Grande Cache. The date has been changed to June 27-29, 2025 and the planning continues.

- **Culture, Social & Emergency Services – Improve public perception of Greenview. Actively participate in community events:**

Adventure Immersion Lab has confirmed their permitting for the staged race taking place in Grande Cache on July 5-8, 2025 after engaging all necessary stakeholders. There are currently 48/80 registrants.

- Culture, Social & Emergency Services – Improve public perception of Greenview. Actively participate in community events:

The Tourism team is participating again in the Calgary Outdoor Tourism & travel show from March 29-30. This is an incredible opportunity to showcase all the attractions that Greenview has to offer. Our Tourism Officer will be presenting on the ‘Best of Canada’ Stage highlighting some of the top camping spots in Greenview, including the areas of Little Smoky, Ridgevalley, Debolt, Grovedale, and Grande Cache. Additionally, the Tourism Team will have a booth set up for both days of the event, promoting the diverse tourism attractions throughout the Municipal District of Greenview tradeshow typically draws in 14,000+ outdoor enthusiasts and is western Canada’s largest showcase of outdoor gear and adventure travel experiences.

Grande Cache Tourism & Interpretive Centre

- Culture, Social & Emergency Services – Improve public perception of Greenview.

The Grande Cache Tourism and Interpretive Centre serves as a key hub for tourism in the community. To enhance its functionality and visitor experience, we are implementing improvements to the facility. We are currently obtaining quotes to upgrade the Birds Eye View outdoor lighting system and replace aging windows to improve insulation, security, and aesthetics.

Additionally, we have hired an Interpretive Programmer to facilitate programming that aligns with community interests. These initiatives reflect our commitment to maintaining an engaging and welcoming space for both tourists and residents.

Visitor Statistics:

March visitor statistics: **547**

YTD Total Visitors (Jan 1 – Dec 31)		YTD Total Revenue (Gift Shop Jan 1 – Dec 31)	
2020	8,774	2020	\$53,320.51
2021	15,177	2021	\$115,056.84
2022	17,820	2022	\$123,561.80
2023	20,306	2023	\$131,053.41
2024	18,640 (December 23)	2024	\$124, 261.77
2025	1595 (as of Mar. 2025)	2025	\$10,681.15 (Mar.24, 2025)

- **Economy – Create a diverse economy. Create opportunities to support and attract businesses in Greenview:**

The Greenview-Valleyview & Area Tourist Information Centre continues to be a priority for the Economic Development and Tourism Department. The facility is set to open and staffed at the beginning of May. Seasonal staff have been hired to ensure smooth operations for visitors. Improvement efforts remain ongoing, with a contractor selected to replace the shingles, and that work is scheduled for completion in April. Additionally, quotes are being gathered for further structural upgrades, including the replacement of two pillars. Planning continues for an official grand opening, dates are being considered for late May early June, these dates are contingent on the repairs being completed, once confirmed marketing and solidifying of plans will occur.



Manager's Report

Department: Infrastructure & Engineering

Submitted by: Roger Autio, Director

Date: 4/8/2025

Director Infrastructure & Engineering – Roger Autio

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance**
 - Attended AE's Buildings Capacity Seminar in Edmonton.
 - Attended AWWOA Spring Conference.
 - Attended AMSA Spring Conference.
 - Attended Geosynthetic Seminar in Calgary.
 - Team review of the Grovedale Lagoon site, report coming to Council in April.
 - Assisted team with EOI issues and report for Council.
 - Assisted in discussions with consultant over multiple delays, costs and issues for the Grande Cache Transfer Station.

Construction & Engineering Manager – Leah Thompson

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance**
 - Reviewing and working collaboratively with Development regarding subdivision applications, approach applications and proposed developments.
 - Asphalt Maintenance contract for 2025 – Contractor has been contacted and reminded that all milled sections will have minimum timeframe to replace with new asphalt. The contractor is being pushed to fulfill this obligation quickly, hopefully having less disruption to local residents.
 - Forestry Trunk Road Phase 7 engineering has been awarded to Egis Canada Ltd. (via Standing Offer) for engineering in 2025.
 - Township Road 693A/221 (Valleyview Golf Course road) engineering quotes are being reviewed to award the engineering for 2025.

- 3x bridge files in the 2025 budget have been posted on Alberta Purchasing Connection, and recommendations have been received and will come to Council for final approval.
- Preparing and planning ditching projects for 2025, which includes land purchasing, brushing of areas on current year ditching projects and survey. Reaching out to landowners along Range Road 225 south of Valleyview, starting south of the second bridge file, to determine if they are willing to sell 5m of right-of-way to provide proper ditching where required.
- Finalizing contracts for Forestry Trunk Road 0-5 Overlay, Township Road 692 Regrade, Spray Patch, Crack Seal & Line Painting and Asphalt Maintenance.
- Drone training and Cyber Security training completed by team members.
- Preparing drone for photogrammetry work for the ditching projects.
- Meeting with GIS for the traffic count overlay.
- Meetings with Tetra Tech about data review for asphalt maintenance planning.
- Asphalt Alternative SB90 application will be scheduled to start within the first 2 weeks of June 2025. Locations of Range Road 64 and Range Road 230.

Operations Manager – Josh Friesen

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance**
 - Frost-condition Road bans began on March 11th. This has been a successful approach in the past to begin road ban season, as it allows road users to operate at 100% axle weight allowance during frost conditions before 24-hour road bans are in effect.
 - The stockpile haul from Glacier Rock Gravel Pit to the 8 Mile stockpile site was completed on March 10th. On March 11th, crews commenced hauling from the Athabasca Gravel Pit to the Little Smoky Stockpile site. It is anticipated the haul will move to the Valleyview stockpile location on March 21st.
 - CNRL was contacted, and they have cleared the paved GIG access road of excessive mud resulting from pipeline construction.

Operations East

- Grader and plow truck operators have been actively engaged in clearing snow from roads, Transfer Stations, Greenview Parking Lots, Greenview Waterpoints, Community Halls, Hospital Medical Clinic, Greenview Vet Clinic, the Greenview Valleyview Tourist Information Center, rural residential driveways, and paved residential approaches and intersections along Greenview's paved roadways.
- Steamer units and an excavator were deployed to TWP RD 720, 714, and 712 in the Sunset House area as well as RGE RD 224 between HWY 43 and TWP RD 700, to clear snow and ice from culverts. Additionally, snow was cleared from ditches and in front of culverts at the intersection of TWP RD 674 and RGE RD 225, and TWP RD 681 and RGE RD 232 in the Little Smoky area.
- Several new signs were installed in the Ridgevalley area, including 1 right curve sign, 2 intersection signs with posts, 2 checkerboard signs, 3 stop signs with posts, and 1 no exit sign with a post.
- Crews and contractors are actively engaged in snow removal to ensure proper drainage in critical areas.

Operations Central

- Equipment operators and contractors have been clearing snow and ice within the Hamlet of DeBolt, surrounding areas, and on the north end of the Forestry Trunk Road.
- Crews and contractors continue to focus on culvert steaming and snow removal to facilitate drainage in critical areas.

Operations West

- 3 road signs have been installed: 2 stop signs and 1 road ban sign that was displaced during winter snowplowing.
- Spot-graveling was completed along the Forestry Trunk Road between kilometers 45 and 90 to repair damaged sections ahead of the spring thaw. Additional spot gravelling was completed on TWP RD 692 west of Highway 666, and on the initial 50 meters of the Big Mountain Creek Road from Highway 40.
- Crews provided assistance to the Recreation Department by loading firewood into a gravel truck hired through the EOI, at the Grovedale Operations yard.
- Crews and contractors are actively engaged in snow removal to accommodate drainage in critical areas, this includes the Forestry Trunk Road between kilometers 45 to 130.

Operations South

- Equipment operators have been hauling snow, plowing, and sanding roads within the Hamlet of Grande Cache, the Southview Recreation Area, and on the south end of the Forestry Trunk Road.
- Operators have been working to thaw frozen culverts in the Hamlet of Grande Cache using hydrovac unit A283.
- Crews have completed catch basin cleaning as needed during multiple snowmelt events.
- A yield sign at 10801 Stern Crescent was replaced with a stop sign following safety concerns reported at the location.
- Pressure washing of delineators has been conducted along the south end of the Forestry Trunk Road between kilometers 161 and 171.
- Operations South collaborated with Environmental Services to provide an operator for a one-day garbage truck operation and to transport materials for a fire hydrant replacement project.
- Pothole patching commenced in the Hamlet of Grande Cache following the grading of all gravel roads.

Fleet Services

- The acquisition of three new Ford Explorer SUVs under Capital Purchase OP24001 has been completed, and the vehicles are now in service.
- The first of two graders from Finning, part of Capital Purchase 25003, is anticipated to arrive by March 28. This unit was previously used as a demo for 100 hours, with 20 hours attributed to Greenview. Additionally, a parts credit of \$25,000.00 was granted due to the loss of usage, allowing us to avoid a lengthy wait for a new unit from the assembly line.
- The new Grande Cache Community Bus, procured in October 2024 from Dynamic Specialty Vehicles Ltd. for the Recreation Department, was successfully delivered to Valleyview Operations on March 24, 2025.

Fleet & Shop Work Order Requests for Current Reporting Period	
Grande Cache Shop	74
Grovedale Shop	46
Valleyview Shop	55
TOTAL	175

Road Requests Received: 26	Operations East	Operations West	Operations Central	Operations South
Beaver Dam/Plugged Culverts				1
Ditching & Drainage	2			
Driveway Snowplowing	2			
Flooding	4	1		
Gravel Request	1			1
Road Conditions	1	2		1
Safety Concerns	1		1	
Signage		2		
Snow & Ice	3		1	2
TOTAL	14	5	2	5

RoadData-Municipal Approval Requests	Service Rigs	Heavy Hauls	Drilling Rigs	Well Service
TOTALS	67	588	28	0
RoadData-Municipal Loads		Single Trip Loads	Multiple Legal Trip Loads	
TOTALS		642	0	
Grand Total-Approval Requests/Municipal Loads				

Road Use Agreements	
New Road Use Agreements	0
Total Road Use Agreements	1016

Log Haul Route Requests		
Received	Approved	Pending
0	0	0

Road Bonds as of March 25, 2025				
		Total Kilometres	Total Funds Received to Date (85% Refundable to Bond Holder)	Total Revenue to Date
Effective	15	180.45	\$ 5,636,700.00	\$ 845,505.00

Restrictions & Relaxations/Exemptions as of March 25, 2025	
Effective	4
Pending	2

Facilities Maintenance Manager – Gerhard Birkmann

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

Maintenance Activities Completed	202	Items Added to Maintenance Backlog	189
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- Governance**

- The Team has been doing snow removal at Greenview sites.
 - Cummins has completed semi-annual inspections on 17 of our backup generators.
 - Installed rubber flooring in the gym at DeBolt PSB.
 - Painting the Pressure Reducing Station #1 in Grande Cache and painted the Valleyview & Area Tourist Information Centre server room. Painting walls and ceiling at Grande Cache Tourism Information Centre.
 - Assisted the IS Team in installing Starlink Equipment at the Valleyview Tourist Information Centre.
 - We completed the annual recertification of all Greenview fire extinguishers for the Valleyview, DeBolt and Grovedale area; in total, the team from Northern Metallic, with help from Facilities Maintenance, serviced 452 fire extinguishers from facilities, fleet and emergency equipment.
 - Reviewed/evaluated Recycle and Solid Waste tenders.
- **Economy**
 - Acoustical will be supplying the janitorial services for Valleyview, Grovedale and Grande Cache, while DeBolt remained with SkyBlue. There will be approximately \$45,000 saved from maintenance service contracts this year.
 - Multiple repairs on heating units all of these were completed by our inhouse ticketed tradesmen:
 - Grovedale Shop “A” Make Up Air Unit had a new drive belt was installed.
 - Repaired Make Up Air Unit at Grovedale water plant by changing inducing meter (warranty).
 - Unit heater at VV Operations Shop, installed new inducer motor.
 - Changed out the hot surface ignitor on a radiant tube at Grande Cache Airport.
 - Our internal Electrician relocated power outlets and data cables at the GRM.
 - Grovedale PSB Elevator, new interior lights and bases were installed.

Environmental Services, Manager – Doug Brown

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance**
 - Greenview Regional Waste Management Commission meeting held March 3rd.
 - Manager and Solid Waste Supervisor attended Alberta Care Conference Feb 26-28 in Camrose.
 - Camera inspected sewer service in Creek’s Crossing.
 - Replace HMI (human machine interface) at Little Smoky water plant.
 - Obtaining quotes to abandon the 2021 unsuccessful Sunset House well.
 - Awarded, via Standing Offer Agreements, for Grovedale and Little Smoky lagoon desludging projects to M2 Engineering for work to be completed summer of 2025.
 - Replaced VFD (variable frequency drive) filters on Grovedale well pumps with a style rated for long cable runs.
 - Replaced failed well vault sump pump at Grovedale raw water site.
 - Cleaned DeBolt sewage lift station heavy grease deposits in wet wells.
 - Water well license renewals completed for Sunset House and Sweathouse.
 - Cleaned chemical tanks in Sunset House and Ridgevalley water plants.
 - RFD prepared for COTW presentation on Greenview Regional Waste Management Commission and solar panels discussion.
 - Electronics cleanup underway, completed sites include New Fish Creek, Sweathouse, Little Smoky, Sturgeon Heights, South Wapiti.
 - Received 40 yd bins for SW25004 Capital replacement.
 - Received fire permits for 2025 for transfer station sites and landfills.

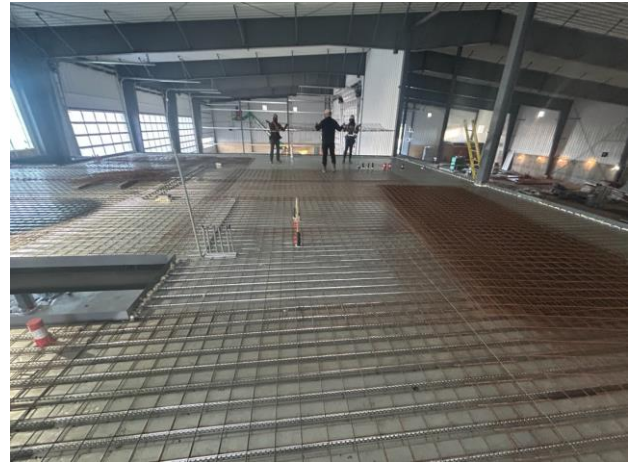
- Moved salt bin to Athabasca gravel pit to support Operations team.
- Signed letter of intent with Circular Materials for EPR (Extended Producer Responsibility) collection services while we work on final contract details.
- Working on RFD for food cyclers comparison.
- Supervisor completed Manager of Landfill Operations certification.
- Finalize and submit annual reports to Alberta Environment.
- Hired contracted garbage trucks (Prairie Disposal) in Grande Cache, as ours are down for repairs.
- Council awarded tender to Prairie Disposal for Recycle and Solid Waste starting April 1st; contracts are out for signing.
- Wastewater Treatment Facility construction: poured concrete curbs in dewatering room, heating and hoarding. MCC (motor control center) and transformer housekeeping pads poured. New blowers have been delivered to site and are stored inside. Civil team excavating for new manhole install. Doors have been installed on the headworks building. Gutters have been installed on south and west side of building. Lighting added on outside of east pump room access stairwell. Tying rebar at UV building. Grouting and framing in headworks building. Mechanical team working on dewatering equipment. Electrical team installing cable trays in the headworks building. Pumps and equipment set up for temporary bypass of outfall line. Rotary press, conveyor line and discharge chute all installed on Fournier rotary press. Valves and pipe spools have been installed on train 2 mixed liquor pumps. Excavating and placing new outfall line, compaction and tie into manhole, pouring thrust blocks at bends. Poured concrete slab and curbs at UV building and flow control structure 2, heating and hoarding after concrete pours continue. Electrical teams installing more lights in the headworks and dewatering room. Working on air ducts in pump room and headworks building.
- Officially amended waterworks approval to remove weekend operator attendance in Grande Cache.
- Correspondence from Alberta Environment & Protected Areas, new Wastewater Treatment Facility has been reduced to a Level 2 system as we are successfully removing total phosphorus in our system in Grande Cache.
- Annual water and wastewater reports for Grande Cache sent into Alberta Environment.
- Replaced damaged hydrant in Grande Cache beside A&W.
- 7x meter inspections completed in Grande Cache.
- Ordered water meters for new operations shop and the jail vault to be replaced in Grande Cache.
- Pinning membranes in water plant regular in-house maintenance in Grande Cache.
- Obtaining quotes for lab work for approval changes for wastewater treatment plant in Grande Cache.
- Completed 6x Alberta One-Calls in Grande Cache.
- **Economy**
 - Grande Cache sewer project is \$619,220.51 into contingency. Remaining contingency is \$1,559,629.49 or 72% remaining.
 - Obtaining quotes via Standing Offer for Grovedale Arena Sewer Tie-in.
 - Obtaining quotes via Standing Offer for DeBolt SCADA upgrades.

Project Manager – Scott Wells

In alignment with the 2022-2026 Strategic Plan, some of the key activities and projects I have worked on this month are:

- **Governance**
 - WD19004 Grande Cache Distribution Pumphouse Upgrades: construction contract awarded to Alpha Construction; waiting for schedule.

- SW20001 Grande Cache Transfer Station: plans for design have been completed. Tender posted March 24th and a site tour for Contractors is scheduled for April 7th.
- FM22008 Grande Cache Operations Shop: Bay doors have finished installation. Second floor starting construction and pouring concrete first week of April.



FM22008 GC New Operations Shop

- PD24003 Tower Park Estates: Egis Engineering chosen for consultant, via Standing Offer. GC Master Storm Plan has been forwarded to Egis for review.
- **Environment**
 - WW21001 Ridgevalley Lagoon Expansion: Water Quality Based Effluent Levels study is in its final review stage. The lagoon is being converted to a Submerged Attached Growth Reactor (SAGR) system. Approval for a semi-annual discharge has been received from Alberta Environment & Protected Areas and waiting on their response.

CAPITAL BUDGET -- DEPARTMENT UPDATES -- I&E

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CAPITAL APPROVED PROJECTS	TOTAL APPROVED BUDGET (ALL YEARS)	TOTAL BUDGET BALANCE REMAINING	Percentage of budget spent	EST. COST SPENT TO DATE (ALL YEARS)	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	NOTES
ROADS								
RD20008 Twp 692 - GD Industrial Rd - West of Hwy 666	\$ 2,013,697.00	\$ 464,444.40	77%	\$ 1,549,252.60	Economy	PME Inc.	Warranty 100%	Complete. -- balance carried during Warranty period. Drainage work to continue in 2024.
RD22001 FTR Phase 6	\$ 6,283,597.00	\$ (332,954.80)	105%	\$ 6,616,551.80	Economy	Beairsto & Associates	Warranty 100%	Complete. -- balance carried during Warranty period.
RD22006 RV Dumping Access	\$ 550,000.00	\$ 170,074.63	69%	\$ 379,925.37	Economy	Allnorth Consulting	Warranty 100%	Construction Tender posting on APC February 6 closing March 6 - Council April 25th. Project awarded to Wapiti Gravel, pre construction rescheduled from June 15th waiting on TAS and Eco from Wapiti, Construction start date provided of August 21st. Pre construction still required, contractor has not requested pre con date. Contractor tentative start date is Sept 7, 2023, in progress . waiting on water parts/manhole grates, to be installed before end of year, deficiencies to be completed in 2024. Inspection has been completed by consultant, deficiencies are still present contractor has been notified to rectify before June 1 2024. Contractor scheduled to finalize second week in July. Dumping station to be open to public July 18th 12pm. Complete.
RD23005 FTR Canfor South	\$ 1,583,900.00	\$ 603,469.61	62%	\$ 980,430.39	Economy	Internal	Warranty 100%	Traffic counts complete, working on details for engineering. Geo being quoted to determine road subgrade to provide the structure requirement. Geo report in progress, (KM 72 - 82) Tender for review the week of December 11th. Tender posted February 16th 2024 for construction. Contractor is Wapiti and Consultant is WSP. Preconstruction meeting yet to be scheduled. Contractor is onsite and has starting moving material. Site is at 90% completed. Contractor is finalizing deficiencies the week of August 16th. CCC is completed.
RD24006 Twp Rd 692 Regrade (GD Fish Pond)	\$ 1,450,000.00	\$ 1,405,241.50	3%	\$ 44,758.50	Economy	External	Engineering 11-30%	Engineering proposal posted on APC May 7th closing June 3rd. WSP will move forward with the engineering in 2024. Tender to be received by Friday Oct 25. Awaiting draft tender. Tender has been awarded by Council February 11th, contractor has been notified and the consultant. Award Letters sent. Will schedule a pre construction meeting.
RD25004 Forestry Trunk Road Phase 7	\$ 700,000.00	\$ 700,000.00	0%	\$ -	Economy	External	Planning 0-10%	SO Contacts for engineering quote. Submitted to M2 Engineering, Egis and MPA. Egis was the only to reply with a cost.
RD25005 GC Phased Rehabilitation	\$ 500,000.00	\$ 500,000.00	0%	\$ -	Governance	External	Planning 0-10%	
RD25008 Land Acquisitions	\$ 100,000.00	\$ 100,000.00	0%	\$ -	Economy			
RD25009 Approaches	\$ 225,000.00	\$ 225,000.00	0%	\$ -	Economy			
PAVING								
PV22002 Twp 701A Overlay	\$ 3,200,000.00	\$ 1,071,800.46	67%	\$ 2,128,199.54	Economy	AllNorth Consulting	Warranty 100%	Complete. -- balance carried during Warranty period.

COLOUR LEGEND

- projects complete, being carried over during Warranty period
- projects continuing from prior years
- projects added in 2025
- Total Budget - CAVEAT
- Total Spent, per Questica projects being handled by Project Management
- SO = Standing Offer

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CAPITAL APPROVED PROJECTS	TOTAL APPROVED BUDGET (ALL YEARS)	TOTAL BUDGET BALANCE REMAINING	Percentage of budget spent	EST. COST SPENT TO DATE (ALL YEARS)	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	NOTES
PV23004 Twp Rd 704 Overlay (Hwy 49 - RR 230)	\$ 2,560,000.00	\$ 603,155.82	76%	\$ 1,956,844.18	Economy	WSP	Final 96-99%	Awarded to WSP, Engineering pre construction meeting scheduled for May 26 2023. Design in progress, Tender for review week of December 11th. Tender posted February 16th 2024 for construction. Awarded April 23rd in Council, contract sent to contractor for signature. Contracts in place consultant is WSP contractor is Knelsen Sand & Gravel. Preconstruction meeting yet to be scheduled. Estimated schedule to start is August. Precon meeting tentative July 24th, communication has been notified to post as information. Project is in progress paving started the week of August 15th. Inspection was conducted, deficiencies were noted and onsite meeting will be scheduled prior to completion of deficiencies to ensure all areas are taken care of. Inspection occurred with Consultant, administration and contractor, all joints on the approaches are to be rectified except 1, along with areas of skin patch to be rectified. Intersection areas will be milled where the joint is substantially higher than the rest. The contractor will do thier repair in June and GV will have a year of warranty to ensure we are happy. Met Contrator and Consultant onsite to discuss issues that are present. Contractor not thrilled that the expectation is to mill out and redo the connectors and the intersection.
PV24004 FTR (KM 0 - KM 5) Overlay	\$ 2,545,100.00	\$ 2,523,173.50	1%	\$ 21,926.50	Economy	Internal	Tendering 31-45%	Engineering proposal posted on APC May 6th and close on June 6th. WSP is proceeding with engineering in 2024. Tender to be received Friday, October 25. Reviewed tender and provided to WSP for updates. Tender posted and RFD to council on Feb 25th to award contractor of Knelsen Sand & Gravel. Contractor has been notified and will schedule pre con meeting
PV25002 Twp Rd 693A/221A Overlay (VV Golf Course Rd)	\$ 180,000.00	\$ 180,000.00	0%	\$ -	Economy		Planning 0-10%	SO Contacts for engineering quote. Submitted to M2 Engineering, Egis and MPA. Egis and MPA returned quotes.
PV25003 Hamlet Curb & Gutter Resurfacing	\$ 2,000,000.00	\$ 2,000,000.00	0%	\$ -	Economy		Planning 0-10%	Location has been chosen engineering quotes to be submitted to SO contacts. Have to go to GC with Roger and Ola to review the area.
BF/DRAINAGE								
BF76637 Twp Rd 692 (SW16-6-22-5)	\$ 550,000.00	\$ 139,068.03	75%	\$ 410,931.97	Economy	MPA Engineering/Boss Bridgeworks	Warranty 100%	Posted for construction, closes Mar 11th, RFD April 23rd to Council. Council awarded, contract sent to contractor for signature. Consultant is MPE Engineering and contractor is Boss Bridgeworks. Was supposed to start May 20th but ATCO has not moved the pole and are causing issues within thier departments. Start date September 3rd. Construction at 70% complete. Backfilling has started. Final inspection was complete. Progress and final will be submitted.
BF77159 Asplund Creek	\$ 921,750.00	\$ 79,866.07	91%	\$ 841,883.93	Economy	MPA Engineering/Boss Bridgeworks	Warranty 100%	STIP Application submitted - RFD to Council April 23rd 2024. STIP applied, Council awarded, contract sent to contractor for signature. Contract in place with Boss Bridgeworks and Consultant MPA. STIP Approval for \$574,500. Pipe is nearly completely backfilled. Bridge works completed, site clean up only left and to be completed by the end of September. Construction completed. Final Inspection to be scheduled with MPA. Final inspection was complete. Progress and final will be submitted.
BF77259 Tributary to Sweathouse Creek	\$ 2,045,000.00	\$ 1,990,875.00	3%	\$ 54,125.00	Economy	MPA Engineering	Engineering 11-30%	Construction tender is being prepared and will post by the end of February. Tenders have closed and the RFD is completed and in the folder for internal review. Council April 22nd
BF78147 Tributary to Smoky River	\$ 608,000.00	\$ 556,795.00	8%	\$ 51,205.00	Economy	MPA Engineering	Engineering 11-30%	Construction tender is being prepared and will post by the end of February. Tenders have closed and the RFD is completed and in the folder for internal review. Council April 22nd
BF79118 Tributary to Sturgeon Creek Lake	\$ 522,737.20	\$ 500,000.00	4%	\$ 22,737.20	Economy	MPA Engineering	Final 96-99%	Construction tender is being prepared and will post by the end of February. Tenders have closed and the RFD is completed and in the folder for internal review. Council April 22nd
ENVIRONMENTAL SERVICES								
SOLID WASTE								

CAPITAL BUDGET -- DEPARTMENT UPDATES -- I&E

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CAPITAL APPROVED PROJECTS	TOTAL APPROVED BUDGET (ALL YEARS)	TOTAL BUDGET BALANCE REMAINING	Percentage of budget spent	EST. COST SPENT TO DATE (ALL YEARS)	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	NOTES
SW20001 GC Transfer Station Development	\$ 2,635,610.00	\$ 2,379,378.57	10%	\$ 256,231.43	Environment	Aecom	Engineering 11-30%	Engineering/ design/ Tender phase in 2024, Council awarded to Aecom Jan 9 Council meeting. Preliminary working with AECOM, type of WTS TBD. Transtor system and locations, currently redesigning with AECOM due to unforeseen issues. Posted for tender March 24th.
SW20001-1 GC Landfill Closure	\$ 5,700,000.00	\$ 5,672,447.84	0%	\$ 27,552.16	Environment	Aecom	Planning 0-10%	Starting exploration of limits shortly.
SW25004 Roll Off Bin Replacements	\$ 25,000.00	\$ 25,000.00	0%	\$ -	Economy	Fusion West	Warranty 100%	obtained 3 quotes, bins ordered from Fusion West within budget. Project complete Bins recieved and paid for.
WATER DISTRIBUTION/TREATMENT PLANTS								
WD19004 GC Distribution Pumphouse Upgrades	\$ 3,965,987.00	\$ 3,162,476.21	20%	\$ 803,510.79	Economy	Associated Engineering	Tendering 31-45%	Consultant updating scope with work that has been done to issue new tender document. Issued for tender January 23rd 2025. Awarded to Alpha Construction. Schedule coming next week.
WD21001 Sunset House Water	\$ 247,300.00	\$ 133,796.35	46%	\$ 113,503.65	Environment	TBD	Final 96-99%	This project has no carry over into 2023. Council direction was to monitor and track usage / well recovery for changes, Well health status report in coming in April 2024, Completed. Abandoning old well getting quotes. Obtained quotes to cap/ abandon unsuccessfull well, work to be done in 2025.
WD22005 Water & Sewer Extension - Memorial Drive	\$ 4,600,000.00	\$ 1,091,513.11	76%	\$ 3,508,486.89	Environment	AllNorth Engineering	Warranty 100%	Engineering Tendered & Awarded late Fall 2022, 90% design completed, looking at water model , options for roadworks and sidewalks, In 2024 Budget, met with Consultant Jan 11. Preliminary design in review. Tendering March 8th. Tender finished April 2, 2024. 4 Tenders. recieved, award pending April 23 council. United Utilites selected, pending contract signature. Mobilization to site on May 27, 2024. Starting construction. Constuction of underground completed July 20. Paving along Aug 27 and 28th. Completed.
WD23006 Nose Creek Water Point	\$ 240,000.00	\$ 10,565.72	96%	\$ 229,434.28	Environment	Flowpoint Environmental	Warranty 100%	Project awarded April 25 Council meeting, award letter sent. Misc parts ordered, finalized design, tentative delivery date Sept 20, 2023, got quotes for septic tank installation. Advertised door to door site opened June 13 for use. Completed.
WASTEWATER SYSTEMS								
WW19001 GD Floating Liner	\$ 10,894,600.00	\$ 9,158,943.00	5%	\$ 503,579.22	Economy	M2 Engineering	Engineering 11-30%	Consultant 3rd party review report coming, initial finding appear to confirm high groundwater levels and leak confirmation. Additional lagoon cell to be installed with clay liner. Discussions on-going for future requirements
WW19002 GC Sewage Treatment Plant	\$ 50,729,121.00	\$ 19,861,250.66	61%	\$ 30,867,870.34	Environment	Alpha Construction	Construction 46-95%	April invoice of \$10,158.85 + Est.Cost Spent to Date \$1,506,907.74 Lining south pond, south pad pours for building expansion, flow control manhole installed, generator pad installed & generator placed, west bio reactor hydrotest.Prefabricated PRV building going up. Construction progressing and on track multiple milestones achieved.
WW21001 RV Lagoon Expansion	\$ 13,624,008.00	\$ 1,680,053.31	8%	\$ 1,081,764.82	Economy	M2 Engineering	Engineering 11-30%	April invoice of \$3387.30 + Est.Cost Spent to Date \$70,165.25. Lambourne mobilization to site May 21, Dewatering pad constructed and desludging in progress for next 3-4 weeks. Desludging completed, dewatering taken over by MD
WW25003 Grovedale Arena Sewer Tie-In	\$ 150,000.00	\$ 150,000.00	0%	\$ -	Economy	External	Engineering 11-30%	SO for engineering services currently out. Standing offer agreement for engineering posted closes April 11.
OPERATIONS EQUIPMENT								
OP25001 2025 Annual Vehicle Replacement	\$ 973,500.00	\$ 924,076.00	5%	\$ 49,424.00	Governance	Westgate Chevrolet & Windsor Ford	Construction 46-95%	Westgate Chevrolet: 1 Chevy Traverse has been delivered and is in service at FCSS. The six 1/2 ton pick-up trucks and 4 one-ton pick-up trucks have not yet delivered. Windsor Ford: The two 2-ton Pick-up Trucks have not yet delivered.
OP25003 G35 - Grader Replacement VV	\$ 835,000.00	\$ 835,000.00	0%	\$ -	Governance	Canoe Procurement	Warranty 100%	This unit is on order with an estimated delivery date of late March 2025. Unit is delivered. Reviewing with vendor prior to finalizing purchase.
OP25004 G39 - Grader Replacement VV	\$ 835,000.00	\$ 835,000.00	0%	\$ -	Governance	Canoe Procurement	Construction 46-95%	This unit is on order with an estimated delivery date in June 2025.
OP25006 S3 - Sand Spreader [Repclmt] GD	\$ 12,000.00	\$ 2,480.00	79%	\$ 9,520.00	Governance	Fort Garry Industries	Warranty 100%	This unit has been installed and is currently operational in Grovedale. Completed

CAPITAL BUDGET -- DEPARTMENT UPDATES -- I&E

Planning is from the conception of an idea to Council/Budget discussions. **Engineering** consists of Preliminary, draft, final design and preparing/evaluating tenders. **Tendering** consists of advertising the project, completing tender evaluations, thorough overview of budget/project and preparing RFD for Council. **Construction** consists of contractor starting on site to project completion. **Final & Warranty** consists of all contract representatives on site to walk through the project pointing out deficiencies and monitoring the completed project as per contract.

CAPITAL APPROVED PROJECTS	TOTAL APPROVED BUDGET (ALL YEARS)	TOTAL BUDGET BALANCE REMAINING	Percentage of budget spent	EST. COST SPENT TO DATE (ALL YEARS)	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	NOTES
OP25007 A159 - Plow Truck [Replcmt] GD	\$ 515,000.00	\$ 515,000.00	0%	\$ -	Governance	Viking-Cives Canada	Construction 46-95%	This unit is on order with an estimated delivery date of Q3 2025.
OP25011 T65 - Equipment Hauling Trailer Replacement DB	\$ 75,000.00	\$ 11,852.00	84%	\$ 63,148.00	Governance	Brandt Tractor	Warranty 100%	This unit has been delivered and is in the Operations shop for upfitting. This unit will be delivered to DeBolt by the end of March. Completed.
FACILITIES MAINTENANCE								
FM22008 GC New Operations Shop	\$ 12,942,409.00	\$ 6,402,719.19	51%	\$ 6,539,689.81	Governance	Bearsto & Associates, Genmec ACL	Construction 46-95%	Project fully designed. Touching last few additions/corrections. Coming to Council December 2023. Worked with Bearsto to incorporate the recommendation suggested by Council. Will tender this project very early in January 2024. The project is out to tender on APC with a close in Mid-February. Council awarded tender to GenMec ACL at the March 12 meeting. Working with the contractor and consultant on the building contract. Contractor is onsite setting up fencing and their site. Civil work has been delayed by approximately 3 1/2 weeks due to weather related issues and permitting issues; it is now under way. Cement work for the foundation walls are complete. backfill complete and floor compaction work underway. The building is set to arrive in mid October. Timeline will have building package built by the end of Jan 2025. Several delays getting the floor poured which has put the project over 5 weeks behind. The floor is finally complete. Building sections have been showing up in the past week with erection starting on the week of November 25th. Construction of the main frame for the new Operations building was completed. The Crew is adding the roof sheeting now. Working on second floor construction.
FM22009 GRM/Grovedale/Little Smoky Emergency Generator Preparedness	\$ 425,000.00	\$ 158,794.69	63%	\$ 266,205.31	Economy	Karmin Electric	Warranty 100%	Tender will be closing in mid-March for this project. Coming to Council in April. Took to council April 25 to accept the bid which was \$115,00 higher than the approved budget. Council rejected the bid & changed project scope. Now working on getting the GRM, Grovedale Arena/Community Hall and Little Smoky Community Hall generator ready. Hired an engineer to get single line drawings. Council awarded the project to Kamwin Electric on March 12th. Working with proponent on the contract for the job. Project construction has started; now complete in Grovedale. Moving on to Little Smoky; waiting for part at GRM. Little Smoky community hall is now Generator ready. We are still waiting for parts for the GRM install which should start by October. Project is complete
CP24002 Grovedale Arena Ice Plant Re-life	\$ 300,000.00	\$ 55,504.64	81%	\$ 244,495.36	Culture Social & Emergency Services	Midpoint Mechanical	Final 96-99%	Completed a contract with the proponent. He has ordered materials and is working on a plan for when the arena closes. We have ordered the new Chiller but the delivery is not expected until early to mid September. Meeting with the Ag Board on April 3rd to provide an update and discuss the Chiller delay. Completed the tear down of the compressor which is still in good condition with an average of 75% life remaining on the major components. Wear parts have been ordered and the compressor rebuild should be completed in May. With the Chiller delivery being in September the Board has asked to not do the Chiller change until 2025. his will add an additional \$5000 to the job but should ensure the ice is in on time this fall. Compressor rebuild is now complete, we are still waiting for the parts for the electrical upgrades which are scheduled to arrive in June. Project construction is complete and commissioning starts September 3rd with an anticipated project completion date of Sept 15. Project completed within time frame. It will come in 15K over budget due to a piping failure in the plant start up. Project is complete and signed off by the Ag Board. Chiller will be replaced in 2025.
FM25007 Tractor Replacement T23	\$ 49,000.00	\$ 49,000.00	0%	\$ -	Governance	Canoe Procurement	Construction 46-95%	Tractor is on Order.
FM25008 Standarize GC Hamlet Signs	\$ 119,647.00	\$ 119,647.00	0%	\$ -	Culture Social & Emergency Services		Planning 0-10%	

CAPITAL BUDGET -- DEPARTMENT UPDATES -- I&E								
Planning is from the conception of an idea to Council/Budget discussions.		Engineering consists of Preliminary, draft, final design and preparing/evaluating tenders.		Tendering consists of advertising the project, completing tender evaluations, thorough overview of budget/project and preparing RFD for Council.		Construction consists of contractor starting on site to project completion.		Final & Warranty consists of all contract representatives on site to walk through the project pointing out deficiencies and monitoring the completed project as per contract.
CAPITAL APPROVED PROJECTS	TOTAL APPROVED BUDGET (ALL YEARS)	TOTAL BUDGET BALANCE REMAINING	Percentage of budget spent	EST. COST SPENT TO DATE (ALL YEARS)	STRATEGIC PLAN	CONTRACTOR	Percentage of Project Management Completed	NOTES
FM25009 Replacement of Trailer TRL-15	\$ 18,000.00	\$ 18,000.00	0%	\$ -	Governance	Canoe Procurement	Construction 46-95%	Trailer is Ordered
FM25011 Canopy for HVAC Technician Truck	\$ 18,500.00	\$ 18,500.00	0%	\$ -	Governance	Canoe Procurement	Construction 46-95%	Quotes are coming in. Canopy is ordered
FM25012 Eagle's Nest Renovation	\$ 195,690.00	\$ 195,690.00	0%	\$ -	Culture Social & Emergency Services		Planning 0-10%	
PLANNING & DEVELOPMENT								
PD24003 Local Improvement - Tower Park Estates	\$ 3,731,648.00	\$ 3,720,648.00	0%	\$ 11,000.00		Egis	Engineering 11-30%	Reviewing documents; tendering shortly.
PROJECTS SHELF READY, DESIGN COMPLETED								
BF78503 RR 225	\$ 22,900.75	\$ -	100%	\$ 22,900.75	Economy	MPA Engineering	Final 96-99%	Shelf Ready Construction 2029 - Complete remove.
Council Requests over the approved budgets								
	\$ -			\$ -				
	\$ -			\$ -				



Municipal District of Greenview No. 16

NAME: Winston Delorme
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
11-Mar	7:00	19:00	M	Council Meeting/Travel to Grande Cache	500	1			20.00	17.50	554.00		
16-Mar	12:00	17:00	M	Travel to RMA	400					17.50	277.00		
17-Mar			C	RMA						17.50	481.00		
18-Mar			C	RMA						17.50	481.00		
19-Mar			C	RMA/Travel to GC	400					17.50	481.00		
NOTES:				KILOMETER CLAIM			TOTAL		20.00	87.50	2274.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.72 per km		1300	936.00	NET CLAIM		20.00	87.50	2274.00	
				\$0.17 per km		1300	221.00						
				SUBTOTAL			1157.00	TOTAL CLAIM			3538.50		
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			1157	AMOUNT DUE (OWING)			\$3,538.50		

DATE _____
 Claimant

_____ Date

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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				
11-Mar	8:30	16:45	M	RCM	16						415.00		
12-Mar	8:30	11:30	M	MPC/PRC	16						138.00		
17-Mar	13:00	16:30	M	Travel to RMA Edm	355						277.00		
18-Mar			C	RMA Edm							481.00		
19-Mar			C	RMA Edm & Return	355		X		20.00		481.00		
NOTES:				KILOMETER CLAIM			TOTAL		20.00		1792.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.72 per km		742	534.24	NET CLAIM	20.00		1792.00		
				\$0.17 per km		742	126.14						
				SUBTOTAL			660.38	TOTAL CLAIM				2472.38	
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			660.38	AMOUNT DUE (OWING)				\$2,472.38	

DATE Sally Ann Rosson
 Claimant

March 20, 2025 Page 211 of 218
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Date _____



Municipal District of Greenview No. 16

NAME: Dave Berry
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
25-Feb	8:30	14:30	M	Reg Council	60						277.00		
26-Feb	9:00	17:00	M	ASB LUB committee	60						415.00		
3-Mar	12:00	19:00	C	Travel to beef Conference	670			x	50.00		481.00		
4-Mar			C	Beef Conference							481.00		
5-Mar			C	Beef Conference							481.00		
6-Mar			C	Beef conference							481.00		
7-Mar	8:00	15:00	C	travel home	670	x	x		40.00		481.00		
11-Mar	8:30	16:00	M	Reg Council	60						415.00		
13-Mar	7:30	13:30	M	SARDA	190		x		20.00		277.00		
14-Mar	9:00	13:00	M	Mycological Research Fox Creek	225						277.00		
16-Mar	16:00	20:00	C	Travel to RMA	375						481.00		
17-Mar			C	RMA		x		x	70.00		481.00		
18-Mar			C	RMA				x	50.00		481.00		
19-Mar			C	RMA and travel	375		x		20.00		481.00		
NOTES:				KILOMETER CLAIM			TOTAL		250.00		5990.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.72 per km		2685	1933.20	NET CLAIM		250.00		5990.00	
				\$0.17 per km		2685	456.45						
				SUBTOTAL			2389.65	TOTAL CLAIM				8629.65	
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			2389.65	AMOUNT DUE (OWING)				\$8,629.65	

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 Claimant

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Municipal District of Greenview No. 16

NAME: Dale Smith
 ADDRESS : Valleyview

Employee # : _____
 Department: Council

DATE		ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM				
						B	L	D	AMOUNT						
14-Jan	8:10	17:00	m	regular council	50						405.00				
15-Jan	8:25	11:10	m	PRC	50						135.00				
21-Jan	8:50	11:45	m	COTW -virtual							135.00				
23-Jan	13:00	15:30	m	Little smoky Ski hill mtg							135.00				
26-Jan	9:35	12:00	m	LUB open house-NFC hall							135.00				
22-Jan	18:30	20:30	m	VV Ag Society	50						135.00				
28-Jan	8:00	17:00	m	regular council	50						405.00				
29-Jan	15:00	17:00	m	Land Use Bylaw review committee	50						135.00				
11-Feb	8:00	15:10	m	regular council	50						405.00				
12-Feb	8:03	12:45	m	MPC/PRC	50						270.00				
12-Feb	17:30	19:00	m	joint council with town of VV	50						135.00				
25-Feb	8:00	17:05	m	regular council	50						540.00				
27-Feb	8:30	12:10	m	Little smoky Ski hill mtg							270.00				
3-Mar	8:05	12:45	m	GRWMC	50						270.00				
NOTES:				KILOMETER CLAIM			TOTAL					3510.00			
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST							
				\$0.70 per km		500	350.00	NET CLAIM				3510.00			
				\$0.17 per km		500	85.00								
				SUBTOTAL			435.00	TOTAL CLAIM							3945.00
				LESS G.S.T.				LESS ADVANCES							
				TOTAL				435	AMOUNT DUE (OWING)						\$3,945.00

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 Claimant

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Municipal District of Greenview No. 16

NAME: Marko Hackenberg

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
Mar. 10	19:00	21:00	M	Travel GC to GP	192			X	50.00		138.00		
Mar. 11	7:30	18:00	M	GP to VV, RCM, VV to GP	210			X	50.00		554.00		
Mar. 12	7:30	14:00	M	GP to VV, MPC, PRC, VV to GC	402						415.00		
Mar. 13				WYRWMA									
Mar.16	14:00	18:30	C	GC to EDM	450						481.00		
Mar. 17			C	RMA							481.00		
Mar.18			C	RMA							481.00		
Mar. 19			C	RMA, back to GC	450						481.00		
NOTES:				KILOMETER CLAIM			TOTAL		100.00		3031.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.72 per km		1704	1226.88	NET CLAIM		100.00		3031.00	
				\$0.17 per km		1704	289.68						
				SUBTOTAL			1516.56	TOTAL CLAIM				4647.56	
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			1516.56	AMOUNT DUE (OWING)				\$4,647.56	

DATE _____
Claimant

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Municipal District of Greenview No. 16

NAME: Tyler Olsen
 ADDRESS : _____

Employee # : _____
 Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM		
						B	L	D	AMOUNT				
11-Mar	8:00	16:00	m	regular council	320			1	50.00		415.00		
12-Mar	8:30	14:00	m	PRC, MPC, travel to GC	320						277.00		
13-Mar	8:00	14:30	m	tour of Dunkley mill in GC, travel to VV	360						415.00		
14-Mar	8:30	13:30	m	Fox Creek forest fire project	170						277.00		
16-Mar	14:00	18:00	m	travel to Edmonton for RMA	350						277.00		
17-Mar			c	RMA							481.00		
18-Mar			c	RMA							481.00		
19-Mar			c	RMA / watched legislature session						954.99	481.00		
20-Mar	9:00	12:00	m	Travel from Edmonton	350	1			20.00		138.00		
NOTES:				KILOMETER CLAIM			TOTAL		70.00	954.99	3242.00		
Meeting Code : M for Meetings C for Conferences				RATE		KM's	TOTAL	LESS GST					
				\$0.72 per km		1870	1346.40	NET CLAIM	70.00	954.99	3242.00		
				\$0.17 per km		1870	317.90						
				SUBTOTAL			1664.30	TOTAL CLAIM		5931.29			
				LESS G.S.T.				LESS ADVANCES					
				TOTAL			1664.3	AMOUNT DUE (OWING)		\$5,931.29			

DATE _____
 Claimant

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