



Manager's Report

Department: Corporate Services

Submitted by: Erin Klimp, Acting Director Corporate Services

Date: 5/12/2026

Acting Director, Corporate Services – Erin Klimp

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

I participated in the Agricultural Services Greenview U in April. It was very well received by all who attended.

Following the Committee of the Whole, I spent some time visiting various worksites in Grande Cache and was able to take a tour of the beautiful new Operations Shop.

On April 21st I attended the Tourism event held at the Grande Cache Tourism & Interpretive Centre.

On May 1st, I participated in the annual Leadership Training for Greenview's Leaders. The session, titled Executive, was well attended we're looking forward to highlighting more 'wins' for Greenview going forward.

Accounting & Reporting, Manager – Bradyn Turcotte

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:*

During the first half of the month, efforts were focused on finalizing the audits for both Greenview and the Greenview Regional Waste Management Commission, as some final testing and inquiries remained following the field work conducted at the end of March. Draft financial statements were

reviewed thoroughly to ensure there were no discrepancies. Quarter-end tasks were completed during this time as well. Testing continued for the TownSuite software.

The Tax Rate Bylaw was finalized and received its first reading on April 14, followed by the second and third readings on April 28. Now that the bylaw has been approved, the team is preparing, assembling, and mailing the tax notices, which will be completed during the first week of May. Along with their notices, ratepayers will receive a pamphlet highlighting key information about their property taxes.

On April 28th, the auditor presented the 2025 financial statements to Council, which were subsequently approved for submission to Municipal Affairs.

On April 23rd we attended the Greenview Regional Waste Management Commission meeting where their audited financial statements were presented and subsequently approved for submission to Municipal Affairs.

Quarterly Reporting

The Q1 2026 operating, capital, and restricted surplus reports were prepared to be presented at the May 12th regular council meeting.

Operating Report

The quarterly operating report has been updated to compliment the format used during budget deliberations. This update aims to improve transparency and make reports easier for readers to interpret. Previously, all costs were reported at the subdepartment and department levels, without specifying categories like wages, maintenance, or contracted services. Now, by including expense categories at the department level, readers will have access to more detailed information.

Restricted Surplus Report

The quarterly restricted surplus report was updated to include the target minimum balance from Policy 9500 (Financial Reserve Policy). This update presents current restricted surplus, commitments, uncommitted balances, and target minimum balance clearly, making it easy to view thresholds for new capital, asset management, disaster response, and operating contingencies.

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

Policy Review Committee held on April 13th recommended to Council to approve Policy 1506 Tax Recovery as presented. The policy will be presented to Council at the May 12th regular council meeting.

Accounts Payable Statistics:

METHOD	MONTH	# OF PAYMENTS	# OF INVOICES	\$ VALUE OF PAYMENTS
EFT	March 25 – April 29	611	1,580	\$12,115,731.80
CHQ	March 25 – April 29	104	120	\$1,631,982.69

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 during the first part of the month was finalizing the year end audit file for both Greenview and Greenview Regional Waste Management Commission. The auditors completed their field testing at the end of March, and we worked on pulling any remaining samples, reports, and information throughout the first few weeks. We were then sent the draft financial statements, so we dedicated time to thoroughly review the documents and identify any discrepancies that required attention.

Most of the final 2026 budget adjustments were completed and presented to Council at the March 24th RCM, so the remaining third-party items we were waiting on were updated at the April 14th and 28th meetings. As well, we have been working on updating the complete budget package for the website including all changes made since Council deliberated in November. The final step in the budgeting process is approval of the tax rate bylaw. The final budget adjustments and 2026 tax rate bylaw was brought to Council for first reading at the April 14th RCM and the remaining budget adjustment were presented and the bylaw was passed at the April 28th RCM.

We completed Q1 close which includes reviewing account balances, capital transactions, and preparing journal entries as required. Following that, we prepared the financial reporting package for Council which will be presented at the May 12th RCM.

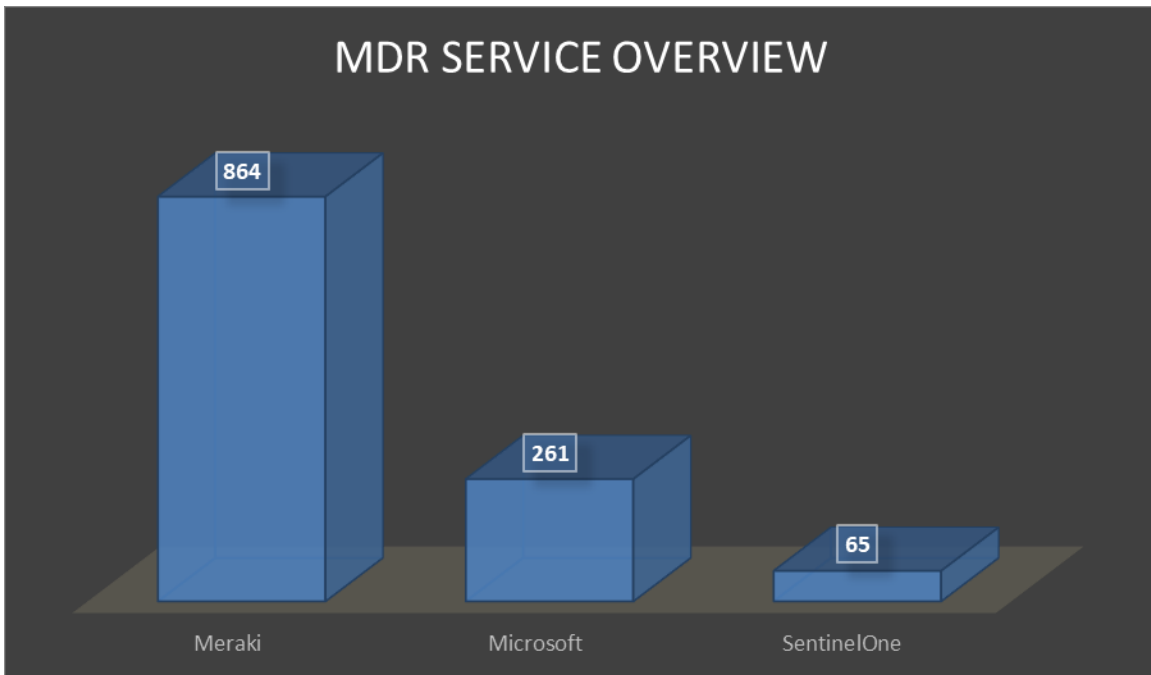
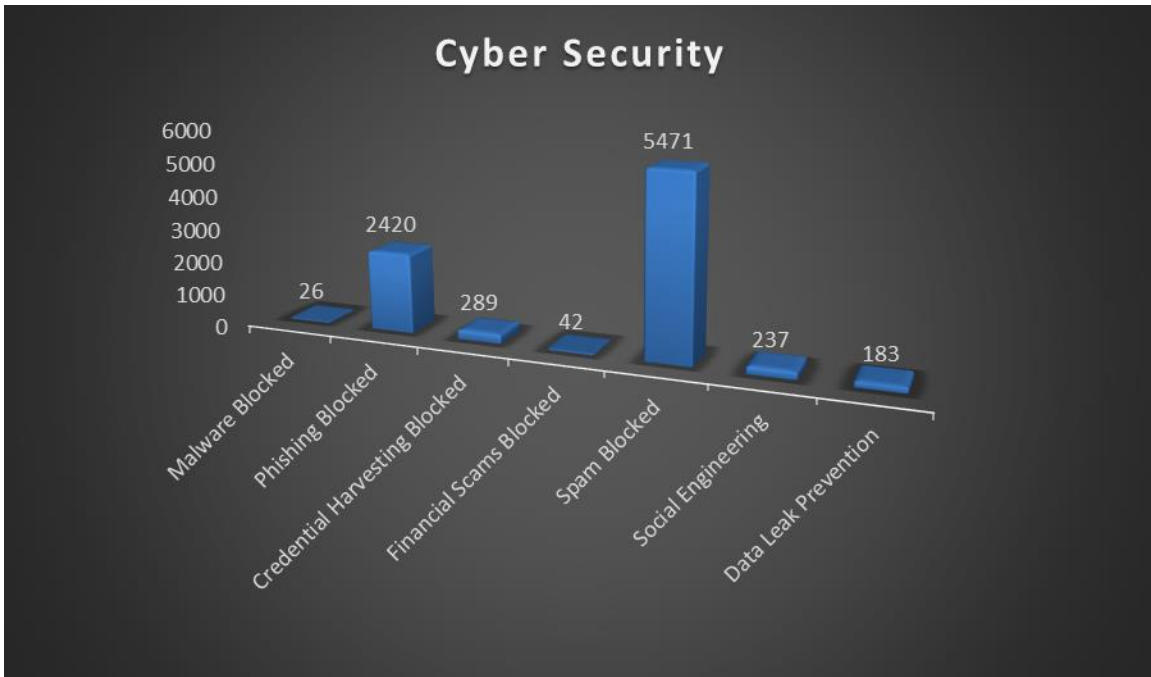
Information Systems, Manager – Peter Stoodley

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

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

Information Systems has been meeting with Hi-Tech on our transition from Yardstick to Hi-Tech. As of April 27, 2026, Hi-Tech has been actioning tickets received from staff. In the first week the new process worked well. Staff, Greenview IS team and Hi-Tech were pleased with the reaction, the up-take and resolution to tickets. Yardstick is schedule to complete work with Greenview May 11, 2026.

Manager, Information Systems, attended the annual Municipal Information Systems Association (MISA) conference in Winnipeg.



Alerts April Month
Network MDR (Managed Detection and Response)
Cisco Merakis are Greenview's Network Devices
SentinelOne (PC Antivirus Agent)

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:*

In the month of April, the Policy Review Committee met on April 13, 2026, and Council considered legislative items at the Regular Council Meetings held on April 14, 2026, and April 28, 2026.

Policy Review Committee – April 13, 2026

The following policies were reviewed by the Policy Review Committee and recommended to Council for approval:

Policy 1506 – Tax Recovery: The purpose of this policy is to establish guidelines on how tax forfeited lands will be sold or made available for taxation again, and to establish the terms of payment for land to be sold at a public auction. The policy supports a clear and consistent process for the sale, valuation, and administration of tax recovery property. This policy was recommended for approval by the committee.

Policy 1046 – Translation Services: The purpose of this policy is to establish clear expectations for the use of translation and interpretation services during Council and Committee meetings, while ensuring proceedings remain orderly, efficient, and consistent. The policy supports reasonable access to municipal governance processes while preserving the integrity and continuity of meetings. This policy was recommended for approval by the committee.

Policy 1010 – Councillor Orientation: The purpose of this policy is to establish a structured orientation program for members of Council to support a clear understanding of their roles and responsibilities, municipal governance, and Greenview operations, while ensuring consistency, accountability, and effective transition following municipal elections. This policy was recommended for approval by the committee.

Regular Council Meeting – April 14, 2026

At the April 14, 2026, Regular Council Meeting, Council reviewed and considered the following legislative items:

Bylaw 26-1014 – Road Closure, Little Smoky NE-24-66-22-W5M: This bylaw closes to public travel a portion of an undeveloped government road allowance of approximately 0.604 hectares adjacent to the community of Little Smoky. The closure eliminates fragmentation of municipally owned lands and is a necessary step toward future subdivision and development, including the consolidation of Institutional parcels to accommodate the Little Smoky Community Hall and a Greenview waterpoint. Council decision: First reading approved.

Bylaw 26-1017 – Land Use Bylaw Amendment, SE-20-70-22-W5M (A-1 to CR-1): This bylaw amends the Land Use Bylaw to rezone approximately 4.0 hectares of the parcel legally described as SE-20-70-22-W5M from Agricultural One (A-1) District to Country Residential One (CR-1)

District, to accommodate a proposed second subdivision from the quarter section. Council decision: First reading approved.

Bylaw 26-1020 – Tax Bylaw 2026: This bylaw establishes the annual tax rates required to fund Greenview’s 2026 Operating Budget, reflecting updated provincial education property tax and seniors’ housing requisitions received after budget adoption. Council decision: First reading approved.

Policy 1002 – Travel and Subsistence: The purpose of this policy is to provide an equitable process for the control and reimbursement of Council, Board and Committee Members, employees, and volunteers for travel, meal, and other business expenses incurred when conducting Greenview business. Revisions refine the definition of “Greenview Business” to enhance clarity and accountability in expense administration. Council decision: Approved as presented.

Policy 1042 – Access to Information and Protection of Privacy: The purpose of this policy is to establish clear procedures for responding to access requests, outline responsibilities for managing records under Greenview’s custody or control, and confirm requirements for the collection, use, disclosure, and protection of personal information, in alignment with the Access to Information Act and Protection of Privacy Act, which replaced the former Freedom of Information and Protection of Privacy Act effective June 11, 2025. Council decision: Approved as presented.

Regular Council Meeting – April 28, 2026

At the April 28, 2026, Regular Council Meeting, Council reviewed and considered the following legislative items:

Bylaw 26-1014 – Road Closure, Little Smoky NE-24-66-22-W5M: Council decision: First reading approved.

Bylaw 26-1016 – Maskwa Medical Center Guarantee Bylaw: This bylaw authorizes Greenview to provide a municipal corporate guarantee of \$5,845,416 to support ATB Financials’ construction loan to Maskwa Medical Center (Canada) Inc., a not-for-profit organization working to improve access to medical specialists and family physicians in Northwestern Alberta. The guarantee is required under the Municipal Government Act as Greenview cannot provide this support by letter. Council decision: Second and third readings approved; bylaw adopted.

Bylaw 26-1017 – Land Use Bylaw Amendment, SE-20-70-22-W5M (A-1 to CR-1): Council decision: First reading approved.

Bylaw 26-1020 – Tax Bylaw 2026: Council decision: First reading approved.

Bylaw 26-1018 – Council Committee Steering Committee: This bylaw establishes a short-term steering committee to review and evaluate Council committee and board participation, supporting balanced workloads and transparency. Council decision: Third reading approved; bylaw adopted.

Policy 1031 – Cyber Security: The purpose of this policy is to strengthen Greenview’s cybersecurity safeguards by formalizing Multi-Factor Authentication requirements, clarifying password complexity standards, strengthening user accountability, and defining responsibilities across employees, management, and the Information Systems department. The update aligns Greenview’s practices with current privacy legislation and recognized security standards. This policy was reviewed by the Policy Review Committee at its meeting held on March 17, 2026. Council decision: Approved as presented.

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

Procurement – Contracts Awarded

The following contracts were awarded during the month of April 2026:

Awarded by Senior Leadership Team (SLT):

Valleyview Golf Course Road (TND260849): Invitation to Tender. Awarded to Knelsen Sand & Gravel. Contract duration: 20 days.

Supply of ¾ Inch Gravel for the Goodwin and Old High Prairie Road: Invitation to Tender. Awarded to Timber Pro Logging Ltd. Contract duration: Three months.

RFP for Asphalt Maintenance: Request for Proposal. Awarded to Paveit Construction. Contract duration: 3 years.

Tender Water Trucks: Awarded to Commercial Emergency Equipment Co. Contract duration: 1 year.

Awarded by Council:

Forestry Trunk Road Phase 7: Awarded to Prairie Mountain Oilfield Construction Inc. in the amount of \$6,500,546.95 (plus GST), with funds from Capital Project CRD25004. Council decision: Approved April 14, 2026.

Grande Cache Fieldhouse Renovation (RE21007): Awarded to Scott Builders in the amount of \$13,999,145 (plus GST). Council also approved additional funding of \$8,522,002 from Unrestricted and New Capital Reserves to cover total project costs. Council decision: Approved April 14, 2026.

Forestry Trunk Road Area 1 Water Truck Services 2026: Awarded to J. Moody Grader Service Ltd. at a rate of \$151.25/hr, with funds from the 2026 operational budget. Council decision: Approved April 28, 2026.

Forestry Trunk Road Area 2 Water Truck Services 2026: Awarded to J. Moody Grader Service Ltd. at a rate of \$159.75/hr, with funds from the 2026 operational budget. Council decision: Approved April 28, 2026.

Forestry Trunk Road Area 3 Water Truck Services 2026: Awarded to 795060 Alberta Ltd. (Marko's Haulin) at a rate of \$175.00/hr, with funds from the 2026 operational budget. Council decision: Approved April 28, 2026.

Forestry Trunk Road Area 4 Water Truck Services 2026: Awarded to 795060 Alberta Ltd. (Marko's Haulin) at a rate of \$175.00/hr, with funds from the 2026 operational budget. Council decision: Approved April 28, 2026.

Grovedale Floating Liner Repair (CWW19001): Awarded to MCL Group in the amount of \$7,622,897.45 (excluding GST), with authorization for up to \$5,784,587.58 for contaminated soil removal, for a total construction value of \$13,407,485.03, with funds from Capital Project CWW19001. Council decision: Approved April 28, 2026.