



MUNICIPAL DISTRICT OF GREENVIEW No. 16

REGULAR COUNCIL MEETING AGENDA

Monday May 25, 2020

9:00 AM

Electronic Meeting

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Council Meeting minutes held Tuesday, May 11, 2020.	4
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING	4.1 Bylaw 20-850 Municipal Ward Boundaries and Council Composition	13
		4.2 Bylaw 20-841 Re-Designate from Agricultural One District to Country Residential One District	19
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 20-850 Municipal Ward Boundaries and Council Composition	23
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#9	CLOSED SESSION	
	9.1 Disclosure Harmful to Intergovernmental Relations <i>(FOIPP; Section 21)</i>	
	9.2 Disclosure Harmful to Business Interests of a Third Party <i>(FOIPP; Section 16)</i>	
#10	MEMBERS REPORTS/EXPENSE CLAIMS	144
	<ul style="list-style-type: none"> • Ward 5 • Ward 7 • Division 9 	
#11	ADJOURNMENT	

Minutes of a
REGULAR COUNCIL MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building,
Valleyview, Alberta on Monday May 11, 2020

**#1
CALL TO ORDER**

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

Present

Ward 5	Reeve Dale Smith
Division 9	Deputy Reeve Tyler Olsen(Teleconference)
Ward 1	Councillor Winston Delorme(Teleconference)
Ward 2	Councillor Dale Gervais(Teleconference)
Ward 3	Councillor Les Urness
Ward 4	Councillor Shawn Acton
Ward 6	Councillor Tom Burton
Ward 7	Councillor Roxie Rutt
Ward 8	Councillor Bill Smith(Teleconference)
Division 9	Councillor Duane Didow

ATTENDING

Chief Administrative Officer	Denise Thompson
Assistant Chief Administrative Officer	Stacey Wabick
General Manager, Community Services	Gerry Murphy
General Manager, Infrastructure & Planning	Roger Autio
Chief Financial Officer	Aleks Nelson
Marketing & Communication Manager	Stacey Sevilla
Recording Secretary	Lianne Kruger

ABSENT

**#2
AGENDA**

MOTION: 20.05.261. Moved by: COUNCILLOR TOM BURTON
That Council adopt the May 11, 2020 Regular Council Meeting Agenda with the additions;

- Addition of Agenda Item Closed Session 9.2 FOIPP; Section 25
- Addition of Agenda Item Closed Session 9.3 FOIPP; Section 19

CARRIED

**#3
MINUTES**

MOTION: 20.05.262. Moved by: COUNCILLOR TOM BURTON
That Council adopt the minutes of the Regular Council Meeting held on Monday April 27, 2020 as amended;

- Agenda Item 7.3 was made by Councillor Roxie Rutt

CARRIED

**#3.1
BUSINESS ARISING
FROM THE
MINUTES**

3.1 BUSINESS ARISING FROM MINUTES

**#4
PUBLIC HEARING**

4.0 PUBLIC HEARING

There were no Public Hearings presented.

**#5
DELEGATIONS**

5.0 DELEGATIONS

There were no Delegations present.

**#6
BYLAWS**

6.0 BYLAWS

6.1 BYLAW 20-843 2020 TAX RATE

**BYLAW 20-843
THIRD READING**

MOTION: 20.05.263. Moved by: COUNCILLOR SHAWN ACTON

That Council give third reading to Bylaw 20-843, the 2020 Tax Rate Bylaw.

Councillor Didow requested a recorded vote;

For: Councillor Bill Smith, Councillor Dale Gervais, Councillor Les Urness, Councillor Shawn Acton, Reeve Dale Smith, Councillor Roxie Rutt, Councillor Tom Burton

Opposed: Councillor Duane Didow, Councillor Winston Delorme, Deputy Reeve Tyler Olsen

CARRIED

6.2 BYLAW 20-851 MUNICIPAL EMERGENCY MANAGEMENT

**BYLAW 20-851
SECOND READING**

MOTION: 20.05.264. Moved by: COUNCILLOR ROXIE RUTT

That Council give second reading to Bylaw 20-851 "Municipal Emergency Management Bylaw" as amended;

- Add SOLE to Definition 2.16
- Add "Council shall endeavour to appoint Councillors to the committee that represent the different areas across Greenview"
- Add Sturgeon Lake Cree Nation to Provision 9.2
- Remove the pandemic provisions from section 13.1 and 13.2

CARRIED

**#7
BUSINESS**

7.0 BUSINESS

7.1 ENHANCED POLICING CONTRACTS 2020

**ENHANCED
POLICING
CONTRACTS**

MOTION: 20.05.265. Moved by: COUNCILLOR DALE GERVAIS

That Council authorize Administration to terminate the current RCMP Enhanced Policing Contracts with Valleyview, Grande Prairie and Weyerhaeuser.

CARRIED

**GREENVIEW
COMMUNITY
PEACE OFFICERS
AGREEMENT**

MOTION: 20.05.266. Moved by: COUNCILLOR DUANE DIDOW

That Council authorize Administration to enter into an agreement with Weyerhaeuser, for the contribution of 70% of a Greenview Community Peace Officer's total salary in exchange for enforcement on their roads, located within Greenview.

DEFEATED

MOTION: 20.05.267. Moved by: COUNCILLOR BILL SMITH

That Council direct Administration to enter into discussion with Weyerhaeuser regarding Greenview's Community Peace Officer Program.

CARRIED

Reeve Dale Smith recessed the meeting at 10:42 a.m.

Reeve Dale Smith reconvened the meeting at 10:58 a.m.

7.2 FORESTRY TRUNK ROAD PAVING

**FORESTRY TRUNK
ROAD PAVING
PROJECT**

MOTION: 20.05.268. Moved by: COUNCILLOR WINSTON DELORME

That Council award the Forestry Trunk Road Paving project to Wapiti Gravel Suppliers in the amount of \$6,855.965.04.

CARRIED

**7.3 NORTHWEST ALBERTA ELECTRIC VEHICLE CHARGING STATION
COLLABORATION PROJECT**

**NORTHWEST
ALBERTA ELECTRIC
VEHICLE CHARGING
STATION
COLLABORATION
PROJECT**

MOTION: 20.05.269. Moved by: COUNCILLOR ROXIE RUTT

That Council accept the discussion regarding the Northwest Alberta Electric Vehicle Charging Station project for information, as presented.

CARRIED

7.4 VALLEYVIEW HEALTH CENTRE FOUNDATION

**VALLEYVIEW
HEALTH CENTRE
FOUNDATION –
DEFERRED MOTION**

MOTION: 20.04.252. Moved by: COUNCILLOR SHAWN ACTON

That Council approve grant funding in the amount of \$27,000 for the Valleyview Health Centre Foundation to purchase a specialized bathtub for the Acute Care ward at the Valleyview Hospital, with funds to come from the 2020 Community Services Miscellaneous Grants. (Deferred Motion)

DEFEATED

**VALLEYVIEW
HEALTH CENTRE
FOUNDATION
REQUEST**

MOTION: 20.05.270. Moved by: COUNCILLOR DUANE DIDOW
That Council approve grant funding in the amount of \$13,500.00 for the Valleyview Health Centre Foundation to purchase a specialized bathtub for the Acute Care ward at the Valleyview Hospital, with funds to come from the 2020 Community Services Miscellaneous Grants contingent on that the remaining funding be acquired, to be expended in 2020.

CARRIED

7.5 DEBOLT OUTDOOR RECREATION SOCIETY TRANSFER OF FUNDS

**DEBOLT OUTDOOR
RECREATION
SOCIETY**

MOTION: 20.05.271. Moved by: COUNCILLOR TOM BURTON
That Council approve the reallocation of \$10,281.49 from the 2019 grant funds awarded to the DeBolt Outdoor Recreation Society to the DeBolt and District Agriculture Society.

CARRIED

7.6 TEEN CHALLENGE DONATION REQUEST

TEEN CHALLENGE

MOTION: 20.05.272. Moved by: DEPUTY REEVE TYLER OLSEN
That Council take no action on the donation request for Teen Challenge Canada.

CARRIED

7.7 REQUEST TO WAIVE THE 2019 PENALTIES ON TAX ROLLS 178960, 36672 & 36673

**2019 PENALTIES ON
TAX ROLLS**

MOTION: 20.05.273. Moved by: COUNCILLOR ROXIE RUTT
That Council direct Administration to waive the 2019 penalties on tax roll 178960 in the amount of \$10.38, tax roll 36672 in the amount of \$137.17 and tax roll 36673 in the amount of \$3.76 due to a clerical error.

CARRIED

7.8 AERIAL PHOTOGRAPHY SERVICES 2020

**AERIAL
PHOTOGRAPHY
SERVICES**

MOTION: 20.05.274. Moved by: COUNCILLOR WINSTON DELORME
That Council authorize Administration to award the proposal for Aerial Photography Services 2020 to GeodesyGroup Inc. at a cost of \$210,480.00, with funds to come from the Information Systems 2020 Operational Budget.

CARRIED

7.9 POLICY 1018 EXPENDITURE AND DISBURSEMENT

POLICY 1018

MOTION: 20.05.275. Moved by: COUNCILLOR DUANE DIDOW
That Council approve Policy 1018 Expenditure and Disbursement as presented.

CARRIED

7.10 POLICY 1027 SIGNING AUTHORITY

POLICY 1027

MOTION: 20.05.276. Moved by: COUNCILLOR SHAWN ACTON
That Council approve Policy 1027 "Signing Authority" as presented.

CARRIED

7.11 POLICY 1502 RESERVES

POLICY 1502

MOTION: 20.05.277. Moved by: COUNCILLOR LES URNESS
That Council approve approval Policy 1502 "Reserves" as amended.

- Verify Gravel Pit Reclamation Reserve

CARRIED

Reeve Dale Smith recessed the meeting at 12:02 p.m.

Reeve Dale Smith reconvened the meeting at 12:48 p.m.

7.12 POLICY 2010 SUBSTANCE ABUSE

POLICY 2010

MOTION: 20.05.278. Moved by: COUNCILLOR DUANE DIDOW
That Council approve Policy 2010 "Substance Abuse" as amended:

- The title be changed to "Substance Abuse Prevention"

CARRIED

7.13 POLICY 4006 VEHICLE REPLACEMENT

POLICY 4006

MOTION: 20.05.279. Moved by: COUNCILLOR SHAWN ACTON
That Council approve Policy 4006 "Vehicle Replacement" as amended:

- Add "Emergency Services Equipment will be evaluated separately."

CARRIED

7.14 POLICY 4020 SNOW REMOVAL RURAL RESIDENTIAL DRIVEWAYS

POLICY 4020

MOTION: 20.05.280. Moved by: COUNCILLOR DALE GERVAIS

That Council approve Policy 4020 "Snow Removal Rural Residential Driveways" as amended:

- Remove Hamlet of Greenview and replace with Greenview Hamlets
- Add Provision 11 "If a renter does not pay the required fee it will be charged back to the land owner."

CARRIED

7.15 2020 RATEPAYER BBQ'S

2020 RATEPAYER BBQ'S

MOTION: 20.05.281. Moved by: COUNCILLOR TOM BURTON

That Council cancel the Ratepayer BBQ's until the Covid-19 Provincial Regulation CMOH Order 07-2020 has been lifted.

CARRIED

BYLAW 20-851 THIRD READING

MOTION: 20.05.282. Moved by: COUNCILLOR DUANE DIDOW

That Council give third reading to Bylaw 20-851 "Municipal Emergency management Bylaw".

CARRIED

7.16 CAO/MANAGERS REPORTS'

CAO/MANAGERS REPORTS'

MOTION: 20.05.283. Moved by: COUNCILLOR TOM BURTON

That Council accept the CAO/Managers Reports' for information as presented.

CARRIED

#8 NOTICE OF MOTION

8.0 NOTICE OF MOTION

Councillor Shawn Acton has requested a notice of motion to the May 25, 2020 Regular Council Meeting to add the 8 mile road to the 2020 Budget.

#9
CLOSED SESSION

9.0 CLOSED SESSION

CLOSED SESSION

MOTION: 20.05.284. Moved by: COUNCILLOR BILL SMITH

That the meeting go to Closed Session, at 2:24 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 of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

CARRIED

OPEN SESSION

MOTION: 20.05.285. Moved by: COUNCILLOR DALE GERVAIS

That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:10 p.m.

CARRIED

MOTION: 20.05.286. Moved by: COUNCILLOR ROXIE RUTT

That Council approve the 2020-2022 Greenvue Staff Agreement for information as amended.

CARRIED

#10
MEMBER REPORTS
& EXPENSE CLAIMS

11.0 MEMBERS BUSINESS

WARD 1

COUNCILLOR WINSTON DELORME updated Council on his recent activities, which include;

April 27, 2020 Regular Council Meeting

Emergency Management Committee Meeting

WARD 2

COUNCILLOR DALE GERVAIS updated Council on his recent activities, which include;

April 27, 2020 Regular Council Meeting

WARD 3

COUNCILLOR LES URNESS updated Council on his recent activities, which include;

April 27, 2020 Regular Council Meeting

WARD 4

COUNCILLOR SHAWN ACTON submitted his update to Council on his recent activities, which include;

April 27, 2020 Regular Council Meeting

Emergency Management Committee Meeting

- WARD 5** **REEVE DALE SMITH** submitted his update to Council on his recent activities, which include;
April 27, 2020 Regular Council Meeting
Agriculture Service Board Meeting
Emergency Management Committee Meeting
Teleconference Travis Toews, MLA for Grande Prairie-Wapiti
Teleconference with Todd Loewen, MLA for Central Peace-Notley
- WARD 6** **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;
April 27, 2020 Regular Council Meeting
- WARD 7** **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;
April 27, 2020 Regular Council Meeting
Grande Prairie Public Library HR Meeting
Northern Lakes College Community Education Committee Meeting
- WARD 8** **COUNCILLOR BILL SMITH** updated Council on his recent activities, which include;
April 27, 2020 Regular Council Meeting
Agriculture Service Board Meeting
Emergency Management Committee Meeting
- DIVISION 9** **COUNCILLOR DUANE DIDOW** submitted his update to Council on his recent activities, which include;
April 27, 2020 Regular Council Meeting
FCSS Association of Alberta Board Meeting (Electronic Meeting)
- MOTION: 20.05.287. Moved by: COUNCILLOR DUANE DIDOW
That Council direct Administration to write a letter to MLA's Martin Long and Travis Toews and Honourable Ric McIver, Minister of Transportation regarding Highway 40 conditions.
- CARRIED
- DIVISION 9** **COUNCILLOR TYLER OLSEN** submitted his update to Council on his recent activities, which include;
April 27, 2020 Regular Council Meeting
Nitehawk Year-Round Adventure Park
Grande Prairie Regional Tourism Board Association
Emergency Management Committee Meeting
MD of Greenview Library Board Meeting

**MEMBERS
BUSINESS**

MOTION: 20.05.288. Moved by: COUNCILLOR DUANE DIDOW
That Council accept the Members Business Reports as presented.

CARRIED

**#11
ADJOURNMENT**

12.0 ADJOURNMENT

MOTION: 20.05.289. Moved by: COUNCILLOR WINSTON DELORME
That Council adjourn this Regular Council Meeting at 3:43 p.m.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

REEVE



May 25, 2020 Bylaw No. 20-850 Public Hearing Background Information

PROPOSAL:

In accordance with the Order in Council dissolving the Town of Grande Cache, Greenview was required to undertake a review of ward boundaries and Council is required to move to an odd number of Councillors. Bylaw 20-850 proposes some adjustments to the boundaries of Ward 1 and Ward 9. Victor Lake Co-op and the area south of the Co-op is incorporated into Ward 1 and is now separated from the Hamlet Boundary of Ward 9. The bylaw provides for an additional Council position to represent Ward 8 - Grovedale, bringing the total number of Councillors to 11.

BACKGROUND AND DISCUSSION:

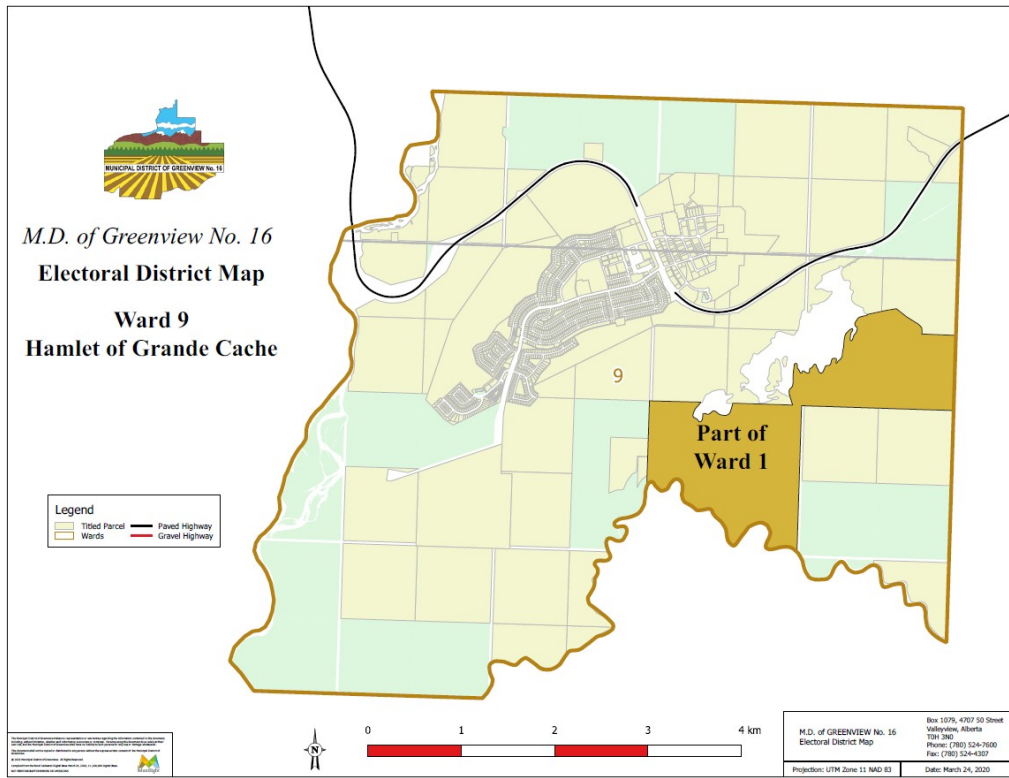
Order in Council 361/2018 requires Greenview to review the boundaries of the wards and the number of Councillors that the council consists of and specify a higher or lower number of Councillors, prior to the 2021 general election.

The Order established an interim Council composed of the original 8 members of the Greenview Council, with the addition of 2 Councillors from the former Town of Grande Cache. The current 10 member Council has been serving Greenview since January 1, 2019.

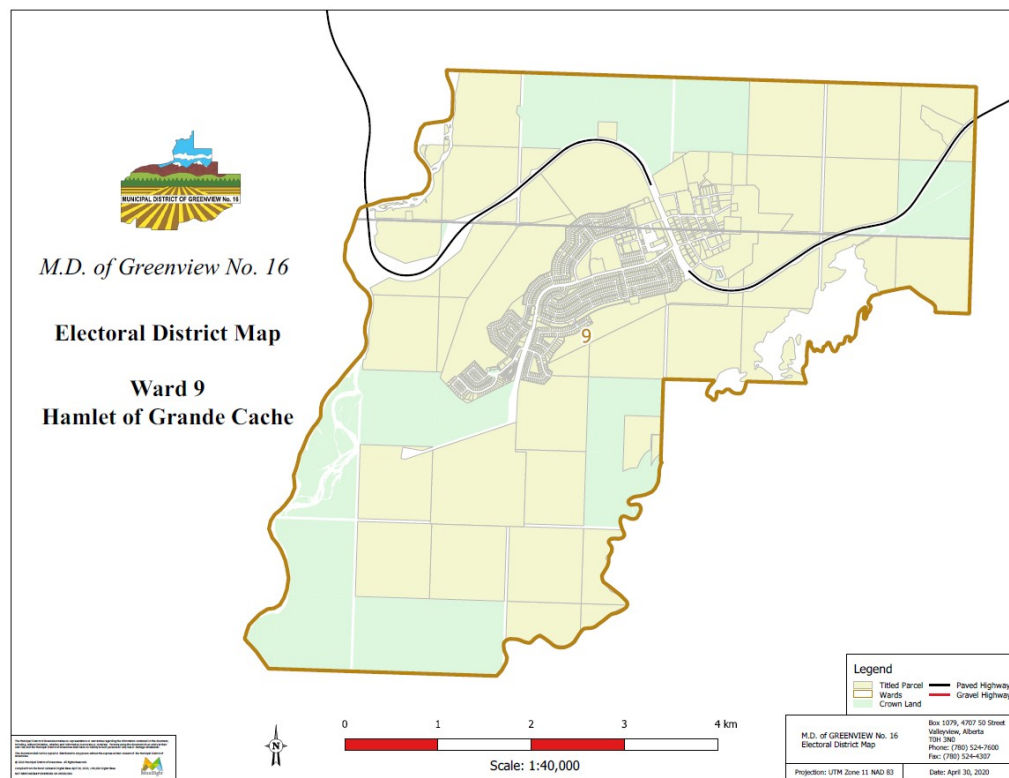
The proposed bylaw made some adjustments to the boundaries of Ward 1 – Grande Cache Cooperatives and Enterprises and Ward 9 - Hamlet of Grande Cache to provide greater clarity and distinction between the wards. Victor Lake Co-op, though historically part of Ward 1 – Grande Cache Cooperatives and Enterprises was located within the official Hamlet Boundaries of Grande Cache (Ward 9). In order to distinguish these two wards, the boundary of Ward 9 – Hamlet of Grande Cache has been adjusted to end at the North End of Victor Lake, and the entire area South of Victor Lake is incorporated into Ward 1- Grande Cache Cooperatives and Enterprises.

Greenview is proposing an 11 Member Council to balance representation of all areas of Greenview with the new realities Greenview faces with the dissolution of Grande Cache into a hamlet of Greenview. Greenview Council wanted to maintain, as best as possible, the balance of representation for the rural areas with the new urban area. For this reason, Council felt it best to largely maintain the boundaries of all wards of Greenview as they have been since 1994. Greenview Council felt that an additional Councillor in Grovedale was warranted, with its growth over the last 15 years since Greenview became incorporated, as well as projected future growth in that area. Greenview Council was wary of moving to a 9 member Council as it would likely mean the loss of a Councillor in the areas around Valleyview due to the population statistics.

Current Ward 9 – Hamlet of Grande Cache Boundary



Proposed Ward 9 – Hamlet of Grande Cache Boundary



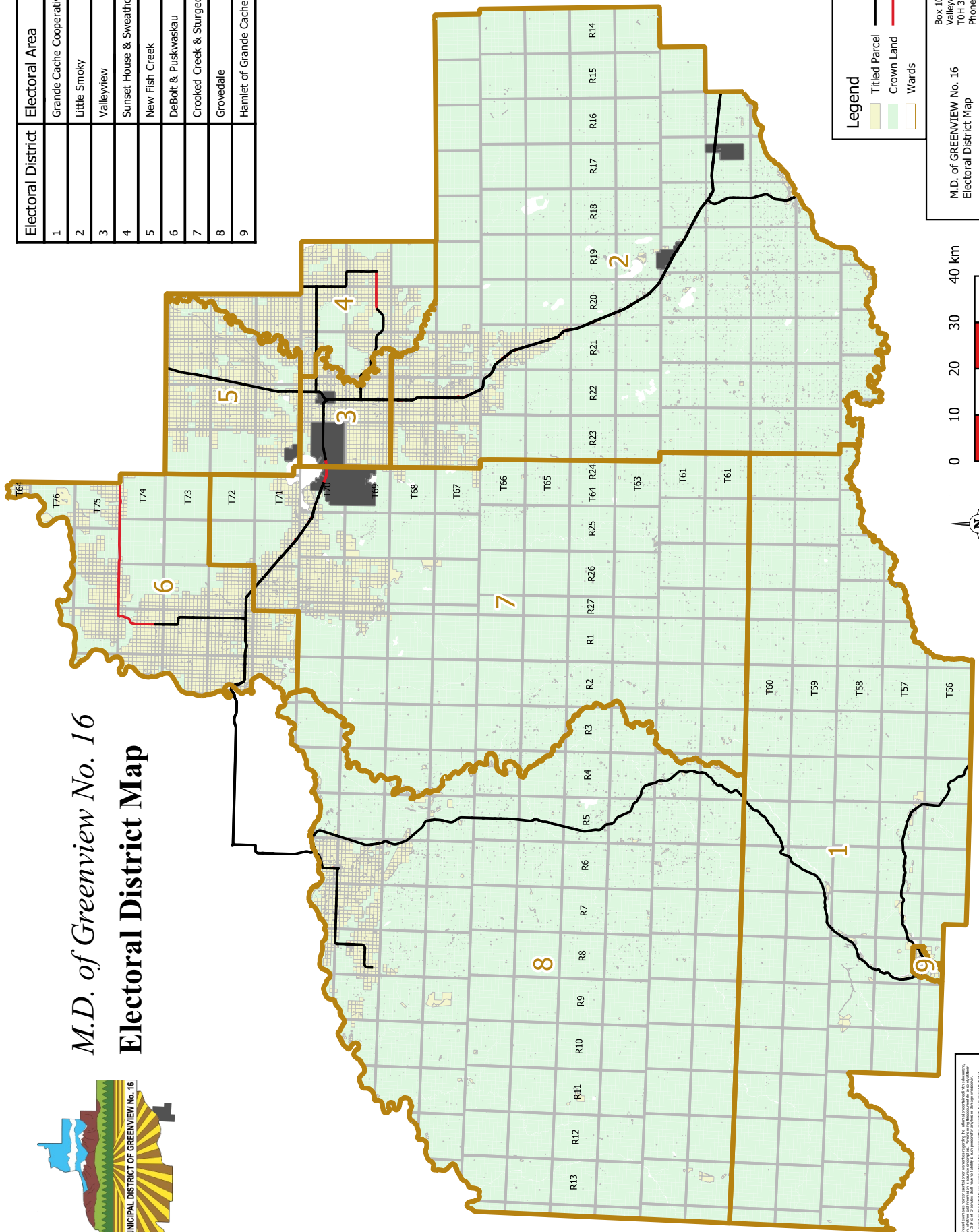
STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT:

Greenview posted advertisements in the Daily Herald Tribune beginning the week of May 11, 2020. Additionally, Greenview posted the proposed bylaw and advertisement on the website and Facebook page beginning May 5, 2020.

Greenview received correspondence from two ratepayers concerning Bylaw 20-850. The full correspondence is attached.



Electoral District	Electoral Area
1	Grande Cache Cooperatives & Enterprises
2	Little Smoky
3	Valleyview
4	Sunset House & Sweathouse
5	New Fish Creek
6	DeBolt & Puskwaskau
7	Crooked Creek & Sturgeon Heights
8	Grovedale
9	Hamlet of Grande Cache



May 15, 2020

Md of Greenview Council

Re: Ward boundary changes

We are writing to express our concern over the new proposed ward boundary changes.

We are concerned that the creation of the new Ward Nine. Adding two more councillors, in addition to the councillor they already have for Ward One, creates an imbalance of power for the Grande Cache region.

We feel that the former town of Grande Cache brings excessive baggage in the form of debt and dysfunctional infrastructure. We know that it will cost millions of dollars to bring this archaic infrastructure up to date, and that the rate payers of Greenview will be on the hook for the cost of these updates.

We have already heard their councillors, representing their residents, requesting a drop in their taxes, while expecting a raise in the level of service.

We feel that no more than two councillors is quite sufficient for that region.

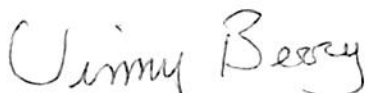
Sincerely

Concerned Ward Four rate payers

Dave Berry



Vimmy Berry



May 14, 2020

Council Members,

I feel that with the take-over of the Hamlet of Grande Cache, the best interest of the rest of the MD of Greenview tax payers has not been held. I am concerned of the financial stress that has been added and that will be put on the MD of Greenview and its tax payers. A vote was given to the Hamlet of Grande Cache to join the MD but not one given to the individual tax payers, that was not fair to us. I'm sure the Alberta Government had other options than handing over the Hamlet of Grande Cache to the MD of Greenview.

There needs to be a clearer explanation to the tax payers why more voting power is being given to the Hamlet of Grande Cache, Grovedale and surrounding areas and less to the people of Fox Creek, Valleyview, Ridgevalley and its areas. This has not been advertised well to the tax payers and you have a responsibility to let each tax payer understand the consequences this will create. I understand now that Grande Cache is part of the MD they need a council member and that the Grovedale area has potential growth but giving the extra voting power is not fair to the rest of the MD. A nine member council system would make more sense than the eleven member council system that is being proposed.

With the new proposed district changes, once again there will be a shift in the voting power to the Hamlet of Grande Cache-Grovedale and area, the rest of the MD tax payers will pay the price for this in the long run. More and more money and resources will be given to Grande Cache and area and the rest of your tax payers will suffer the consequences.

I'm not saying the people of Grande Cache don't deserve better but the Alberta Government or other means should have been considered. I feel the MD of Greenview and its tax payers should not be the savoir, especially when a vote or choice is not given to the tax payer.

Concerned Taxpayer,

Jon Kilik

780-524-7870



May 25, 2020
Bylaw No. 20-841 Public Hearing
Background Information

PROPOSAL

The application for land use amendment A20-004 has been submitted by Karen and Terry Achen to redesignate a 4.04 hectare \pm (9.98 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District area within NW-34-72-22-W5 in the New Fish Creek area, Ward 5.

BACKGROUND AND DISCUSSION

The proposed rezoning would allow for the subsequent subdivision of a vacant second parcel from the quarter to allow for future residential development. The area is treed and has a Farmland Assessment Rating of 6%. Access would be addressed during the subdivision process requiring an approach to the proposed lot to be installed by Greenview at the applicant's expense. Access to the balance exists from Township Road 730.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Country Residential One (CR-1) District. The application meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from the proposal. As well, the proposed amendment will be compatible with existing surrounding residential developments. Administration is recommending that Council gives Second and Third Readings to Bylaw No. 20-841.

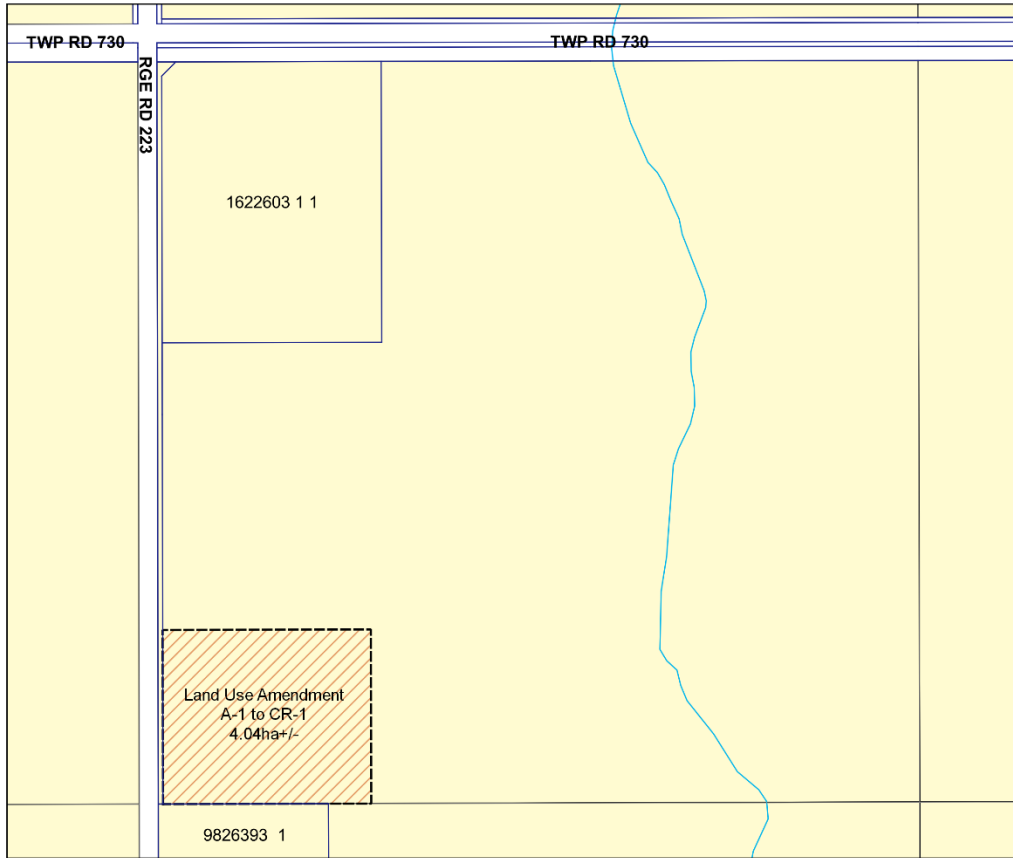
STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

March 03, 2020, a copy of the application was circulated to Greenview's internal departments. No concerns were received.

March 03, 2020, a copy of the application was circulated to the following referral agencies: Alberta Culture and Tourism, Alberta Energy Regulator GP Field Centre, Alberta Environment and Parks – Water Approvals, Alberta Environment and Parks – Jack McNaughton, Alberta Environment and Parks – Marsha Trites-Russel, Alberta Municipal Affairs – David Dobson, ATCO Electric, ATCO Gas, East Smoky Gas Coop, Northern Gateway Public Schools and Vision Credit Union. No concerns were received.

April 15, 2020, a copy of the application and notice of the Public Hearing was circulated to adjacent landowners within 804 metres of the property. The public hearing was advertised on Greenview's website and referral agencies were notified. No concerns were received.

Proposed Land Use Amendment NW-34-72-22-5



Legend

- Proposed Amendment
- Agriculture 1 (A-1)

0 50 100 150 200 m



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Proposed Land Use Amendment NW-34-72-22-5



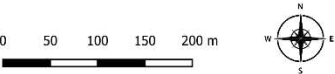
Legend

-  Proposed Amendment
-  Agriculture 1 (A-1)

OWNER: I / WE hereby certify the drawing accurately represents the proposed land use amendment.

Date _____

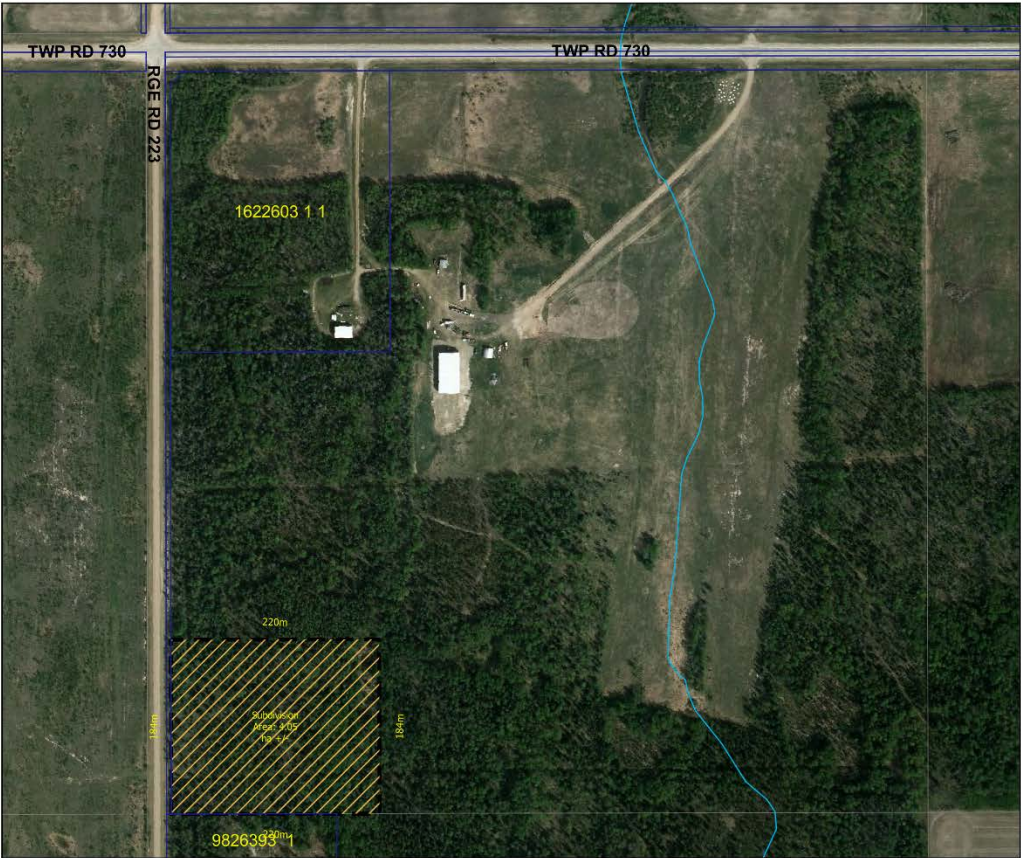
Landowner(s) Signature: _____



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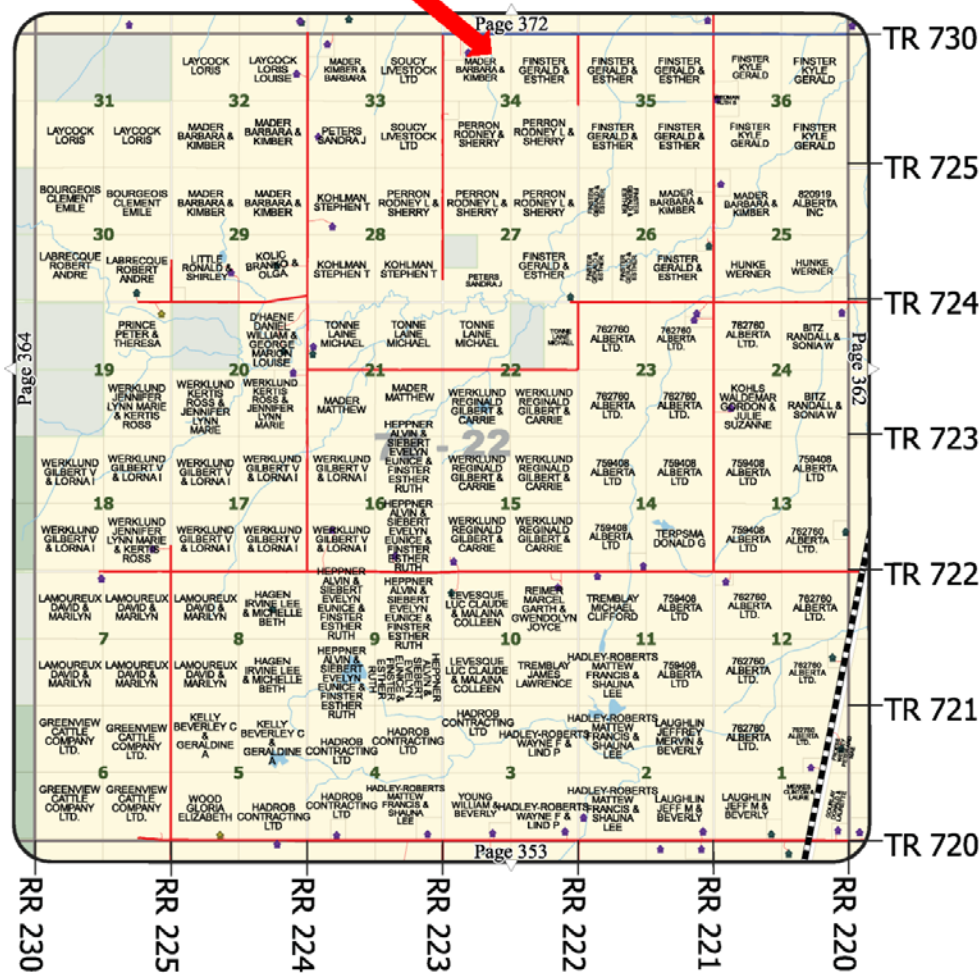
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***M.D. of Greenview
No.16***

Township 72, Range 22



Map printed: 2019-11-29

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Compiled from the Rural Cadastral Digital Base September 15, 2019; 1:20,000 Digital Base, Land Ownership compiled from municipal tax data, September 15, 2019. Building/Shed/Feature information compiled from municipal assessment data, December 2018.

NOT RESPONSIBLE FOR ERRORS OR OMISSIONS

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REQUEST FOR DECISION

SUBJECT:	Bylaw 20-850 “Municipal Ward Boundaries and Council Composition”		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2020	CAO: DT	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER: DL
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, R.S.A. 2000, Chapter M-26, Section 143, 148, 149.

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give second reading to Bylaw 20-845 “Municipal Ward Boundaries and Council Composition”.

MOTION: That Council give third reading to Bylaw 20-845 “Municipal Ward Boundaries and Council Composition”.

BACKGROUND/PROPOSAL:

In accordance with Section 143 of the Municipal Government Act, “the Council of a municipal district or specialized municipality consists of the number of councillors specified in the order forming it unless the council passes a bylaw specifying a higher or lower odd number. In the Ministerial Order dissolving the Town of Grande Cache into a Hamlet of Greenview, the Minister ordered that Greenview Council move to a higher or lower odd number of Councillors”.

Greenview Council opted to move to a higher number of Councillors through the addition of a seat in Grovedale.

In accordance with Section 148 of the Municipal Government Act:

- 148(1) Unless otherwise provided for in a bylaw under this section, when a municipality is divided into wards,
 - (a) only an elector who is resident in the ward may vote for a councillor in that ward, and
 - (b) councillors are elected for each ward.
- (2) A council may by bylaw
 - (a) divide the municipality into wards and establish their boundaries,
 - (b) in the case of wards established for a municipal district or a specialized municipality, change the number of wards and their boundaries,
 - (c) give each ward established or changed a name or number, or both,
 - (d) state the number of councillors to be elected for each ward established or changed, and

(e) in the case of any municipality, including a municipal district or specialized municipality, eliminate the wards.

Council determined to remain with the same election system we had in place. Councillors are nominated by their ward, they are elected by members of that ward, and a Reeve is appointed from among the elected councillors.

A bylaw of this nature must be advertised and a public hearing is to be held. Due to restrictions in place due to COVID-19, Council will have to hold the public hearing through electronic means. The public may provide submissions and comments to administration through email or mail, and if they want to speak to council during the public hearing, they will be provided the means to do that through the ZOOM platform. Participants will be required to register prior to the Public Hearing to allow administration to be able to facilitate their participation.

Following first reading Council requested the following amendments:

- That the area south of Victor Lake be incorporated into the map of Ward 1- Grande Cache Cooperatives and Enterprises and that this area be removed from the Ward 9- Hamlet of Grande Cache for additional clarity.
- That the areas of the Towns of Valleyview and Fox Creek, as well as Sturgeon Lake Cree Nation and Alexander First Nation be made black to distinguish that they are not part of Greenview.
- That the formal names of each First Nation in the area be used rather than the broad term of "Reserves".

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will be compliant with provincial legislation and the Ministerial Order for the dissolution of Grande Cache. Greenview will also have an updated ward boundary bylaw, which has not been updated or amended since 1994.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council may request additional changes to the bylaw.

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:

Once Council has adopted this bylaw, Administration will present changes to the Election Procedures Bylaw and Nomination Day procedures bylaw.

ATTACHMENT(S):

- Bylaw 20-850
- Bylaw 94-036



BYLAW NO. 20-850 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta to establish the ward boundaries within the M.D of Greenview and the number of Councillors elected to represent each ward.

WHEREAS, Section 143(4) of the Municipal Government Act enables a Council to pass a bylaw specifying the number of Councillors to serve on the Council of a Municipal District; and

WHEREAS, Section 148(2) of the Municipal Government Act enables a Council to pass a bylaw to establish ward boundaries for its municipality, including the number of wards and number for each ward in the M.D. of Greenview; and

WHEREAS, Section 148(5) of the Municipal Government Act enables a Council to pass a bylaw requiring each Councillor to be nominated by ward and that each Councillor shall serve as the Councillor for the ward in which they were nominated; and

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, the Council of the M.D. of Greenview No. 16, in the Province of Alberta enacts as follows:

1. Title
 - 1.1 This bylaw shall be cited as the “Municipal Ward Boundaries and Council Composition”.
2. Definitions
 - a. **Greenview** means the municipal corporation of the M.D. of Greenview No. 16.
 - b. **Local Authorities Election Act** means the Local Authorities Election Act, R.S.A 2000, Chapter L-21.
3. Greenview shall be divided into nine (9) Wards.
4. The number and designation of each Ward shall be as described herein and as per Schedule ‘A’, and shall exclude all incorporated municipalities, as well as Sturgeon Lake Cree Nation and Alexander First Nation situated therein.
5. Greenview Council shall be comprised as follows:
 - 5.1 The Council shall consist of eleven (11) Councillors. Council will appoint a Reeve from among the Councillors.
 - 5.1.1 One (1) Councillor will be elected from Ward 1.
 - 5.1.2 One (1) Councillor will be elected from Ward 2.
 - 5.1.3 One (1) Councillor will be elected from Ward 3.
 - 5.1.4 One (1) Councillor will be elected from Ward 4.

- 5.1.5 One (1) Councillor will be elected from Ward 5.
- 5.1.6 One (1) Councillor will be elected from Ward 6.
- 5.1.7 One (1) Councillor will be elected from Ward 7.
- 5.1.8 Two (2) Councillors will be elected from Ward 8.
- 5.1.9 Two (2) Councillors will be elected from Ward 9.
- 5.2 All Councillors must be nominated by the Ward in which they reside.
- 5.3 All Councillors are Councillors for the Ward in which they were nominated.
- 5.4 All Councillors must be elected and nominated in accordance with the Local Authorities Election Act.

6. Bylaw 94-036 "Electoral Division for Council" is hereby repealed.

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

Read a first time this 14th day of April, 2020.

Read a second time this _____ day of _____, 2020.

Read a third time and passed this _____ day of _____, 2020.

Schedule 'A'

Ward 1

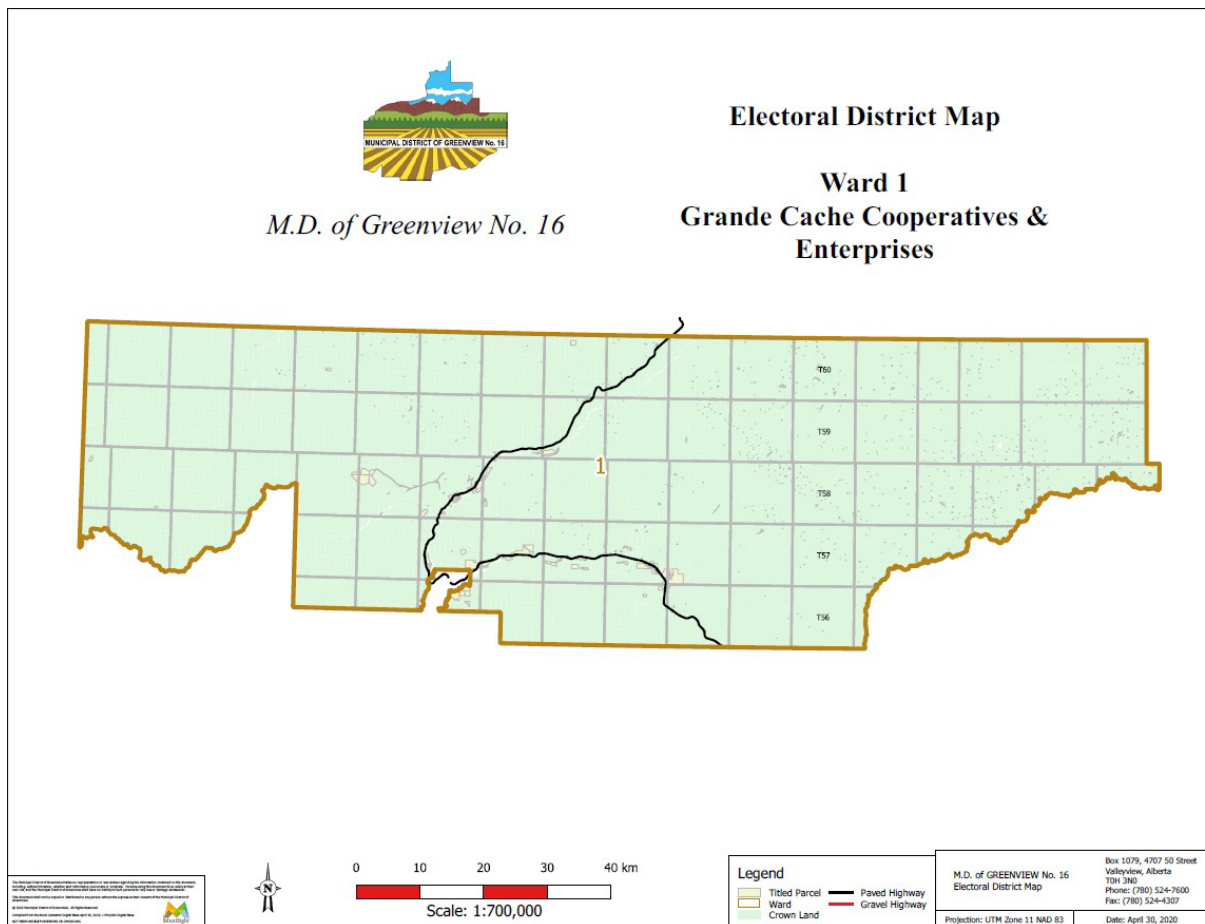
Grande Cache Cooperatives & Enterprises

All that portion of Greenview described as:

- Lands lying south of the 16th Base Line, Ranges 24 to 27 inclusive lying West of the 5th Meridian.
- All that portion of Greenview lying south of the 16th Base Line, Ranges 1 to 14 inclusive lying West of the 6th Meridian.

AND

- Includes the boundaries of Victor Lake Cooperative and all the lands located South and East of Victor Lake.

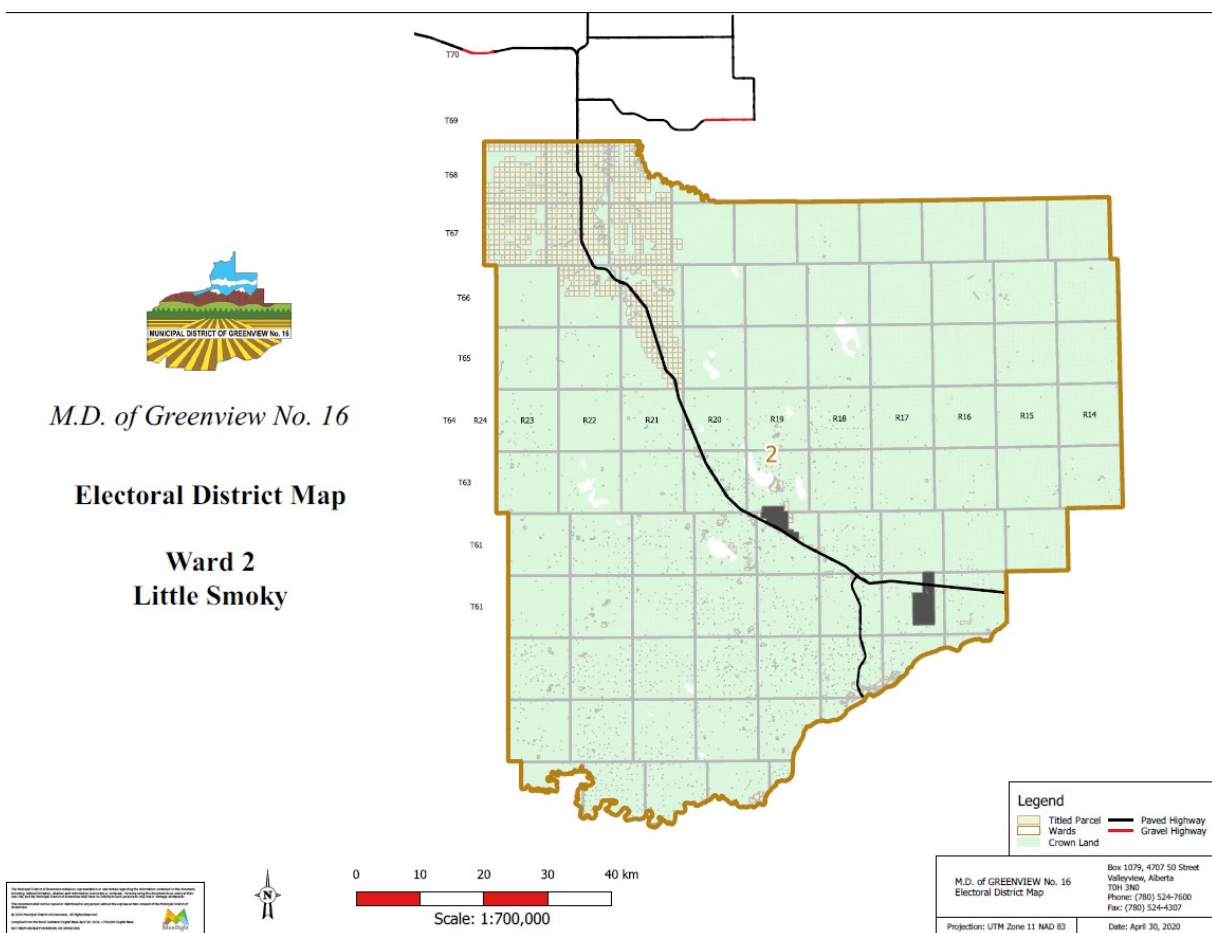


Ward 2

Little Smoky

All that portion of Greenview described as:

- In Townships 57 to 67 inclusive, Ranges 13 to 23 inclusive;
- In Township 68, Range 20 – all that portion lying south and west of the Goose River;
- In Township 68, Range 21 - all that portion lying west of the Goose River;
- In Township 68, Ranges. 22 and 23.
- All of the above described lands lying West of the 5th Meridian.

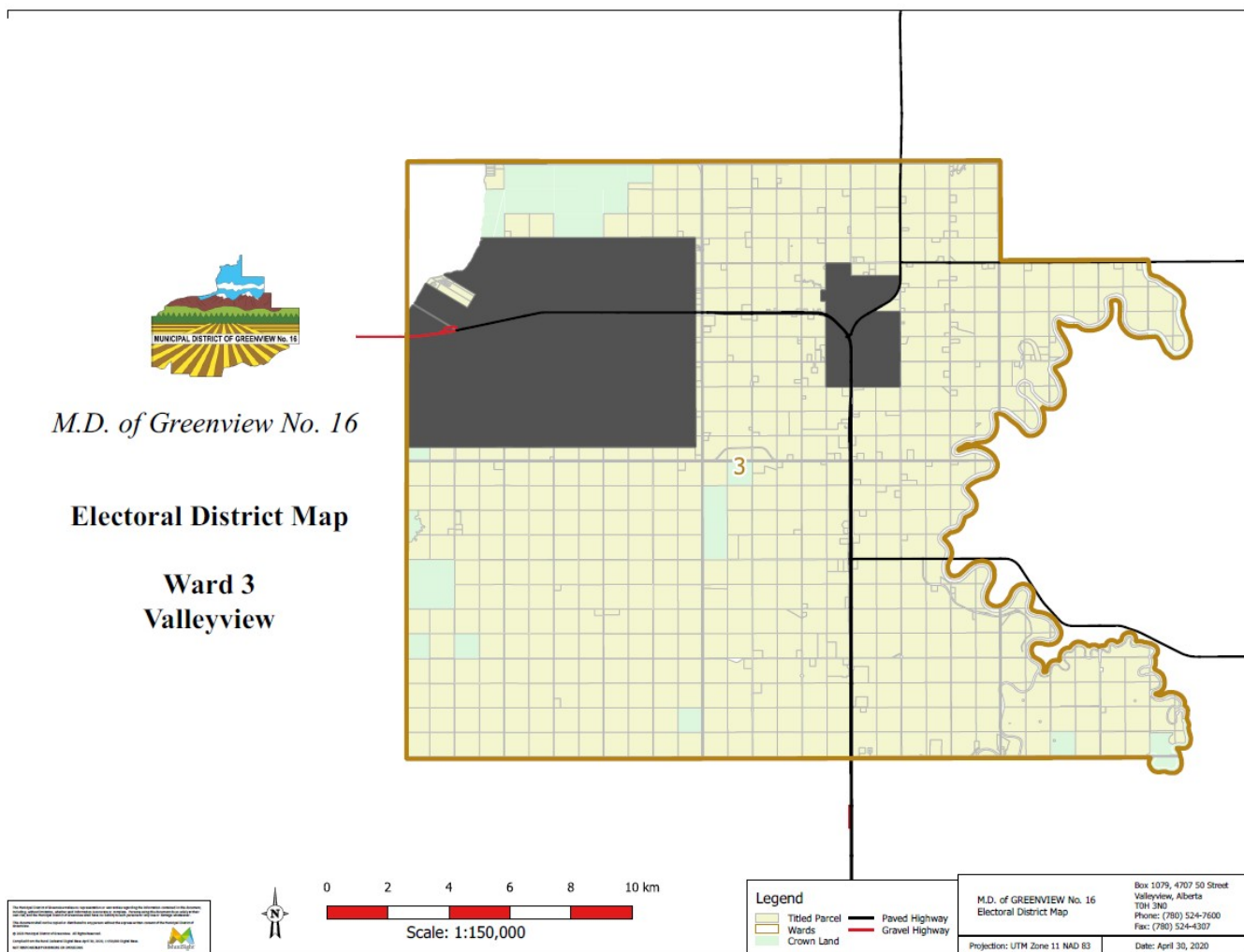


Ward 3

Valleyview

All that portion of Greenview described as:

- In Township 69, Range 21, all that portion lying west of the Goose and Little Smoky Rivers;
- In Township 70, Range 21, Sections 6, 7, 17, 18, 19, 20 & 21;
- In Townships 69 and 70, Ranges 22 and 23, all that portion lying west of the Little Smoky River.
- All of the above described lands lying West of the 5th Meridian.

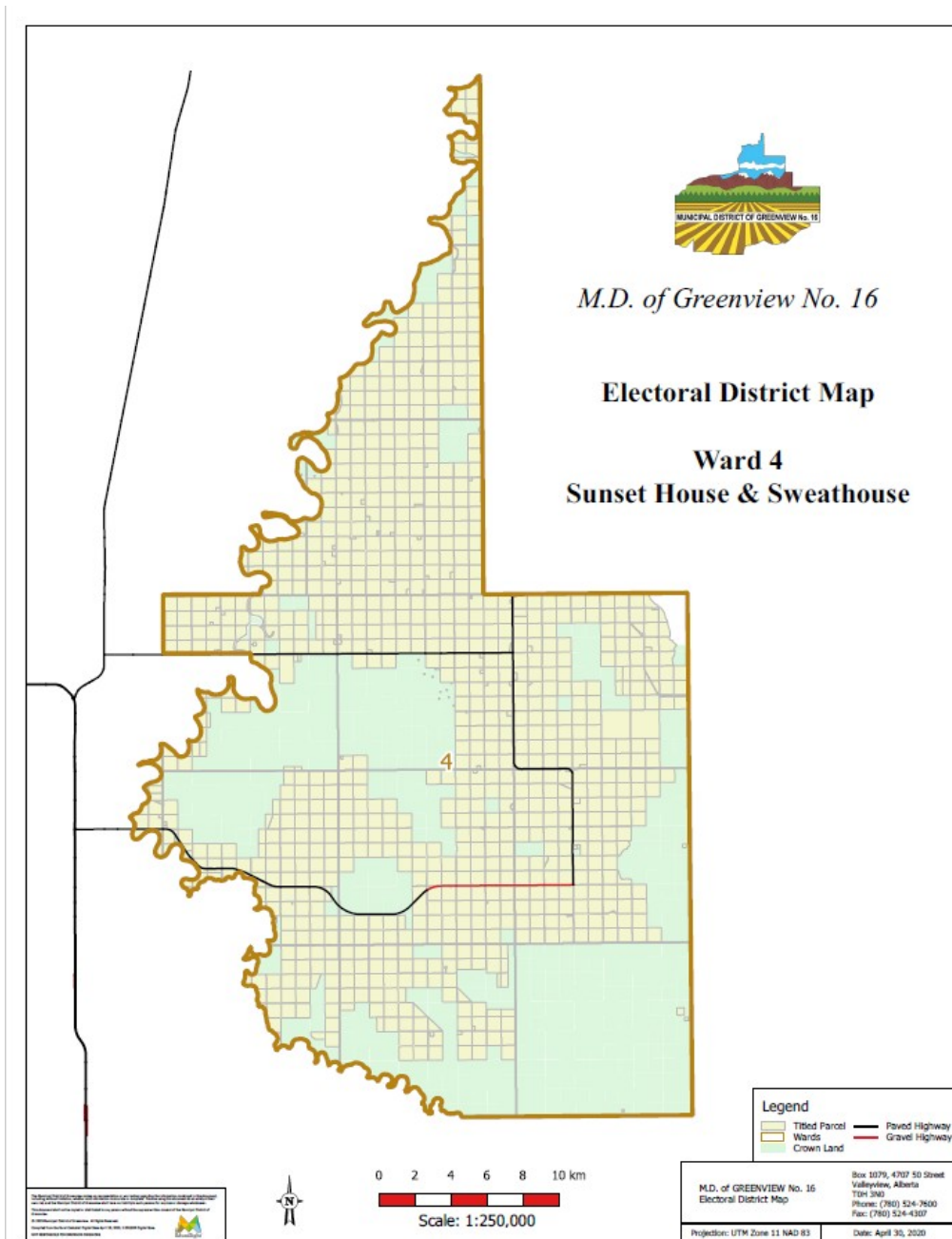


Ward 4

Sunset House & Sweathouse

All that portion of Greenview described as:

- All that portion lying east of the Goose and Little Smoky Rivers in Townships 68 to 73 inclusive, Ranges 19 to 22 inclusive;
- In Township 70, Range 21, Sections 28, 29, 30, 31, 32, 33 and 34, all that portion lying west of the Smoky River.
- All of the above described lands lying West of the 5th Meridian.

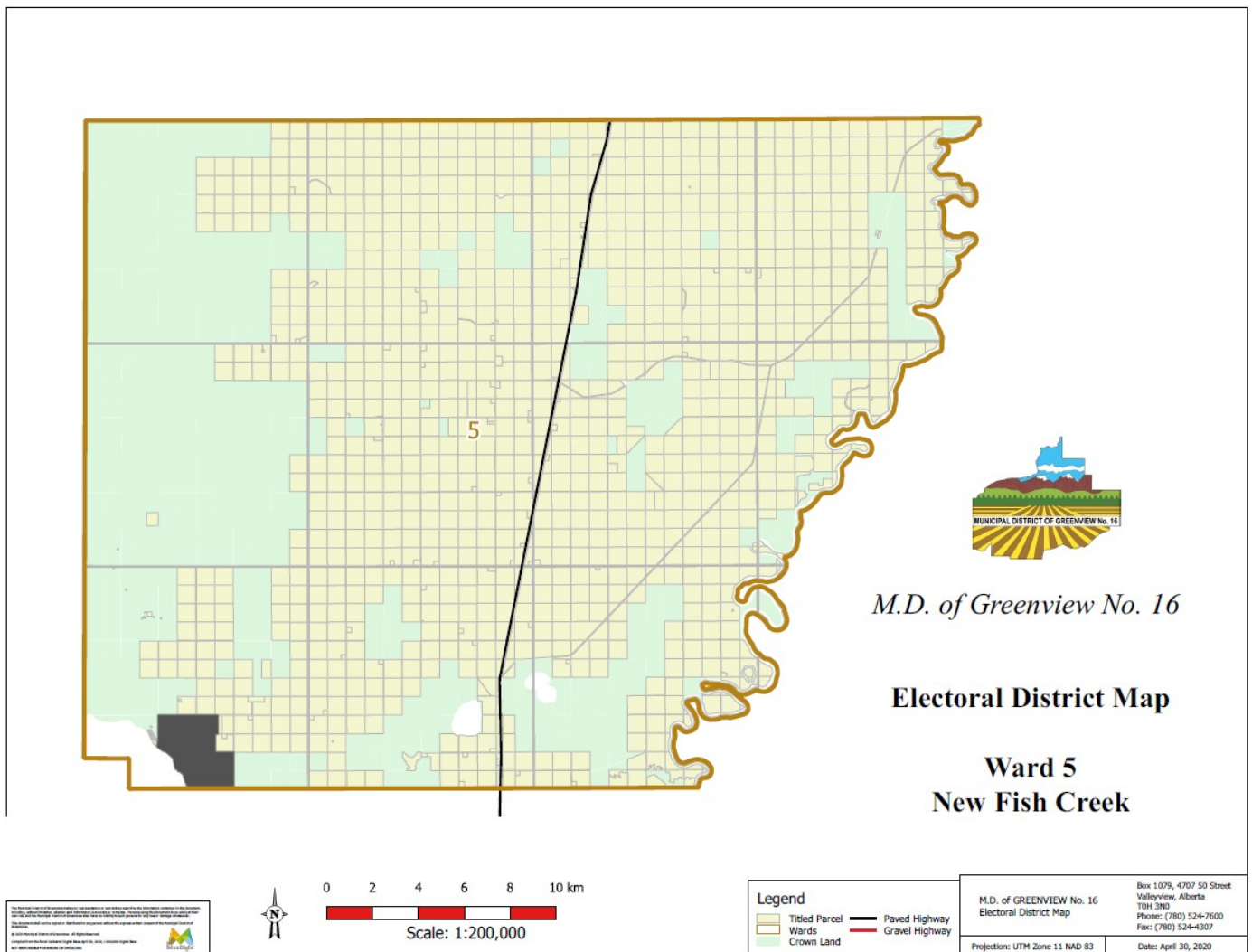


Ward 5

New Fish Creek

All that portion of Greenview described as:

- In Townships 71, 72 and 73, Ranges 20, 21, 22 and 23 all that portion lying west of the Little Smoky River.
- All of the above described lands lying West of the 5th Meridian.

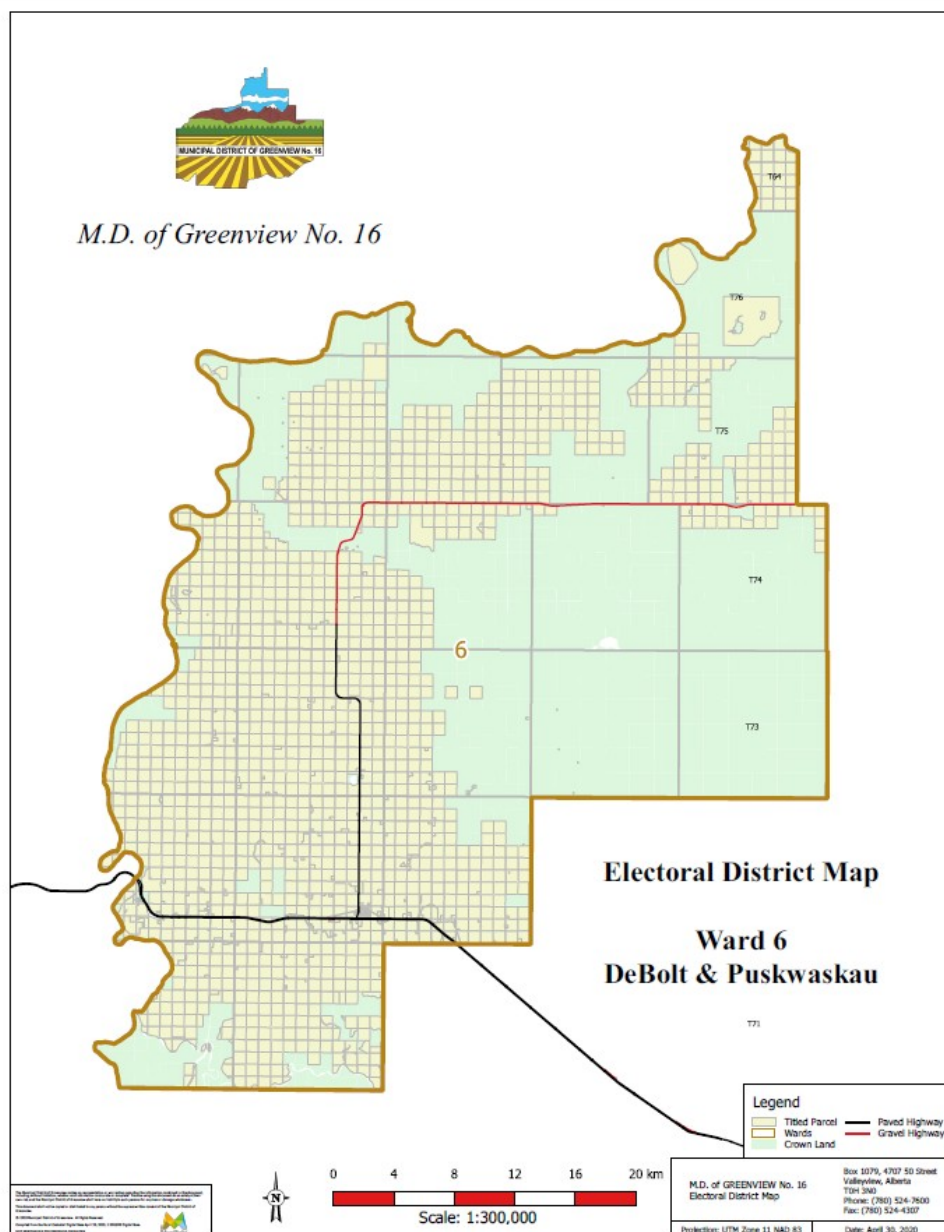


Ward 6

DeBolt & Puskwaskau

All that portion of Greenview described as:

- In Townships 73 to 77 inclusive, Ranges 24 and 25;
- In Townships 72 to 76 inclusive, Range 26 - all that portion lying south of the Smoky River.
- All of the above described lands lying West of the 5th Meridian.
- In Townships 71 to 76 inclusive, Ranges 1 to 2 lying south and east of the Smoky River.
- All of the above described lands lying West of the 6th Meridian.

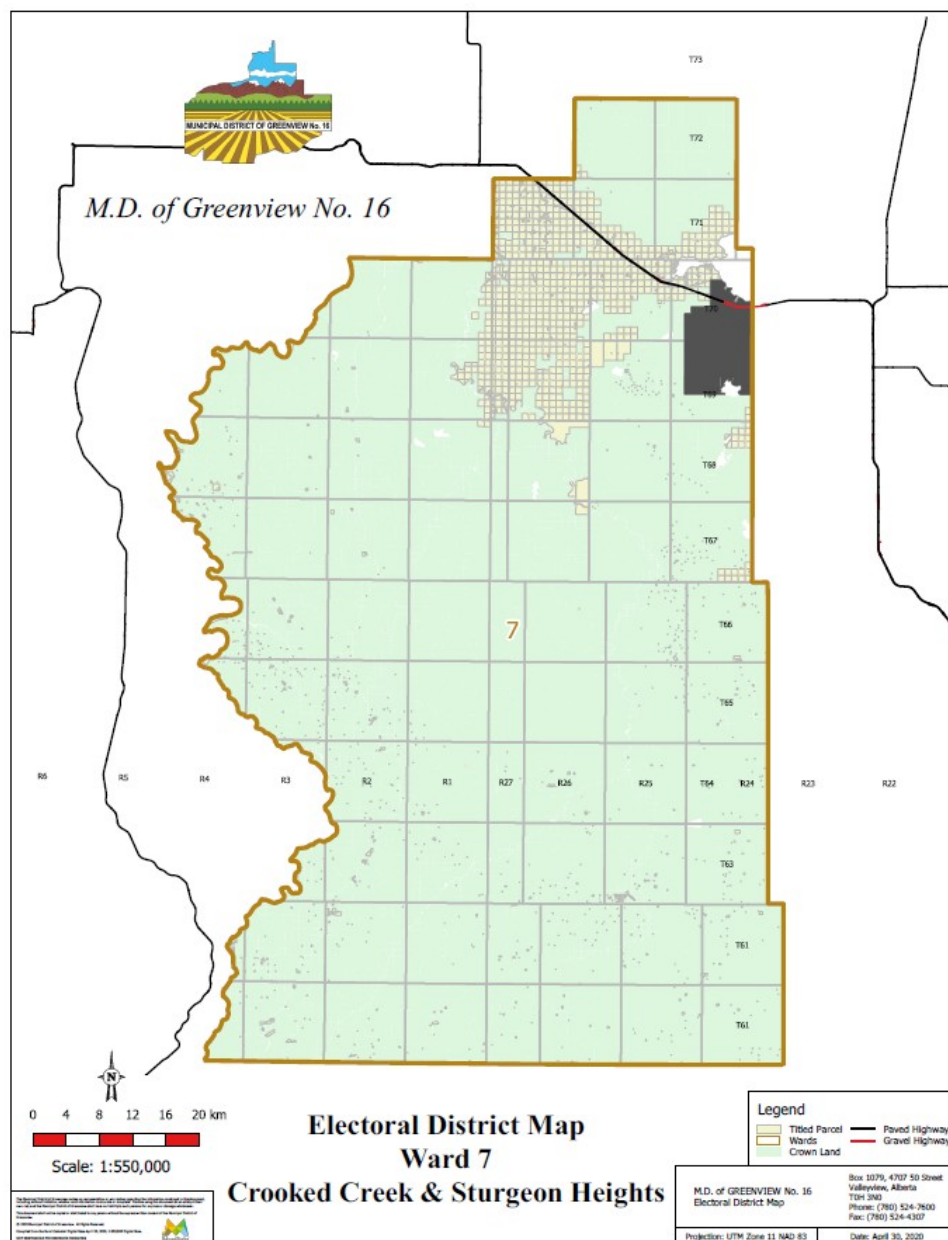


Ward 7

Ridgevalley & Crooked Creek

All that portion of Greenview described as:

- In Township 72, Ranges 24 and 25;
- In Township 71, Range 24, 25 and 26;
- In Townships 61 to 70 inclusive, Ranges 24 to 27 inclusive.
- All of the above described lands lying West of the 5th Meridian.
- In Townships 61 to 70 inclusive, Ranges 1 to 4 inclusive lying east of the Smoky River.
- All of the above described lands lying West of the 6th Meridian.

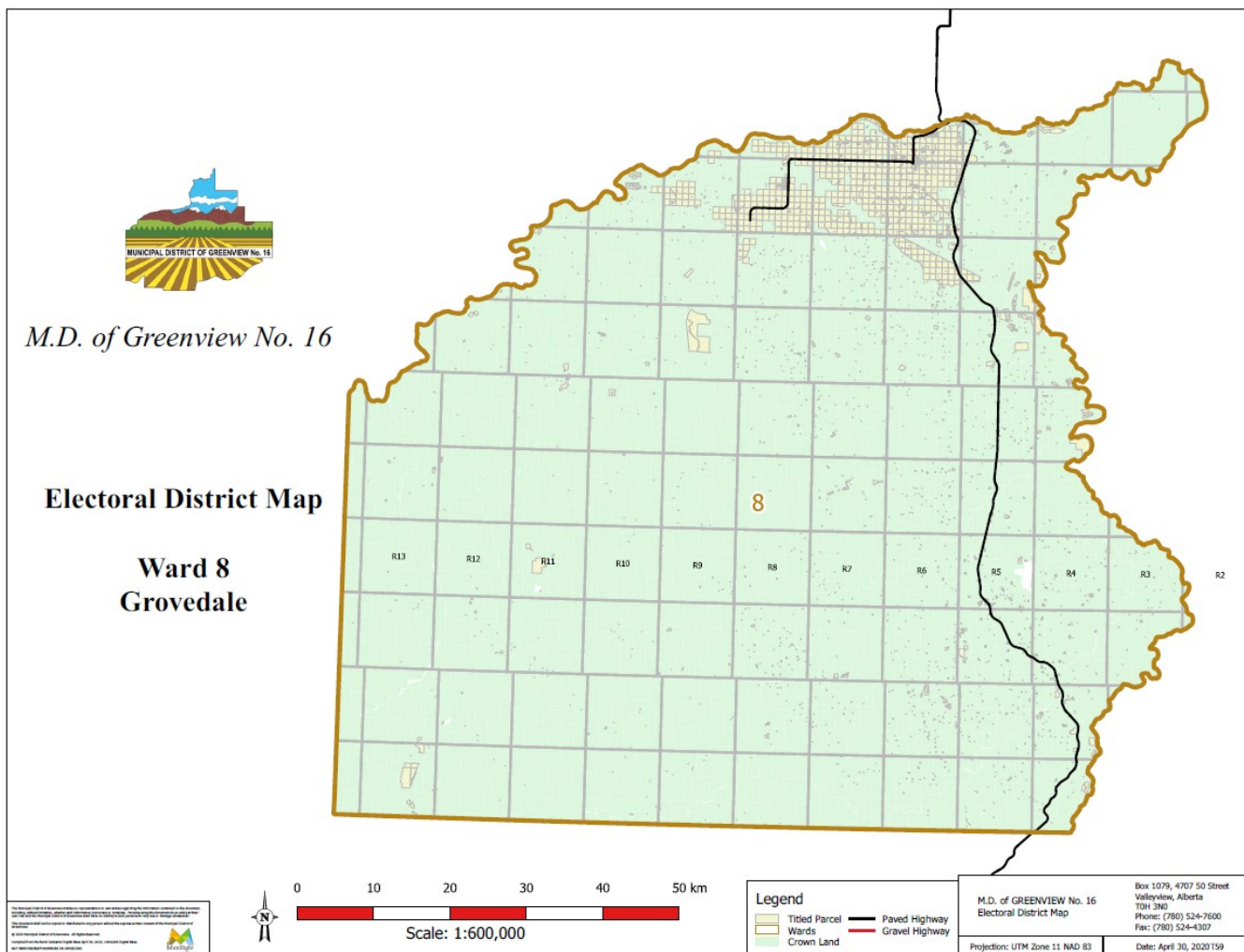


Ward 8

Grovedale

All that portion of Greenview described as:

- Townships 61 to 70 inclusive, Ranges 2 to 11 inclusive - all that portion lying West of the Smoky River and south of the Wapiti River;
- In Townships 61 to 68 inclusive, Ranges 12 to 14 inclusive.
- All of the above described lands lying West of the 6th Meridian.

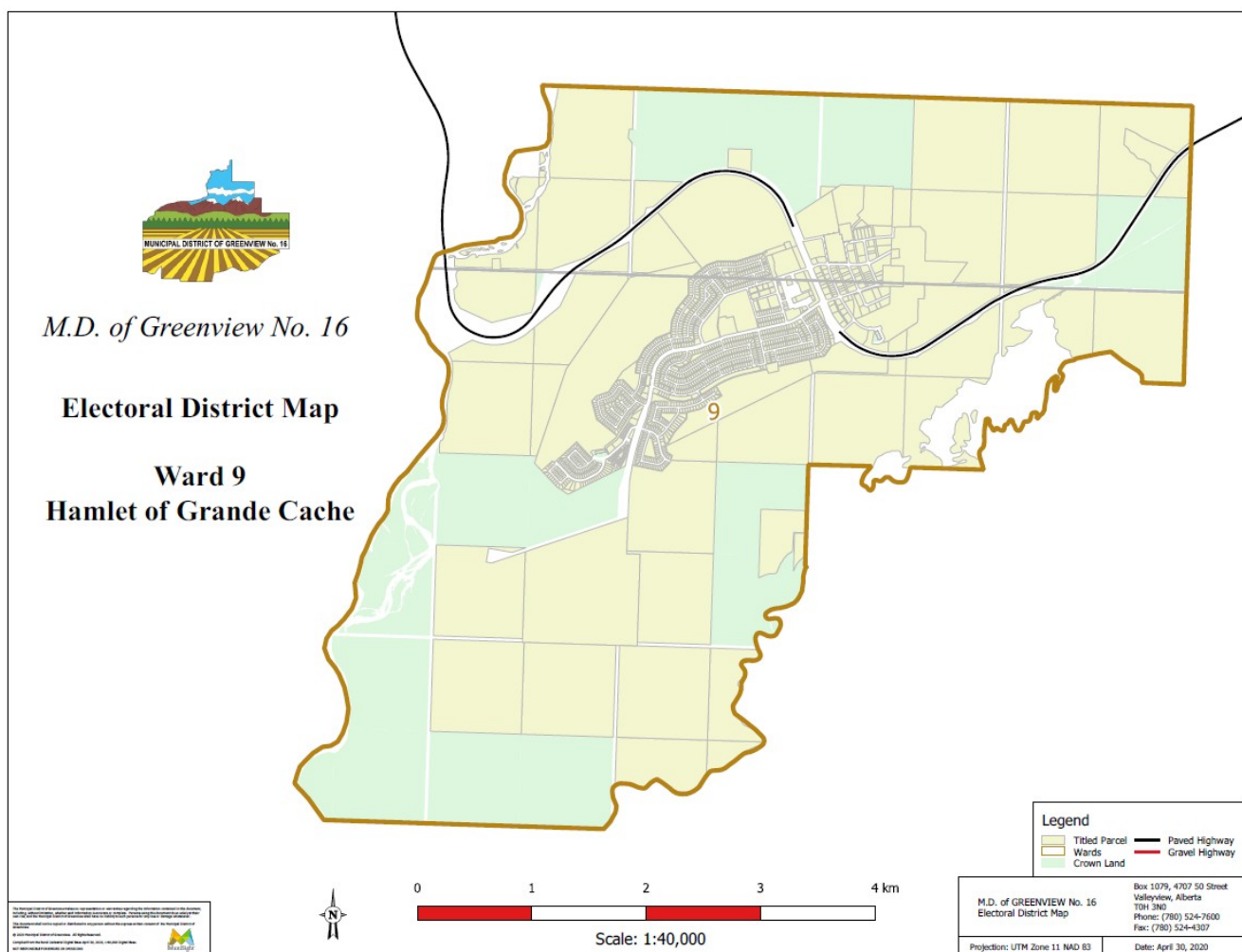


Ward 9

Hamlet of Grande Cache

That portion of Greenview described as:

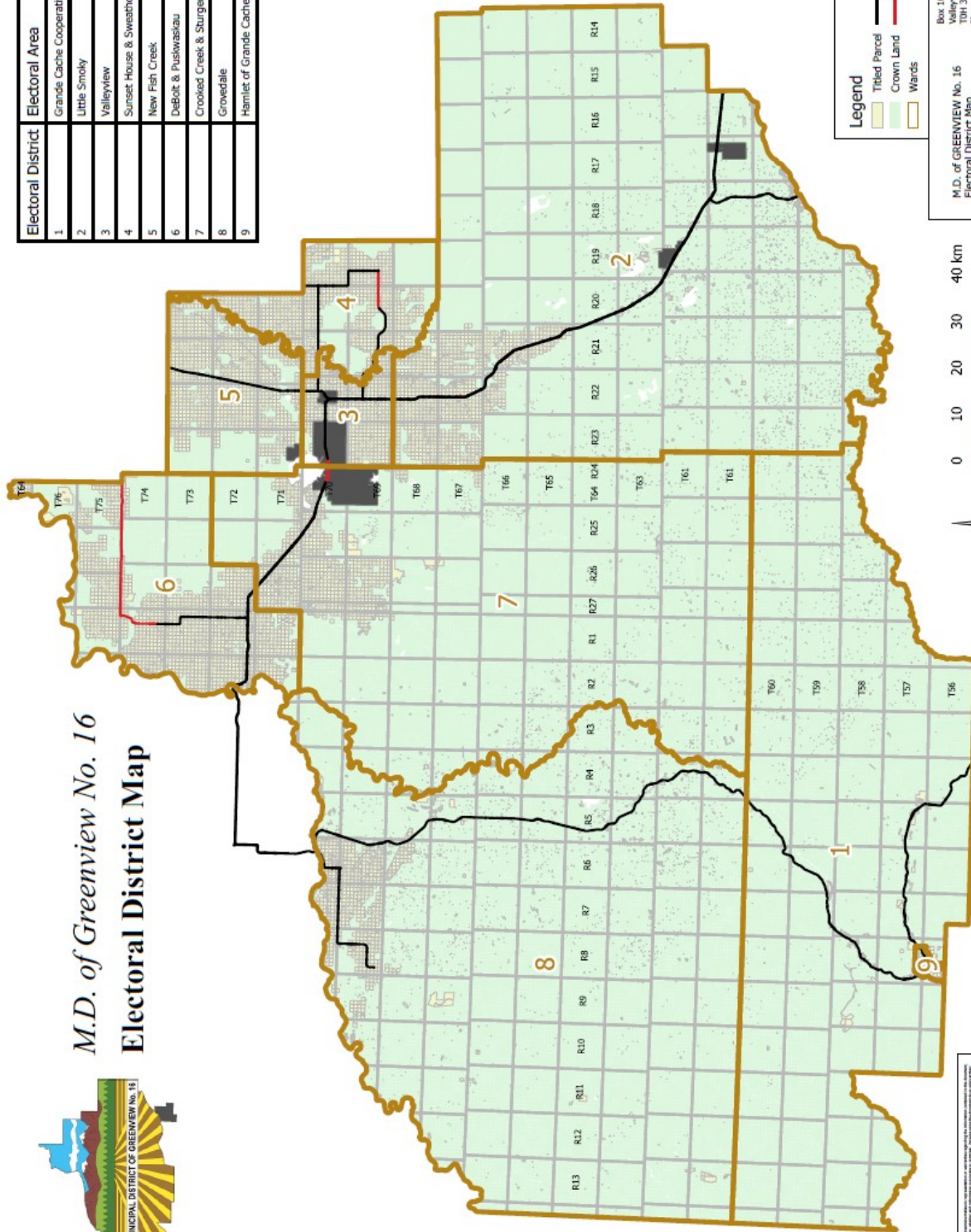
- The Hamlet of Grande Cache.
- Lands in Township 56, Range 8, Section 20, 29, 32 and 33 inclusive; and Section 19 East of the Smoky River; Section 21 West of the Sulphur River; Section 28 West of the Sulphur River; Section 30 East of the Smoky River; Section 34 excluding the portion of the South East belonging to Victor Lake Cooperative; and the North East and North West portion of Section 35 excluding the portion belonging to Victor Lake Cooperative.
- Lands in Township 57, Range 8, Sections 2, 3 and 4 inclusive, and Section 5 East of the Smoky River.





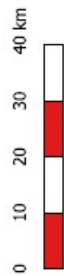
M.D. of Greenview No. 16 **Electoral District Map**

Electoral District	Electoral Area
1	Grande Cache Cooperatives & Enterprises
2	Little Smoky
3	Valleyview
4	Sunset House & Sweathouse
5	New Fish Creek
6	DeBolt & Puslawaskau
7	Crooked Creek & Sturgeon Heights
8	Grovedale
9	Hamlet of Grande Cache



Legend	
	Titled Parcel
	Crown Land
	Paved Highway
	Gravel Highway
	Wards

Box 1079, 4707 50 Street
 Valleyview, Alberta
 T8A 2N2
 Phone: (780) 524-7600
 Fax: (780) 524-4307
 Date: April 30, 2020



This map was prepared by the Municipal District of Greenview No. 16. It is not a legal document and should not be used for legal purposes. The map is for informational purposes only. The map is not a legal document and should not be used for legal purposes. The map is for informational purposes only.



REQUEST FOR DECISION

SUBJECT: Bylaw No. 20-841 Re-designate from Agricultural One (A-1) District to Country Residential One (CR-1) District

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

MEETING DATE: May 25, 2020 **CAO:** DT **MANAGER:**

DEPARTMENT: PLANNING & DEVELOPMENT **GM:** **PRESENTER:** LD

STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial – *Municipal Government Act*, RSA 2000

Council Bylaw/Policy – *Municipal Development Plan* No. 15-742; *Land Use Bylaw* No. 18-800

RECOMMENDED ACTION:

MOTION: That Council give Second Reading to Bylaw No. 20-841, to re-designate an 4.04-hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NW-34-72-22-W5.

MOTION: That Council give Third Reading to Bylaw No. 19-841, to re-designate a 4.04-hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NW-34-72-22-W5

BACKGROUND/PROPOSAL:

The application for land use amendment A20-004 has been submitted by Karen and Terry Achen to redesignate a 4.04 hectare ± (9.98 acre) area from Agricultural One (A-1) District to Country Residential One (CR-1) District area within NW-34-72-22-W5 in the New Fish Creek area, Ward 5.

The proposed rezoning would allow for the subsequent subdivision of a vacant second parcel from the quarter for future residential development. The area is treed and has a Farmland Assessment Rating of 6%. Access would be addressed during the subdivision process requiring an approach to the proposed lot to be installed by Greenview at the applicant's expense. Access to the balance exists from Township Road 730.

East Smoky Gas and Greenview Environmental Services have no concerns with the application. Road widening of 5.03 metres as well as a 10 metre by 10 metre corner cut were taken at the time the first parcel was removed from the quarter and no further road widening is required. No further comments or concerns were received.

Administration has reviewed the land use amendment application and it meets the fundamental land use criteria set out within the Country Residential One (CR-1) District. The application meets the requirements of the Municipal Government Act and the Municipal Development Plan. Administration does not anticipate any negative development or land use impacts from the proposal. As well, the proposed amendment will be compatible with existing surrounding residential developments. Administration is recommending that

Council gives Second and Third Readings to Bylaw No. 20-841.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that re-designation would allow the Landowner to increase the residential opportunities available in Greenview through a future subdivision.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of Council accepting the recommended motion is that rural residential is an unsustainable method of housing when Council considers costs of servicing, servicing levels, as well as service delivery.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw No. 20-841 for further discussion or information.

Alternative #2: Council has the alternative to deny the request completely and not allow the rezoning. The proposed amendment is contemplated by the existing legislation and does not, in and of itself, represent an issue from Administration's perspective.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

FOLLOW UP ACTIONS:

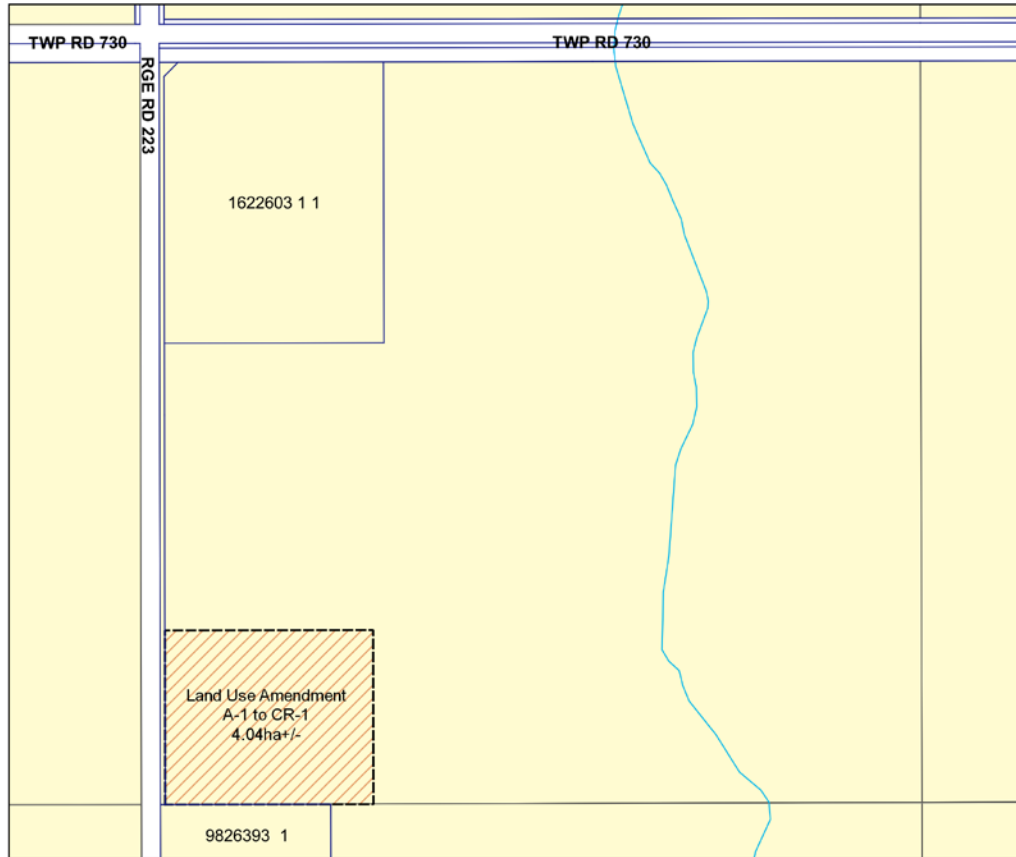
Administration will notify the landowner of the decision of Council and if approved, proceed to processing the subdivision application.

ATTACHMENT(S):

- Schedule 'A' – Proposed Land Use Amendment Maps
- Schedule 'B' – Bylaw No. 20-841

SCHEDULE 'A'

Proposed Land Use Amendment NW-34-72-22-5



Legend

- Proposed Amendment
- Agriculture 1 (A-1)

0 50 100 150 200 m



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Proposed Land Use Amendment NW-34-72-22-5



Legend

- Proposed Amendment
- Agriculture 1 (A-1)

OWNER: I / WE hereby certify the drawing accurately represents the proposed land use amendment.

Date _____

Landowner(s) Signature: _____



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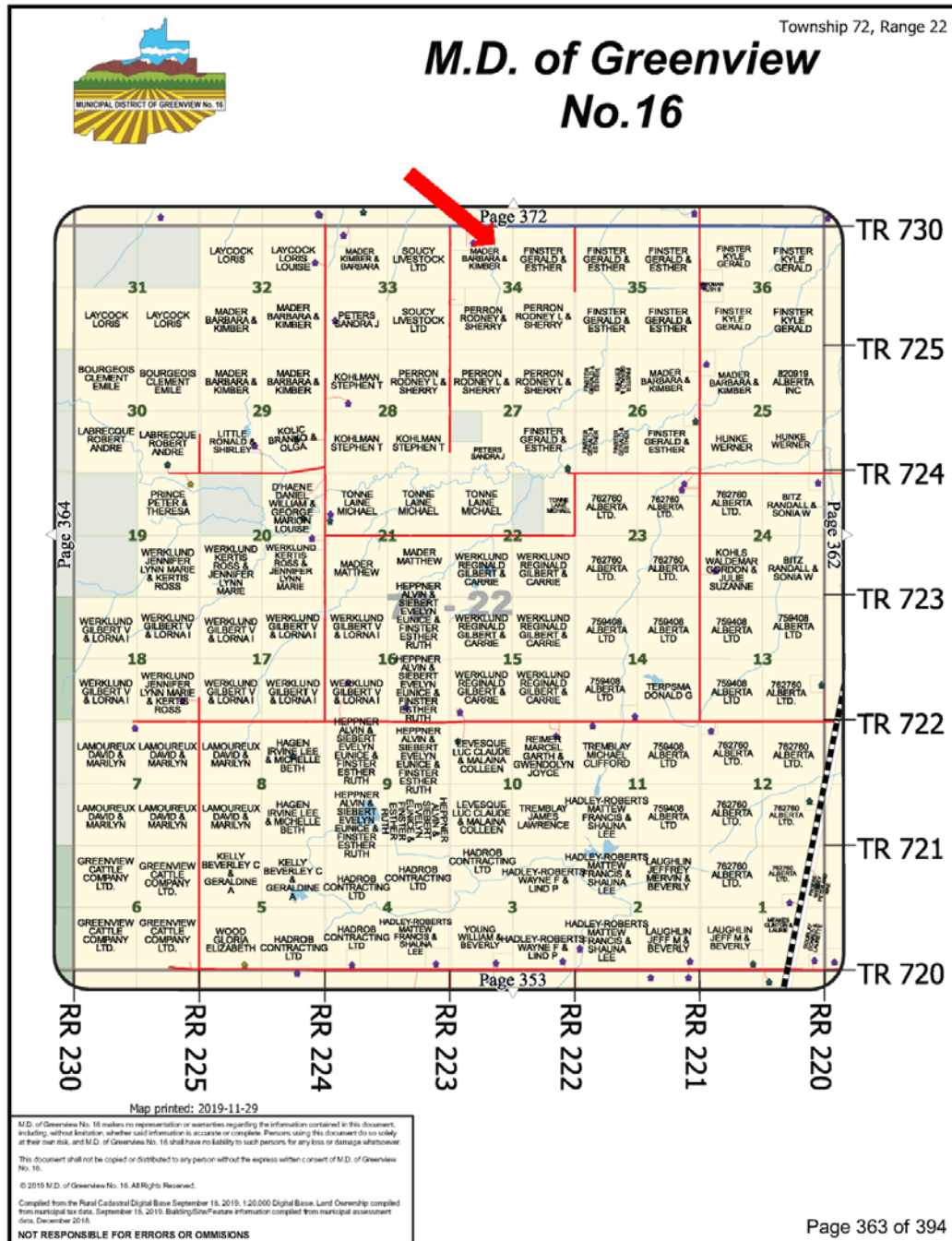


FILE NO. A20-004

APPLICANT: ACHEN KAREN & TERRY

LEGAL LOCATION: NW-34-72-22-W5

LANDOWNER: MADER BARBARA & KIMBER





BYLAW No. 20-841

OF THE MUNICIPAL DISTRICT OF GREENVIEW No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw No. 18-800, being the Land Use Bylaw for the Municipal District of Greenview No. 16

PURSUANT TO Section 692 of the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as Amended, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. That Map No. 11 in the Land Use Bylaw, being Bylaw No. 18-800, be amended to reclassify the following area:

All that Portion of the
Northwest (NW) Quarter of Section Thirty-Four (34)
Within Township Seventy-Two (72)
Range Twenty-Two (22) West of the Fifth Meridian (W5M)

As identified on Schedule "A" attached.

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

Read a first time this 14 day of April, A.D., 2020.

Read a second time this __ day of ____, A.D., 2020.

Read a third time and passed this __ day of ____, A.D., 2020.

REEVE

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

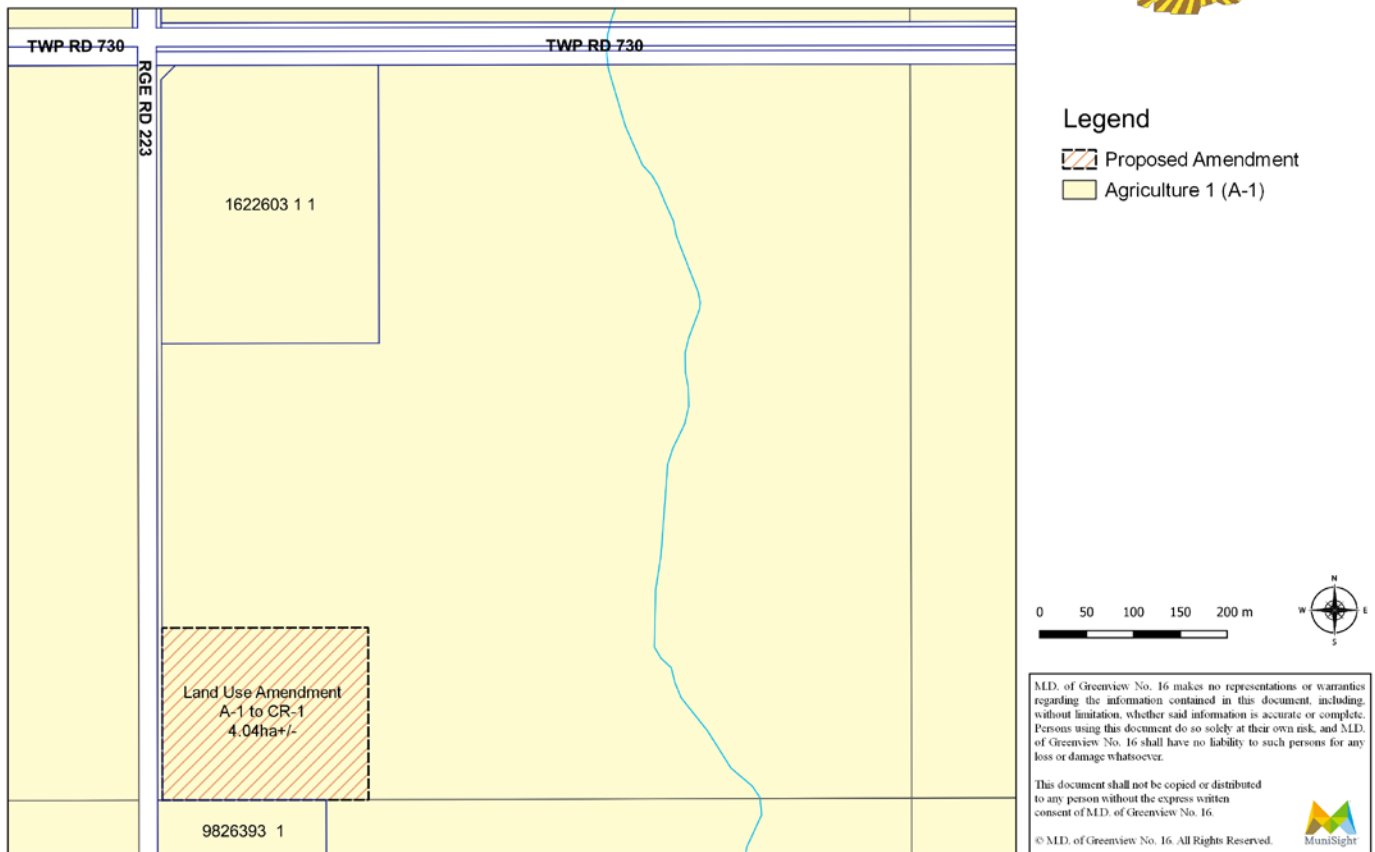
To Bylaw No. 20-841

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

All that Portion of the
Northwest (NW) Quarter of Section Thirty-Four (34)
Within Township Seventy-Two (72)
Range Twenty-Two (22) West of the Fifth Meridian (W5M)

Is reclassified from Agricultural One (A-1) District to Country Residential One (CR-1) District as identified below:

Proposed Land Use Amendment NW-34-72-22-5





REQUEST FOR DECISION

SUBJECT: **Bylaw 20-853 M.D. of Greenview Library Board**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 25, 2020 CAO: DT MANAGER:
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 20-853 “M.D. of Greenview Library Board Amendment”.

MOTION: That Council give second reading to Bylaw 20-853 “M.D. of Greenview Library Board Amendment”.

BACKGROUND/PROPOSAL:

The original bylaw established the number of appointees and gave them a 1-year term. In discussions with the Public Libraries Service Branch, they made a few recommendations:

1. Remove the provision of the terms of appointment from the bylaw. The Act covers the staggering of appointments. It will be up to Administration and the Library Board to track the appointments to ensure they are staggered.
2. Allow up to 10 Members to be appointed to the Library Board. It is specified in the amendment that 2 of the Library Board members must be Greenview Councillors.

The Act covers the terms of appointment and establishes the maximum number of appointees to the Board. These changes bring alignment between the Act and the Bylaw going forward.

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will correct an oversight and may have staggered appointments for Library Board Members to ensure continuity.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may choose to revert back to a 7 Member Board.

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 bring a revised bylaw to Council for third reading and will bring an RFD to appoint the Board Members at the same meeting where third reading is given.

ATTACHMENT(S):

- Library Act Sections
- Proposed revised bylaw

- (l) “municipality” means municipality as defined in the *Municipal Government Act*;
- (m) “public library” means a municipal library, library system or community library;
- (n) “Public Library Rate” means the rate assessed and levied pursuant to section 11;
- (o) “school authority” means a school division.

RSA 2000 cL-11 s1;2006 c5 s2;2012 cE-0.3 s275

Part 1

Municipal Libraries

Application

2 This Part applies to every municipal library board maintained in whole or in part by property taxes and

- (a) established under this Part, or
- (b) continued under this Part.

RSA 2000 cL-11 s2;2006 c5 s3

Municipal board

3(1) The council of a municipality may, by bylaw, establish a municipal library board.

(2) The council shall forward a copy of a bylaw made under subsection (1) to the Minister.

(3) Repealed 2006 c5 s4.

(4) On being established, the municipal library board is a corporation and shall be known as “The (name of municipality) Library Board”.

(5) The boards of management of all public libraries to which Part 3 of the *Libraries Act*, RSA 1980 cL-12, applies are continued as municipal library boards under this Act.

RSA 2000 cL-11 s3;2006 c5 s4

Appointment

4(1) A municipal board shall consist of not fewer than 5 and not more than 10 members appointed by council.

(2) A person who is an employee of the municipal board is not eligible to be a member of that board.

(3) Not more than 2 members of council may be members of the municipal board.

(4) A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms.

(5) Subject to subsection (6), appointments to the municipal board shall be for a term of up to 3 years.

(6) When appointments are made in respect of a first municipal board, council shall, as nearly as may be possible, appoint 1/3 of the members for a term of one year, 1/3 of the members for a term of 2 years and the remaining members for a term of 3 years.

(7) Notwithstanding this section, the term of office of a member continues until a member is appointed in that member's place.

1983 cL-12.1 s10;1998 c19 s5

Date of appointment

5(1) The appointments of the members of the municipal board shall be made on the date fixed by council.

(2) Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.

1983 cL-12.1 s11

Validity of proceedings

6 No resolution, bylaw, proceeding or action of any kind of the municipal board may be held invalid or set aside for the reason that any person whose election to council has been judged invalid acted as a member of the board.

1983 cL-12.1 s12

Board duties

7 The municipal board, subject to any enactment that limits its authority, has full management and control of the municipal library and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the municipality and may co-operate with other boards and libraries in the provision of those services.

1983 cL-12.1 s13

Budget

8(1) The municipal board shall before December 1 in each year prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the municipal library.



BYLAW NO. 18-805 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to provide for the establishment of a Municipal Library Board.

Whereas, the Council of the M.D of Greenview deems it expedient to propose the establishment of a municipal library board.

Therefore, with the authority and under the provisions of the *Libraries Act*, the Council of the M.D of Greenview duly assembled, enacts as follows:

1. Title

1.1 This Bylaw may be cited as the "Municipal Library Board Bylaw"

2. Establishment and Membership

2.1 There shall be established a Municipal Library Board for the M.D of Greenview.

2.2 The relationship between the M.D of Greenview Council and the Municipal Library Board shall be governed by the *Libraries Act* and any Amendments and Regulations pertaining thereto.

2.3 The board will consist of two (2) Councillors, and five (5) Members at Large.

2.4 A Trustee of the Grande Yellowhead Public School Division will serve in a liaison role as a non-voting Member of the Board.

3. Term of Office

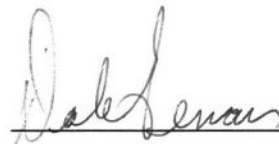
3.1 Each member of the Municipal Library Board shall be appointed at the pleasure of the Council for a term of one year, and may be re-appointed upon the expiry of the term at the pleasure of Council.

This Bylaw shall come into force and effect January 14, 2019.

Read a first time this 10th day of December, 2018.

Read a second time this 10th day of December, 2018.

Read a third time and passed this 14th day of January, 2019.



REEVE



CHIEF ADMINISTRATIVE OFFICER



BYLAW NO. 18-853 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to amend Bylaw 18-805 “Municipal Library Board”.

Whereas, the Council of the M.D of Greenview deems it expedient to propose the establishment of a municipal library board.

Therefore, with the authority and under the provisions of the *Libraries Act*, the Council of the M.D of Greenview duly assembled, enacts as follows:

1. This Bylaw may be cited as “M.D of Greenview Municipal Library Board Amendment”.
2. Provision 2.3 shall be amended to:
 - a. The board will consist of up to 10 Members, including two (2) Councillors appointed from Greenview Council.
3. Provision 3 and 3.1 are hereby rescinded.
4. This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this ____ day of _____, 2020.

Read a second time this ____ day of _____, 2020.

Read a third time and passed this ____ day of _____, 2020.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	Bylaw 20-839 Partial Road Allowance Closure Request – South of SE-25-70-25-W5		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2020	CAO: DT	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: LD
STRATEGIC PLAN:	Development		

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): ‘No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.’

Municipal Government Act Section 188: ‘The previous readings of a proposed bylaw are rescinded if the proposed bylaw (a) does not receive third reading within 2 years after first reading, or...’

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 20-839 to close 0.227 hectare ± of the undeveloped government road allowance lying south of the Sturgeon Heights Cemetery located on SE-25-70-25-W5.

MOTION: That Council schedule a Public Hearing on July 13, 2020 for Bylaw No. 20-839 to close 0.227 hectare ± of the undeveloped government road allowance lying south of the Sturgeon Heights Cemetery located on SE-25-70-25-W5.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from Sturgeon Heights Community Club on August 1, 2019, to close 0.227 hectare ± (0.56 acre) of the undeveloped road allowance adjacent to the south boundary of the cemetery.

The Sturgeon Heights Cemetery, registered in the name of Synod of Diocese of Athabasca Church of Canada, consists of 0.806 hectare ± (1.99 acre), and is located on SE 25-70-25 W5. A survey plan, copy attached, provided by the applicant and dated October of 1978, showed where gravesites had been developed within the undeveloped road allowance immediately south of the cemetery.

In accordance with legislation, notification of the proposed road closure was circulated to internal and external referral agencies and no negative concerns or comments were received. Administration feels that the closure does not, or will in the future, cause undue hardship for the road network in this location. Administration is recommending that Council consider waiving all purchase and survey fees set out above, give First Reading to Bylaw No. 20-839 and establish a Public Hearing date of June 22, 2020 to allow the public to comment on the closure in accordance with legislative requirements.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motions is that a Public Hearing would be scheduled to obtain public input on the proposed road closure.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The undeveloped road allowance cannot be utilized as a roadway in the future.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to close the whole road allowance which consists of an additional 299.21m.

Alternative #2: Council has the option to deny First Reading until after the Public Hearing has been held.

FINANCIAL IMPLICATION:**Direct Costs:**

Application fee of \$1,500 has been waived as per motion in September 2019.

Survey fee estimate \$2,500 – requested to waive.

Sale of 0.227 hectare of road allowance for the purpose of road closure at a fair market value estimated by Accurate Assessment of \$4,800 – requested to waive.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

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

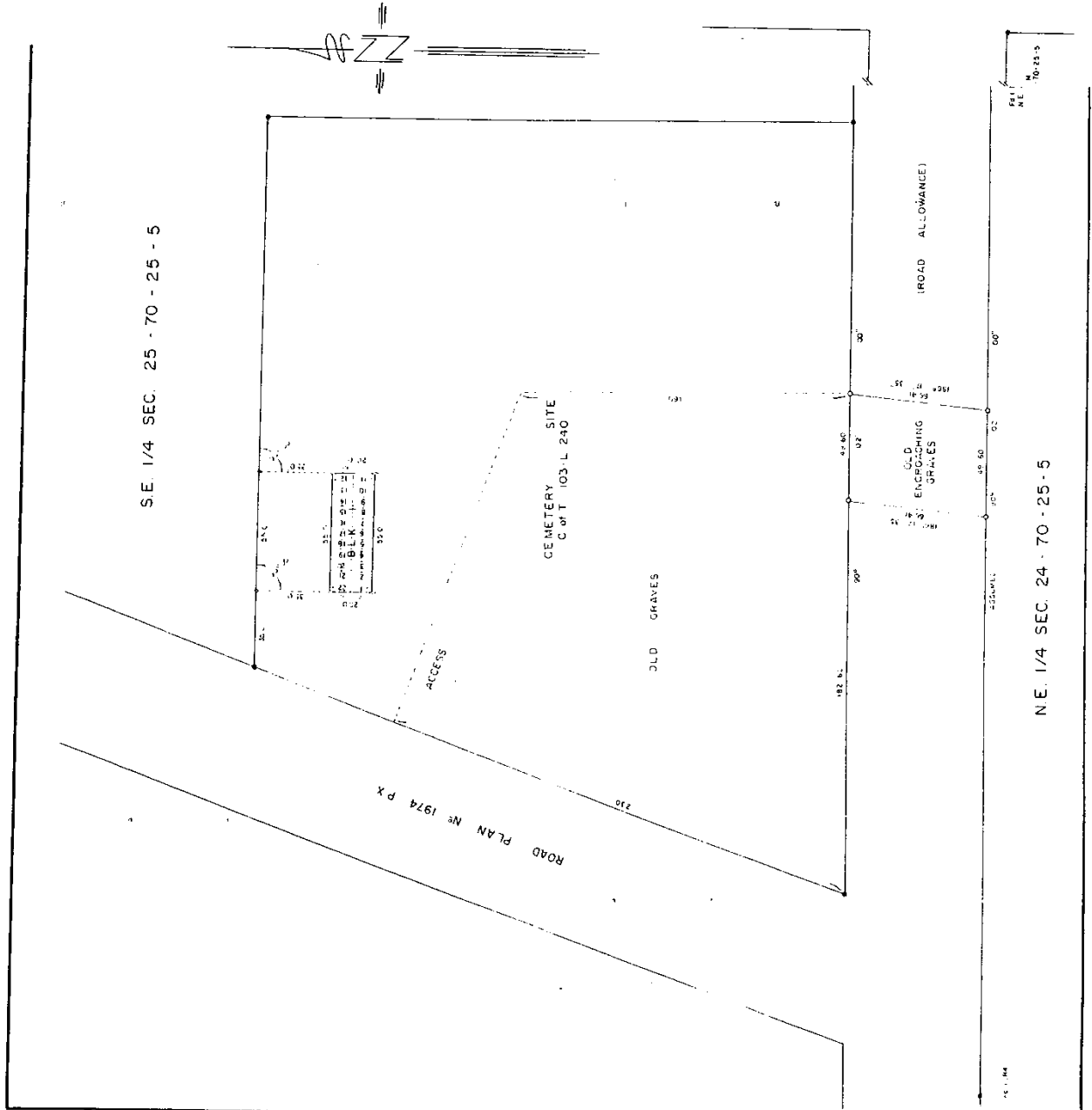
FOLLOW UP ACTIONS:

Required circulation providing notification of the public hearing would be sent in accordance with legislation. Following the proposed closure package would be forwarded to Alberta Transportation for consideration, prior to returning to Council for second and third reading.

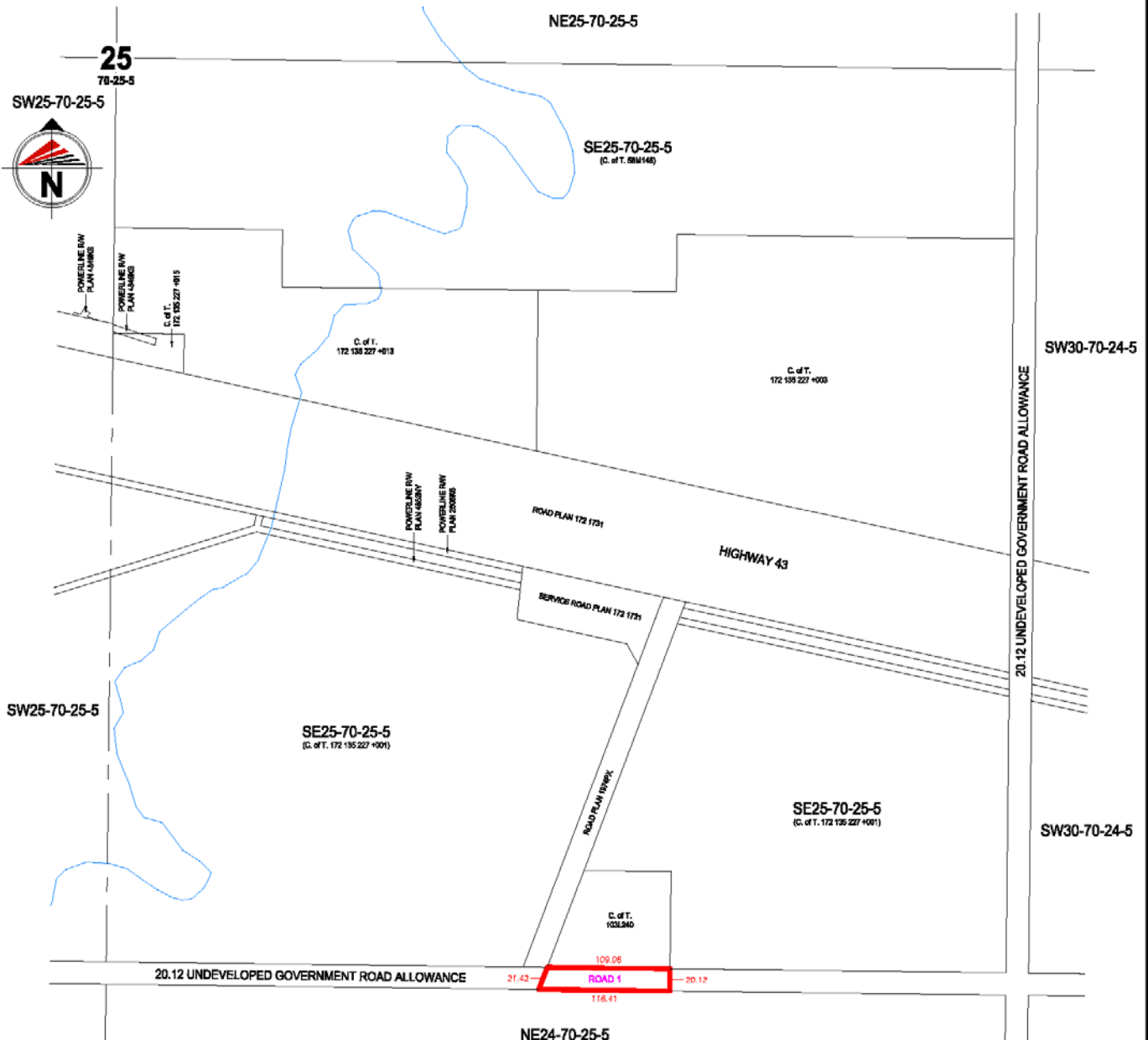
ATTACHMENT(S):

- Survey submitted by Sturgeon Heights Community Club showing location of gravesites on road allowance
- Schedule 'A' - Tentative Plan, Tentative Plan with Aerial
- Map Overview

STURGEON HEIGHTS COMMUNITY CLUB
 R.R. #1 Box #21
 Crooked Creek, — Alberta
 T0H 0Y0



HOSFORD, IMPEY & WELTER LTD.
 10712 100th STREET
 GRANDE PRAIRIE, ALBERTA
 FILE No 78421
 OCTOBER 26 / 78



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF GOVERNMENT ROAD ALLOWANCE (TWP. RD. 704)
BETWEEN
N.E. 1/4 SEC. 24, TWP. 70, RGE. 25, W.5M. &
S.E. 1/4 SEC. 25, TWP. 70, RGE. 25, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: —
AND CONTAINS: 0.227 HECTARES (0.56 ACRES)

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SCALE: 1:10000



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

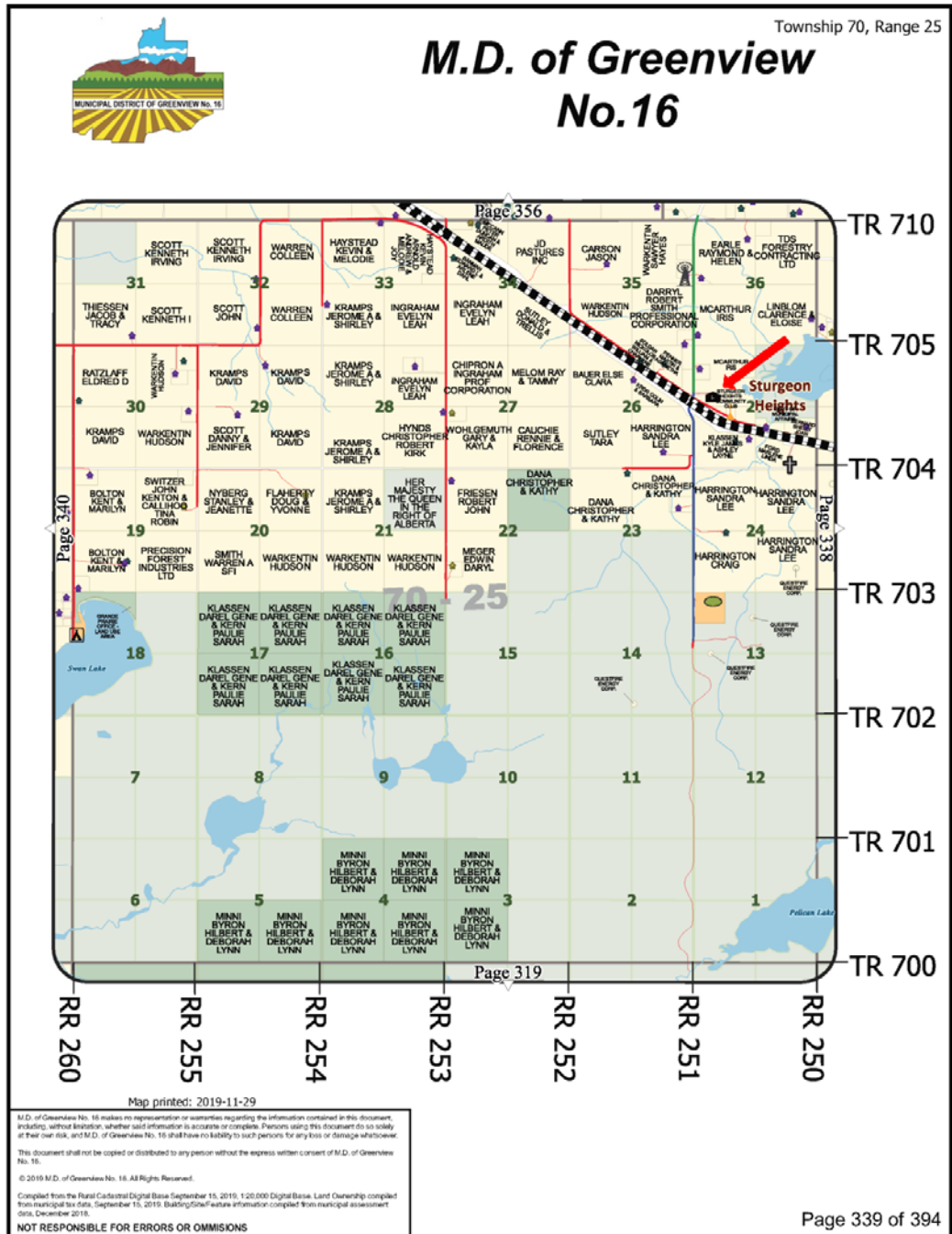
SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF GOVERNMENT ROAD ALLOWANCE (TWP. RD. 704)
BETWEEN
N.E. 1/4 SEC. 24, TWP. 70, RGE. 25, W.5M. &
S.E. 1/4 SEC. 25, TWP. 70, RGE. 25, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 0.227 HECTARES (0.56 ACRES)

J:\JOBS\2019\19GLML7209\CADD\DRAWING\19GLML7209-SCHEDULE_A.DWG

SCALE: 1:10000





BYLAW NO. 20-839 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of closing to public travel, and creating title to, portions of a public highway in accordance with Section 22 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS the lands hereafter described are no longer required for public travel; and

WHEREAS application has been made to Council to have the roadway closed; and

WHEREAS the Council of the Municipal District of Greenview No. 16 deems it expedient to provide a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of same; and

WHEREAS, notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act; and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

THEREFORE BE IT RESOLVED that the Council of the Municipal District of Greenview No. 16 in the Province of Alberta, duly assembled, does hereby close to public travel for the purpose of creating title to, the following described original government road allowance, subject to rights of access granted by other legislation:

**MEREDIAN 5 RANGE 25 TOWNSHIP 70
SECTION 25 QUARTER SOUTH EAST
ALL THAT PORTION OF THE ORIGINAL GOVERNMENT ROAD ALLOWANCE
LYING WITHIN LOT 1 BLOCK 1 PLAN 202 ____.
EXCEPTING THEREOUT ALL MINES AND MINERALS.**

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

Received first reading this __th day of May, 2020

REEVE

CHIEF ADMINISTRATIVE OFFICER

APPROVED this _____ day of _____, 20____.

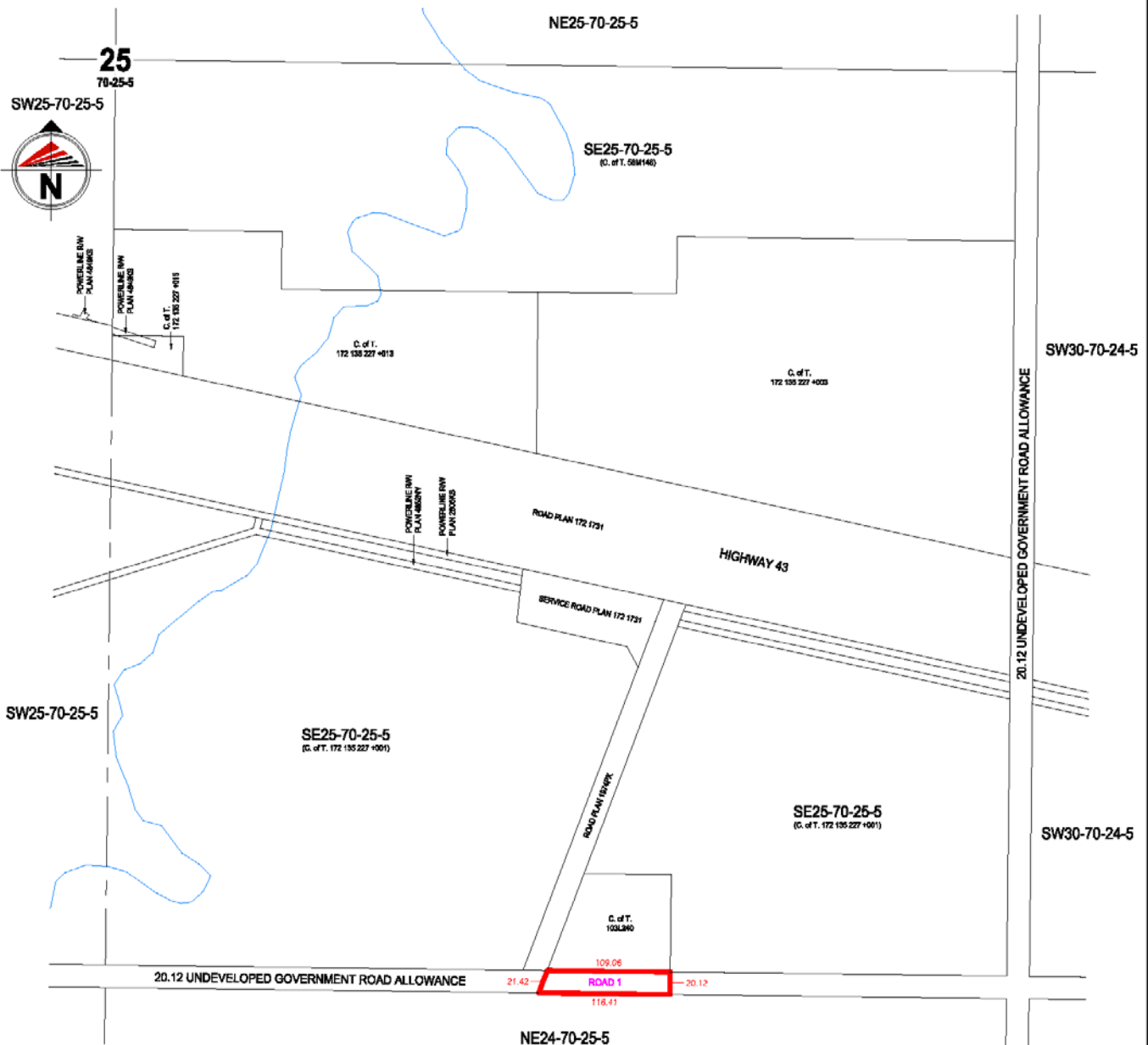
MINISTER OF TRANSPORTATION

Received second reading this _____ day of _____, 20____.

Received third reading this _____ day of _____, 20____.

REEVE

CHIEF ADMINISTRATIVE OFFICER



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF GOVERNMENT ROAD ALLOWANCE (TWP. RD. 704)

BETWEEN

N.E. 1/4 SEC. 24, TWP. 70, RGE. 25, W.5M. &

S.E. 1/4 SEC. 25, TWP. 70, RGE. 25, W.5M.

LAND DEALT WITH BY THIS

PLAN IS SHOWN OUTLINED THUS: —

AND CONTAINS: 0.227 HECTARES (0.56 ACRES)

J:\JOBS\2019\19GLML7209\CAD\DRAWING\19GLML7209-SCHEDULE_A.DWG

SCALE: 1:10000



REQUEST FOR DECISION

SUBJECT:	Bylaw 20-840 Partial Road Allowance Closure Request – South of SE-09-72-01-W6		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2020	CAO: DT	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: LD
STRATEGIC PLAN:	Development		

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): ‘No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.’

Municipal Government Act Section 188: ‘The previous readings of a proposed bylaw are rescinded if the proposed bylaw (a) does not receive third reading within 2 years after first reading, or...’

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 20-840 to close approximately 0.719 hectare ± within Road Plan 0421800 lying south of SE-09-72-01-W6 as shown on Schedule ‘A’ hereto.

MOTION: That Council schedule a Public Hearing on July 13, 2020 for Bylaw No. 20-840 to close 0.719 hectare ± of Road Plan 0421800 lying south of SE-09-72-01-W6 as shown on Schedule ‘A’ hereto.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from Darel Gene Klassen (Klassen) and Paulie Sarah Kern (Kern) on March 20, 2019 to close a portion of Road Plan 0421800 as shown on the attached survey plan labeled Schedule ‘A’, being an area consisting of 0.719 hectare ± (1.78 acres). The area would subsequently be consolidated with the existing title to their agricultural quarter SE-09-72-01-W6 (Certificate of Title 152010955001 cont. 130.82 acres).

In accordance with legislation notification of the proposed road closure was circulated to internal and external referral agencies and no negative concerns or comments were received. Administration feels that the closure does not, or will in the future, cause undue hardship for the road network in this location with access available to the quarter from Range Road 13, and the creek to the west hindering construction of the service road right of way. Administration is recommending that Council sell the land to Klassen and Kern as set out above, give First Reading to Bylaw No. 20-840 and establish a Public Hearing date of June 22, 2020 to allow the public to comment in accordance with legislative requirements.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the unusable portion of the road plan would be consolidated with the existing land title.
2. The Public Hearing would be scheduled once Council gives approval to the recommendation.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The process to close the portion of Road Plan 0421800 would preventing future development of the service road.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to deny First Reading until after the Public Hearing has been held.

FINANCIAL IMPLICATION:**Direct Costs:**

Greenview would be responsible for the cost to advertise the public hearing, and all costs associated with the survey and transfer will be paid by the landowners.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

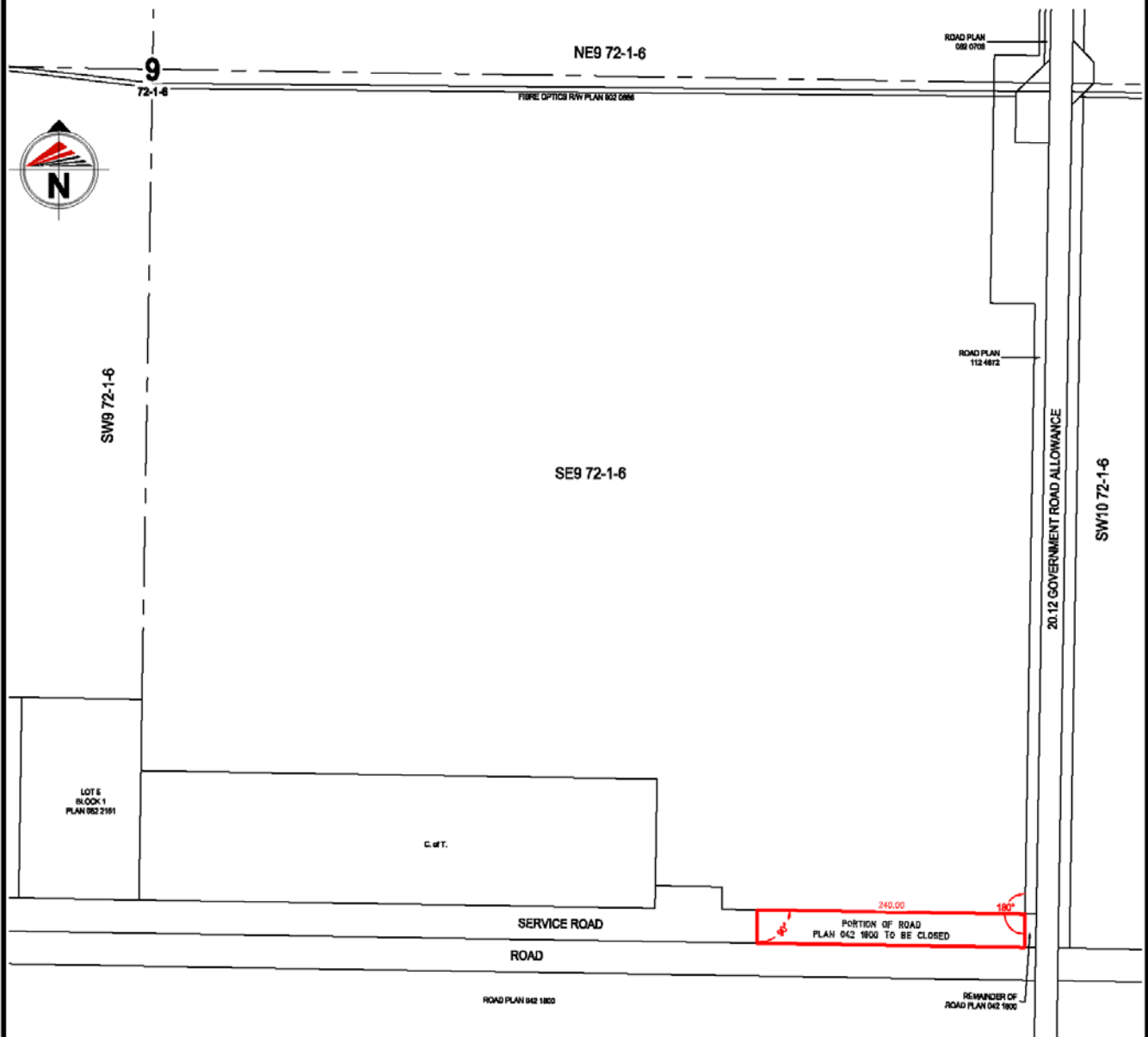
Consult - We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision

FOLLOW UP ACTIONS:

Required circulation providing notification of the public hearing would be sent in accordance with legislation. Following the public hearing the proposed closure package would be forwarded to Alberta Transportation for consideration, prior to returning to Council for second and third reading.

ATTACHMENT(S):

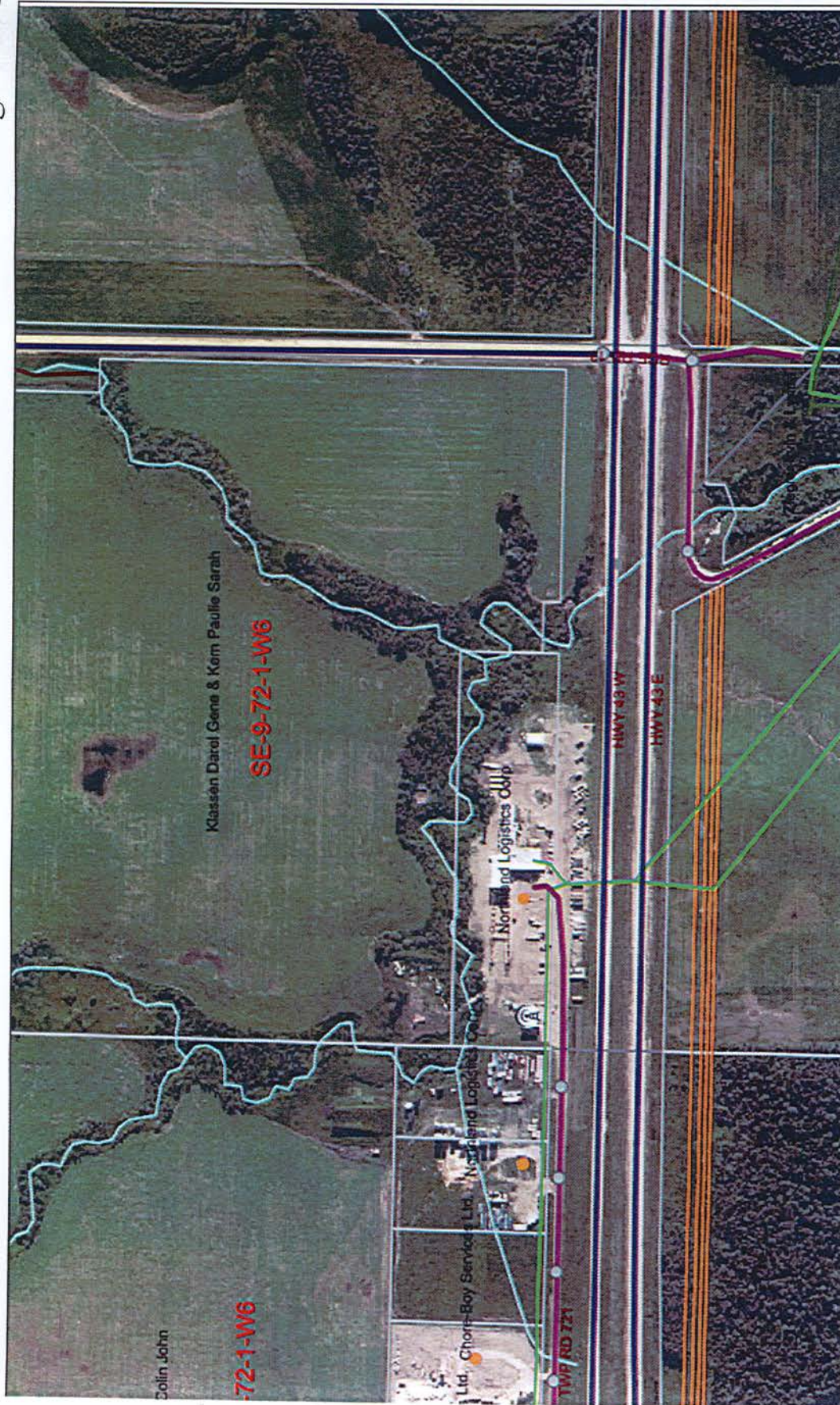
- Schedule 'A' - Tentative Plan, Tentative Plan with Aerial
- Map Overview
- Bylaw 20-840

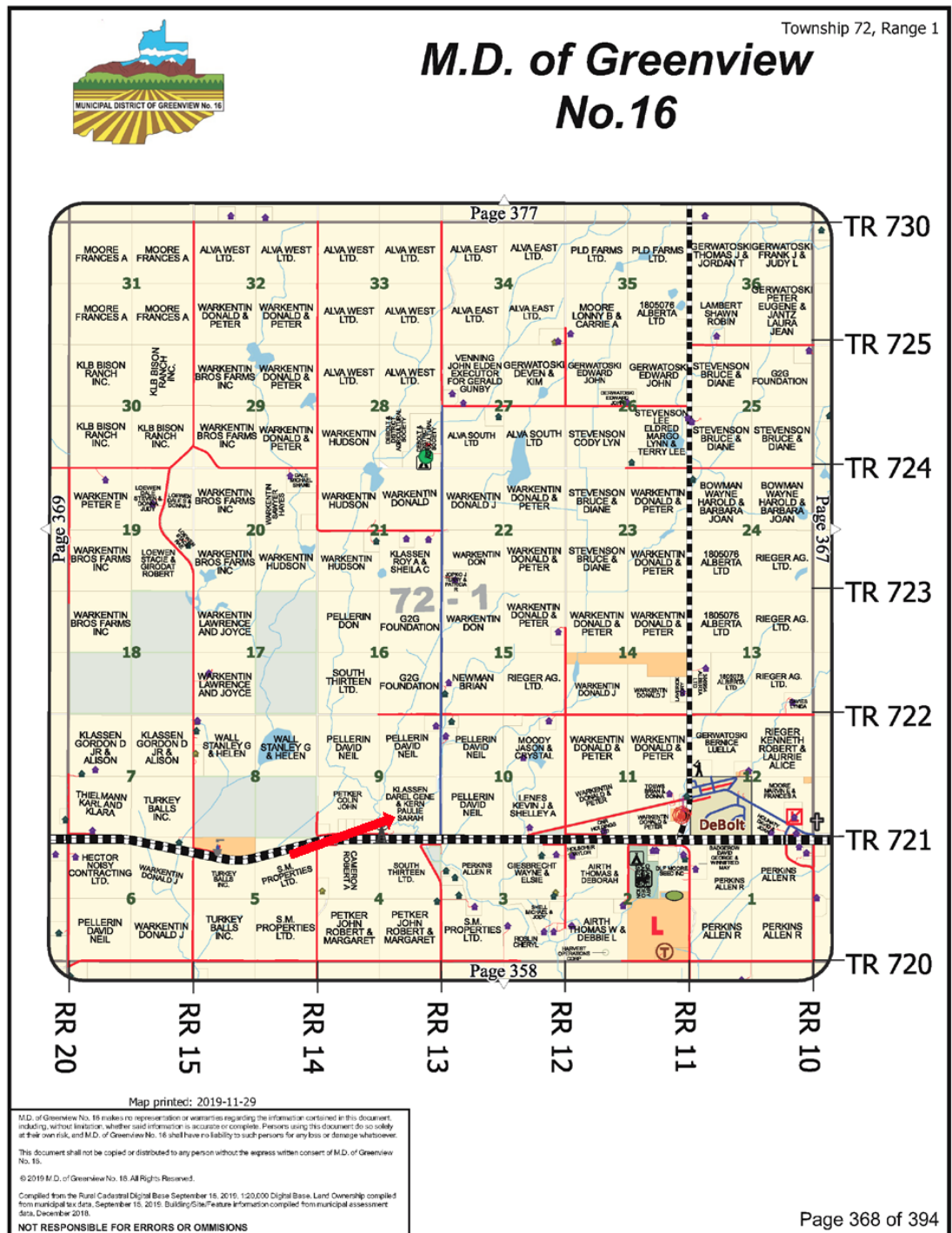


MUNICIPAL DISTRICT OF GREENVIEW NO. 16
SCHEDULE 'A'
SHOWING PROPOSED CLOSURE OF
PORTION OF ROAD PLAN 042 1800
ALL WITHIN THE
S.E. 1/4 SEC. 9, TWP. 72, RGE. 1, W.6M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 0.719 HECTARES (1.78 ACRES)

SCALE: 1:5000







BYLAW NO. 20-840

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of closing to public travel, and creating title to a portion(s) of a public roadway in accordance with Section 22 of the *Municipal Government Act*, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS the lands hereafter described are no longer required for public travel; and

WHEREAS application has been made to Council to have the roadway closed; and

WHEREAS the Council of the Municipal District of Greenview No. 16 deems it expedient to provide a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of same; and

WHEREAS, notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the *Municipal Government Act*; and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of the Municipal District of Greenview No. 16 in the Province of Alberta, duly assembled, does hereby close to public travel for the purpose of creating title to the following described original government road allowance, subject to rights of access granted by other legislation:

PLAN 042 1800

ALL THAT PORTION OF SERVICE ROAD WITHIN THE SE-09-72-01-W6 LYING WEST OF THE PRODUCTION SOUTHERLY OF THE MOST SOUTHERLY WEST LIMIT OF ROAD PLAN 1124672 AND WHICH ALSO LIES EAST OF A LINE DRAWN AT RIGHT ANGLE TO THE MOST EASTERLY NORTH LIMIT OF ROAD PLAN 0421800, 240 METRES DISTANT WESTERLY FROM THE INTERSECTION OF THE SAID MOST EASTERLY NORTH LIMIT WITH THE SAID PRODUCTION SOUTHERLY.

EXCEPTING THEREOUT ALL MINES AND MINERALS

all as shown on Schedule "A" of this bylaw.

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

Received first reading this _____ day of May, 2020.

REEVE

CHIEF ADMINISTRATIVE OFFICER

APPROVED this _____ day of _____, 20__.

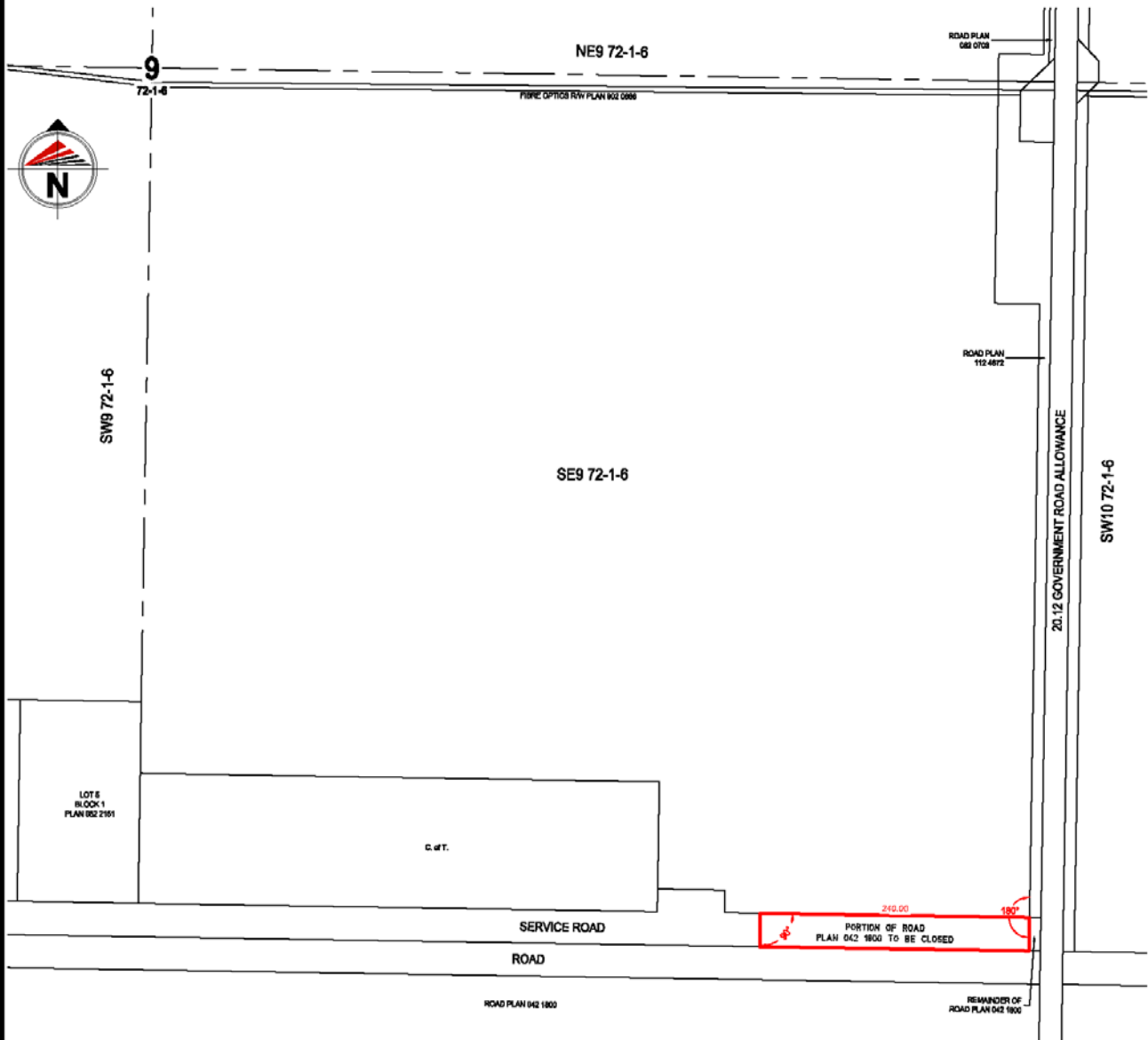
MINISTER OF TRANSPORTATION

Received second reading this _____ day of _____, 20__.

Received third reading and passed this _____ day of _____, 20__.

REEVE

CHIEF ADMINISTRATIVE OFFICER



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF

PORTION OF ROAD PLAN 042 1800

ALL WITHIN THE

S.E. 1/4 SEC. 9, TWP. 72, RGE. 1, W.6M.

LAND DEALT WITH BY THIS

PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 0.719 HECTARES (1.78 ACRES)

SCALE: 1:5000



REQUEST FOR DECISION

SUBJECT: **Bylaw 20-852 Partial Road Allowance Closure Request – South of SE-09-72-01-W6 (Northland)**

SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	May 25, 2020	CAO: DT MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA PRESENTER: LD
STRATEGIC PLAN:	Development	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): ‘No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.’

Municipal Government Act Section 188: ‘The previous readings of a proposed bylaw are rescinded if the proposed bylaw (a) does not receive third reading within 2 years after first reading, or...’

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 20-852 to close approximately 1.110 hectare ± within Road Plan 0421800 lying south of SE-09-72-01-W6 as shown on Schedule ‘A’ hereto.

MOTION: That Council schedule a Public Hearing on July 13, 2020 for Bylaw No. 20-852 to close 1.110 hectare ± of Road Plan 0421800 lying south of SE-09-72-01-W6 as shown on Schedule ‘A’ hereto.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from Northland Logistics Corp. (Northland) on February 28, 2020 to close a portion of Road Plan 0421800 as shown on the attached survey plan labeled Schedule ‘A’, being an area consisting of 1.110 hectare ± (2.74 acres), located on SE-09-72-01-W6. The area would subsequently be consolidated with the existing title in the name of Northland (Certificate of Title 122067628 cont. 13.27 acres).

In accordance with legislation, notification of the proposed road closure was circulated to internal and external referral agencies and no negative concerns or comments were received. Administration feels that the closure does not, or will in the future, cause undue hardship for the road network in this location with access to the lot available from the constructed service road to the west, and because the service road is unlikely to ever be constructed to the east because of the creek between the two road closure applications. Administration is recommending that Council sell the land to Northland as set out above, give First Reading to Bylaw No. 20-852 and establish a Public Hearing date of June 22, 2020 to allow public to comment on the proposed closure in accordance with legislative requirements.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the unusable portion of the road plan would be consolidated with the existing land title.
2. The Public Hearing would be scheduled once Council gives approval to the recommendation.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. Closing the portion of Road Plan 0421800 herein would prevent future extension of the service road.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to deny first reading until after the Public Hearing has been held.

FINANCIAL IMPLICATION:**Direct Costs:**

Greenview would be responsible for the cost to advertise the public hearing, and all costs associated with the survey and transfer will be paid by the landowners.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

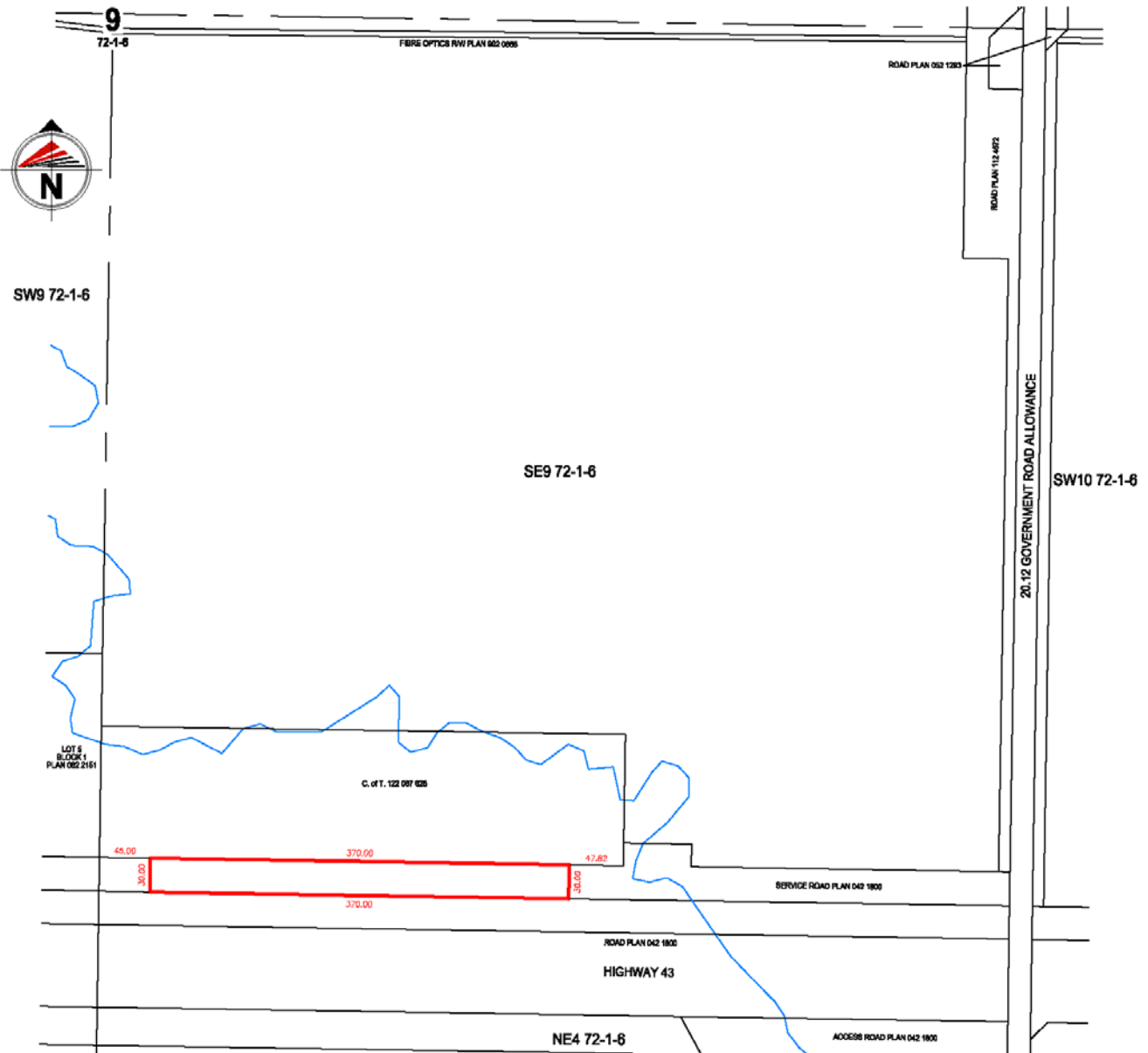
Consult - We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision

FOLLOW UP ACTIONS:

Required circulation providing notification of the public hearing would be sent in accordance with legislation. Following, the proposed closure package would be forwarded to Alberta Transportation for consideration, prior to returning to Council for second and third reading.

ATTACHMENT(S):

- Schedule 'A' - Tentative Plan, Tentative Plan with Aerial
- Map Overview
- Bylaw 20-852



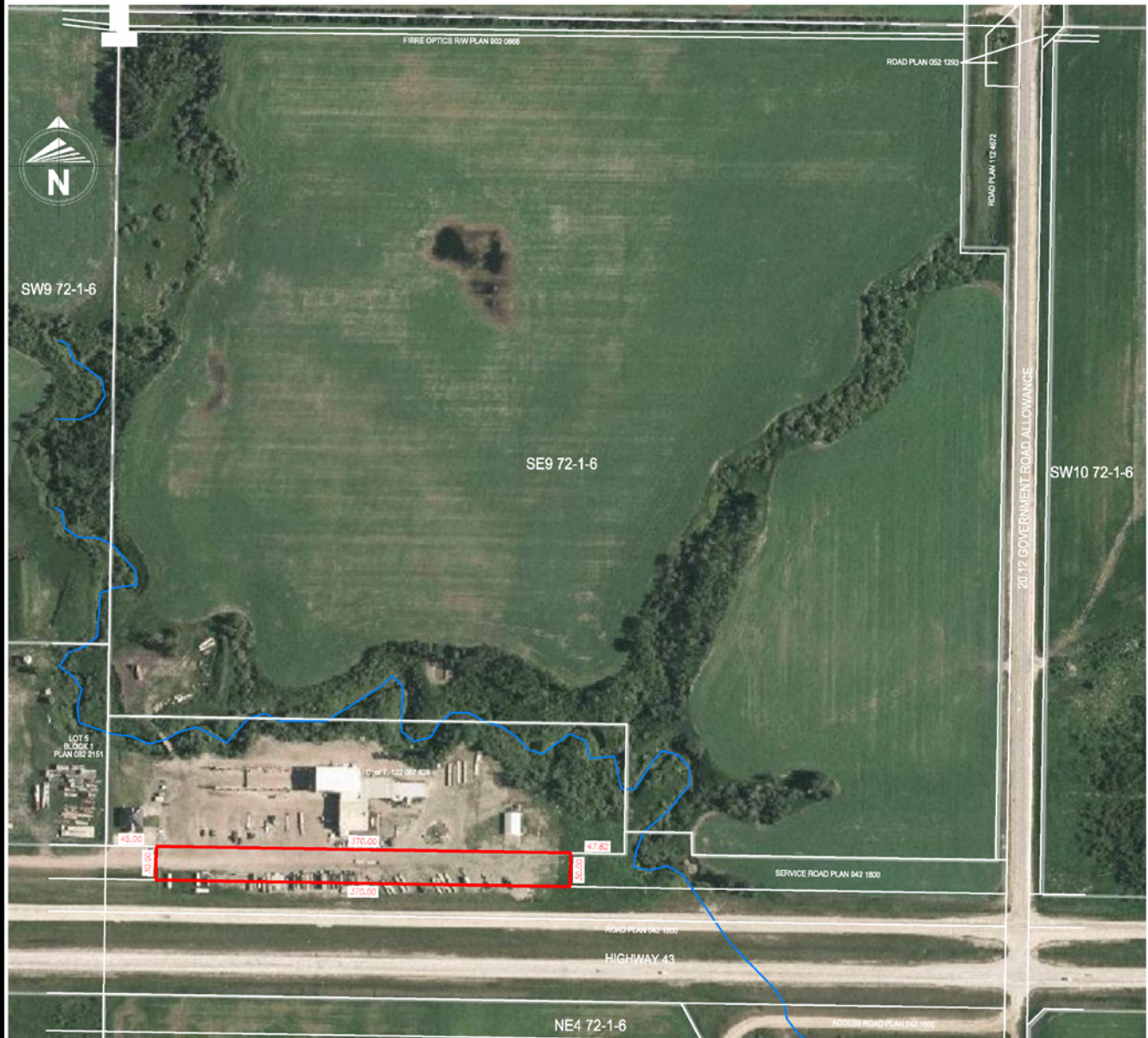
MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF ROAD PLAN 142 1800
ALL WITHIN THE
S.E. 1/4 SEC. 9, TWP. 72, RGE. 1, W.6M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 1.110 HECTARES (2.74 ACRES)

SCALE: 1:5000



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF ROAD PLAN 142 1800

ALL WITHIN THE
S.E. 1/4 SEC. 9, TWP. 72, RGE. 1, W.6M.

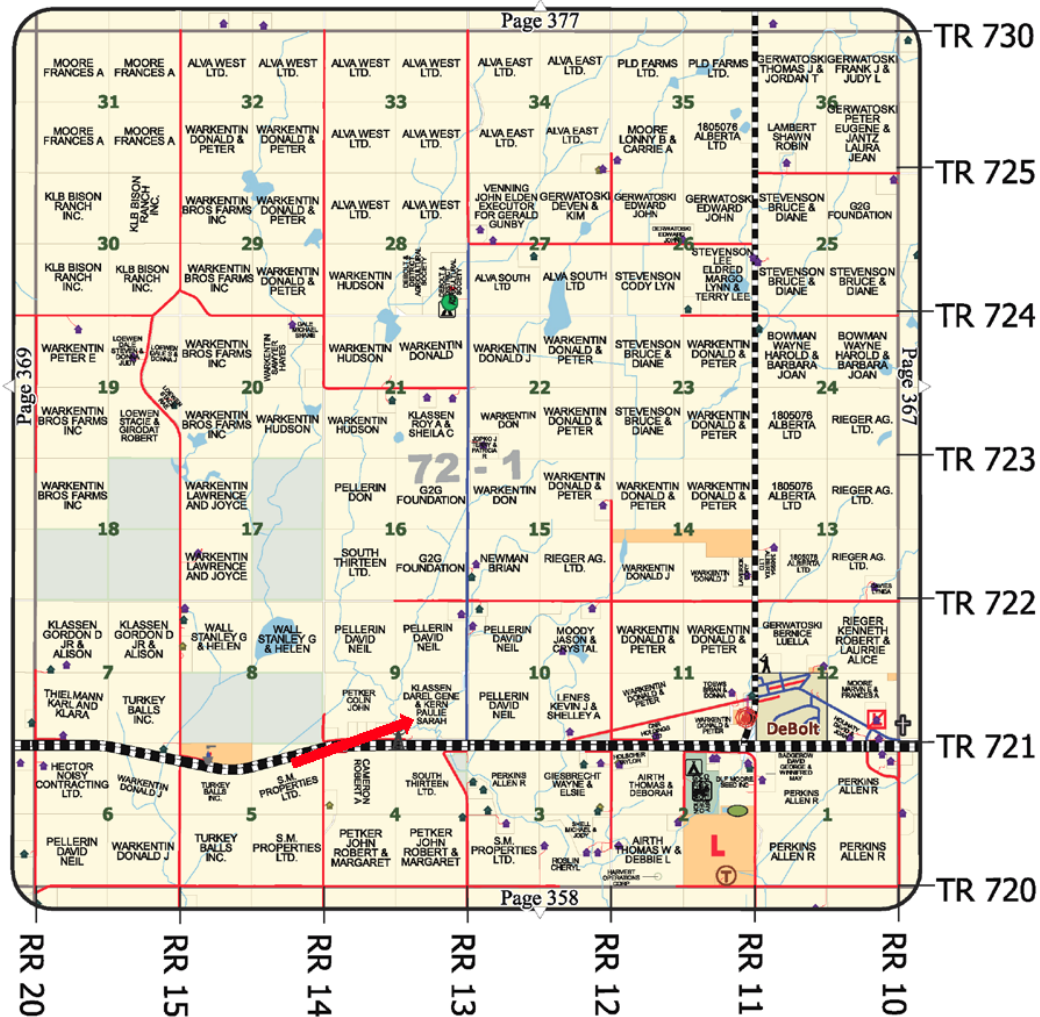
LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: —
AND CONTAINS: 1.110 HECTARES (2.74 ACRES)

SCALE: 1:5000



Township 72, Range 1

***M.D. of Greenview
No.16***



Map printed: 2019-11-29

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Compiled from the Rural Cadastral Digital Base September 15, 2019; 1:20,000 Digital Base, Land Ownership compiled from municipal tax data, September 15, 2019. Building/Site/Feature Information compiled from municipal assessment data, December 2018.

NOT RESPONSIBLE FOR ERRORS OR OMISSIONS

Page 368 of 394



BYLAW NO. 20-852

MUNICIPAL DISTRICT OF GREENVIEW No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of closing to public travel, and creating title to a portion(s) of a public roadway in accordance with Section 22 of the *Municipal Government Act*, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS the lands hereafter described are no longer required for public travel; and

WHEREAS application has been made to Council to have the roadway closed; and

WHEREAS the Council of the Municipal District of Greenview No. 16 deems it expedient to provide a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of same; and

WHEREAS, notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the *Municipal Government Act*; and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of the Municipal District of Greenview No. 16 in the Province of Alberta, duly assembled, does hereby close to public travel for the purpose of creating title to the following described original government road allowance, subject to rights of access granted by other legislation:

PLAN 042 1800

ALL THAT PORTION OF SERVICE ROAD LYING BETWEEN TWO LINES DRAWN PARALLEL WITH THE WEST BOUNDARY OF SOUTH EAST QUARTER SECTION 9 TOWNSHIP 72 RANGE 1 WEST OF THE 6 MERIDIAN, 45 METRES AND 415 METERS PERPENDICULARLY DISTANT EASTERLY THEREFROM CONTAINING 1.110 HECTARES (2.74 ACRES) MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS

all as shown on Schedule "A" of this bylaw.

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

Received first reading this _____ day of May, 2020.

REEVE

CHIEF ADMINISTRATIVE OFFICER

APPROVED this _____ day of _____, 20__.

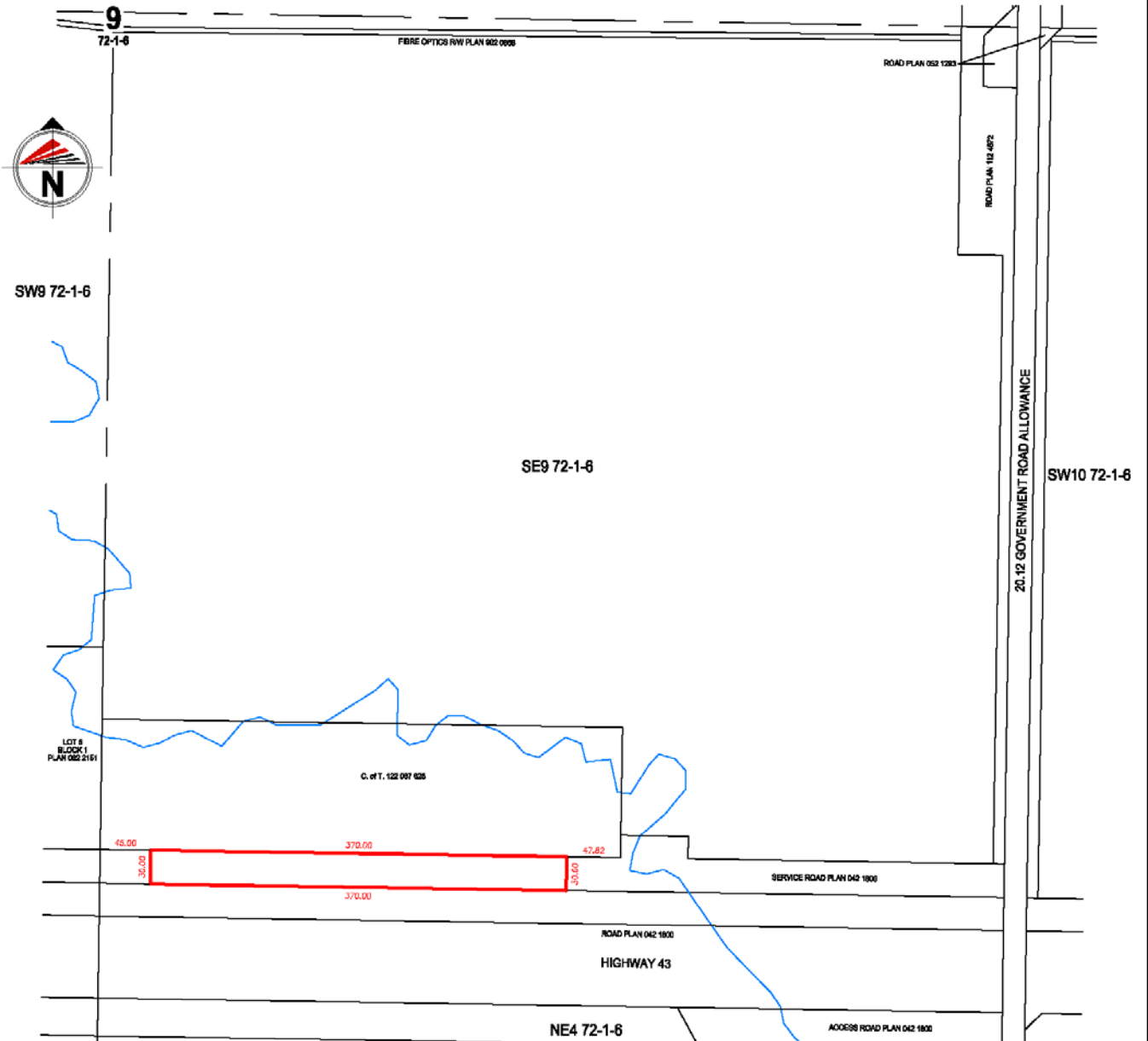
MINISTER OF TRANSPORTATION

Received second reading this _____ day of _____, 20__.

Received third reading and passed this _____ day of _____, 20__.

REEVE

CHIEF ADMINISTRATIVE OFFICER



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF ROAD PLAN 142 1800

ALL WITHIN THE
S.E. 1/4 SEC. 9, TWP. 72, RGE. 1, W.6M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 1.110 HECTARES (2.74 ACRES)

SCALE: 1:5000



REQUEST FOR DECISION

SUBJECT:	Partial Road Allowance Closure Request – South of SE-09-72-01-W6 (Northland)		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2020	CAO: DT	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: LD
STRATEGIC PLAN:	Development		

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): ‘No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.’

Municipal Government Act Section 188: ‘The previous readings of a proposed bylaw are rescinded if the proposed bylaw (a) does not receive third reading within 2 years after first reading, or...’

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the sale and consolidation of approximately 1.110 hectare ± within Road Plan 0421800 lying south of SE-09-72-01-W6 as shown on Schedule ‘A’ hereto, to Northland Logistics Corp, for a total price of \$6,000.00 plus GST, plus all associated survey and transfer costs, subject to Ministerial approval and third reading of Bylaw 20-852.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from Northland Logistics Corp. (Northland) on February 28, 2020 to close a portion of Road Plan 0421800 as shown on the attached survey plan labeled Schedule ‘A’, being an area consisting of 1.110 hectare ± (2.74 acres), located on SE-09-72-01-W6. The area would subsequently be consolidated with the existing title in the name of Northland (Certificate of Title 122067628 cont. 13.27 acres).

The fair market value of the 1.110 hectare ± was calculated by Accurate Assessment at \$6,000.00 and an Offer to Sell would be prepared for signature by Northland, the agreement also requiring reimbursement to Greenview of the survey and transfer costs.

In accordance with legislation, notification of the proposed road closure was circulated to internal and external referral agencies and no negative concerns or comments were received. Administration feels that the closure does not, or will in the future, cause undue hardship for the road network in this location with access to the lot available from the constructed service road to the west, and because the service road is unlikely to be constructed to the east because of the creek between the two road closure applications. Administration is recommending that Council sell the land to Northland as set out above.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the unusable portion of the road plan would be consolidated with the existing land title.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. Closing the portion of Road Plan 0421800 herein would prevent future extension of the service road.
-

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to deny the sale of the land for the above price.

FINANCIAL IMPLICATION:

Direct Costs:

Greenview would be responsible for the cost to advertise the public hearing. All costs associated with the survey and transfer will be paid by the landowners.

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.

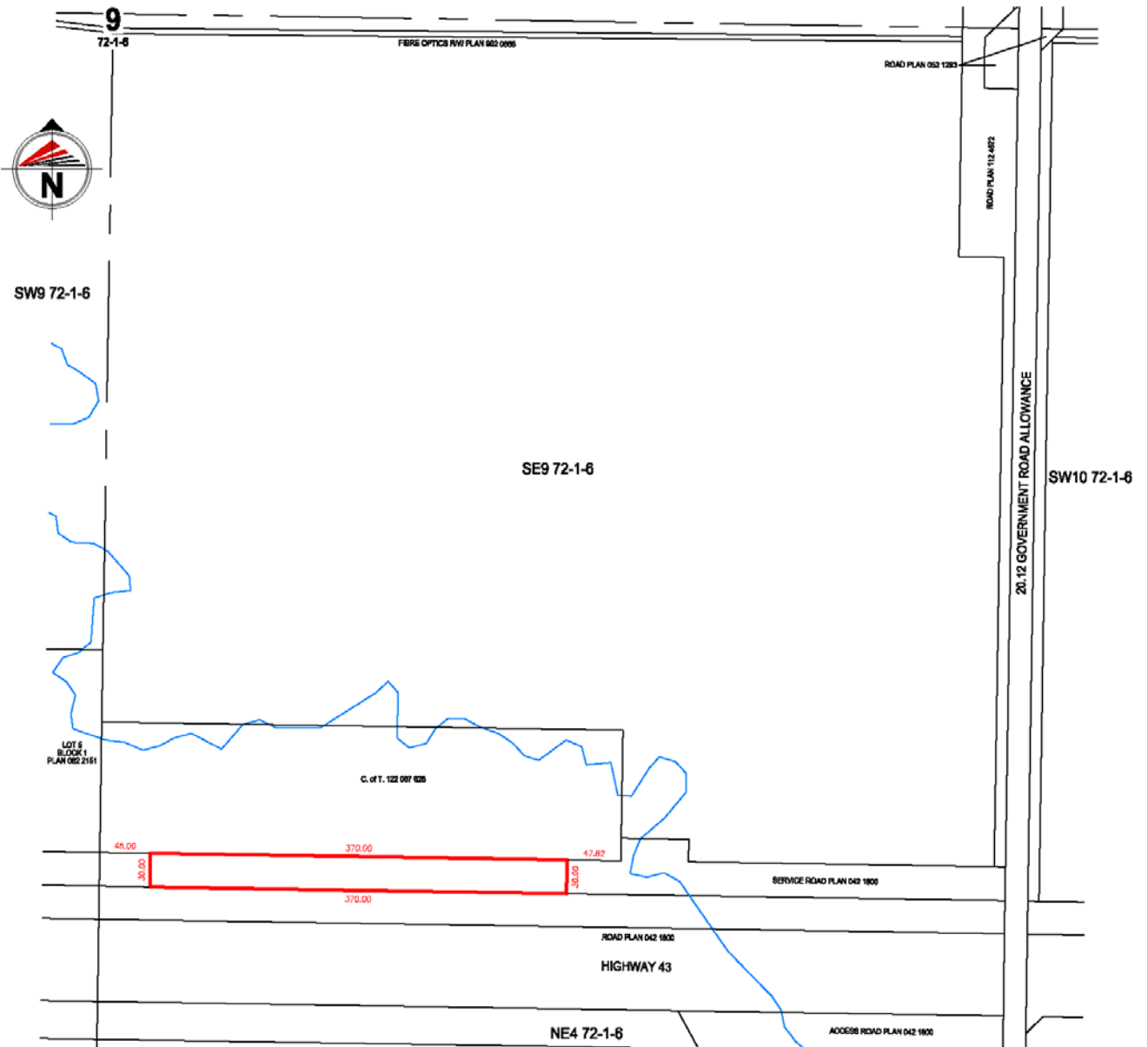
FOLLOW UP ACTIONS:

First reading would be given and a public hearing scheduled in accordance with legislation. Following the proposed closure package would be forwarded to Alberta Transportation for consideration, prior to returning to Council for second and third reading.

ATTACHMENT(S):

- Schedule 'A' - Tentative Plan, Tentative Plan with Aerial

- Map Overview



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

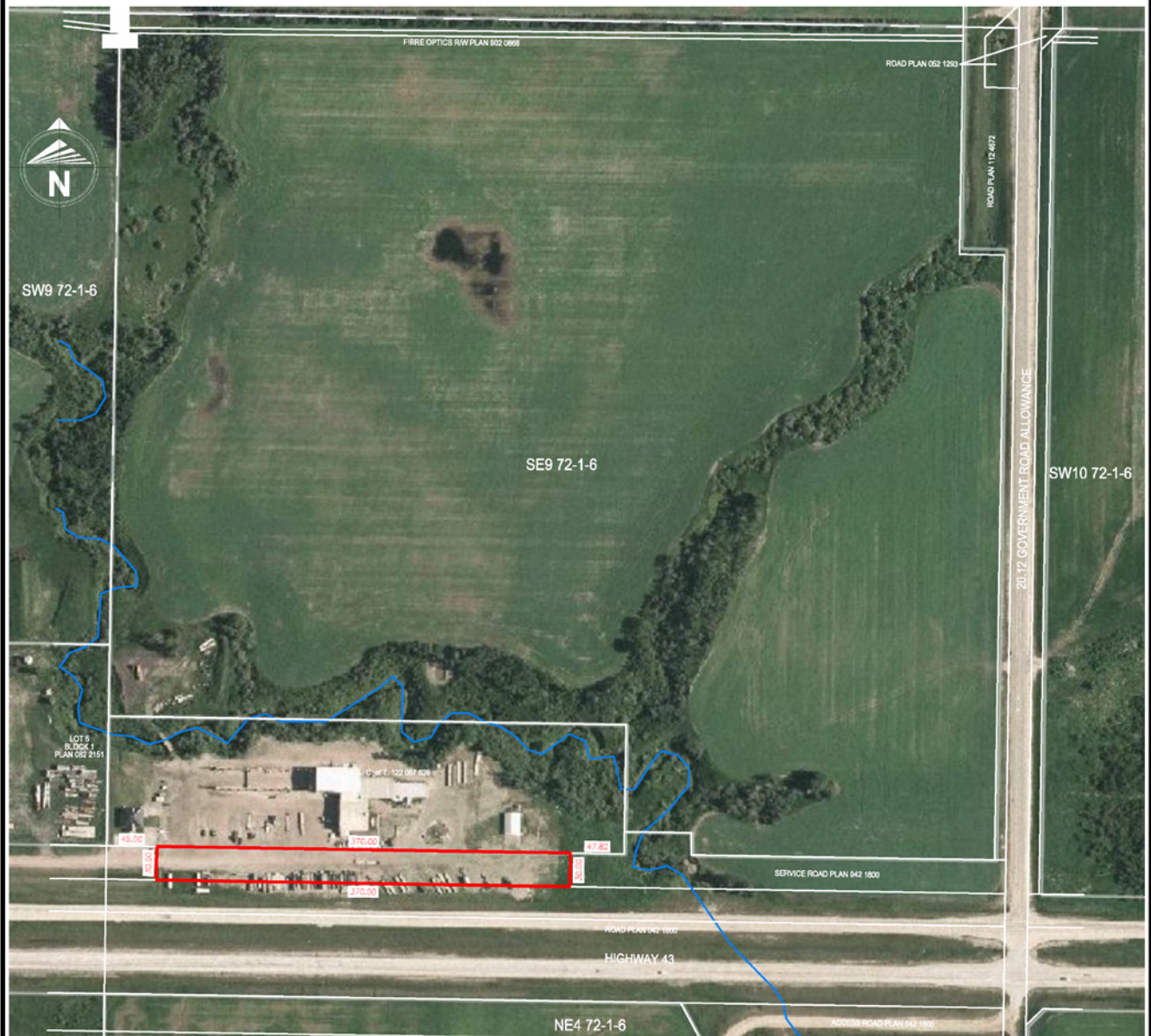
SHOWING PROPOSED CLOSURE OF
PART OF ROAD PLAN 142 1800

ALL WITHIN THE

S.E. 1/4 SEC. 9, TWP. 72, RGE. 1, W.6M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 1.110 HECTARES (2.74 ACRES)

SCALE: 1:5000



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF ROAD PLAN 142 1800
ALL WITHIN THE
S.E. 1/4 SEC. 9, TWP. 72, RGE. 1, W.6M.

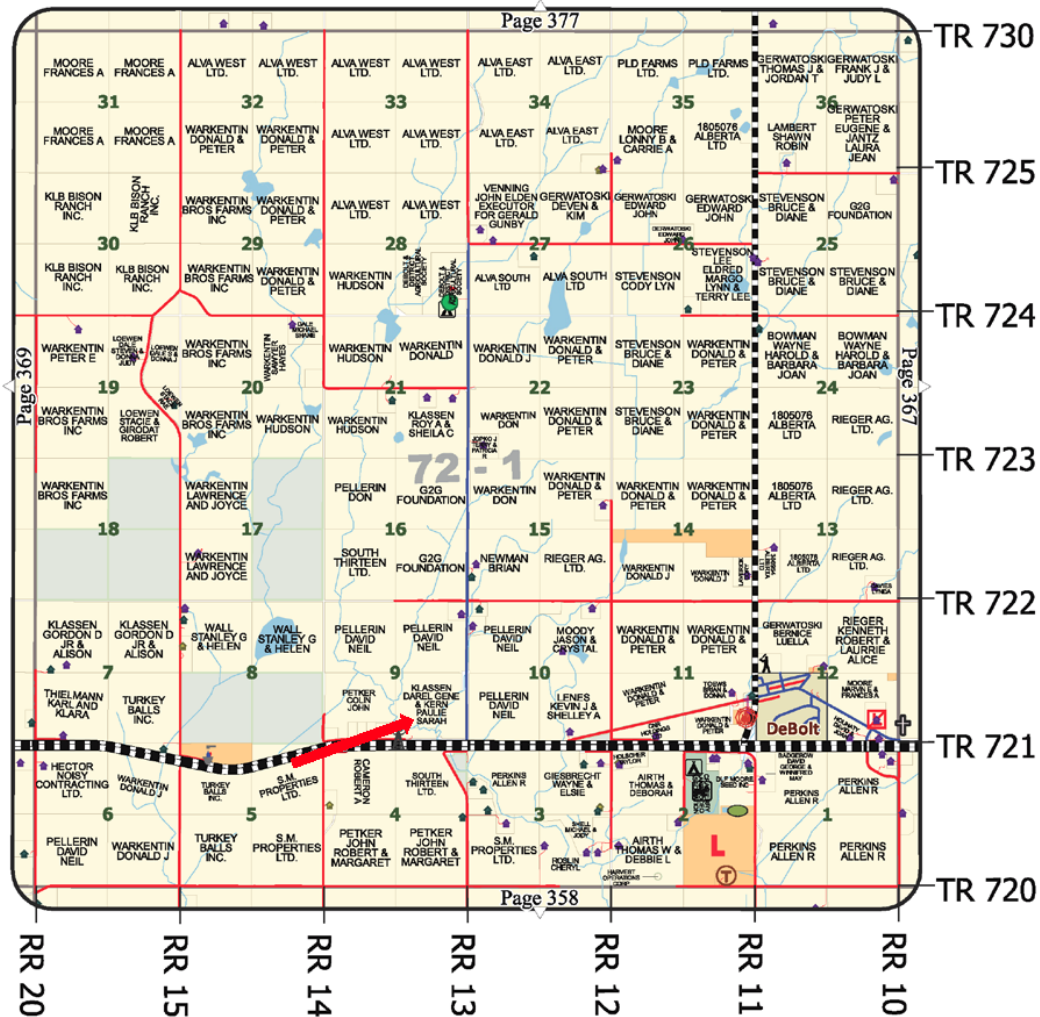
LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: —
AND CONTAINS: 1.110 HECTARES (2.74 ACRES)

SCALE: 1:5000



Township 72, Range 1

***M.D. of Greenview
No.16***



Map printed: 2019-11-29

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Compiled from the Rural Cadastral Digital Base September 15, 2019; 1:20,000 Digital Base, Land Ownership compiled from municipal tax data, September 15, 2019. Building/Site/Feature Information compiled from municipal assessment data, December 2018.

NOT RESPONSIBLE FOR ERRORS OR OMISSIONS

Page 368 of 394



REQUEST FOR DECISION

SUBJECT:	Partial Road Allowance Closure Request – South of SE-09-72-01-W6		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2020	CAO: DT	MANAGER: SAR
DEPARTMENT:	PLANNING & DEVELOPMENT	GM: RA	PRESENTER: LD
STRATEGIC PLAN:	Development		

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): ‘No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.’

Municipal Government Act (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve the sale and consolidation of approximately 0.719 hectare ± within Road Plan 0421800 lying south of SE-09-72-01-W6 as shown on Schedule ‘A’ hereto, to Darel Gene Klassen and Paulie Sarah Kern, for a total price of \$1,800.00 plus GST, plus all associated survey and transfer costs, subject to Ministerial approval and third reading of Bylaw 20-840.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from Darel Gene Klassen (Klassen) and Paulie Sarah Kern (Kern) on March 20, 2019 to close a portion of Road Plan 0421800 as shown on the attached survey plan labeled Schedule ‘A’, being an area consisting of 0.719 hectare ± (1.78 acres). The area would subsequently be consolidated with the existing title to their agricultural quarter SE-09-72-01-W6 (Certificate of Title 152010955001 cont. 130.82 acres).

The fair market value of the 0.719 hectare ± was calculated by Accurate Assessment at \$1,800.00 and an Offer to Sell would be prepared for signature by Klassen and Kern, the agreement also requiring reimbursement to Greenview of the survey and transfer costs.

In accordance with legislation notification of the proposed road closure was circulated to internal and external referral agencies and no negative concerns or comments were received. Administration feels that the closure does not, or will in the future, cause undue hardship for the road network in this location with access available to the quarter from Range Road 13, and the creek to the west hindering construction of the service road right of way. Administration is recommending that Council sell the land to Klassen and Kern as set out above.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the unusable portion of the road plan would be consolidated with the existing land title.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The process to close the portion of Road Plan 0421800 would prevent future development of the service road.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to deny the sale of the land for the above price.

FINANCIAL IMPLICATION:

Direct Costs:

Greenview would be responsible for the cost to advertise the public hearing. Costs associated with the survey and transfer will be paid by the landowners.

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

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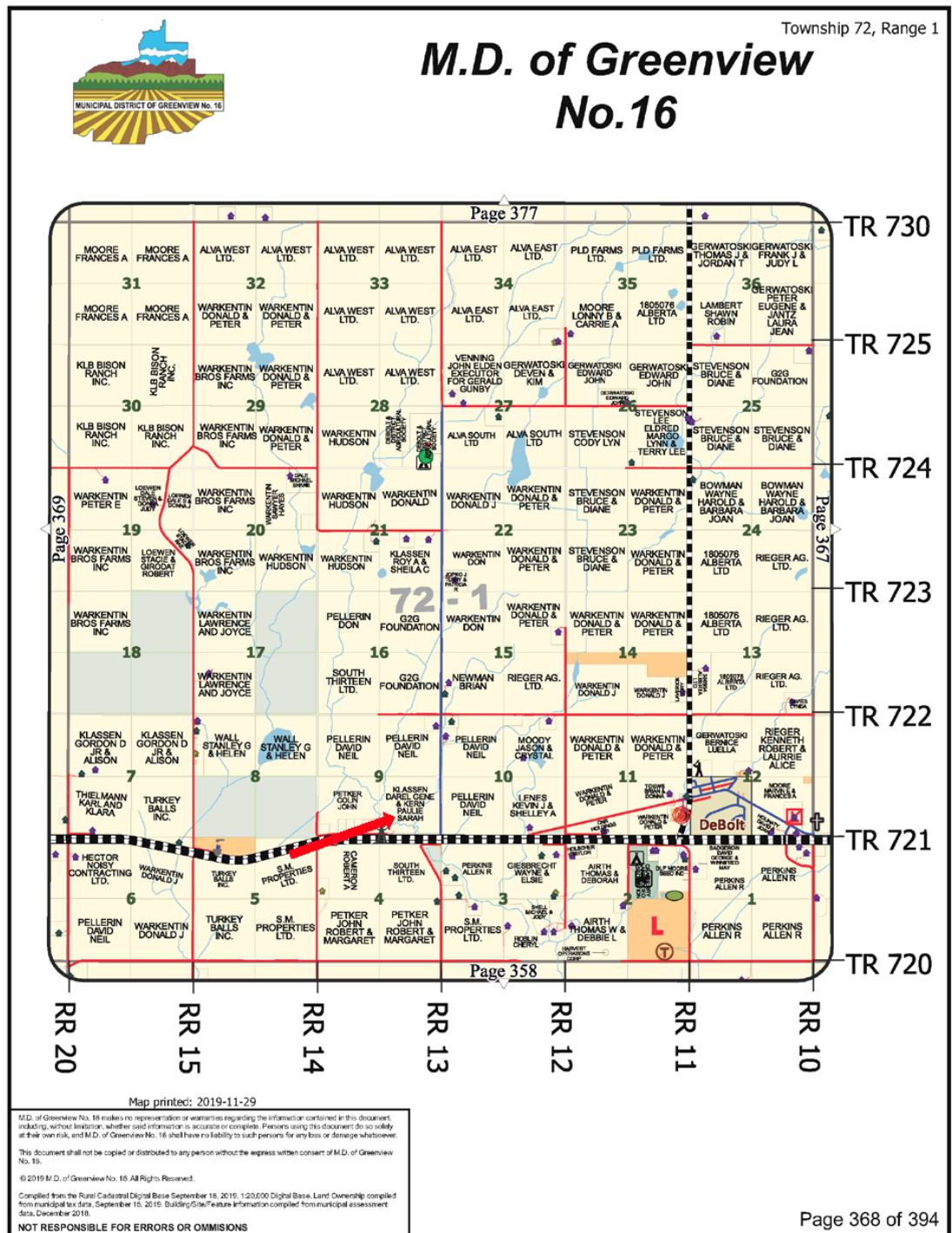
FOLLOW UP ACTIONS:

First reading would be given and a public hearing scheduled in accordance with legislation. Following the proposed closure package would be forwarded to Alberta Transportation for consideration, prior to returning to Council for second and third reading.

ATTACHMENT(S):

- Schedule 'A' - Tentative Plan, Tentative Plan with Aerial
- Map Overview







REQUEST FOR DECISION

SUBJECT: **Partial Road Allowance Closure Request – South of SE-25-70-25-W5**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 25, 2020 CAO: DT MANAGER: SAR
DEPARTMENT: PLANNING & DEVELOPMENT GM: RA PRESENTER: LD
STRATEGIC PLAN: Development

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act Section 22(1): ‘No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.’

Municipal Government Act (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve transfer and consolidation of a portion of the government road allowance adjacent to the south side of the Sturgeon Heights Cemetery located on SE 25-70-25 W5, 0.227 hectare ±, to Synod of Diocese of Athabasca Church of Canada; and waive all associated purchase and survey fees, subject to Ministerial approval and third reading of Bylaw 20-839.

BACKGROUND/PROPOSAL:

Greenview received a road closure request from Sturgeon Heights Community Club on August 1, 2019, to close 0.227 hectare ± (0.56 acre) of the undeveloped road allowance adjacent to the south boundary of the cemetery. On September 9, 2019, Council motioned to waive the \$1,500.00 application fee and allow a variance on portion SE-25-70-25-W5 for the purpose of fencing adjacent to the Sturgeon Heights Cemetery.

The Sturgeon Heights Cemetery, registered in the name of Synod of Diocese of Athabasca Church of Canada, consists of 0.806 hectare ± (1.99 acre), and is located on SE 25-70-25 W5. A survey plan, copy attached, provided by the applicant and dated October of 1978, showed where gravesites had been developed within the undeveloped road allowance immediately south of the cemetery.

The fair market value of the 0.227 hectare ± to be closed was estimated to be \$4,800.00 by Accurate Assessments. Sturgeon Heights Community Club has requested that Council waive the cost to purchase the said portion of the undeveloped road allowance, and the survey fees in an estimated amount of \$2,500.00.

In accordance with legislation, notification of the proposed road closure was circulated to internal and external referral agencies and no negative concerns or comments were received. Administration is recommending that Council consider waiving all purchase and survey fees set out above to allow the road closure to proceed.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Sturgeon Heights Cemetery would be contained within their boundaries with as little financial burden to the community group as possible.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The undeveloped road allowance cannot be utilized as a roadway in the future.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the option to close the whole road allowance which consists of an additional 299.21m.

FINANCIAL IMPLICATION:**Direct Costs:**

Application fee of \$1,500 has been waived as per motion in September 2019.

Survey fee estimate \$2,500 – request to waive.

Sale of 0.227 hectare of road allowance for the purpose of road closure at a fair market value estimated by Accurate Assessment of \$4,800 – request to waive.

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

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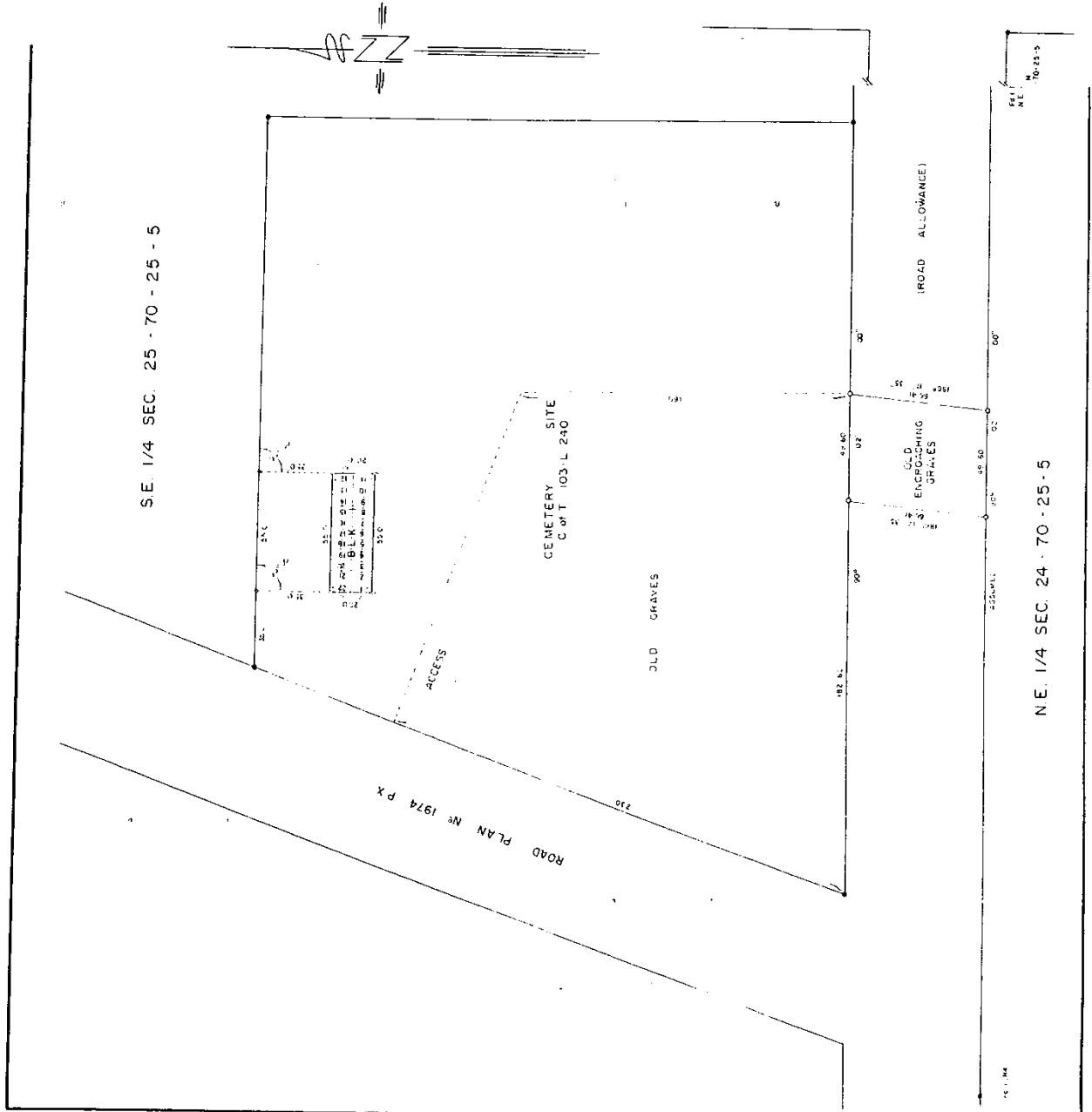
FOLLOW UP ACTIONS:

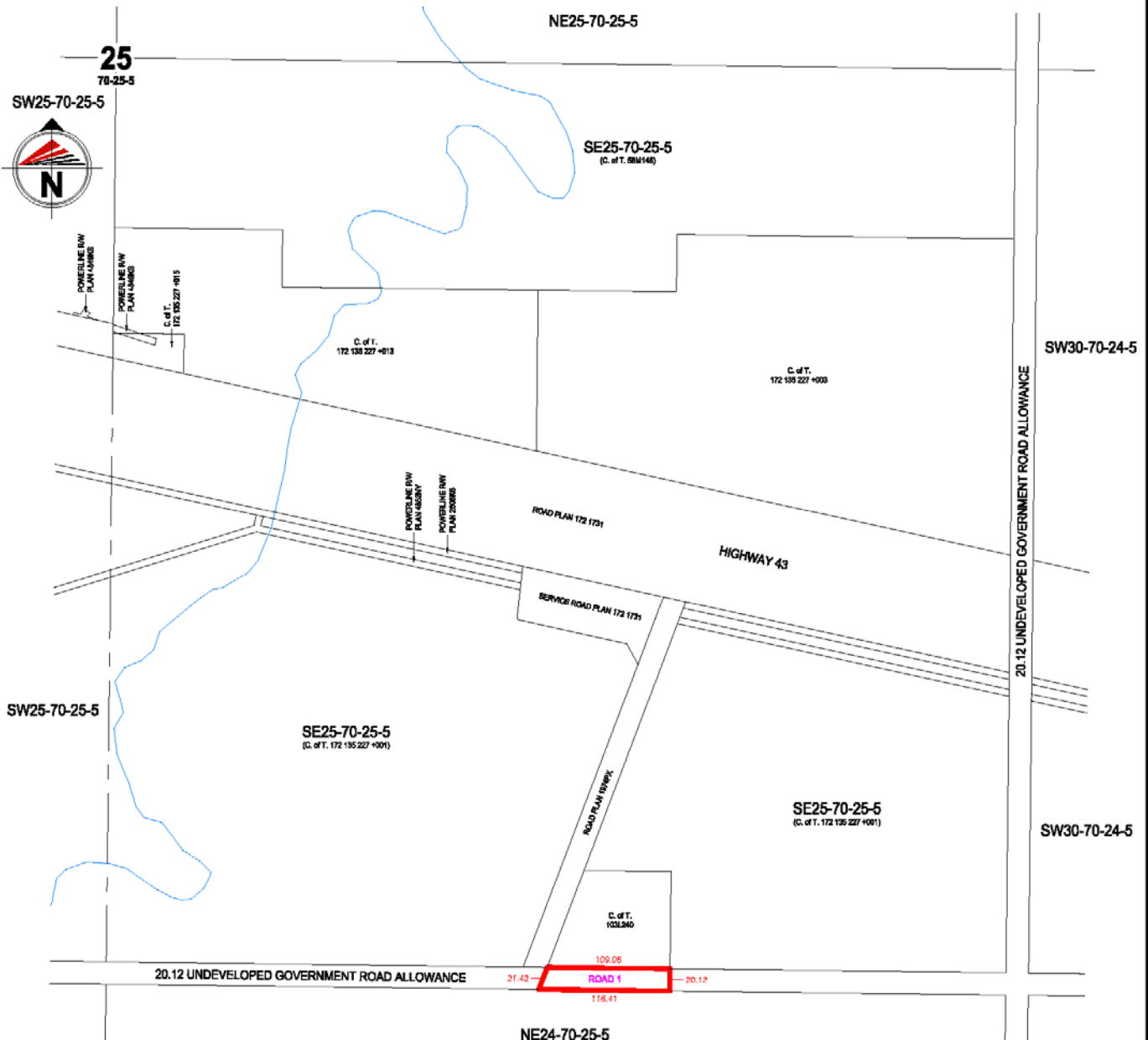
First reading would be given and a public hearing scheduled in accordance with legislation. Following the proposed closure package would be forwarded to Alberta Transportation for consideration, prior to returning to Council for second and third reading.

ATTACHMENT(S):

- Survey submitted by Sturgeon Heights Community Club showing location of gravesites on road allowance
- Schedule 'A' - Tentative Plan, Tentative Plan with Aerial
- Map Overview

STURGEON HEIGHTS COMMUNITY CLUB
 R.R. #1 Box #21
 Crooked Creek, — Alberta
 T0H 0Y0





MUNICIPAL DISTRICT OF GREENVIEW NO. 16

SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF GOVERNMENT ROAD ALLOWANCE (TWP. RD. 704)
BETWEEN
N.E. 1/4 SEC. 24, TWP. 70, RGE. 25, W.5M. &
S.E. 1/4 SEC. 25, TWP. 70, RGE. 25, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: —
AND CONTAINS: 0.227 HECTARES (0.56 ACRES)

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SCALE: 1:10000



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

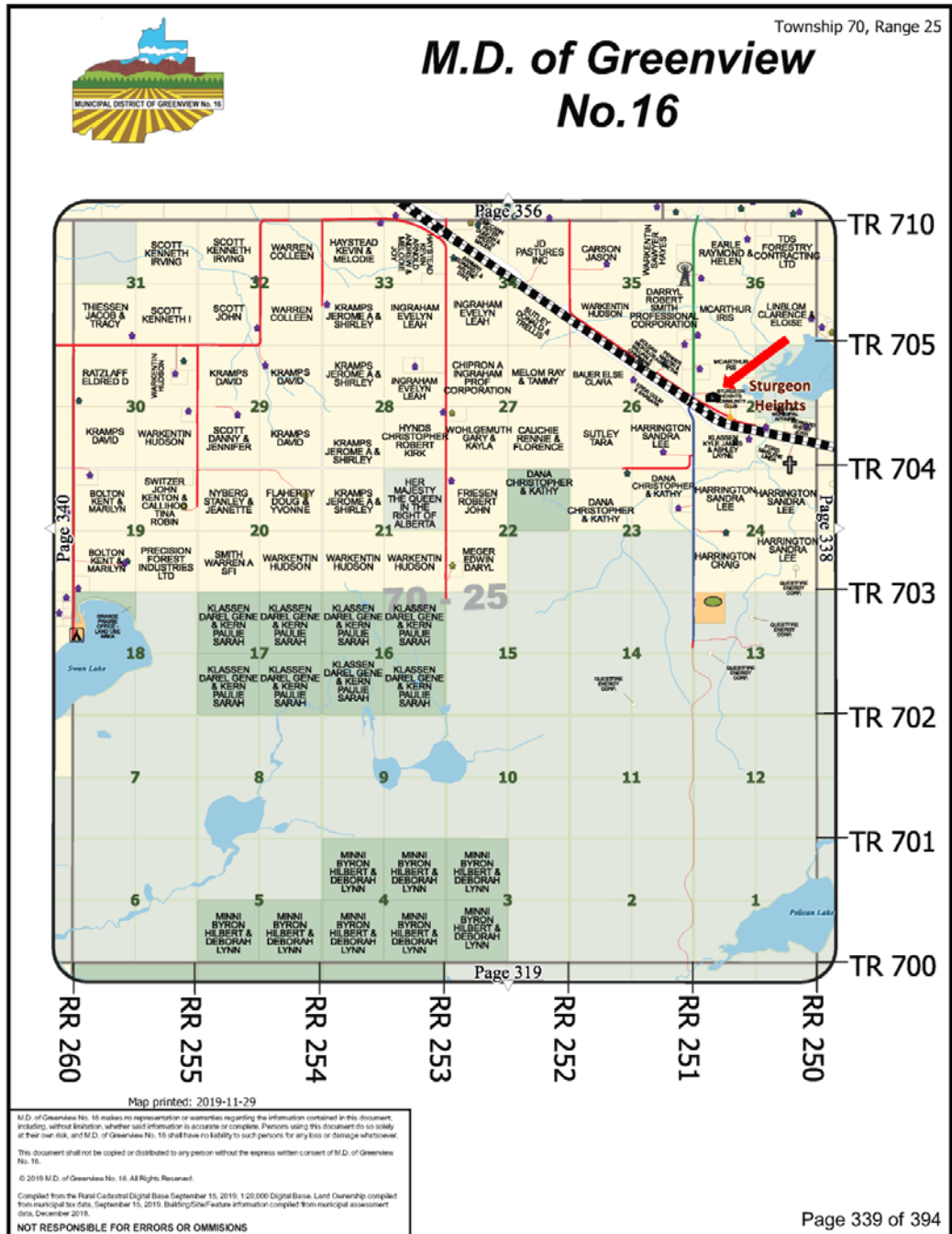
SCHEDULE 'A'

SHOWING PROPOSED CLOSURE OF
PART OF GOVERNMENT ROAD ALLOWANCE (TWP. RD. 704)
BETWEEN
N.E. 1/4 SEC. 24, TWP. 70, RGE. 25, W.5M. &
S.E. 1/4 SEC. 25, TWP. 70, RGE. 25, W.5M.

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS: ———
AND CONTAINS: 0.227 HECTARES (0.56 ACRES)

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SCALE: 1:10000





REQUEST FOR DECISION

SUBJECT: **8 Mile Road Request**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 25, 2020 CAO: DT MANAGER:

DEPARTMENT: CONSTRUCTION & ENGINEERING GM: RA PRESENTER: LT

STRATEGIC PLAN: Infrastructure

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct administration to return the 8 Mile capital project back in the 2020 approved budget for preliminary works to start in 2020 and construction in 2021.

BACKGROUND/PROPOSAL:

Recently Councillor Acton requested a motion regarding the 8 mile road being brought back to the table for construction in 2022. At Council deliberations Council directed Administration to push this project to 2021 preliminary works and construction in 2022. This portion of the road is approximately 4.8kms of road that provides access to 4 residence and a large amount of farmland. In past construction seasons the 8 mile road was upgraded and the last 4.8kms was not part of those construction limits. Currently, there are some drainage concerns within this section that could be addressed in the meantime.

Currently Administration has multiple projects slated for this season along with additional projects that were added because of the flooding that occurred this spring. Items are listed below that were approved in the budget deliberations. The additional items are

Range Road 230	2020 Construction
Range Road 201	2020 Construction
FTR Paving	2020 Construction
Victor Lake Road	2020 Construction
Sunset House Drainage	2020 Construction
BF 78838	2020 Construction
BF 79713	2020 Construction
Range Road 242 Farmland Access – Waiting on AEP	2020 Construction
Range Road 224 Farmland Access	2020 Construction
ADDITIONAL:	
BF 79082	2020 Replacement due to flooding not in original budget

22 drainage and culvert replacements	2020 flooding
Misc. paving projects within Greenview	2020 Construction
Multiplex parking lot	2020 Construction

The above projects are all slated for this season, and to add any additional work be a direct result of removing an already approved project from the list to accommodate.

Administration would like to point out that there are many roads within Greenview that are in need of rebuilding and or repair. The following is a list of a few roadways that have issues year after year. The stated roads are usually patched or matted to make them passable for local residents.

Range Road 260 (Swan Lake) Ridgevalley	This project was in the budget, but removed. The road has been an issue area year after year with pockets of black soil coming up through the gravel surface. Landowners are getting stuck directly in the middle of the road, and this year it had to be matted to allow ratepayers access to their homes. Yearly in the spring this road is an issue for operations.
Range Road 83 – Approx. 1.6km Grovedale	This roadway usually have extensive rutting throughout, and the surface is wet and soft.
Range Road 63 – Approx. 1km Grovedale	This roadway usually have extensive rutting throughout, and the surface is wet and soft.
Township Road 701 – Approx. 2kms Valleyview	This road is soft and requires ditching which causes drainage and flooding issues for operations on a yearly basis. There are areas that have black soil pockets coming up through the roadway.

Typically for construction, administration has one year to do all the preliminary engineering which would include:

- Telus and Gas line lowering or moving that are required
- Geotechnical work to determine what the road base consists of and what is required to determine cost
- Land purchases which are usually required due to the current right of way width (20m)
- ATCO line moves that may be required, which does not usually happen within the construction year

Administration works with the utility companies to ensure that they have the projects ahead of time to allow them sufficient time to schedule moves.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to provide Council with the information to make a decision on the request that was presented.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of accepting the motion as presented is it will add additional works to a budget that is already heavily projected.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to direct administration to proceed with the current budget and the assignments that are presented without additional projects.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

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

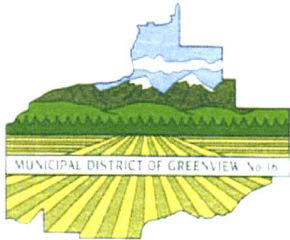
Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Infrastructure and Planning will provide a Request for Decision for the actual construction costs for what is requested by Council.

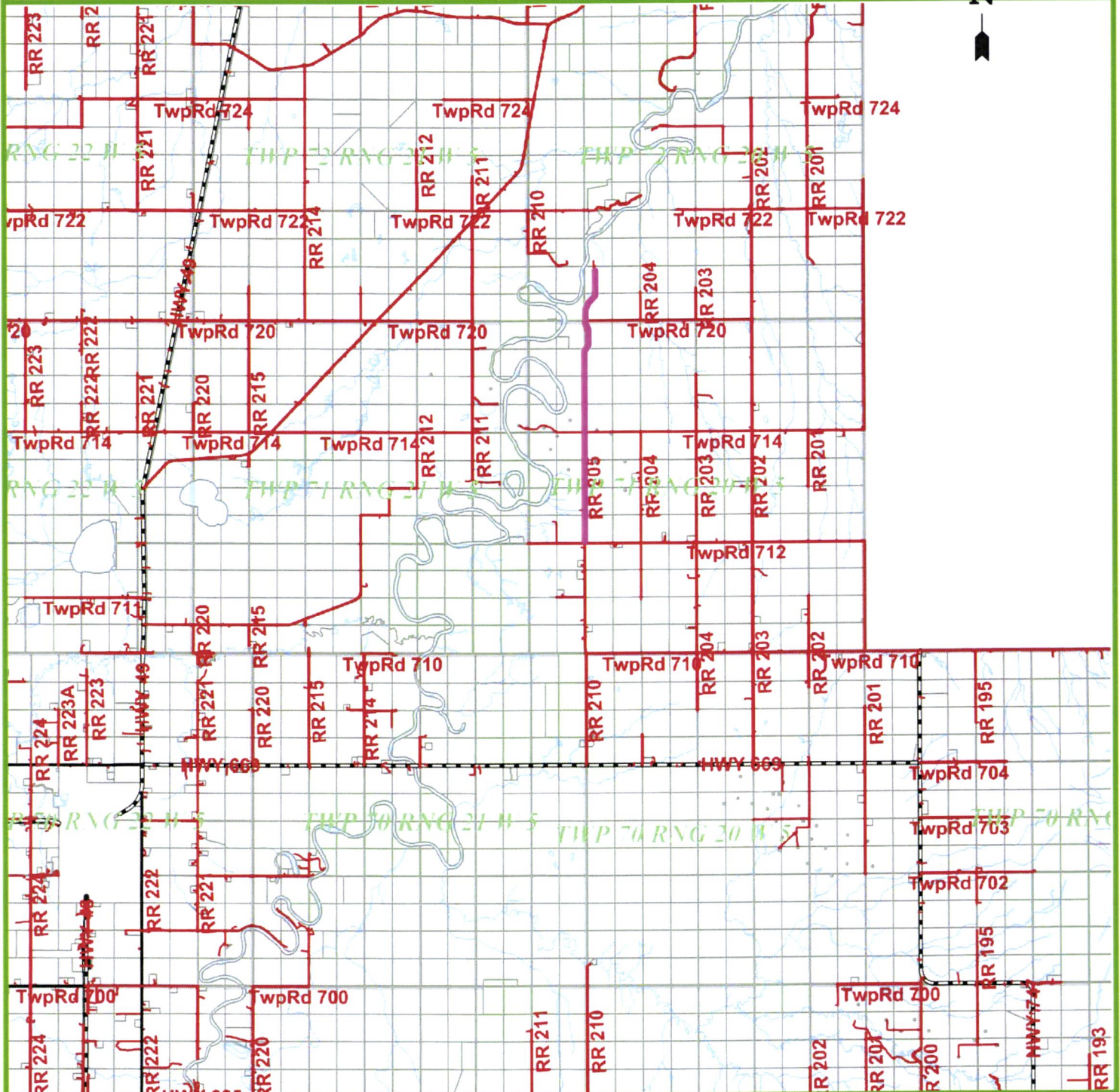
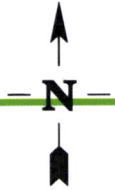
ATTACHMENT(S):

- Map



Municipal District of Greenview #16

8 Mile Road from Twp. Rd 712 to North of Twp. Rd 720
Approx 4.8 kms



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REQUEST FOR DECISION

SUBJECT: **Victor Lake Road Upgrade**

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: May 11, 2020

DEPARTMENT: CONSTRUCTION & ENGINEERING

STRATEGIC PLAN: Infrastructure

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM: RA

MANAGER:

PRESENTER: LT

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy No. 1018; Expenditure and Disbursement Policy.

RECOMMENDED ACTION:

MOTION: That Council award the Victor Lake project to Klassen Brothers Northern in the amount of \$1,000,918.89.

BACKGROUND/PROPOSAL:

Administration posted the Victor Lake Upgrade tender on April 6th and opened April 22nd online for the bidders to attend. This road is approx. 2.4km east of the Hamlet of Grande Cache. This tender was prepared for approx. 3kms of regrade of the Victor Lake Road.

There were 4 tenders received and none of which were disqualified. The results are as follows;

Klassen Brothers Northern	\$995,918.99	Qualified
Mainline Construction	\$1,192,641.82	Qualified
Hollingworth & Sons	\$1,213,575.10	Qualified
Prairie North Construction Ltd.	\$1,799,789.00	Qualified

The consultant (Teckera) reviewed the tender quantities, calculations and any anomalies along with some reference checks if required. The lowest bidder is Klassen Brothers Northern located out of DeBolt.

The contract costs breakdown is as follows;

Contract Amount (less site occ. Days)	\$995,918.99
Contingency (10%)	\$93,520
Engineering left from agreement (Preliminary, Design, Tender and inspection)	\$70,000
Current MD Overall budget	1,295,000

Site occupancy is a contracting strategy used to help ensure that the owner receives the lowest evaluated project cost (combination of price to construct plus the number of days to complete). The contractor estimates the number of calendar days that he requires to complete the work and includes this amount in the tender price (i.e. number of days multiplied by a predetermined daily rate). A site occupancy is made to contractors who complete the work in less calendar days bid. If a contractor completes the work in exactly the number of days bid, there is no change in payment. Assuming this is the case, the actual contract cost is the total tender amount less the site occupancy (i.e. 25 days @ \$2,500 per day = \$62,500.00).

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the project will proceed and be completed within the timeline that meets Greenview's overall project schedule in 2020.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the recommended motion and not move forth with the construction in 2020.

FINANCIAL IMPLICATION:

Direct Costs: \$1,000,918.99

Ongoing / Future Costs:

Ongoing maintenance and snow removal.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

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

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FOLLOW UP ACTIONS:

Once Council makes their motion administration can advise the consultant to proceed with the tender recommended with or without adjustments.

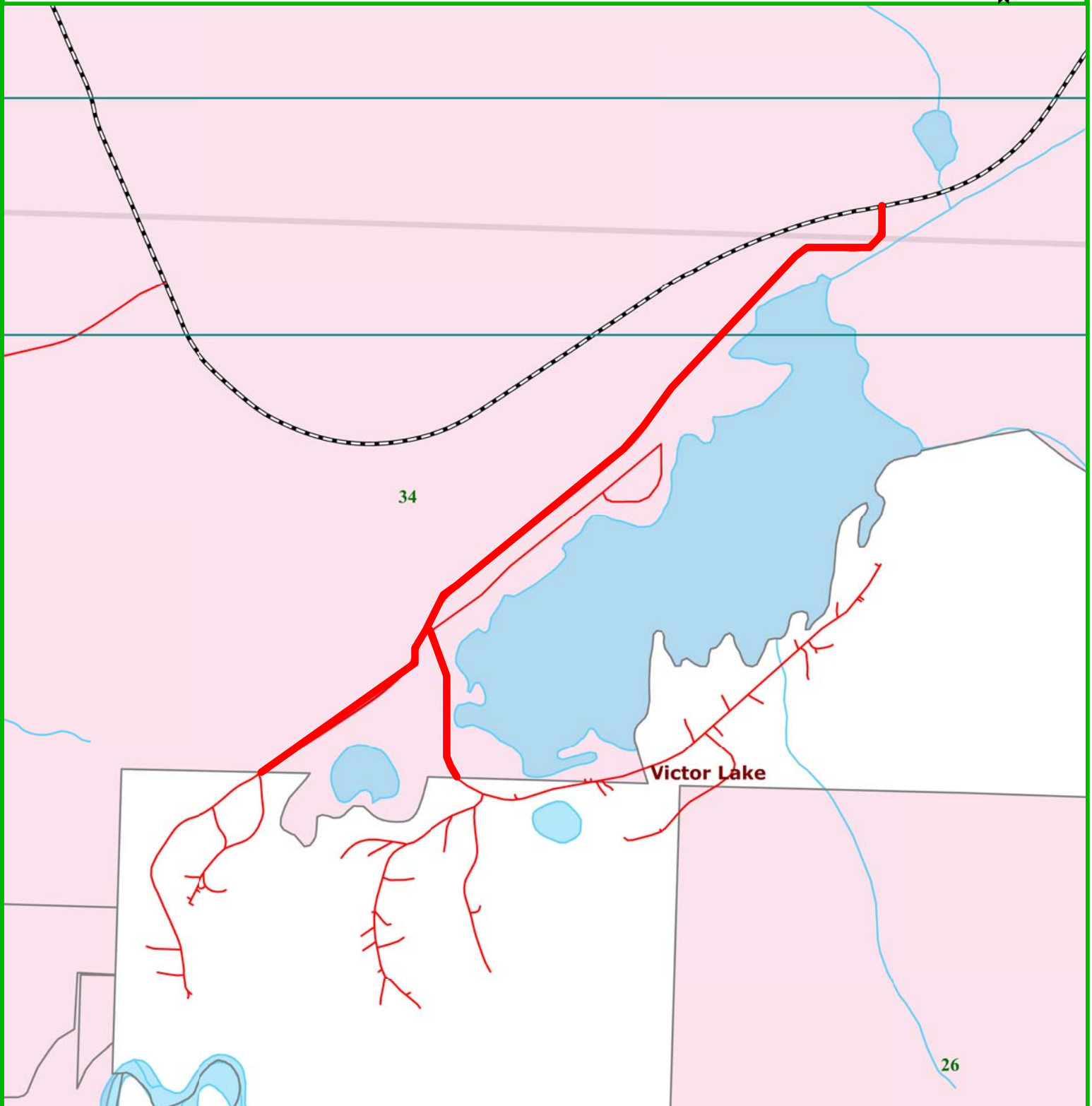
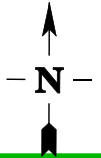
ATTACHMENT(S):

- PDF of Victor Lake Road Regrade
- Expenditure and Disbursement Policy



Municipal District of Greenview #16

Victor Lake Road - Bold line
Approx. 3km



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REQUEST FOR DECISION

SUBJECT: **Greenview Fiber Optics**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 25, 2020
DEPARTMENT: ECONOMIC DEVELOPMENT
STRATEGIC PLAN: Quality of Life

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM: GM
MANAGER: KK
PRESENTER: KK

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to develop and post a Request for Proposal for fiber optic services throughout Greenview.

BACKGROUND/PROPOSAL:

The fiber optic internet connectivity strategy, presented at Committee of the Whole May 19th, 2020 outlined recommendations for the development of a fiber optic network to service the ratepayers of Greenview. Administration is requesting Council's direction to proceed with the development of a Request for Proposal to obtain cost estimates on the staged roll out of fiber optic services throughout Greenview.

The multi-year project will require review of funding options as the completion of the project is estimated to cost in excess of \$15,000,000.00.

Currently, multiple levels of government are providing connectivity infrastructure grants. Administration will make application on numerous applicable grants which could offset a large portion of the financial burden of the project. Rural and remote communities with populations of 100,000 or fewer can apply for funding to support projects that improve broadband connectivity.

Currently, the federal government will cost share for eligible projects up to 50% for provincial projects; or for municipalities with populations more than 5,000 and not for profit partners.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is to strengthen Greenview's economic competitiveness by providing ratepayers with leading edge connectivity infrastructure.
2. The benefit of Council accepting the recommended motion is to initiate the process of collecting project costs and options.

3. The benefit of Council accepting the recommended motion is to allow for Administration to pursue grant opportunities related to this project.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to take no action.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: Unknown

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will develop a Request for Proposal pending Council's decision.

ATTACHMENT(S):

- Canadian Fiber Optics May 19th Presentation



REQUEST FOR DECISION

SUBJECT:	Tourism Interpretive Centre - Level of Service		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 25, 2020	CAO: DT	MANAGER: KK
DEPARTMENT:	ECONOMIC DEVELOPMENT	GM: GM	PRESENTER: KK
STRATEGIC PLAN:	Level of Service		

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve the Grande Cache Tourism Interpretive Centre operate on a 5-day per week schedule from the time it reopens until December 31, 2020.

BACKGROUND/PROPOSAL:

The Grande Cache Tourism Interpretive Centre (TIC) has been a focal point for residents and tourists to the Grande Cache area for decades. With the completion of the first year of operations under Greenview; a number of operational and facility deficiencies have been addressed in the first quarter of 2020; to prepare the facility for a successful 2020 tourist season.

In January 2020 Council approved the TIC operate on a 5-day per week schedule until March 31, 2020; allowing time for deficiency repairs. Due to Covid-19 restrictions, all Greenview buildings have been closed to the public since March 20, 2019.

Once the TIC reopens, due to Covid-19 travel restrictions, it is anticipated that the numbers of visitors to the TIC will be dramatically reduced. As this is a public location with valuable assets, inventory and cash on site Greenview Administration has taken steps to minimize “work alone” hours and is implementing all necessary safety precautions, when the facility is able to reopen to the public. In years prior during the busy tourism season the TIC operated with a staff of 4.25 FTE, however when the TIC reopens they will be operating with a staff of 2.55 FTE.

In order to best facilitate the reopening of the TIC; while minimizing impact on both staff and community, Administration is recommending that the TIC facility operate on a 5-day per week schedule until December 31, 2020, remaining open Thursday to Monday.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that it will allow for a level of service that will meet the need of Greenview residents and travellers, while minimizing expenses & costs associated with operating the facility.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The potential disadvantage to the recommended motion is that a very small number of visitors may be negatively impacted by the closure of the facility on Tuesdays and Wednesdays.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to amend or take no action to the recommended motion.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will communicate to residents and visitors via signage and social media of the change in level of service, to minimize community impact.



REQUEST FOR DECISION

SUBJECT: Policy 1002 Travel and Subsistence

SUBMISSION TO: REGULAR COUNCIL MEETING

MEETING DATE: May 25, 2020

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO: DT

GM:

MANAGER:

PRESENTER: DL

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1002 Travel and Subsistence as presented.

BACKGROUND/PROPOSAL:

The old policy was split between a policy and procedure. The two are now combined under our current policy standards. The most significant change was to remove references to a specific mileage rate of the CRA and to refer to it simply as the “Current CRA mileage rate” as this rate changes annually.

Minor changes were recommended by PRC May 12, 2020:

- Addition of Board Members to the purpose.
- Adjustment of Policy 2 to account for scanned or digital receipts.
- Removal of Policy 3 as there are some claims under \$50.00 and for accounting purposes, it is better to have claims submitted in under 30 days rather than waiting for them to accumulate.

BENEFITS OF THE RECOMMENDED ACTION:

1. The policy is updated and always capture the current rates rather than being outdated every year.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council may make additional recommended changes.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Current Policy 1002
- Procedure 1002
- Revised Policy 1002

Title: TRAVEL AND SUBSISTENCE

Policy No: 1002

Approval: Council

Effective Date: February 25, 2014

Supersedes Policy No: AD 28



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: Greenview believes it is appropriate to reimburse Council and staff for out-of-pocket expenses when travelling to carry-out Greenview business. All reasonable expenses will be covered by Greenview for Council and staff.

Purpose: To provide an equitable process for reimbursing Council and staff members for travel abroad when conducting Greenview business.

Principles:

1. Reasonable compensation will be provided to Council Members and staff when they are required to travel to conduct Greenview business.
2. Proper checks and balances need to be built into the procedures pertaining to this policy to ensure that reimbursement is equitable and public funds are protected while not bestowing financial hardship on claimants.

Approved: 14.02.103



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Procedure Title: TRAVEL AND SUBSISTENCE

Procedure No: 1002-01

Approval: CAO

Effective Date: February 25, 2014

Supersedes Procedure No: AD 28

1. Definitions

- 1.1. Travel Status refers to when a Council member, Board Member or Greenview employee is traveling to attend a work assignment, conference, meeting, or other related Greenview function, both within and outside of the municipal boundaries.

2. Responsibilities

2.1. Council Members, Board Members and Greenview Staff to:

- 2.1.1. Submit expense claims in accordance with the provisions of this procedure;
- 2.1.2. Submit expense claims within thirty (30) days from the end of the month in which the expense occurs.

2.2. Council and Senior Management:

- 2.2.1. May claim a business meal when hosting another person(s). An original receipt must be provided with the claim as well as the name(s) of the person(s) hosted.

2.3 Senior Management to:

- 2.3.1 Responsible for reviewing all expense claims submitted by employees within their division;
- 2.3.2 Refer their expense claims to the CAO for approval or, in the case of the CAO, to refer his or her expense claim to the Reeve for approval.

2.4 Supervisors to:

- 2.4.1 Provide authorization to staff prior to staff attending meetings, training or other

Greenview business and incurring expenses pursuant to this procedure; however, an employee who incurs an unexpected meal expense will be reimbursed in accordance with the provisions of this policy upon the production of a receipt and with the approval of their immediate supervisor.

2.5 Corporate Services Staff to:

2.5.1 Issue payment to claimants within thirty (30) days of approval.

3. Claim Parameters

3.1 Meals

3.1.1 Meals may be reimbursed without receipts at the following rates:

- Breakfast: \$20.00;
- Lunch: \$20.00;
- Dinner \$30.00.

3.1.2 Alternatively, meals may be reimbursed upon the production of original receipts for the total amount of the receipt including taxes and a maximum gratuity of 15%.

3.2 Mileage

3.2.1 The kilometre rate will be paid in accordance with the Canada Revenue Agency (CRA) rate of \$0.54 per kilometre travelled for the first 5000 km and \$0.48 per Kilometre for mileage over 5000 km, in any given year.

3.2.2 When a claimant is required to travel outside of the municipality on Greenview business, when possible, a vehicle will be made available to that claimant for use.

3.2.3 Travel out of province will be undertaken by the method approved in advance.

3.2.4 While on conferences or training, a claimant may hire a rental vehicle or be reimbursed for taxi expenses.

3.3 Travel Expenses

3.3.1 The following rates will be paid to claimants for the travel expenses listed below:

- Incidental allowance \$15.00 per 24 hour period;
- Private Accommodation \$30.00 per night;
- Taxi/Transit/Car Rental actual cost per receipt;
- Parking actual cost per receipt;
- Hotel accommodation actual cost per receipt.

4. General Provisions

- 4.1 When an expense requires the provision of a receipt, the receipt submitted must be the original or the claim may be disallowed. In the instance of a contractor who is required to provide original receipts to their company, a reasonable copy of the receipt will suffice.
- 4.2 Small claims may be accumulated by a claimant before being submitted for approval once the total amount of the claims reaches \$50.00 or more with the approval of their supervisor.
- 4.3 Greenview will not pay for expense claims submitted more than sixty (60) days after the end of the month has elapsed for the expense incurred unless approval is given by the appropriate Committee/Board, or in the case of an employee, by the Chief Administrative Officer.

End of Procedure

Approved: 14.02.104

Title: Travel and Subsistence

Policy No: 1002

Effective Date:

Motion Number:

Supersedes Policy No:

Review Date:



Purpose: To provide an equitable process for reimbursing Council, **Board Members**, and staff for travel abroad when conducting Greenview business.

DEFINITIONS

CAO means the Chief Administrative Officer.

GM means the General Managers of Infrastructure and Planning, and Community Services, as well as the Chief Financial Officer.

Greenview means the Municipal District of Greenview no. 16.

POLICY

1. Greenview believes it is appropriate to reimburse Council and staff for out-of-pocket expenses when travelling to carry-out Greenview business. All reasonable expenses will be covered by Greenview for Council and staff.
2. When an expense requires the provision of a receipt, the receipt submitted must be the original or **a scanned copy of the original** or the claim may be disallowed. In the instance of a contractor who is required to provide original receipts to their company, a reasonable copy of the receipt will suffice.
3. ~~Small claims may be accumulated by a claimant before being submitted for approval once the total amount of the claims reaches \$50.00 or more with the approval of their supervisor.~~
4. Greenview will not pay for expense claims submitted more than sixty (60) days after the end of the month has elapsed for the expense incurred unless approval is given by the appropriate Committee/Board, or in the case of an employee, by the Chief Administrative Officer.

Claim Parameters

5. Mileage

5.1 **The kilometre rate will be paid in accordance with the current Canada Revenue Agency rates.**

5.2 **When an employee is travelling for Greenview business, whenever possible, that employee should use a Greenview vehicle.**

5.3 Travel out of province will be undertaken by the method approved in advance.

5.4 While on conferences or training, a claimant may hire a rental vehicle or be reimbursed for taxi expenses

6. Meals

6.1 Meals may be reimbursed without receipts at the following rates:

- Breakfast: \$20.00;
- Lunch: \$20.00;
- Dinner \$30.00.

6.2 Alternatively, meals may be reimbursed upon the production of original receipts for the total amount of the receipt including taxes and a maximum gratuity of 15%.

7. Travel Expenses

7.1 The following rates will be paid to claimants for the travel expenses listed below:

- Incidental allowance \$15.00 per 24 hour period;
- Private Accommodation \$30.00 per night;
- Taxi/Transit/Car Rental actual cost per receipt;
- Parking actual cost per receipt;
- Hotel accommodation actual cost per receipt.

Responsibilities

8. Council Members and Staff

8.1 Submit expense claims in accordance with the provisions of this policy;

8.2 Submit expense claims within thirty (30) days from the end of the month in which the expense occurs.

9. Council and Senior Management

9.1 May claim a business meal when hosting another person(s). An original receipt must be provided with the claim as well as the name(s) of the person(s) hosted.

10. Management

10.1 Responsible for reviewing all expense claims submitted from employees within their department;

10.2 Provide authorization to staff prior to staff attending meetings, training or other Greenview business and incurring expenses pursuant to this policy, however, an employee who incurs an unexpected meal expense will be reimbursed in accordance with the provisions of this policy upon the production of a receipt and with the approval of their immediate supervisor.

10.3 Refer their expense claims to their GM or CAO for approval, or in the case of the CAO, to refer their expense claim to the Reeve for approval.

11. Corporate Services Staff

11.1 To issue payment to claimants within thirty (30) days of approval.



REQUEST FOR DECISION

SUBJECT: **Policy 1013 Credit Cards**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 25, 2020
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: DT
GM:
MANAGER:
PRESENTER: AN/DL

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 1013 Credit Cards as presented.

BACKGROUND/PROPOSAL:

Updates to the policy include:

- Provision identifying that the issuing of credit cards will be done on an exception basis, where they are issued as required to help curb the number of credit cards in circulation.
- Provision identifying that corporate credit cards will not be used for the purchase of alcohol except where approved by Council for a corporate event, and then only if it is not possible to be directly invoiced. Credit cards will not be used to purchase any other controlled substance.
- Updated terminology.

Policy Review Committee recommended the following changes May 12, 2020:

- Replace “exception” basis with “as needed” and remove Councillors from Policy 3.
- Remove “keeping in mind that they are spending municipal tax dollars”.

BENEFITS OF THE RECOMMENDED ACTION:

1. Council will have an updated credit card policy with increased parameters for credit card use.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Additional recommendations may be made by Council.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- Current Policy 1013
- Current Procedure 1013
- Revised Policy 1013

Title: CREDIT CARD

Policy No: 1013

Approval: Council

Effective Date: January 14, 2014

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) may issue Corporate Credit Cards to Council Members as per resolution of Council and further, MD employees may be issued corporate Credit Cards as approved by the Chief Administrative Officer (CAO). The use of the Corporate Credit Card for MD business will not circumvent the intention or application of the MD Purchasing Policy or any other applicable policy.

Purpose: To provide a convenient, cost-effective and more effective method of procuring goods and services by simplifying the procurement process, speeding up vendor payments and empowering staff who have procurement responsibilities.

Principles:

1. Credit cards may be issued to Councillors, CAO, General Managers, Managers and other Employees.
2. A credit card issued in the name of the Councillor or Employee is the property of the MD.
3. The Corporate Credit Card will not be used to purchase items or services for personal use. The Corporate Credit Card will not be used to purchase restricted items as defined within the accompanying procedure.

Approved: 14.01.10



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Procedure Title: CREDIT CARD

Procedure No: 1013-01

Approval: CAO

Effective Date: January 14, 2014

Supersedes Procedure No: (None)

1. Definitions

- 1.1. Cardholder: means an MD Councillor or Greenview employee who has been issued a credit card and who is authorized to make purchase in accordance with this policy.
- 1.2. Corporate Credit Card Administrator: means the individual responsible for monitoring the program details as well as cardholder inquiries.
- 1.3. Credit Card Use Authorization Agreement: means a contract to define the limits and use for MD issued credit cards provided to Councillors and employees in order to make purchase of goods and services.
- 1.4. MD/GREENVIEW : means Municipal District of Greenview No. 16

2. Responsibilities

- 2.1. CORPORATE CREDIT CARD ADMINISTRATOR(S):
 - 2.2. Maintain and control a central record of all cardholders, limits, etc.
 - 2.3. Monitor and evaluate spending patterns.
 - 2.4. Assist with concerns or card holder inquiries.
 - 2.5. Assist in rectifying disputed credit card charges with suppliers and the credit card company.
- 2.6. CARDHOLDERS:
 - 2.7. Councillors and employees will be required to sign a Credit Card Use Authorization Agreement prior to being issued a credit card.
 - 2.8. Cardholders will supply receipts for each purchase to the Finance Coordinator, Accounts Payable on a weekly basis or the next working day for that employee or Council Member. If the assigned cardholder cannot produce a receipt, they shall be responsible to reimburse the MD.
 - 2.9. Take appropriate action to resolve any problem.
 - 2.10. Ensure their credit card is secure to avoid risk of unauthorized use.
 - 2.11. Return the credit card immediately upon request.

- 2.12. Credit cards may be used for lodging, meals, travel expenses, conferences, workshops and appropriate purchases in accordance with the Expenditure Control Policy.
- 2.13. Lost or stolen credit cards must immediately be reported to the Credit Card company as well as the Manager, Finance & Administration.

2.3 CREDIT LIMITS:

- 2.3.1 Credit card limits for employees shall be determined in accordance with the Expenditure Control Policy to a maximum of \$20,000.
- 2.3.2 The Reeve's maximum shall be \$10,000 and Councillors maximum shall be \$5,000.

2.4 CORPORATE CREDIT CARD RESTRICTIONS:

- 2.4.1 The Corporate Credit Card will not be used to purchase items or services for personal use or the purchase of alcohol.
- 2.4.2 Any violation of this policy will be investigated and could result in termination and/or criminal prosecution.
- 2.4.3 Credit Card may not be used to obtain cash.
- 2.4.4 E-Mail and Internet purchases are prohibited unless the purchase is placed through a secure website.

2.5 CORPORATE SERVICES STAFF TO:

- 2.5.1 Adhere to policy, guidelines and procedures when using credit card.

3. End of Procedure

Approved: 14.01.11

Title: Credit Card

Policy No: 1013

Effective Date:

Motion Number:

Supersedes Policy No: NONE

Review Date:



Purpose: To provide a convenient, cost-effective and more efficient method of procuring goods and services by simplifying the procurement process, speeding up vendor payments and empowering staff who have procurement responsibilities.

DEFINITIONS

Cardholder means a Greenview Councillor or Greenview employee who has been issued a credit card and who is authorized to make purchase in accordance with this policy.

CAO means Chief Administrative Officer.

Corporate Credit Card Administrator means the Manager of Finance or delegate.

Credit Card Use Authorization Agreement means a contract to define the limits and use for Greenview issued credit cards provided to Councillors and employees in order to make purchase of goods and services.

GM means the General Managers of Infrastructure and Planning and Community Services and includes the Chief Financial Officer (CFO).

Greenview means Municipal District of Greenview No. 16.

POLICY

Principles

1. Greenview may issue Corporate Credit Cards to Council Members as per resolution of Council.
2. Greenview employees may be issued corporate Credit Cards as approved by the CAO. The use of the Corporate Credit Card for Greenview business will not circumvent the intention or application of any other Greenview policy.
3. Credit cards may be issued to Councillors the CAO, GMs, Managers and other **employees on an as-needed basis.**

4. A credit card issued in the name of the Councillor or Employee is the property of Greenview.
5. The Corporate Credit Card will not be used to purchase items or services for personal use. The Corporate Credit Card will not be used to purchase restricted items as defined within this policy.

Responsibilities

6. Corporate Credit Card Administrator(s):
 - 6.1 Maintain and control a central record of all cardholders, limits, etc.
 - 6.2 Monitor and evaluate spending patterns.
 - 6.3 Assist with concerns or card holder inquiries.
 - 6.4 Assist in rectifying disputed credit card charges with suppliers and the credit card company.
7. Cardholders
 - 7.1 Councillors and employees will be required to sign a Credit Card Use Authorization Agreement prior to being issued a credit card.
 - 7.2 Cardholders will supply receipts for each purchase to Accounts Payable on a weekly basis or the next working day for that employee or Council Member. If the assigned cardholder cannot produce a receipt, they shall be responsible to reimburse Greenview for the full amount of the charge, for which a receipt is not supplied. Receipts must be legible and show the amounts to purchase.
 - 7.3 Take appropriate action to resolve any problem.
 - 7.4 Ensure their credit card is secure to avoid risk of unauthorized use.
 - 7.5 Return the credit card immediately upon request.
 - 7.6 Credit cards may be used for lodging, meals, travel expenses, conferences, workshops and appropriate purchases in accordance with the Expenditure and Disbursement Policy.
 - 7.7 **Cardholders will use prudence in making purchases.**
 - 7.8 Lost or stolen credit cards must immediately be reported to the Credit Card company as well as the Manager, Finance & Administration.

Credit Limits

8. Credit card limits for employees shall be determined in accordance with the Expenditure and Disbursement Policy to a maximum of \$20,000.
9. The Reeve's maximum shall be \$10,000 and Councillors maximum shall be \$5,000.

Corporate Credit Card Restrictions:

10. The Corporate Credit Card will not be used to purchase items or services for personal use or the purchase of alcohol, **unless the purchase is for a corporate event approved by Council and a direct invoice is not possible. Corporate Credit Cards will not be used for the purchase of any other controlled substance.**
11. Any violation of this policy will be investigated and could result in termination and/or criminal prosecution.
12. Credit Card may not be used to obtain cash advances.
13. E-Mail and Internet purchases are prohibited unless the purchase is placed through a secure website.



REQUEST FOR DECISION

SUBJECT: **Policy 6320 Greenview Rental Equipment**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 25, 2020 CAO: DT MANAGER:
DEPARTMENT: AGRICULTURE GM: PRESENTER: DL/QB
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 6320 Greenview Rental Equipment as presented.

BACKGROUND/PROPOSAL:

This policy will replace Policy AG 09. The changes to this policy are:

- Updated to current policy standards and numbering
- Addition of a non-refundable \$20.00 deposit to rentals over \$20.00 to dissuade users from no-showing without providing at least 24 hours notice of cancellation. These deposits will be applied to the overall cost of rental once the equipment has been picked up as scheduled.
- Updated language.

This change was discussed at the ASB meeting held April 29, 2020 and concerns were raised with no-show renters, particularly in the Grovedale area.

PRC recommended the following changes May 12, 2020:

- Valleyview, Fox Creek and Sturgeon Lake Cree Nation be added to Provision 2.
 - The \$20.00 deposit be changed to a 20% deposit in provision 4. This allows a deposit to be taken on all rental equipment, not just the pieces over \$20.00.
 - Clarify the pre-rental and post-rental inspection in provision 5.
 - Identify that equipment must be returned to the yard that it was rented from to Provision 7.
 - Administration also adjusted to the wording of Provision 12 for additional clarity.
-

BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a deterrent to no show renters to ensure that equipment is available to residents.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Additional recommended changes may be made by Council.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- AG 09
- Policy 6320



M. D. OF GREENVIEW NO. 16
POLICY & PROCEDURES MANUAL

Section:
AGRICULTURAL

POLICY NUMBER: AG 09

POLICY TITLE: RENTAL OF M.D. EQUIPMENT

Page 1 of 2

Date Adopted by Council / Motion Number:

12.06.357

PURPOSE:

To give non-profit organizations and ratepayers access to specialized equipment being made available for rent by the M.D.

POLICY:

The M.D. of Greenview will rent equipment to non-profit organizations and ratepayers that are in good standing with the M.D., as per established guidelines.

1. Rental equipment will be utilized only in the M.D. of Greenview No. 16.
 - a) Rental equipment will be released to a renter following the completion of a Rental Agreement form, which is attached hereto as part of this policy.
2. Rental fees plus applicable Goods and Service Tax will be collected for the number of days rented, upon the equipment's return. A minimum one days rent will be collected, whether the equipment was used or not.
3. Damage charges may be assessed after the equipment passes an inspection of working order and cleanliness. Damage obviously caused by the renter will be charged back to the renter.
4. Equipment returned unclean will be cleaned and a cleaning fee will be charged.
5. If the equipment is not returned on the day specified by the rental agreement, and other persons are waiting for the equipment, the renter will be contacted. If the lessee fails to return the equipment, the C.A.O. or designate will retrieve the equipment. This will result in the renter forfeiting rental privileges until such time as full recovery of costs, plus rental charges for the total number days that the equipment was held, are recovered.
6. The renter is responsible to ensure the equipment is transported safely and M.D. Staff has the right to refuse the release of any piece of equipment, if in their opinion it cannot be transported in a safe manner.
7. Rental fees are to be established by Council by resolution from time to time, and set forth in the Schedule of Fees for the Municipality.

POLICY TITLE: RENTAL OF M.D. EQUIPMENT

Page 2 of 2

Date Adopted by Council / Motion Number:

12.06.357

8. The M.D. may provide transportation for delivery of the equipment with rates set forth in the Schedule of Fees.
9. The M.D. reserves the right to deliver and pick up the equipment, based on limitations due to operations.
10. Non-profit organizations will be allowed to rent/use equipment only for recognized community events.

(Original signed copy on file)
REEVE

C.A.O.

Title: Greenview Rental Equipment

Policy No: 6320

Effective Date:

Motion Number:

Supersedes Policy No: AG 09

Review Date:



Purpose: To give non-profit organizations and ratepayers access to specialized equipment being made available for rent by Greenview.

DEFINITIONS

CAO means the Chief Administrative Officer.

Greenview means the Municipal District of Greenview No. 16.

POLICY

1. Greenview will rent equipment to non-profit organizations and ratepayers that are in good standing with Greenview, as per **this policy**.
2. Rental equipment will be utilized only in Greenview, including the Towns of Valleyview and Fox Creek, and Sturgeon Lake Cree Nation..
 - a. Rental equipment will be released to a renter following the completion of a **Greenview** Rental Agreement form, ~~which is attached hereto as part of this policy.~~
3. Rental fees plus applicable Goods and Service Tax will be collected for the number of days rented, upon the equipment's return. A minimum one days rent will be collected, whether the equipment was used or not.
 - a. Rental fees are to be established by Council by resolution from time to time, and set forth in the Schedules of Fees.
4. **A 20% deposit will be required at the time of booking for equipment with a rental cost over \$20.00 per day. If a renter fails to pick up the piece of equipment on the scheduled day, without providing 24 hours notice of a cancellation, the renter will forfeit the deposit. The deposit fee may be waived at the Manager's discretion due to weather or other circumstances out of the renter's control, including unscheduled maintenance or repair of equipment.**
5. **Prior to releasing the piece of equipment from the rental yard, a member of Administration will perform a pre-rental inspection of working order, damages and cleanliness with the renter. Upon return of the piece of equipment, a post-rental inspection will be conducted**

by Administration. Damage or alterations obviously caused by the renter upon return of the equipment will be charged back to the renter.

6. Equipment returned unclean will be cleaned and a cleaning fee will be charged.
7. Rental equipment must be returned to the rental yard that it was rented from, no later than 10:00 a.m. on the scheduled day of return. Extensions may be granted at the discretion of Administration.
8. If the equipment is not returned on the day specified by the rental agreement, and other persons are waiting for the equipment, the renter will be contacted. If the renter fails to return the equipment, the CAO, or designate will retrieve the equipment. This will result in the renter forfeiting rental privileges until such time as full recovery of costs, plus rental charges for the total number days that the equipment was held, are recovered.
9. If the renter fails to pay rental fees or deposits, they will forfeit rental privileges until the balance of their account is paid.
10. The renter is responsible to ensure the equipment is transported safely and Greenview staff have the right to refuse the release of any piece of equipment, if in their opinion, it cannot be transported in a safe manner.
11. Greenview may provide transportation for delivery of the equipment with rates set forth in the Schedules of Fees.
12. Greenview has the option to deliver and/ or pick up the equipment, based on operational limitations.
13. Non-profit organizations will be allowed to rent/use equipment only for recognized local community events.



REQUEST FOR DECISION

SUBJECT: **Crooked Creek Community Recreation Club Reallocation of Funds**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: May 25, 2020 CAO: DT MANAGER: KK
DEPARTMENT: COMMUNITY SERVICES GM: GM PRESENTER: LL
STRATEGIC PLAN: Level of Service

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) –N/A

RECOMMENDED ACTION:

MOTION: That Council approve the reallocation of \$7,893.38 from the 2019 grant funds awarded to the Crooked Creek Community Recreation Club for painting the interior and exterior of the Ridgevalley arena building.

BACKGROUND/PROPOSAL:

In 2019 Council approved a \$60,000.00 capital grant to the Crooked Creek Community Recreation Club for LED parking lot lighting, security system, fencing the new condenser fans and the new ammonia plant building, extending the plexiglass in front of the bleachers, acoustics analysis, upgrade of the lobby washrooms, level dirt and gravel mounds on the north side of the building and pave the rest of the parking lot and outside of the Zamboni building.

Correspondence was received in December 2019 from the Crooked Creek Community Recreation Club stating they had completed the LED parking lot lighting and the acoustic issue at a total cost of \$8,092.52. Greenview levelled out the dirt and gravel mounds and paved the parking lot and Zamboni pad. The remaining grant request items are anticipated to be completed in the summer of 2020.

The Crooked Creek Community Recreation Club has decided at this time the money they allotted to spend on a new security system and cameras would be best used for painting the interior and exterior of the Ridgevalley arena building at this time.

The 2019 financials for the Crooked Creek Community Recreation Club have been received. The Crooked Creek Community Recreation Club received operating funding of \$55,000.00 in 2019 and \$70,000.00 in 2020.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview's awarded grant funds will be used towards improvements of a community based building within Greenview.

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to take no action on the recommended motion or request that unused funds be returned to Greenview.

FINANCIAL IMPLICATION:

Direct Costs: N/A

Ongoing / Future Costs: N/A

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will advise the Crooked Creek Community Recreation Club of Council's decision.

ATTACHMENT(S):

- Crooked Creek Community Recreation Club reallocation request letter
- Crooked Creek Community Recreation Club 2019 Financials
- 2019 Grant Correspondence
- Painting Quote



MUNICIPAL DISTRICT OF GREENVIEW No. 16

February 12, 2020

Crooked Creek Community Recreation Board
PO Box 91
Crooked Creek, AB T0H 0Y0

RE: 2019 Grant Funding

Thank you for your letter in regards to the unspent grant funds for the 2019 calendar year.

Upon the completion of the planned capital upgrades for summer 2020, please forward Administration a financial report outlining expenditures by September 30th, 2020.

Please be advised we have also yet to receive a financial statement for the 2019 calendar year. The 2020 annual operating grant funds will be held until such time the 2019 financial statement is received.

Greenview appreciates the Committee's dedicated commitment to operating the community facility. If your organization requires additional information, please contact Lissa Dunn at 780.524.7612 or liisa.dunn@mdgreenview.ab.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Keller", is written over a light blue rectangular background.

Kevin Keller
Manager, Economic Development & Tourism

KK/ld

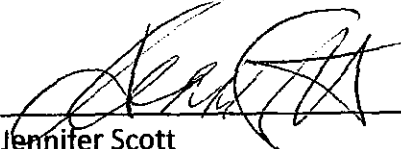
cc: FOIP/Records Management

CROOKED CREEK COMMUNITY RECREATION CLUB

FINANCIAL STATEMENT DECEMBER 31, 2019

Unaudited

Review prepared by:


Jennifer Scott


Deena Loewen

CROOKED CREEK COMMUNITY RECREATION CLUB

BALANCE SHEET
December 31, 2019
Unaudited

ASSETS

CURRENT:

Cash	General Account	\$	89,785	
	Casino Account	\$	2,403	
	Accounts Receivable	\$	9,000	
				\$ 101,188

LIABILITIES

CURRENT:

Accounts Payable	\$	5,902	
			\$ 5,902

MEMBERS EQUITY

ACCUMULATED SURPLUS	\$	95,286
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APPROVAL STATEMENT

This Financial Statement has been reviewed and approved by:

Roxie Rutt
Printed Name

Roxie Rutt
Signature

Vice President
Position

February 10, 2020
Date

Matt Forbes
Printed Name

Matt Forbes
Signature

Director
Position

February 10, 2020
Date

CROOKED CREEK COMMUNITY RECREATION CLUB
STATEMENT OF REVENUE & EXPENDITURES
Year Ended December 31, 2019

Unaudited

REVENUE	
Casino Income	\$ -
Grant -MD#16-Capital	\$ 60,000
Grant-CFEP- Dehumidifier	
Grant MD#16-Operating	\$ 55,000
Kitchen Rent	\$ 1,519
Private Rentals	\$ 2,188
Public Skating	\$ 366
Skate Sharpening	\$ 555
Shinney	\$ 4,140
Signs	\$ 4,500
East Smoky Skating Club	\$ 7,980
East Smoky Minor Hockey	\$ 29,793
Miscellaneous Income	\$ -
Accounts Receivable	\$ 9,975
TOTAL	\$ 176,016
EXPENSES	
Office	\$ 483
Insurance	\$ 2,051
Cleaning Supplies	\$ 1,439
Utilities	\$ 41,058
Diesel/Gas/Oil/Propane	\$ 610
New Equipment	\$ 11,247
Wages & Deductions/WCB	\$ 26,565
Repairs & Maintenance	\$ 8,106
Memberships	\$ 668
Chiller Rental	\$ -
New Renovations	\$ 116,997
Accounts Payable	\$ 5,902
Party Supplies	\$ -
Bank Fees	\$ 274
Advertising & Promotion	\$ 646
Caretaker	\$ 18,300
TOTAL	\$ 234,346
OPERATING SURPLUS (DEFICIT)	-\$ 58,330

CROOKED CREEK COMMUNITY RECREATION CLUB

Year Ended December 31, 2019

Unaudited

ACCOUNTS RECEIVABLES

East Smoky Skating Club	\$	-
East Smoky Minor Hockey	\$	9,450
Advertising Sign	\$	525

\$ 9,975

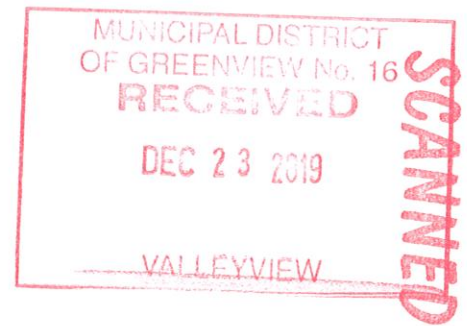
ACCOUNTS PAYABLE

General

Telus	\$	101
MD#16 Water & Sewer	\$	212
Propane	\$	120
Enmax	\$	4,513
Garbage Hauling	\$	75
Canadian Linen	\$	165
East Smoky Gas	\$	716

\$ 5,902

**CROOKED CREEK COMMUNITY
RECREATION BOARD
PO BOX 91
CROOKED CREEK, AB
T0H 0Y0**



December 17, 2019

Municipal District of Greenview #16
Box 1079
Valleyview, AB
T0H 0Y0

Re: December 2018 Capital Grant Request

Att: Stacey Wabick

Dear Stacey:

I am writing this letter on behalf of the Crooked Creek Community Recreation Board to explain why we have not completed the use of the Grant for \$60,000.00 that we received January of 2019.

We have completed the LED Parking lot lighting over budget at \$3,285.22, and the Acoustic issue also over budget at \$4,807.30.

Unfortunately we are still trying to get the rest of the grant requests done. These are things that will need to be done in the summer. We thank you for your patience while we work through our list.

We truly appreciate the fact that the MD leveled out the dirt and gravel mounds on the North side of the building and paved our parking lot and Zamboni Pad.

It is very rewarding working with our MD to better our facilities for the community. We and the Community truly appreciate your assistance and willingness to help.

Yours truly

Rose Shaver

Treasurer

780-505-0268

roseshaver68@yahoo.ca

Jean Amendt
(780) 512-8540

Feb 9/2020

To whom this may concern;

As this is a estimate, the price may vary with any changes to the scope of this job.

This estimate includes all materials and labor associated with this job.

And if it is decided to except this quote, I require half payment on start up and the remainder upon completion.

I would also like to start job as soon as arena is closed for season, if all possible.

The estimate for this job includes;

- ① Full hallway (Bottom half, but quote for all)
- ② Entry area (Main door)
- ③ Janitor room
- ④ Main foyer; wall with window to ice (Bottom half)
 - ; Doors
 - ; Bath standing tables
 - ; Bleachers
- ⑤ Bleachers in ice area
- ⑥ Stairs going up to time box
- ⑦ Outside railing
 - office door
 - Main door
- ⑧ Dressing rooms #1-4 - Benches
 - Bottom half of walls
- #5 - 1 Brick wall
 - Benches
 - Bathroom
- #6 - Benches

\$12,000.00

Thank you
Jean Amendt

Hilroy



REQUEST FOR DECISION

SUBJECT: **COVID-19 Verbal Update**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: May 25, 2020
DEPARTMENT: CAO SERVICES
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION
CAO: _____
GM: _____
MANAGER: _____
PRESENTER: _____

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accept the verbal update on the re-opening plan around COVID-19.

BACKGROUND/PROPOSAL:

CAO Denise Thompson and Regional Fire Chief Wayne Brown will be providing a verbal update to Council regarding Greenview's re-opening plan.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the re-opening plan.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. 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:

There are no follow up actions to the recommended motion.

ATTACHMENT(S):

- None



Municipal District of Greenview No. 16

NAME: Dale Smith Employee # :
ADDRESS : Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
09-Mar			m	regular council-VV	50							
10-Mar			m	municipal planning commission mtg	50							
11-Mar			m	Special council mtg	50							
23-Mar			m	regular council-VV	50							
25-Mar			m	Ag Service Board- VV	50							
29-Mar			m	town hall mtg-teleconference								
14-Apr			m	regular council-VV	50							
16-Apr			m	SARDA mtg-teleconference								
16-Apr			m	teleconference- MLA Travis Toews								
20-Apr			m	Committee of the Whole-VV	50							
20-Apr			m	final budget 2020 meeting								
27-Apr			m	regular council-VV	50							
29-Apr			m	Ag Service Board- VV	50							
30-Apr			m	emergency management Committee-vv	50							
	NOTES:			KILOMETER CLAIM			TOTAL					
				RATE	KM's	TOTAL	LESS GST					
				\$0.59 per km	500	295.00	NET CLAIM					
				\$0.15 per km	500	75.00						
				SUBTOTAL		370.00	TOTAL CLAIM			370.00		
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		370	AMOUNT DUE (OWING)			\$370.00		
Meeting Code : M for Meetings C for Conferences												

Claimant

Date

Approved

Date



Employee # : _____
Department: Council

Claimant	Date	Approved	Date



Council

Claimant

Date

Approved

Date